



**COUNCIL MEETING**

**MONDAY, MARCH 11, 2019**

**7:00 P.M.**

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL  
MONDAY, MARCH 11, 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	
Pg. 2	B) Adoption of Agenda *	Adoption
Pg. 4	C) Accounts Payable *	For Information
	<b>2. DELEGATION</b>	
	A) Glen Motz, MP, Medicine Hat – Cardston - Warner	
	<b>3. PUBLIC HEARING</b>	
Pg. 6	A) Bylaw 1880/2019, Municipal Development Plan *	
	<b>4. MINUTES</b>	
Pg. 120	A) Council meeting held February 25, 2019 *	For Adoption
Pg. 124	B) Redcliff & District Recreation Services Committee meeting held on March 4, 2019 *	For Information
Pg. 126	C) Regional Waste Management Authority meeting held February 28, 2019 *	For Information
Pg. 128	D) Redcliff Public Library Board meeting held January 29, 2019 *	For Information
	<b>5. BYLAWS</b>	
Pg. 132	A) Bylaw 1879/2019, Redcliff Cypress Regional Waste Management Authority Facility Upgrade Project Loan Bylaw *	2 <sup>nd</sup> /3 <sup>rd</sup> Reading
Pg. 141	B) Bylaw 1878/2019, Riverview Golf Club Loan Bylaw *	2 <sup>nd</sup> /3 <sup>rd</sup> Reading
Pg. 150	C) Bylaw 1880/2019, Municipal Development Plan *	2 <sup>nd</sup> /3 <sup>rd</sup> Reading
Pg. 245	D) Bylaw 1883/2019, Cemetery Bylaw *	2 <sup>nd</sup> /3 <sup>rd</sup> Reading
Pg. 263	E) Bylaw 1884/2019, Road Closure Bylaw Amendment *	1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Reading
Pg. 268	F) Bylaw 1885/2019, Repeal Bylaw 1193/1999 *	1 <sup>st</sup> /2 <sup>nd</sup> /3 <sup>rd</sup> Reading

**6. REQUEST FOR DECISION**

- |         |  |                   |
|---------|--|-------------------|
| Pg. 271 | <b>A)</b> Agricultural Improvement Assessment Exemption *                                    | For Consideration |
| Pg. 285 | <b>B)</b> Encroachment Permit *<br>Re: Lot 15, Block 1, Plan 7911064 (1601 Broadway Ave. E.) | For Consideration |

**7. CORRESPONDENCE**

- |         |   |                 |
|---------|---|-----------------|
| Pg. 291 | <b>A)</b> Environment and Climate Change Canada *<br>Re: Low Carbon Economy Fund Challenge – Champions Stream / Redcliff Cypress Regional Waste Management Authority Funding Approval | For Information |
| Pg. 293 | <b>B)</b> Alberta Culture & Tourism *<br>Re: 2022 Alberta Winter Games  | For Information |

**8. OTHER**

- |         |   |                 |
|---------|---|-----------------|
| Pg. 296 | <b>A)</b> Municipal Manager Report to Council * | For Information |
| Pg. 309 | <b>B)</b> Landfill Graphs *                     | For Information |
| Pg. 312 | <b>C)</b> Council Important Meetings & Events * | For Information |

**9. RECESS**

**10. IN CAMERA (CONFIDENTIAL)**

- |  |
|--|
| <b>A)</b> Legal Matter (FOIP Sec 27)                                 |
| <b>B)</b> Intermunicipal Collaborative Framework (FOIP Sec. 21, 24)* |

**11. ADJOURN**

**COUNCIL MEETING - FEBRUARY 25, 2019**

**TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - CHEQUES**

<b>CHEQUE #</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
83805	ACTION PARTS	6/12/18/24V CHARGER	1,255.75
83806	ATB FINANCIAL MASTERCARD	JANUARY MASTERCARD	18,102.44
83807	DERKS FORMAL LTD	UNIFORM FOR FIRE SERVICES	803.04
83808	EECOL ELECTRIC CORP.	24V RELAY AND DOME COVER	310.72
83809	JAG CLEANING SERVICES LTD	JANITORIAL SERVICES - TOWN HALL, PUBLIC SERVICES, RCMP	3,045.00
83810	JOHANSEN, MARK	CRIMINAL RECORD CHECK REIMBURSEMENT	25.00
83811	MCCOLLUM, MARK	50% COUNTER TOP AND CABINET INSTALL - TOWN HALL	759.00
83812	SHAW CABLESYSTEMS G.P.	TOWN HALL INTERNET	146.90
83813	TOWN OF REDCLIFF LIBRARY BOARD	2019 ALLOTMENT FUNDING	60,620.00
83814	RECEIVER GENERAL	FIRE DEPT RADIO AUTHORIZATION RENEWAL	898.00
83815	STEINER'S PETROLEUM	PROPANE	279.35
83816	ULINE	LOCKS & STORAGE - RINK	2,217.12
83817	ALBERTA HEALTH SERVICES	REISSUE STALE DATED CHEQUE	175.00
83818	AMSC INSURANCE SERVICES	BENEFITS PREMIUMS - MARCH	19,982.84
83819	AQUATECH DIVING SERVICES	RIVER INTAKE INSPECTION FEB 11 & 12	10,714.39
83820	CANADIAN ENERGY	1050CA BATTERY	130.31
83821	CANADIAN PACIFIC RAILWAY	FLASHER MAINTENANCE CONTRACT	558.00
83822	C.U.P.E.	UNION DUES	2,087.46
83823	DWELLING PLACES INC.	CONSTRUCTION DAMAGE DEPOSIT REFUND	2,400.00
83824	MITCH FISCHER	REISSUE STALE DATED CHEQUE	12.58
83825	ROGER HUBERDEAU	TRAINING TRAVEL/PER DIEM EXPENSE	120.00
83826	MARSHALL, MICHELLE	CRIMINAL RECORD CHECK REIMBURSEMENT	53.45
83827	MJB ENTERPRISE LTD	REFUND UTILITY DEPOSIT	150.00
83828	PRO COMM SOLUTIONS INC.	PROXIMITY TAGS	34.13
83829	PUROLATOR	SHIPPING	38.99
83830	RAECOR ENTERPRISES LTD	BATHROOM RENOVATION - FLOORING - TOWN HALL	3,567.19
83831	REDCLIFF BAKERY	MPC LUNCH FOR FEB. 20, 2019 MEETING	156.87
83832	RECEIVER GENERAL	RADIO AUTHORIZATION RENEWAL	2,644.00
83833	SHORTGRASS LIBRARY SYSTEM	50% OPERATIONAL LEVY	14,336.00
83834	BARRY STEIER	REISSUE STALE DATED CHEQUE	20.45
83835	ROYAL CANADIAN LEGION #6 REDCL	ROOM RENTAL FOR SKATE PARK OPEN HOUSE	150.00
83836	XL OILFIELD MAINTENANCE	REISSUE STALE DATED CHEQUE	100.00
83837	SOCIETY OF LOCAL GOV'T MANAGER	WORKSHOP REGISTRATION	549.00
<b>TOTAL</b>			<b>\$146,442.98</b>

**TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - ELECTRONIC FUND TRANSFERS**

<b>EFT#</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT0001245	A & B STEEL LTD	1-1/2" HANDY ANGLE 12'	33.08
EFT0001246	BARTLE & GIBSON CO. LTD.	MIXER VALVE & CARTRIDGE	2,412.87
EFT0001247	THE BOLT GUYS	BOLTS AND HEAVY NUTS	63.37
EFT0001248	CANADIAN LINEN & UNIFORM SERVI	COVERALLS & TOWELS	44.51
EFT0001249	DIAMOND SOFTWARE INC.	2019 ACCOUNTING SOFTWARE & HARDWARE MAINT. FEE	31,976.88
EFT0001250	REDCLIFF HOME HARDWARE	BACKPACK BLOWER AND GENERAL SUPPLIES	1,122.78
EFT0001251	JIM'S ELECTRIC (2006) LTD.	LIGHT REPAIR - TOWN HALL	290.33
EFT0001252	KEYWAY SECURITY LOCKSMITHS LTD	FRONT DOOR ADJUMENT - DAMAGED	97.65
EFT0001253	MPE ENGINEERING LTD.	WTP CONTINUING SERVICE CONTRACT	1,575.00
EFT0001254	NAPA PARTS & PIECES MEDICINE H	MUD FLAPS	246.50
EFT0001255	PRAIRIE ROSE SCHOOL DIV.NO.8	UTILITIES - OUTDOOR RINK JUN TO DEC 2018	101.13
EFT0001256	RURAL MUNICIPALITIES OF ALBERT	ENGINE PARTS & FIRE EXTINGUISHERS	4,865.74

EFT0001257	SOUTH COUNTRY GLASS	AUTO DOOR MAINTENANCE	409.50
EFT0001258	SUN CITY FORD LTD	SWITCH & WIRE ASY	72.72
EFT0001259	RON S ELECTRIC	RCMP LIGHT REPAIR AND SENIOR PLUG REPAIR	153.33
EFT0001260	BERT'S VACUUMS & EQUIPMENT REN	PAPER PRODUCTS	880.87
EFT0001261	TURRIS COMMUNICATIONS LTD	LIGHT INSTALL FOR 187	243.60
EFT0001262	A & B STEEL LTD	SHOP SUPPLIES AND HOSE CLAMPS	180.37
EFT0001263	CANADIAN LINEN & UNIFORM SERVI	COVERALLS & TOWELS	44.51
EFT0001264	REDCLIFF HOME HARDWARE	GOO GONE CLEANER	16.78
EFT0001265	RURAL MUNICIPALITIES OF ALBERT	AIRHAWK 2 INDUSTRIAL AIR MASK	3,418.94
EFT0001266	WESTERN DIESEL WHOLESALE LTD	GASKETS	32.39
<b>TOTAL</b>			<b>\$48,282.85</b>

<b>REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - CHEQUES</b>			
<b>CHEQUE #</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
00464	ATB FINANCIAL MASTERCARD	JANUARY MASTERCARD	1,427.01
00465	NANA'S & PAPA'S COIN LAUNDRY	COVERALLS	42.00
00466	PUROLATOR	SHIPPING	45.30
00467	CANADIAN ENERGY	1050CA BATTERIES	363.80
00468	PUROLATOR	SHIPPING	52.48
00469	SUPERIOR TRUCK EQUIPMENT INC.	FILTERS	2,971.92
<b>TOTAL</b>			<b>\$4,902.51</b>

<b>REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - ELECTRONIC FUND TRANSFERS</b>			
<b>EFT#</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT000000000047	RURAL MUNICIPALITIES OF ALBERTA	OVERALLS, COVERALLS, AND SANDBAGS	252.89
EFT000000000048	RMA FUEL LTD	FUEL	3,385.37
EFT000000000049	BOSS LUBRICANTS	15W40 OIL	433.44
EFT000000000050	FARMLAND SUPPLY CENTRE INC.	HOSE WRAP	296.80
EFT000000000051	REDCLIFF HOME HARDWARE	HEATER	69.86
EFT000000000052	RMA FUEL LTD	FUEL	1,853.81
EFT000000000053	SUMMIT MOTORS LTD	FLEETRITE DEF 2.5 GALLONS	481.74
<b>TOTAL</b>			<b>\$6,773.91</b>

# Memo



**To:** Redcliff Town Council

**From:** Planning and Engineering Department

**Date:** March 11, 2019

**Re:** Comments & Feedback for Public Hearing for Bylaw 1880/2019, Municipal Development Plan

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## PLAN DEVELOPMENT & CONSULTATION

The Planning & Engineering Department updated Redcliff's Municipal Development Plan (MDP) over the past year and a half. The public, stakeholders, council, and MDP Steering Committee aided in developing the MDP document through a series of workshops, surveys, open houses, and meetings over the course of the project.

Prior to first reading, administration circulated the draft MDP to stakeholders and made the document available to the public for comment via an online survey posted to the Town website and social media in January 2019. Administration held an Open House for the draft MDP on January 16, 2019.

The public and stakeholders were also able to comment on the MDP after first reading by either submitting comments or attending the public hearing, advertised according to the Municipal Government Act.

## COMMENTS & FEEDBACK RECEIVED

Comments received on the draft MDP prior to first reading are in Attachment 2, attached for council reference. Administration also supplied these comments, which include rationale for resulting draft MDP changes, to council during first reading of Bylaw 1880/2019 on February 11, 2019.

The MDP Steering Committee passed a motion recommending Council adoption of the MDP at their January 2019 meeting. See Attachment 3 for MDP Steering Committee January 2019 meeting minutes.

Following first reading of Bylaw 1880/2019, administration received comments from the following stakeholders:

1. Medicine Hat Catholic Board of Education
  - a. Letter found in Attachment 4
  - b. Comments noted, letter requested no changes or suggestions
  - c. Planning & Engineering has contacted MHCBE regarding development of Area

Structure Plans as requested in the letter

2. City of Medicine Hat

- a. Letter found in Attachment 5
- b. Administration drafted a letter in response to the City, found later in the agenda package with the MDP RFD. The draft will be sent to the City on March 12, 2019.

Municipal Planning Commission did not supply comments on the Municipal Development Plan as no quorum was present at their January and February meetings.

## **ATTACHMENTS**

1. Bylaw 1880/2019, Municipal Development Plan, as given first reading.
2. Draft MDP Summary of Comments & Feedback Received (prior to first reading)
3. MDP Steering Committee January 2019 Meeting Minutes
4. Medicine Hat Catholic Board of Education letter
5. City of Medicine Hat letter

## **TOWN OF REDCLIFF BYLAW NO. 1880/2019**

A Bylaw of the Town of Redcliff in the Province of Alberta to adopt a Municipal Development Plan for the Town of Redcliff.

WHEREAS the Municipal Government Act provides that all Councils of a Municipality must adopt, by bylaw, a Municipal Development Plan;

AND WHEREAS, pursuant to the Municipal Government Act, Council has directed that a Municipal Development Plan be prepared;

AND WHEREAS a Municipal Development Plan has been prepared under the direction of a Steering Committee approved by Council;

AND WHEREAS a Public Hearing regarding the proposed Municipal Development Plan was held on \_\_\_\_\_;

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

1. This bylaw may be cited as the Municipal Development Plan Bylaw.
2. The Municipal Development Plan which is attached hereto shall provide for the orderly and economic development of the Town of Redcliff and is hereby adopted as the Municipal Development Plan for the Town of Redcliff.
3. This bylaw repeals Bylaw No.1656/2010 being the Municipal Development Plan Bylaw adopted on May 10th, 2010, and any amendments made hereto.
4. This bylaw comes into force following third reading and signing.

Read a first time this 11<sup>th</sup> day of February A.D., 2019.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2019.

Read a third time this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2019.

Signed and finally passed this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2019.

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**MANAGER OF LEGISLATIVE &  
LAND SERVICES**





our path forward

# *Redcliff's Municipal Development Plan*





Town of Redcliff Municipal Development Plan

Prepared By: Town of Redcliff Planning and Engineering Department

Adopted: DD/MM/YYYY

# Acknowledgements

Redcliff's Municipal Development Plan could not have been completed without the guidance, ideas, and dedication from members of the Municipal Development Plan Steering Committee: Arnold Frank, Tonya Mori, Wendy Harty, Emily Stock, William Crozier, Dwight Kilpatrick, Bruce Vine, Kim Dalton, Derrin Thibault, Jerry Beach, and Arlos Crofts.

Additionally, the Planning and Engineering Department Team would like to thank Town Council for their work and support throughout the planning process, and the public and Town staff for their input and feedback on the project.

Front and back cover page photos by: Sarah Craats







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Photo By: Wendy Harty

# ***1.0 What is the MDP***

# 1.1 Purpose

## 1.1.1 Why Do We Have an MDP?

Through the *Municipal Government Act* (MGA), the Province of Alberta requires every municipality to have a Municipal Development Plan (MDP).

The MDP is an important document because it sets forth a vision and action plan for how Redcliff will grow, develop, and redevelop in the future.

## 1.1.2 Why Are We Revisiting the MDP?

Redcliff's previous MDP, adopted in 2010, required updating to reflect the current social and economic context of the Town, incorporate the community's vision, involve citizens more heavily in the process, and improve consistency with other provincial and regional planning documents adopted after the 2010 MDP. For example, the Government of Alberta requires Redcliff's MDP to align with the newest version of the MGA, ratified in 2017, and the *South Saskatchewan Regional Plan* (SSRP), adopted in 2014.



# 1.2 Scope

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## MGAS. 632 Municipal Development Plans:

- (3) A municipal development plan
    - (a) must address
      - (i) the future land use within the municipality,
      - (ii) the manner of and the proposals for future development in the municipality,
      - (iii) the co-ordination of land use, future growth patterns and other infrastructure with adjacent municipalities if there is no intermunicipal development plan with respect to those matters in those municipalities,
      - (iv) the provision of the required transportation systems either generally or specifically within the municipality and in relation to adjacent municipalities, &
      - (v) the provision of municipal services and facilities either generally or specifically,
    - (b) may address
      - (i) proposals for the financing and programming of municipal infrastructure,
      - (ii) the co-ordination of municipal programs relating to the physical, social and economic development of the municipality,
      - (iii) environmental matters within the municipality,
      - (iv) the financial resources of the municipality,
      - (v) the economic development of the municipality, &
      - (vi) any other matter relating to the physical, social or economic development of the municipality,
    - (c) may contain statements regarding the municipality's development constraints, including the results of any development studies and impact analysis, and goals, objectives, targets, planning policies and corporate strategies,
    - (d) must contain policies compatible with the subdivision and development regulations to provide guidance on the type and location of land uses adjacent to sour gas facilities,
    - (e) must contain policies respecting the provision of municipal, school or municipal and school reserves, including but not limited to the need for, amount of and allocation of those reserves and the identification of school requirements in consultation with affected school boards,
    - (f) must contain policies respecting the protection of agricultural operations, &
    - (g) may contain policies respecting the provision of conservation reserve in accordance with section 664.2(1)(a) to (d).
- 

## 1.2.1 Timeframe

Redcliff's MDP provides direction for the future development of the Town over the next approximately 40 years, to the year 2056. The Town cannot properly plan and prepare for the future unless we know what we want Redcliff to look like in the future. A long-term plan is necessary to determine short-term actions we must take now to reach the 2056 Redcliff vision.

## 1.2.2 Geographic Reach

All land within Redcliff's current boundary is included in the MDP. The MDP addresses both redevelopment in established areas and new development in greenfield areas. The MDP includes a Growth Management Strategy in Section 7.2 that focuses on redevelopment and growth within the current boundary, while also looking ahead to potential expansion beyond the current boundary. The general MDP goal policies would also apply to future annexed lands not currently within Town boundary.

## 1.2.3 Direction & Flexibility

The MDP is specific and detailed in providing a framework for how the Town will progress into the future. While the MDP sets direction for the next 40 years, it is a flexible, living document, subject to review with the potential for updates over time to reflect the current context of Redcliff.



# 1.3 Role

## 1.3.1 What Does the MDP Do?

Redcliff's MDP is a blueprint for the Town reflecting public, Council, and administration formulated solutions, advice, and recommendations, which aims to:

- Guide Council decisions;
- Guide decisions and policy input from Town Boards and Commissions;
- Provide development direction in all of Redcliff's neighbourhoods;
- Act as a roadmap for evaluating development proposals against the vision for the community;
- Address the issues of today and look ahead to plan for future issues;
- Balance the needs of all members of the community;
- Foster horizontal and vertical cooperation and consistency with other governments;
- Provide a clear framework for implementing the community vision;
- Guide capital expenditure priorities; and
- Establish criteria to measure success of the MDP.

The MDP also plays a role in:

- Attracting business to Redcliff; and
- Acting as a foundation to support community initiatives.

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**NOTE:** The MDP does not provide specifics related to subdivision and development. Specifics are provided in the Land Use Bylaw, engineering standards, and other municipal statutory plans, which are guided by the MDP.

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**MGA S. 637 Effect of Plans:** The adoption by a council of a statutory plan does not require the municipality to undertake any of the projects referred to in it.

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# 1.4 Organization

Redcliff's MDP is broken into the following main parts:

## 1 What is the MDP

- introduction and contextual information

## 2 How We Did it

- the process followed to update the MDP, including public consultation

## 3 How it Fits in

- the hierarchy of planning documents in Redcliff

## 4 Where We Are

- background information on the current state of the Town

## 5 Where We're Going

- vision statement

## 6 How We'll Get There

- general goal policies and neighbourhood specific policies

## 7 Ensuring the Vision

- implementation, growth management, monitoring and evaluation

## 8 Appendices

- supporting information

# 1.5 How to Use the MDP

## 1.5.1 How Do I Know Which Policies to Consider?

MDP policies are categorized into two main sections: goals and neighbourhoods. The goal section policies are general and apply to all of Redcliff. The neighbourhood policies only apply to land within a specific neighbourhood’s boundary. Any project, development, or initiative must consider all applicable general policies under the goal section and specific policies from the neighbourhood in which it is located.

The neighbourhoods do not divide Redcliff and create boundaries; rather, they create a framework for planning policies unique to specific areas of the Town. For example, river flooding only affects the River Valley; therefore, a flood setback policy exists uniquely for the River Valley neighbourhood.

## 1.5.2 What is the Intent of the Policies?

Redcliff’s MDP uses specific words in policies to denote intent. The following table illustrates how specific words are interpreted in the MDP to define policy intent.

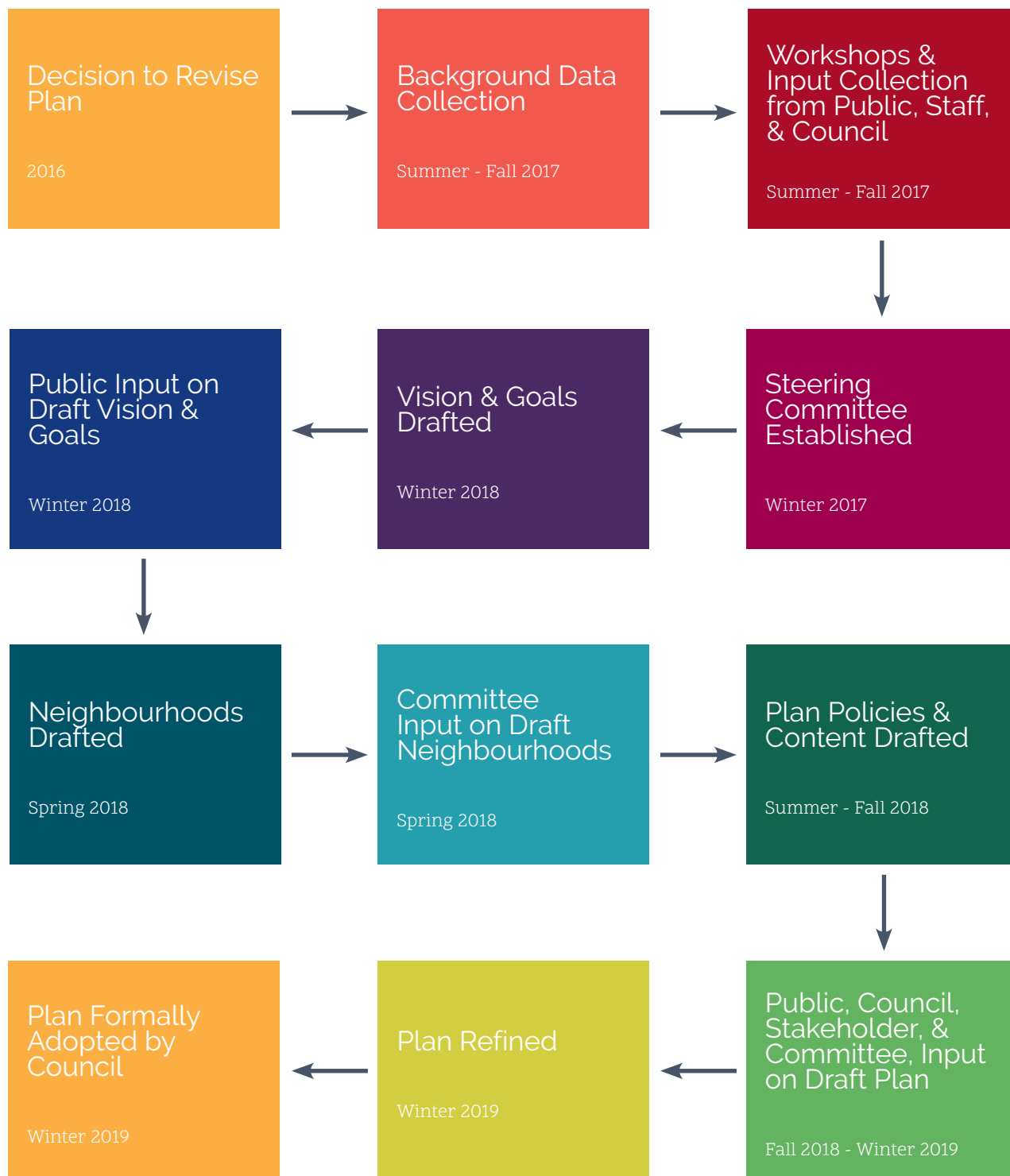
Intent	Word
Compulsory requirement, to ensure a result	SHALL
Actively encouraged, to illustrate ideal expectations	SHOULD
Passively supported, dependent on context, resources, and capacity	MAY

Some policies and corresponding actions are more passive than others, and are subject to resource constraints and capacity limitations, which means not all policies can be simultaneously prioritized. Additionally, many policies take time and ongoing effort to implement, and not all “shall” policies can be implemented immediately. The Town recognizes the reality of limited resources, and that the MDP’s vision may not be fully realized unless all policies are implemented. All policies are designed to be achievable over the lifespan of the MDP through the Implementation Framework Policy outlined in section 7.1.



## *2.0 How We Did it*

## 2.1 MDP Update Process



## 2.2 Public Involvement

Community involvement was at the forefront of developing Redcliff's MDP. The MDP update process involved hours of public consultation with Town Council, Administration, and the public. An MDP Steering Committee comprised of representatives from the public, Council, Municipal Planning Commission, the School Board, and Administration was established to provide further detailed input on the MDP.

Stakeholder involvement for the MDP included:

460 surveys completed during Redcliff Days	171 "Show Us Your Redcliff" online surveys completed	Two Council engagement sessions totalling 7 hours of input gathering
300+ flags on the "Show Us Your Redcliff" maps at Redcliff Days & Fall Festival	54 Grade 6 students participating in a "Show Us Your Redcliff" design activity	Over 80 Responses to the Draft Plan
10 Town of Redcliff staff members participating in a "Show Us Your Redcliff" design activity	Nearly 50 attendees at the Visioning and Goal-Setting Workshops	15 hours of Steering Committee input
54 online surveys providing input on the draft vision and goals	20 attendees at the Vision and Goals Open Houses	Over 60 photo contest entries submitted



Main themes identified during public consultation included:

- Downtown, Main Street, and the River Valley are viewed as the “hearts” of the community, the places most important to residents
- Residents love and want to keep Redcliff’s “small town feel”
- Attracting more businesses, industry, and retail to Redcliff is paramount to maintain independence
- Eliminate the negative stigma surrounding Redcliff
- Public facilities, amenities, and infrastructure should be upgraded and expanded to meet current and future needs
- Redcliff will experience steady growth in the future due to affordability, recreational and community facilities, and a friendly atmosphere

“I think the red cliffs are the most important feature. We should reduce activities that threaten our natural areas.”

“I enjoy the trail system that we have in Redcliff and would love to see it expanded to make all areas of Redcliff reachable by foot or bike.”

“It’s important to encourage some growth while staying small town...Redcliff is a unique, safe, working class town with potential to upgrade and re-face the main downtown area to create a historically rich area that supports arts and culture. We should strive to be ahead of the curve on renewable energy and other environmentally responsible initiatives.”

“The community events are incredible, we look forward to all of them. Living here is like being able to step out of the business of the world to go home. This should be a focus over the next many years to maintain.”

“Redcliff is a small, warm community. We are proud of our past and eagerly look to the future.”

- Redcliff citizens



Town staff reviewed all feedback collected through public consultation. While it was not possible to incorporate every piece of feedback into the final MDP, the Town sought to balance the needs and wants of the community and incorporate public ideas wherever possible into the vision, goals, and policies.

The MDP Steering Committee, as per their mandate, reviewed and provided guidance, advice, and suggestions on the vision, goals, neighbourhoods, and policies. The Steering Committee also defined the guiding principle for the MDP and judged the photo contest by selecting photos that best represented Redcliff to be featured in the final document.



## 2.3 Guiding Principle

### Small Town Feel is created by...

...The look and design of the Town, which influences people's behaviour. Clean, inviting streets and open spaces draw people outside to meet each other, interact, and visit. Well-designed buildings created a strong sense of place and convey a distinct heritage feel. The look and layout of the Town nurtures a familiarity and connection to the community, encouraging friendliness and a neighbourly atmosphere...

...The people. A small population makes it easier to become familiar with every place and every person.



This symbol next to an MDP objective or policy means it directly relates to the idea of creating small town feel in Redcliff.



When we asked people what they love about Redcliff, the number one response we heard was “small town feel.” What does “small town feel” mean? What does “small town feel” look like? How can we maintain and create “small town feel” as Redcliff moves into the future?

The MDP Steering Committee tackled these questions and developed the following guidelines for what small town feel looks like and means for Redcliff. The guidelines presented below are meant to guide future development and redevelopment in Redcliff. The ideas are also linked to MDP policies.

While every MDP policy does not directly relate to small town feel (i.e. infrastructure provision), decision makers should consider and assess all development proposals and capital projects through the lens of small town feel to determine if they align with the community vision's guiding principle.

### Small Town Feel in Redcliff means...

- The community is clean and inviting;
- People are trustworthy and friendly, you know your neighbours and everyone is familiar;
- The community is for all ages;
- You can easily walk anywhere with sidewalks on all streets and signage;
- A variety of recreational and cultural facilities are accessible to all;
- Beautification and greenery in public spaces eliminates starkness;
- The streetscape is inviting with trees, benches, lampposts, and art;
- Streets are safe, calm, and not too busy;
- Downtown is the primary shopping area, with plenty of local stores;
- Buildings are not cookie cutter, and vary in shape, age, and colour;
- You can get all basic goods and services within Town (doctor, groceries);
- The school system fosters pride and contributes to sense of community;
- Residential neighbourhoods have open space, yards, trees, and vegetation;
- Buildings do not appear “crammed” or “stacked” together;
- The design of chain retail stores takes into account human-scale development, shared parking, and storefronts closer to the street;
- Industrial areas are buffered from incompatible uses, and clustered together or located on the periphery of Town;
- Apartments and condo buildings are located in strategic areas above downtown stores, along major corridors, and as a buffer between commercial and single detached homes;
- Buildings demonstrate a high standard of architectural design, using materials which create a sense of place and convey Redcliff's heritage; and
- Buildings are not higher than 3 – 4 storeys, and their size does not overpower the surrounding community.





## ***3.0 How it Fits in***



Common goals help ensure success and reaffirm Redcliff's future direction. If every planning document had different goals and values, or the MDP conflicted with provincial and regional planning documents, implementation would be difficult. The provincial government established a hierarchy of planning documents to prevent conflicts, requiring lower level documents to be consistent with higher level documents.

The Alberta *Municipal Government Act* requires municipalities to have an MDP. The MGA outlines required and optional content for the MDP, and describes the MDP adoption and amendment processes.

In 2008, Alberta created the *Land Use Framework* (LUF) to sustainably manage land and resources in response to immense growth in the province during the early 2000s. The LUF divides the province into seven planning regions based on major watershed boundaries. Redcliff falls under the *South Saskatchewan Regional Plan*, adopted in 2014. Redcliff's MDP must be consistent with the South Saskatchewan Regional Plan.

In 2010, Redcliff jointly adopted the *Tri-Area Intermunicipal Development Plan* (IDP) with the City of Medicine Hat and Cypress County. The IDP outlines how the three municipalities will grow together in the future, ensuring each has enough land to accommodate future growth. Redcliff's MDP must be consistent with the IDP.

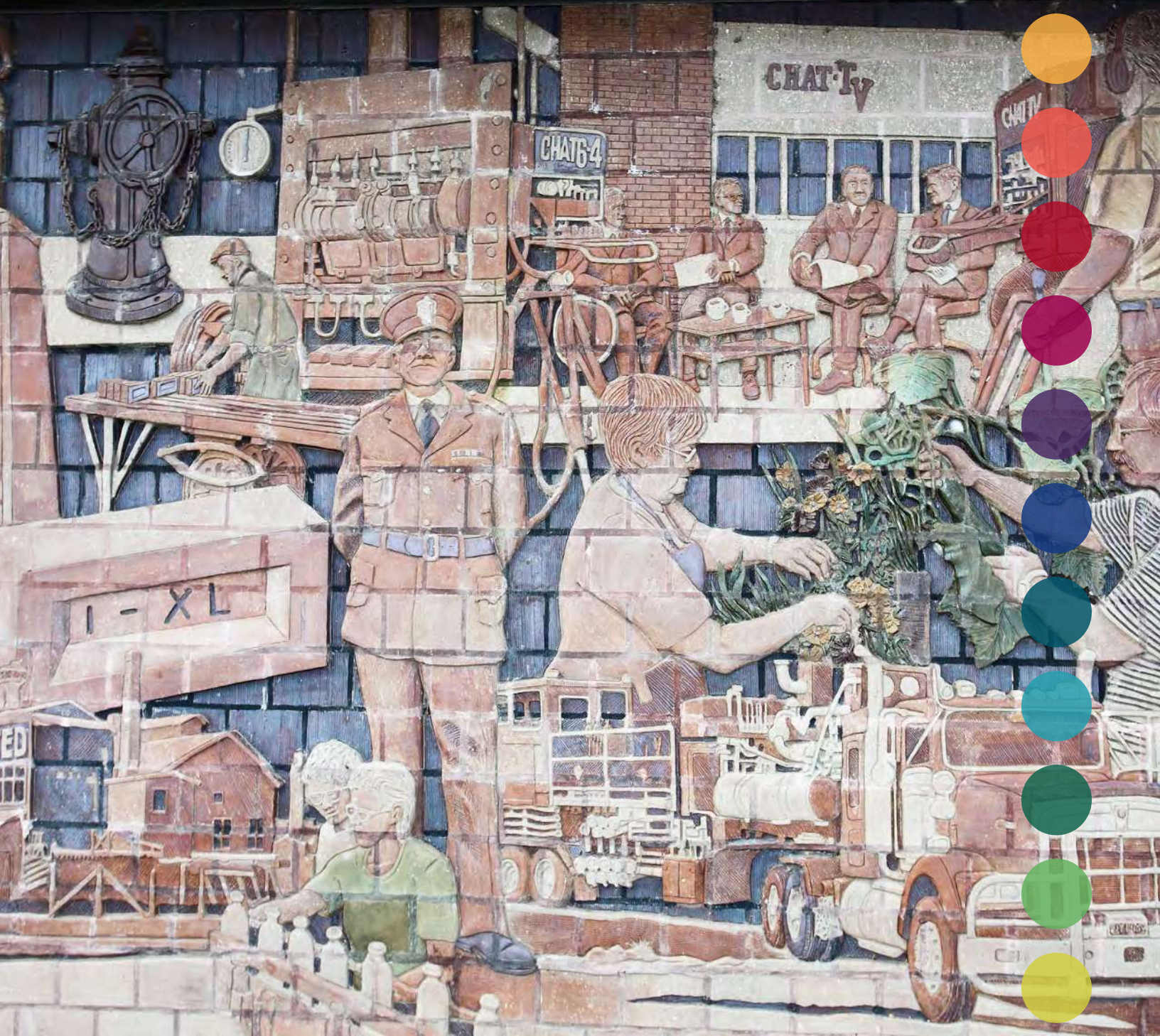
Redcliff's current and future Area Structure Plans (ASPs), Area Redevelopment Plans (ARPs), and Land Use Bylaw (LUB) must be consistent with Redcliff's MDP.

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This symbol next to an MDP objective or policy means it directly relates to an SSRP policy.







## 4.0 *Where We Are*



## 4.1 History & Geography



Redcliff was originally First Nations territory of the Cree, Assiniboiné, Gros Ventre, Blood, and Peigan people. Europeans settled the Redcliff area in the 1880s. Near the turn of the 20th Century many industrialists, manufacturers, and investors were attracted to the resource-rich area. Redcliff was referred to as the “Smokeless Pittsburgh of the West” due to abundant coal, oil, and natural gas reserves, and proximity to the railroad. Manufacturing of brick, glass, shoes, cigars, and furniture occurred during the boom years in the early 1900s.

Growing industrial activity led to a population surge in the first years of the 20th Century. Redcliff incorporated as a Village in 1910, and became a Town in 1912. Today, Redcliff is recognized for local food production - reflected in the Town motto “Greenhouse Capital of the Prairies” - and maintains a population approaching 6,000, small town character, and strong oil and gas economy.

Redcliff is located in the Grasslands Region of southeastern Alberta, and is also part of the Canadian Badlands. The Badlands region consists of unique coulee landscapes and hoodoo rock formations. It is this landscape and the red shale outcroppings seen in the river valley that gave the Town its namesake, Redcliff.



## 4.2 Context

### 4.2.1 MDP Origins

The first plan for Redcliff's growth and development was the 1976 Redcliff Engineering and Development Study, followed by the 1982 Redcliff General Plan. Redcliff's first MDP, adopted in 1996, built on the foundations of these two documents; it was later revised in 2000 and 2010.

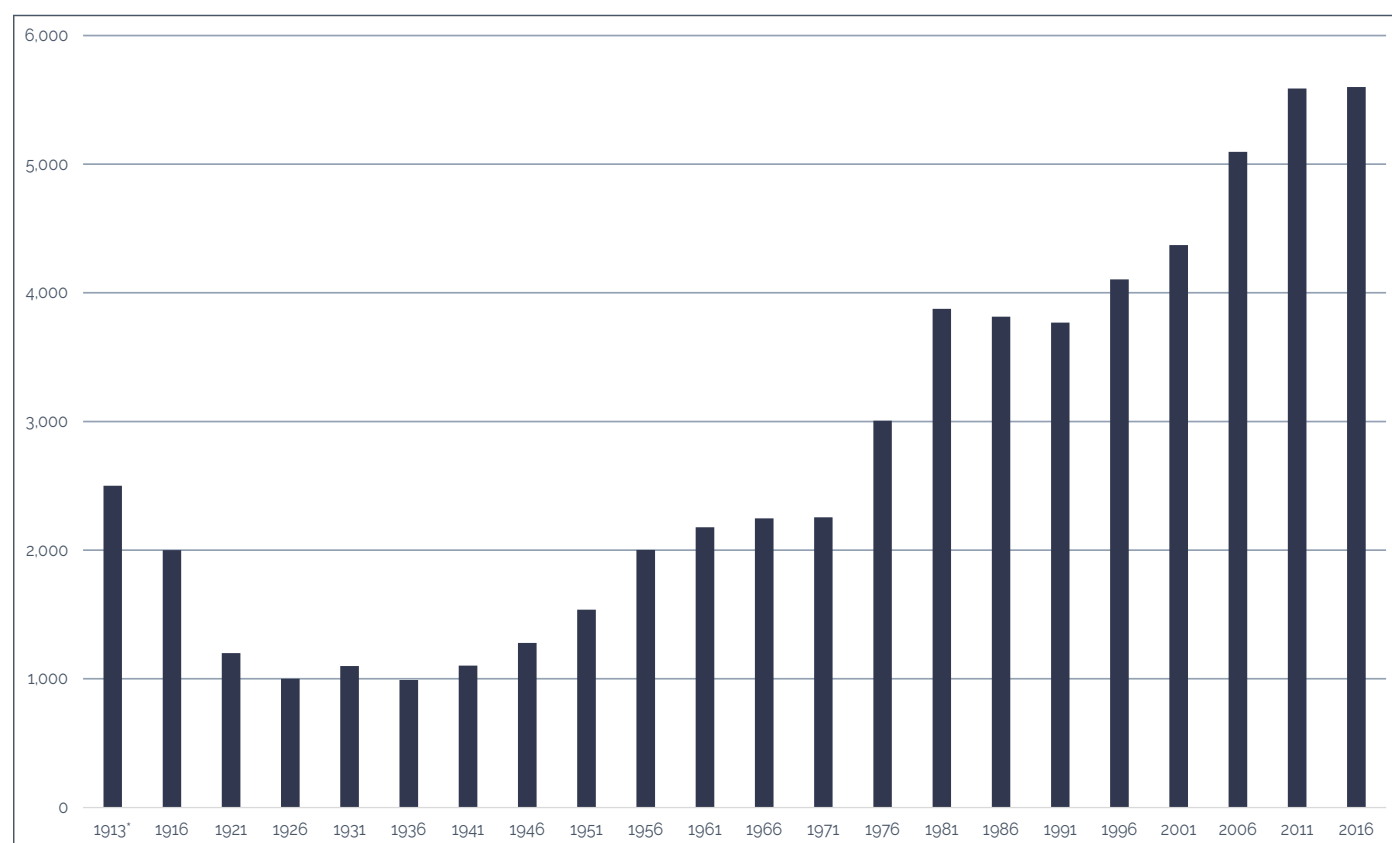
### 4.2.2 Population

Redcliff's population has fluctuated but grown steadily overall. A booming economy caused significant growth periods in the early 1950s, 1970s, and early 2000s, while slow economic times brought stagnant population growth and even decline in the early 20th Century.

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For details on how the population forecast was determined, and additional population growth scenarios and projections, refer to the **Population Study** at [www.redcliff.ca](http://www.redcliff.ca).

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(Alberta Municipal Affairs 2017, Stats Canada 1996 2007, 2012 2013a, 2013b, 2017, Southeast Alberta Regional Planning Commission 1984)

\*first year of available Alberta Municipal Affairs population data

Redcliff's population forecast for the next ~40 years is shown below. Under the population forecast, Redcliff is predicted to have 7,273 residents in 2036, and 8,782 residents in 2056.



(Stats Canada 2012, 2017)

For details on the economy of Redcliff, refer to the **Economic Study** at [www.redcliff.ca](http://www.redcliff.ca).

## 4.2.3 Economy

Trades, transport, and equipment operator occupations employed a large portion of the population over the last 20 years, while mining, quarrying, and oil and gas extraction, healthcare, construction, and retail were the largest industries where Redcliff residents are employed.

**Industry** refers to the type of firm where a person works, while **occupation** refers to one's specific set of tasks. A single occupation therefore is often present across many industries. For example, accountants may work for an accounting firm, government, resource extraction business, or many other kinds of industries (Wyoming Department of Employment 2016).

Tourism, agri-food, and agriculture are expected to lead economic growth in the future. This projected shift in occupation and industry trends is a result of an increased proportion of the population attaining postsecondary certificates, diplomas or degrees, and a need to diversify the economy from oil and gas. Attracting new and diverse industry may be an opportunity for Redcliff to increase its non-residential assessment base, provide employment opportunities directly in Town, and stimulate subdivision and land development.

# 4.2.4 Land

Redcliff has a sufficient land supply to accommodate development of forecasted residential, commercial, and industrial growth over the ~40 year time horizon of the MDP. Additional land requirements are forecasted near the end of the MDP’s lifespan to ensure a 30-50 year greenfield land supply. Greenfield land may need to be acquired sooner if a higher population projection is realized. Redcliff will continue to annex land in accordance with the IDP to accommodate forecasted population growth.

For details on land in Redcliff, refer to the **Land Inventory** at [www.redcliff.ca](http://www.redcliff.ca).

**Greenfield** land refers to all previously undeveloped land, while **brownfield** land is a previously developed site, usually industrial, where the future land use is affected by real or perceived environmental contamination and/or existing infrastructure.

Land Type	Land Available	Land Required Over MDP Lifespan	Land Remaining After MDP Lifespan	Land Needed in the 30 - 50 Years After MDP Lifespan
RESIDENTIAL	~ 165 ha	~ 60 ha	~ 105 ha	100 - 150 ha
COMMERCIAL/ INDUSTRIAL	~ 200 ha	~ 65 ha	~ 135 ha	100 - 125 ha





## *5.0 Where We're Going*



The vision is the overarching, general direction for the future of Redcliff. It paints a picture of the ideal future state of Redcliff we should strive to achieve. The vision forms the basis of the MDP that the rest of the document will work towards making a reality. The vision provides strategic direction to Council and reflects the aspirations of the community. The strategic vision provides direction to decision-makers, while the resident and visitor statements interpret the ideas in the strategic vision into the perspective of a resident and visitor describing Redcliff in the future. The resident and visitor vision statements tell a story of the ideal future for Redcliff in a way that is familiar.

The resident and visitor vision statements were created from feedback collected in summer and fall 2017 through surveys and a series of vision-setting workshops with the public, Redcliff students, Council, and Town staff. The vision statements reflect main ideas heard during consultation sessions pertaining to what residents themselves picture Redcliff to be, and what residents want visitors to experience in the Town.

# 5.1 Strategic Vision Statement

In the year 2056...

Redcliff is celebrated for its small town feel, family oriented atmosphere, and inclusiveness. Redcliff has grown steadily to a population nearing 9,000, remaining independent of, but cooperating with its municipal neighbours.

The coulees and river valley remain preserved to allow current and future generations to enjoy the treasured landscape and wildlife. Abundant outdoor activities and a rich history attract tourists to Redcliff.

Pride in the community is manifested through cultural events, and seen by walking along the clean, people-friendly streets where neighbours and friends gather. Public facilities are well-maintained with a recreation hub as a major gathering space in the community.

Sustainable infrastructure catalyzes both residential and commercial growth. A low cost of living, multiple housing options, and incentives for businesses have increased industry and business diversity. Residents are able to work and shop in their community. Broadway remains the heart of the local business district, with additional retail opportunities in Eastside and throughout the Town.

Ease of getting around by either walking, cycling, or driving, attractive historical buildings, an energetic downtown, and investments in green technology make Redcliff a desirable community.

## 5.2 Resident Vision Statement

In the year 2056...

Redcliff is my home, it is a wonderful place to live and I am proud of it. The Town has grown to almost 9,000 residents by welcoming people from all walks of life and all over the world. The small town feeling has been preserved and pride in the community is displayed in well maintained properties. Redcliff is a great place to raise a family; kids safely play outside and I know my neighbours. Town spirit runs high, with many citizens involved in the community.

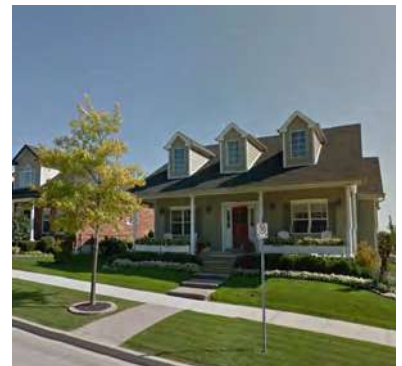
It's easy and convenient to walk and bike just about anywhere in Redcliff because of the accessible and interconnected street system, abundant sidewalks, accommodations for cycling, and calm residential streets. My family and I often bike to recreation centres, especially during summer. A historic park at the former I-XL brick plant site is a popular gathering place for family and friends, and celebrates our rich history, while a nearby school enables kids of all ages to attend school in Town.

The trails, coulees, and river valley have always been one of my favourite places in Town. Protection of natural areas and plentiful trails mean my children and future grandchildren are able to enjoy the area as much as I do.

Just as I was able to afford a small apartment in Redcliff when I first moved out on my own, I have peace of mind knowing I will be able to remain in Redcliff when I am older because of multiple housing options, a low cost of living, support services in the community, and amenities for seniors.

Cooperation with neighbouring municipalities has led to strong regional connections and more options for travelling to and accessing amenities in Cypress County and the City of Medicine Hat. Redcliff has embraced new technology and opportunities to create a community that is financially sustainable with well-maintained and efficiently operating roads, sidewalks, parks, public spaces, and recreation facilities. In the past, concerns with infrastructure limited growth. Today the issue no longer exists and the Town continues to grow with infrastructure supporting growth. Investments in transportation, warehousing, and green technology spurred by infrastructure enhancements have enabled myself and many people I know to work in Redcliff.

Downtown has remained the heart of the local shops and business; I often wander the street on weekends running errands, and enjoy bumping into friends or catching community events. A diverse retail shopping area in Eastside boasts stores where I can buy additional items I used to have to leave Town for. The convenience of being able to do most of my shopping in Redcliff shows how we've grown and become more self-sufficient.



## 5.3 Visitor Vision Statement



In the year 2056...

We are driving along the Trans-Canada Highway when a sign for the amenities in the Town of Redcliff catches our eye. The Town looks clean and inviting, we decide to make a rest stop. Driving through the canopy of trees along Broadway Avenue conveys a small town charm. The shops and streets are attractive, welcoming, and full of life, we park and wander around.

We spend time in shops and stores downtown, and stop to sit on a bench in one of Redcliff's many parks to people watch. We wander through the quaint residential streets, dotted with historic homes. Redcliff is peaceful and friendly, I could see myself living here. We visit the museum and learn about the boom years during the early 1900s. The museum recommends additional places to see in Town. We end our outing with a serene evening walk on the trails that run atop the coulees and wind down to the river valley, taking in a beautiful view of the coulees and South Saskatchewan River.



Photo By: Jacky Tam

As we make our way out of Redcliff, we discuss planning a trip over summer and staying at one of the several overnight accommodations available in Town. We are looking forward to mountain biking in the coulees, swimming at the pool, playing a round at the golf course, and catching one of the community festivals. Our pit stop in Redcliff turned into discovering a hidden gem in the prairies.



Photo By: Katy Courty





Photo By: Tammy Harvey

## *6.0 How We'll Get There*

## 6.1 Goals

The goals act as “mini vision statements” for the future of Redcliff for specific topic areas that apply to the entire Town. The goal statements build from the vision, adding further detail and direction based on feedback heard during public consultation and from the MDP Steering Committee.

## 6.1.1 Community

Redcliff is a community full of spirit that celebrates diversity and fosters inclusion. Our rich history is honoured in our public spaces, where residents gather and attend events year-round, made possible by our strong volunteer community. Safe and attractive streets and buildings bring people together, preserve our heritage, promote multiple uses, and perpetuate small town charm.

### Objective 1: Increase community pride by promoting beautification of Redcliff

**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

**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

**Policy 3:** The Town **should** create inviting public spaces through initiatives such as:

- pop-up parks or events in vacant lots
- treed boulevards
- commissioned murals

**Policy 4:** The Town **should** beautify parking lots

**Policy 5:** The Town **should** evaluate the need for public art initiatives and a public art committee

**Policy 6:** The Town **should** encourage property clean-up by expanding community clean-up initiatives and establishing a tool library

**Policy 7:** The Town **may** establish community-led greening and beautification efforts on both private and public property

### Objective 2: Increase community involvement, citizen capacity, and event attendance

**Policy 8:** The Town **shall** advertise community events using a variety of Town and local media news outlets

**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 of the MDP

**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



Heritage Park Parking Lot - Calgary, AB



Public Art Mural - Halifax, NS



### **Objective 3: Preserve and promote Redcliff's cultural and built heritage**

**Policy 11:** The Town **shall** create an inventory of historical buildings, resources, and culturally significant places in collaboration with the Redcliff Museum

**Policy 12:** The Town **shall** create initiatives to bring greater recognition to historic resources in Redcliff

**Policy 13:** The Town **should** actively work with property owners and the Province to register properties to the provincial historical registry

**Policy 14:** The Town **should** create policies and bylaws to protect valuable municipal historic resources, ensuring protection from demolition

**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

**Policy 16:** The Town **should** create incentives for property owners to refurbish historic properties

**Policy 17:** The Town **should** consider naming new subdivisions, streets, and parks to reflect the history of Redcliff





## 6.1.2 Economy & Tourism

Redcliff is a place where businesses seek to locate and people desire to visit thanks to an “open for business” mindset, proactive approach to attract new industry, and skilled labour. Residents can easily access a diverse range of retail uses Downtown, in Eastside, along Mitchell Street and South Railway Drive, and in neighbourhood stores. Redcliff is a destination for those who want to experience and explore the badlands landscape.

### **Objective 1: Actively work to increase business and development investment and diversity**

**Policy 1:** The Town **shall** expand partnerships with economic development organizations to attract business investment to Redcliff

**Policy 2:** The Town **shall** review and complete business attraction and retention strategies outlined in the 2017 Redcliff Business and Tourism Plan

**Policy 3:** The Town **shall** review the effectiveness of the role of the Town as a land developer

**Policy 4:** The Town **shall** increase the advertising presence for land in Redcliff to promote business and development opportunities

**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

**Policy 6:** The Town **should** create an Economic Development Officer position at the Town

### **Objective 2: Attract tourism to Redcliff**

**Policy 7:** The Town **should** collaborate with economic development organizations and nearby municipalities to market tourism in the area

**Policy 8:** The Town **should** expand and improve recreational assets that already attract visitors

**Policy 9:** The Town **should** encourage development of a variety of overnight accommodation facilities

**Policy 10:** The Town **should** create an integrated and multilingual way-finding system in parks and the downtown highlighting points of interest

**Policy 11:** The Town **may** consider developing a dedicated tourist centre

Way-finding could be incorporated into a mobile phone application for visitors to use.



## 6.1.3 Facilities, Services, & Infrastructure

Redcliff is self-sufficient in providing an exceptional level of service to residents and business owners, contributing to a high quality of life. Redcliff's public buildings and facilities are accessible and inviting for all. Our infrastructure, designed with life cycle costs and environmental impact in mind, catalyzes business and industrial investment in the Town.



**Green energy** comes from naturally replenished sources such as sun, wind, tides, or geothermal. **District energy** systems centralize the production of heating or cooling for a neighbourhood or community.

**Universal accessibility** is when buildings, products, or environments are accessible to all people, regardless of age, disability, or other factors.

**Community centres** act as multi-use buildings containing many community services, such as a library, pool, and community hall, all under one roof.

### **Objective 1: Establish and promote Redcliff as an independent municipality by improving infrastructure**

**Policy 1:** The Town **shall** create and implement an asset management system

**Policy 2:** The Town **shall** upgrade the sanitary sewer system to meet peak flow demands

**Policy 3:** The Town **should** explore opportunities to become self-sufficient in providing wastewater treatment services

**Policy 4:** The Town **may** explore the feasibility of green energy and district energy systems, both on the Town-wide and neighbourhood levels

### **Objective 2: Public buildings and facilities are inviting and accessible**

**Policy 5:** The Town **shall** ensure all public buildings and facilities are designed to promote socialization, fostering small town feel

**Policy 6:** The Town **shall** ensure all new Town facilities are universally accessible

**Policy 7:** The Town **should** renovate all existing Town facilities to become universally accessible

**Policy 8:** The Town **should** structure user fees for municipal facilities to ensure affordability for all income levels

### **Objective 3: Improve upon and expand Town facilities and services**

**Policy 9:** The Town **shall** create and implement a Facilities Master Plan to identify and fulfill community needs

**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

**Policy 11:** The Town **shall** evaluate the need for and feasibility of a community centre

**Policy 12:** The Town **should** consider year round use when developing future community amenities and facilities

## 6.1.4 Food & Agriculture

Residents in Redcliff have access to healthy, affordable, and diet appropriate food options through neighbourhood retail, community and private gardens, greenhouses, and farmer's markets. Efficient land-use planning preserves agricultural land and encourages sustainable agricultural development for future generations.

**Objective 1: Land use planning ensures land is developed to its highest and best use, minimizing the impact on agricultural lands**

**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

**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

**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 land from potential negative effects of adjacent development

**Objective 2: Increase access to and knowledge of locally produced food**

**Policy 4:** The Town **should** expand existing and create new community gardens

**Policy 5:** The Town **should** establish edible parks and an edible urban forest

**Policy 6:** The Town **should** review the feasibility of an urban bee initiative

**Policy 7:** The Town **should** promote the existing local food production industry

**Policy 8:** The Town **should** encourage and support the establishment of community farmer's markets

**Policy 9:** The Town **may** cooperate with schools and community groups to educate the public about how food is grown

**Policy 10:** The Town **may** cooperate with growers to provide for horticultural development on industrial lands north of the Highway



Photo By: Nick Clements



**Edible parks or edible urban forests** are fruit-bearing trees or shrubs planted in public areas which are open for the public to harvest and eat at their leisure.



Photo By: Elisha Lake

## 6.1.5 Governance & Leadership

Redcliff has a clear long-term strategic direction and an engaged, proactive, and accountable Council. Town Hall is accessible and welcoming to residents and visitors. Residents play an active role in decision-making through various boards, committees, and events. The Town actively reaches out to the community and embraces new technology as a communication tool to increase transparency and promote alternative ways for the community to learn about, engage with, and participate in government.



**Objective 1: Council and administration decision-making is consistent, rational, and in the community interest**

**Policy 1:** Council decisions **shall** consider the community's vision and needs

**Policy 2:** Council decision-making processes **shall** follow all Town plan and policy guiding documents and legislation

**Policy 3:** Council **shall** commit to plans and policies by having achievable goals and establishing implementation and monitoring frameworks

**Policy 4:** Administration **shall** follow Council's direction, and adhere to Town plans, policies, and guiding documents and legislation when implementing Council decisions



**Objective 2: Increase citizen engagement and participation in local government**

**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

**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

**Policy 7:** The Town **shall** implement public education campaigns on Town initiatives to actively increase community knowledge and engagement

**Objective 3: Funding streams are reliable to allow realization of Plan goals**

**Policy 8:** The Town **should** cultivate new and alternative funding sources to support implementation of the MDP such as:

- community group and local business partnerships
- restructuring fees and rates
- advertising at Town facilities

**Policy 9:** The Town **should** allocate resources to apply for and secure grant funding





## 6.1.6 Housing

Redcliff creates desirable communities by encouraging a variety of housing types that accommodate different lifestyle choices, socioeconomic levels, and needs. Regardless of whether people own or rent their home, housing in Redcliff is affordable, and caters to different age groups so residents can comfortably live their entire lives within the Town.

**Objective 1:** Ensure neighbourhoods have a range of housing choice for all demographics by increasing the percentage of non-single-detached dwellings to 30% of total households Town-wide

**Policy 1:** The Town **shall** develop and attract investors to develop senior's living accommodations

**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
- resort-style living

provided the housing is in accordance with the guiding principle, vision, and goals of the MDP

**Policy 3:** The Town **should** promote higher density housing types, such as town houses, reflecting a small town feel

**Objective 2:** Housing in Redcliff is affordable, with a decreasing percentage of total households spending more than 30% of income on housing and shelter

**Policy 4:** The Town **shall** coordinate with appropriate agencies and other levels of government to develop affordable housing strategies to meet the need for affordable housing in Redcliff

**Policy 5:** The Town **should** ensure affordable housing is intermixed with market housing

**Policy 6:** The Town **may** establish affordable housing quotas for new site and neighbourhood developments



**Barrier-free and adaptable housing** is constructed for people who may have mobility or other impairments. These types of homes may have features like no stairs or wide doorways, and be all one level.



**Affordable housing strategies** could include establishing maximum rents, or having rent aligned to tenant income levels.

## 6.1.7 Intergovernmental Cooperation

Redcliff remains an independent municipality while collaborating with Cypress County and the City of Medicine Hat to meet shared service delivery and growth goals outlined in the Intermunicipal Collaboration Framework (ICF) and Intermunicipal Development Plan (IDP). Redcliff is connected to its municipal neighbours through linked trails, roadways, and public transportation, enabling residents and businesses to access regional amenities. Partnerships between Redcliff and other governments promote shared goals, contributing to economic development and a high quality of life.

### **Objective 1: Cooperation with other levels of government ensures realization of shared goals**

**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

**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

**Policy 3:** The Town **shall** ensure Alberta's Pathway to Growth Tourism Framework is effectively implemented to enhance tourism experiences in the Canadian Badlands

**Policy 4:** The Town **shall** ensure cooperation with the province of Alberta on Destination Management Strategies to help guide tourism development

**Policy 5:** The Town **shall** follow Alberta's Clean Air Strategy to create and maintain air quality management initiatives supporting healthy ecosystems and economic growth without compromising air quality

**Policy 6:** The Town **shall** follow Alberta's Water for Life Action Plan by accelerating actions which manage and safeguard water resources

**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

**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*

**Policy 9:** The Town **shall** use the Alberta Wetland Policy to make informed wetland management decisions which minimize the loss and degradation of wetlands

**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

**Objective 2: Collaboration with municipal neighbours addresses common planning issues and ensures efficient land use in the region and on fringe areas through implementation of the IDP**

**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

**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

**Policy 13:** The Town **should** pursue joint cooperative agreements that contribute to intermunicipal planning

**Objective 3: Cooperation with municipal neighbours ensures enhanced service delivery for regional residents**

**Policy 14:** The Town **shall** uphold the agreements set out in the Intermunicipal Collaboration Framework

**Policy 15:** The Town **should** support and promote regional public transit initiatives

**Policy 16:** The Town **should** explore the feasibility of a regional trail connecting Redcliff to Medicine Hat for cyclists and pedestrians

## 6.1.8 Land Use

Redcliff's land use pattern creates desirable places that celebrate our identity by perpetuating small town feel. The Town layout encourages mixing compatible uses to create unique spaces that promote lively and active communities, while ensuring separation of incompatible uses. Redcliff maintains a long-term land supply by prioritizing infill and redevelopment sites to preserve the natural environment and agricultural land. Residential neighborhoods, especially those in and near downtown, promote healthy lifestyles by encouraging walking and cycling.



### Objective 1: Redcliff actively plans for future growth and development

**Policy 1:** The Town **shall** evaluate future community needs based on population needs and projected growth to ensure proper planning and budgeting

**Policy 2:** The Town **shall** cooperate with landowners and developers to ensure a supply of serviced land is available

**Policy 3:** The Town **should** follow the Priority Growth Areas outlined in Section 7.2.2 of the MDP

**Policy 4:** The Town **should** acquire and retain suitable land in advance of development demand to maintain a 30 – 50 year land supply

### Objective 2: Redcliff develops land efficiently to minimize conflicts and the impact on agricultural and natural landscapes

**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

**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

**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

**Policy 8:** The Town **shall** ensure industrial developments are separated and buffered from other uses to prevent land use conflict

**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

**Policy 10:** The Town **should** support development of brownfield land and serviced infill land before greenfield land



**Policy 11:** The Town **should** encourage medium and higher density developments and mixed uses in and near downtown, and along major corridors

**Policy 12:** The Town **may** establish development incentives for infill and brownfield properties

**Objective 3: Land development in Redcliff is aesthetically pleasing, projecting a small town feel**

**Policy 13:** The Town **shall** plan grid street systems in residential neighbourhoods whenever possible to promote walking and cycling

**Policy 14:** The Town **shall** support street oriented medium and high-density housing developments

**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

**Policy 16:** The Town **shall** expect development to be in accordance with Town standards

**Policy 17:** The Town **shall** support Crime Prevention Through Environmental Design (CPTED) practices as a means of enhancing security and safety to foster community pride

**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

**Policy 19:** The Town **should** create standards for the design, landscaping, and screening of storage areas in new and redeveloped commercial and industrial sites

**Policy 20:** The Town **should** discourage residential community layouts that promote exclusivity and restrict access to the general public

**Objective 4: Area Structure Plans, Area Redevelopment Plans, and the Land Use Bylaw compliment the vision and goals of the MDP**

**Policy 21:** Area Structure Plans **shall** be prepared prior to the redistricting and subdivision of greenfield areas

**Policy 22:** The Town **shall** update the Land Use Bylaw to meet the future vision for Redcliff set out in the MDP

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In the Redcliff context, **medium density** housing takes the form of a tri-plex or four-plex, with a density of 20 - 30 units/ha. **High density** housing takes the form of condo buildings or apartments 3 storeys high or less, with a maximum density of 40 units/ha.

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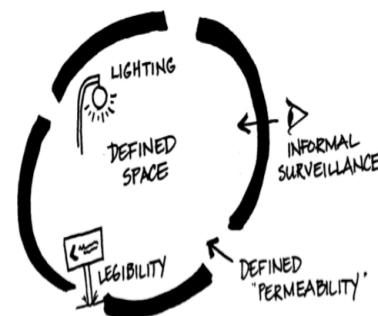
**Social interaction possibilities** could arise from formal and informal gathering spaces, pedestrian and cyclist oriented transportation, and street-oriented buildings.

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**CPTED** is a design philosophy built around the belief that proper design and effective use of the built environment can lead to a reduction in the fear and incidence of crime and an improved quality of life. **CPTED** exploits natural forms of surveillance, access control, and territorial reinforcement in a deliberate attempt to present a psychological deterrent for the purpose of positively influencing human behaviour as people interact with the environment (CPTED Ontario n.d.).


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**Policy 23:** Area Structure Plans and Area Redevelopment Plans **should** follow the neighbourhood boundaries identified in the MDP

**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

 **Objective 5: Redcliff plans for future school sites in cooperation with the local School Board(s)**

 **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

**Policy 26:** The Town **shall** ensure, when land is subdivided, reserve land or money in lieu is dedicated to meet present and future needs for school sites

## 6.1.9 Natural Environment

Redcliff's natural spaces are a treasured example of the badlands landscape. Natural areas throughout the Town are restored, maintained, and enhanced. Water, air, land, and waste are managed to minimize any impact on the environment. The coulees and South Saskatchewan River Valley are formally protected and recognized as a significant feature of the Town. Residents and visitors are stewards of the environment who appreciate and benefit from the intrinsic value of nature and have access to abundant outdoor recreational activities.

### Objective 1: Land, air, and water resources are protected and maintained

**Policy 1:** The Town **shall** develop and implement solid waste reduction programs

**Policy 2:** The Town **shall** develop and implement water conservation initiatives, recognizing the fragility of the water supply in the South Saskatchewan River

**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

**Policy 4:** The Town **shall** develop landscaping guidelines and should provide incentives to encourage landscaping that minimizes water use

**Policy 5:** The Town **shall** develop and implement climate change mitigation and adaptation strategies

**Policy 6:** The Town **shall** strictly enforce littering bylaws

**Policy 7:** The Town **should** create public education campaigns regarding waste generation and water consumption

**Policy 8:** The Town **should** ensure garbage receptacles and recycling bins are present in public spaces

### Objective 2: The intrinsic value of landscapes, natural spaces, ecosystems, and biodiversity is preserved

**Policy 9:** The Town **shall** undertake mapping and analysis to identify lands to dedicate as Environmental Reserve and/or Conservation Reserve

**Policy 10:** The Town **shall** ensure significant environmental and cultural sites in the natural landscape are protected

**Policy 11:** The Town **shall** actively discourage redevelopment of dedicated reserve land to other uses

**Policy 12:** The Town **should** create a demonstration garden to showcase local plant species unique to the prairies



Photo by: Beth McKenna

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**Mitigation** refers to reducing greenhouse gas emissions, while **adaptation** refers to adjusting how we plan our community based on climate change effects.

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Photo by: Natalie Pacholek

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**Dedicated reserve land** includes parks and open spaces.

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Somerside Storm Pond - Medicine Hat, AB



**Xeriscaping** refers to planting vegetation that reduces or eliminates the need for watering outside of natural precipitation. It is commonly used in dry areas or places with limited access to fresh water for irrigation.

### **Objective 3: Neighbourhoods and developments are planned to complement and mirror ecosystem function**

**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

**Policy 14:** The Town **shall** develop and implement an Urban Forest Master Plan to manage the tree canopy

**Policy 15:** The Town **shall** require developers to provide and implement a tree-planting plan for all new developments

**Policy 16:** The Town **should** design and encourage the design of energy efficient buildings and neighbourhoods that take into account features such as:

- shorter road lengths
- reduced rights of way
- energy efficiency
- renewable energy
- xeriscaping
- solar orientation

**Policy 17:** The Town **should** require developers to complete front yard landscaping for all new residential developments

**Policy 18:** The Town **should** encourage developers to consider options for generating renewable and green energy for both individual sites and entire neighbourhoods

**Policy 19:** The Town **may** consider creating guidelines for developers to install electric vehicle charging stations in public parking areas

**Policy 20:** The Town **may** explore the use of trees and vegetation to create wind barriers and shade



## 6.1.10 Parks, Recreation, & Public Spaces

Redcliff's parks and public spaces are a focal point for the community, and promote ease of access for all residents to take part in a variety of activities. Parks often host community events and festivals, connecting residents of the Town. Redcliff's trails provide an impressive setting for walking and biking, with views of the river valley. A unique mix of parks and public spaces in all neighbourhoods provides the opportunity for a variety of active and passive uses.

**Objective 1: All residences in Redcliff are within 400m of neighbourhood park amenities**

**Policy 1:** The Town **shall** develop new park amenities in vacant green spaces in residential areas

**Policy 2:** The Town **shall** ensure all park areas are classified appropriately in the Land Use Bylaw

**Objective 2: Redcliff's parks and public spaces are safe and accessible**

**Policy 3:** The Town **shall** consider the needs of people with impairments when planning and developing park amenities

**Policy 4:** The Town **shall** ensure parks are accessible for walking and biking by establishing safe street crossings and sidewalks

**Policy 5:** The Town **shall** examine where comfort amenities are needed and provide for them accordingly in parks and public spaces

**Policy 6:** The Town **should** develop public space lighting standards to ensure appropriate lighting in parks and public spaces

**Policy 7:** The Town **may** consider lowering the speed limit in park and playground zones

**Objective 3: Parks and public spaces are well-maintained and expanded when needed**

**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

**Policy 9:** The Town **shall** expand the walking and mountain biking trail network

**Policy 10:** The Town **shall** expand off-leash areas and create a permanent, designated dog park(s)



**Neighbourhood parks** are used by those in the immediate surrounding area, such as a playground, and contrast community parks which are more specialized and used by the entire Town, such as a soccer field.



**Comfort amenities** could include public washrooms, places to sit, or water fountains.



Photo by: Cole Watson



Sheltered spaces could come in the form of trees, shade sails, pergolas, or gazebos.



**Objective 4: New, unique, and all-age park amenities are developed**

**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

**Policy 12:** The Town **should** consider creating the following park and recreational amenities:

- skate park
- all ages playground(s)
- frisbee golf course
- outdoor workout equipment
- fish pond
- campground
- community kitchen(s)

**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

## 6.1.11 Streets & Mobility

Redcliff's connected network of streets, sidewalks, and trails allows people and goods to move safely and efficiently in all modes of transportation. Residents and visitors of all ages and abilities can easily access and navigate the Town via walking and cycling routes that provide small rest areas and shelter. Our road network minimizes travel distances, accommodates current and planned traffic flows, and provides easy access to the Town from the Trans-Canada Highway and other major routes.

**Objective 1: Redcliff's streets provide a safe and convenient way for all people to get around and participate in community life**

**Policy 1:** The Town **shall** introduce traffic calming measures such as roundabouts and corner bump-outs to increase safety

**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

**Policy 3:** The Town **shall** evaluate all intersections for pedestrian safety, redesigning and upgrading intersections as needed

**Policy 4:** The Town **shall** consider the lighting of pedestrian areas when designing and installing road lighting

**Policy 5:** The Town **may** consider reducing the general speed limit within Redcliff

**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

**Policy 7:** The Town **may** implement pilot "play street" and shared street projects

**Objective 2: Increased pedestrian and cyclist trips and decreased single-occupant passenger vehicle trips are made within the Town**

**Policy 8:** The Town **shall** increase the proportion of pedestrian trips by:

- expanding the sidewalk system
- expanding the trail system
- creating separated sidewalks on major streets

**Policy 9:** The Town **shall** increase the proportion of cycling trips by:

- creating bike paths on major roads
- providing bike racks at all Town-owned and operated facilities
- pilot-testing a bike share program

**Policy 10:** The Town **shall** expand the pedestrian system to ensure parks and public spaces are well connected



**Play streets** close a street to vehicle access and open streets as places for kids (and adults!) to play and socialize.



**Shared streets** are used by vehicles, pedestrians, and cyclists. The space can be shared because vehicles are slowed down with trees and planters. **Shared streets** typically do not have curbs and sidewalks and may be visually distinct from regular streets using different colours, textures, or patterns of pavers.



**Objective 3: Redcliff's transportation network enables efficient travel**

**Policy 11:** The Town **shall** design road systems to minimize travel distances and provide for easy navigation

**Policy 12:** The Town **shall** ensure Trans-Canada Highway access for residents and businesses

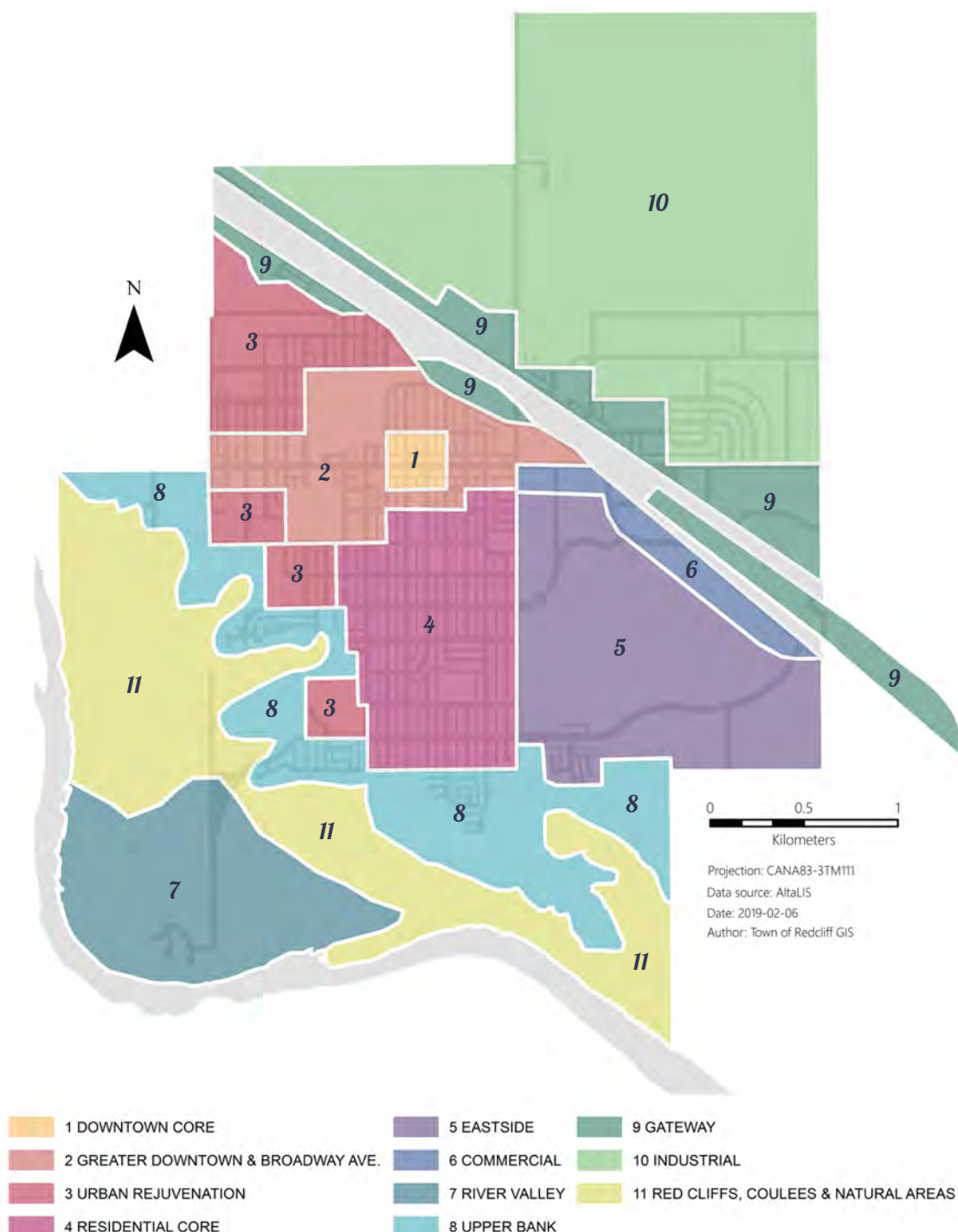
**Policy 13:** The Town **should** advocate for public transit services for Redcliff

**Policy 14:** The Town **may** support railway access and development where appropriate

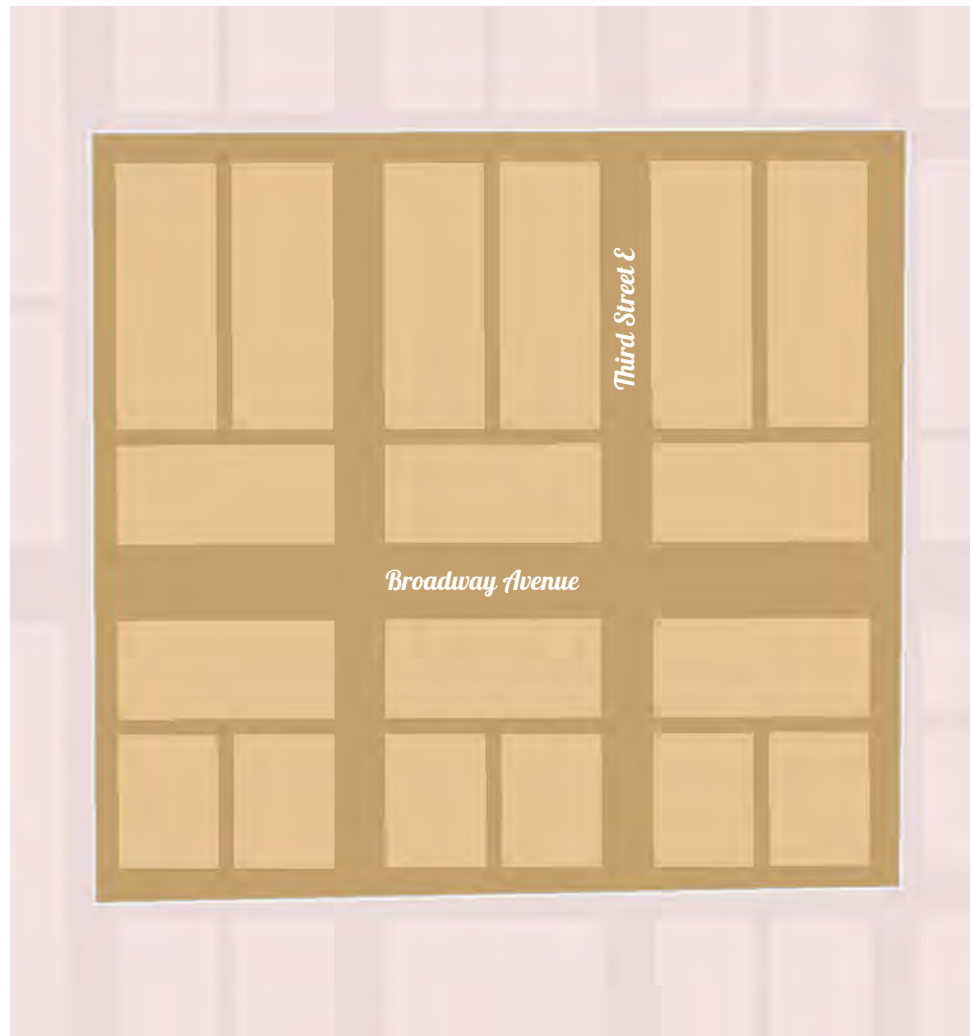
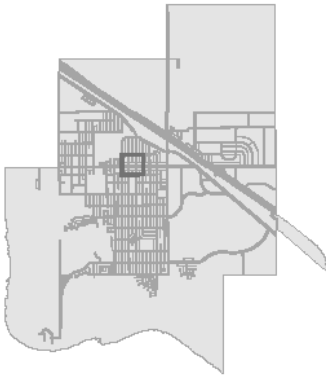


## 6.2 Neighbourhoods

The neighbourhood policies pertain to specific locations within Redcliff and reflect the need for site-specific policies as certain areas in Town face unique circumstances, challenges, and opportunities. Many neighbourhood policies evolved out of feedback collected from the public during consultation, such as the desire to beautify downtown.



## 6.2.1 Downtown Core



**Current State:** Identified as one of the hearts of the community, the Downtown Core includes the commercial areas along Broadway Avenue and Third Street that support many local businesses. Buildings are an eclectic blend of styles and ages with several having commercial on the ground floor and residences above.

**Opportunities:** The Downtown Core could be improved by developing vacant buildings and lots, sustaining small businesses, and encouraging development of mixed use properties to foster pedestrian friendly community gathering places.

**Future State:** The Downtown Core continues to be recognized as a heart of the community. Local businesses thrive off a greater number of people drawn to the Downtown due to availability of more residential units, a focus on beautifying downtown, and promoting walking and cycling.

**Policy 1:** The Town **shall** develop a Downtown Core Area Redevelopment Plan

**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

**Policy 3:** The Town **shall** expand local business activity by promoting the Downtown Core as a high priority commercial growth area

**Policy 4:** The Town **shall** create and encourage pop-up parks and temporary uses on vacant land

**Policy 5:** The Town **shall** support architectural elements and building materials that create eclectic, complimentary, welcoming, human-scale storefronts and honour the Town's brick history

**Policy 6:** The Town **shall** establish programs that actively pursue beautification and vitalization of the Downtown Core and its buildings

**Policy 7:** The Town **shall** incentivize development of vacant and underutilized land and buildings

**Policy 8:** The Town **shall** review and update the Land Use Bylaw to ensure downtown parking regulations do not prohibit development

**Policy 9:** The Town **should** evaluate the need for a Business Revitalization Zone

**Policy 10:** The Town **should** explore the feasibility of creating additional Town-owned parking through creation of a Downtown Parking Plan

**Policy 11:** The Town **should** ensure civic buildings and cultural hubs are located in the Downtown Core

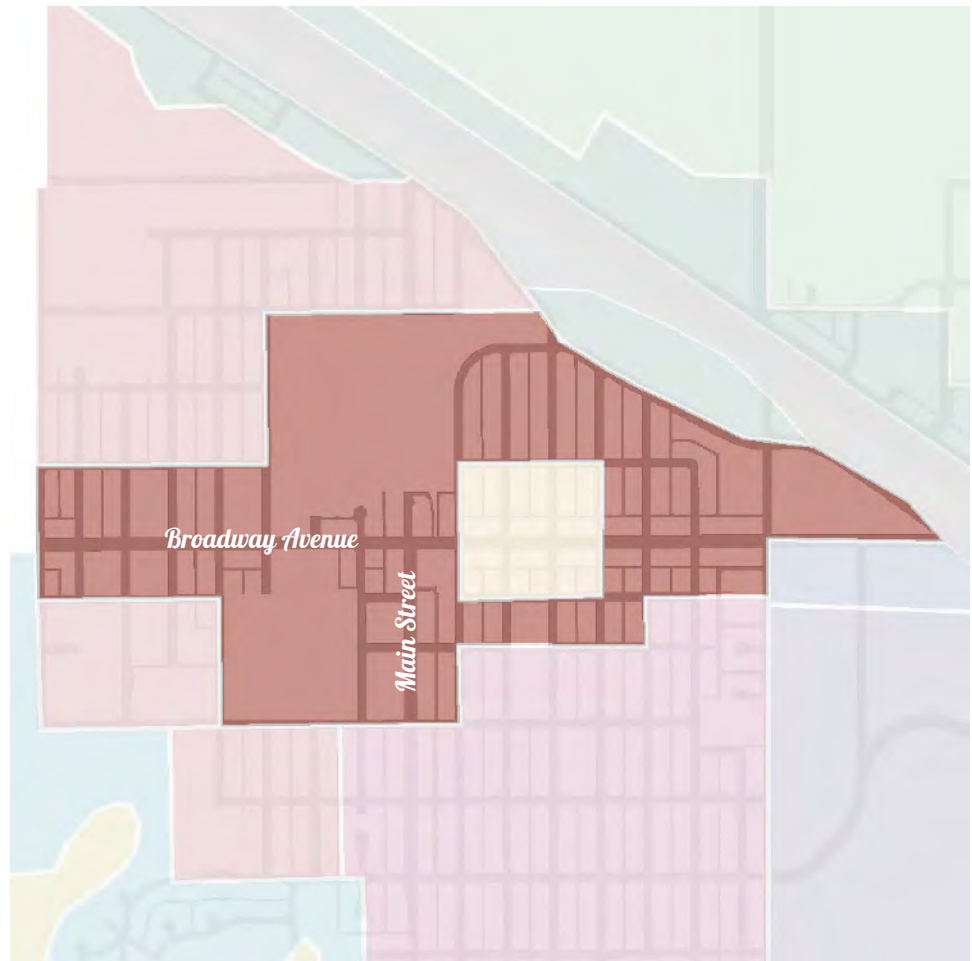
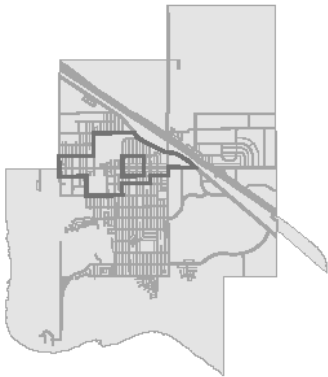
**Policy 12:** The Town **should** establish Urban Design Guidelines for the Downtown Core, developing standards for built form, articulation, and exterior building materials to create a consistent look and feel reflecting Redcliff's masonry heritage



Pop-Up Park - Winnipeg, MB



## 6.2.2 Greater Downtown & Broadway Avenue



**Current State:** The areas surrounding downtown serve as popular gathering and retail places with the cultural and recreational hub on Main Street, identified as one of the hearts of the community, and shopping areas near the intersection of Mitchell Street and Broadway Avenue. Redcliff's Greater Downtown contains a large mixture of residential, recreational, commercial, and industrial uses, including a large industrial site (former Dominion Glass factory).

**Opportunities:** There are opportunities for densification and potential redevelopment of all land uses. Succession planning for the former Dominion Glass site should be considered if manufacturing activity on the site stops during the life of the MDP.

**Future State:** Greater Downtown & Broadway Avenue has retained a mix of uses, while vacant lands develop into commercial uses and higher density housing. More residences in the neighbourhood allow for easy access to the recreational hub on Main Street and the Downtown Core.



**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

**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

**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

**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 MDP neighbourhood boundaries

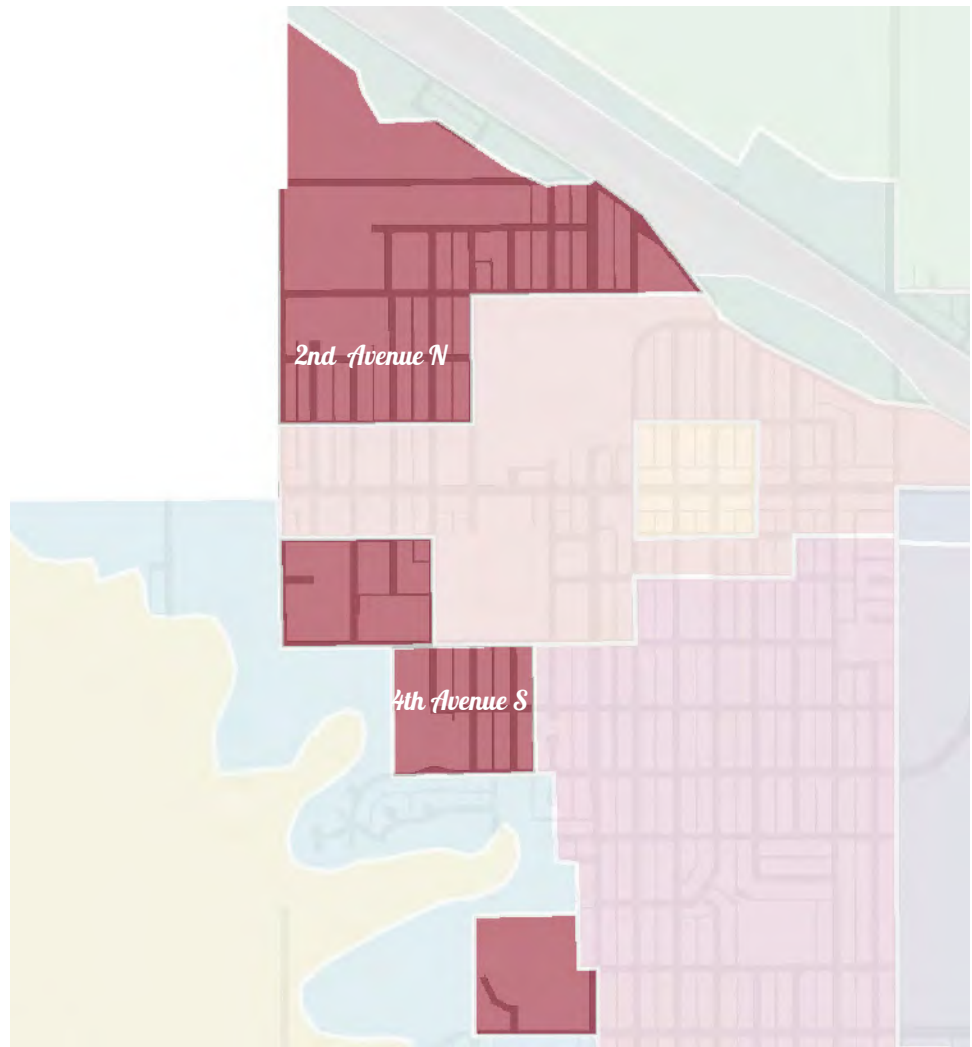
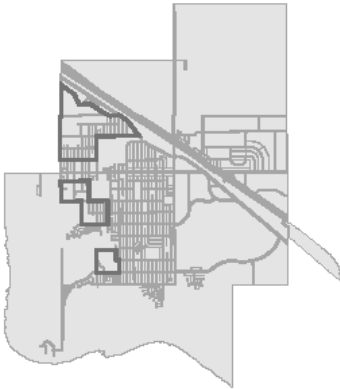
**Policy 5:** The Town **may** encourage recreational, civic, and cultural hubs and a large mix of uses to remain in the Greater Downtown and Broadway Avenue neighbourhood



**Street-oriented housing** has front doors and entrances facing a public street, contrasted with site-oriented housing where front entrances face inner courtyards or private streets.



## 6.2.3 Urban Rejuvenation



**Current State:** Redcliff's Urban Rejuvenation neighbourhood contains small-scale greenhouses and horticultural lands, interspersed with residential development. The neighbourhood includes the Public Works Yard, vacant horticultural properties, and areas within the historic landfill setback boundary. The neighbourhood has been transitioning to accommodate a greater amount of residences as older and smaller greenhouses are redeveloped.

**Opportunities:** Vacant land and older greenhouses present opportunities for development and redevelopment to residential buildings and neighbourhood amenities.

**Future State:** The Urban Rejuvenation neighbourhood continues to transition to a greater proportion of residential use, while maintaining a mixture of uses, including horticultural and commercial.

**Policy 1:** The Town **shall** recognize the Urban Rejuvenation neighbourhood as a high priority residential growth area by supporting redevelopment and infill development

**Policy 2:** The Town **shall** plan for and accommodate the continued gradual phase-out of older and small scale horticultural uses long-term

**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

**Policy 4:** The Town **shall** provide more parks and open space for the increasing amount of residences by developing amenities on the NW green space and in a central neighbourhood location

**Policy 5:** The Town **shall** establish and require buffers and separation distances between incompatible uses to minimize conflicts between land uses

**Policy 6:** The Town **shall** beautify the road to the cemetery by planting trees

**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

**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

**Policy 9:** The Town **may** consider specialized or unique forms of housing in the Urban Rejuvenation neighbourhood

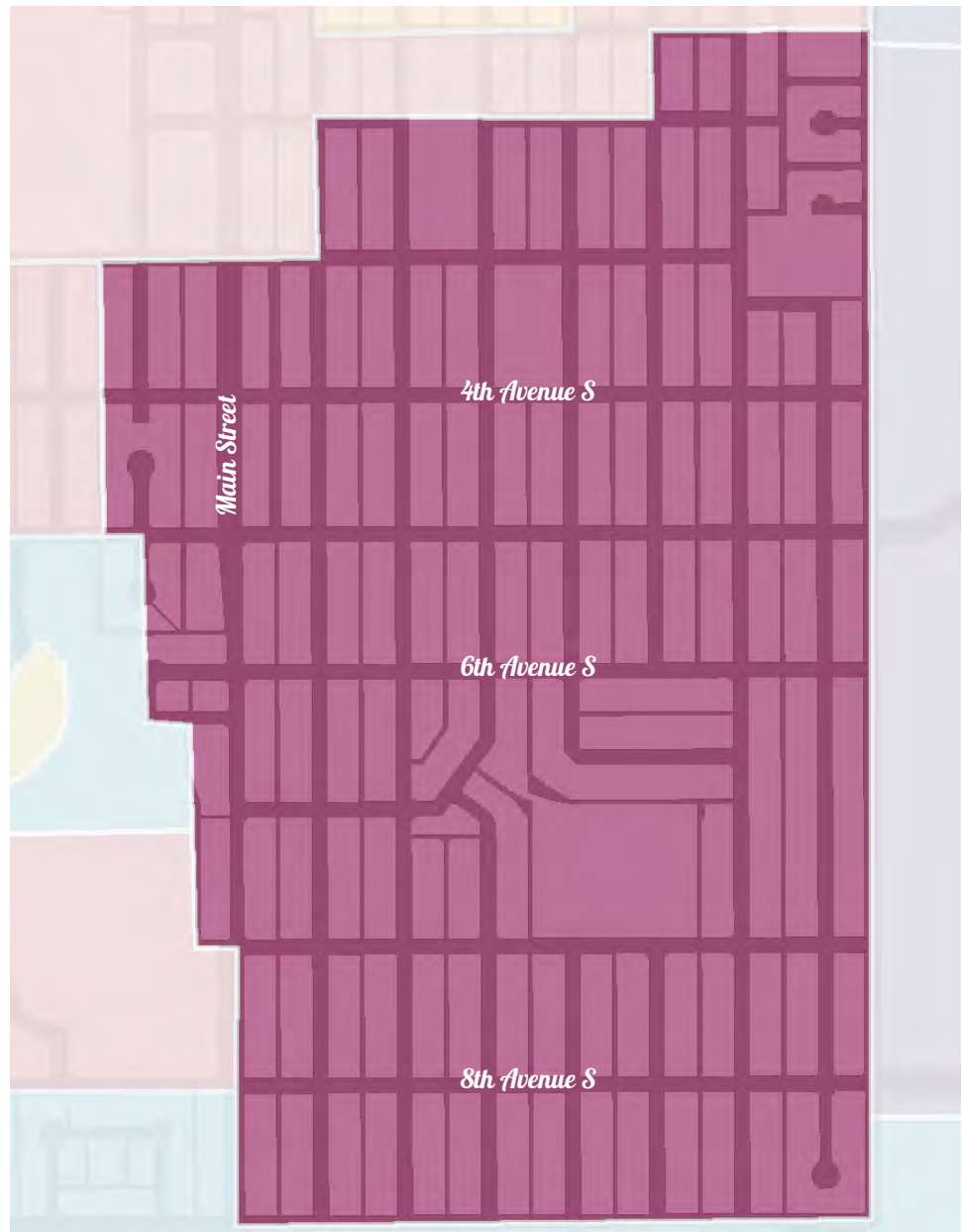
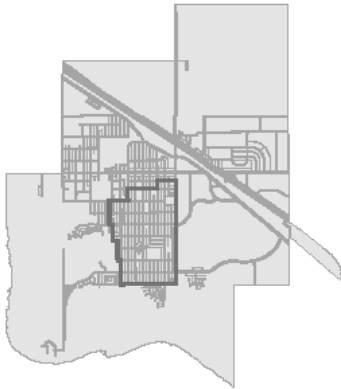


NW green space - Redcliff, AB



Cemetery & Public Works Shop and Yard - Redcliff, AB

## 6.2.4 Residential Core



**Current State:** The Residential Core contains predominantly single detached homes in a grid street pattern following the early 20th Century plan for Redcliff. Homes in this area primarily range in construction date from the early 1900s to the 1980s, with a few newly built residences.

**Opportunities:** The Residential Core has opportunity for moderate redevelopment following the current pattern of single-detached residential units.

**Future State:** Redcliff's Residential Core maintains its character with predominantly single detached homes and quiet streets.



**Policy 1:** The Town **shall** recognize the Residential Core as a high priority growth area by promoting and encouraging redevelopment of older homes

**Policy 2:** The Town **shall** recognize low density housing as the primary use in the Residential Core

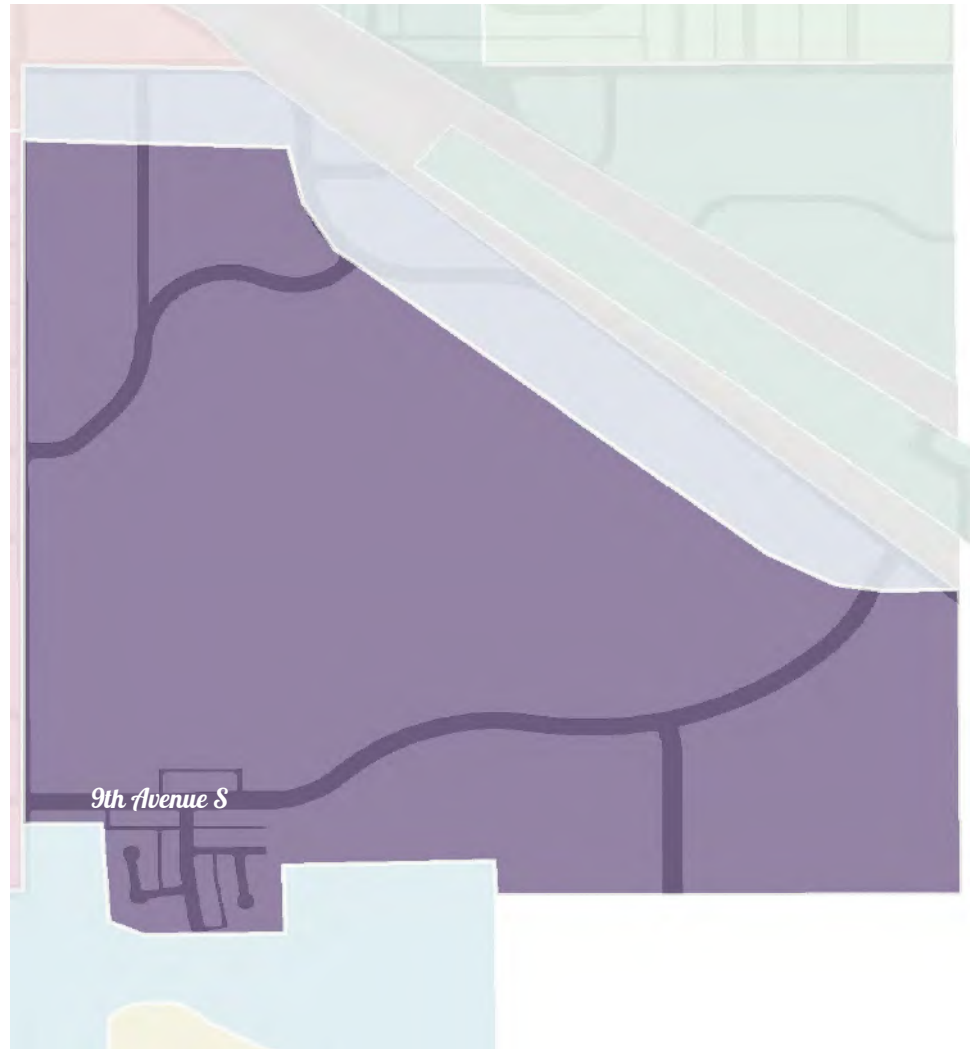
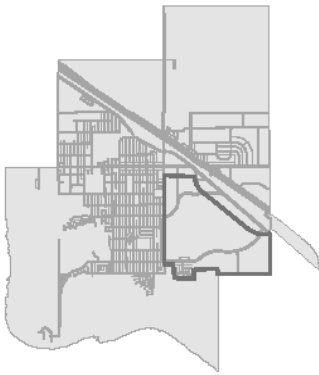
**Policy 3:** The Town **should** encourage and promote medium density housing and neighbourhood commercial uses along major corridors



**Low Density housing** takes the form of single-detached homes or duplexes, with an average density of 20 units/ha.



## 6.2.5 Eastside



**Current State:** Eastside consists of mostly undeveloped greenfield land, with one of approximately 20 phases developed, and buildings on several properties in the first phase. There is a need to ensure small town feel continues into the Eastside development, and that Eastside integrates into the existing Town.

**Opportunities:** Eastside is a blank slate as a major future residential growth area.

**Future State:** Eastside is a medium priority residential growth area in Redcliff for accommodating future population growth. Low density housing is most prevalent, while medium and high density residential developments are located on, or have good access to, major corridors. A grid-based street pattern in Eastside and continued street names from the Residential Core create continuity and a seamless transition between the neighbourhoods on both sides of Mitchell Street, perpetuating small town feel.

**Policy 1:** The Town **shall** update the Eastside Area Structure Plan to be consistent with the MDP

**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

**Policy 3:** The Town **shall** require developers to design and create a variety of park and open spaces within the Eastside neighbourhood

**Policy 4:** The Town **shall** require developers to construct transportation and beautification infrastructure as part of the applicable phase of residential development

**Policy 5:** The Town **shall** require developers to construct parks and open spaces as part of the applicable phase of residential development

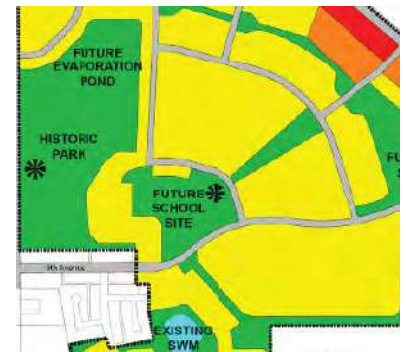
**Policy 6:** The Town **shall** prioritize active transportation by creating bike paths along all major corridors

**Policy 7:** The Town **shall** develop a community park and gathering space on the site of the former I-XL Brick Plant

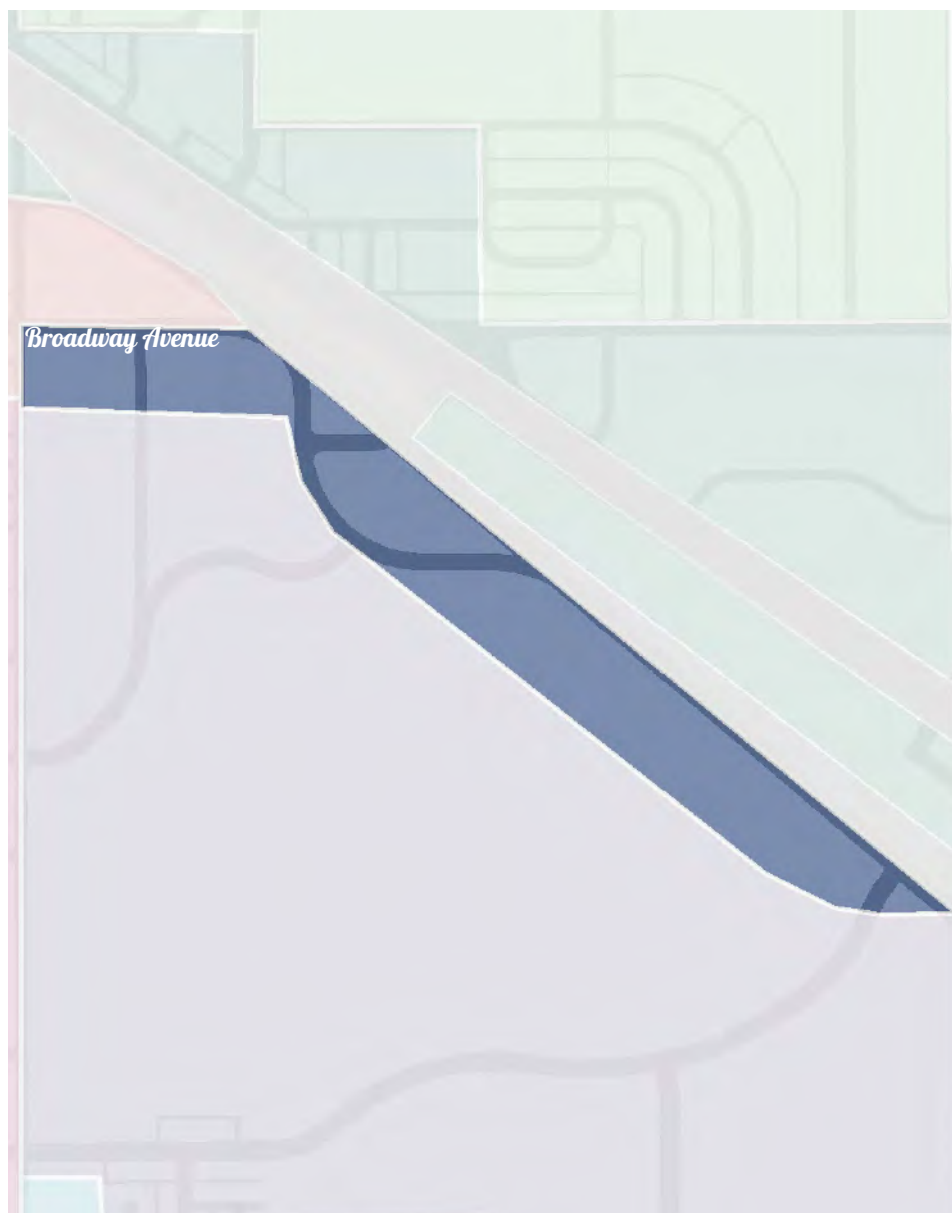
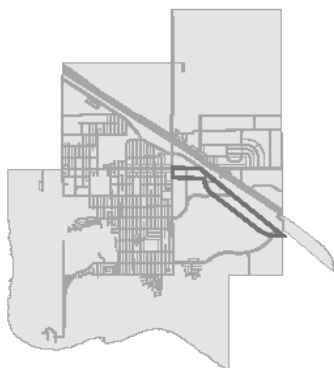
**Policy 8:** The Town **should** encourage street-orientated medium and higher density housing developments along major corridors

**Policy 9:** The Town **should** establish a variety of building sizes, styles, and types

**Policy 10:** The Town **should** rebrand the name of the Eastside neighbourhood to reflect the history and geography of Redcliff



## 6.2.6 Commercial



**Current State:** Redcliff's Commercial neighbourhood is located north of the Eastside neighbourhood and adjacent to Saamis Drive, a major corridor between Redcliff and Medicine Hat. The neighbourhood is currently undeveloped.

**Opportunities:** The Commercial neighbourhood presents an opportunity to expand services and retail types in Redcliff.

**Future State:** The Commercial neighbourhood is the medium priority commercial growth area in Redcliff. This neighbourhood accommodates larger commercial buildings and chain retailers.



**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

**Policy 2:** The Town **shall** update the Land Use Bylaw to allow for shared parking in commercial areas

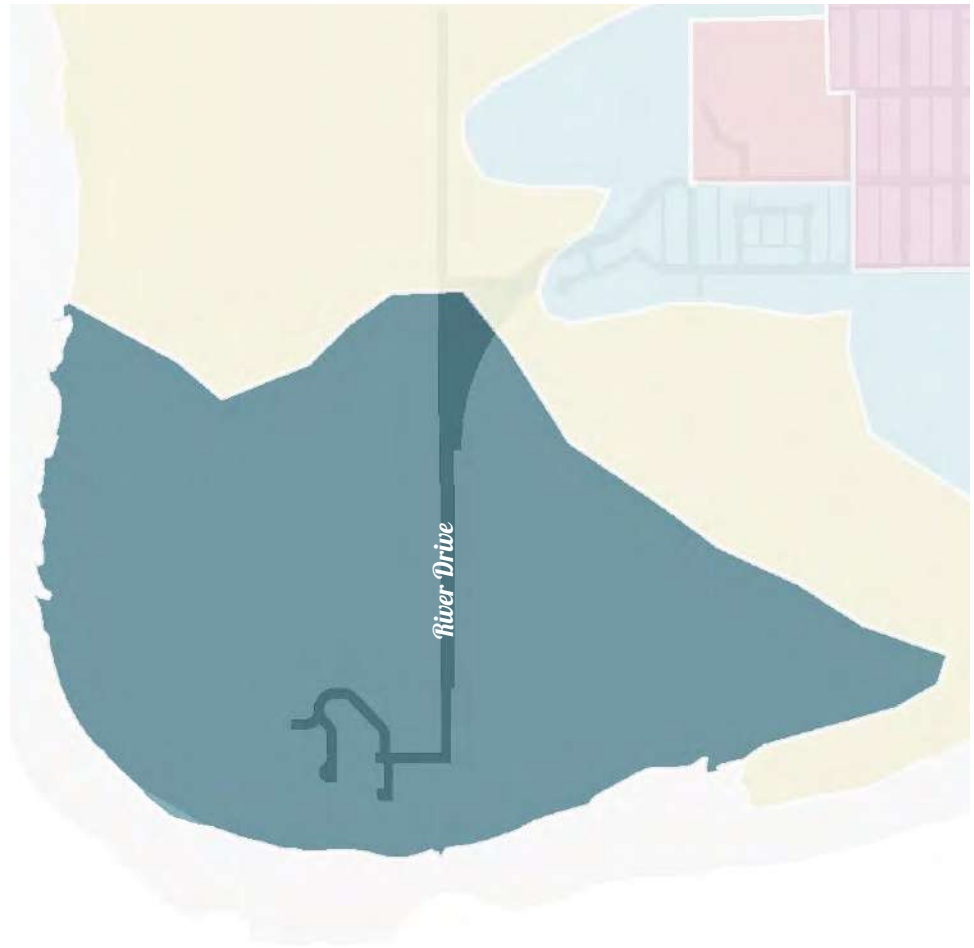
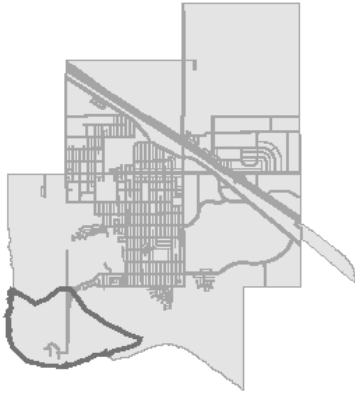
**Policy 3:** The Town **should** encourage buildings, rather than parking lots, orientated towards the street in new commercial developments

**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)



**Toronto's Design Guidelines** aim to improve the public realm and enhance pedestrian safety and comfort, increase shade, enhance landscaping, and encourage on-site stormwater management, promoting sustainable use of materials and technologies.

## 6.2.7 River Valley



**Current State:** The River Valley is one of the hearts of the community. The River Valley consists of River Valley Park, a few large residential lots, and predominantly undeveloped land between the South Saskatchewan River and base of the coulees. Portions of the neighbourhood may be undevelopable due to proximity to the South Saskatchewan River and flood risk.

**Opportunities:** Opportunities for development in the River Valley include residential development and expanded recreational amenities. The River Valley's location relative to the rest of Town affords the opportunity for unique development patterns in the neighbourhood.

**Future State:** The River Valley acts as a low priority residential growth area for Redcliff, due to the current lack of and high upfront costs for infrastructure and servicing. The River Valley supports single detached residential dwellings, estate lots, an expanded River Valley Park, and campground.

**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

**Policy 2:** The Town **shall** explore opportunities to expand and improve amenities in River Valley Park

**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

**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

**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

**Policy 6:** The Town **shall** ensure developers have appropriate infrastructure in place to support new development

**Policy 7:** The Town **shall** explore developing a new campground

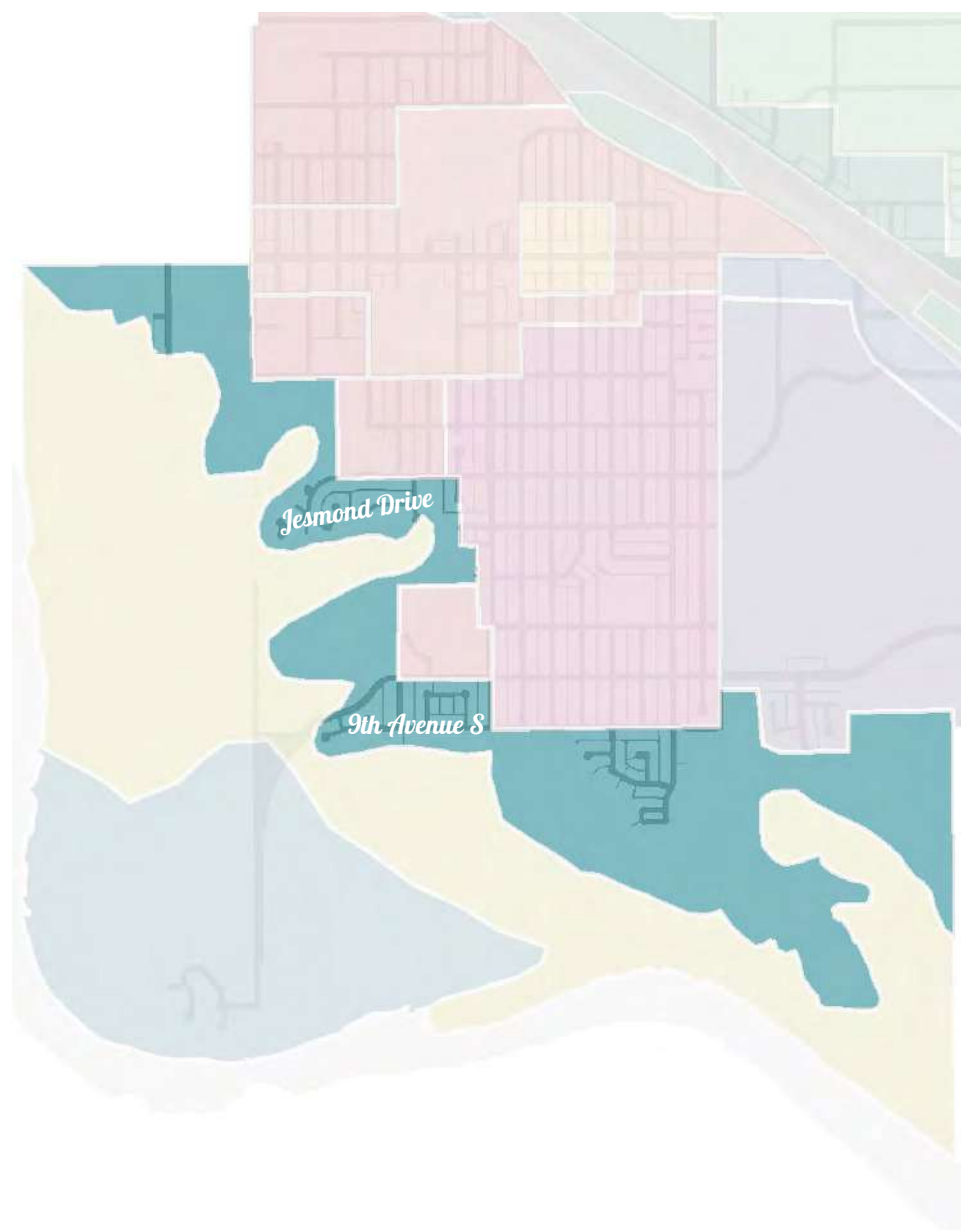
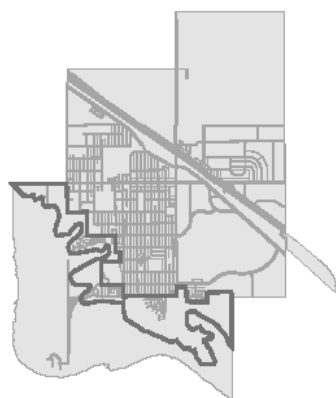
**Policy 8:** The Town **shall** explore tiny home recreational rental accommodations

**Policy 9:** The Town **may** consider collaborating with the City of Medicine Hat on a bridge connecting River Valley Park to Echo Dale Park



Gold Springs Campground - Milk River, AB

## 6.2.8 Upper Bank



**Current State:** The Upper Bank contains three residential subdivisions constructed from the 1980s to early 2000s, and a stunning trail system overlooking the coulees and river valley.

**Opportunities:** There are undeveloped areas of the Upper Bank Neighbourhood that may be suitable for new residential subdivisions along the coulees.

**Future State:** Redcliff's existing Upper Bank residential neighbourhoods maintain their character of single detached homes, coulee views, and trails.



**Policy 1:** The Town **shall** conduct slope studies to determine appropriate setbacks from the coulees and South Saskatchewan River

**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

**Policy 3:** The Town **shall** set aside land for cemetery expansion

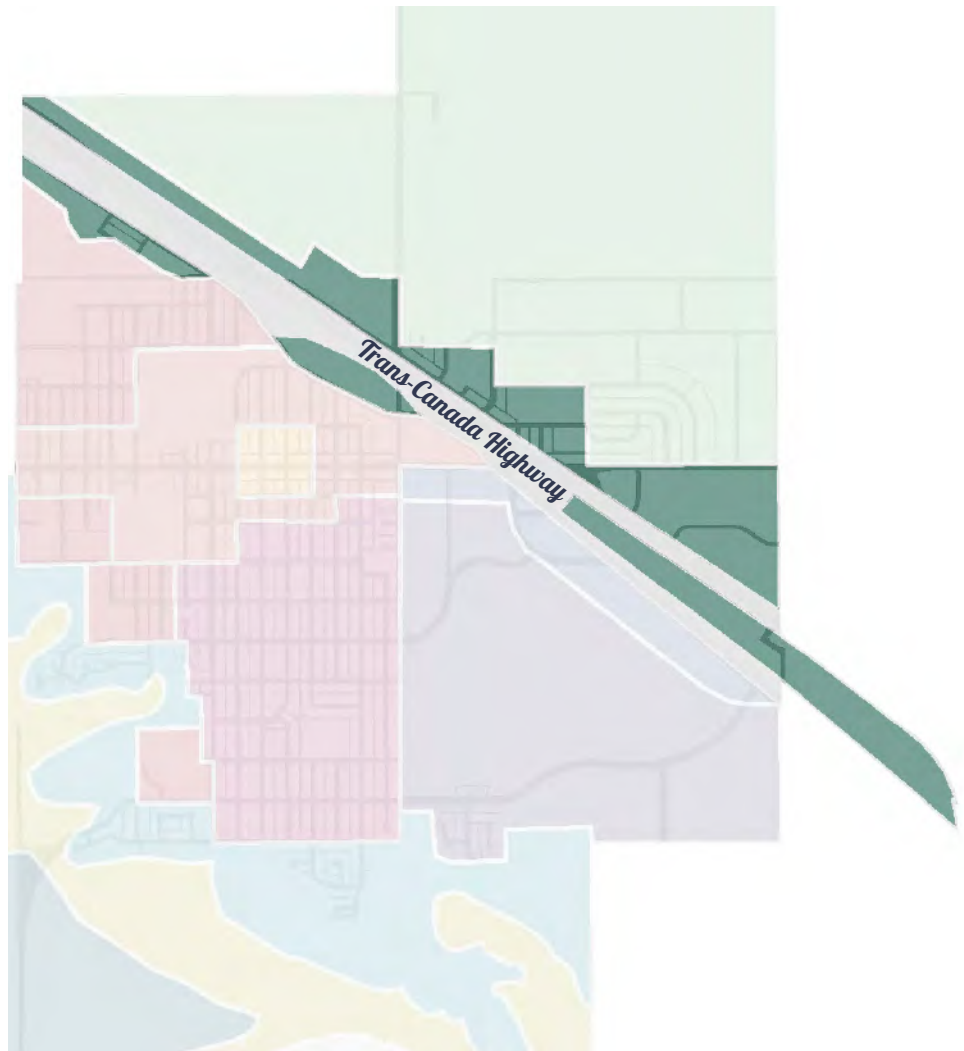
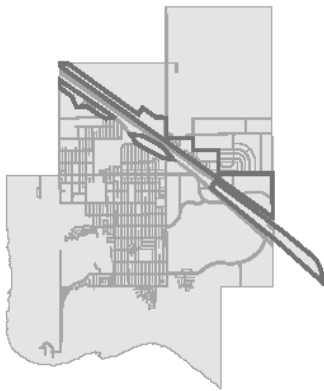
**Policy 4:** The Town **shall** review and update the Westside Area Structure Plan to meet the future vision of the Upper Bank neighbourhood set in the MDP

**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 of development

**Policy 6:** The Town **should** encourage development of vacant horticultural parcels near the coulees/historic landfill site to include both residential and recreational uses



## 6.2.9 Gateway



**Current State:** The Gateway neighbourhood consists of a mix of commercial and industrial uses, with relatively few catering to travelers. The Trans-Canada Highway functionally splits the community in half.

**Opportunities:** There are opportunities in the Gateway neighbourhood to create developments that better cater to travelers, provide diversity of services to residents, attract businesses requiring high-visibility, and improve pedestrian, bicycle, and automobile connectivity.

**Future State:** Redcliff's Gateway neighbourhood is redeveloped as a high priority commercial growth area to include commercial uses for travelers, with incompatible industrial uses phased out to create an aesthetically pleasing entrance into Redcliff. Pedestrians and cyclists safely and efficiently navigate through the Gateway neighbourhood and across the Highway.

**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

**Policy 2:** The Town **shall** ensure new developments provide services and amenities catering to the travelling public

**Policy 3:** The Town **shall** ensure new developments have safe and functional access for vehicles, pedestrians, and cyclists

**Policy 4:** The Town **shall** ensure new development connects with adjacent industrial developments to promote easy access

**Policy 5:** The Town **shall** create setback distances between highway commercial and adjacent uses

**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

**Policy 7:** The Town **should** consider the impacts of potential Trans-Canada Highway realignment on development

**Policy 8:** The Town **may** review the need and feasibility for a grade separated pedestrian and cyclist Trans-Canada Highway crossing to increase safety

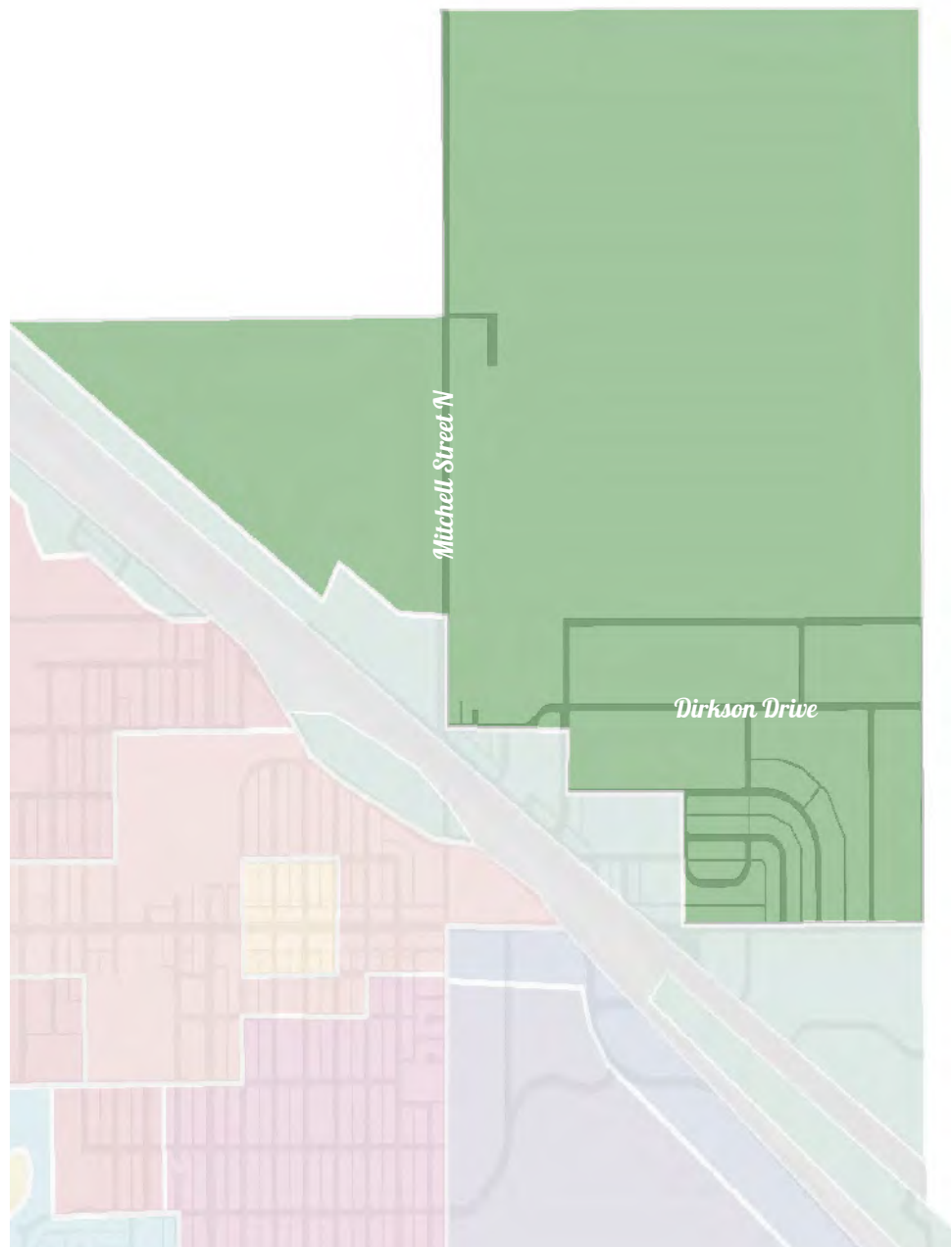
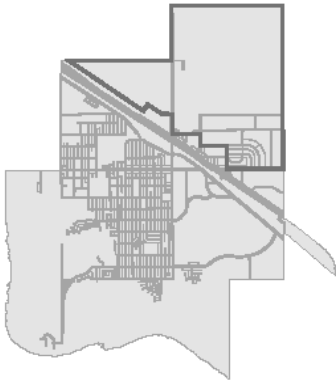


Welcome Sign - Sparwood, BC



Gasoline Alley - Red Deer, AB

## 6.2.10 Industrial



**Current State:** Industrial land in Redcliff consists of the Lockwood Industrial Park directly north of the Trans-Canada Highway, and a large tract of vacant land further north of existing industrial development.

**Opportunities:** There is significant opportunity for expansion of industrial development into greenfield land to the north.

**Future State:** Redcliff's industrial development expands to the northwest, while retaining access to the Trans-Canada Highway.



**Policy 1:** The Town **shall** ensure an orderly development pattern, with new development adjacent to existing development

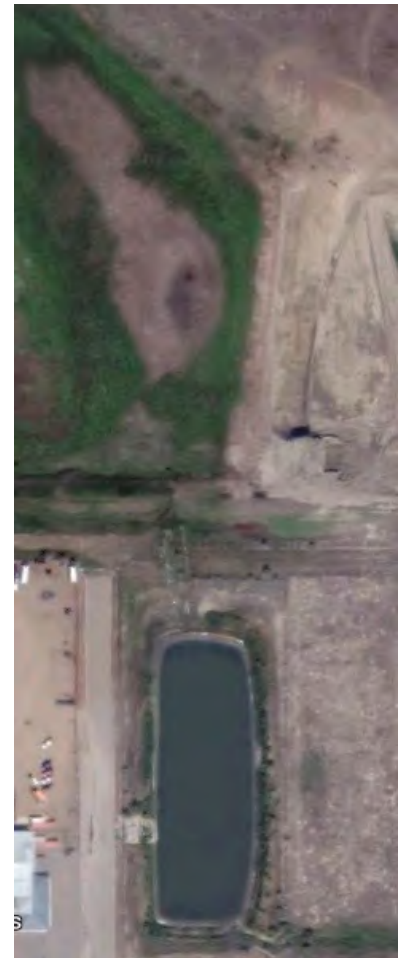
**Policy 2:** The Town **shall** ensure industrial lots retain access to the Trans-Canada Highway

**Policy 3:** The Town **shall** ensure a variety of industrial lot sizes exist to accommodate different types of industry

**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

**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

**Policy 6:** The Town **may** explore the possibility of a new rail spur to serve the Industrial neighbourhood



Dirkson Stormwater Pond & Future Expansion Area to the north - Redcliff, AB



## 6.2.11 Red Cliffs, Coulees, & Natural Areas



**Current State:** The slopes associated with the South Saskatchewan River are comprised of dramatic elevation changes with numerous finger coulees. The biophysical features include native grassland and unique, significant wildlife habitat. The slopes are extensive, contributing to the character of Redcliff, and are one of the most loved features of the Town.

**Opportunities:** There are opportunities for passive recreational development. Great care must be taken to preserve and protect the natural landscape and habitats for future generations to enjoy.

**Future State:** Redcliff's coulees and slopes continue to be a showcase of the natural environment, enjoyed by residents and visitors alike. This precious landscape is treated with care to ensure human activities leave the biophysical characteristics intact.

**Policy 1:** The Town **shall** ensure the living and non-living elements of the coulee ecosystem are preserved and protected

**Policy 2:** The Town **shall** define, locate, and work to protect historical resources found within the coulee and cliff landscapes

**Policy 3:** The Town **shall** create opportunities for passive and unobtrusive recreation activities within the coulees, which may contribute to ecosystem preservation

**Policy 4:** The Town **shall** limit development on and near coulee slopes to preserve their intrinsic value and striking landscape

**Policy 5:** The Town **shall** ensure compliance with provincial and federal legislation when conducting activities in and near coulee natural areas and ecosystems







# 7.1 Implementation Framework

The success of any plan depends on the degree to which efforts are made to implement and integrate the plan's directions into decision-making and action.

**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:

Actions & Tasks	MDP Policy	Priority	Timeline	Budget	Funding Source(s)	Success Indicator(s)	Status
Specific task to complete	List of MDP policies that 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 In Practice Not Yet Started



## 7.2 Growth Management Strategy

Redcliff's Growth Management Strategy was developed to ensure efficient use of land based on the following general policies adapted from the SSRP:

**Policy 1:** The Town **shall** ensure orderly land development and redevelopment, 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 a higher densities

**Policy 2:** The Town **shall** minimize, wherever possible, the costs of providing and servicing land for residential development

**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

**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

**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

**Policy 6:** The Town **shall** reclaim and/or convert previously developed lands that are no longer required in a progressive and timely manner

**Policy 7:** The Town **shall** provide decision makers, land users, and individuals with information needed to make decisions supporting efficient land use

### 7.2.1 Annexation

It is unlikely Redcliff will need to develop land beyond its current boundary during the timeframe of the MDP, unless high population growth occurs. However, Redcliff may need to annex land over the MDP timeframe to ensure a 30-50 year land supply.

**Policy 1:** The Town **shall** annex land in accordance with the IDP Future Land Use Concept, policies, and processes

**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

**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 Redcliff's current (2019) boundary remains available for development

# 7.2.2 Priority Growth Areas

Redcliff’s priority growth areas are based on the MDP neighbourhoods and represent the preferred order of growth. The Growth Management Strategy denotes whether a neighbourhood is a residential, commercial, or industrial growth area, and whether it is a high (A), medium (B), or low (C) growth priority.

**Policy 1:** The Town **shall** review the Off-Site Levy bylaw to include incentives for development in high priority (A) growth areas

**Policy 2:** The Town **shall** rely on the high cost of development in low priority (C) growth areas to encourage development in medium (B) priority greenfield areas over low priority (C) greenfield areas

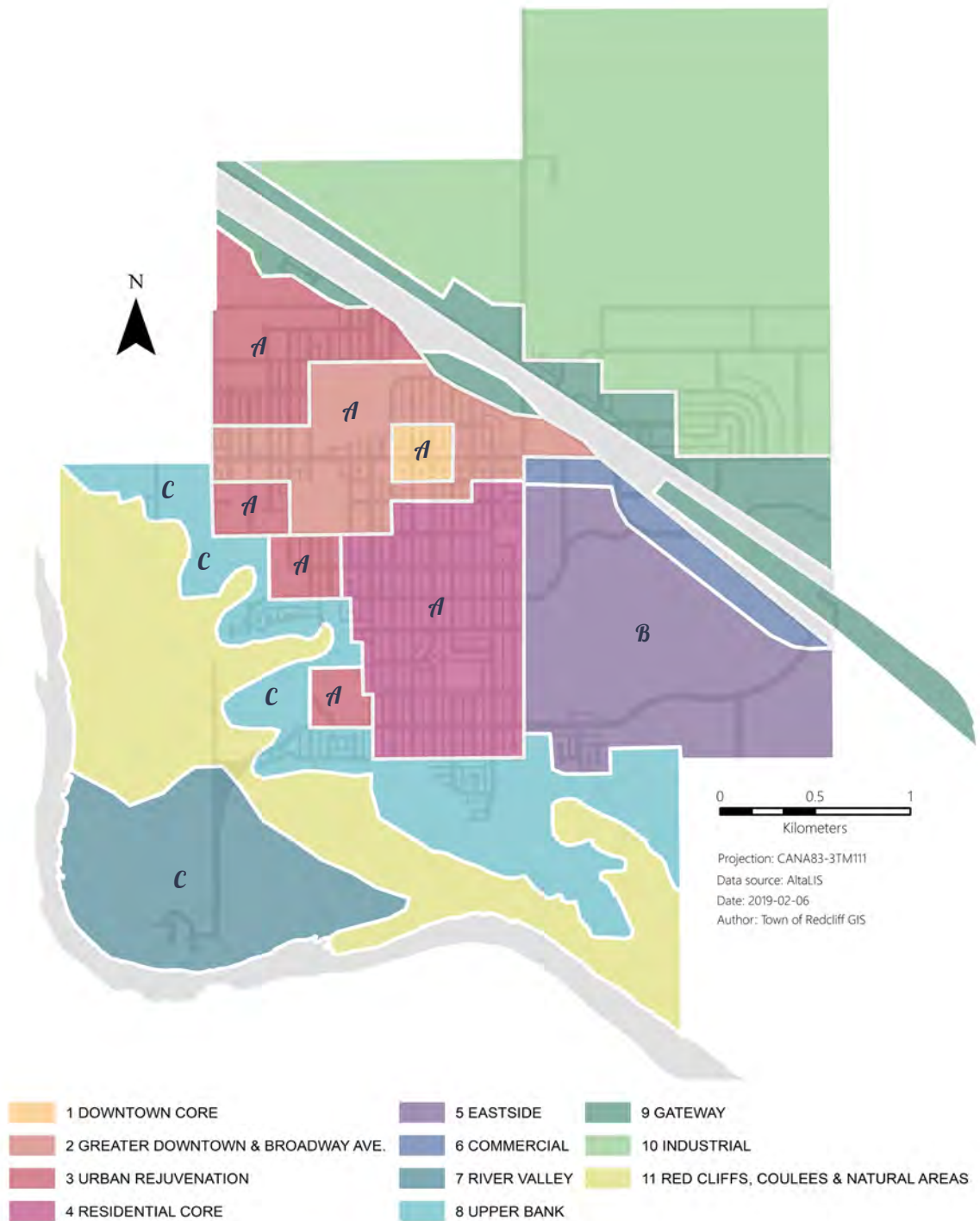
**NOTE:** medium and low priority growth areas may change if landowner or developer motivation leads to infrastructure and services in currently unserved areas.

**NOTE:** not all areas in Redcliff are identified on the maps as priority growth areas. Some land is designated as park and natural environment, or contains new development which will not be redeveloped for many years.

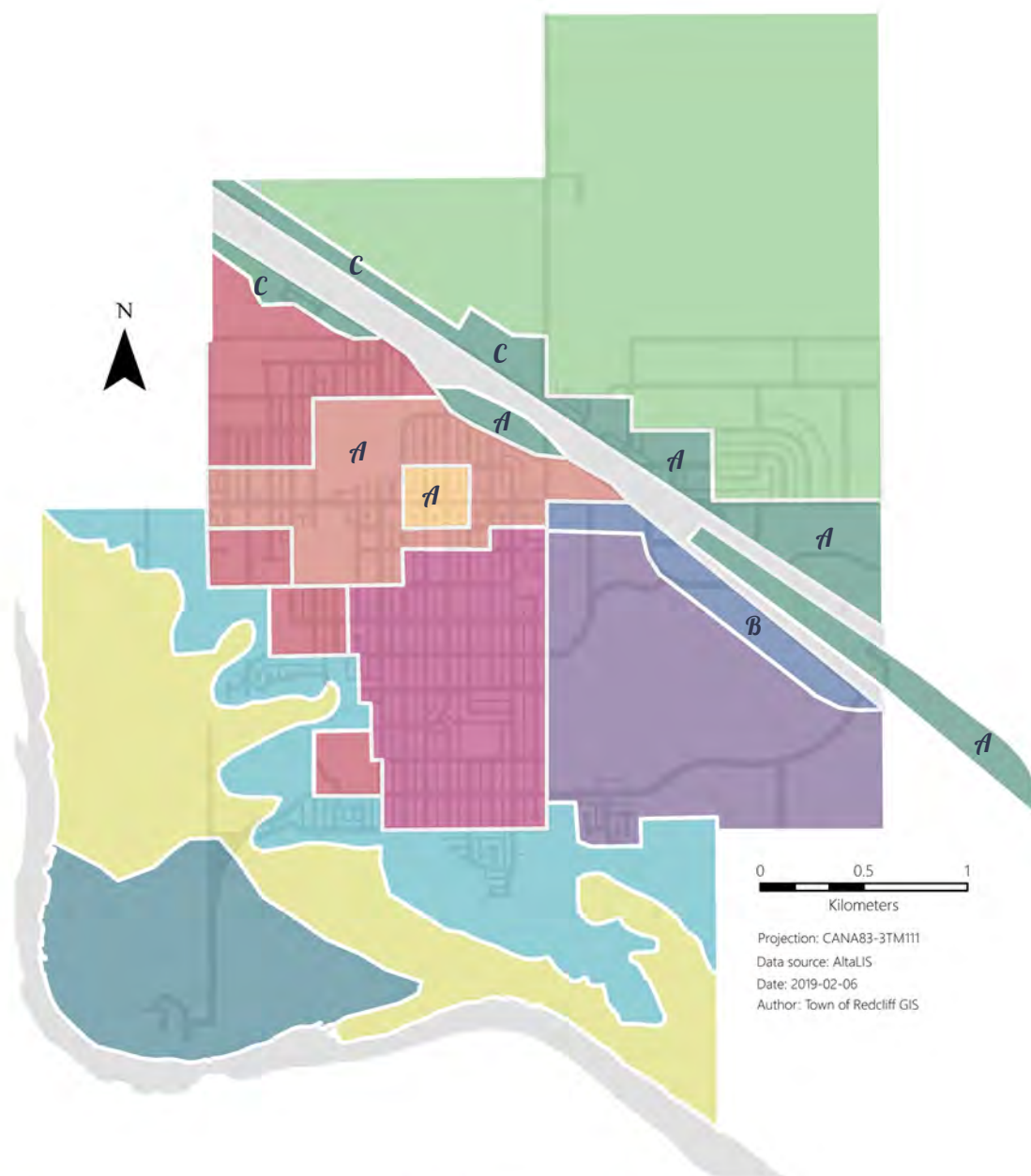
Priority	High (A)	Medium (B)	Low (C)
RESIDENTIAL	redevelopment and infill development in neighbourhoods 1 -4	new growth in neighbourhood 5	new growth in neighbourhoods 7 and 8
COMMERCIAL	redevelopment and infill development in neighbourhoods 1, 2, 9	new growth in neighbourhood 6	new growth in the NW area of neighbourhood 9
INDUSTRIAL	redevelopment and infill development in neighbourhood 10	new growth in neighbourhood 10, in accordance with the Northside ASP	new growth further NW in neighbourhood 10, beyond the Northside ASP boundary

**NOTE:** neighbourhood growth defined as residential, commercial, and industrial defines the primary use of each neighbourhood, and does not mean other uses are not present at all. For example, neighbourhood 4 is indicated as a high priority residential growth area, but is not indicated as a high priority commercial growth area, though commercial developments may still be present.

# Residential Priority Growth Areas

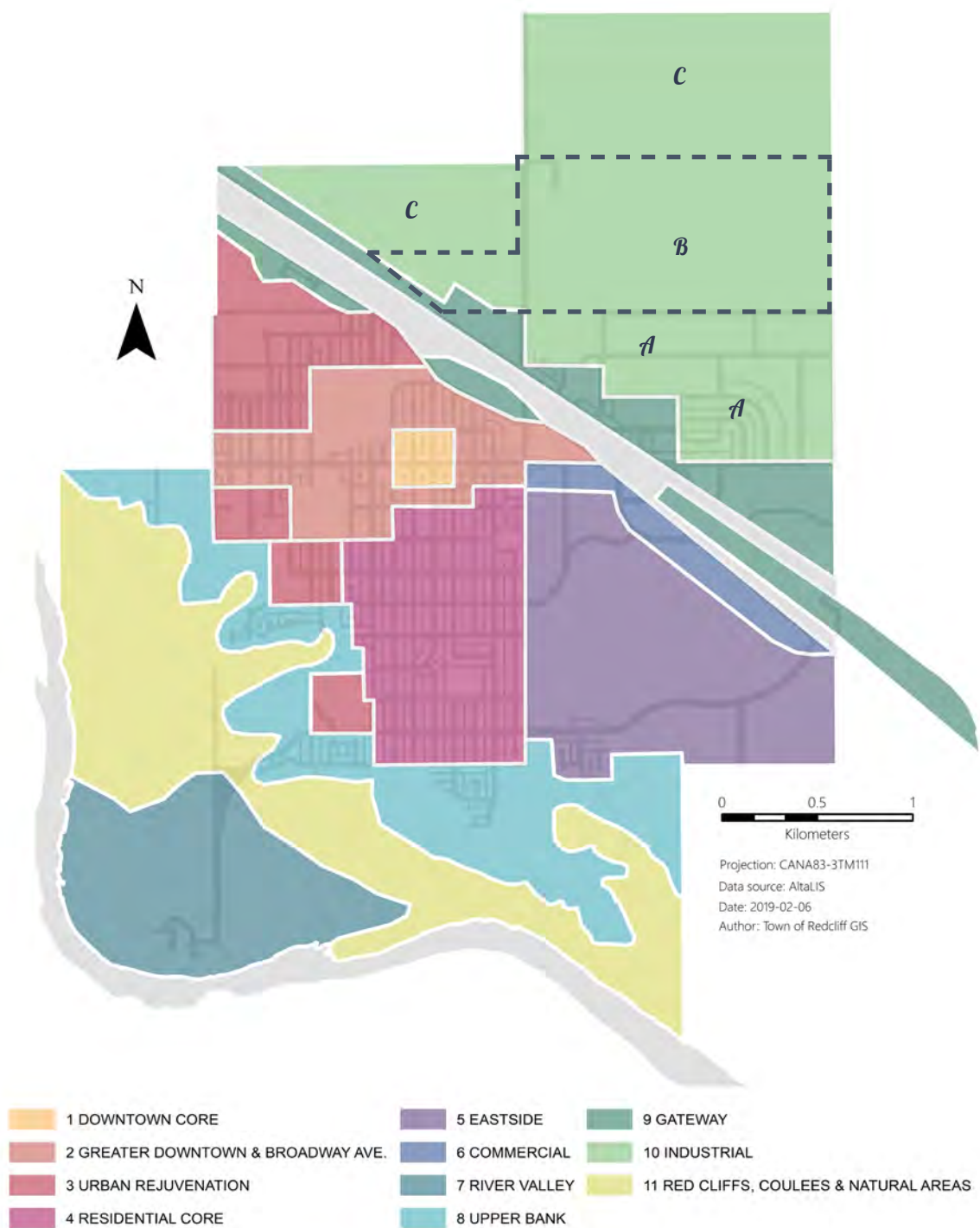


# Commercial Priority Growth Areas



- |                                    |                |  |
|------------------------------------|----------------|--|
| 1 DOWNTOWN CORE                    | 5 EASTSIDE     | 9 GATEWAY                              |
| 2 GREATER DOWNTOWN & BROADWAY AVE. | 6 COMMERCIAL   | 10 INDUSTRIAL                          |
| 3 URBAN REJUVENATION               | 7 RIVER VALLEY | 11 RED CLIFFS, COULEES & NATURAL AREAS |
| 4 RESIDENTIAL CORE                 | 8 UPPER BANK   |  |

# Industrial Priority Growth Areas





## 7.3 Progress Reporting

Progress reporting is necessary to ensure Redcliff's MDP stays on track to realize the community's vision. Minor amendments to MDP policies and the Implementation Framework Policy may arise out of the Progress Reports.

**Policy 1:** The Town **shall** prepare a Progress Report on the status and effectiveness of MDP policy implementation every 2 years

**Policy 2:** Administration **shall** present Progress Reports to Council for information and discussion

**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

## 7.4 Comprehensive Review

Comprehensive Review is necessary to ensure Redcliff's MDP remains relevant to the current state of the Town. Amendments to MDP goals, objectives, policies, and overall content may arise out of a Comprehensive Review. While the MDP sets direction for the next ~40 years based on the community's vision, the MDP is considered a living document and should be subject to review to reflect the current context of Redcliff. The intent and direction of the MDP should remain consistent over the life of the MDP; therefore, a Comprehensive Review should not significantly alter the vision and goals unless warranted by a major change in municipal context.

**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

**Policy 2:** Administration **shall** present Comprehensive Reviews to Council for information and discussion

**Policy 3:** Each Comprehensive Review **shall**:

- Consider the current socio-economic, population, and development context of the Town by containing an update of the Population Study, Economic Study, and Land Inventory supporting documents;
- Evaluate the Town's progress towards achieving the high level vision and goals;
- Assess the relevance of the MDP vision and goals;
- Take into account previous Progress Report recommendations which may or may not have led to MDP amendments; and
- Be posted on the Town website and available to the public

## 7.5 *Amendment*

Amendments to the MDP may be required from time to time to ensure the document remains relevant.

**Policy 1:** All amendments to the MDP **shall** follow the procedures outlined in the Municipal Government Act

**Policy 2:** Amendments to the MDP **shall** be justified based on:

- Results from a Progress Report or Comprehensive Review;
- Background information and supporting documents submitted by a landowner, business owner, resident, or their agent; or
- 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

**Policy 3:** MDP amendments **may** be initiated by:

- The Town;
- A land owner within Redcliff or their agent; or
- A resident or business owner in Redcliff or their agent



## *8.0 Appendices*

# 8.1 Definitions

The majority of definitions can be found in the outside margin of each page next to the policy where the word is found. The definitions listed below occur several times throughout the document.

**Town of Redcliff OR Town:** means the Municipal Corporation of the Town of Redcliff in the Province of Alberta. The Town of Redcliff differs from the community of Redcliff, which refers to residents, buildings, events, and places within Redcliff.

**Street:** means any street or avenue that typically functions as a thoroughfare for vehicles, pedestrians, cyclists and other forms of transportation, but may also be used as a public gathering place or event space. Street only refers to a specific street within the Town when capitalized and preceded by a name.



## 8.2 SSRP Alignment

NOTE: current to May 2018 amended version

SSRP Policy	Connected MDP Policy/Section
5.1 All land-use planners and decision-makers responsible for land-use decisions are encouraged to consider the efficient use of land principles in land-use planning and decision-making.	6.1.7 Policy 8; 6.1.8; 7.2 General Policies
5.2 Build awareness and understanding of the efficient use of land principle and the application of land-use planning tools that reduce the footprint of the built environment, how they might be applied and how their effectiveness would be measured over time with municipalities, landuse decisionsmakers and land users, on both public and private lands.	6.1.5 Policy 7; 6.1.7 Policy 8; 6.1.8
8.1 Work together to achieve the shared environmental, economic and social outcomes in the <i>South Saskatchewan Regional Plan</i> and minimize negative environmental cumulative effects.	6.1.7 Objective 3
8.2 Address common planning issues, especially where valued natural features and historic resources are of interests to more than one stakeholder and where the possible effect of development transcends jurisdictional boundaries.	6.1.7 Objective 2
8.3 Coordinate and work with each other in their respective planning activities (such as in the development of plans and policies) and development approval processes to address issues of mutual interest.	6.1.7 Policy 11
8.4 Work together to anticipate, plan and set aside adequate land with the physical infrastructure and services required to accommodate future population growth and accompanying community development needs.	6.1.7 Policy 12
8.5 Build awareness regarding the application of land-use planning tools that reduce the impact of residential, commercial and industrial developments on the land, including approaches and best practices for promoting the efficient use of private and public lands.	6.1.5 Policy 7; 6.1.8 Objective 2
8.6 Pursue joint use agreements, regional service commissions and any other joint cooperative arrangements that contribute specifically to intermunicipal land-use planning.	6.1.7 Policy 13
8.7 Consider the value of intermunicipal development planning to address land use on fringe areas, airport vicinity protection plans or other areas of mutual interest.	6.1.7 Objective 2
8.8 Coordinate land-use planning activities with First Nations, irrigation districts, school boards, health authorities and other agencies on areas of mutual interest.	6.1.8 Objective 5
8.11 Provide an appropriate mix of agricultural, residential, commercial, industrial, institutional, public and recreational land uses; developed in an orderly, efficient, compatible, safe and economical manner.	6.1.8 Policy 6
8.12 Contribute to a healthy environment, a healthy economy and a high quality of life.	5.0
8.13 Provide a wide range of economic development opportunities, stimulate local employment growth and promote a healthy and stable economy. Municipalities are also expected to complement regional and provincial economic development initiatives.	6.1.2 Objective 1

SSRP Policy	Connected MDP Policy/Section
8.14 Feature innovative housing designs, range of densities and housing types such as mixed-use, cluster developments, secondary suites, seniors' centres and affordable housing. Provide the opportunity for a variety of residential environments which feature innovative designs and densities and which make efficient use of existing facilities, infrastructure and public transportation.	6.1.6 Policies 1 & 2
8.15 Minimize potential conflict of land uses adjacent to natural resource extraction, manufacturing and other industrial developments.	6.1.8 Policy 8
8.16 Minimize potential conflict of land uses within and adjacent to areas prone to flooding, erosion, subsidence, or wildfire.	6.2.8 Policy 1; 6.2.11 Policy 4
8.17 Complement their municipal financial management strategies, whereby land use decisions contribute to the financial sustainability of the municipality.	5.0; 6.1.5 Objective 3
8.18 Locate school and health facilities, transportation, transit and other amenities appropriately, to meet increased demand from a growing population.	6.1.3 Policy 10
8.19 Identify areas where agricultural activities, including extensive and intensive agricultural and associated activities, should be the primary land use in the region.	6.1.4 Policy 3; 6.1.7 Policy 12
8.20 Limit the fragmentation of agricultural lands and their premature conversion to other, non-agricultural uses, especially within areas where agriculture has been identified as a primary land use in the region. Municipal planning, policies and tools that promote the efficient use of land should be used where appropriate to support this strategy.	6.1.4 Policies 1 & 2
8.21 Employ appropriate planning tools to direct non-agricultural subdivision and development to areas where such development will not constrain agricultural activities, or to areas of lower-quality agricultural lands.	6.1.4 Policy 3
8.22 Minimize conflicts between intensive agricultural operations and incompatible land uses by using appropriate planning tools, setback distances and other mitigating measures.	6.1.4 Policy 3
8.23 Utilize or incorporate measures which minimize or mitigate possible negative impacts on important water resources or risks to health, public safety and loss to property damage due to hazards associated with water, such as flooding, erosion and subsidence due to bank stability issues, etc., within the scope of their jurisdiction.	6.2.7 Policies 4 & 5; 6.2.8 Policy 1
8.24 Incorporate measures in future land-use planning decisions to mitigate the impact of floods through appropriate flood hazard area management and emergency response planning for floods.	6.2.7 Policies 4 & 5; 6.2.8 Policy 1
8.25 Prohibit unauthorized future use or development of land in the floodway in accordance with the Flood Recovery and Reconstruction Act and the Floodway Development Regulation under development, which will control, regulate or prohibit use or development of land that is located in a floodway and define authorized uses.	6.2.7 Policies 4 & 5; 6.2.8 Policy 1

SSRP Policy	Connected MDP Policy/Section
8.26 Identify and consider, based on available information including information from the Government of Alberta, the values of significant water resources and other water features, such as ravines, valleys, riparian lands, stream corridors, lakeshores, wetlands and unique environmentally significant landscapes, within their boundaries.	6.1.9 Policies 3 & 9
8.27 Determine appropriate land-use patterns in the vicinity of these significant water resources and other water features.	6.2.7 Policies 4 & 5; 6.2.8 Policy 1
8.28 Consider local impacts as well as impacts on the entire watershed.	6.1.9 Policy 3
8.29 Consider a range of approaches to facilitate the conservation, protection or restoration of these water features and the protection of sensitive aquatic habitat and other aquatic resources.	6.1.9 Policies 2 - 4
8.30 Establish appropriate setbacks from waterbodies to maintain water quality, flood water conveyance and storage, bank stability and habitat.	6.1.7 Policy 7; 6.2.7 Policy 4
8.31 Assess existing developments located within flood hazard areas for long-term opportunities for redevelopment to reduce risk associated with flooding, including human safety, property damage, infrastructure and economic loss.	6.2.7 Policy 3
8.32 Facilitate public access and enjoyment of water features, to the extent possible.	6.2.7 Policy 2
8.33 Use available guidance, where appropriate, from water and watershed planning initiatives in support of municipal planning.	6.1.7 Policy 7
8.34 Identify significant historic resources to foster their preservation and enhancement for use and enjoyment by present and future generations.	6.1.1 Policy 11
8.35 Work toward the designation of Municipal Historic Resources to preserve municipally significant historic places.	6.1.1 Policies 12 & 14
8.36 Formulate agreements with the Ministry for development referrals to assist in the identification and protection of historic resources within the scope of their jurisdiction.	6.1.1 Policy 13
8.37 Identify the location, nature and purpose of key provincial transportation corridors and related facilities.	6.2.9 Policy 6
8.38 Work with the Ministry to minimize negative interactions between the transportation corridors and related facilities identified in accordance with strategy 8.37 above and the surrounding areas and land uses through the establishment of compatible land-use patterns.	6.2.9 Policy 6
8.39 Enter into highway vicinity agreements with the Ministry and employ appropriate setback distances and other mitigating measures relating to noise, air pollution and safety to limit access if subdivision and development is to be approved in the vicinity of the areas identified in accordance with 8.37 above.	6.1.8 Policy 9; 6.2.9 Policy 5

## 8.3 References

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## Attachment 2: Draft MDP Summary of Comments & Feedback Received

Planning and Engineering circulated the draft Municipal Development Plan to stakeholders and made the document available for public comment in January 2019. The Town hosted an Open House on January 16<sup>th</sup> to collect feedback on the draft MDP, and a survey was made available at the Open House and online. The following table presents an inventory of the comments received, whether the comments were incorporated into the MDP presented today for first reading, and the rationale behind the decision to include each comment. Results from the Open House and survey start on page 5, copies of feedback received via email/letter start on page 16.

All comments were either:

1. *Incorporated* into the MDP for reasons listed under “rationale”;
2. *Not incorporated* into the MDP for reasons listed under “rationale”; or
3. *Noted* as the comments did not suggest changes to the MDP document.

*NOTE: The Redcliff Municipal Planning Commission will provide their comments on the MDP following their February meeting, before third reading of the Bylaw.*

AGENCY	COMMENT RECEIVED	ACTION ON COMMENT	RATIONALE FOR ACTION
Alberta Masonry Council	<b>2.3 Guiding Principle (pg. 16)</b> Add bullet point to “small town feel means...”: <i>Buildings demonstrate a high standard of architectural design, utilizing materials which create a memorable sense of place and convey a sense of Redcliff’s heritage</i>	Incorporated	Comment complements and builds on the idea of small town feel
Alberta Masonry Council	<b>2.3 Guiding Principle (pg. 16)</b> Add to “small town feel is created by...”: <i>Well-designed buildings created a strong sense of place and convey a distinct heritage feel</i>	Incorporated	Comment complements and builds on the idea of small town feel
Alberta Masonry Council	<b>5.3 Visitor Vision Statement (pg. 28)</b> Add: <i>attractive</i> to last line of first paragraph	Incorporated	Comment complements and builds on the idea of small town feel
Alberta Masonry Council	<b>6.1.1 Policy 1 (pg. 31)</b> Add: <i>guidelines that encourage high-quality architectural design using natural and resilient building materials, creating a strong sense of place and social interaction</i>	Incorporated	Provides more detail on purpose of Design Guidelines
Alberta Masonry Council	<b>6.1.1 Policy 15 (pg. 32)</b>	Partially Incorporated	- <i>Should encourage wording was decided</i>

	Change to: <i>The Town shall emphasize building and public space design complementing the Town's brick manufacturing history by encouraging the use of brick in built form</i>		on by Council, not changed - Other wording changes incorporated, provides clarity by tying to history
<b>Alberta Masonry Council</b>	<b>6.1.6 Policy 3 (pg. 37)</b> Add: <i>and brick heritage of the Town</i> to end of policy statement	Not Incorporated	Brick heritage does not relate to housing density
<b>Alberta Masonry Council</b>	<b>6.1.8 Policy 15 (pg. 41)</b> Add: <i>high-quality building materials and articulation</i>	Incorporated	Provides more detail on purpose of Design Guidelines
<b>Alberta Masonry Council</b>	<b>6.1.8 (pg. 41)</b> Add policies: <i>Policy X: The Town shall promote Redcliff's brickmaking heritage by encouraging that 20% of the exterior cladding area of new low-density residential dwellings consist of brick and/or stone</i> <i>Policy X: The Town shall discourage the use of buildings clad entirely in materials which age and deteriorate quickly</i> <i>Policy X: Area Structure Plans and Area Redevelopment Plans shall include Architectural Guidelines which address and ensure high-quality architectural design and building materials on the front façade that reflects Redcliff's brickmaking heritage</i>	Not Incorporated	- Too specific for the MDP - Possible incorporation in Design Guidelines document or ASPs/ARPs
<b>Alberta Masonry Council</b>	<b>6.2.1 Policy 5 (pg. 51)</b> Add: <i>and building materials</i>	Incorporated	Provides increased clarity
<b>Alberta Masonry Council</b>	<b>6.2.1 Policy 5 (pg. 51)</b> Add policy: <i>Policy X: The Town shall establish Urban Design Guidelines for the Downtown Core, establishing standards for built form, articulation and exterior building materials in order to create a consistent look and feel for the downtown that reflects the downtown's masonry heritage</i>	Incorporated ( <i>with shall changed to should</i> )	Reflects comments made during 2017 MDP Council Workshop
<b>Alberta Masonry Council</b>	<b>6.2.2 (pg. 53)</b> Add policy: <i>Policy X: The Town should develop an Area Redevelopment Plan for the Greater Downtown &amp; Broadway Avenue, including Architectural Guidelines establishing preferred standards for the built form</i>	Not Incorporated	- ARP not currently planned for this neighbourhood - Architectural Guidelines will be developed, as mentioned in other MDP policies

<b>Alberta Masonry Council</b>	<b>6.2.5 (pg. 59)</b> Add policies: <i>Policy 11: The Town shall develop Architectural Guidelines which establish built form consistent with the masonry heritage of the Eastside neighbourhood</i> <i>Policy 12: The Town shall encourage the use of brick in new construction in the vicinity of the former I-XL Brick Plant</i>	Not Incorporated	<ul style="list-style-type: none"> <li>- Too specific for the MDP</li> <li>- Possible incorporation in Eastside ASP update</li> </ul>
<b>Alberta Masonry Council</b>	<b>7.2 Policy 1 (pg. 73)</b> Add: <i>Area Redevelopment Plans and non-statutory Urban Design Guidelines</i> to list	Not Incorporated	Already incorporated in list by mention of <i>local plans, studies, budgets, projects, and initiatives as required</i>
<b>Redcliff RCMP</b>	See attached email	Noted	
<b>Cypress County</b>	See attached email	Noted	
<b>Alberta Infrastructure &amp; Transportation</b>	See attached email	Noted	
<b>Redcliff Community &amp; Protective Services</b>	See attached email	Noted	
<b>Canada Post</b>	<b>(Phone Call Received Thursday, January 10<sup>th</sup>, 2:30pm)</b> The MDP looks good overall, nothing of significance to add. Canada Post will continue to place new mail boxes as growth occurs.	Noted	
<b>Municipal Development Plan Steering Committee</b>	See attached minutes	Noted	
<b>City of Medicine Hat – Electric Department</b>	See attached email	Noted	
<b>Public Member</b>	<b>2.3 Guiding Principle (pg. 16)</b> Add: <i>wide variety of recreation; social facilities accessible to all; user friendly; time appropriate</i>	Incorporated	Comment complements and builds on the idea of small town feel
<b>Public Member</b>	<b>4.0 History &amp; Geography (pg. 20)</b> Add: Redcliff's motto – <i>Greenhouse Capital of the Prairies</i>	Incorporated	Current motto reflects branding and identity
<b>Public Member</b>	<b>5.2 Resident Vision Statement (pg. 27)</b> Are recreation facilities taken for granted?	Not Incorporated	Recreational facilities and parks are mentioned in the second paragraph
<b>Public Member</b>	<b>6.1.8 Policy 18 (pg. 41)</b> Add: <ul style="list-style-type: none"> <li>- <i>Reduce front setbacks</i></li> <li>- <i>Wider lanes</i></li> </ul>	Not Incorporated	Incorporated as an action item in MDP Implementation Framework

	- <i>Rear setbacks</i>		Policy under Land Use Bylaw update
<b>Public Member</b>	<b>6.1.10 Policy 6 (pg. 45)</b> Comment regarding dark skies	Not Incorporated	Since Redcliff is an urban area, public safety in parks at night brought about by additional lighting is a higher priority than dark sky preservation; illumination options can be chosen which direct more light to the ground rather than up into the sky
<b>Public Member</b>	<b>6.1.10 Policy 11 (pg. 46)</b> Comment regarding rebuilding the historic gazebo	Not Incorporated	Incorporated as a possible action item in MDP Implementation Framework Policy under Parks & Recreation Master Plan update
<b>Public Member</b>	<b>6.2 Neighbourhoods Map (pg. 49)</b> Comment regarding golf course not discernable on map	Incorporated	Upper Bank and Red Cliffs, Coulees, and Natural Areas boundaries redrawn to include entire golf course area in Upper Bank neighbourhood, golf course was split between the two neighbourhoods previously
<b>Public Member</b>	<b>6.2.5 Eastside Future State (pg. 58)</b> <i>Change: A grid-based street pattern and continued street names from older developments create continuity in the areas on both sides of Mitchell Street.</i> → A grid-based street pattern and continued street names from older developments create continuity in the areas on the <i>side of Mitchell Street</i>	Incorporated	Sentence revised for clarification that a grid street pattern and continued street names from the Residential Core to Eastside create a seamless transition from the older neighbourhoods West of Mitchell to newer neighbourhoods East of Mitchell
<b>Public Member</b>	<b>6.2.5 Policy 10 (pg. 59)</b> Confusion regarding “rebranding”	Incorporated	Reworded to clarify rebranding specifically refers to renaming Eastside
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	Your survey does not allow a person to select strongly agree as a single choice on the survey.	Noted	
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	The town needs to clean up the down area. Please do something about that eye sore of an old service station at the corner of Broadway & 3rd. street. Connect 9th avenue to samis drive . This will enhance the sale of residential & commercial lots. And buy the way this means more tax income	Already incorporated	<ul style="list-style-type: none"> <li>- Downtown rejuvenation is a main theme of the MDP</li> <li>- The Implementation Framework Policy includes an action item to potentially use new powers in the updated</li> </ul>

	<p>for the town. Especially the sale of some large commercial lots in the area.</p> <p>Why is the town not lobbying the provincial government to build that middle school in east side? Our present school building's are overcrowded &amp; the junior high school is in need of renovations.</p> <p>Don't forget that the RMAP school is bulging at the seams from overcrowding.</p> <p>Many senior Redcliff citizens do not stay in town as they get older because of physical or medical disability. Why? There are no long term healthcare facilities in town that's why. We need to look after all our citizens no matter what age they are....</p> <p>I find that these surveys are often a waste of time as there doesn't seem to be an appetite for change &amp; the will to do anything.</p> <p>Let's go Town council &amp; administration &amp; get to work &amp; prove you're worthy of our tax payers salary</p>		<p>MGA to change taxation of vacant/brownfield properties to encourage redevelopment</p> <ul style="list-style-type: none"> <li>- Timeline Connecting 9<sup>th</sup> Avenue to Saamis Drive will be part of the phasing plan for the updated Eastside ASP</li> <li>- The Eastside ASP contains a new school site</li> <li>- The MDP contains provisions for senior's housing</li> </ul>
<p><b>Public Open House &amp; Online Survey – Question 16 responses</b></p>	<p>Putting priority for a High School and major renovations to Parkside School. Leaving the coulee alone and not creating more mountain bike paths. Doing something with the eye sore gang hangout on the corner of 3rd street.</p> <p>A community hall that can be used for all.</p> <p>Skateboard park a yes.</p> <p>Don't put a campground down by the river we have no proper access.</p>	<p>Already incorporated</p>	<ul style="list-style-type: none"> <li>- The Implementation Framework Policy includes an action item to potentially use new powers in the updated MGA to change taxation of vacant/brownfield properties to encourage redevelopment</li> <li>- The Eastside ASP contains a new school site</li> <li>- New trails in the coulees will be constructed with proper planning and engineering to ensure minimal impact to the landscape</li> <li>- Development of the River Valley neighbourhood may require additional access points</li> </ul>



<b>Public Open House &amp; Online Survey – Question 16 responses</b>	Wish there were plans for a high school to be built in Redcliff. Very important to maintain the integrity of the park/wild spaces such as the coulees -- i.e. no building or development there.	Already incorporated	<ul style="list-style-type: none"> <li>- The Eastside ASP contains a new school site</li> <li>- Red Cliffs, Coulees, &amp; Natural Areas Neighbourhood stresses protection of these areas</li> </ul>
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	Work on developing the Eastside. In terms of infrastructure for better accessibility and parks and recreation to go along and compliment the proposed expansion and future development of this residential area. There are needs to be addressed and given higher priority in maintaining the land and giving it a better "curb appeal" in order to entice more people to move. Better access to a park that's close and development and maintenance of curbside property owned by the town. It needs to look attractive to be attractive.	Already incorporated	These types of ideas are addressed in the Eastside neighbourhood policies, and bylaw enforcement/unsightly premises policies, and will be emphasized in the Eastside ASP
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	Driving down Mitchell street, getting further south, the town looks dirty and unappealing. The houses are in rough shape the fences are worn, and it looks awful. It would be nice if that street could have a barrier between the road and houses so it didn't look so bad.	Not incorporated	Role and design of Mitchell Street will be addressed in the Eastside ASP – too detailed to include in MDP
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	I would like to see the town push to get a high school built so our children can start and finish school with the same people in the town they grow up in. An upgraded water park and a new playground in the SE area of town would also be well received.	Already incorporated	<ul style="list-style-type: none"> <li>- The Eastside ASP contains a new school site</li> <li>- Funding allocated to upgrade splash park in 2019</li> <li>- Playground in SE noted in 6.1.10 Objective 1</li> </ul>
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	Population of 9000?? I thought it was closer to 5-6000??	Incorporated	Misunderstanding, 9000 refers to the forecasted population of Redcliff in the year 2056. Added "in the year 2056..." to start of all vision statements to avoid confusion.
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	There's a lot of great potential in Redcliff, but I'd recommend being more consistent with developers and the requests for development. So many people turn away from coming to Redcliff because MDP has made it	Not incorporated	<ul style="list-style-type: none"> <li>- MDP policies include provisions for bylaw/unsightly premises</li> <li>- Trees at campground included as item in</li> </ul>

	<p>extremely difficult to develop. Small town feel but we don't want it dying either with so many people discouraged, word of mouth goes fast- lets make it positive feedback. Redcliff has a lot of very unsightly lots and bylaw should enforce some yard maintenance and up keep to keep Redcliff more pleasant to walk and drive through. If the standards are there for new developments it should be maintained with the old ones.</p> <p>***Also- the campground needs more trees!!!! There's so much potential there as well- draw people in with a beautiful campground. We have the pool and great trails for hiking and biking- keep the people coming. Money in keeps our town prosperous!!</p>		Urban Forest Master Plan in MDP Implementation Framework Policy
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	I love our town with it's peace, friendliness, local businesses and the river valley!! One thing that would help traffic at the Broadway and Mitchell intersection would be a route at the bottom by the golf course and new development (Jesmond?) to get to the highway....that would be awesome and save a lot of traffic!!	Not Incorporated	- Connecting 9 <sup>th</sup> Avenue to Saamis Drive will be part of the phasing plan for the updated Eastside ASP
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	I would love to see the development of a campground in the river bottom, with a footbridge across to echo dale. I would also recommend a golf cart track up to the course, with a few dozen sites having permanent leases with golf memberships. This would be wicked for our economy. And may save the golf course.	Already Incorporated/Not Incorporated	<ul style="list-style-type: none"> <li>- MDP includes campground in River Valley</li> <li>- Footbridge to Echo Dale and golf cart path noted for potential future projects, but are highly cost dependent</li> </ul>
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	It would be great to see Town employees actually from Redcliff! Especially important roles!! Does someone from Medicine hat really care how the Town ends up?! Probably not! Locals for Locals sounds correct.	Not Incorporated	Out of scope of the MDP
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	Our main concern is that we are on 5st NW. This area does not have sufficient lighting for my wife to feel safe walking at night. In addition, for some reason, we don't show up on Google, SkiptheDishes, etc.	Already Incorporated/Noted	- MDP includes policies regarding human-scale lighting in public places, also included in MDP Implementation Framework Policy

	<p>Second concern is placing 4 way stop at the corner of the Husky. It will make it easier to turn out on busy days.</p> <p>Your plan for the city looks good. I agree with most of it, now lets make it happen!</p>		<ul style="list-style-type: none"> <li>- Transportation Master Plan deals with 4-way stop</li> </ul>
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	The Main street & Redcliff way roads could use some work	Not Incorporated	Out of scope of the MDP
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	I think question 10 needs to be a high priority. (Commercial neighbourhood, along Saamis Drive)	Noted	
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	I am especially interested in the Eastside development. How soon will it start and what are the possibilities for a church site?	Noted	Will be in contact with respondent
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	We live in the new part of Eastside. Couple issues I have is the lack of regular upkeep and maintenance of the area; grass and weeds growing in empty lots and through cracks in the sidewalks. As well, architectural standards developed and adhered to - chicken wire used in place of proper fences of yards.	Already Incorporated	<ul style="list-style-type: none"> <li>- MDP policies include provisions for bylaw/unsightly premises</li> <li>- MDP includes provisions to develop/update Design Guidelines/architectural standards</li> </ul>
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	River Valley: no campground	Not Incorporated	A campground in the River Valley builds on the goals of the MDP to draw visitors, generate income, and provide for greater public use and activity in the River Valley, while maintaining the natural environment
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	<p>Urban Rejuvenation: if urban and continue to emphasize 'homes' in between, WATCH what you allow to be grown in the greenhouses?</p> <p>River Valley: keep all natural. no more development for private use - too costly. Nature is for all to enjoy, not a select few! No more development of homes for private use by river areas.</p> <p>Red Cliffs, Coulees, and Natural Areas: Keep as natural park area, for public use only.</p>	Noted/Not Incorporated	<ul style="list-style-type: none"> <li>- A campground in the River Valley builds on the goals of the MDP to draw visitors, generate income, and provide for greater public use and activity in the River Valley, while maintaining the natural environment</li> <li>- River Valley identified as a low priority growth</li> </ul>

			<p>area for future residential development</p> <ul style="list-style-type: none"> <li>- Red Cliffs, Coulees, &amp; Natural Areas Neighbourhood stresses protection of these areas</li> </ul>
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	offer incentives to develop in the industrial neighbourhood	Not Incorporated	Incorporated into MDP Implementation Framework Policy
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	<p>I would like to see more things in the river valley park (playground equipment).</p> <p>more sidewalks on the avenue streets on the south side of Redcliff.</p> <p>also concerned the bike trails in the coulees are wrecking the land and accumulating garbage.</p> <p>I am looking forward to the new skateboard park.</p>	Already Incorporated	<ul style="list-style-type: none"> <li>- River Valley neighbourhood contains policies for added amenities for public use</li> <li>- MDP contains policy to expand sidewalk system</li> <li>- New trails in the coulees will ne constructed with proper planning and engineering to ensure minimal impact to the landscape</li> </ul>
<b>Public Open House &amp; Online Survey – Question 16 responses</b>	urban rejuvenation is a bad place to invest in property	Noted	
<b>Administration Revisions</b>	Added resident comments from fall 2017 engagement to 2.3 to emphasize ideas gathered during public consultation		

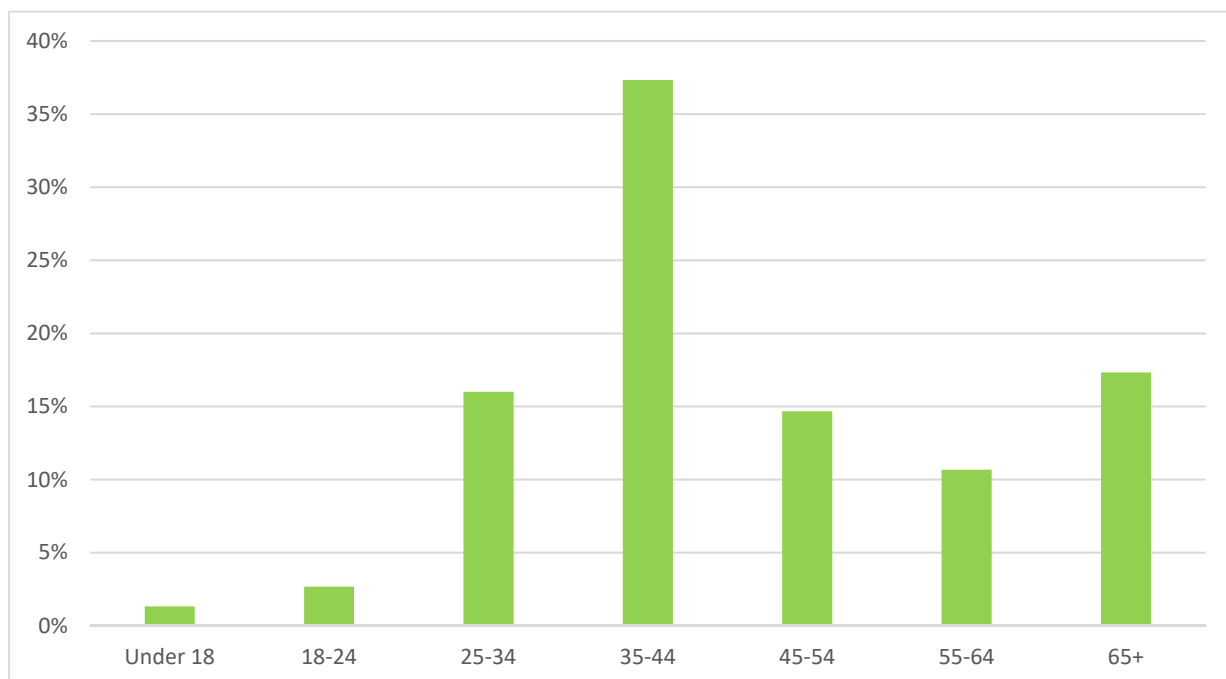
## Open House & Survey Results

On January 16, 2019 The Town of Redcliff hosted an Open House at the Redcliff Legion for the public to view and comment on the draft Municipal Development Plan. Material at the Open House included: an overview of the purpose of the MDP, the guiding principle of Small Town Feel, the resident vision statement, the neighbourhoods map, and the future state of each neighbourhood. Open House attendees were invited to fill out a survey to rate the extent to which they agreed with the vision statement, guiding principle, and future state of each neighbourhood. Full copies of the MDP were also available to view. The survey and draft MDP were posted on the Town social media page and website to collect additional input until January 31, 2019.

General verbal feedback on the MDP received at the Open House reflected optimism about a plan for the Town that balances growth while maintaining small town feel. There was a lot of excitement surrounding future development in eastside and downtown revitalization. Some residents were against development in the river valley neighbourhood, and others stressed protection of the coulees and natural areas.

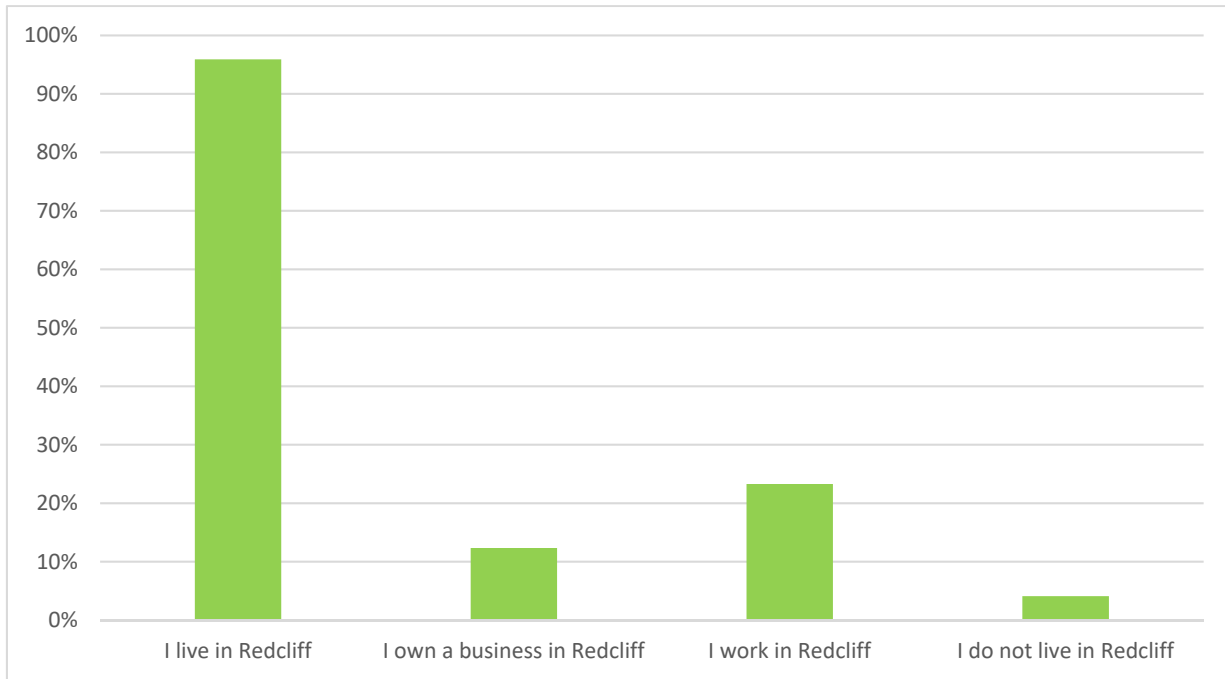
The draft MDP survey collected 75 total responses and had a completion rate of 75%. Responses to the survey are found below.

### Question 1: What is your age?

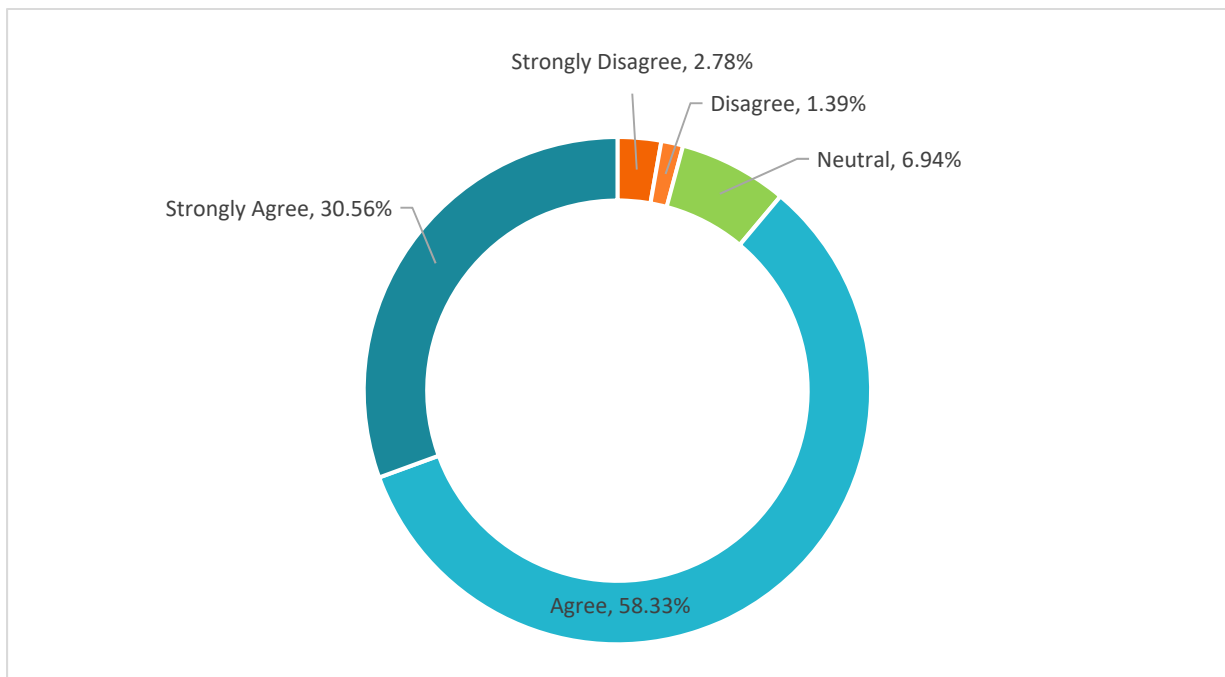




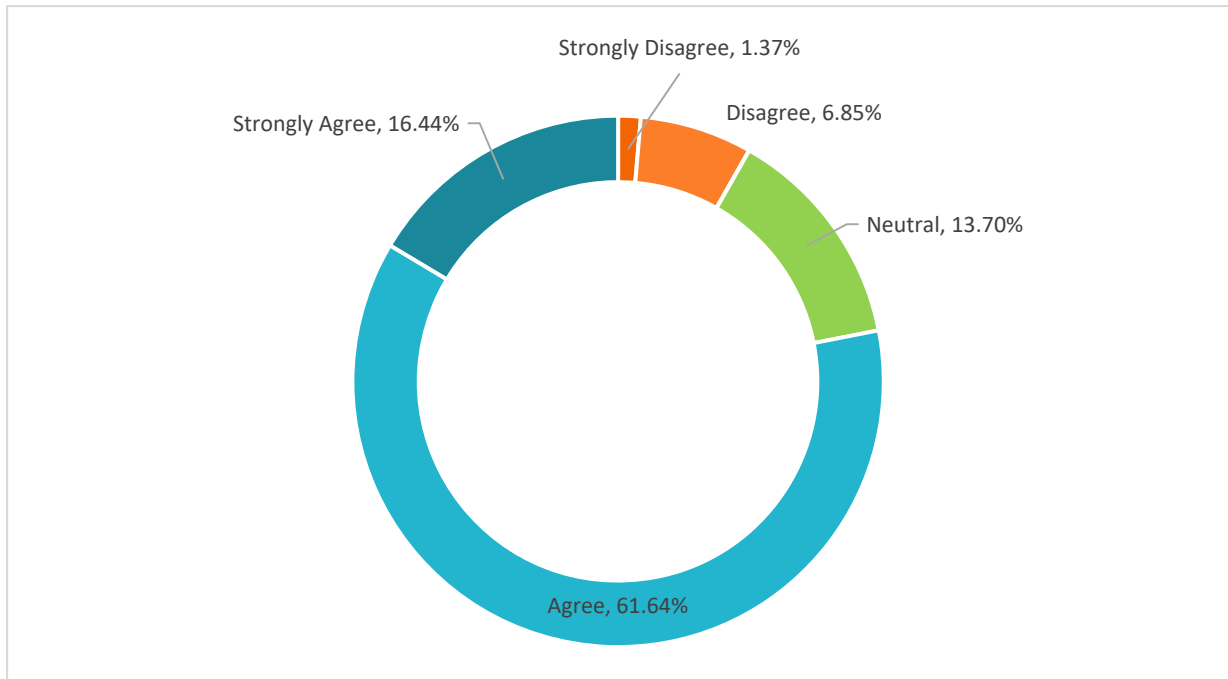
**Question 2: Which of the following describes you? (select all that apply)**



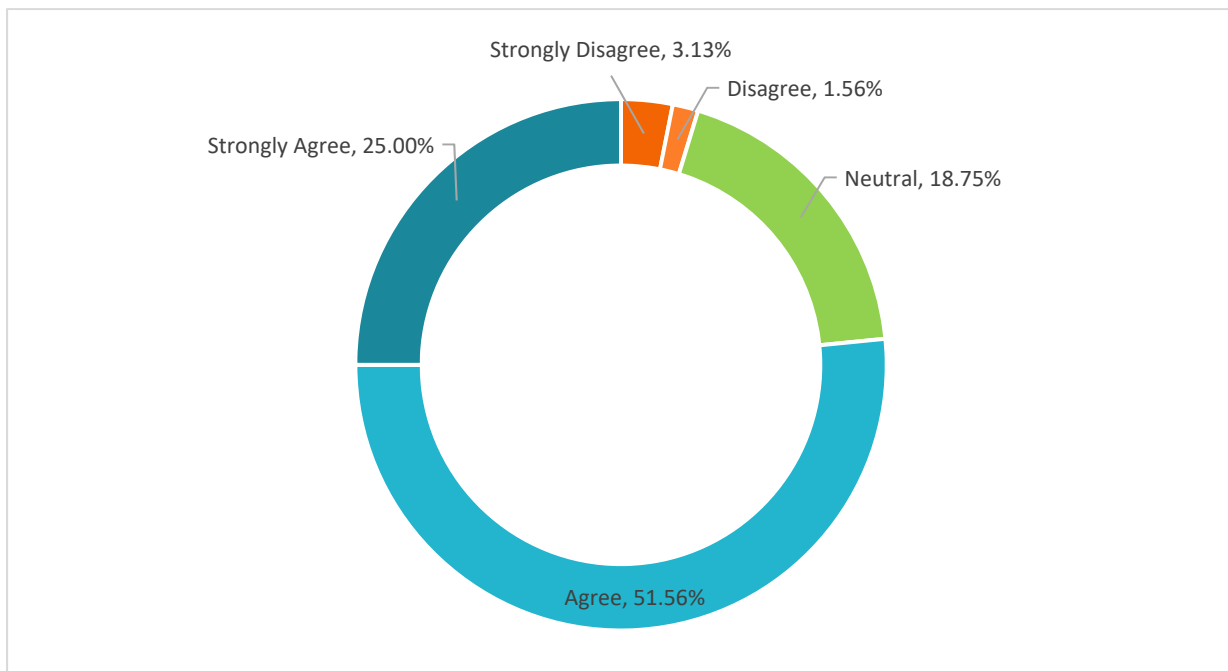
**Question 3: To what extent do you agree with the guiding principle of the MDP, “Small Town Feel?”**



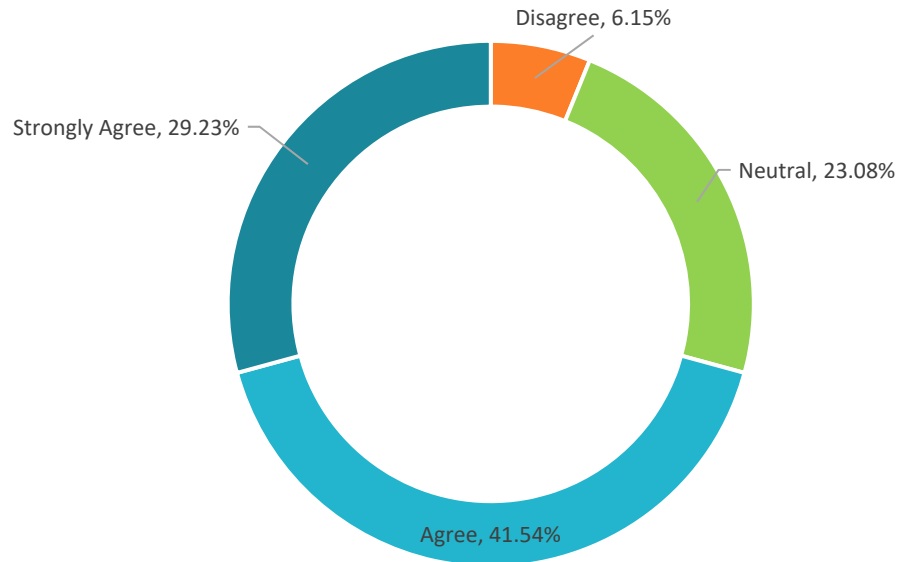
**Question 4: To what extent do you agree with the resident vision statement?**



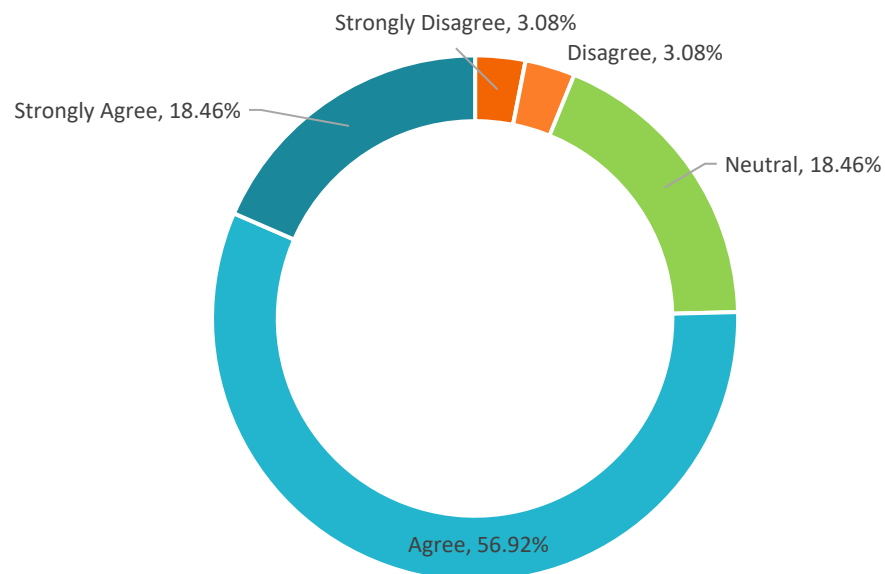
**Question 5: To what extent do you agree with the future state for the DOWNTOWN CORE neighbourhood?**



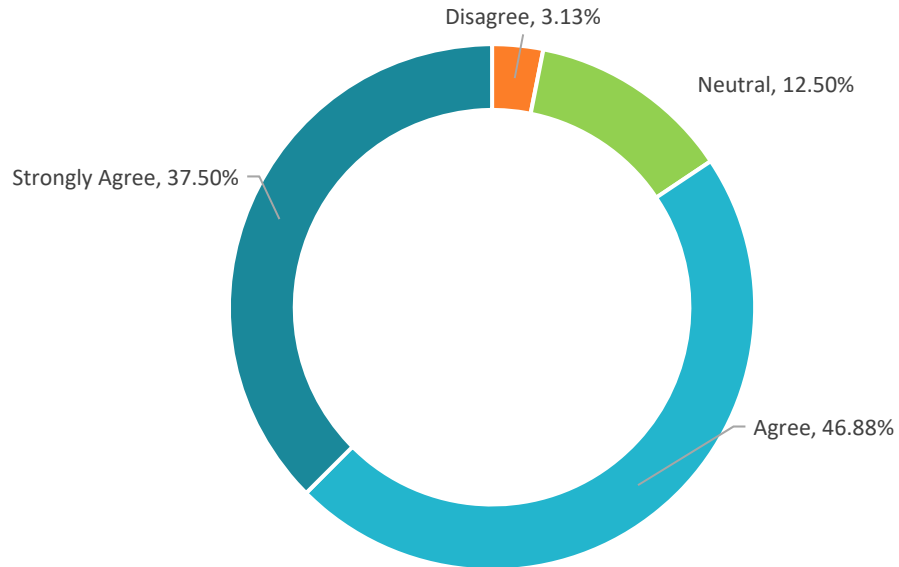
**Question 6: To what extent do you agree with the future state for the GREATER DOWNTOWN & BROADWAY AVENUE neighbourhood?**



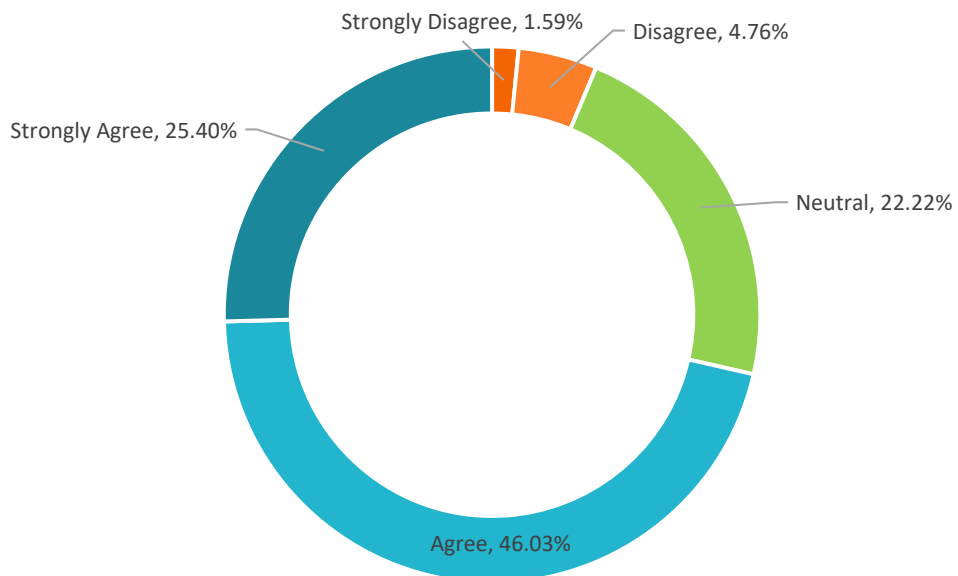
**Question 7: To what extent do you agree with the future state for the URBAN REJUVENATION neighbourhood?**



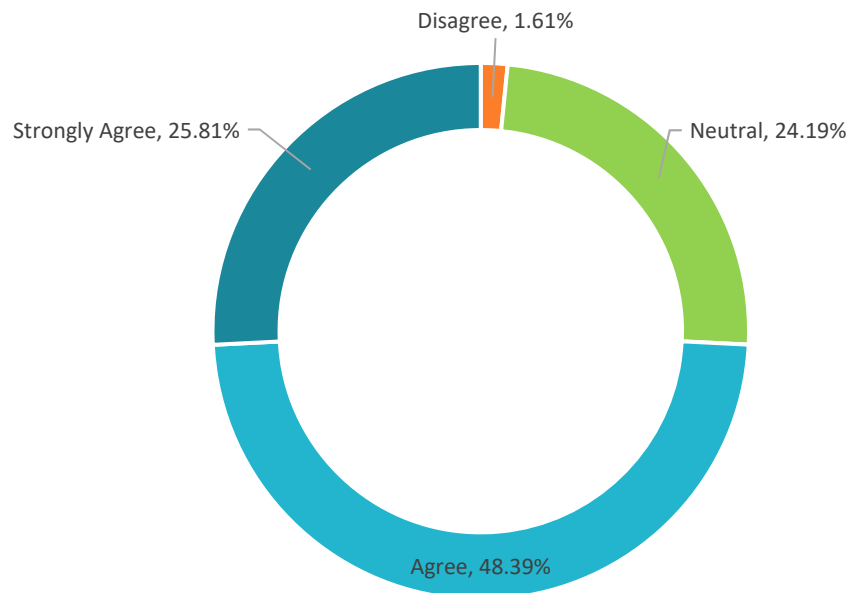
**Question 8: To what extent do you agree with the future state for the RESIDENTIAL CORE neighbourhood?**



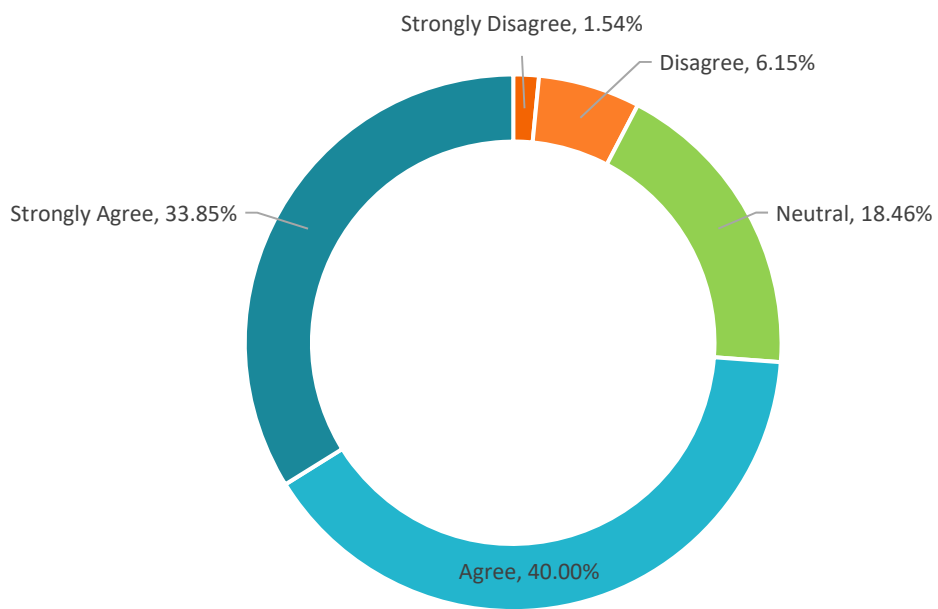
**Question 9: To what extent do you agree with the future state for the EASTISDE neighbourhood?**



**Question 10: To what extent do you agree with the future state for the COMMERCIAL neighbourhood?**

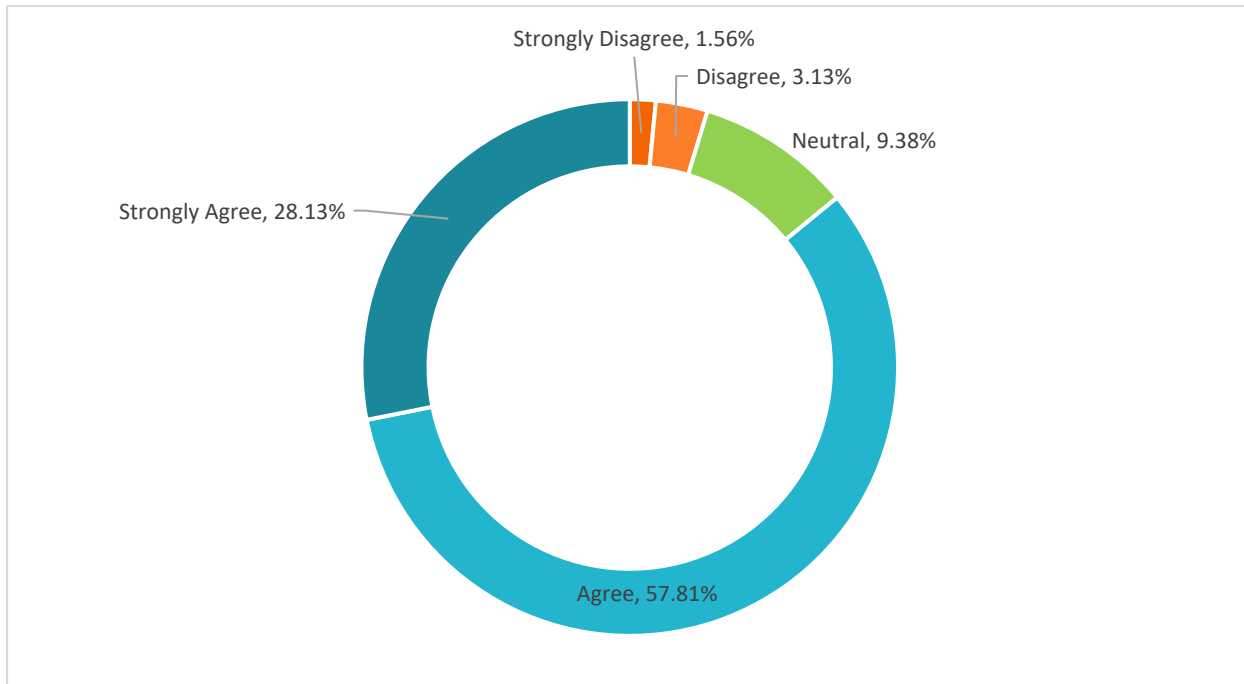


**Question 11: To what extent do you agree with the future state for the RIVER VALLEY neighbourhood?**

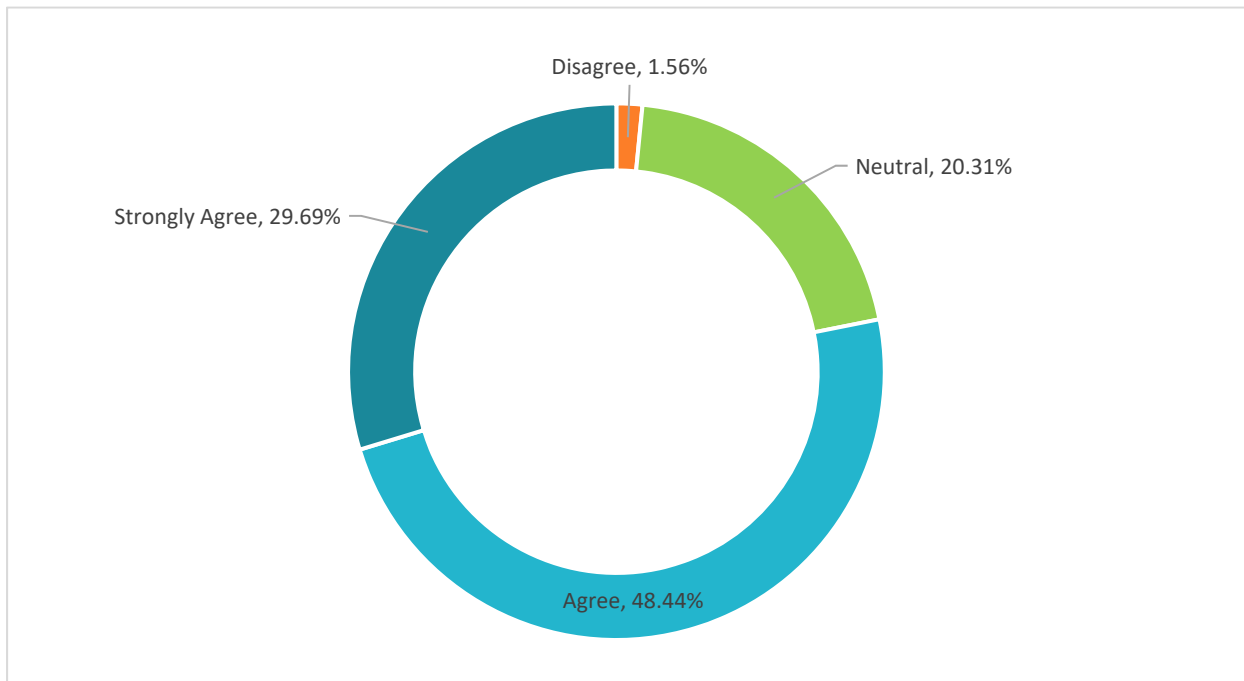




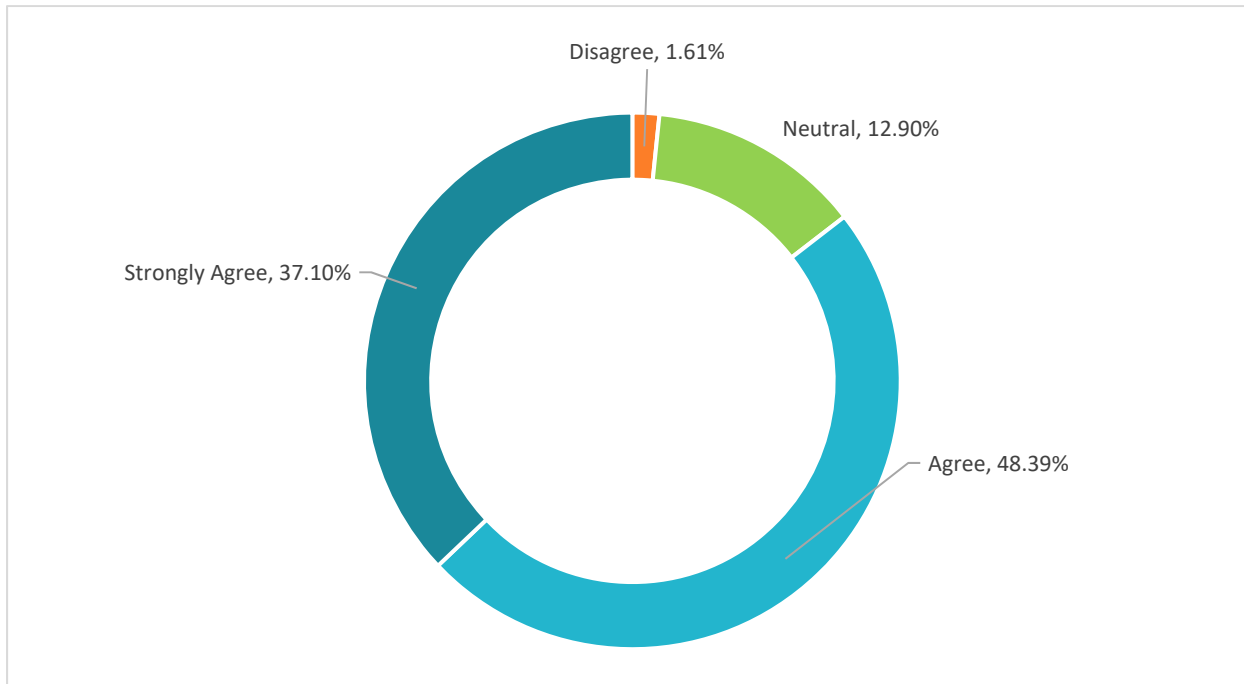
**Question 12: To what extent do you agree with the future state for the UPPER BANK neighbourhood?**



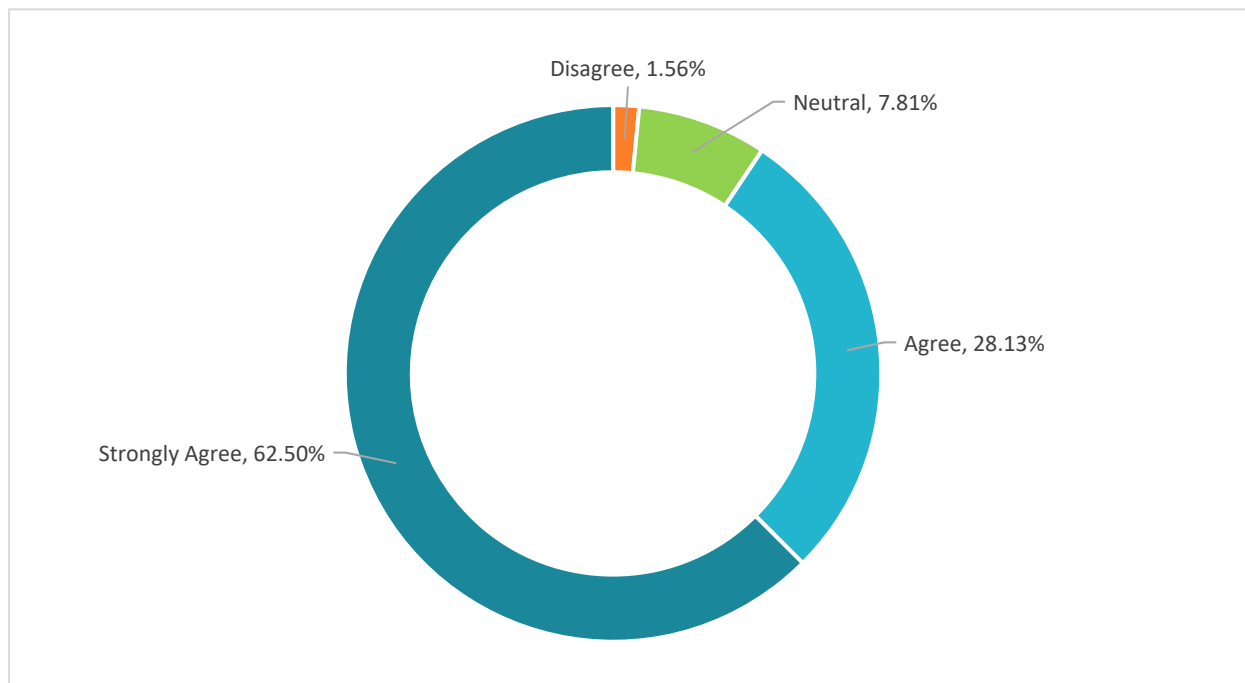
**Question 13: To what extent do you agree with the future state for the GATEWAY neighbourhood?**



**Question 14: To what extent do you agree with the future state for the INDUSTRIAL neighbourhood?**



**Question 15: To what extent do you agree with the future state for the RED CLIFFS, COULEES, & NATURAL AREAS neighbourhood?**



**Question 16: If you have any additional comments on the MDP, please provide them below.**

Your survey does not allow a person to select strongly agree as a single choice.	Work on developing the Eastside. In terms of infrastructure for better accessibility and parks and recreation to go along and compliment the proposed expansion and future development of this residential area. The are needs to addressed and given higher priority in maintaining the land and giving it a better "curb appeal" in order to entice more people to move. Better access to a park that's close and development and maintenance of curbside property owned by the town. It needs to look attractive to be attractive.
offer incentives to develop in the industrial neighbourhood	
Population of 9000?? I thought it was closer to 5-6000??	
I love our town with it's peace, friendliness, local businesses and the river valley!! One thing that would help traffic at the Broadway and Mitchell intersection would be a route at the bottom by the golf course and new development (Jesmond?) to get to the highway....that would be awesome and save a lot of traffic!!	I am especially interested in the Eastside development. How soon will it start and what are the possibilities for a church site?
The town needs to clean up the down area. Please do something about that eye sore of an old service station at the corner of Broadway & 3rd. street. Connect 9th avenue to samis drive . This will enhance the sale of residential & commercial lots. And buy the way this means more tax income for the town. Especially the sale of some large commercial lots in the area. Why is the town not lobbying the provincial government to build that middle school in east side? Our present school building's are overcrowded & the junior high school is in need of renovations. Don't forget that the RMAP school is bulging at the seams from overcrowding. Many senior Redcliff citizens do not stay in town as they get older because of physical or medical disability. Why? There are no long term healthcare facilities in town that's why. We need to look after all our citizens no matter what age they are.... I find that these surveys are often a wasof time as there doesn't seem to be an appetite for change & the will to do anything. Let's go Town council & administration & get to work & prove you're worthy of our tax payers salary	Driving down Mitchell street, getting further south, the town looks dirty and unappealing. The houses are in rough shape the fences are worn, and it looks awful. It would be nice if that street could have a barrier between the road and houses so it didn't look so bad.
	I would like to see the town push to get a high school built so our children can start and finish school with the same people in the town they grow up in. An upgraded water park and a new playground in the SE area of town would also be well received.
	urban rejuvenation is a bad place to invest in property
	I think question 10 needs to be a high priority.
	It would be great to see Town employees actually from Redcliff! Especially important roles!! Does someone from Medicine hat really care how the Town ends up?! Probably not! Locals for Locals sounds correct.
Wish there were plans for a high school to be built in Redcliff. Very important to maintain the integrity of the park/wild spaces such as the coulees -- i.e. no building or development there.	The Main street & Redcliff way roads could use some work

<p>Putting priority for a High School and major renovations to Parkside School.</p> <p>Leaving the coulee alone and not creating more mountain bike paths.</p> <p>Doing something with the eye sore gang hangout on the corner of 3rd street.</p> <p>A community hall that can be used for all.</p> <p>Skateboard park a yes.</p> <p>Don't put a campground down by the river we have no proper access.</p>	<p>There's a lot of great potential in Redcliff, but I'd recommend being more consistent with developers and the requests for development. So many people turn away from coming to Redcliff because MDP has made it extremely difficult to develop. Small town feel but we don't want it dying either with so many people discouraged, word of mouth goes fast- lets make it positive feedback.</p> <p>Redcliff has a lot of very unsightly lots and bylaw should enforce some yard maintenance and up keep to keep Redcliff more pleasant to walk and drive through.</p> <p>If the standards are there for new developments it should be maintained with the old ones.</p>
<p>We live in the new part of Eastside. Couple issues I have is the lack of regular upkeep and maintenance of the area; grass and weeds growing in empty lots and through cracks in the sidewalks. As well, architectural standards developed and adhered to - chicken wire used in place of proper fences of yards.</p>	<p>***Also- the campground needs more trees!!!! There's so much potential there as well- draw people in with a beautiful campground. We have the pool and great trails for hiking and biking- keep the people coming. Money in keeps our town prosperous!!</p>
<p>I would love to see the development of a campground in the river bottom, with a footbridge across to Echo Dale. I would also recommend a golf cart track up to the course, with a few dozen sites having permanent leases with golf memberships. This would be wicked for our economy. And may save the golf course.</p>	<p>Our main concern is that we are on 5th NW. This area does not have sufficient lighting for my wife to feel safe walking at night. In addition, for some reason, we don't show up on Google, SkipTheDishes, etc.</p> <p>Second concern is placing 4 way stop at the corner of the Husky. It will make it easier to turn out on busy days.</p>
<p>River Valley: no campground</p>	<p>Your plan for the city looks good. I agree with most of it, now lets make it happen!</p>
<p>Urban Rejuvenation: if urban and continue to emphasize 'homes' in between, WATCH what you allow to be grown in the greenhouses?</p> <p>River Valley: keep all natural. no more development for private use - too costly. Nature is for all to enjoy, not a select few! No more development of homes for private use by river areas.</p> <p>Red Cliffs, Coulees, and Natural Areas: Keep as natural park area, for public use only.</p>	<p>I would like to see more things in the river valley park (playground equipment).</p> <p>more sidewalks on the avenue streets on the south side of Redcliff.</p> <p>also concerned the bike trails in the coulees are wrecking the land and accumulating garbage.</p> <p>I am looking forward to the new skateboard park.</p>



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## MDP STEERING COMMITTEE MINUTES

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DATE: January 23, 2019 6:00pm

LOCATION: Redcliff Town Hall Council Chambers

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### PRESENT:

Members:

Tonya Mori, Emily Stock, Dwight  
Kilpatrick, Wendy Harty, Arnold Frank

Planning Specialist:

Jordan Zukowski

Director of Planning & Engineering:

James Johansen

### ABSENT:

Members:

Bruce Vine, William Crozier, Derrin  
Thibault

### 1. GENERAL

#### A. CALL TO ORDER

E. Stock called the meeting to order at 6:12pm

### 2. CONSENT AGENDA

#### A. ADOPTION OF AGENDA

#### B. PREVIOUS MEETING MINUTES

A. Frank moved to adopt the consent agenda

- carried

### 3. FOR ENDORSEMENT

#### A. DRAFT MDP

T. Mori moved that the MDP Steering Committee recommends the Municipal  
Development Plan be adopted by Council.

- carried

### 4. DEBRIEF

First Reading – February 11, 2019



Second/Third Reading & Public Hearing – March 11, 2019 (*tentative*)

**5. ADJOURNMENT**

W. Harty moved to adjourn the meeting at 6:13pm

- carried



# Medicine Hat Catholic Board of Education

1251 – 1<sup>st</sup> Avenue SW, Medicine Hat, Alberta T1A 8B4

Toll Free 1.866.864.0013

Phone 403.527.2292

[www.mhcbe.ab.ca](http://www.mhcbe.ab.ca)

Fax 403.529.0917

February 19, 2019

Town of Redcliff  
PO Box 40  
1 – 3 Street NE  
Redcliff, Alberta T0J 2P0

Attention: Mr. James Johansen, Director of Planning and Engineering

Dear Mr. Johansen:

**RE: AREA STRUCTURE PLANS**

Thank you for your letter of January 9, 2019 regarding the draft Municipal Development Plan ('MDP'). While we did not have any feedback for you on the document we appreciate the opportunity to review the draft MDP.

We would be interested in developing a process with the Town of Redcliff regarding future Area Structure Plans ('ASP'). We have found our early involvement in the development or amendment of ASP is valuable. The input provided into the school reserve allocation as well as feedback on the school facility needs required on site selection and shape along with feedback on school bus stops and parent pick-up points enhances the over plan.

Please let me know how you would like to proceed with developing that process. You may reach me at 403-502-8360 or at [greg.macpherson@mhcbe.ab.ca](mailto:greg.macpherson@mhcbe.ab.ca).

Sincerely,

Greg MacPherson, CPA, CGA  
Secretary Treasurer

**RECEIVED**

**FEB 25 2019**

**TOWN OF REDCLIFF**

*"Showing the Face of Christ to All"*

In partnership with Family, Church and Community since 1911



**Planning & Development Services**

580 First Street SE  
Medicine Hat, Alberta T1A 8E6

Phone: 403.529.8374

[pbe@medicinehat.ca](mailto:pbe@medicinehat.ca)

[www.medicinehat.ca](http://www.medicinehat.ca)

March 6, 2019

James Johansen  
Director of Planning and Engineering  
Town of Redcliff  
PO Box 40  
1 – 3 Street NE  
Redcliff, AB T0J 2P0  
[redcliff@redcliff.ca](mailto:redcliff@redcliff.ca)

**RE: Town of Redcliff Draft Municipal Development Plan – City of Medicine Hat Comments**

Referencing your letter of January 9, 2019 regarding the above captioned subject, policy areas of particular interest to the City of Medicine Hat include:

- Town growth projections;
- Future servicing needs;
- Land use on Town-City fringe areas;
- Regional transportation networks;
- Regional environmental airshed management; and,
- Parks, open space and environmental considerations.

**Town Growth and Future Infrastructure Self-Sufficiency**

The Town's growth projections, future servicing needs and long-term goal for infrastructure self-sufficiency are topics that the City is interested to learn more about and discuss with the Town. Specifically, the City is interested in the location of any future outfall for a Redcliff wastewater treatment plant or new stormwater outfalls, as that could have implications for the raw water quality to the City's water treatment plant.

**Land Use and Environment**

Land use in the overall region and within City-Town fringe areas are important aspects of intermunicipal planning and cooperation. The City is interested to have future further dialogue with the Town regarding a coordinated effort in planning for environmental considerations (i.e. river valley slopes, floodplain, wildlife corridors, and air quality).

**Regional Transportation**

Numerous City departments are interested in exploring a number of the transportation and open space related initiatives within the draft Municipal Development Plan, including regional trail connections, pedestrian bridges, cycling network and shared boundary roads.

Yours truly,

  
Kent Snyder,  
General Manager  
Planning & Development Services

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL  
MONDAY, FEBRUARY 25, 2019 @ 7:00 P.M.**

<b>PRESENT:</b>	<p>Mayor Councillors</p> <p>Municipal Manager Manager of Legislative &amp; Land Services Director of Finance &amp; Administration Director of Community &amp; Protective Services Director of Public Services Director of Planning &amp; Engineering Planning Specialist</p>	<p>D. Kilpatrick C. Crozier, C. Czember, S. Gale, L. Leipert, J. Steinke</p> <p>Arlos Crofts S. Simon</p> <p>J. Tu</p> <p>D. Thibault (left at 7:43 p.m.)</p> <p>C. Popick (left at 7:43 p.m.) J. Johansen (left at 8:04 p.m.)</p> <p>J. Zukowski (left at 7:43 p.m.)</p>
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<b>ABSENT:</b>	Councillor	E. Solberg
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**1. GENERAL**

	Call to Order	<b>A)</b> Mayor Kilpatrick called the regular meeting to order at 7:00 p.m.
2019-0049	Adoption of Agenda	<b>B)</b> Councillor Gale moved the Agenda be adopted as presented. - Carried.
2019-0050	Accounts Payable	<b>C)</b> Councillor Crozier moved the Accounts Payables (February 25, 2019) for the Town of Redcliff and Redcliff Cypress Regional Waste Management Authority, be received for information. - Carried.
2019-0051	Bank Summary	<b>D)</b> Councillor Leipert moved the Bank Summary to January 31, 2019 be received for information. - Carried.

**2. MINUTES**

2019-0052	Council meeting held February 11, 2019	<b>A)</b> Councillor Crozier moved the minutes of the Council meeting held February 11, 2019, be adopted as presented. - Carried.
2019-0053	Redcliff Family & Community Support Services meeting held February 14, 2019	<b>B)</b> Councillor Leipert moved the minutes of the Redcliff Family & Community Support Services meeting held February 14, 2019, be received for information. - Carried.

**3. BYLAWS**

- 2019-0054 Bylaw 1881/2019, a Bylaw to Amend Bylaw 1642/2010, Industrial Drive Rehabilitation Project – Local Improvement Tax Bylaw and Bylaw 1714/201
- A)** Councillor Gale moved Bylaw 1881/2019, a Bylaw to Amend Bylaw 1642/2010, Industrial Drive Rehabilitation Project – Local Improvement Tax Bylaw and Bylaw 1714/201 be given first reading. – Carried.
- 2019-0055 Councillor Leipert moved Bylaw 1881/2019, a Bylaw to Amend Bylaw 1642/2010, Industrial Drive Rehabilitation Project – Local Improvement Tax Bylaw and Bylaw 1714/201 be given second reading. – Carried.
- 2019-0056 Councillor Steinke moved Bylaw 1881/2019, a Bylaw to Amend Bylaw 1642/2010, Industrial Drive Rehabilitation Project – Local Improvement Tax Bylaw and Bylaw 1714/201 be presented for third reading. – Carried Unanimously.
- 2019-0057 Councillor Crozier moved Bylaw 1881/2019, a Bylaw to Amend Bylaw 1642/2010, Industrial Drive Rehabilitation Project – Local Improvement Tax Bylaw and Bylaw 1714/201 be given third reading. – Carried.
- 2019-0058 Bylaw 1882/2019, Supplementary Assessment Bylaw
- B)** Councillor Czember moved Bylaw 1882/2019, Supplementary Assessment Bylaw, be given first reading. – Carried.
- 2019-0059 Councillor Steinke moved Bylaw 1882/2019, Supplementary Assessment Bylaw, be given second reading. – Carried.
- 2019-0060 Councillor Crozier moved Bylaw 1882/2019, Supplementary Assessment Bylaw, be presented for third reading. – Carried Unanimously.
- 2019-0061 Councillor Gale moved Bylaw 1882/2019, Supplementary Assessment Bylaw, be given first reading. – Carried.
- 2019-0062 Bylaw 1883/2019, Cemetery Bylaw
- C)** Councillor Crozier moved Bylaw 1883/2019, Cemetery Bylaw be given first reading. – Carried.

**4. REQUEST FOR DECISIONS**

- 2019-0063 Encroachment Permit Application  
Re: Lot 79, Block 1, Plan 0213235 (24 Riverview Drive SE)
- A)** Councillor Gale 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).
- 2019-0064 Reallocate Capital Project funds – Budget Amendment
- B)** Councillor Gale 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. - Carried.

## 5. OTHER

2019-0065 Memo – Municipal Development Plan  
Re: Implementation Framework Policy

**A)** Councillor Czember moved the memo to Council regarding the Municipal Development Plan Implementation Framework Policy be received for information. - Carried.

2019-0066 Council Important Meetings & Events February 25, 2019

**B)** Councillor Steinke moved the Council Important Meetings & Events February 25, 2019, be received for information. - Carried.

## 6. RECESS

Mayor Kilpatrick called for a recess at 7:43 p.m.

Director of Community and Protective Services left 7:43 p.m.  
Planning Specialist left at 7:43 p.m.  
Director of Public Services left at 7:43 p.m.

Mayor Kilpatrick reconvened the meeting at 7:45 p.m.

## 7. IN CAMERA (Confidential Session)

2019-0067

Councillor Leipert moved to meet In Camera to discuss a Land Matter under Section 24 of the *Freedom of Information and Protection of Privacy Act* and a Land Matter under Section 17, 24, 25 of the *Freedom of Information and Protection of Privacy Act* at 7:45 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, Director of Finance & Administration for all Items.

Director of Planning & Engineering for Item 1. Director of Planning & Engineering left the meeting at 8:04 p.m.

2019-0068

Councillor Steinke moved to return to regular session at 8:17 p.m. - Carried.

**8. ADJOURNMENT**

2019-0069 Adjournment

Councillor Steinke moved to adjourn the meeting at 8:18 p.m.  
- Carried.

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Mayor Kilpatrick

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Manager of Legislative & Land Services

**REDCLIFF & DISTRICT RECREATION SERVICES COMMITTEE MEETING**  
**Monday, March 4<sup>th</sup>, 2019 – 7:00 P.M.**  
**REDCLIFF TOWN COUNCIL CHAMBERS**

<b>PRESENT:</b>	Chairperson	Justin Getz Sharon Kirvan Shane Hok Shawna Gale
	Town of Redcliff Rep. Community & Protective Services	Derrin Thibault Charity Schweitzer Christina McNeil Karen Worrell
<b>ABSENT:</b>		

**1. GENERAL**

- A) Meeting called to order by Chairperson Justin Getz at 7:00 pm
- B) Shawna Gale moved the agenda be adopted as amended. – Carried

**2. MINUTES**

- A) Shawna Gale moved the minutes from February 4, 2019 be adopted as presented – Carried.

**3. Delegation**

None

**4. OLD BUSINESS**

**Redcliff & District Recreation Committee Bylaw** Discussed the Bylaw 1853 approval by Council in January 2018 and the benefits of the Recreation Board being a Committee. Reviewed the purpose of the committee as being able to make recommendations to Council and work with existing societies (Redcliff and District Arts and Culture Society, Redcliff Community Initiatives Committee, and Redcliff Horticultural Society) for projects as they relate to recreation. Committee members will be invited to take various levels of interaction with projects from initial review, recommendation and working with the public on advisory boards.

**Recreation Master Plan Review** Discussed how the 2016 Parks and Recreation Master Plan will be a guiding document for the Committee and a spreadsheet will be created as an appendix to the plan listing the recommended projects and their progress and completion.

**Projects:**

**Skate Park**

Shane Hok moved the Skate Park Update be received for information with the following details:

- Derrin Thibault and James Johansen have created a competition document for design services, and it is in the review stage. There is opportunity for a member(s) of the committee to work with the public advisory board throughout this project.  
– Carried

**Lions Waterpark**

Discussed meetings Derrin has had with the Lions and Blue Imp regarding the status of the project. Initial funding was enough only for refurbishing. Due to existing waterline structure and sizes, under the existing budget, an upgrade or replacement of features would shrink the park size and not offer many of the desired features these parks can have. Derrin is researching costs and viability of upgrading the park through demolition and replace while retaining the specialty lions as a feature. Derrin will be meeting with Lions regarding what commitment the club will make to this project.

- Golf Course** Shane Hok moved the update on the Golf Course be accepted with the following information:
- The golf course continues to add a few new members and plan for the upcoming season. The kitchen has been leased out.  
Action: Derrin to recommend to the Golf course that they discuss the option of having the HALO Tournament in Redcliff. – Carried.
- Under 17 Hockey Championships** Sharon Kirvan moved Under 17 Hockey Championship game hosting opportunity be received for information with the following details:
- Derrin will be meeting this week with RMHA regarding the opportunity. Willie Desjardins may also be a contact for this event and other hockey opportunities. – Carried.
- Swap Meet** Shawna Gale moved that the information on the Swap Meet be accepted with the following details:
- This year they had an alternate location for the meet, but they are interested in setting up an agreement to host it at the RecTangle on a regular basis. – Carried.
- Winter Festival** Discussed the postponed Winter Festival and the donation of cookies.

**5. RECOMMENDATIONS TO COUNCIL**

None

**6. CORRESPONDENCE**

None

**7. UPCOMING MEETINGS/CONFERENCE/WORKSHOPS**

None

**8. DATE OF NEXT MEETING – April 1, 2019**

**9. ADJOURNMENT** Shane Hoc moved the meeting be adjourned at 8:25 pm – Carried

\_\_\_\_\_  
Approved by Chair

\_\_\_\_\_  
Date

**REDCLIFF/CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY MEETING  
THURSDAY, FEBRUARY 28, 2019  
REDCLIFF TOWN COUNCIL CHAMBERS**

**PRESENT:** Town of Redcliff: Councillor C. Crozier  
Councillor L. Leipert  
Landfill Treasurer J. Tu (arrived at 3:31 p.m.)  
Landfill Manager C. Popick  
Landfill Secretary S. Simon

Cypress County: Councillor A. Belyea  
Councillor S. Hok  
Public Works  
Operations Supervisor K. Dalton (arrived at 3:09 p.m.)

## 1. CALLED TO ORDER

Chairperson C. Crozier called the meeting to order at 3:08 p.m.

## 2. ADOPTION OF AGENDA

L. Leipert moved the agenda be adopted as presented. - Carried.

### 3. MINUTES OF PREVIOUS MEETING

A. Belyea moved the minutes of the meeting held on November 8, 2018, be adopted as presented. - Carried.

K. Dalton arrived 3:09 p.m.

## 5. NEW BUSINESS

**A) Alberta Recycling Management Authority**  
**Re: Important Updates Regarding the Electronics & Paint Recycling Programs**

Councillor A. Belyea moved the Communications Bulletin 01-19 from Alberta Recycling Management Authority regarding Important Updates Regarding the Electronics and Paint Recycling Programs be received for information. - Carried.

**B) Request for Decision – Purchasing Policy No. 002**

Councillor S. Hok moved to approve Policy No. 002, Purchasing Policy, as presented. – Carried.

**C) Request for Decision – Select a Landfill Authority Logo**

Councillor A. Belyea moved to approve Logo 4 to represent the Authority, as presented. – Carried.



**D) Request for Decision – Purchase of 2 (two) New 80' Landfill Hydrostatic Weight Scales**

Councillor L. Leipert moved to authorize administration to purchase two (2) new 80' Landfill Hydrostatic Weight Scales from Southern Scale Company for \$258,023.00 + GST. – Carried.

**E) Request for Decision – Purchase of 1 (one) 14' x 60' Scale House**

Councillor S. Hok moved to authorize administration to purchase one (1) new 14' x 60' Scale House Building from Northgate Industries for \$160,400.00 + GST. – Carried.

J. Tu, Landfill Treasurer arrived at 3:31 p.m.

**6. ADJOURN**

Councillor A. Belyea moved adjournment of the meeting at 3:39 p.m. - Carried.

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Chairman

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Secretary

## TOWN OF REDCLIFF LIBRARY BOARD

### Minutes

January 29<sup>th</sup>, 2019 7:30 PM

### Vision Statement

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

**Attending:** Brian Lowery, Katherine Rankin, Clay Orge, Dianne Smith, Valarie Westers, Jim Steinke, Robin Corry, Catharine Richardson

**Also attending:** Tracy Weinrauch, Recording Secretary

**Not in attendance:** Clarke Storle, Wendy Harty

**Call to order:** 7:30 pm

**Phil Monteith donation:** A special thank you to Phil & Doreen Monteith for their donation of \$1000.00 to our library for the purchase of new public access computer chairs.

**Approval of Agenda:** Jim moved to approve the agenda. Clay 2<sup>nd</sup>. All in favor. Carried.

**Approval of Minutes for November meeting:** Robin moved for approval. Catharine 2<sup>nd</sup>. All in favor. Carried.

**Financial Statements for November & December for information only:** Jim moved for information only. Valarie 2<sup>nd</sup>. All in Favor. Carried.

**Accounts Payable:** For information only.

Robin made a motion to approve the purchase of the laminator for \$1549.00. Clay 2<sup>nd</sup>. All in favor. Carried.

**Library Manager's Report:** In addition to information in the report on the agenda, we have been approved for the FCSS grant for \$1000.00 towards our Summer Reading Program's wages and supplies. At the Shortgrass Library Managers' meeting in January there was presentation from CFSESA regarding their investment program. It sounds like it would be worth having a meeting or presentation to the board, Tracy will talk to them to set one up.

MHPL is currently working on updating their Patron Code of Conduct and will be displaying it in the library, I think we should consider following their lead. After some discussion, our policy committee will review our Patron Code of Conduct and bring it back to the next meeting with any changes before printing and posting.

After some discussion with the circulation manager at the MHPL, she commented that they will be reviewing all of their programming and cutting it back to a manageable, productive amount. They have seen their traffic numbers to some programs reduce quite a bit and due to the cost of staffing those programs it isn't cost effective to continue with them. We have also seen lower numbers to our programming and, for the same reason as Medicine Hat, it may be time to re-evaluate the staffing expense for them.

We are working with FCSS to hold the Community Volunteer Income Tax Program once again. All the registrations and paperwork seem to be going much smoother than last year.

An update to the symposium coming up in Edmonton, both Clarke and Valarie will be attending Feb 20 – 23, 2019. As well, Katherine, Jim, Brian and Tracy will be attending the SALC conference in Lethbridge Feb 28 – Mar 2, 2019. Catharine will be presenting so the SALC committee will be paying her travel expense and one night's accommodation, we will only be paying for the other night's accommodation for her.

Board Leadership Southeast Alberta will be holding a Training Event for Board Members on Saturday, March 16<sup>th</sup>, 2019 at the Medicine Hat College. Wendy and Clay have already registered for the event, if anyone else would like to go please let me know. The fee is \$85/pp covered by the library.

A reminder that the annual board photo will be taken at the next meeting.

Catharine moved to approve the report. Katherine 2<sup>nd</sup>. All in Favor. Carried.

**Correspondence:** nothing to report

**Policies Report:** nothing to report

**Financial Report:** nothing to report

**Personnel Report:** nothing to report

**Needs Assessment/Library Advocacy:** Sunday cinemas will continue until the end of May. At the last committee meeting they discussed holding another presentation to the school division, working with the Town of Redcliff to hold a Board Member job fair to help fill vacant positions on other Town Boards, and a business appreciation for those that have supported us.

**Friends of the Library (FRPL):** nothing to report

**Social Media Report:** the committee has their posting calendar set up until the end of March. Due to changes in some of the Terms of Service of the sites we use we may have to move to paid accounts, and looking at trying Instagram. Clay moved to accept the report. Jim 2<sup>nd</sup>. All in favour. Carried.

**Ongoing Maintenance Projects:**

- Building Inspection done on December 20, 2018 & January 18, 2019
- Annual Fire Alarm Testing completed on January 25, 2019
- When Franks Fire Alarm & Electrical was here for the fire alarm testing, I asked if he received payment yet for the new fire panel. He said he hadn't received it yet so I told him I would look into it. After asking Mike if he knew when the payment would go through to Clayton Franks, he commented that he thought the library was paying for it. I then resent the original email I sent him with the invoice, that he had requested because he said it was one of his buildings and they would take care of it.
- The moldy wall in Tracy's office has been dry walled and painted. At the time that Gyp-tec Drywall was here to repair the wall, they commented to the library staff working that day that it was worse than they had first thought.

**ALTA:** nothing to report

**Old & Unfinished Business:**

**New Business:**

- OH & S Hazard Checklist completed December 3, 2018. A first aid blanket was purchased for the Battle Box/First Aid supplies and the filing cabinets have now been secured to the wall to comply with their regulations.
- Reappointments for 3 years: Dianne Smith; Clarke Storle; Clayton Orge; Wendy Harty

Elections:

1<sup>st</sup> call for nominations, Brian is willing to let his name stand.

2<sup>nd</sup> call for nominations.

3<sup>rd</sup> call for nominations.

Jim moved to cease nominations.

Robin nominated Katherine Rankin for Vice-Chair. Katherine accepted the nomination.

2<sup>nd</sup> call for nominations.

3<sup>rd</sup> call for nominations.

Jim moved to cease nominations.

2019 Committees will be confirmed at the next meeting. Please take this time to consider any changes you would like to make to your position on the board committees.

Tracy will make arrangements to change the signing authority at the Servus Credit Union Redcliff Branch, account #9859315.

Removed from the signing authority is Robin Corry.

Added to the signing authority is Katherine Rankin.

No changes will be made to Brian Lowery and Tracy Weinrauch as they will continue to have signing authority.

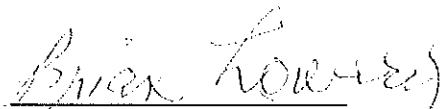
**Next Regular meeting:** February 26th, 2019 @ 7:30 pm.

Robin moved for adjournment at 8:30 pm.

Secretary

  
Tracy Weinrauch

Chairman

  
Brian Lowery

### Library Manager's Report

Circulation for November was 2388 books, 37 children's audios & kits, 26 Blu-rays, 694 DVDs, 81 talking books, 88 CD's, 119 magazines, 21 games and 426 Overdrive checkouts.

#### *NOVEMBER STATS*

	<u>ADULT</u>	<u>CHILD</u>	<u>A/V</u>	<u>PERIODICALS</u>	<u>TOTAL</u>	<u>TO DATE</u>	<u>OVERDRIVE</u>
2018	1284	1104	947	119	3454	40341	426
2017	1364	1330	749	254	3697	40373	309
						-32	117

Circulation for December was 1929 books, 23 children's audios & kits, 28 Blu-rays, 566 DVDs, 48 talking books, 68 CD's, 186 magazines, 6 games and 507 Overdrive checkouts.

#### *DECEMBER STATS*

	<u>ADULT</u>	<u>CHILD</u>	<u>A/V</u>	<u>PERIODICALS</u>	<u>TOTAL</u>	<u>TO DATE</u>	<u>OVERDRIVE</u>
2018	1193	736	739	186	2854	43195	507
2017	1114	608	707	169	2598	42971	356
						224	151

\*\*Overdrive stats for 2018 vs 2017 = 5393 vs 4980

#### COMPUTER USAGE

November had 721 half hour sessions (an average of 25 per day) and 311 Wi-Fi sessions.  
December had 372 half hour sessions (an average of 13 per day) and 235 Wi-Fi sessions.

As of January 23rd, 2019 we have taken in \$269.16 in membership fees.

Applications for the Canada Summer Jobs Grant and FCSS have been submitted.

New employee, Tanner Keller, has been hired to replace David.



**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** March 11, 2019

**PROPOSED BY:** Finance and Administration Department / Public Services Department

**TOPIC:** Bylaw 1879/2019, Redcliff Cypress Regional Waste Management Authority Facility Upgrade Projects Loan Bylaw

**PROPOSAL:** That Council give 2<sup>nd</sup> & 3<sup>rd</sup> reading to Bylaw 1879/2019 to lend \$1M to Redcliff Cypress Regional Waste Management Authority

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**BACKGROUND**

Redcliff Town Council gave first reading to Bylaw 1879/2019 to lend \$1M to Regional Waste Management Authority to proceed with the following projects: Public Drop-off, Operations Building, and Storage Dome Design, with a budget estimate of \$3.7M.

The Bylaw was advertised as legislatively required, no petitions from the public have been received. The deadline to receive petitions regarding this matter has been surpassed.

The Bylaw is now being presented for 2<sup>nd</sup> & 3<sup>rd</sup> Reading.

**POLICY / LEGISLATION:**

Excerpt from Municipal Government Act

**Loans and Guarantees**

**Purpose of loans and guarantees**

**264(1)** A municipality may only lend money or guarantee the repayment of a loan if

- (a) the loan or guarantee is made under subsection (2) or (3),
- (b) the loan is made to one of its controlled corporations, or
- (c) the guarantee is made in respect of a loan between a lender and one of its controlled corporations.

**(2)** A municipality may

- (a) lend money to a non-profit organization, or
- (b) guarantee the repayment of a loan between a lender and a non-profit organization

if the council considers that the money loaned or money obtained under the loan that is guaranteed will be used for a purpose that will benefit the municipality.

#### **Loan bylaws**

**265(1)** A municipality may only lend money to a non-profit organization, one of its controlled corporations or the designated seller within the meaning of section 30(1) of the *Gas Distribution Act*, SA 1994 cG-1.5 as it read on June 30, 1998, if the loan is authorized by bylaw.

**(2)** The bylaw authorizing the loan must set out

- (a) the amount of money to be loaned and, in general terms, the purpose for which the money that is loaned is to be used;
- (b) the minimum rate of interest, the term and the terms of repayment of the loan;
- (c) the source or sources of the money to be loaned.

**(3)** The bylaw that authorizes the loan must be advertised.

#### **ATTACHMENTS:**

- 1. Bylaw 1879/2019, being the Redcliff Cypress Regional Waste Management Authority Facility Upgrade Project Loan Bylaw.
- 2. The signed letter of understanding between the Town of Redcliff, Cypress County and the Authority.

#### **OPTIONS:**

- 1. That Council give 2<sup>nd</sup> & 3<sup>rd</sup> reading to Bylaw 1879/2019, being the Redcliff Cypress Regional Waste Management Authority Facility Upgrade Project Loan Bylaw.
- 2. That Council not give 2<sup>nd</sup> & 3<sup>rd</sup> reading to Bylaw 1879/2019, being the Redcliff Cypress Regional Waste Management Authority Facility Upgrade Project Loan Bylaw.

#### **RECOMMENDATION:**

Option 1.

#### **SUGGESTED MOTION(S):**

- 1. Councillor \_\_\_\_\_ moved Bylaw 1879/2019, being the Redcliff Cypress Regional Waste Management Authority Facility Upgrade Project Loan Bylaw be given second reading.
- 2. Councillor \_\_\_\_\_ moved Bylaw 1879/2019, being the Redcliff Cypress Regional Waste Management Authority Facility Upgrade Project Loan Bylaw be given third reading.

SUBMITTED BY:

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

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

**TOWN OF REDCLIFF  
BYLAW NO. 1879/2019**

**A BYLAW OF THE TOWN OF REDCLIFF FOR THE PURPOSE OF AUTHORIZING THE LOAN OF FUNDS TO THE REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY, A NON-PROFIT ORGANIZATION.**

**WHEREAS** the Municipal Government Act Chapter M-26, R.S.A. 2000, provides that a municipal council, by bylaw, may authorize the lending of money to a non-profit organization.

**AND WHEREAS** the Redcliff Cypress Regional Waste Management Authority requests a loan to partially fund their Landfill Facility Upgrade Project including the Public Drop-off, Operations Building, and Storage Dome Design.

**AND WHEREAS** the Town of Redcliff Council supports the loaning of funds to the Redcliff Cypress Regional Waste Management Authority for their Landfill Facility Upgrade Project at the Redcliff Cypress Regional Landfill.

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

1. This Bylaw shall be known as the "Redcliff Cypress Regional Waste Management Authority Facility Upgrade Project Loan Bylaw".
2. That effective upon passage of this Bylaw, the Council of the Town of Redcliff hereby agree to loan the maximum sum of \$1,000,000.00 to the Redcliff Cypress Regional Waste Management Authority for the purpose of upgrading their facilities at the Redcliff Cypress Regional Landfill conditional to the Town of Redcliff, Cypress County and the Redcliff Cypress Regional Waste Management Authority signing a letter of understanding in a form similar to that of Schedule "A" attached hereto.
3. The rate of interest shall be 2.913%. The term of the loan is ten (10) years with twenty (20) equal payments including principle plus interest due annually on the 1<sup>st</sup> day of April and 1<sup>st</sup> day of October of each year beginning October 1, 2019. The rate of interest, the term and the terms of repayment of the loan are outlined on the attached Schedule "B".
4. The source of funds shall be from the Accumulated Surplus.
5. This loan application was advertised in February 5<sup>th</sup>, 2019 and February 12<sup>th</sup>, 2019 editions of the Cypress Courier.

Read a first time this 28<sup>th</sup> day of January 2019.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

Read a third time this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

Signed and passed time this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
MAYOR

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

**Schedule A**

January 23, 2019

Town of Redcliff  
P.O. Box 40  
Redcliff, Alberta  
T0J 2P0

Cypress County  
816 - 2<sup>nd</sup> Avenue  
Dunmore, Alberta  
T0J 1A0

Attention: Arlos Crofts

Attention: Tarolyn Aaserud

RE: REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY  
LETTER OF UNDERSTANDING REGARDING PROPOSED FINANCIAL ASSISTANCE

The purpose of this letter agreement (to be endorsed by the Town of Redcliff and Cypress County and the Redcliff Cypress Regional Waste Management Authority) is to identify and document the parties' understanding regarding the proposed financial assistance to the Redcliff Cypress Regional Waste Management Authority.

The circumstances giving rise to the agreement and the terms of the financial assistance to Redcliff Cypress Regional Waste Management Authority are as follows:

- a) The Redcliff Cypress Regional Waste Management Authority is a joint venture between the Town of Redcliff and Cypress County.
- b) The Redcliff Cypress Regional Waste Management Authority intends to upgrade their facilities at the Redcliff Cypress Regional Landfill.
- c) The cost of the facility upgrades is \$3,700,000.00, based upon the estimates by Dillon Consulting, pending this financing agreement (the "Redcliff Cypress Regional Waste Management Authority Facility Upgrade" project).
- d) The Redcliff Cypress Regional Waste Management Authority intends to contribute \$3,700,000.00 to the Facility Upgrade project.
- e) The Town of Redcliff and Cypress County agree to lend to the Redcliff Cypress Regional Waste Management Authority a sum sufficient to cover the balance of the cost to complete the Redcliff Cypress Regional Waste Management Authority Facility Upgrade Project (the "loan" or "loan agreement").
- f) The Town of Redcliff and Cypress County agree to make equal contributions to the Redcliff Cypress Regional Waste Management Authority in relation to the loan in the amount of \$1,000,000.00 each.
- g) The loan shall be repaid to the Town of Redcliff and Cypress County, proportionate to their interests, by the Redcliff Cypress Regional Waste Management Authority as follows:



- i) Interest shall be 2.913%, the rate of interest set by the Alberta Capital Finance Authority (ACFA), as published on their website ([www.acfa.gov.ab.ca](http://www.acfa.gov.ab.ca)) as at January 16<sup>th</sup>, 2019.
- ii) The term of the loan is ten (10) years with twenty (20) equal payments including principle plus interest. Interest and principal payments on the loan amount shall be \$57,996.27 to each of the Town of Redcliff and Cypress County due semi-annually on the 1<sup>st</sup> day of April and 1<sup>st</sup> of October of each year beginning October 1, 2019.
- iii) The Town of Redcliff as the operator of the Redcliff Cypress Regional Waste Management Authority shall manage and account for the loan and its re-payment.
- iv) Redcliff Cypress Regional Waste Management Authority may at any time prepay the Principal Sum hereunder, in whole or in part, without any notice or penalty and upon any partial prepayment, the payment schedule hereunder shall be adjusted to reduce the number of payment dates.

The parties confirm all the foregoing.

Town of Redcliff

Per: Arlos Crofts – Municipal Manager

Cypress County

Per: Tarolyn. Aaserud - Chief Administrative Officer

\_\_\_\_\_  
Redcliff Cypress Regional Waste Management Authority

Per: Cathy Crozier – Authority Chairman

**Schedule B**

Terms of the Loan Agreement Dated  
\_\_\_\_\_, 2019

Granted to Redcliff Cypress Regional Waste Management Authority  
by the Town of Redcliff

**Summary**

Principal borrowed: \$1,000,000.00

Regular Payment amount: \$57,996.27

Total Repaid: \$1,159,925.40

Total Interest Paid: \$159,925.40

Annual Payments: 2

Total Payments: 20 (10 years)

Annual interest rate: 2.913%

Periodic interest rate: 1 .4565%

Payment #	Payment	Principal	Interest	Balance
1	\$57,996.27	\$43,431.27	\$14,565.00	\$956,568.73
2	\$57,996.27	\$44,063.85	\$13,932.42	\$912,504.88
3	\$57,996.27	\$44,705.64	\$13,290.63	\$867,799.24
4	\$57,996.27	\$45,356.77	\$12,639.50	\$822,442.47
5	\$57,996.27	\$46,017.40	\$11,978.87	\$776,425.07
6	\$57,996.27	\$46,687.64	\$11,308.63	\$729,737.43
7	\$57,996.27	\$47,367.64	\$10,628.63	\$682,369.79
8	\$57,996.27	\$48,057.55	\$9,938.72	\$634,312.24
9	\$57,996.27	\$48,757.51	\$9,238.76	\$585,554.73
10	\$57,996.27	\$49,467.67	\$8,528.60	\$536,087.06
11	\$57,996.27	\$50,188.16	\$7,808.11	\$485,898.90
12	\$57,996.27	\$50,919.15	\$7,077.12	\$434,979.75
13	\$57,996.27	\$51,660.79	\$6,335.48	\$383,318.96
14	\$57,996.27	\$52,413.23	\$5,583.04	\$330,905.73
15	\$57,996.27	\$53,176.63	\$4,819.64	\$277,729.10
16	\$57,996.27	\$53,951.15	\$4,045.12	\$223,777.95
17	\$57,996.27	\$54,736.94	\$3,259.33	\$169,041.01
18	\$57,996.27	\$55,534.19	\$2,462.08	\$113,506.82
19	\$57,996.27	\$56,343.04	\$1,653.23	\$57,163.78
20	\$57,996.27	\$57,163.78	\$832.49	\$0.00
<b>Totals:</b>	<b>\$1,159,925.40</b>	<b>\$1,000,000.00</b>	<b>\$159,925.40</b>	

## Schedule A

January 23, 2019

Town of Redcliff  
P.O. Box 40  
Redcliff, Alberta  
TOJ 2PO

Cypress County  
816 - 2<sup>nd</sup> Avenue  
Dunmore, Alberta  
TOJ IAO

Attention: Arlos Crofts

Attention: Tarolyn Aaserud

RE: REDCLIFF CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY  
LETTER OF UNDERSTANDING REGARDING PROPOSED FINANCIAL ASSISTANCE

The purpose of this letter agreement (to be endorsed by the Town of Redcliff and Cypress County and the Redcliff Cypress Regional Waste Management Authority) is to identify and document the parties' understanding regarding the proposed financial assistance to the Redcliff Cypress Regional Waste Management Authority.

The circumstances giving rise to the agreement and the terms of the financial assistance to Redcliff Cypress Regional Waste Management Authority are as follows:

- a) The Redcliff Cypress Regional Waste Management Authority is a joint venture between the Town of Redcliff and Cypress County.
- b) The Redcliff Cypress Regional Waste Management Authority intends to upgrade their facilities at the Redcliff Cypress Regional Landfill.
- c) The cost of the facility upgrades is \$3,700,000.00, based upon the estimates by Dillon Consulting, pending this financing agreement (the "Redcliff Cypress Regional Landfill Facility Upgrade" project).
- d) The Redcliff Cypress Regional Waste Management Authority intends to contribute \$3,700,000.00 to the Facility Upgrade project.
- e) The Town of Redcliff and Cypress County agree to lend to the Redcliff Cypress Regional Waste Management Authority a sum sufficient to cover the balance of the cost to complete the Redcliff Cypress Regional Landfill Facility Upgrade Project (the "loan" or "loan agreement").
- f) The Town of Redcliff and Cypress County agree to make equal contributions to the Redcliff Cypress Regional Waste Management Authority in relation to the loan in the amount of \$1,000,000.00 each.

- g) The loan shall be repaid to the Town of Redcliff and Cypress County, proportionate to their interests, by the Redcliff Cypress Regional Waste Management Authority as follows:
- i) Interest shall be 2.913%, the rate of interest set by the Alberta Capital Finance Authority (ACFA), as published on their website ([www.acfa.gov.ab.ca](http://www.acfa.gov.ab.ca)) as at January 16<sup>th</sup>, 2019.
  - ii) The term of the loan is ten (10) years with twenty (20) equal payments including principle plus interest. Interest and principal payments on the loan amount shall be \$57,996.27 to each of the Town of Redcliff and Cypress County due semi-annually on the 1<sup>st</sup> day of April and 1<sup>st</sup> of October of each year beginning October 1, 2019.
  - iii) The Town of Redcliff as the operator of the Redcliff Cypress Regional Waste Management Authority shall manage and account for the loan and its re-payment.
  - iv) Redcliff Cypress Regional Waste Management Authority may at any time prepay the Principal Sum hereunder, in whole or in part, without any notice or penalty and upon any partial prepayment, the payment schedule hereunder shall be adjusted to reduce the number of payment dates.

The parties confirm all the foregoing.

Town of Redcliff  
Per: Arlos Crofts – Municipal Manager

Cypress County  
Per: Tarolyn Aaserud - Chief Administrative Officer

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

Redcliff Cypress Regional Waste Management Authority  
Per: Cathy Crozier – Authority Chairman

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

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** March 11, 2019

**PROPOSED BY:** Finance and Administration Department  
Community and Protective Services Department  
Planning and Engineering Department

**TOPIC:** Bylaw 1878/2019, the Riverview Golf Club Loan Bylaw

**PROPOSAL:** That Council consider giving second and third reading to the proposed Bylaw 1878/2019, being the Riverview Golf Club Loan Bylaw

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**BACKGROUND:**

Redcliff Town Council gave first reading to Bylaw 1878/2019 to lend \$315,000 to the Riverview Golf Club to consolidate their debts and to assist the Riverview golf club to remain operational and achieve long-term viability.

The Bylaw was advertised as legislatively required with no petitions from the public being received. The deadline to receive petitions regarding this matter has been surpassed.

The Bylaw is now being presented for 2<sup>nd</sup> & 3<sup>rd</sup> Reading.

**POLICY / LEGISLATION:**

**Excerpt from Municipal Government Act**

**Loans and Guarantees**

**Purpose of loans and guarantees**

**264(1)** A municipality may only lend money or guarantee the repayment of a loan if

- (a) the loan or guarantee is made under subsection (2) or (3),
- (b) the loan is made to one of its controlled corporations, or
- (c) the guarantee is made in respect of a loan between a lender and one of its controlled corporations.

(2) A municipality may

- (a) lend money to a non-profit organization, or
- (b) guarantee the repayment of a loan between a lender and a non-profit organization

if the council considers that the money loaned or money obtained under the loan that is guaranteed will be used for a purpose that will benefit the municipality.



**Loan bylaws**

**265(1)** A municipality may only lend money to a non-profit organization, one of its controlled corporations or the designated seller within the meaning of section 30(1) of the *Gas Distribution Act*, SA 1994 cG-1.5 as it read on June 30, 1998, if the loan is authorized by bylaw.

(2) The bylaw authorizing the loan must set out

- (a) the amount of money to be loaned and, in general terms, the purpose for which the money that is loaned is to be used;
- (b) the minimum rate of interest, the term and the terms of repayment of the loan;
- (c) the source or sources of the money to be loaned.

(3) The bylaw that authorizes the loan must be advertised.

**STRATEGIC PRIORITIES:**

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

Goal 3 The Town of Redcliff fosters an inclusive community through services that support social, recreational and housing opportunities.

**ATTACHMENTS:**

Bylaw 1878/2019, the Riverview Golf Club Loan Bylaw

**OPTIONS:**

- 1. That Council give second and third reading to Bylaw 1878/2019, being the Riverview Golf Club Loan Bylaw as presented.
- 2. That Council not give second and third to reading Bylaw 1878/2019, being the Riverview Golf Club Loan Bylaw.

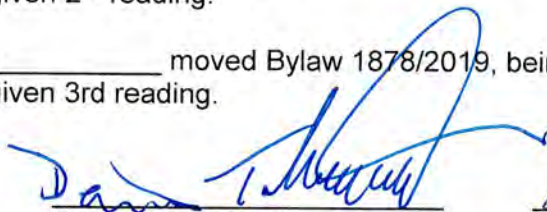
**RECOMMENDATION:**


Option 1.

**SUGGESTED MOTION(S):**

- 1. Councillor \_\_\_\_\_ moved Bylaw 1878/2019, being the Riverview Golf Club Loan Bylaw be given 2<sup>nd</sup> reading.
- 2. Councillor \_\_\_\_\_ moved Bylaw 1878/2019, being the Riverview Golf Club Loan Bylaw be given 3<sup>rd</sup> reading.

SUBMITTED BY:

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



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

**TOWN OF REDCLIFF  
BYLAW NO. 1878/2019**

**A BYLAW OF THE TOWN OF REDCLIFF FOR THE PURPOSE OF AUTHORIZING THE  
LOAN OF FUNDS TO THE RIVERVIEW GOLF CLUB, A NON-PROFIT ORGANIZATION.**

**WHEREAS** the Municipal Government Act Chapter M-26, R.S.A. 2000, provides that a municipal council, by bylaw, may authorize the lending of money to a non-profit organization.

**AND WHEREAS** the Riverview Golf Club has requested a \$315,000.00 loan, to consolidate their debts, which includes \$72,000.00 to the Town for outstanding water charges, \$36,291.00 to the Town to refinance the rough mower loan (Bylaw No. 1789/2014) and \$205,000.00 to various suppliers and service providers.

**AND WHEREAS** the Town of Redcliff Council supports the loaning of funds to the Riverview Golf Club to refinance their current debts to the Town and others in order to keep the Riverview Golf Club operational.

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

1. This Bylaw shall be known as the "Riverview Golf Club Loan Bylaw".
2. The purpose of this loan is to allow the Riverview Golf Club to refinance their debts and encourage repayment of the loan in the shortest time frame possible.
3. That effective upon passage of this Bylaw, the Council of the Town of Redcliff hereby authorizes a loan to the Riverview Golf Club for the purpose of refinancing their debts subject to the following terms and conditions:
  - a. The Riverview Golf Club signing a promissory note in a form similar to that of Schedule "A" attached hereto;
  - b. The loan shall not be for an amount of more than \$315,000.00;
  - c. The term of the loan is for a maximum of ten (10) years;
  - d. A regular loan payment of not less than \$18,268.83, excepting the last payment that pays off the loan, on the first day of April and the first day of October starting October 1, 2019 until the loan is paid off. (Minimum regular loan payment is calculated on the loan of \$315,000.00 for 10 years with 20 equal payments at a interest rate of 2.913%.)
  - e. The rate of interest shall be 2.913%;
  - f. The maximum amount of the loan is based on the Business Plan presented by the Riverview Golf Club if there are only 150 memberships sold in 2019. Both parties understand that it is unknown how many memberships will be sold and the number of memberships sold greatly affects the amount of the loan needed by the Riverview Golf Club. It is agreed that the Golf Club will make an additional payment on the loan principle on the first day of October of each year based on the number of memberships sold in the given year until the loan has been repaid;

<b>Number of Memberships Sold Annually</b>	<b>Additional Payment on Principal</b>
150	\$0.00
200	\$35,000.00
250	\$75,000.00
300	\$105,000.00
350	\$145,000.00
400	\$180,000.00

- g. The Riverview Golf Club is permitted to make additional payments on the loan in addition to the payments made under clauses 3.d and 3.f at any time for the purpose of accelerating the loan repayment.
4. The source of funds shall be from the Unrestricted Surplus.
5. This loan application was advertised in the February 5<sup>th</sup>, 2019 and February 12<sup>th</sup>, 2019 editions of the Cypress Courier.

Read a first time this 28<sup>th</sup> day of January 2019.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

Read a third time this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

Signed and passed time this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

\_\_\_\_\_  
MAYOR

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

**Schedule A****PROMISSORY NOTE****AMOUNT: CDN. \$315,000.00****DUE: October 1, 2029**

FOR VALUE RECEIVED the Riverview Golf Club (the "**Borrower**") hereby promises to pay to the order of the Town of Redcliff (the "**Lender**"), the sum of THREE HUNDRED AND FIFTEEN THOUSAND DOLLARS (Cdn. \$315,000.00) (as such amount may be reduced from time to time hereunder, the "**Principal Sum**") together with interest thereon from and after the date hereof and interest on overdue and unpaid interest, before and after demand, default and judgment, at a rate per annum equal to TWO AND NINE HUNDRED AND THIRTEEN ONE THOUSANDTHS percent (2.913%) ("**Interest**") at the times specified herein.

**PAYMENT OF PRINCIPAL SUM AND INTEREST**

1. Commencing on October 1, 2019, the Borrower shall make combined payments of principal (to be applied to the Principal Sum) and Interest to the Lender in an amount not less than \$18,268.83 in consecutive semi-annual installments payable on the first business day of April and October of each year
2. All and any outstanding amounts hereunder being due with the final payment on April 1, 2030 (the "**Maturity Date**"). All such payments shall be evidenced on a payment schedule maintained by Administration.
3. Notwithstanding the foregoing, all amounts hereunder shall become immediately due and payable upon the occurrence of an Event of Default as provided for in Section 8 and either: following a demand being made by the Lender; or automatically and without such demand in respect of an Event of Default under Section 5(c), 5(d), or 5(e).
4. The maximum amount of the loan is based on the Business Plan presented by the Riverview Golf Club if there are only 150 memberships sold in 2019. Both parties understand that it is unknown how many memberships will be sold and the number of memberships sold greatly affects the amount of the loan needed by the Riverview Golf Club. It is agreed that the Golf Club will make an additional payment on the loan principle on the first day of October of each year based on the number of memberships sold in the given year until the loan has been repaid;

<b>Number of Memberships Sold Annually</b>	<b>Additional Payment on Principal</b>
150	\$0.00
200	\$35,000.00
250	\$75,000.00
300	\$105,000.00
350	\$145,000.00
400	\$180,000.00

5. The borrower may at any time pay all or part of the Principal hereunder, without any notice or penalty and upon such prepayment, and upon any partial prepayment, the interest and principal remaining and payment schedule shall be recalculated.
6. Interest accruing due hereunder shall be calculated daily in accordance with the "nominal rate" method of interest calculation on the basis of a 365 or 366 day year (as the case may be) and shall be due and payable in arrears in accordance with the terms of Section 1 hereof. Any amount of Interest not paid when due (including overdue and unpaid Interest) shall bear interest at the applicable aforesaid rate, be calculated daily and compounded on the last business day of each calendar month and shall be paid without the necessity of any demand being made, but if demand is made, on demand. The theory of deemed reinvestment shall not apply to the calculation of Interest or the payment of other amounts hereunder.

### **COVENANTS OF THE BORROWER**

7. The borrower hereby covenants and agrees with the Lender that, unless the Lender otherwise agrees in writing:
  - (a) it shall duly and punctually pay the Principal Sum and Interest, and all fees and other amounts required to be paid by the Borrower hereunder, as and when the same becomes due and in the manner specified herein;
  - (b) it shall only use the Principal Sum for the debt refinancing by the Borrower.
  - (c) it shall carry on its business, in a proper and businesslike manner and in accordance with all applicable laws in force in the Province of Alberta;
  - (e) it will not incur any material indebtedness of whatsoever kind or nature other than such indebtedness as previously consented to by the Lender in writing.
  - (f) it will not encumber or grant a security interest in any of its material assets or property without the prior written consent of the Lender; and
  - (g) it will immediately inform the Lender of the occurrence of any Event of Default described in Section 8.

### **EVENTS OF DEFAULT**

8. The occurrence and continuance of any one or more of the following events (each such event being herein referred to as an "**Event of Default**") shall constitute a default under this Promissory Note:
  - (a) if the Borrower defaults on payment of the Principal Sum and Interest or Principal with respect to membership sales when due and payable, and such default continues for five (5) business days;
  - (b) if the Borrower neglects to observe or perform any covenant or obligation of the Borrower contained herein and, if such covenant is able to be cured, such covenant remains uncured for a period of fifteen (15) days following such breach of covenant or obligation;

- (c) if the Borrower files, institutes or commences or otherwise takes any proceeding relating to any reorganization, arrangement, composition or winding up;
- (d) if the Borrower (A) institutes or commences proceedings to be adjudicated bankrupt, or insolvent or consents to the filing of a bankruptcy or insolvency proceeding against it, (B) files, institutes or commences or otherwise takes any proceeding relating to reorganization, adjustment, arrangement, composition, compromise, stay of proceedings or relief similar to any of the foregoing under any applicable law regarding bankruptcy, insolvency, reorganization or relief of debtors (including under the Bankruptcy and Insolvency Act), (C) consents to the filing of any such proceeding, (D) consents to the appointment of a receiver, liquidator, trustee or assignees in bankruptcy or similar official or the liquidation of all or a substantial part of its property and assets, (E) makes an assignment for the benefit of creditors, (F) admits in writing its inability to pay its debts generally as they become due, (G) is generally not paying its debts as they come due or otherwise is insolvent, or (H) takes any other action authorizing or in furtherance of any of the foregoing;
- (e) if any proceeding is filed, instituted or commenced by any person seeking (A) to adjudicate the Borrower a bankrupt or insolvent or the liquidation, adjustment, arrangement, compromise, composition, stay of proceedings or similar relief of or for such party under any applicable law regarding bankruptcy, insolvency, reorganization or relief of debtors (including under the Bankruptcy and Insolvency Act), or (B) to appoint a receiver, liquidator, trustee or assignee in bankruptcy or similar official of the Borrower or of all or a substantial part of its property and assets, and either such proceeding shall remain undismissed or unstayed for a period of thirty (30) days, or any of the actions sought in such proceeding shall occur; or

#### **CONDITONS PRECEDENT**

- 9. The Principal Sum shall be available subject to the Borrower having provided the Lender with the following:
  - (a) evidence of passage of all necessary bylaws and resolutions by the Board of the Borrower in connection with the loan to be obtained by the Borrower in connection therewith; and
  - (b) such other information and documentation as may reasonably be required by the Lender.



**MISCELLANEOUS**

10. Any demand, notice or communication to be made or given hereunder shall be in writing and may be made or given by personal delivery or by transmittal by facsimile or other electronic means of communication as follows:

To the Borrower:

Riverview Golf Club  
700 Redcliff Way SE  
Redcliff, Alberta  
T0J 2P0  
Fax: 403-548-2400  
E-Mail: admin@golfriverview.com  
Attention: President

To the Lender:

Town of Redcliff  
1 -3<sup>rd</sup> Street NE  
Redcliff, Alberta  
T0J 2P0  
Fax: 403-548-6623  
Attention: Municipal Manager

or to such other address or facsimile number as any party may from time to time notify the other. Any demand, notice or communication made or given by personal delivery shall be conclusively deemed to have been given at the time of and on the day of actual delivery thereof, or, if made or given by facsimile or such other electronic means of communication, on the day of transmittal thereof.

11. The Borrower and each party liable hereunder hereby waive presentment, notice of dishonor, protest and notice of protest of this Promissory Note.
12. The borrower hereby agrees that it shall be liable to the Lender to pay all the Lender's reasonable legal fees and out of pocket expenses incurred in respect of the funds advanced to the Borrower, including, without limitation, any legal fees incurred by the Lender in preparation or drafting of this Promissory Note or any other documents relating to the loan of the Principal Sum. The Borrower shall reimburse the Lender for such legal fees and expenses within thirty (30) days of the receipt of an invoice from the Lender.
13. The Borrower shall indemnify, defend and save harmless the Lender from and against any and all claims, actions, causes of action, damages, costs (including solicitor and client costs) and expenses arising from or if any way related to the loan of the Principal Amount, or this Promissory Note.
14. The parties acknowledge and agree that the Lender shall have no liability whatsoever for any budget or cost overruns incurred by the Borrower in connection with the loan/operation and the Borrower shall indemnify, defend and save harmless the Lender

from any and all such budget or cost overruns arising from or related to the loan/operation.

15. The Borrower, on a monthly basis, shall provide copies of all invoices, receipts, agreements and other documents related to any costs or payments related thereto.

DATED at Redcliff, Alberta on \_\_\_\_\_, 2019

**RIVERVIEW GOLF CLUB**

Per: \_\_\_\_\_  
Cliff Sackman  
President  
Authorized Signatory

# **TOWN OF REDCLIFF**

## **REQUEST FOR DECISION**

**DATE:** March 11, 2019

**PROPOSED BY:** Director of Planning & Engineering

**TOPIC:** Bylaw 1880/2019, Municipal Development Plan

**PROPOSAL:** That council give second and third reading to Bylaw 1880/2019, Municipal Development Plan

---

### **BACKGROUND**

#### **PURPOSE**

To adopt a new Municipal Development Plan (MDP) for the Town of Redcliff by giving second and third reading to Bylaw 1880/2019, Municipal Development Plan.

#### **INTRODUCTION**

The Province of Alberta requires every municipality to adopt by bylaw an MDP, as regulated by the Municipal Government Act. Redcliff's current (2010) MDP needed revisiting to align with updated provincial legislation, reflect the current context of the Town, and incorporate greater public input.

At the February 11, 2019 council meeting, council passed the following motion:

2019-0039                      Councillor Crozier moved Bylaw 1880/2019, Municipal Development Plan  
Bylaw be given first reading.

#### **DISCUSSION**

##### **Plan Development & Consultation**

The Planning & Engineering Department updated Redcliff's MDP over the past year and a half. The public, stakeholders, council, and MDP Steering Committee aided in developing the MDP document through a series of workshops, surveys, open houses, and meetings over the course of the project.

Prior to first reading, administration circulated the draft MDP to stakeholders and made the document available to the public for comment via an online survey posted to the Town website and social media in January 2019. Administration held an Open House for the draft MDP on January 16, 2019.

The public and stakeholders were also able to comment on the MDP after first reading by either submitting comments or attending the public hearing, advertised according to the Municipal Government Act.

The public hearing material for Bylaw 1880/2019, as part of this council agenda package, contains a summary of the comments and feedback received on the draft MDP prior to and

following first reading. Attachment 2 in this RFD contains a draft response letter to the City of Medicine Hat.

### Suggested Amendments

Administration incorporated the comments received on the draft MDP prior to first reading into the MDP document for first reading.

Administration reviewed Bylaw 1880/2019 after first reading and noted several minor errors and one oversight in Section 7.2.2 Priority Growth Areas. Based on administration's review of the MDP document following first reading, and comments received since first reading, administration recommends the following amendments to the MDP, Bylaw 1880/2019:

<b>MDP Amendment</b>	<b>Rationale</b>
Page 2: Replace "Adopted: DD/MM/YYYY" placeholder with "Adopted:" and add adoption date following third reading	Official adoption date added to document.
4.2.2, Page 22: change text in description of 2036 Redcliff population to read "7,274"	Typing error corrected to match population value to corresponding graph.
6.2.5 Future State, Page 58: spelling of "Eastside" changed	Spelling error corrected.
6.2.5 Page 59: first photo replaced	Eastside ASP currently under review; replacement photo depicts draft revised future land use concept
7.2 Policy 1, Page 74: "a" removed from policy	Grammatical error corrected.
7.2.2 Priority Growth Areas, Pages 75 – 76: the area of neighbourhood 8 falling within the Eastside ASP boundary listed as a medium priority residential growth area in the table, and labelled "B" on corresponding map	The most eastern extent of Neighbourhood 8 – Upper Bank should be a medium priority residential growth area because it falls within the Eastside Area Structure Plan (ASP) boundary. All other lands within the Eastside (ASP) boundary fall into the medium growth priority category.
7.1 Policy 2, Page 73: "during" changed to "following"	Wording change to reflect the intention for MDP adoption to explicitly occur before MDP Implementation Framework Policy approval; the two cannot occur simultaneously.

### Note on MDP Steering Committee Terms of Reference Policy 135

Redcliff Town Council approved Policy 135, Municipal Development Plan Steering Committee Terms of Reference Policy, on September 25, 2017 for the purpose of creating an ad-hoc committee to meet monthly and supply input and guidance on the MDP.

The Steering Committee consisted of one member of council, one member of the Municipal Planning Commission who is not a member of council, one member of administration, one member of Prairie Rose School Division No. 8 School Board, and four members of the public representing seniors, youth, homeowners, and various special interests.

The Steering Committee achieved their mandate over the course of 12 meetings totalling over 15 hours by providing input towards the MDP scope, guiding principle, vision, goals, policies, photo contest, draft plan public consultation, and document layout, structure, and readability.

The MDP Steering Committee held their final meeting on January 23, 2019 and moved a recommendation for council to adopt the MDP.

As per Policy 135, Municipal Development Plan Steering Committee Terms of Reference Policy:

*DURATION OF POLICY*

*This policy automatically expires upon the adoption of Redcliff's updated Municipal Development Plan.*

Council adoption of Bylaw 1880/2019, Municipal Development Plan, therefore automatically cancels the MDP Steering Committee Terms of Reference Policy 135.

## **POLICY/LEGISLATION**

Municipal Government Act Section 632

## **STRATEGIC PRIORITIES**

### **Goal 1: Infrastructure**

The Town of Redcliff has a well-planned, cost efficient and sustainable infrastructure system that meets the current and future needs of the community.

### **Goal 2: Economic Development**

The Town of Redcliff strives to offer an environment that advances local employment through economic development and diversification.

### **Goal 3: Social Environment**

The Town of Redcliff fosters an inclusive community through services that support social, recreational, and housing opportunities.

### **Goal 4: Governance & Service Delivery**

The Town of Redcliff is effective in governance and public service delivery.

## **ATTACHMENTS**

1. Bylaw 1880/2019, Municipal Development Plan, with proposed amendments
2. Draft response to the City of Medicine Hat's letter

## **OPTIONS**

1. Council give second reading to Bylaw 1880/2019 as amended, followed by third reading
2. Council give second reading to Bylaw 1880/2019 with no amendments, followed by third reading
3. Council give second reading to Bylaw 1880/2019 as amended, and direct administration to further review the bylaw, incorporate the following amendments:
  - a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

and present the bylaw for third reading at a later council meeting.

4. Council not give second reading to Bylaw 1880/2019

## RECOMMENDED ACTION

### OPTION 1

## SUGGESTED MOTIONS

1. A. Councillor \_\_\_\_\_ moved Bylaw 1880/2019, being the Municipal Development Plan be given second reading as amended.

- B. Councillor \_\_\_\_\_ moved Bylaw 1880/2019, being the Municipal Development Plan be given third reading.

2. A. Councillor \_\_\_\_\_ moved Bylaw 1880/2019, being the Municipal Development Plan be given second reading.

- B. Councillor \_\_\_\_\_ moved Bylaw 1880/2019, being the Municipal Development Plan be given third reading.

3. A. Councillor \_\_\_\_\_ moved Bylaw 1880/2019, being the Municipal Development Plan be given second reading as amended.

- B. Councillor \_\_\_\_\_ moved the following amendments be incorporated into Bylaw 1880/2019, being the Municipal Development Plan:

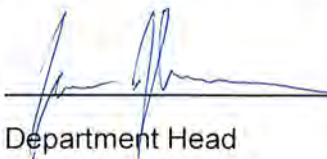
a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

further, that administration review the bylaw and present the bylaw for third reading at a later council meeting.

SUBMITTED BY:

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

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



## **TOWN OF REDCLIFF BYLAW NO. 1880/2019**

A Bylaw of the Town of Redcliff in the Province of Alberta to adopt a Municipal Development Plan for the Town of Redcliff.

WHEREAS the Municipal Government Act provides that all Councils of a Municipality must adopt, by bylaw, a Municipal Development Plan;

AND WHEREAS, pursuant to the Municipal Government Act, Council has directed that a Municipal Development Plan be prepared;

AND WHEREAS a Municipal Development Plan has been prepared under the direction of a Steering Committee approved by Council;

AND WHEREAS a Public Hearing regarding the proposed Municipal Development Plan was held on March 11, 2019;

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

1. This bylaw may be cited as the Municipal Development Plan Bylaw.
2. The Municipal Development Plan which is attached hereto shall provide for the orderly and economic development of the Town of Redcliff and is hereby adopted as the Municipal Development Plan for the Town of Redcliff.
3. This bylaw repeals Bylaw No.1656/2010 being the Municipal Development Plan Bylaw adopted on May 10th, 2010, and any amendments made hereto.
4. This bylaw comes into force following third reading and signing.

Read a first time this 11<sup>th</sup> day of February A.D., 2019.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2019.

Read a third time this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2019.

Signed and finally passed this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2019.

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**MANAGER OF LEGISLATIVE &  
LAND SERVICES**



our path forward

# *Redcliff's Municipal Development Plan*





Town of Redcliff Municipal Development Plan

Prepared By: Town of Redcliff Planning and Engineering Department

Adopted: DD/MM/YYYY

# Acknowledgements

Redcliff's Municipal Development Plan could not have been completed without the guidance, ideas, and dedication from members of the Municipal Development Plan Steering Committee: Arnold Frank, Tonya Mori, Wendy Harty, Emily Stock, William Crozier, Dwight Kilpatrick, Bruce Vine, Kim Dalton, Derrin Thibault, Jerry Beach, and Arlos Crofts.

Additionally, the Planning and Engineering Department Team would like to thank Town Council for their work and support throughout the planning process, and the public and Town staff for their input and feedback on the project.

Front and back cover page photos by: Sarah Craats





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Photo By: Wendy Harty

# ***1.0 What is the MDP***

# 1.1 Purpose

## 1.1.1 Why Do We Have an MDP?

Through the *Municipal Government Act* (MGA), the Province of Alberta requires every municipality to have a Municipal Development Plan (MDP).

The MDP is an important document because it sets forth a vision and action plan for how Redcliff will grow, develop, and redevelop in the future.

## 1.1.2 Why Are We Revisiting the MDP?

Redcliff's previous MDP, adopted in 2010, required updating to reflect the current social and economic context of the Town, incorporate the community's vision, involve citizens more heavily in the process, and improve consistency with other provincial and regional planning documents adopted after the 2010 MDP. For example, the Government of Alberta requires Redcliff's MDP to align with the newest version of the MGA, ratified in 2017, and the *South Saskatchewan Regional Plan* (SSRP), adopted in 2014.

# 1.2 Scope

---

## MGAS. 632 Municipal Development Plans:

- (3) A municipal development plan
    - (a) must address
      - (i) the future land use within the municipality,
      - (ii) the manner of and the proposals for future development in the municipality,
      - (iii) the co-ordination of land use, future growth patterns and other infrastructure with adjacent municipalities if there is no intermunicipal development plan with respect to those matters in those municipalities,
      - (iv) the provision of the required transportation systems either generally or specifically within the municipality and in relation to adjacent municipalities, &
      - (v) the provision of municipal services and facilities either generally or specifically,
    - (b) may address
      - (i) proposals for the financing and programming of municipal infrastructure,
      - (ii) the co-ordination of municipal programs relating to the physical, social and economic development of the municipality,
      - (iii) environmental matters within the municipality,
      - (iv) the financial resources of the municipality,
      - (v) the economic development of the municipality, &
      - (vi) any other matter relating to the physical, social or economic development of the municipality,
    - (c) may contain statements regarding the municipality's development constraints, including the results of any development studies and impact analysis, and goals, objectives, targets, planning policies and corporate strategies,
    - (d) must contain policies compatible with the subdivision and development regulations to provide guidance on the type and location of land uses adjacent to sour gas facilities,
    - (e) must contain policies respecting the provision of municipal, school or municipal and school reserves, including but not limited to the need for, amount of and allocation of those reserves and the identification of school requirements in consultation with affected school boards,
    - (f) must contain policies respecting the protection of agricultural operations, &
    - (g) may contain policies respecting the provision of conservation reserve in accordance with section 664.2(1)(a) to (d).
- 

## 1.2.1 Timeframe

Redcliff's MDP provides direction for the future development of the Town over the next approximately 40 years, to the year 2056. The Town cannot properly plan and prepare for the future unless we know what we want Redcliff to look like in the future. A long-term plan is necessary to determine short-term actions we must take now to reach the 2056 Redcliff vision.

## 1.2.2 Geographic Reach

All land within Redcliff's current boundary is included in the MDP. The MDP addresses both redevelopment in established areas and new development in greenfield areas. The MDP includes a Growth Management Strategy in Section 7.2 that focuses on redevelopment and growth within the current boundary, while also looking ahead to potential expansion beyond the current boundary. The general MDP goal policies would also apply to future annexed lands not currently within Town boundary.

## 1.2.3 Direction & Flexibility

The MDP is specific and detailed in providing a framework for how the Town will progress into the future. While the MDP sets direction for the next 40 years, it is a flexible, living document, subject to review with the potential for updates over time to reflect the current context of Redcliff.

# 1.3 Role

## 1.3.1 What Does the MDP Do?

Redcliff's MDP is a blueprint for the Town reflecting public, Council, and administration formulated solutions, advice, and recommendations, which aims to:

- Guide Council decisions;
- Guide decisions and policy input from Town Boards and Commissions;
- Provide development direction in all of Redcliff's neighbourhoods;
- Act as a roadmap for evaluating development proposals against the vision for the community;
- Address the issues of today and look ahead to plan for future issues;
- Balance the needs of all members of the community;
- Foster horizontal and vertical cooperation and consistency with other governments;
- Provide a clear framework for implementing the community vision;
- Guide capital expenditure priorities; and
- Establish criteria to measure success of the MDP.

The MDP also plays a role in:

- Attracting business to Redcliff; and
- Acting as a foundation to support community initiatives.

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**NOTE:** The MDP does not provide specifics related to subdivision and development. Specifics are provided in the Land Use Bylaw, engineering standards, and other municipal statutory plans, which are guided by the MDP.

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**MGA S. 637 Effect of Plans:** The adoption by a council of a statutory plan does not require the municipality to undertake any of the projects referred to in it.

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# 1.4 Organization

Redcliff's MDP is broken into the following main parts:

## 1 What is the MDP

- introduction and contextual information

## 2 How We Did it

- the process followed to update the MDP, including public consultation

## 3 How it Fits in

- the hierarchy of planning documents in Redcliff

## 4 Where We Are

- background information on the current state of the Town

## 5 Where We're Going

- vision statement

## 6 How We'll Get There

- general goal policies and neighbourhood specific policies

## 7 Ensuring the Vision

- implementation, growth management, monitoring and evaluation

## 8 Appendices

- supporting information

# 1.5 How to Use the MDP

## 1.5.1 How Do I Know Which Policies to Consider?

MDP policies are categorized into two main sections: goals and neighbourhoods. The goal section policies are general and apply to all of Redcliff. The neighbourhood policies only apply to land within a specific neighbourhood's boundary. Any project, development, or initiative must consider all applicable general policies under the goal section and specific policies from the neighbourhood in which it is located.

The neighbourhoods do not divide Redcliff and create boundaries; rather, they create a framework for planning policies unique to specific areas of the Town. For example, river flooding only affects the River Valley; therefore, a flood setback policy exists uniquely for the River Valley neighbourhood.

## 1.5.2 What is the Intent of the Policies?

Redcliff's MDP uses specific words in policies to denote intent. The following table illustrates how specific words are interpreted in the MDP to define policy intent.

Intent	Word
Compulsory requirement, to ensure a result	SHALL
Actively encouraged, to illustrate ideal expectations	SHOULD
Passively supported, dependent on context, resources, and capacity	MAY

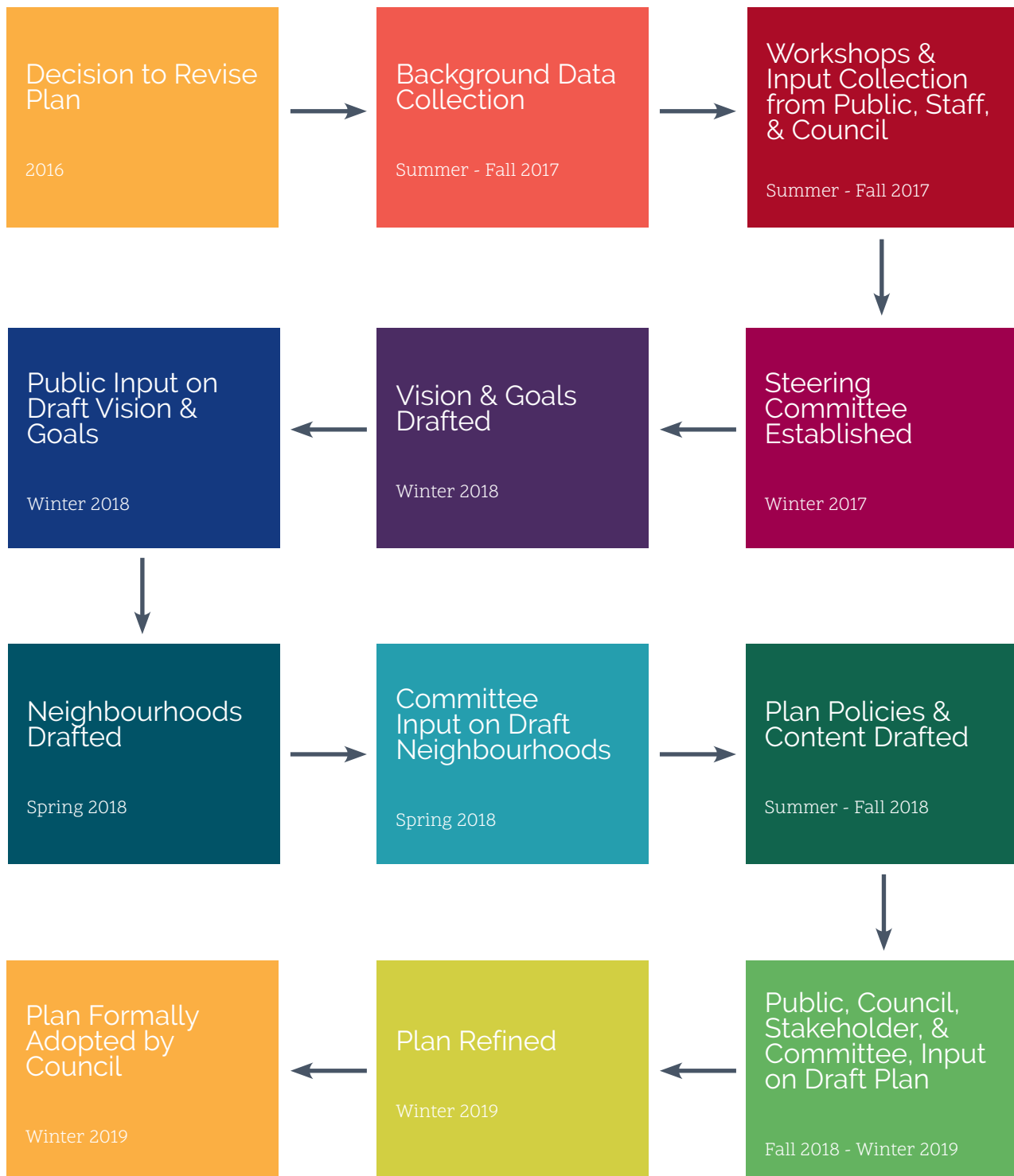
Some policies and corresponding actions are more passive than others, and are subject to resource constraints and capacity limitations, which means not all policies can be simultaneously prioritized. Additionally, many policies take time and ongoing effort to implement, and not all "shall" policies can be implemented immediately. The Town recognizes the reality of limited resources, and that the MDP's vision may not be fully realized unless all policies are implemented. All policies are designed to be achievable over the lifespan of the MDP through the Implementation Framework Policy outlined in section 7.1.





## *2.0 How We Did it*

## 2.1 MDP Update Process



## 2.2 Public Involvement

Community involvement was at the forefront of developing Redcliff's MDP. The MDP update process involved hours of public consultation with Town Council, Administration, and the public. An MDP Steering Committee comprised of representatives from the public, Council, Municipal Planning Commission, the School Board, and Administration was established to provide further detailed input on the MDP.

Stakeholder involvement for the MDP included:

460 surveys completed during Redcliff Days	171 "Show Us Your Redcliff" online surveys completed	Two Council engagement sessions totalling 7 hours of input gathering
300+ flags on the "Show Us Your Redcliff" maps at Redcliff Days & Fall Festival	54 Grade 6 students participating in a "Show Us Your Redcliff" design activity	Over 80 Responses to the Draft Plan
10 Town of Redcliff staff members participating in a "Show Us Your Redcliff" design activity	Nearly 50 attendees at the Visioning and Goal-Setting Workshops	15 hours of Steering Committee input
54 online surveys providing input on the draft vision and goals	20 attendees at the Vision and Goals Open Houses	Over 60 photo contest entries submitted

Main themes identified during public consultation included:

- Downtown, Main Street, and the River Valley are viewed as the “hearts” of the community, the places most important to residents
- Residents love and want to keep Redcliff’s “small town feel”
- Attracting more businesses, industry, and retail to Redcliff is paramount to maintain independence
- Eliminate the negative stigma surrounding Redcliff
- Public facilities, amenities, and infrastructure should be upgraded and expanded to meet current and future needs
- Redcliff will experience steady growth in the future due to affordability, recreational and community facilities, and a friendly atmosphere

“I think the red cliffs are the most important feature. We should reduce activities that threaten our natural areas.”

“I enjoy the trail system that we have in Redcliff and would love to see it expanded to make all areas of Redcliff reachable by foot or bike.”

“It’s important to encourage some growth while staying small town...Redcliff is a unique, safe, working class town with potential to upgrade and re-face the main downtown area to create a historically rich area that supports arts and culture. We should strive to be ahead of the curve on renewable energy and other environmentally responsible initiatives.”

“The community events are incredible, we look forward to all of them. Living here is like being able to step out of the business of the world to go home. This should be a focus over the next many years to maintain.”

“Redcliff is a small, warm community. We are proud of our past and eagerly look to the future.”

- Redcliff citizens



Town staff reviewed all feedback collected through public consultation. While it was not possible to incorporate every piece of feedback into the final MDP, the Town sought to balance the needs and wants of the community and incorporate public ideas wherever possible into the vision, goals, and policies.

The MDP Steering Committee, as per their mandate, reviewed and provided guidance, advice, and suggestions on the vision, goals, neighbourhoods, and policies. The Steering Committee also defined the guiding principle for the MDP and judged the photo contest by selecting photos that best represented Redcliff to be featured in the final document.





## 2.3 Guiding Principle

### Small Town Feel is created by...

...The look and design of the Town, which influences people's behaviour. Clean, inviting streets and open spaces draw people outside to meet each other, interact, and visit. Well-designed buildings created a strong sense of place and convey a distinct heritage feel. The look and layout of the Town nurtures a familiarity and connection to the community, encouraging friendliness and a neighbourly atmosphere...

...The people. A small population makes it easier to become familiar with every place and every person.



This symbol next to an MDP objective or policy means it directly relates to the idea of creating small town feel in Redcliff.



When we asked people what they love about Redcliff, the number one response we heard was “small town feel.” What does “small town feel” mean? What does “small town feel” look like? How can we maintain and create “small town feel” as Redcliff moves into the future?

The MDP Steering Committee tackled these questions and developed the following guidelines for what small town feel looks like and means for Redcliff. The guidelines presented below are meant to guide future development and redevelopment in Redcliff. The ideas are also linked to MDP policies.

While every MDP policy does not directly relate to small town feel (i.e. infrastructure provision), decision makers should consider and assess all development proposals and capital projects through the lens of small town feel to determine if they align with the community vision's guiding principle.

### Small Town Feel in Redcliff means...

- The community is clean and inviting;
- People are trustworthy and friendly, you know your neighbours and everyone is familiar;
- The community is for all ages;
- You can easily walk anywhere with sidewalks on all streets and signage;
- A variety of recreational and cultural facilities are accessible to all;
- Beautification and greenery in public spaces eliminates starkness;
- The streetscape is inviting with trees, benches, lampposts, and art;
- Streets are safe, calm, and not too busy;
- Downtown is the primary shopping area, with plenty of local stores;
- Buildings are not cookie cutter, and vary in shape, age, and colour;
- You can get all basic goods and services within Town (doctor, groceries);
- The school system fosters pride and contributes to sense of community;
- Residential neighbourhoods have open space, yards, trees, and vegetation;
- Buildings do not appear “crammed” or “stacked” together;
- The design of chain retail stores takes into account human-scale development, shared parking, and storefronts closer to the street;
- Industrial areas are buffered from incompatible uses, and clustered together or located on the periphery of Town;
- Apartments and condo buildings are located in strategic areas above downtown stores, along major corridors, and as a buffer between commercial and single detached homes;
- Buildings demonstrate a high standard of architectural design, using materials which create a sense of place and convey Redcliff's heritage; and
- Buildings are not higher than 3 – 4 storeys, and their size does not overpower the surrounding community.





## *3.0 How it Fits in*



Common goals help ensure success and reaffirm Redcliff's future direction. If every planning document had different goals and values, or the MDP conflicted with provincial and regional planning documents, implementation would be difficult. The provincial government established a hierarchy of planning documents to prevent conflicts, requiring lower level documents to be consistent with higher level documents.

The Alberta *Municipal Government Act* requires municipalities to have an MDP. The MGA outlines required and optional content for the MDP, and describes the MDP adoption and amendment processes.

In 2008, Alberta created the *Land Use Framework* (LUF) to sustainably manage land and resources in response to immense growth in the province during the early 2000s. The LUF divides the province into seven planning regions based on major watershed boundaries. Redcliff falls under the *South Saskatchewan Regional Plan*, adopted in 2014. Redcliff's MDP must be consistent with the South Saskatchewan Regional Plan.

In 2010, Redcliff jointly adopted the *Tri-Area Intermunicipal Development Plan* (IDP) with the City of Medicine Hat and Cypress County. The IDP outlines how the three municipalities will grow together in the future, ensuring each has enough land to accommodate future growth. Redcliff's MDP must be consistent with the IDP.

Redcliff's current and future Area Structure Plans (ASPs), Area Redevelopment Plans (ARPs), and Land Use Bylaw (LUB) must be consistent with Redcliff's MDP.

This symbol next to an MDP objective or policy means it directly relates to an SSRP policy.





## *4.0 Where We Are*



## 4.1 History & Geography



Redcliff was originally First Nations territory of the Cree, Assiniboiné, Gros Ventre, Blood, and Peigan people. Europeans settled the Redcliff area in the 1880s. Near the turn of the 20th Century many industrialists, manufacturers, and investors were attracted to the resource-rich area. Redcliff was referred to as the “Smokeless Pittsburgh of the West” due to abundant coal, oil, and natural gas reserves, and proximity to the railroad. Manufacturing of brick, glass, shoes, cigars, and furniture occurred during the boom years in the early 1900s.

Growing industrial activity led to a population surge in the first years of the 20th Century. Redcliff incorporated as a Village in 1910, and became a Town in 1912. Today, Redcliff is recognized for local food production - reflected in the Town motto “Greenhouse Capital of the Prairies” - and maintains a population approaching 6,000, small town character, and strong oil and gas economy.

Redcliff is located in the Grasslands Region of southeastern Alberta, and is also part of the Canadian Badlands. The Badlands region consists of unique coulee landscapes and hoodoo rock formations. It is this landscape and the red shale outcroppings seen in the river valley that gave the Town its namesake, Redcliff.



## 4.2 Context

### 4.2.1 MDP Origins

The first plan for Redcliff's growth and development was the 1976 Redcliff Engineering and Development Study, followed by the 1982 Redcliff General Plan. Redcliff's first MDP, adopted in 1996, built on the foundations of these two documents; it was later revised in 2000 and 2010.

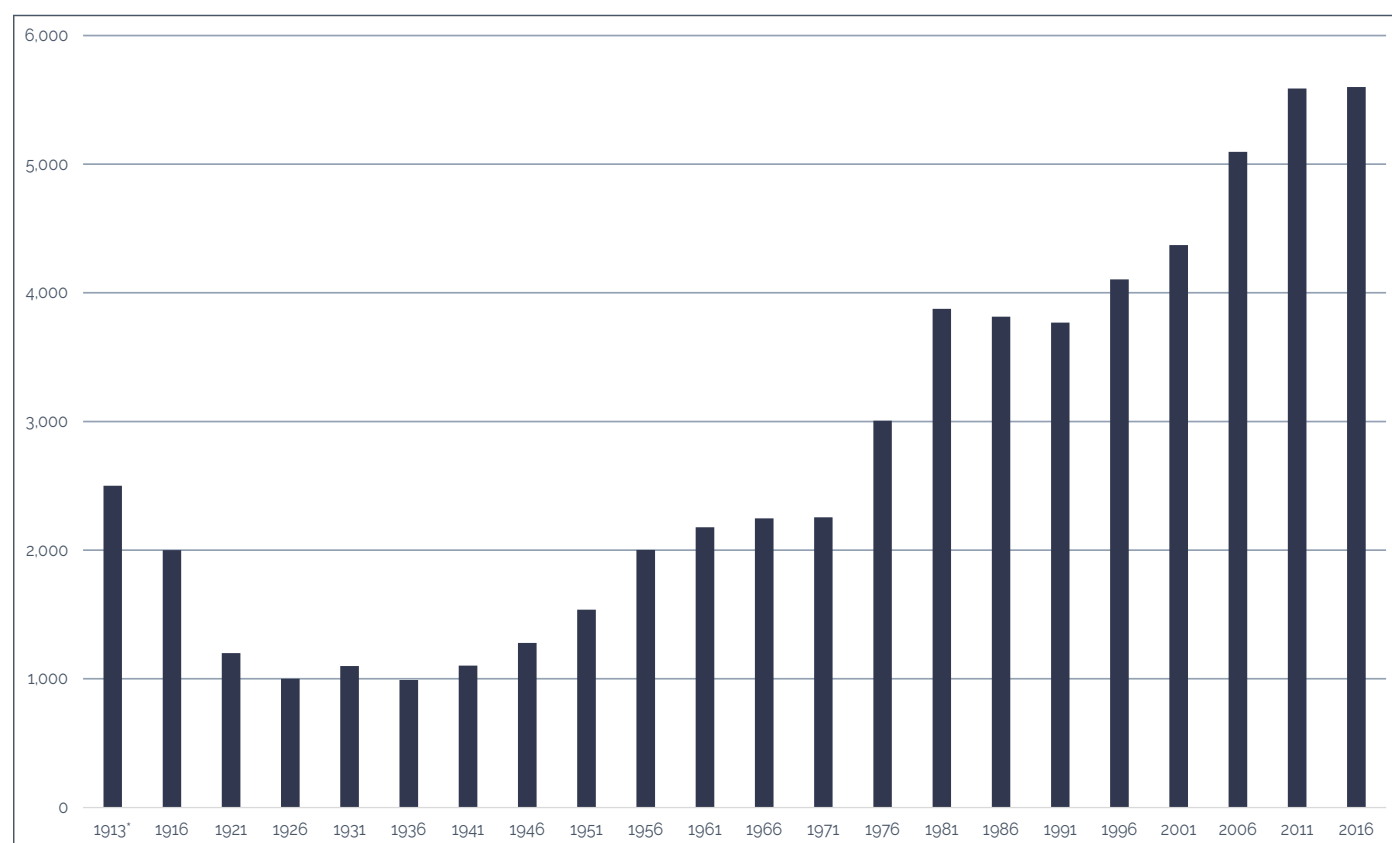
### 4.2.2 Population

Redcliff's population has fluctuated but grown steadily overall. A booming economy caused significant growth periods in the early 1950s, 1970s, and early 2000s, while slow economic times brought stagnant population growth and even decline in the early 20th Century.

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For details on how the population forecast was determined, and additional population growth scenarios and projections, refer to the **Population Study** at [www.redcliff.ca](http://www.redcliff.ca).

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(Alberta Municipal Affairs 2017, Stats Canada 1996 2007, 2012 2013a, 2013b, 2017, Southeast Alberta Regional Planning Commission 1984)

\*first year of available Alberta Municipal Affairs population data

Redcliff’s population forecast for the next ~40 years is shown below. Under the population forecast, Redcliff is predicted to have 7,274<sup>3</sup> residents in 2036, and 8,782 residents in 2056.



(Stats Canada 2012, 2017)

For details on the economy of Redcliff, refer to the **Economic Study** at [www.redcliff.ca](http://www.redcliff.ca).

### 4.2.3 Economy

Trades, transport, and equipment operator occupations employed a large portion of the population over the last 20 years, while mining, quarrying, and oil and gas extraction, healthcare, construction, and retail were the largest industries where Redcliff residents are employed.

**Industry** refers to the type of firm where a person works, while **occupation** refers to one’s specific set of tasks. A single occupation therefore is often present across many industries. For example, accountants may work for an accounting firm, government, resource extraction business, or many other kinds of industries (Wyoming Department of Employment 2016).

Tourism, agri-food, and agriculture are expected to lead economic growth in the future. This projected shift in occupation and industry trends is a result of an increased proportion of the population attaining postsecondary certificates, diplomas or degrees, and a need to diversify the economy from oil and gas. Attracting new and diverse industry may be an opportunity for Redcliff to increase its non-residential assessment base, provide employment opportunities directly in Town, and stimulate subdivision and land development.

# 4.2.4 Land

Redcliff has a sufficient land supply to accommodate development of forecasted residential, commercial, and industrial growth over the ~40 year time horizon of the MDP. Additional land requirements are forecasted near the end of the MDP’s lifespan to ensure a 30-50 year greenfield land supply. Greenfield land may need to be acquired sooner if a higher population projection is realized. Redcliff will continue to annex land in accordance with the IDP to accommodate forecasted population growth.

For details on land in Redcliff, refer to the **Land Inventory** at [www.redcliff.ca](http://www.redcliff.ca).

**Greenfield** land refers to all previously undeveloped land, while **brownfield** land is a previously developed site, usually industrial, where the future land use is affected by real or perceived environmental contamination and/or existing infrastructure.

Land Type	Land Available	Land Required Over MDP Lifespan	Land Remaining After MDP Lifespan	Land Needed in the 30 - 50 Years After MDP Lifespan
RESIDENTIAL	~ 165 ha	~ 60 ha	~ 105 ha	100 - 150 ha
COMMERCIAL/ INDUSTRIAL	~ 200 ha	~ 65 ha	~ 135 ha	100 - 125 ha





Photo By: Tammy Harvey

## *5.0 Where We're Going*

The vision is the overarching, general direction for the future of Redcliff. It paints a picture of the ideal future state of Redcliff we should strive to achieve. The vision forms the basis of the MDP that the rest of the document will work towards making a reality. The vision provides strategic direction to Council and reflects the aspirations of the community. The strategic vision provides direction to decision-makers, while the resident and visitor statements interpret the ideas in the strategic vision into the perspective of a resident and visitor describing Redcliff in the future. The resident and visitor vision statements tell a story of the ideal future for Redcliff in a way that is familiar.

The resident and visitor vision statements were created from feedback collected in summer and fall 2017 through surveys and a series of vision-setting workshops with the public, Redcliff students, Council, and Town staff. The vision statements reflect main ideas heard during consultation sessions pertaining to what residents themselves picture Redcliff to be, and what residents want visitors to experience in the Town.

# 5.1 Strategic Vision Statement

In the year 2056...

Redcliff is celebrated for its small town feel, family oriented atmosphere, and inclusiveness. Redcliff has grown steadily to a population nearing 9,000, remaining independent of, but cooperating with its municipal neighbours.

The coulees and river valley remain preserved to allow current and future generations to enjoy the treasured landscape and wildlife. Abundant outdoor activities and a rich history attract tourists to Redcliff.

Pride in the community is manifested through cultural events, and seen by walking along the clean, people-friendly streets where neighbours and friends gather. Public facilities are well-maintained with a recreation hub as a major gathering space in the community.

Sustainable infrastructure catalyzes both residential and commercial growth. A low cost of living, multiple housing options, and incentives for businesses have increased industry and business diversity. Residents are able to work and shop in their community. Broadway remains the heart of the local business district, with additional retail opportunities in Eastside and throughout the Town.

Ease of getting around by either walking, cycling, or driving, attractive historical buildings, an energetic downtown, and investments in green technology make Redcliff a desirable community.

## 5.2 Resident Vision Statement

In the year 2056...

Redcliff is my home, it is a wonderful place to live and I am proud of it. The Town has grown to almost 9,000 residents by welcoming people from all walks of life and all over the world. The small town feeling has been preserved and pride in the community is displayed in well maintained properties. Redcliff is a great place to raise a family; kids safely play outside and I know my neighbours. Town spirit runs high, with many citizens involved in the community.

It's easy and convenient to walk and bike just about anywhere in Redcliff because of the accessible and interconnected street system, abundant sidewalks, accommodations for cycling, and calm residential streets. My family and I often bike to recreation centres, especially during summer. A historic park at the former I-XL brick plant site is a popular gathering place for family and friends, and celebrates our rich history, while a nearby school enables kids of all ages to attend school in Town.

The trails, coulees, and river valley have always been one of my favourite places in Town. Protection of natural areas and plentiful trails mean my children and future grandchildren are able to enjoy the area as much as I do.

Just as I was able to afford a small apartment in Redcliff when I first moved out on my own, I have peace of mind knowing I will be able to remain in Redcliff when I am older because of multiple housing options, a low cost of living, support services in the community, and amenities for seniors.

Cooperation with neighbouring municipalities has led to strong regional connections and more options for travelling to and accessing amenities in Cypress County and the City of Medicine Hat. Redcliff has embraced new technology and opportunities to create a community that is financially sustainable with well-maintained and efficiently operating roads, sidewalks, parks, public spaces, and recreation facilities. In the past, concerns with infrastructure limited growth. Today the issue no longer exists and the Town continues to grow with infrastructure supporting growth. Investments in transportation, warehousing, and green technology spurred by infrastructure enhancements have enabled myself and many people I know to work in Redcliff.

Downtown has remained the heart of the local shops and business; I often wander the street on weekends running errands, and enjoy bumping into friends or catching community events. A diverse retail shopping area in Eastside boasts stores where I can buy additional items I used to have to leave Town for. The convenience of being able to do most of my shopping in Redcliff shows how we've grown and become more self-sufficient.





## 5.3 Visitor Vision Statement



In the year 2056...

We are driving along the Trans-Canada Highway when a sign for the amenities in the Town of Redcliff catches our eye. The Town looks clean and inviting, we decide to make a rest stop. Driving through the canopy of trees along Broadway Avenue conveys a small town charm. The shops and streets are attractive, welcoming, and full of life, we park and wander around.

We spend time in shops and stores downtown, and stop to sit on a bench in one of Redcliff's many parks to people watch. We wander through the quaint residential streets, dotted with historic homes. Redcliff is peaceful and friendly, I could see myself living here. We visit the museum and learn about the boom years during the early 1900s. The museum recommends additional places to see in Town. We end our outing with a serene evening walk on the trails that run atop the coulees and wind down to the river valley, taking in a beautiful view of the coulees and South Saskatchewan River.



Photo By: Jacky Tam

As we make our way out of Redcliff, we discuss planning a trip over summer and staying at one of the several overnight accommodations available in Town. We are looking forward to mountain biking in the coulees, swimming at the pool, playing a round at the golf course, and catching one of the community festivals. Our pit stop in Redcliff turned into discovering a hidden gem in the prairies.



Photo By: Katy Courty



Photo By: Tammy Harvey

## *6.0 How We'll Get There*



## 6.1 Goals

The goals act as “mini vision statements” for the future of Redcliff for specific topic areas that apply to the entire Town. The goal statements build from the vision, adding further detail and direction based on feedback heard during public consultation and from the MDP Steering Committee.

## 6.1.1 Community

Redcliff is a community full of spirit that celebrates diversity and fosters inclusion. Our rich history is honoured in our public spaces, where residents gather and attend events year-round, made possible by our strong volunteer community. Safe and attractive streets and buildings bring people together, preserve our heritage, promote multiple uses, and perpetuate small town charm.

### Objective 1: Increase community pride by promoting beautification of Redcliff

**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

**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

**Policy 3:** The Town **should** create inviting public spaces through initiatives such as:

- pop-up parks or events in vacant lots
- treed boulevards
- commissioned murals

**Policy 4:** The Town **should** beautify parking lots

**Policy 5:** The Town **should** evaluate the need for public art initiatives and a public art committee

**Policy 6:** The Town **should** encourage property clean-up by expanding community clean-up initiatives and establishing a tool library

**Policy 7:** The Town **may** establish community-led greening and beautification efforts on both private and public property

### Objective 2: Increase community involvement, citizen capacity, and event attendance

**Policy 8:** The Town **shall** advertise community events using a variety of Town and local media news outlets

**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 of the MDP

**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



Heritage Park Parking Lot - Calgary, AB



Public Art Mural - Halifax, NS



### Objective 3: Preserve and promote Redcliff's cultural and built heritage

**Policy 11:** The Town **shall** create an inventory of historical buildings, resources, and culturally significant places in collaboration with the Redcliff Museum

**Policy 12:** The Town **shall** create initiatives to bring greater recognition to historic resources in Redcliff

**Policy 13:** The Town **should** actively work with property owners and the Province to register properties to the provincial historical registry

**Policy 14:** The Town **should** create policies and bylaws to protect valuable municipal historic resources, ensuring protection from demolition

**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

**Policy 16:** The Town **should** create incentives for property owners to refurbish historic properties

**Policy 17:** The Town **should** consider naming new subdivisions, streets, and parks to reflect the history of Redcliff



## 6.1.2 Economy & Tourism

Redcliff is a place where businesses seek to locate and people desire to visit thanks to an “open for business” mindset, proactive approach to attract new industry, and skilled labour. Residents can easily access a diverse range of retail uses Downtown, in Eastside, along Mitchell Street and South Railway Drive, and in neighbourhood stores. Redcliff is a destination for those who want to experience and explore the badlands landscape.

### **Objective 1: Actively work to increase business and development investment and diversity**

**Policy 1:** The Town **shall** expand partnerships with economic development organizations to attract business investment to Redcliff

**Policy 2:** The Town **shall** review and complete business attraction and retention strategies outlined in the 2017 Redcliff Business and Tourism Plan

**Policy 3:** The Town **shall** review the effectiveness of the role of the Town as a land developer

**Policy 4:** The Town **shall** increase the advertising presence for land in Redcliff to promote business and development opportunities

**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

**Policy 6:** The Town **should** create an Economic Development Officer position at the Town

### **Objective 2: Attract tourism to Redcliff**

**Policy 7:** The Town **should** collaborate with economic development organizations and nearby municipalities to market tourism in the area

**Policy 8:** The Town **should** expand and improve recreational assets that already attract visitors

**Policy 9:** The Town **should** encourage development of a variety of overnight accommodation facilities

**Policy 10:** The Town **should** create an integrated and multilingual way-finding system in parks and the downtown highlighting points of interest

**Policy 11:** The Town **may** consider developing a dedicated tourist centre

Way-finding could be incorporated into a mobile phone application for visitors to use.



## 6.1.3 Facilities, Services, & Infrastructure

Redcliff is self-sufficient in providing an exceptional level of service to residents and business owners, contributing to a high quality of life. Redcliff's public buildings and facilities are accessible and inviting for all. Our infrastructure, designed with life cycle costs and environmental impact in mind, catalyzes business and industrial investment in the Town.



**Green energy** comes from naturally replenished sources such as sun, wind, tides, or geothermal. **District energy** systems centralize the production of heating or cooling for a neighbourhood or community.

**Universal accessibility** is when buildings, products, or environments are accessible to all people, regardless of age, disability, or other factors.

**Community centres** act as multi-use buildings containing many community services, such as a library, pool, and community hall, all under one roof.

### **Objective 1: Establish and promote Redcliff as an independent municipality by improving infrastructure**

**Policy 1:** The Town **shall** create and implement an asset management system

**Policy 2:** The Town **shall** upgrade the sanitary sewer system to meet peak flow demands

**Policy 3:** The Town **should** explore opportunities to become self-sufficient in providing wastewater treatment services

**Policy 4:** The Town **may** explore the feasibility of green energy and district energy systems, both on the Town-wide and neighbourhood levels

### **Objective 2: Public buildings and facilities are inviting and accessible**

**Policy 5:** The Town **shall** ensure all public buildings and facilities are designed to promote socialization, fostering small town feel

**Policy 6:** The Town **shall** ensure all new Town facilities are universally accessible

**Policy 7:** The Town **should** renovate all existing Town facilities to become universally accessible

**Policy 8:** The Town **should** structure user fees for municipal facilities to ensure affordability for all income levels

### **Objective 3: Improve upon and expand Town facilities and services**

**Policy 9:** The Town **shall** create and implement a Facilities Master Plan to identify and fulfill community needs

**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

**Policy 11:** The Town **shall** evaluate the need for and feasibility of a community centre

**Policy 12:** The Town **should** consider year round use when developing future community amenities and facilities

## 6.1.4 Food & Agriculture

Residents in Redcliff have access to healthy, affordable, and diet appropriate food options through neighbourhood retail, community and private gardens, greenhouses, and farmer's markets. Efficient land-use planning preserves agricultural land and encourages sustainable agricultural development for future generations.

**Objective 1: Land use planning ensures land is developed to its highest and best use, minimizing the impact on agricultural lands**

**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

**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

**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 land from potential negative effects of adjacent development

**Objective 2: Increase access to and knowledge of locally produced food**

**Policy 4:** The Town **should** expand existing and create new community gardens

**Policy 5:** The Town **should** establish edible parks and an edible urban forest

**Policy 6:** The Town **should** review the feasibility of an urban bee initiative

**Policy 7:** The Town **should** promote the existing local food production industry

**Policy 8:** The Town **should** encourage and support the establishment of community farmer's markets

**Policy 9:** The Town **may** cooperate with schools and community groups to educate the public about how food is grown

**Policy 10:** The Town **may** cooperate with growers to provide for horticultural development on industrial lands north of the Highway



Photo By: Nick Clements



**Edible parks or edible urban forests** are fruit-bearing trees or shrubs planted in public areas which are open for the public to harvest and eat at their leisure.



Photo By: Elesha Lake



## 6.1.5 Governance & Leadership

Redcliff has a clear long-term strategic direction and an engaged, proactive, and accountable Council. Town Hall is accessible and welcoming to residents and visitors. Residents play an active role in decision-making through various boards, committees, and events. The Town actively reaches out to the community and embraces new technology as a communication tool to increase transparency and promote alternative ways for the community to learn about, engage with, and participate in government.



**Objective 1: Council and administration decision-making is consistent, rational, and in the community interest**

**Policy 1:** Council decisions **shall** consider the community's vision and needs

**Policy 2:** Council decision-making processes **shall** follow all Town plan and policy guiding documents and legislation

**Policy 3:** Council **shall** commit to plans and policies by having achievable goals and establishing implementation and monitoring frameworks

**Policy 4:** Administration **shall** follow Council's direction, and adhere to Town plans, policies, and guiding documents and legislation when implementing Council decisions



**Objective 2: Increase citizen engagement and participation in local government**

**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

**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

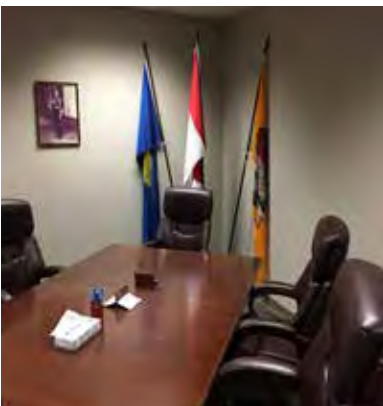
**Policy 7:** The Town **shall** implement public education campaigns on Town initiatives to actively increase community knowledge and engagement

**Objective 3: Funding streams are reliable to allow realization of Plan goals**

**Policy 8:** The Town **should** cultivate new and alternative funding sources to support implementation of the MDP such as:

- community group and local business partnerships
- restructuring fees and rates
- advertising at Town facilities

**Policy 9:** The Town **should** allocate resources to apply for and secure grant funding



## 6.1.6 Housing

Redcliff creates desirable communities by encouraging a variety of housing types that accommodate different lifestyle choices, socioeconomic levels, and needs. Regardless of whether people own or rent their home, housing in Redcliff is affordable, and caters to different age groups so residents can comfortably live their entire lives within the Town.

**Objective 1:** Ensure neighbourhoods have a range of housing choice for all demographics by increasing the percentage of non-single-detached dwellings to 30% of total households Town-wide

**Policy 1:** The Town **shall** develop and attract investors to develop senior's living accommodations

**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
- resort-style living

provided the housing is in accordance with the guiding principle, vision, and goals of the MDP

**Policy 3:** The Town **should** promote higher density housing types, such as town houses, reflecting a small town feel

**Objective 2:** Housing in Redcliff is affordable, with a decreasing percentage of total households spending more than 30% of income on housing and shelter

**Policy 4:** The Town **shall** coordinate with appropriate agencies and other levels of government to develop affordable housing strategies to meet the need for affordable housing in Redcliff

**Policy 5:** The Town **should** ensure affordable housing is intermixed with market housing

**Policy 6:** The Town **may** establish affordable housing quotas for new site and neighbourhood developments



**Barrier-free and adaptable housing** is constructed for people who may have mobility or other impairments. These types of homes may have features like no stairs or wide doorways, and be all one level.



**Affordable housing strategies** could include establishing maximum rents, or having rent aligned to tenant income levels.

## 6.1.7 Intergovernmental Cooperation

Redcliff remains an independent municipality while collaborating with Cypress County and the City of Medicine Hat to meet shared service delivery and growth goals outlined in the *Intermunicipal Collaboration Framework* (ICF) and *Intermunicipal Development Plan* (IDP). Redcliff is connected to its municipal neighbours through linked trails, roadways, and public transportation, enabling residents and businesses to access regional amenities. Partnerships between Redcliff and other governments promote shared goals, contributing to economic development and a high quality of life.

### **Objective 1: Cooperation with other levels of government ensures realization of shared goals**

**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

**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

**Policy 3:** The Town **shall** ensure Alberta's Pathway to Growth Tourism Framework is effectively implemented to enhance tourism experiences in the Canadian Badlands

**Policy 4:** The Town **shall** ensure cooperation with the province of Alberta on Destination Management Strategies to help guide tourism development

**Policy 5:** The Town **shall** follow Alberta's Clean Air Strategy to create and maintain air quality management initiatives supporting healthy ecosystems and economic growth without compromising air quality

**Policy 6:** The Town **shall** follow Alberta's Water for Life Action Plan by accelerating actions which manage and safeguard water resources

**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

**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*

**Policy 9:** The Town **shall** use the Alberta Wetland Policy to make informed wetland management decisions which minimize the loss and degradation of wetlands

**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

**Objective 2: Collaboration with municipal neighbours addresses common planning issues and ensures efficient land use in the region and on fringe areas through implementation of the IDP**

**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

**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

**Policy 13:** The Town **should** pursue joint cooperative agreements that contribute to intermunicipal planning

**Objective 3: Cooperation with municipal neighbours ensures enhanced service delivery for regional residents**

**Policy 14:** The Town **shall** uphold the agreements set out in the Intermunicipal Collaboration Framework

**Policy 15:** The Town **should** support and promote regional public transit initiatives

**Policy 16:** The Town **should** explore the feasibility of a regional trail connecting Redcliff to Medicine Hat for cyclists and pedestrians

## 6.1.8 Land Use

Redcliff's land use pattern creates desirable places that celebrate our identity by perpetuating small town feel. The Town layout encourages mixing compatible uses to create unique spaces that promote lively and active communities, while ensuring separation of incompatible uses. Redcliff maintains a long-term land supply by prioritizing infill and redevelopment sites to preserve the natural environment and agricultural land. Residential neighborhoods, especially those in and near downtown, promote healthy lifestyles by encouraging walking and cycling.



### Objective 1: Redcliff actively plans for future growth and development

**Policy 1:** The Town **shall** evaluate future community needs based on population needs and projected growth to ensure proper planning and budgeting

**Policy 2:** The Town **shall** cooperate with landowners and developers to ensure a supply of serviced land is available

**Policy 3:** The Town **should** follow the Priority Growth Areas outlined in Section 7.2.2 of the MDP

**Policy 4:** The Town **should** acquire and retain suitable land in advance of development demand to maintain a 30 – 50 year land supply

### Objective 2: Redcliff develops land efficiently to minimize conflicts and the impact on agricultural and natural landscapes

**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

**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

**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

**Policy 8:** The Town **shall** ensure industrial developments are separated and buffered from other uses to prevent land use conflict

**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

**Policy 10:** The Town **should** support development of brownfield land and serviced infill land before greenfield land



**Policy 11:** The Town **should** encourage medium and higher density developments and mixed uses in and near downtown, and along major corridors

**Policy 12:** The Town **may** establish development incentives for infill and brownfield properties

**Objective 3: Land development in Redcliff is aesthetically pleasing, projecting a small town feel**

**Policy 13:** The Town **shall** plan grid street systems in residential neighbourhoods whenever possible to promote walking and cycling

**Policy 14:** The Town **shall** support street oriented medium and high-density housing developments

**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

**Policy 16:** The Town **shall** expect development to be in accordance with Town standards

**Policy 17:** The Town **shall** support Crime Prevention Through Environmental Design (CPTED) practices as a means of enhancing security and safety to foster community pride

**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

**Policy 19:** The Town **should** create standards for the design, landscaping, and screening of storage areas in new and redeveloped commercial and industrial sites

**Policy 20:** The Town **should** discourage residential community layouts that promote exclusivity and restrict access to the general public

**Objective 4: Area Structure Plans, Area Redevelopment Plans, and the Land Use Bylaw compliment the vision and goals of the MDP**

**Policy 21:** Area Structure Plans **shall** be prepared prior to the redistricting and subdivision of greenfield areas

**Policy 22:** The Town **shall** update the Land Use Bylaw to meet the future vision for Redcliff set out in the MDP

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In the Redcliff context, **medium density** housing takes the form of a tri-plex or four-plex, with a density of 20 - 30 units/ha. **High density** housing takes the form of condo buildings or apartments 3 storeys high or less, with a maximum density of 40 units/ha.

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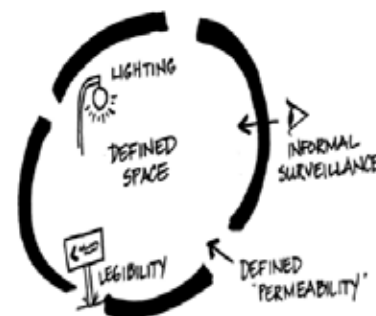
**Social interaction possibilities** could arise from formal and informal gathering spaces, pedestrian and cyclist oriented transportation, and street-oriented buildings.

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**CPTED** is a design philosophy built around the belief that proper design and effective use of the built environment can lead to a reduction in the fear and incidence of crime and an improved quality of life. **CPTED** exploits natural forms of surveillance, access control, and territorial reinforcement in a deliberate attempt to present a psychological deterrent for the purpose of positively influencing human behaviour as people interact with the environment (CPTED Ontario n.d.).


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**Policy 23:** Area Structure Plans and Area Redevelopment Plans **should** follow the neighbourhood boundaries identified in the MDP

**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

 **Objective 5: Redcliff plans for future school sites in cooperation with the local School Board(s)**

 **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

**Policy 26:** The Town **shall** ensure, when land is subdivided, reserve land or money in lieu is dedicated to meet present and future needs for school sites

## 6.1.9 Natural Environment

Redcliff's natural spaces are a treasured example of the badlands landscape. Natural areas throughout the Town are restored, maintained, and enhanced. Water, air, land, and waste are managed to minimize any impact on the environment. The coulees and South Saskatchewan River Valley are formally protected and recognized as a significant feature of the Town. Residents and visitors are stewards of the environment who appreciate and benefit from the intrinsic value of nature and have access to abundant outdoor recreational activities.

### Objective 1: Land, air, and water resources are protected and maintained

**Policy 1:** The Town **shall** develop and implement solid waste reduction programs

**Policy 2:** The Town **shall** develop and implement water conservation initiatives, recognizing the fragility of the water supply in the South Saskatchewan River

**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

**Policy 4:** The Town **shall** develop landscaping guidelines and should provide incentives to encourage landscaping that minimizes water use

**Policy 5:** The Town **shall** develop and implement climate change mitigation and adaptation strategies

**Policy 6:** The Town **shall** strictly enforce littering bylaws

**Policy 7:** The Town **should** create public education campaigns regarding waste generation and water consumption

**Policy 8:** The Town **should** ensure garbage receptacles and recycling bins are present in public spaces

### Objective 2: The intrinsic value of landscapes, natural spaces, ecosystems, and biodiversity is preserved

**Policy 9:** The Town **shall** undertake mapping and analysis to identify lands to dedicate as Environmental Reserve and/or Conservation Reserve

**Policy 10:** The Town **shall** ensure significant environmental and cultural sites in the natural landscape are protected

**Policy 11:** The Town **shall** actively discourage redevelopment of dedicated reserve land to other uses

**Policy 12:** The Town **should** create a demonstration garden to showcase local plant species unique to the prairies



Photo by: Beth McKenna

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**Mitigation** refers to reducing greenhouse gas emissions, while **adaptation** refers to adjusting how we plan our community based on climate change effects.

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Photo by: Natalie Pacholek

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**Dedicated reserve land** includes parks and open spaces.

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Somerside Storm Pond - Medicine Hat, AB



**Xeriscaping** refers to planting vegetation that reduces or eliminates the need for watering outside of natural precipitation. It is commonly used in dry areas or places with limited access to fresh water for irrigation.

### **Objective 3: Neighbourhoods and developments are planned to complement and mirror ecosystem function**

**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

**Policy 14:** The Town **shall** develop and implement an Urban Forest Master Plan to manage the tree canopy

**Policy 15:** The Town **shall** require developers to provide and implement a tree-planting plan for all new developments

**Policy 16:** The Town **should** design and encourage the design of energy efficient buildings and neighbourhoods that take into account features such as:

- shorter road lengths
- reduced rights of way
- energy efficiency
- renewable energy
- xeriscaping
- solar orientation

**Policy 17:** The Town **should** require developers to complete front yard landscaping for all new residential developments

**Policy 18:** The Town **should** encourage developers to consider options for generating renewable and green energy for both individual sites and entire neighbourhoods

**Policy 19:** The Town **may** consider creating guidelines for developers to install electric vehicle charging stations in public parking areas

**Policy 20:** The Town **may** explore the use of trees and vegetation to create wind barriers and shade

## 6.1.10 Parks, Recreation, & Public Spaces

Redcliff's parks and public spaces are a focal point for the community, and promote ease of access for all residents to take part in a variety of activities. Parks often host community events and festivals, connecting residents of the Town. Redcliff's trails provide an impressive setting for walking and biking, with views of the river valley. A unique mix of parks and public spaces in all neighbourhoods provides the opportunity for a variety of active and passive uses.

**Objective 1: All residences in Redcliff are within 400m of neighbourhood park amenities**

**Policy 1:** The Town **shall** develop new park amenities in vacant green spaces in residential areas

**Policy 2:** The Town **shall** ensure all park areas are classified appropriately in the Land Use Bylaw

**Objective 2: Redcliff's parks and public spaces are safe and accessible**

**Policy 3:** The Town **shall** consider the needs of people with impairments when planning and developing park amenities

**Policy 4:** The Town **shall** ensure parks are accessible for walking and biking by establishing safe street crossings and sidewalks

**Policy 5:** The Town **shall** examine where comfort amenities are needed and provide for them accordingly in parks and public spaces

**Policy 6:** The Town **should** develop public space lighting standards to ensure appropriate lighting in parks and public spaces

**Policy 7:** The Town **may** consider lowering the speed limit in park and playground zones

**Objective 3: Parks and public spaces are well-maintained and expanded when needed**

**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

**Policy 9:** The Town **shall** expand the walking and mountain biking trail network

**Policy 10:** The Town **shall** expand off-leash areas and create a permanent, designated dog park(s)



**Neighbourhood parks** are used by those in the immediate surrounding area, such as a playground, and contrast community parks which are more specialized and used by the entire Town, such as a soccer field.



**Comfort amenities** could include public washrooms, places to sit, or water fountains.



Photo by: Cole Watson



Sheltered spaces could come in the form of trees, shade sails, pergolas, or gazebos.



**Objective 4: New, unique, and all-age park amenities are developed**

**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

**Policy 12:** The Town **should** consider creating the following park and recreational amenities:

- skate park
- all ages playground(s)
- frisbee golf course
- outdoor workout equipment
- fish pond
- campground
- community kitchen(s)

**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



## 6.1.11 Streets & Mobility

Redcliff's connected network of streets, sidewalks, and trails allows people and goods to move safely and efficiently in all modes of transportation. Residents and visitors of all ages and abilities can easily access and navigate the Town via walking and cycling routes that provide small rest areas and shelter. Our road network minimizes travel distances, accommodates current and planned traffic flows, and provides easy access to the Town from the Trans-Canada Highway and other major routes.

**Objective 1: Redcliff's streets provide a safe and convenient way for all people to get around and participate in community life**

**Policy 1:** The Town **shall** introduce traffic calming measures such as roundabouts and corner bump-outs to increase safety

**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

**Policy 3:** The Town **shall** evaluate all intersections for pedestrian safety, redesigning and upgrading intersections as needed

**Policy 4:** The Town **shall** consider the lighting of pedestrian areas when designing and installing road lighting

**Policy 5:** The Town **may** consider reducing the general speed limit within Redcliff

**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

**Policy 7:** The Town **may** implement pilot "play street" and shared street projects

**Objective 2: Increased pedestrian and cyclist trips and decreased single-occupant passenger vehicle trips are made within the Town**

**Policy 8:** The Town **shall** increase the proportion of pedestrian trips by:

- expanding the sidewalk system
- expanding the trail system
- creating separated sidewalks on major streets

**Policy 9:** The Town **shall** increase the proportion of cycling trips by:

- creating bike paths on major roads
- providing bike racks at all Town-owned and operated facilities
- pilot-testing a bike share program

**Policy 10:** The Town **shall** expand the pedestrian system to ensure parks and public spaces are well connected



**Play streets** close a street to vehicle access and open streets as places for kids (and adults!) to play and socialize.



**Shared streets** are used by vehicles, pedestrians, and cyclists. The space can be shared because vehicles are slowed down with trees and planters. **Shared streets** typically do not have curbs and sidewalks and may be visually distinct from regular streets using different colours, textures, or patterns of pavers.





**Objective 3: Redcliff's transportation network enables efficient travel**

**Policy 11:** The Town **shall** design road systems to minimize travel distances and provide for easy navigation

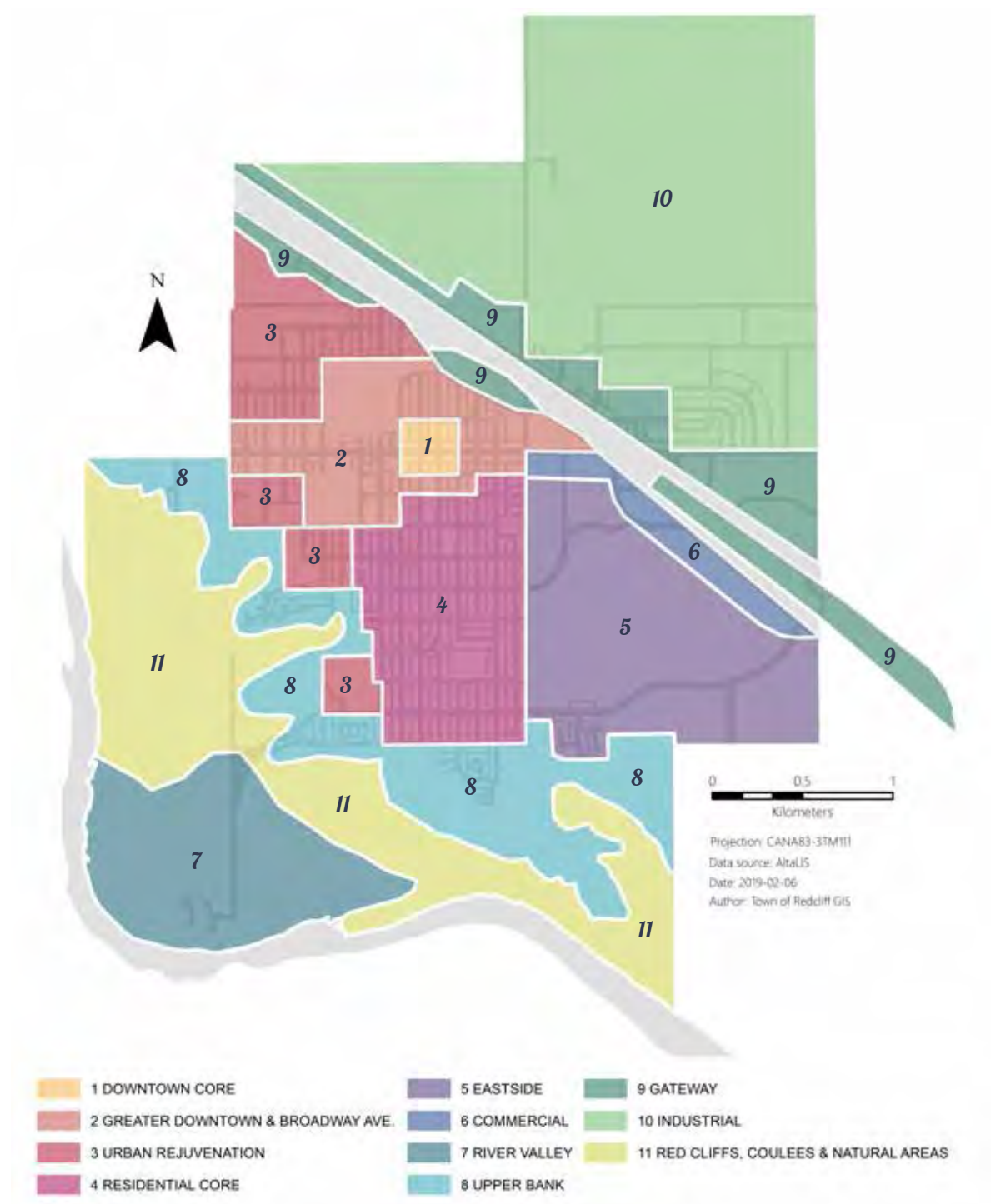
**Policy 12:** The Town **shall** ensure Trans-Canada Highway access for residents and businesses

**Policy 13:** The Town **should** advocate for public transit services for Redcliff

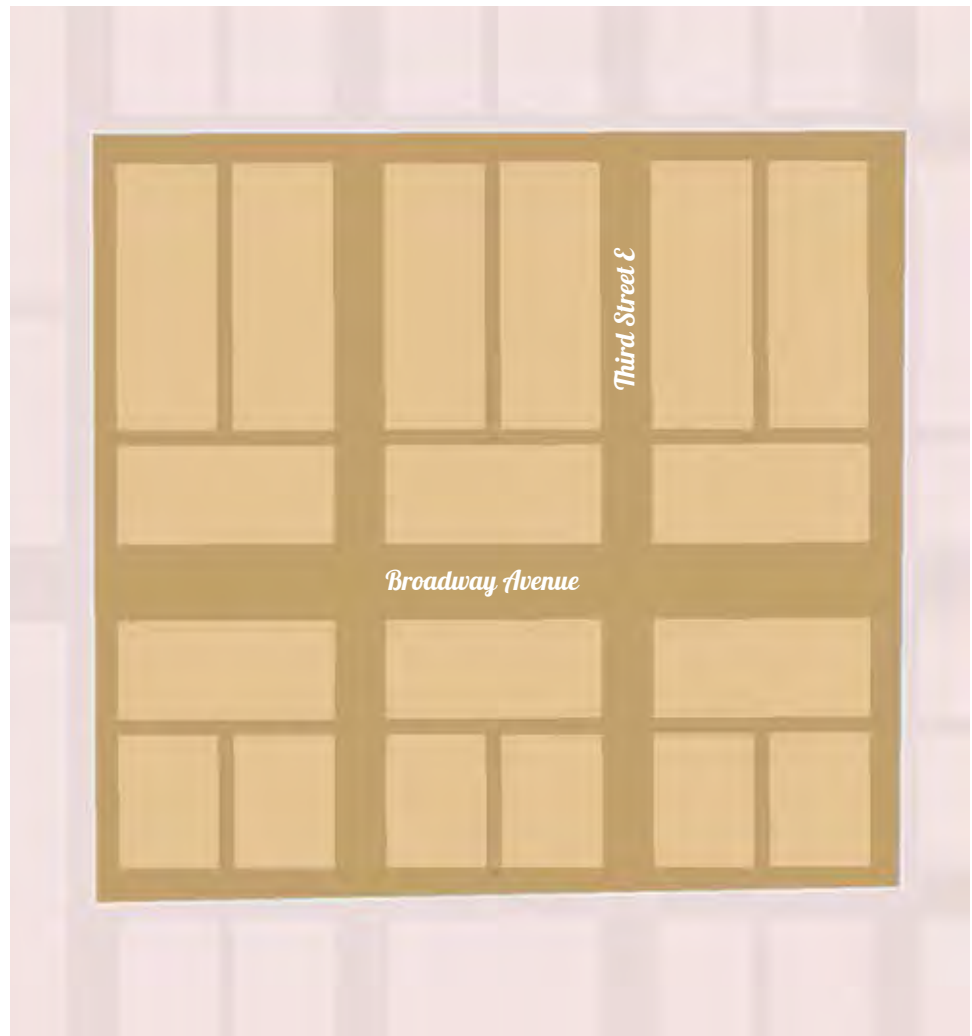
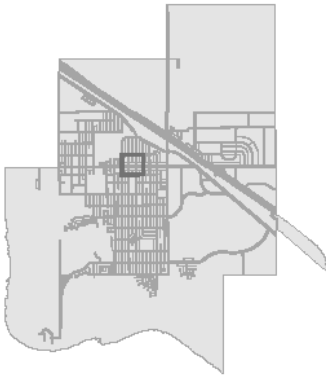
**Policy 14:** The Town **may** support railway access and development where appropriate

## 6.2 Neighbourhoods

The neighbourhood policies pertain to specific locations within Redcliff and reflect the need for site-specific policies as certain areas in Town face unique circumstances, challenges, and opportunities. Many neighbourhood policies evolved out of feedback collected from the public during consultation, such as the desire to beautify downtown.



## 6.2.1 Downtown Core



**Current State:** Identified as one of the hearts of the community, the Downtown Core includes the commercial areas along Broadway Avenue and Third Street that support many local businesses. Buildings are an eclectic blend of styles and ages with several having commercial on the ground floor and residences above.

**Opportunities:** The Downtown Core could be improved by developing vacant buildings and lots, sustaining small businesses, and encouraging development of mixed use properties to foster pedestrian friendly community gathering places.

**Future State:** The Downtown Core continues to be recognized as a heart of the community. Local businesses thrive off a greater number of people drawn to the Downtown due to availability of more residential units, a focus on beautifying downtown, and promoting walking and cycling.

**Policy 1:** The Town **shall** develop a Downtown Core Area Redevelopment Plan

**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

**Policy 3:** The Town **shall** expand local business activity by promoting the Downtown Core as a high priority commercial growth area

**Policy 4:** The Town **shall** create and encourage pop-up parks and temporary uses on vacant land

**Policy 5:** The Town **shall** support architectural elements and building materials that create eclectic, complimentary, welcoming, human-scale storefronts and honour the Town's brick history

**Policy 6:** The Town **shall** establish programs that actively pursue beautification and vitalization of the Downtown Core and its buildings

**Policy 7:** The Town **shall** incentivize development of vacant and underutilized land and buildings

**Policy 8:** The Town **shall** review and update the Land Use Bylaw to ensure downtown parking regulations do not prohibit development

**Policy 9:** The Town **should** evaluate the need for a Business Revitalization Zone

**Policy 10:** The Town **should** explore the feasibility of creating additional Town-owned parking through creation of a Downtown Parking Plan

**Policy 11:** The Town **should** ensure civic buildings and cultural hubs are located in the Downtown Core

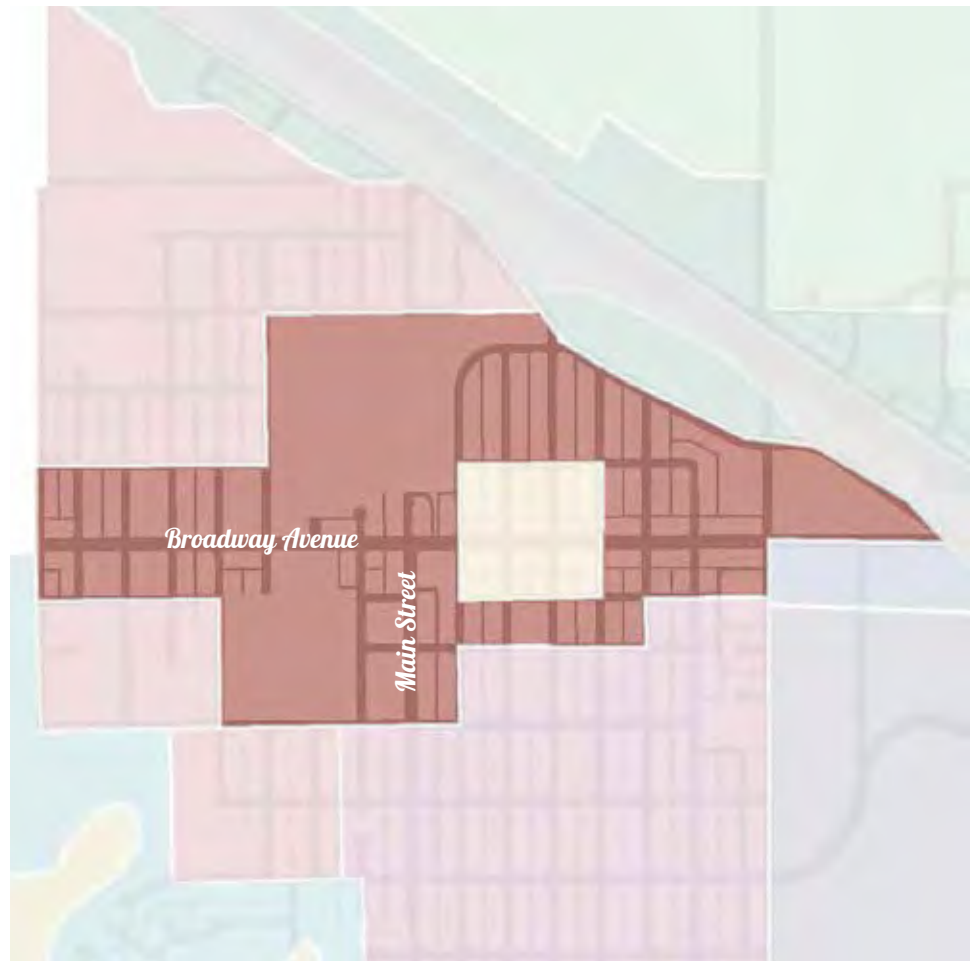
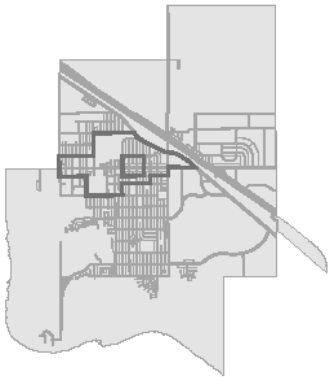
**Policy 12:** The Town **should** establish Urban Design Guidelines for the Downtown Core, developing standards for built form, articulation, and exterior building materials to create a consistent look and feel reflecting Redcliff's masonry heritage



Pop-Up Park - Winnipeg, MB



## 6.2.2 Greater Downtown & Broadway Avenue



**Current State:** The areas surrounding downtown serve as popular gathering and retail places with the cultural and recreational hub on Main Street, identified as one of the hearts of the community, and shopping areas near the intersection of Mitchell Street and Broadway Avenue. Redcliff's Greater Downtown contains a large mixture of residential, recreational, commercial, and industrial uses, including a large industrial site (former Dominion Glass factory).

**Opportunities:** There are opportunities for densification and potential redevelopment of all land uses. Succession planning for the former Dominion Glass site should be considered if manufacturing activity on the site stops during the life of the MDP.

**Future State:** Greater Downtown & Broadway Avenue has retained a mix of uses, while vacant lands develop into commercial uses and higher density housing. More residences in the neighbourhood allow for easy access to the recreational hub on Main Street and the Downtown Core.

**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

**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

**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

**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 MDP neighbourhood boundaries

**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

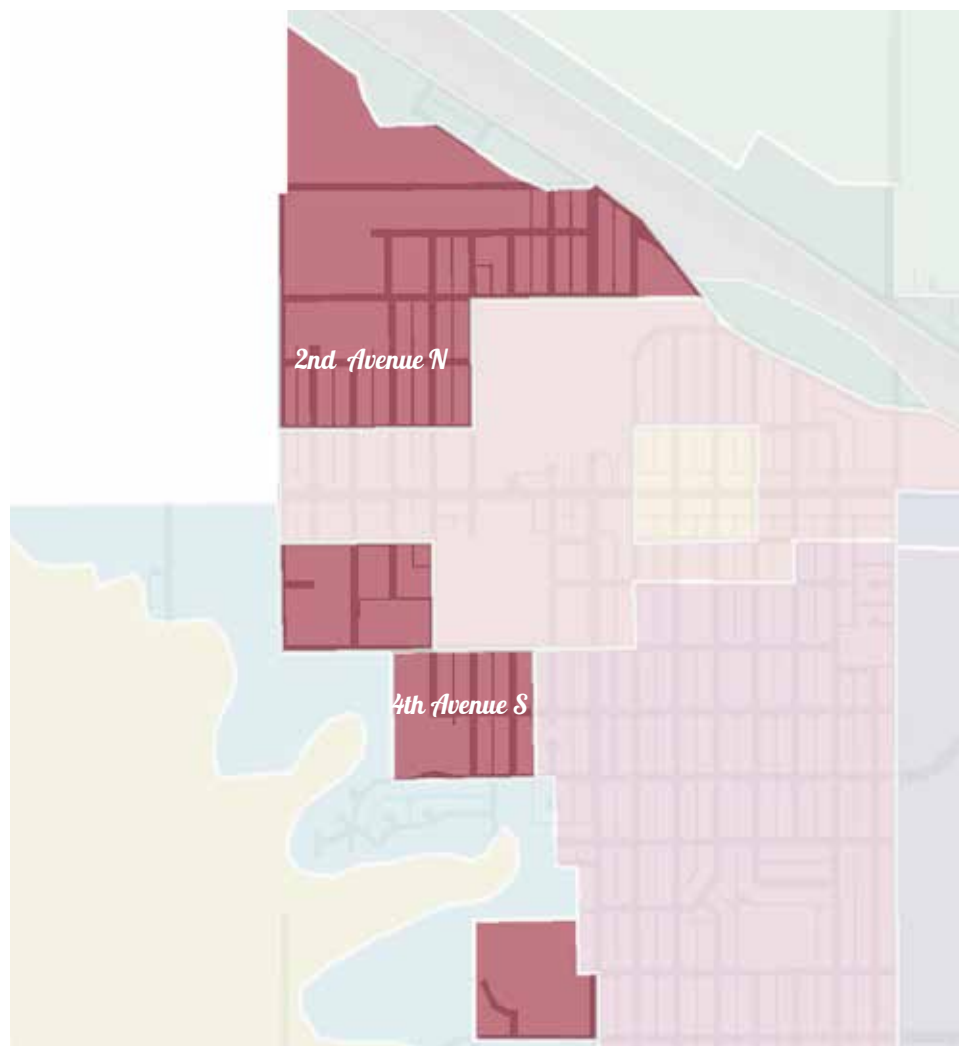
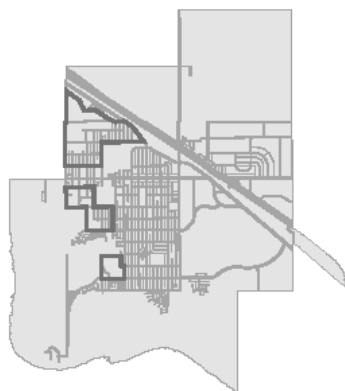


**Street-oriented housing** has front doors and entrances facing a public street, contrasted with site-oriented housing where front entrances face inner courtyards or private streets.





## 6.2.3 Urban Rejuvenation



**Current State:** Redcliff's Urban Rejuvenation neighbourhood contains small-scale greenhouses and horticultural lands, interspersed with residential development. The neighbourhood includes the Public Works Yard, vacant horticultural properties, and areas within the historic landfill setback boundary. The neighbourhood has been transitioning to accommodate a greater amount of residences as older and smaller greenhouses are redeveloped.

**Opportunities:** Vacant land and older greenhouses present opportunities for development and redevelopment to residential buildings and neighbourhood amenities.

**Future State:** The Urban Rejuvenation neighbourhood continues to transition to a greater proportion of residential use, while maintaining a mixture of uses, including horticultural and commercial.

**Policy 1:** The Town **shall** recognize the Urban Rejuvenation neighbourhood as a high priority residential growth area by supporting redevelopment and infill development

**Policy 2:** The Town **shall** plan for and accommodate the continued gradual phase-out of older and small scale horticultural uses long-term

**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

**Policy 4:** The Town **shall** provide more parks and open space for the increasing amount of residences by developing amenities on the NW green space and in a central neighbourhood location

**Policy 5:** The Town **shall** establish and require buffers and separation distances between incompatible uses to minimize conflicts between land uses

**Policy 6:** The Town **shall** beautify the road to the cemetery by planting trees

**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

**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

**Policy 9:** The Town **may** consider specialized or unique forms of housing in the Urban Rejuvenation neighbourhood

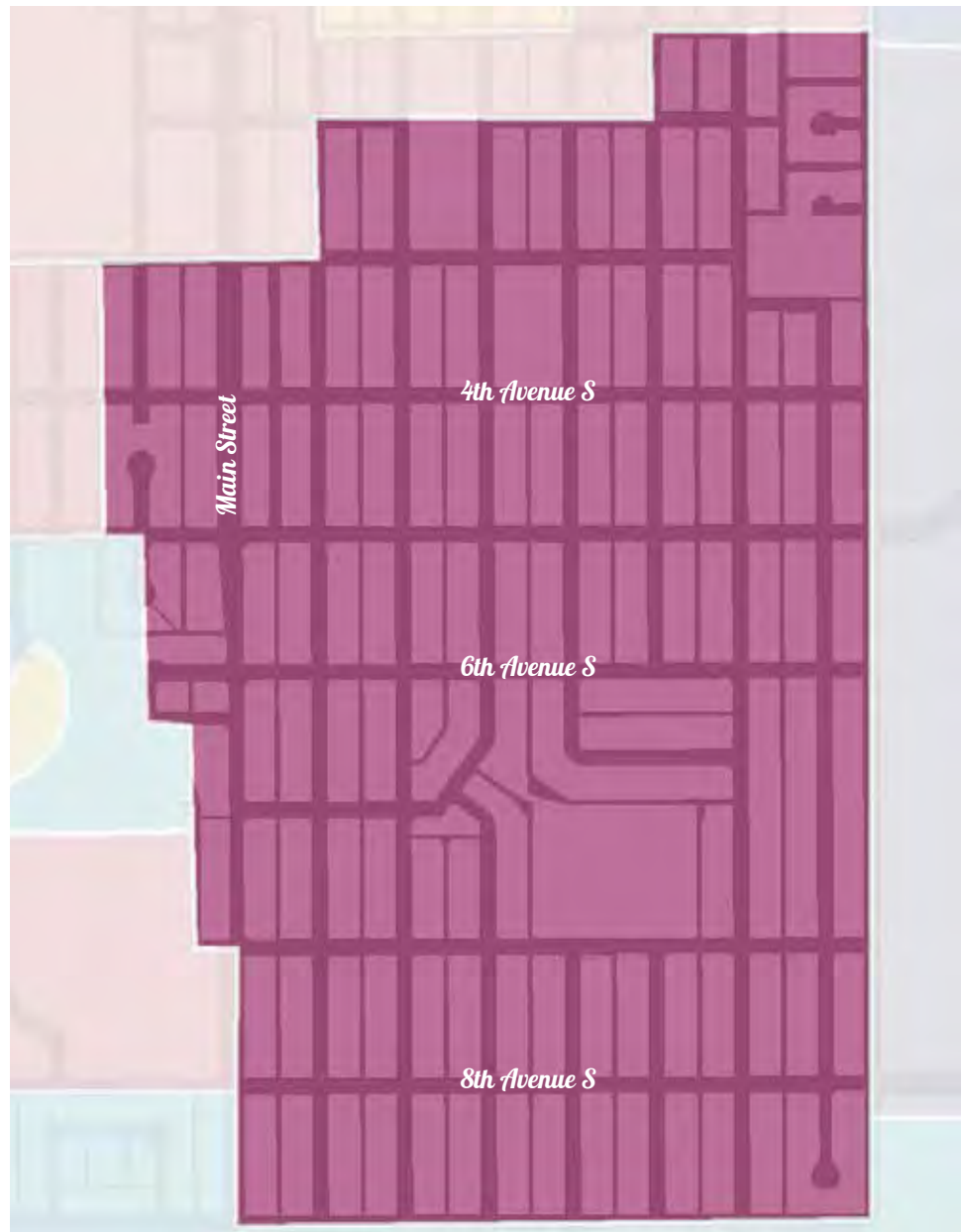
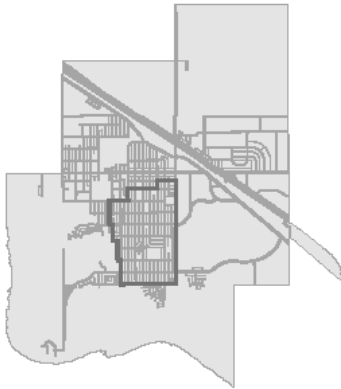


NW green space - Redcliff, AB



Cemetery & Public Works Shop and Yard - Redcliff, AB

## 6.2.4 Residential Core



**Current State:** The Residential Core contains predominantly single detached homes in a grid street pattern following the early 20th Century plan for Redcliff. Homes in this area primarily range in construction date from the early 1900s to the 1980s, with a few newly built residences.

**Opportunities:** The Residential Core has opportunity for moderate redevelopment following the current pattern of single-detached residential units.

**Future State:** Redcliff's Residential Core maintains its character with predominantly single detached homes and quiet streets.

**Policy 1:** The Town **shall** recognize the Residential Core as a high priority growth area by promoting and encouraging redevelopment of older homes

**Policy 2:** The Town **shall** recognize low density housing as the primary use in the Residential Core

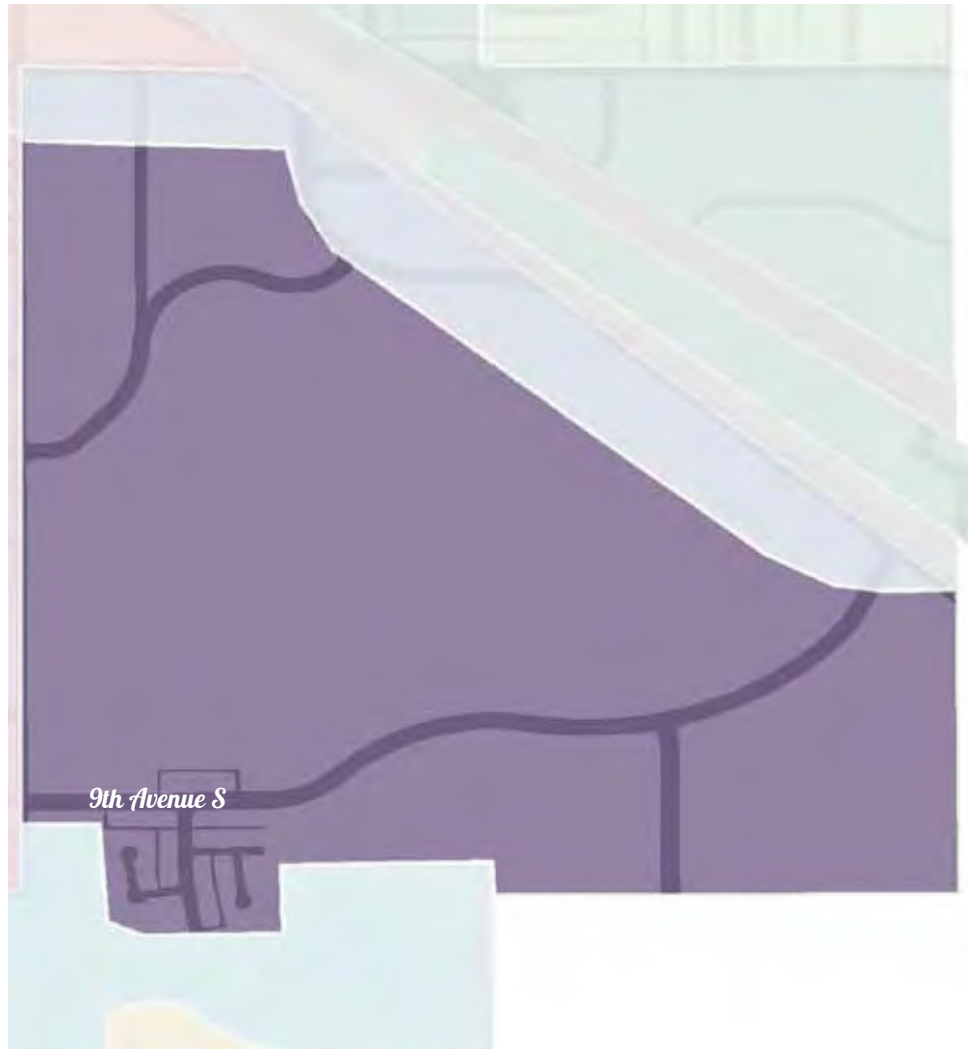
**Policy 3:** The Town **should** encourage and promote medium density housing and neighbourhood commercial uses along major corridors



**Low Density housing** takes the form of single-detached homes or duplexes, with an average density of 20 units/ha.



## 6.2.5 Eastside



**Current State:** Eastside consists of mostly undeveloped greenfield land, with one of approximately 20 phases developed, and buildings on several properties in the first phase. There is a need to ensure small town feel continues into the Eastside development, and that Eastside integrates into the existing Town.

**Opportunities:** Eastside is a blank slate as a major future residential growth area.

**Future State:** Eastside is a medium priority residential growth area in Redcliff for accommodating future population growth. Low density housing is most prevalent, while medium and high density residential developments are located on, or have good access to, major corridors. A grid-based street pattern in **Eastside** and continued street names from the Residential Core create continuity and a seamless transition between the neighbourhoods on both sides of Mitchell Street, perpetuating small town feel.

**Policy 1:** The Town **shall** update the Eastside Area Structure Plan to be consistent with the MDP

**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

**Policy 3:** The Town **shall** require developers to design and create a variety of park and open spaces within the Eastside neighbourhood

**Policy 4:** The Town **shall** require developers to construct transportation and beautification infrastructure as part of the applicable phase of residential development

**Policy 5:** The Town **shall** require developers to construct parks and open spaces as part of the applicable phase of residential development

**Policy 6:** The Town **shall** prioritize active transportation by creating bike paths along all major corridors

**Policy 7:** The Town **shall** develop a community park and gathering space on the site of the former I-XL Brick Plant

**Policy 8:** The Town **should** encourage street-orientated medium and higher density housing developments along major corridors

**Policy 9:** The Town **should** establish a variety of building sizes, styles, and types

**Policy 10:** The Town **should** rebrand the name of the Eastside neighbourhood to reflect the history and geography of Redcliff





## 6.2.6 Commercial



**Current State:** Redcliff's Commercial neighbourhood is located north of the Eastside neighbourhood and adjacent to Saamis Drive, a major corridor between Redcliff and Medicine Hat. The neighbourhood is currently undeveloped.

**Opportunities:** The Commercial neighbourhood presents an opportunity to expand services and retail types in Redcliff.

**Future State:** The Commercial neighbourhood is the medium priority commercial growth area in Redcliff. This neighbourhood accommodates larger commercial buildings and chain retailers.

**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

**Policy 2:** The Town **shall** update the Land Use Bylaw to allow for shared parking in commercial areas

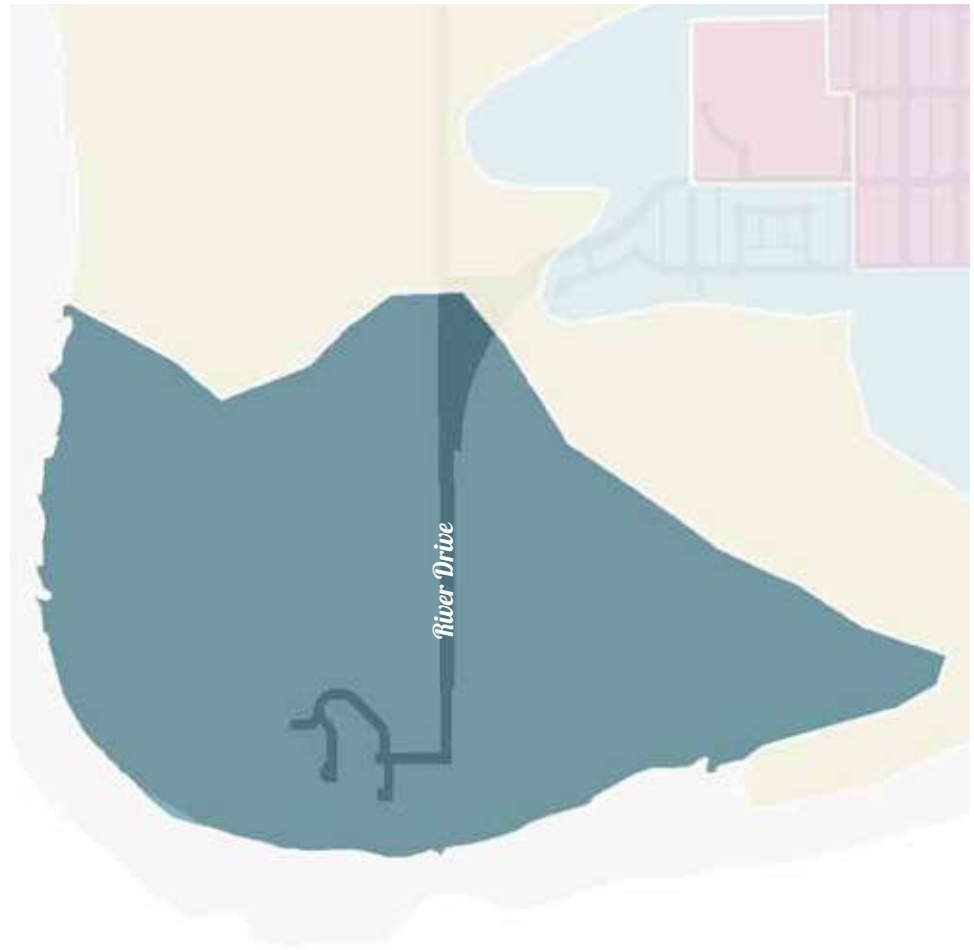
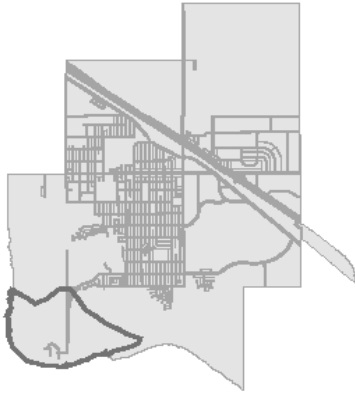
**Policy 3:** The Town **should** encourage buildings, rather than parking lots, orientated towards the street in new commercial developments

**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)



**Toronto's Design Guidelines** aim to improve the public realm and enhance pedestrian safety and comfort, increase shade, enhance landscaping, and encourage on-site stormwater management, promoting sustainable use of materials and technologies.

## 6.2.7 River Valley



**Current State:** The River Valley is one of the hearts of the community. The River Valley consists of River Valley Park, a few large residential lots, and predominantly undeveloped land between the South Saskatchewan River and base of the coulees. Portions of the neighbourhood may be undevelopable due to proximity to the South Saskatchewan River and flood risk.

**Opportunities:** Opportunities for development in the River Valley include residential development and expanded recreational amenities. The River Valley's location relative to the rest of Town affords the opportunity for unique development patterns in the neighbourhood.

**Future State:** The River Valley acts as a low priority residential growth area for Redcliff, due to the current lack of and high upfront costs for infrastructure and servicing. The River Valley supports single detached residential dwellings, estate lots, an expanded River Valley Park, and campground.

**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

**Policy 2:** The Town **shall** explore opportunities to expand and improve amenities in River Valley Park

**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

**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

**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

**Policy 6:** The Town **shall** ensure developers have appropriate infrastructure in place to support new development

**Policy 7:** The Town **shall** explore developing a new campground

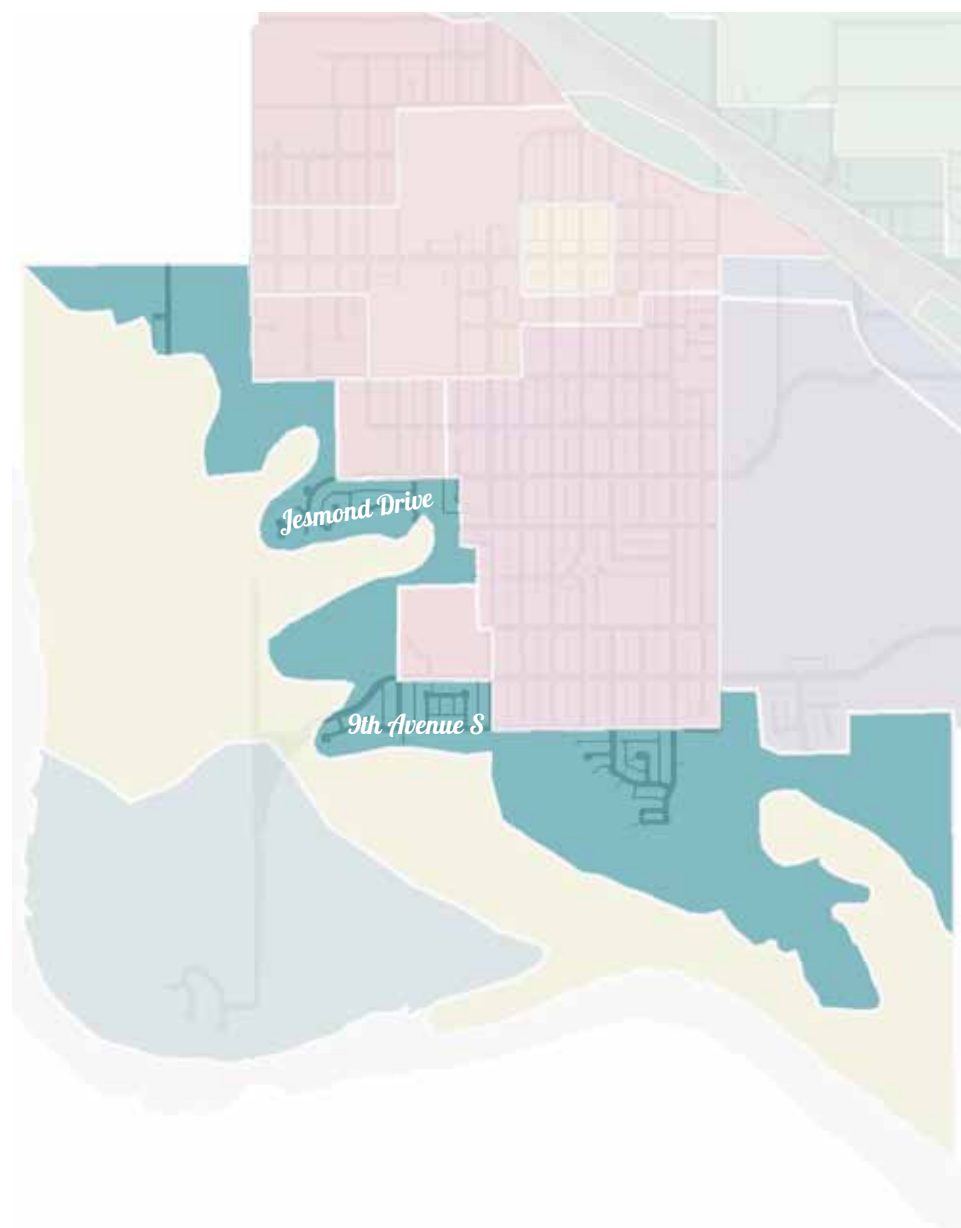
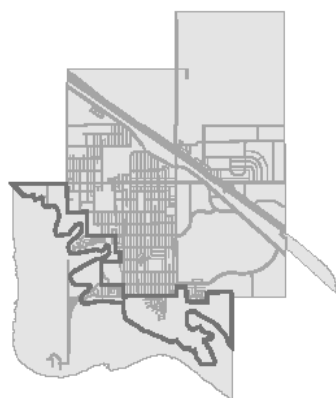
**Policy 8:** The Town **shall** explore tiny home recreational rental accommodations

**Policy 9:** The Town **may** consider collaborating with the City of Medicine Hat on a bridge connecting River Valley Park to Echo Dale Park



Gold Springs Campground - Milk River, AB

## 6.2.8 Upper Bank



**Current State:** The Upper Bank contains three residential subdivisions constructed from the 1980s to early 2000s, and a stunning trail system overlooking the coulees and river valley.

**Opportunities:** There are undeveloped areas of the Upper Bank Neighbourhood that may be suitable for new residential subdivisions along the coulees.

**Future State:** Redcliff's existing Upper Bank residential neighbourhoods maintain their character of single detached homes, coulee views, and trails.

**Policy 1:** The Town **shall** conduct slope studies to determine appropriate setbacks from the coulees and South Saskatchewan River

**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

**Policy 3:** The Town **shall** set aside land for cemetery expansion

**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

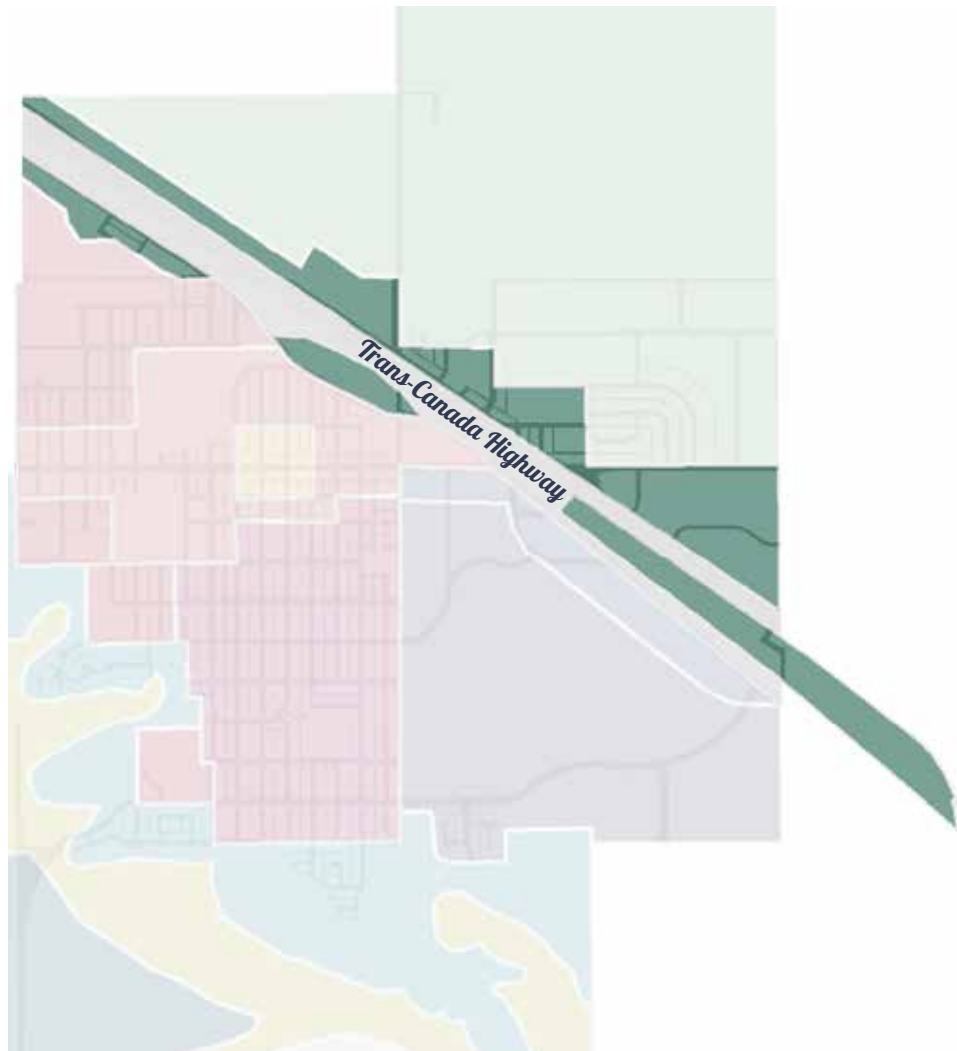
**Policy 5:** The Town **shall** ensure the layout of new subdivisions in the Upper Bank Neighbourhood complements and extends the existing trail system, and trails are constructed as part of the applicable phase of development

**Policy 6:** The Town **should** encourage development of vacant horticultural parcels near the coulees/historic landfill site to include both residential and recreational uses





## 6.2.9 Gateway



**Current State:** The Gateway neighbourhood consists of a mix of commercial and industrial uses, with relatively few catering to travelers. The Trans-Canada Highway functionally splits the community in half.

**Opportunities:** There are opportunities in the Gateway neighbourhood to create developments that better cater to travelers, provide diversity of services to residents, attract businesses requiring high-visibility, and improve pedestrian, bicycle, and automobile connectivity.

**Future State:** Redcliff's Gateway neighbourhood is redeveloped as a high priority commercial growth area to include commercial uses for travelers, with incompatible industrial uses phased out to create an aesthetically pleasing entrance into Redcliff. Pedestrians and cyclists safely and efficiently navigate through the Gateway neighbourhood and across the Highway.

**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

**Policy 2:** The Town **shall** ensure new developments provide services and amenities catering to the travelling public

**Policy 3:** The Town **shall** ensure new developments have safe and functional access for vehicles, pedestrians, and cyclists

**Policy 4:** The Town **shall** ensure new development connects with adjacent industrial developments to promote easy access

**Policy 5:** The Town **shall** create setback distances between highway commercial and adjacent uses

**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

**Policy 7:** The Town **should** consider the impacts of potential Trans-Canada Highway realignment on development

**Policy 8:** The Town **may** review the need and feasibility for a grade separated pedestrian and cyclist Trans-Canada Highway crossing to increase safety

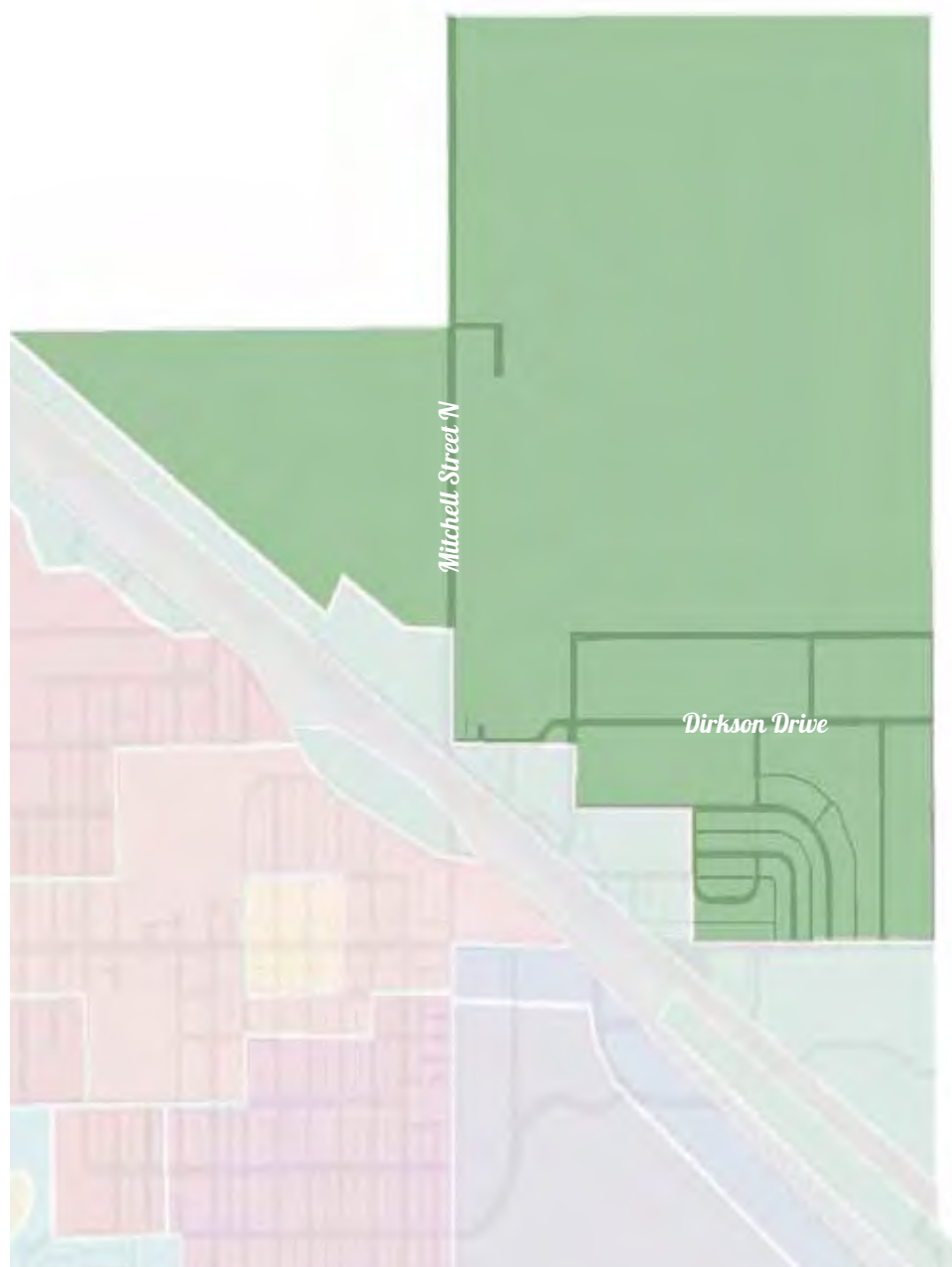
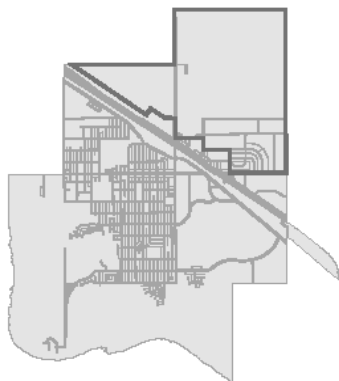


Welcome Sign - Sparwood, BC



Gasoline Alley - Red Deer, AB

## 6.2.10 Industrial



**Current State:** Industrial land in Redcliff consists of the Lockwood Industrial Park directly north of the Trans-Canada Highway, and a large tract of vacant land further north of existing industrial development.

**Opportunities:** There is significant opportunity for expansion of industrial development into greenfield land to the north.

**Future State:** Redcliff's industrial development expands to the northwest, while retaining access to the Trans-Canada Highway.

**Policy 1:** The Town **shall** ensure an orderly development pattern, with new development adjacent to existing development

**Policy 2:** The Town **shall** ensure industrial lots retain access to the Trans-Canada Highway

**Policy 3:** The Town **shall** ensure a variety of industrial lot sizes exist to accommodate different types of industry

**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

**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

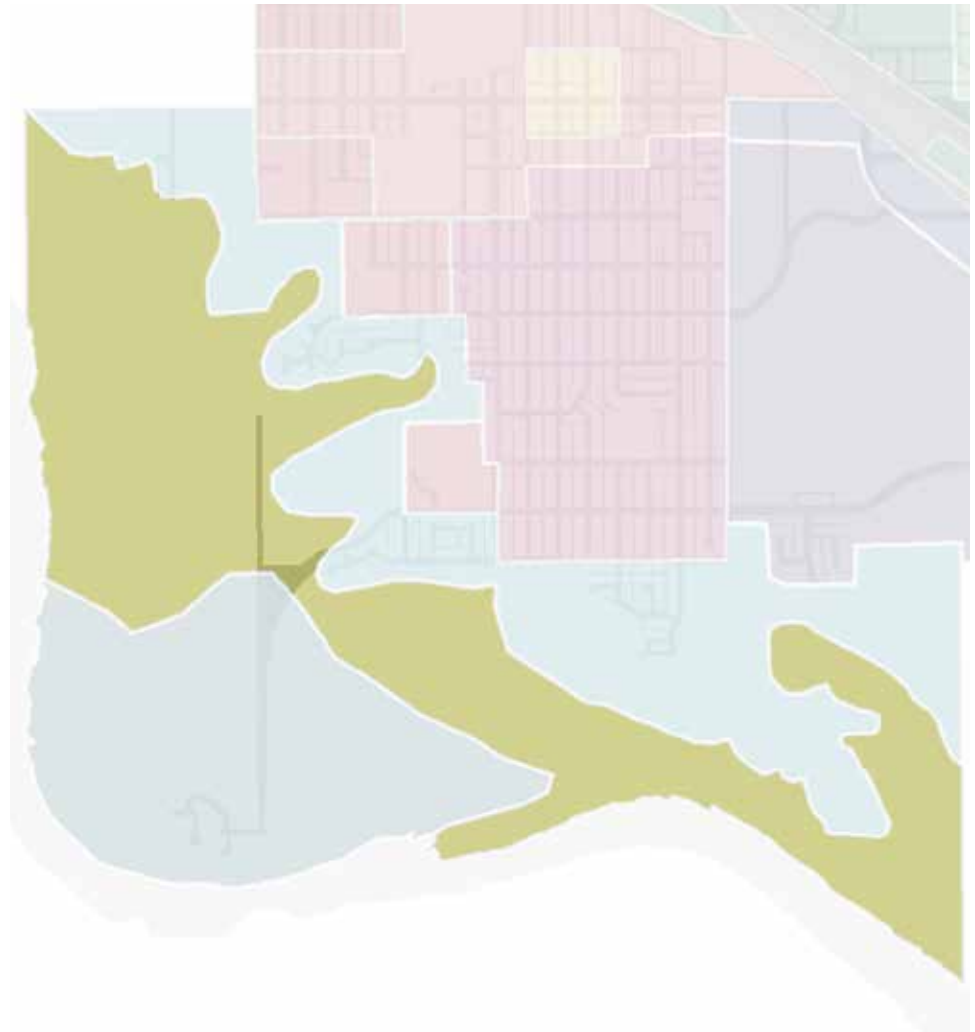
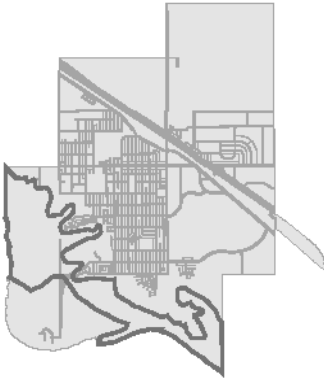
**Policy 6:** The Town **may** explore the possibility of a new rail spur to serve the Industrial neighbourhood



Dirkson Stormwater Pond & Future Expansion Area to the north - Redcliff, AB



## 6.2.11 Red Cliffs, Coulees, & Natural Areas



**Current State:** The slopes associated with the South Saskatchewan River are comprised of dramatic elevation changes with numerous finger coulees. The biophysical features include native grassland and unique, significant wildlife habitat. The slopes are extensive, contributing to the character of Redcliff, and are one of the most loved features of the Town.

**Opportunities:** There are opportunities for passive recreational development. Great care must be taken to preserve and protect the natural landscape and habitats for future generations to enjoy.

**Future State:** Redcliff's coulees and slopes continue to be a showcase of the natural environment, enjoyed by residents and visitors alike. This precious landscape is treated with care to ensure human activities leave the biophysical characteristics intact.

**Policy 1:** The Town **shall** ensure the living and non-living elements of the coulee ecosystem are preserved and protected

**Policy 2:** The Town **shall** define, locate, and work to protect historical resources found within the coulee and cliff landscapes

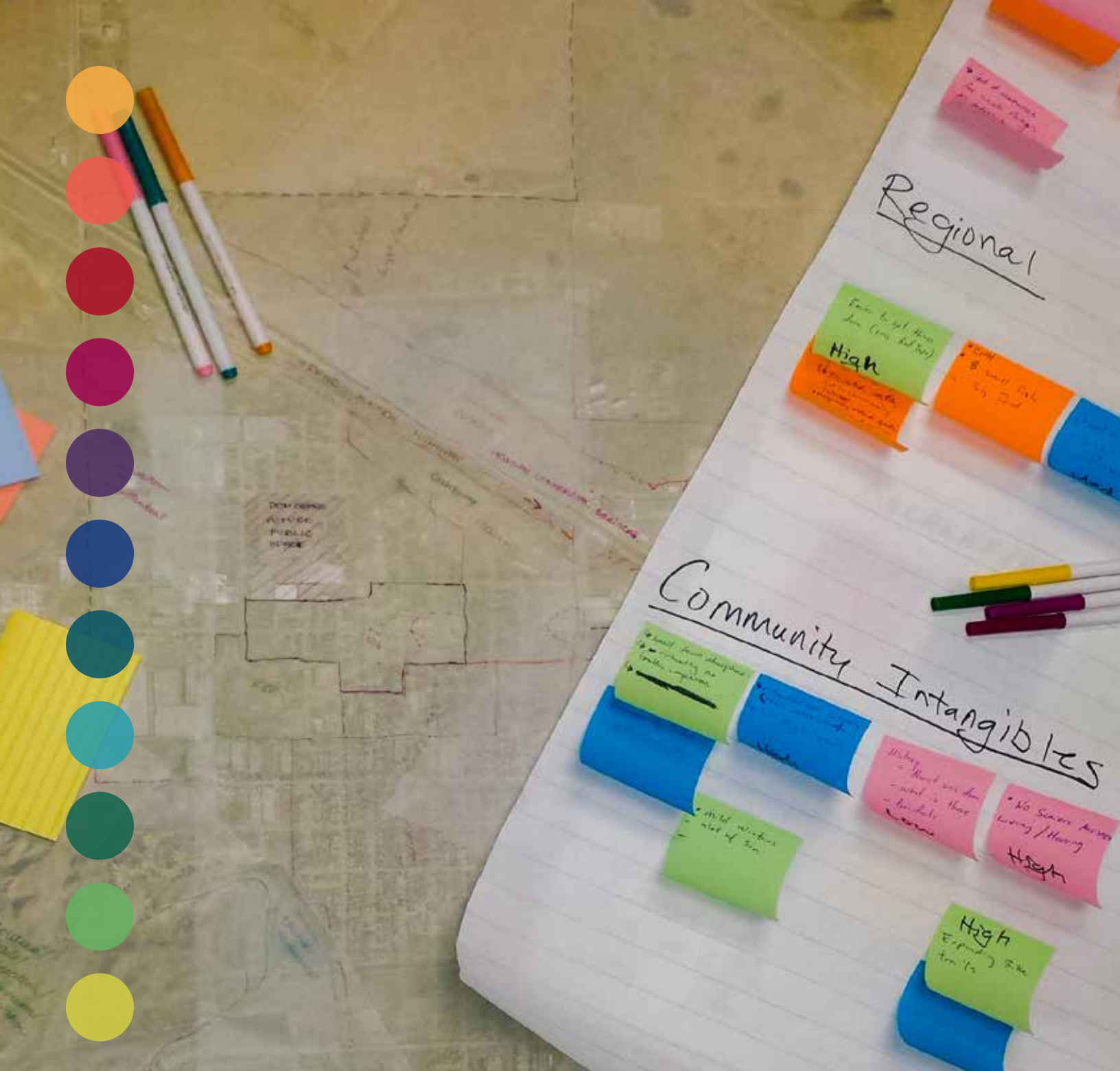
**Policy 3:** The Town **shall** create opportunities for passive and unobtrusive recreation activities within the coulees, which may contribute to ecosystem preservation

**Policy 4:** The Town **shall** limit development on and near coulee slopes to preserve their intrinsic value and striking landscape

**Policy 5:** The Town **shall** ensure compliance with provincial and federal legislation when conducting activities in and near coulee natural areas and ecosystems







## 7.0 Ensuring the Vision

# 7.1 Implementation Framework

The success of any plan depends on the degree to which efforts are made to implement and integrate the plan's directions into decision-making and action.

**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 **following 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:

Actions & Tasks	MDP Policy	Priority	Timeline	Budget	Funding Source(s)	Success Indicator(s)	Status
Specific task to complete	List of MDP policies that 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 In Practice Not Yet Started

## 7.2 Growth Management Strategy

Redcliff's Growth Management Strategy was developed to ensure efficient use of land based on the following general policies adapted from the SSRP:

**Policy 1:** The Town **shall** ensure orderly land development and redevelopment, 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 ~~a~~ higher densities

**Policy 2:** The Town **shall** minimize, wherever possible, the costs of providing and servicing land for residential development

**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

**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

**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

**Policy 6:** The Town **shall** reclaim and/or convert previously developed lands that are no longer required in a progressive and timely manner

**Policy 7:** The Town **shall** provide decision makers, land users, and individuals with information needed to make decisions supporting efficient land use

### 7.2.1 Annexation

It is unlikely Redcliff will need to develop land beyond its current boundary during the timeframe of the MDP, unless high population growth occurs. However, Redcliff may need to annex land over the MDP timeframe to ensure a 30-50 year land supply.

**Policy 1:** The Town **shall** annex land in accordance with the IDP Future Land Use Concept, policies, and processes

**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

**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 Redcliff's current (2019) boundary remains available for development

# 7.2.2 Priority Growth Areas

Redcliff’s priority growth areas are based on the MDP neighbourhoods and represent the preferred order of growth. The Growth Management Strategy denotes whether a neighbourhood is a residential, commercial, or industrial growth area, and whether it is a high (A), medium (B), or low (C) growth priority.

**Policy 1:** The Town **shall** review the Off-Site Levy bylaw to include incentives for development in high priority (A) growth areas

**Policy 2:** The Town **shall** rely on the high cost of development in low priority (C) growth areas to encourage development in medium (B) priority greenfield areas over low priority (C) greenfield areas

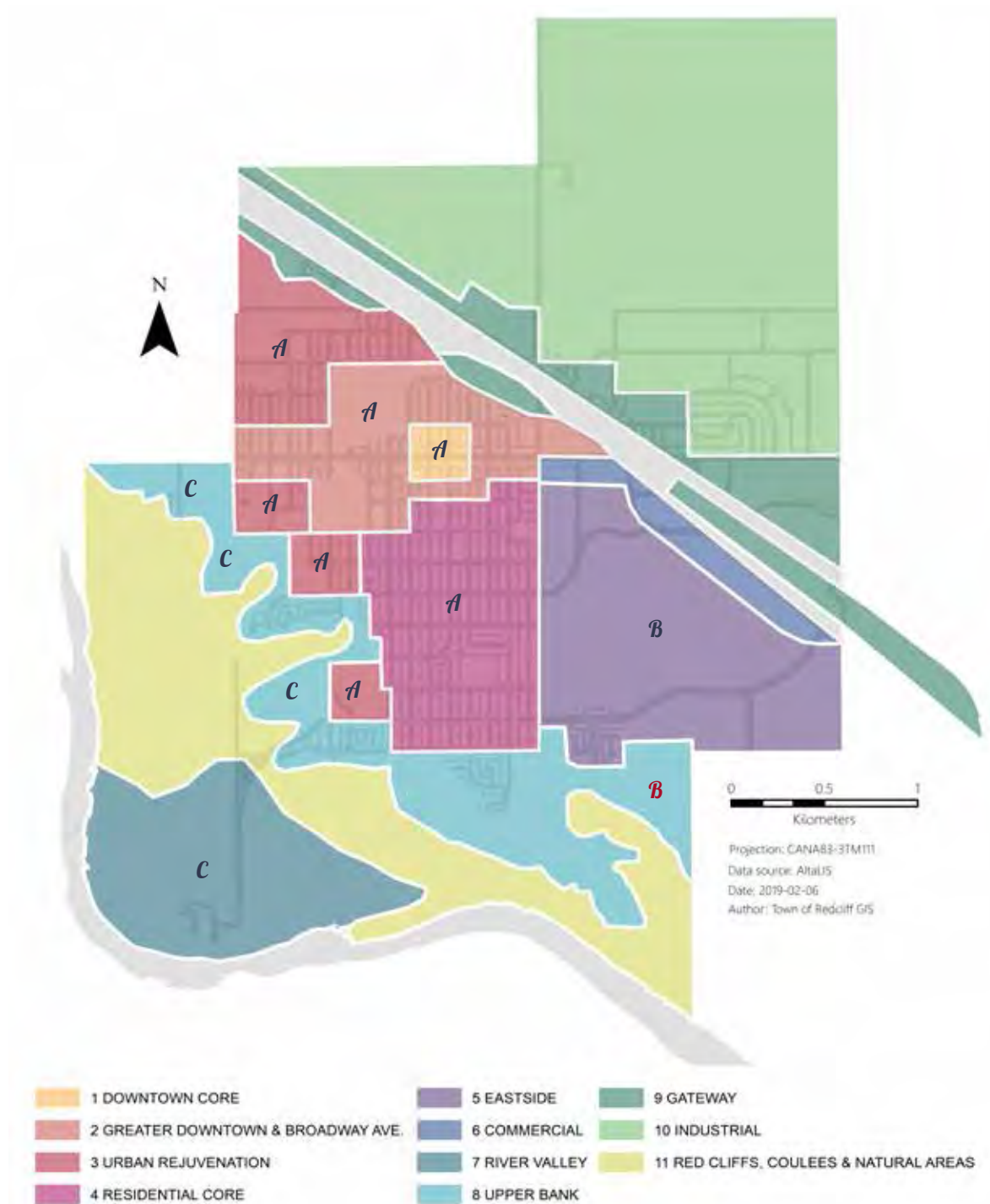
**NOTE:** medium and low priority growth areas may change if landowner or developer motivation leads to infrastructure and services in currently unserved areas.

**NOTE:** not all areas in Redcliff are identified on the maps as priority growth areas. Some land is designated as park and natural environment, or contains new development which will not be redeveloped for many years.

Priority	High (A)	Medium (B)	Low (C)
RESIDENTIAL	redevelopment and infill development in neighbourhoods 1 -4	new growth in neighbourhood 5 and eastern area of neighbourhood 8	new growth in neighbourhoods 7 and 8
COMMERCIAL	redevelopment and infill development in neighbourhoods 1, 2, 9	new growth in neighbourhood 6	new growth in the NW area of neighbourhood 9
INDUSTRIAL	redevelopment and infill development in neighbourhood 10	new growth in neighbourhood 10, in accordance with the Northside ASP	new growth further NW in neighbourhood 10, beyond the Northside ASP boundary

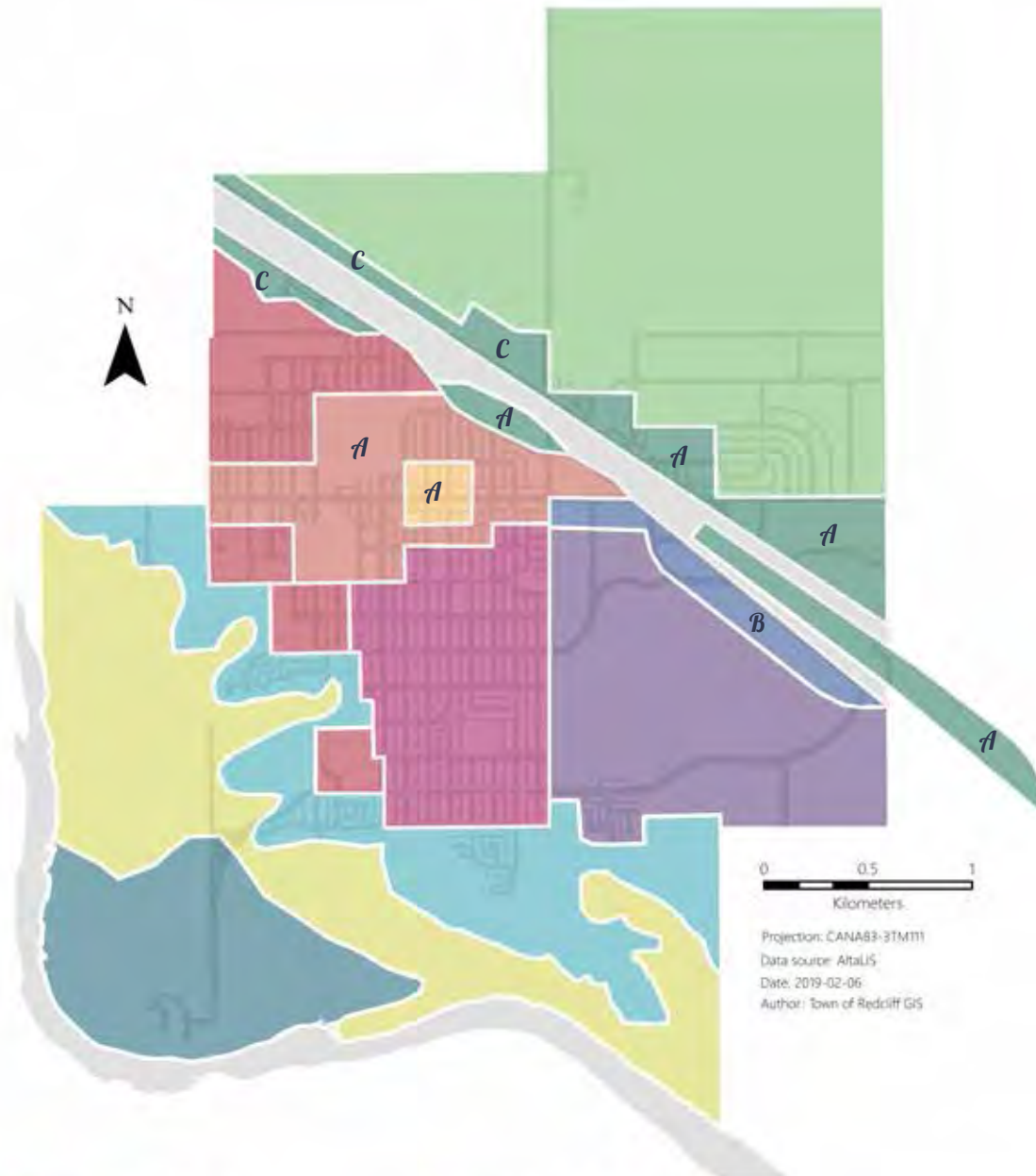
**NOTE:** neighbourhood growth defined as residential, commercial, and industrial defines the primary use of each neighbourhood, and does not mean other uses are not present at all. For example, neighbourhood 4 is indicated as a high priority residential growth area, but is not indicated as a high priority commercial growth area, though commercial developments may still be present.

# Residential Priority Growth Areas



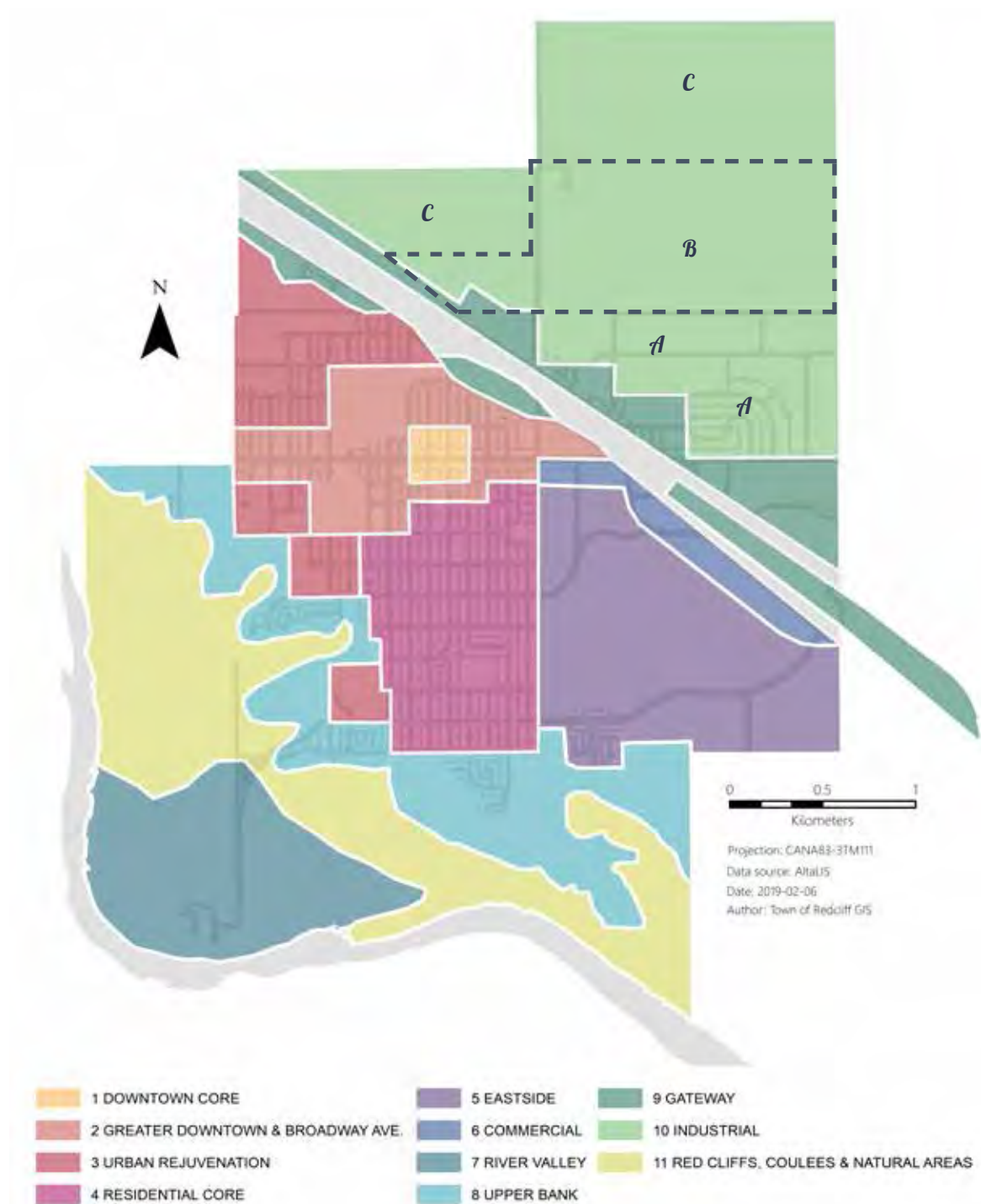


# Commercial Priority Growth Areas





# Industrial Priority Growth Areas



## 7.3 Progress Reporting

Progress reporting is necessary to ensure Redcliff's MDP stays on track to realize the community's vision. Minor amendments to MDP policies and the Implementation Framework Policy may arise out of the Progress Reports.

**Policy 1:** The Town **shall** prepare a Progress Report on the status and effectiveness of MDP policy implementation every 2 years

**Policy 2:** Administration **shall** present Progress Reports to Council for information and discussion

**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

## 7.4 Comprehensive Review

Comprehensive Review is necessary to ensure Redcliff's MDP remains relevant to the current state of the Town. Amendments to MDP goals, objectives, policies, and overall content may arise out of a Comprehensive Review. While the MDP sets direction for the next ~40 years based on the community's vision, the MDP is considered a living document and should be subject to review to reflect the current context of Redcliff. The intent and direction of the MDP should remain consistent over the life of the MDP; therefore, a Comprehensive Review should not significantly alter the vision and goals unless warranted by a major change in municipal context.

**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

**Policy 2:** Administration **shall** present Comprehensive Reviews to Council for information and discussion

**Policy 3:** Each Comprehensive Review **shall**:

- Consider the current socio-economic, population, and development context of the Town by containing an update of the Population Study, Economic Study, and Land Inventory supporting documents;
- Evaluate the Town's progress towards achieving the high level vision and goals;
- Assess the relevance of the MDP vision and goals;
- Take into account previous Progress Report recommendations which may or may not have led to MDP amendments; and
- Be posted on the Town website and available to the public

## 7.5 *Amendment*

Amendments to the MDP may be required from time to time to ensure the document remains relevant.

**Policy 1:** All amendments to the MDP **shall** follow the procedures outlined in the Municipal Government Act

**Policy 2:** Amendments to the MDP **shall** be justified based on:

- Results from a Progress Report or Comprehensive Review;
- Background information and supporting documents submitted by a landowner, business owner, resident, or their agent; or
- 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

**Policy 3:** MDP amendments **may** be initiated by:

- The Town;
- A land owner within Redcliff or their agent; or
- A resident or business owner in Redcliff or their agent



## *8.0 Appendices*

# 8.1 Definitions

The majority of definitions can be found in the outside margin of each page next to the policy where the word is found. The definitions listed below occur several times throughout the document.

**Town of Redcliff OR Town:** means the Municipal Corporation of the Town of Redcliff in the Province of Alberta. The Town of Redcliff differs from the community of Redcliff, which refers to residents, buildings, events, and places within Redcliff.

**Street:** means any street or avenue that typically functions as a thoroughfare for vehicles, pedestrians, cyclists and other forms of transportation, but may also be used as a public gathering place or event space. Street only refers to a specific street within the Town when capitalized and preceded by a name.



## 8.2 SSRP Alignment

NOTE: current to May 2018 amended version

SSRP Policy	Connected MDP Policy/Section
5.1 All land-use planners and decision-makers responsible for land-use decisions are encouraged to consider the efficient use of land principles in land-use planning and decision-making.	6.1.7 Policy 8; 6.1.8; 7.2 General Policies
5.2 Build awareness and understanding of the efficient use of land principle and the application of land-use planning tools that reduce the footprint of the built environment, how they might be applied and how their effectiveness would be measured over time with municipalities, landuse decisionmakers and land users, on both public and private lands.	6.1.5 Policy 7; 6.1.7 Policy 8; 6.1.8
8.1 Work together to achieve the shared environmental, economic and social outcomes in the <i>South Saskatchewan Regional Plan</i> and minimize negative environmental cumulative effects.	6.1.7 Objective 3
8.2 Address common planning issues, especially where valued natural features and historic resources are of interests to more than one stakeholder and where the possible effect of development transcends jurisdictional boundaries.	6.1.7 Objective 2
8.3 Coordinate and work with each other in their respective planning activities (such as in the development of plans and policies) and development approval processes to address issues of mutual interest.	6.1.7 Policy 11
8.4 Work together to anticipate, plan and set aside adequate land with the physical infrastructure and services required to accommodate future population growth and accompanying community development needs.	6.1.7 Policy 12
8.5 Build awareness regarding the application of land-use planning tools that reduce the impact of residential, commercial and industrial developments on the land, including approaches and best practices for promoting the efficient use of private and public lands.	6.1.5 Policy 7; 6.1.8 Objective 2
8.6 Pursue joint use agreements, regional service commissions and any other joint cooperative arrangements that contribute specifically to intermunicipal land-use planning.	6.1.7 Policy 13
8.7 Consider the value of intermunicipal development planning to address land use on fringe areas, airport vicinity protection plans or other areas of mutual interest.	6.1.7 Objective 2
8.8 Coordinate land-use planning activities with First Nations, irrigation districts, school boards, health authorities and other agencies on areas of mutual interest.	6.1.8 Objective 5
8.11 Provide an appropriate mix of agricultural, residential, commercial, industrial, institutional, public and recreational land uses; developed in an orderly, efficient, compatible, safe and economical manner.	6.1.8 Policy 6
8.12 Contribute to a healthy environment, a healthy economy and a high quality of life.	5.0
8.13 Provide a wide range of economic development opportunities, stimulate local employment growth and promote a healthy and stable economy. Municipalities are also expected to complement regional and provincial economic development initiatives.	6.1.2 Objective 1

SSRP Policy	Connected MDP Policy/Section
8.14 Feature innovative housing designs, range of densities and housing types such as mixed-use, cluster developments, secondary suites, seniors' centres and affordable housing. Provide the opportunity for a variety of residential environments which feature innovative designs and densities and which make efficient use of existing facilities, infrastructure and public transportation.	6.1.6 Policies 1 & 2
8.15 Minimize potential conflict of land uses adjacent to natural resource extraction, manufacturing and other industrial developments.	6.1.8 Policy 8
8.16 Minimize potential conflict of land uses within and adjacent to areas prone to flooding, erosion, subsidence, or wildfire.	6.2.8 Policy 1; 6.2.11 Policy 4
8.17 Complement their municipal financial management strategies, whereby land use decisions contribute to the financial sustainability of the municipality.	5.0; 6.1.5 Objective 3
8.18 Locate school and health facilities, transportation, transit and other amenities appropriately, to meet increased demand from a growing population.	6.1.3 Policy 10
8.19 Identify areas where agricultural activities, including extensive and intensive agricultural and associated activities, should be the primary land use in the region.	6.1.4 Policy 3; 6.1.7 Policy 12
8.20 Limit the fragmentation of agricultural lands and their premature conversion to other, non-agricultural uses, especially within areas where agriculture has been identified as a primary land use in the region. Municipal planning, policies and tools that promote the efficient use of land should be used where appropriate to support this strategy.	6.1.4 Policies 1 & 2
8.21 Employ appropriate planning tools to direct non-agricultural subdivision and development to areas where such development will not constrain agricultural activities, or to areas of lower-quality agricultural lands.	6.1.4 Policy 3
8.22 Minimize conflicts between intensive agricultural operations and incompatible land uses by using appropriate planning tools, setback distances and other mitigating measures.	6.1.4 Policy 3
8.23 Utilize or incorporate measures which minimize or mitigate possible negative impacts on important water resources or risks to health, public safety and loss to property damage due to hazards associated with water, such as flooding, erosion and subsidence due to bank stability issues, etc., within the scope of their jurisdiction.	6.2.7 Policies 4 & 5; 6.2.8 Policy 1
8.24 Incorporate measures in future land-use planning decisions to mitigate the impact of floods through appropriate flood hazard area management and emergency response planning for floods.	6.2.7 Policies 4 & 5; 6.2.8 Policy 1
8.25 Prohibit unauthorized future use or development of land in the floodway in accordance with the Flood Recovery and Reconstruction Act and the Floodway Development Regulation under development, which will control, regulate or prohibit use or development of land that is located in a floodway and define authorized uses.	6.2.7 Policies 4 & 5; 6.2.8 Policy 1

SSRP Policy	Connected MDP Policy/Section
8.26 Identify and consider, based on available information including information from the Government of Alberta, the values of significant water resources and other water features, such as ravines, valleys, riparian lands, stream corridors, lakeshores, wetlands and unique environmentally significant landscapes, within their boundaries.	6.1.9 Policies 3 & 9
8.27 Determine appropriate land-use patterns in the vicinity of these significant water resources and other water features.	6.2.7 Policies 4 & 5; 6.2.8 Policy 1
8.28 Consider local impacts as well as impacts on the entire watershed.	6.1.9 Policy 3
8.29 Consider a range of approaches to facilitate the conservation, protection or restoration of these water features and the protection of sensitive aquatic habitat and other aquatic resources.	6.1.9 Policies 2 - 4
8.30 Establish appropriate setbacks from waterbodies to maintain water quality, flood water conveyance and storage, bank stability and habitat.	6.1.7 Policy 7; 6.2.7 Policy 4
8.31 Assess existing developments located within flood hazard areas for long-term opportunities for redevelopment to reduce risk associated with flooding, including human safety, property damage, infrastructure and economic loss.	6.2.7 Policy 3
8.32 Facilitate public access and enjoyment of water features, to the extent possible.	6.2.7 Policy 2
8.33 Use available guidance, where appropriate, from water and watershed planning initiatives in support of municipal planning.	6.1.7 Policy 7
8.34 Identify significant historic resources to foster their preservation and enhancement for use and enjoyment by present and future generations.	6.1.1 Policy 11
8.35 Work toward the designation of Municipal Historic Resources to preserve municipally significant historic places.	6.1.1 Policies 12 & 14
8.36 Formulate agreements with the Ministry for development referrals to assist in the identification and protection of historic resources within the scope of their jurisdiction.	6.1.1 Policy 13
8.37 Identify the location, nature and purpose of key provincial transportation corridors and related facilities.	6.2.9 Policy 6
8.38 Work with the Ministry to minimize negative interactions between the transportation corridors and related facilities identified in accordance with strategy 8.37 above and the surrounding areas and land uses through the establishment of compatible land-use patterns.	6.2.9 Policy 6
8.39 Enter into highway vicinity agreements with the Ministry and employ appropriate setback distances and other mitigating measures relating to noise, air pollution and safety to limit access if subdivision and development is to be approved in the vicinity of the areas identified in accordance with 8.37 above.	6.1.8 Policy 9; 6.2.9 Policy 5

## 8.3 References

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# TOWN OF REDCLIFF

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March 12, 2019

City of Medicine Hat  
Planning & Development Services  
580 First Street SE  
Medicine Hat,  
Alberta T1A 8E6

**Attention: Kent Snyder, General Manager Planning & Development Services**

**RE: Town of Redcliff Draft Municipal Development Plan**

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With respect to your letter dated March 6, 2019 containing the City of Medicine Hat's comments on the proposed Town of Redcliff MDP, please see the below response from the Town of Redcliff.

The Town's report on population growth projections is available on our website at <https://redcliff.ca/wp-content/uploads/2018/12/Population-Report-FINAL.pdf>.

Updates to current servicing studies (Sanitary Master Plan, Water Master Plan, Transportation Master Plan, Stormwater Master Plan, etc.) to address the servicing needs indicated in the new Municipal Development Plan, and population projections, will be undertaken when the master plans for different services are updated.

The Town is undertaking efforts to determine the most financially viable solution to provide sanitary sewer services and will examine the costs of its own waste water treatment and disposal system as one possible option. One of the requirements with respect to an independent waste water treatment plant is sewage effluent discharge must be downstream of the City of Medicine Hat; therefore, the City of Medicine Hat's raw water quality will not be negatively impacted. The Town appreciates this requirement will very likely introduce extra costs to an independent waste water treatment project.

The Town is committed to improving its current stormwater outfalls when budgets permit and will require future stormwater outfalls to consider water quality and peak flow discharge to the South Saskatchewan River, with the goal of meeting Alberta Environment Guidelines. As is currently the case, the Town will continue to discharge stormwater to the South Saskatchewan River upstream of Medicine Hat.





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The Town looks forward to continuing discussions with the City on land use, the environment, transportation, regional trails, pedestrian bridges, cycling networks, open space, and shared boundary roads under ongoing intermunicipal collaboration discussions.

**James Johansen P.Eng.**

Director of Planning & Engineering

Direct: 403-548-9266 Fax: 403-548-6623

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DRAFT

## **TOWN OF REDCLIFF REQUEST FOR DECISION**

**DATE:** March 11, 2019

**PROPOSED BY:** Public Services Department

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

**PROPOSAL:** That Council consider giving second and third 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. To consider their requests, as well as align with the updated Cemetery Act, Administration has reviewed and updated the attached bylaw.

After first reading on February 25<sup>th</sup>, 2019, the suggested changes include more details regarding internment depth, updated section references, and the correction of grammatical or wording errors.

Internment depth is determined by the position of the plot, adjacent plots, adjacent monuments, and depths of frost. In addition, to ensure bank stability and prevent the possibility of damage to neighbouring plots and monuments within the tight confines of an individual plot, depths must be limited for both single and double depth internments to ensure opening and closing costs do not increase substantially, and damage to neighbouring plots is minimized wherever possible.

### **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. A) Councillor \_\_\_\_\_ moved Bylaw 1883/2019, being the Cemetery Bylaw be given second reading as amended.

B) Councillor \_\_\_\_\_ moved Bylaw 1883/2019, being the Cemetery Bylaw be given third reading.

SUBMITTED BY:



Department Head



Municipal Manager

**BYLAW NO. 1883/2019  
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) “~~C~~emetery” means land operated by and under the control of the Town which is set aside for, or used as a place for burial of dead human bodies, or in which dead human remains, including cremated human remains have been buried;
- d) “~~C~~olumbarium” means a structure designed for storing the ashes of dead human bodies and/or human remains that have been cremated. 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) “~~C~~remation ~~P~~lot” means the location where a cremated human body or remains are interred
- g) “cremated remains” means the incinerated 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 ~~who~~ the person that is responsible for maintaining the records for the cemetery, financial records and processes and facilitating cemetery operations and maintenance;

- j) "Field of Honour" means the area of the Cemetery reserved for burial of former members of His/Her Majesty's Armed Forces;
- k) "interment" means the placing of remains or cremated remains.
- l) "licensee" means a person that acquires burial rights for one or more Plot(s) within the Cemetery;
- m) "lot" shall mean an area encompassing three (3) single grave sites (plots) or nine (9) cremation sites (cremation plots).
- n) "marker" means a temporary locating device to indicate location of grave until a Monument is installed;
- 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) "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
- t) "remains" means a dead human body or other human 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 the Province of Alberta statute to inter deceased Person(s);
- w) "Vveteran" 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 sStatutory hHoliday or cCivic hHoliday 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**

- 10. 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 the historical purchase price when the plot was originally purchased 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 its 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 historical purchase price when the plot was originally purchased less a 10% administration fee, however the Town is not required to repurchase said Plot.

#### 11. 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 ~~the Director~~ 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 ~~the~~ 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.

~~k)~~ Single depth interments shall be dug to a minimum of 1.8m. 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;

- ~~l)~~ m)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.

Double depth interments will be dug to a minimum of 2.1m. 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 (~~10.5/2~~) 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.

- ~~n)m)~~ 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.

## 12. Scattering of Cremated remains

- a) Cremated remains may be scattered as follows:

- i. ~~Redcliff~~ The Town allows the scattering of cremated remains on town owned property. 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~~ in regard to the scattering of cremated remains on private, provincial or federal lands. Permission and information must be sought from the applicable authority.

## 13. 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.

## 14. 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. 143(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 it 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 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 the 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 their last known 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 their 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.

15. 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 fifteen (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.

#### 16. 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 cannot 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**

17. 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 ~~V~~veteran is buried in the ~~C~~cemetery, and at some time thereafter the ~~V~~veteran decides not to be buried in this ~~C~~cemetery, the ~~V~~veteran or the ~~V~~veteran's estate will be responsible for and bear the expense of removing the cremated remains of the spouse from the ~~C~~cemetery prior to the date determined by the Town-of-Redcliff. Should the spouse be interred prior to the ~~V~~veteran, the ~~V~~veteran will be required to

sign a prepared form acknowledging their acceptance of the terms in Section 6-4 16.

18. All Monuments to be located in the Field of Honour will be as per regulations established under Section 1~~43~~ of this Bylaw.
19. 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's ~~of Redcliff~~ Fees Rates and Charges Bylaw.

## **MEMORIAL BENCHES**

20. 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 shall be identified as per "Appendix D" ~~see attached.~~
  - c) Lions Park bench sites will require review and approval by the President of the Redcliff Lions Club and the appropriate Director.
21. Application and ~~Ce~~osts
  - a) Persons requesting to have a memorial bench installed 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.
22. 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 the bench for a period of ten (10) years. After expiry of ten years, the town has the discretion to remove the bench.
  - ~~e)~~ An additional maintenance period can be purchased at the discretion of the Director and current Cemetery fees, rates, and charges.

## **VIOLATION AND SEVERABILITY**

23. 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, ~~the said person~~ ~~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.

- 24. 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.
- 25. 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**

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

#### **REPEAL OF BYLAWS**

- 27. Bylaw No. 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. -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. 1883/2019 (CEMETERY BYLAW)  
Section ~~119(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 (CEMETERY BYLAW)  
Section 108 (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. 1883/2019 (CEMETERY BYLAW)**



APPENDIX "E"  
TOWN OF REDCLIFF BYLAW NO. 1883/2019(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. 1883/2019 (CEMETERY BYLAW)  
Section ~~1745~~

**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 ~~1745~~ of the Town of Redcliff Cemetery Bylaw No.1883/2019. Further that I accept the terms in Section ~~1745~~ of the Town of Redcliff Cemetery Bylaw No. 1883/2019 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:** March 11, 2019

**PROPOSED BY:** Legislative & Land Services

**TOPIC:** Bylaw 1859/2018 Road Closure Bylaw (portion of 2<sup>nd</sup> Ave SW)

**PROPOSAL:** To give 3 Readings to Bylaw 1884/2019 a bylaw to amend Bylaw 1859/2018, Road Closure Bylaw

---

**BACKGROUND:**

Redcliff Town Council gave 2<sup>nd</sup> and 3<sup>rd</sup> readings to Bylaw 1859/2018 Road Closure Bylaw (portion of 2<sup>nd</sup> Ave SW) on June 25, 2018. The Bylaw was sent to the applicant's representative for further processing and registration at land titles. Land titles has rejected the description as included in the bylaw. Thus, the description has been revised and a revision bylaw is proposed to amend the description.

**POLICY / LEGISLATION:**

Section 22, Municipal Government Act  
Section 63 (2) (i), Municipal Government Act

**STRATEGIC PRIORITIES:** N/A

**ATTACHMENTS:**

Bylaw 1884/2019, a bylaw to amend Road Closure Bylaw 1859/2018

**OPTIONS:**

1. To give 3 reading to Bylaw 1884/2019, a bylaw to amend Bylaw 1859/2018, Road Closure Bylaw (portion of 2<sup>nd</sup> Ave SW).
2. To not give 3 reading to Bylaw 1884/2019, a bylaw to amend Bylaw 1859/2018, Road Closure Bylaw (portion of 2<sup>nd</sup> Ave SW).

**RECOMMENDATION:**

Option 1.

**SUGGESTED MOTION(S):**

1. Councillor \_\_\_\_\_ moved Bylaw 1884/2019 a bylaw to amend Bylaw 1859/2018, Road Closure Bylaw (portion of 2<sup>nd</sup> Ave SW) be given first reading.
2. Councillor \_\_\_\_\_ moved Bylaw 1884/2019 a bylaw to amend Bylaw 1859/2018, Road Closure Bylaw (portion of 2<sup>nd</sup> Ave SW) be given second reading.

3. Councillor \_\_\_\_\_ moved Bylaw 1884/2019 a bylaw to amend Bylaw 1859/2018, Road Closure Bylaw (portion of 2<sup>nd</sup> Ave SW) be presented for third reading.
4. Councillor \_\_\_\_\_ moved Bylaw 1884/2019 a bylaw to amend Bylaw 1859/2018, Road Closure Bylaw (portion of 2<sup>nd</sup> Ave SW) be presented for third reading.

*Must be unanimous to be presented for third reading.*

SUBMITTED BY:

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

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

**TOWN OF REDCLIFF  
BYLAW NO. 1884/2019**

**A BYLAW OF THE TOWN OF REDCLIFF IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AMENDING BYLAW 1859/2018, A BYLAW FOR THE CLOSING AND DISPOSING OF A PORTION OF A PUBLIC HIGHWAY.**

**WHEREAS** the Municipal Government Act, Chapter M26.1, Revised Statutes of Alberta 2000, as amended and Section 63(2)(i) permits changes to the substance of the bylaw to bring out more clearly what is considered to be the meaning of Bylaw 1859/2018.

**WHEREAS** the Council of the Town of Redcliff desires to revise the description of the Lanes, Roads and Streets to be closed described in Bylaw 1859/2018.

**NOW THEREFORE** the Council of the Town of Redcliff in the Province of Alberta enacts as follows:

That Bylaw 1859/2018, for the purpose of closing and disposing of a portion of a public highway be amended as follows:

The legal description of Bylaw 1859/2018 is described as:

PLAN 1117V  
THAT PORTION OF 2<sup>ND</sup> AVENUE SW LYING WEST OF LOT 47, BLOCK 34, PLAN 121 2279 AND EAST OF A STRAIGHT LINE BETWEEN THE NORTHEAST CORNER OF LOT 20, BLOCK 34, PLAN 1117V AND THE SOUTHEAST CORNER OF LOT 31, BLOCK 63, PLAN 141 2047.

All within the NW 1/4 Sec.8 Twp.13 Rge.6 W4M.

The legal description is amended in Bylaw 1884/2019 by changing the legal description and is described as:

PLAN 1117V  
THAT PORTION OF 2<sup>ND</sup> AVENUE SW LYING WEST OF LOT 47, BLOCK 34, PLAN 121 2279 AND EAST OF THE NORTHERLY PRODUCTION OF THE WEST BOUNDARY OF LOT 43, BLOCK 34, PLAN 941 2360

WITHIN THE NW ¼ SECTION 8 TOWNSHIP 13 RANGE 6 W4MERIDIAN

CONTAINING 0.094 HECTARES (0.231 ACRES) MORE OR LESS

The revised description is shown on the attached Schedule "A".

This Bylaw shall come into force and effect on the date of final passing.

Received first reading this \_\_\_\_\_ day of \_\_\_\_\_, 2019

Received second reading this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

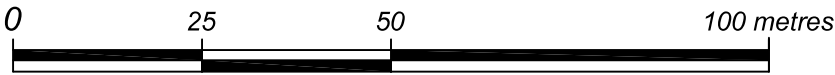
Received third reading and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

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

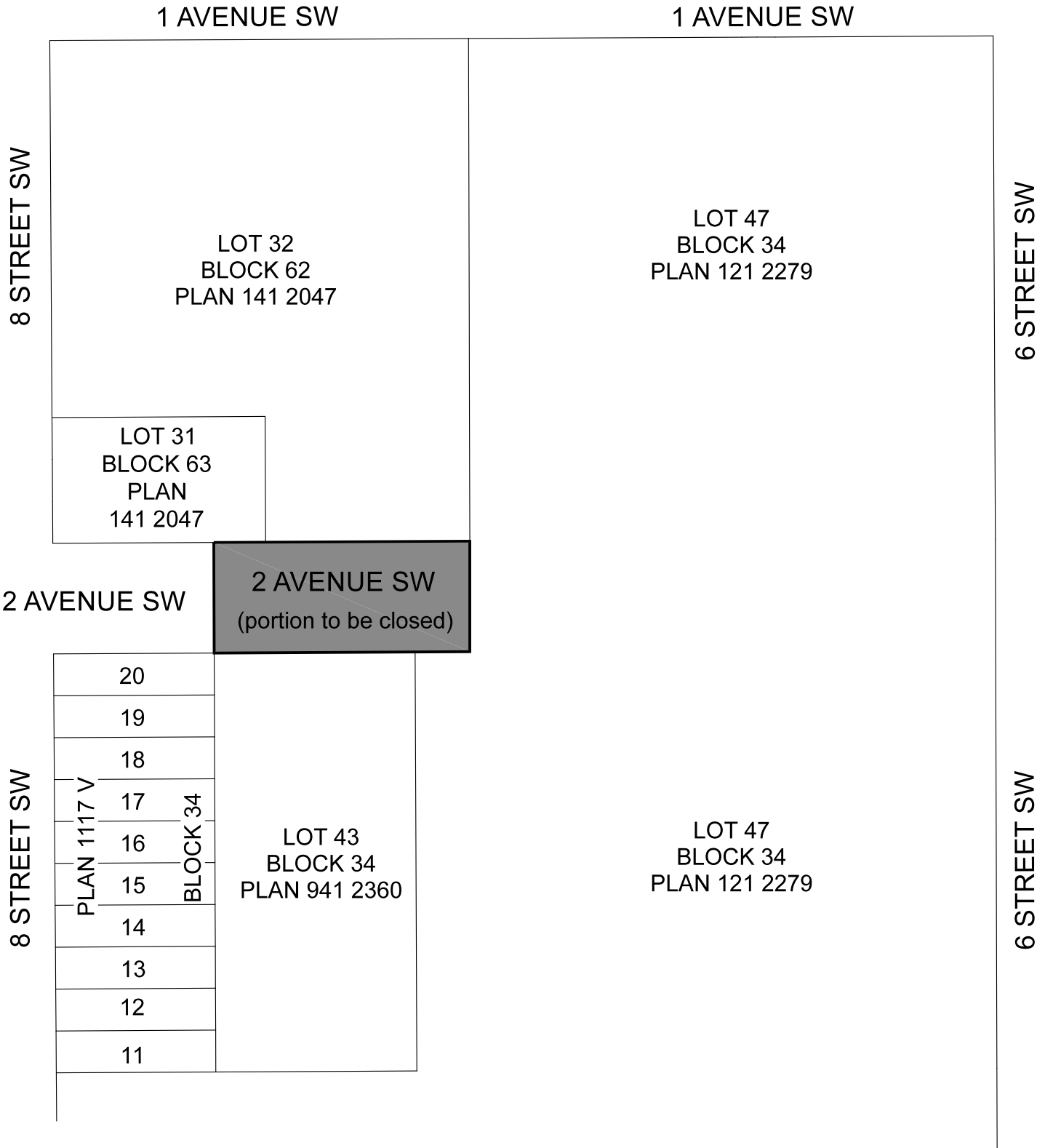
"SCHEDULE A"

PLAN SHOWING  
ROAD CLOSURE  
WITHIN  
NW 1/4 SEC.8 TWP.13 RGE.6 W4M.



SCALE 1:1000

TOWN OF REDCLIFF



LEGAL DESCRIPTION:

PLAN 1117 V  
THAT PORTION OF 2ND AVENUE SW LYING WEST OF LOT 47, BLOCK 34, PLAN 121 2279 AND EAST OF THE NORTHERLY PRODUCTION OF THE WEST BOUNDARY OF LOT 43, BLOCK 34, PLAN 941 2360.  
WITHIN THE NW 1/4 SECTION 8 TOWNSHIP 13 RANGE 6 W4M  
CONTAINING 0.094 HECTARES (0.231 ACRES) MORE OR LESS



Benchmark Geomatics Inc.  
Unit 102, Westside Common  
#2201 Box Springs Boulevard NW  
Medicine Hat, AB T1C 0C8  
Phone (403)527-3970 Fax (403)527-3908

FILE NO. 17080429
SCALE: 1:1000
DATE: MAR. 28/18
DRAWN BY: CLF
CHECKED BY: AJT



**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** March 11<sup>th</sup>, 2019

**PROPOSED BY:** Community & Protective Services

**TOPIC:** Redcliff and District Recreation Services Board Bylaw

**PROPOSAL:** To repeal Bylaw 1193/1999 Redcliff and District Recreation Services Board Bylaw

---

**BACKGROUND:**

It has come to the attention of Administration that Bylaw 1853/2018 Redcliff and District Recreation Committee Bylaw that was passed at the January 8<sup>th</sup>, 2018 Council Meeting omitted repealing the previous Redcliff and District Recreation Services Board Bylaw (Bylaw No 1193/1999).

**POLICY / LEGISLATION:**  
N/A

**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:**

Proposed Bylaw 1885/2019

**OPTIONS:**

1. To adopt Bylaw 1885/2019 to repeal Redcliff and District Recreation Services Board Bylaw 1193/1999.

**RECOMMENDATION:**

Option 1

**SUGGESTED MOTION(S):**

1. A) Councillor \_\_\_\_\_ moved Bylaw 1885/2019, a Bylaw to repeal Bylaw 1193/1999 Redcliff and District Recreation Services Board Bylaw, be given first reading.

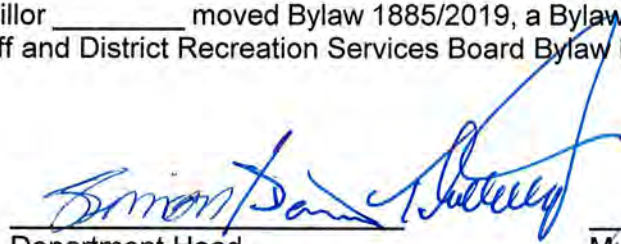
B) Councillor \_\_\_\_\_ moved Bylaw 1885/2019, a Bylaw to repeal Bylaw 1193/1999 Redcliff and District Recreation Services Board Bylaw be given second reading.


C) Councillor \_\_\_\_\_ moved Bylaw 1885/2019, a Bylaw to repeal Bylaw 1193/1999 Redcliff and District Recreation Services Board Bylaw be presented for third reading.

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

D) Councillor \_\_\_\_\_ moved Bylaw 1885/2019, a Bylaw to repeal Bylaw 1193/1999 Redcliff and District Recreation Services Board Bylaw be given third reading.

SUBMITTED BY:

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

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

**TOWN OF REDCLIFF  
BYLAW NO. 1885/2019**

**A BYLAW TO AUTHORIZE THE MUNICIPAL COUNCIL OF THE TOWN OF REDCLIFF TO REPEAL BYLAW NO. 1193/1999 BEING THE REDCLIFF AND DISTRICT RECREATION SERVICES BOARD BYLAW.**

**WHEREAS** the Town of Redcliff desires to repeal Bylaw No. 1193/1999 being the Redcliff and District Recreation Services Board Bylaw.

**WHEREAS** the Town of Redcliff adopted Bylaw 1853/2018 being Redcliff and District Recreation Committee Bylaw which omitted repealing Bylaw No. 1193/1999 being the Redcliff and District Recreation Services Board Bylaw.

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

That Town of Redcliff Bylaw No. 1193/1999 is hereby repealed upon third and final reading of this Bylaw.

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  
& LAND SERVICES**

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** March 11, 2019

**PROPOSED BY:** Finance and Administration

**TOPIC:** Agricultural Improvement Assessment Exemption

**PROPOSAL:** To continue absorbing the loss into the farm land assessment class

---

**BACKGROUND:**

Prior to the 2018 tax year, agriculture improvements that qualified as farm buildings were exempt from municipal property taxation for 50% of the improvement-based assessment.

*"The following are exempt from taxation under Division 2 of Part 10 of the Act...any farm building in a city, town, village or summer village to the extent of 50% of its assessment." s. 22©, Matters Relating to Assessment and Taxation Regulation (MRAT), 220/2004*

New changes to MRAT for the 2018 tax year increased this exemption amount to 60% with an additional 10% each subsequent year until 100% exemption is reached for the 2022 tax year.

*"The following are exempt from taxation under Division 2 of Part 10 of the Act...any farm building in a city, town, village, to the extent of*

- (i) 60% of its assessment for the 2018 taxation year,*
- (ii) 70% of its assessment for the 2019 taxation year,*
- (iii) 80% of its assessment for the 2020 taxation year,*
- (iv) 90% of its assessment for the 2021 taxation year, and*
- (v) 100% of its assessment for the 2022 taxation year and all subsequent taxation years.*
- (vi) S. 30(f), Matters Relating to Assessment and Taxation Regulation, 2018, 203/2017.*

The greenhouse improvement-based assessments total approximately \$20,621,250 (2017 taxation year). At 50% exemption, only \$10,310,450 is liable for municipal property taxes. Calculated at a non-residential mill rate of 12.949, this equates to approximately \$133,514.50 in municipal taxes (2017 tax year).

Over the next five tax years (2018 – 2022), the tax revenue from the greenhouse improvements will decrease 20% per year (10% of 50%) until this reaches \$0. Assuming this revenue stays constant, the legislative change will result in an estimated loss in municipal taxes of \$26,702.91 per year (based on the 2017 non-res mill rate).

To accommodate the loss of the tax revenue in the 2018 taxation year, the estimated loss was incorporated into the Farmland assessment, which increased the tax rate from 12.949 to 18.3528. Prior to 2017, Farmland had the same tax rate as the Non-Residential. In the 2019 budget, the estimated loss will further be included in the Farmland tax levy.

General Municipal	2018 Budgeted Tax Levy	Increased Tax Levy	2017 Assessment	2018 Tax Rate	2019 Ratio Residential
Residential	2,657,549.00	39,357.83	2,696,906.83	498,313,450.00	
No-residential	2,508,653.00	37,152.71	2,545,805.71	197,009,090.00	12.9223
Farm land	102,083.00	39,357.83	141,440.83	5,562,270.00	25.4288
Machine & Equipment	98,423.00	1,457.83	99,880.83	12,780,250.00	4.6985
	5,366,708.00	117,326.00	5,484,034.00	713,665,060.00	

Alberta Municipal Affairs has confirmed that a 5:1 ratio does not apply to the farm land assessment class. It is explicitly for the non-residential/residential tax rates.

### **POLICY / LEGISLATION:**

Excerpt from "Exemptions – Farm Buildings" under Matters Relating to Assessment and Taxation Regulation (MRAT), AR203 /2017" - Regulations made under Municipal Government Act - Division 2 of Part 10

### **OPTIONS:**

The following three options are presented for Council to consider. In the three options, the 2018 tax rates are used to demonstrate each of the given policy option scenario results.

#### **Option 1: Continue to absorb the loss into the farm land assessment class**

The vast majority of farm land is contained to the greenhouses which makes this a very viable option as the tax burden would remain with the greenhouse properties. It is important to note that there are six non-greenhouse parcels under the farm land class.

Roll	2018 Assessment	2018 Taxes (Muni Only)	2022 Taxes (Muni Only)	\$ Increase
230100	2,980	\$54.69	\$112.20	\$57.50
230200	4,280	\$78.55	\$161.14	\$82.59
230700	8,020	\$147.19	\$301.95	\$154.76
261000	6,340	\$116.36	\$238.70	\$122.34
915900	9,350	\$171.60	\$352.02	\$180.42
9174801	1,960	\$35.97	\$73.79	\$37.82

Although there will be tax increases to the very small minority non-greenhouse farm land properties, the dollar amounts are very minor (a 2022 approximate combined total of \$1,239.80) as the properties have relatively low assessments. Attachment 2 illustrates the locations of farm land assessment in Redcliff. This option essentially requires horticultural properties, which are typically highly intensive users of municipal services, to continue paying municipal property taxes at current levels. This option is viewed by Administration as both viable and favorable.

#### **Option 2: Shift the loss equally between the farm land and the residential**

This option is to shift the loss equally between the farm land and the residential properties, this would increase the proportionate percentage of the farm land from 1.9% to 2.15% and the proportionate percentage of the residential from 49.52% to 49.77%. It results in an estimated

13.1% increase in the farm land mill rate from 18.3528 to 20.7648 and an 0.5% increase in the estimated residential mill rate from 5.3331 to 5.3600.

This option is feasible as the burden would be shared between the residential and farm land properties. The residential tax burden would be on the lower end while the non-residential would be on the higher end.

If this shift is continued through the subsequent three tax years (2020, 2021, and 2022), an additional 0.75 (0.25% per year) would be shifted to the farm land and the same for the residential. In 2022, the proportionate percentage of farm land tax would increase to 2.9% (1.9%+1%) and the residential at 50.52% (49.5% + 1%). This would result in an increase of 52.6% to the farm land mill rate from 18.3528 to 28.0011 and a 2.0% increase to the residential mill rate from 5.3331 to 5.4407.

### **Option 3: A Business Tax Bylaw**

This option is to pass a business tax bylaw which taxes all businesses in Redcliff, only to exempt all businesses except farm buildings.

This is also a viable option and a one for one recovery in lost taxes from the same improvements. However, this option requires additional administration resources year over year and could have a negative perception and reception with ratepayers as it would clearly be "targeting" specific improvements. Further implementation of this option will also likely require additional resources as it relates to legal review and subsequent administrative implementation and ongoing monitoring to ensure consistent accuracy.

### **STRATEGIC PRIORITIES:**

N/A

### **ATTACHMENTS:**

1. 2019 Farm Building Exemptions – Tax Policy Recommendation – Prepared by: Lance Wehlage, AMAA
2. Farmland Assessment Overview Map (2017 Assessment – for 2018 Taxation Year)

### **RECOMMENDATION:**

Option 1

### **SUGGESTED MOTION(S):**

1. Councillor \_\_\_\_\_ moved that the loss of farmland building tax revenue continue to be absorbed into the farm land assessment class through to 2022 and continually from that point on.
2. Councillor \_\_\_\_\_ moved that the loss of farmland building tax revenue be split equally between the farm land and the residential assessment classes.



3. Councilor \_\_\_\_\_ moved that a Business Tax Bylaw be drafted to exempt all businesses except farm buildings in an effort to recover the deficient agricultural assessment tax revenue.

**SUBMITTED BY:**

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

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



#4, 320 W T Hill Blvd S  
Lethbridge, AB T1J 4W9  
Ph: (403) 381-0535  
Fax: (403) 381-1596

E: [Lance@benchmarkassessment.ca](mailto:Lance@benchmarkassessment.ca)

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## 2019 Farm Building Exemptions Tax Policy Recommendation

Prepared by: Lance Wehlage, AMAA

# 1. Assessment Shift to Exempt

---

- [1.1] For the 2019 tax year, farm buildings will receive another 10% exemption amounting to 2,113,200 in assessment. The total loss in municipal taxes using the 2018 non-residential tax rate is \$26,908.85.

$$12.7337 \div 1,000 \times 2,113,200 = \$26,908.85$$

- [1.2] Last year, the increase in exemption was absorbed into the farm land assessment class resulting in a significant increase to the tax rate. Since the farm land class represents less than 1% of the total taxable assessment base, additional shifts will continue to have sizable increases to the tax rate.

For this reason, it is important to explore potential tax policy options as the taxable portion of the farm buildings will continue to be phased out over the next few years.

- [1.3] Initially, there were some concerns about whether the 5:1 ratio applies to the farm land assessment class. Municipal Affairs confirmed that the 5:1 ratio is explicitly for the non-residential / residential tax rates. There are no legislative restrictions on the farm land tax rate.
- [1.4] I believe there to be three clear options which I will discuss and provide potential impacts.
- *Option 1:* continue to absorb the loss into the farm land assessment class
  - *Option 2:* split the loss over both the farm land and residential assessment classes
  - *Option 3:* create a business tax bylaw

## 2. Option #1: Farm land

---

- [2.1] One way to absorb the loss is to change tax policy. A review of the 2018 tax rate bylaw reveals that the existing tax policy is proportioned as follows:

$$\textit{Residential} = \$2,657,549 \div \$5,366,708 = 49.5\%$$

$$\textit{Farm land} = \$102,083 \div \$5,366,708 = 1.9\%$$

$$\textit{Non-Residential} = \$2,508,653 \div \$5,366,708 = 46.7\%$$

$$\textit{Machinery \& Equipment} = \$98,423 \div \$5,366,708 = 1.8\%$$

- [2.2] To demonstrate the appropriate percentage shift, the total loss of \$26,908.85 is divided by the tax revenue of \$5,366,708:

$$\$26,908.85 \div \$5,366,708 = 0.50\%$$

- [2.3] The first option is to shift the loss to the farm land increasing the proportionate percentage from 1.9% to 2.4%. To determine the impact on mill rates, the 2018 tax rate bylaw figures are used. As shown in table 1, this shift will result in a 26.3% increase in the farm land mill rate from 18.3528 to 23.1769.

See Table 1 – Tax Rate Impact with Shift to Farm land

Table 1 - Tax Rate Impact with Shift to Farm land

<b>2018 Tax Rate Bylaw</b>						
<u>Assessment Class</u>	<u>Tax Levy</u>	<u>Assessment</u>	<u>% of Total</u>	<u>Mill Rate</u>	<u>Tax Policy</u>	
R	\$ 2,657,549	\$ 498,313,450	69.8%	5.3331	49.5%	
F	\$ 102,083	\$ 5,562,270	0.8%	18.3528	<b>1.9%</b>	
NR	\$ 2,508,653	\$ 197,009,090	27.6%	12.7337	<b>46.7%</b>	
M&E	\$ 98,423	\$ 12,780,250	1.8%	7.7012	1.8%	
Totals	\$ 5,366,708	\$ 713,665,060				

<b>2018 Tax Rate Bylaw with Shift in Tax Policy</b>						
<u>Assessment Class</u>	<u>Tax Levy</u>	<u>Assessment</u>	<u>% of Total</u>	<u>Mill Rate</u>	<u>% Change</u>	<u>Tax Policy</u>
R	\$ 2,657,549	\$ 498,313,450	69.8%	5.333		49.5%
F	\$ 128,917	\$ 5,562,270	0.8%	23.1769	<b>26.3%</b>	<b>2.4%</b>
NR	\$ 2,481,819	\$ 194,895,890	27.3%	12.734	<b>0.0%</b>	<b>46.2%</b>
M&E	\$ 98,423	\$ 12,780,250	1.8%	7.7011		1.8%
Totals	\$ 5,366,708	\$ 711,551,860				

<b>Impact</b>				
<u>Roll # / Civic Address</u>	<u>2018 Tax Year Assessment</u>	<u>2018 Tax</u>	<u>Tax (After Shift)</u>	<u>% Change</u>
Non-Residential 0214600 1901 Dirkson Dr NE	4,129,000	\$ 52,577.45	\$ 52,578.69	<b>0.0%</b>
Farm land 0230100 1100 Broadway Ave SE	2,980	\$ 54.69	\$ 69.07	<b>26.3%</b>

- [2.4] If this shift is continued through the subsequent three tax years (2020, 2021, and 2022), an additional 1.5% (0.5% per year) would be shifted to the farm land. In 2022, the proportionate percentage of farm land tax would increase to 3.9%. This would result in an increase of 105.1% to the farm land mill rate from 18.3528 to 37.6495.

See Table 2 – Tax Rate Impact with Shift to Farm land (2022 tax year)

- [2.5] The majority of farm land is contained to the greenhouses which makes this a very attractive option as the tax burden would remain with greenhouse properties. It is important to note that there are six non-greenhouse parcels under the farm land class. Under this option, the municipal taxes for these six parcels will more than double over the next four years. The example below again uses the 2018 tax rate bylaw figures to demonstrate the impact.

<u>Roll</u>	<u>2018 Assessment</u>	<u>2018 Taxes (Muni Only)</u>	<u>2022 Taxes (Muni Only)</u>	<u>\$ Increase</u>
230100	2,980	\$54.69	\$112.20	\$57.50
230200	4,280	\$78.55	\$161.14	\$82.59
230700	8,020	\$147.19	\$301.95	\$154.76
261000	6,340	\$116.36	\$238.70	\$122.34
9153900	9,350	\$171.60	\$352.02	\$180.42
9174601	1,960	\$35.97	\$73.79	\$37.82



Table 2 - Tax Rate Impact with Shift to Farm land (2022 tax year)

<b>2018 Tax Rate Bylaw</b>						
<u>Assessment Class</u>	<u>Tax Levy</u>	<u>Assessment</u>	<u>% of Total</u>	<u>Mill Rate</u>	<u>Tax Policy</u>	
R	\$ 2,657,549	\$ 498,313,450	69.8%	5.3331	49.5%	
F	\$ 102,083	\$ 5,562,270	0.8%	18.3528	<b>1.9%</b>	
NR	\$ 2,508,653	\$ 197,009,090	27.6%	12.7337	<b>46.7%</b>	
M&E	\$ 98,423	\$ 12,780,250	1.8%	7.7012	1.8%	
Totals	\$ 5,366,708	\$ 713,665,060				

<b>2018 Tax Rate Bylaw with Shift in Tax Policy</b>						
<u>Assessment Class</u>	<u>Tax Levy</u>	<u>Assessment</u>	<u>% of Total</u>	<u>Mill Rate</u>	<u>% Change</u>	<u>Tax Policy</u>
R	\$ 2,657,549	\$ 498,313,450	70.7%	5.3331		49.5%
F	\$ 209,417	\$ 5,562,270	0.8%	37.6495	<b>105.1%</b>	<b>3.9%</b>
NR	\$ 2,401,319	\$ 188,556,290	26.7%	12.7352	<b>0.0%</b>	<b>44.7%</b>
M&E	\$ 98,423	\$ 12,780,250	1.8%	7.7012		1.8%
Totals	\$ 5,366,708	\$ 705,212,260				

<b>Impact</b>				
<u>Roll # / Civic Address</u>	<u>2018 Tax Year Assessment</u>	<u>2018 Tax</u>	<u>Tax (After Shift)</u>	<u>% Change</u>
Non-Residential 0214600 1901 Dirkson Dr NE	4,129,000	\$ 52,577.45	\$ 52,583.64	<b>0.0%</b>
Farm land 0230100 1100 Broadway Ave SE	2,980	\$ 54.69	\$ 112.20	<b>105.1%</b>

### 3. Option #2: Farm land / Residential

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- [3.1] The second option is to shift the loss equally between the farm land and the residential increasing the proportionate percentage of the farm land from 1.9% to 2.15% and the proportionate percentage of the residential from 49.52% to 49.77%. To determine the impact on mill rates, the 2018 tax rate bylaw figures are used. As shown in table 3, this shift will result in a 13.1% increase in the farm land mill rate from 18.3528 to 20.7648 and an 0.5% increase in the residential mill rate from 5.3331 to 5.3600.

**See Table 3 – Tax Rate Impact with Shift Equally Split**

I believe the residential assessment class to be an ideal candidate to share the burden. In comparison to similar municipalities, the residential tax burden appears to be on the lower end while the non-residential is on the higher end.

- [3.2] If this shift is continued through the subsequent three tax years (2020, 2021, and 2022), an additional 0.75% (0.25% per year) would be shifted to the farm land and the same for the residential. In 2022, the proportionate percentage of farm land tax would increase to 2.9% and the residential at 50.52%. This would result in an increase of 52.6% to the farm land mill rate from 18.3528 to 28.0011 and an 2.0% increase to the residential mill rate from 5.3331 to 5.4407.

**See Table 4 – Tax Rate Impact with Shift Equally Split (2022 tax year)**

Table 3 - Tax Rate Impact with Shift Equally Split

<b>2018 Tax Rate Bylaw</b>						
<u>Assessment Class</u>	<u>Tax Levy</u>	<u>Assessment</u>	<u>% of Total</u>	<u>Mill Rate</u>	<u>Tax Policy</u>	
R	\$ 2,657,549	\$ 498,313,450	69.8%	5.3331	49.52%	
F	\$ 102,083	\$ 5,562,270	0.8%	18.3528	<b>1.90%</b>	
NR	\$ 2,508,653	\$ 197,009,090	27.6%	12.7337	<b>46.7%</b>	
M&E	\$ 98,423	\$ 12,780,250	1.8%	7.7012	1.8%	
Totals	\$ 5,366,708	\$ 713,665,060				

<b>2018 Tax Rate Bylaw with Shift in Tax Policy</b>						
<u>Assessment Class</u>	<u>Tax Levy</u>	<u>Assessment</u>	<u>% of Total</u>	<u>Mill Rate</u>	<u>% Change</u>	<u>Tax Policy</u>
R	\$ 2,670,966	\$ 498,313,450	69.8%	5.36	<b>0.5%</b>	49.77%
F	\$ 115,500	\$ 5,562,270	0.8%	20.7648	<b>13.1%</b>	<b>2.15%</b>
NR	\$ 2,481,819	\$ 194,895,890	27.3%	12.734	<b>0.0%</b>	<b>46.2%</b>
M&E	\$ 98,423	\$ 12,780,250	1.8%	7.7011		1.8%
Totals	\$ 5,366,708	\$ 711,551,860				

<b>Impact</b>				
<u>Roll # / Civic Address</u>	<u>2018 Tax Year Assessment</u>	<u>2018 Tax</u>	<u>Tax (After Shift)</u>	<u>% Change</u>
Residential 0130736 105 3 St NW	212,000	\$ 1,130.62	\$ 1,136.32	<b>0.5%</b>
Non-Residential 0214600 1901 Dirkson Dr NE	4,129,000	\$ 52,577.45	\$ 52,578.69	<b>0.0%</b>
Farm land 0230100 1100 Broadway Ave SE	2,980	\$ 54.69	\$ 61.88	<b>13.1%</b>

Table 4 - Tax Rate Impact with Shift Equally Split (2022 tax year)

<b>2018 Tax Rate Bylaw</b>						
<u>Assessment Class</u>	<u>Tax Levy</u>	<u>Assessment</u>	<u>% of Total</u>	<u>Mill Rate</u>	<u>Tax Policy</u>	
R	\$ 2,657,549	\$ 498,313,450	69.8%	5.3331	<b>49.52%</b>	
F	\$ 102,083	\$ 5,562,270	0.8%	18.3528	<b>1.90%</b>	
NR	\$ 2,508,653	\$ 197,009,090	27.6%	12.7337	<b>46.7%</b>	
M&E	\$ 98,423	\$ 12,780,250	1.8%	7.7012	1.8%	
Totals	\$ 5,366,708	\$ 713,665,060				

<b>2018 Tax Rate Bylaw with Shift in Tax Policy</b>						
<u>Assessment Class</u>	<u>Tax Levy</u>	<u>Assessment</u>	<u>% of Total</u>	<u>Mill Rate</u>	<u>% Change</u>	<u>Tax Policy</u>
R	\$ 2,711,216	\$ 498,313,450	69.8%	5.4407	<b>2.0%</b>	<b>50.52%</b>
F	\$ 155,750	\$ 5,562,270	0.8%	28.0011	<b>52.6%</b>	<b>2.90%</b>
NR	\$ 2,401,319	\$ 188,556,290	26.4%	12.7352	<b>0.0%</b>	<b>44.7%</b>
M&E	\$ 98,423	\$ 12,780,250	1.8%	7.7011		1.8%
Totals	\$ 5,366,708	\$ 705,212,260				

<b>Impact</b>				
<u>Roll # / Civic Address</u>	<u>2018 Tax Year Assessment</u>	<u>2018 Tax</u>	<u>Tax (After Shift)</u>	<u>% Change</u>
Residential 0130736 105 3 St NW	212,000	\$ 1,130.62	\$ 1,153.43	<b>2.0%</b>
Non-Residential 0214600 1901 Dirkson Dr NE	4,129,000	\$ 52,577.45	\$ 52,583.64	<b>0.0%</b>
Farm land 0230100 1100 Broadway Ave SE	2,980	\$ 54.69	\$ 83.44	<b>52.6%</b>

## 4. Option #3: Business Tax

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- [4.1] The third option is to pass a business tax bylaw which taxes all businesses in Redcliff, only to exempt all businesses except farm buildings. I believe this to be a viable option and a one-for-one recovery in lost taxes from the same improvements. However, this option requires additional administration year over year and could have a negative reception with ratepayers as it would clearly be “targeting” specific improvements.

## 5. Recommendation

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- [5.1] I would favor options 1 and 2 over a business tax bylaw. The additional administration and the negative perception are drawbacks which would give the other decisions stronger weighting.

Although there is plenty of room to shift the tax burden into the residential, I feel the main objective in this exercise is to ultimately end up with a scenario which creates the least amount of impact on the assessment base as a whole. In my opinion, option 1 is the clear choice. There will be large tax increases to the non-greenhouse farm land, however, the dollar amounts are relatively minor. Lastly, there could be some concern with the optics of having a large mill rate for farm land in comparison to the other classes, but due to the Redcliff's unique and distinguishable features (ie – Greenhouses) I believe this to be a non-issue.

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** March 11, 2019

**PROPOSED BY:** Legislative & Land Services

**TOPIC:** Encroachment Permit Application – Lot 15, Block 1, Plan 7911064 (1601 Broadway Ave E)

**PROPOSAL:** To enter into an Encroachment Agreement with 1193565 BC Ltd.

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**BACKGROUND:**

An Encroachment Permit Application has been received from Niblock & Company LLP acting on behalf of 1193565 BC Ltd. the owners of 1601 Broadway Ave E (Lot 15, Block 1, Plan 7911064). The Real Property Report provided indicates that a sign encroaches into Broadway Avenue SE by as much as 0.70 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 0.31 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 immediate need for the sign to be moved. However, future road improvements may make it necessary for the sign to be moved. Any upgrading to the sign or changes to the sign that require a development permit will trigger Planning and Engineering to require the sign be moved.

It should be noted that during a review of the property file it was noted that a Development Permit (07-DP-207) for the free-standing sign was approved by the Municipal Planning Commission on December 19, 2007 with conditions. The conditions of the Development Permit were:

1. The development must meet all requirements of the Land Use Bylaw;
2. The Development Officer shall ensure that the signage does not interfere with the traffic line of sight.

The submitted site plan shows that the sign would be entirely inside the property lines.



**ATTACHMENTS:**

- Encroachment Permit Application
- Bylaw 1751/2013

**OPTIONS:**

1. To enter into an encroachment agreement with 1193565 BC Ltd. of 1601 Broadway Ave E (Lot 15, Block 1, Plan 7911064).
2. To not enter into an encroachment agreement with 1193565 BC Ltd. of 1601 Broadway Ave E (Lot 15, Block 1, Plan 7911064).


**RECOMMENDATION:**


Option 1.

**SUGGESTED MOTION:**

Councillor \_\_\_\_\_ moved that the Municipal Manager be authorized to sign an encroachment agreement 1193565 BC Ltd. of 1601 Broadway Ave E (Lot 15, Block 1, Plan 7911064).

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

  
Department Head

  
Municipal Manager

**SCHEDULE "A"**

**TOWN OF REDCLIFF  
ENCROACHMENT PERMIT**

I, 1193565 BC Ltd. owner of the property legally described as Lot(s) 15, Block 1, Plan 7911064, 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 1601 Broadway Ave E, Redcliff, Alberta T0L2P0 legally described as: Lot(s) 15, Block 1, Plan 7911064, do, in fact, encroach upon a portion of Broadway Avenue SE, Redcliff, Alberta 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

# Alberta Land Surveyor's Real Property Report

Date of Survey: January 25, 2019

To: Niblock & Company L.L.P.  
 #420 MacLeod Trail SE, Medicine Hat  
 (Client File No. 55992-008/RBM/kd)

Re: Lot 15, Block 1, Plan 791 1064  
 #1601 Broadway Avenue SE, Redcliff  
 (Dan-Jane Ventures Ltd.)

## TITLE INFORMATION:

TITLE NUMBER: 051 439 019 DATE OF TITLE SEARCH: JAN. 10/2019  
 PROPERTY IS SUBJECT TO:  
 NO SPATIAL REGISTRATIONS

## CERTIFICATION:

I hereby certify that this Report, which includes the attached plan 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 and 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 (MSP), and the 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 with the exception of the encroachment noted on Page 2.
3. No visible encroachments exist on the property from any improvements situated on any adjoining property.
4. No visible encroachments exist on registered easements or rights-of-way affecting the extent of property.

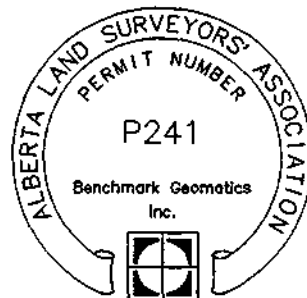
## PURPOSE:

This report and related plan have been prepared for the benefit of the Property owner, subsequent owners and any of their agents for the purpose of land conveyance, support of a subdivision application, a mortgage application, a submittal to the municipality for compliance certificate, etc. Copying is permitted only for the benefit of these parties and only if the plan remains attached. Where applicable, registered easements and utility rights-of-way affecting the extent of the property have been shown on the attached plan. Unless shown otherwise, property corner markers have not been placed during the survey for this report. The attached plan should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user. The information shown on the Real Property Report reflects the status of this property as of the date of the survey only. Users are encouraged to have the Real Property Report updated for future requirements.

This document is not valid unless it bears an original signature (in blue) and a Benchmark Geomatics Inc. (P241) permit stamp (in red).

Dated at Medicine Hat, Alberta,  
 this 28th day of January, 2019.

  
 Alberta Land Surveyor  
 Adam J. F. Thompson, A.L.S.  
 (copyright reserved)



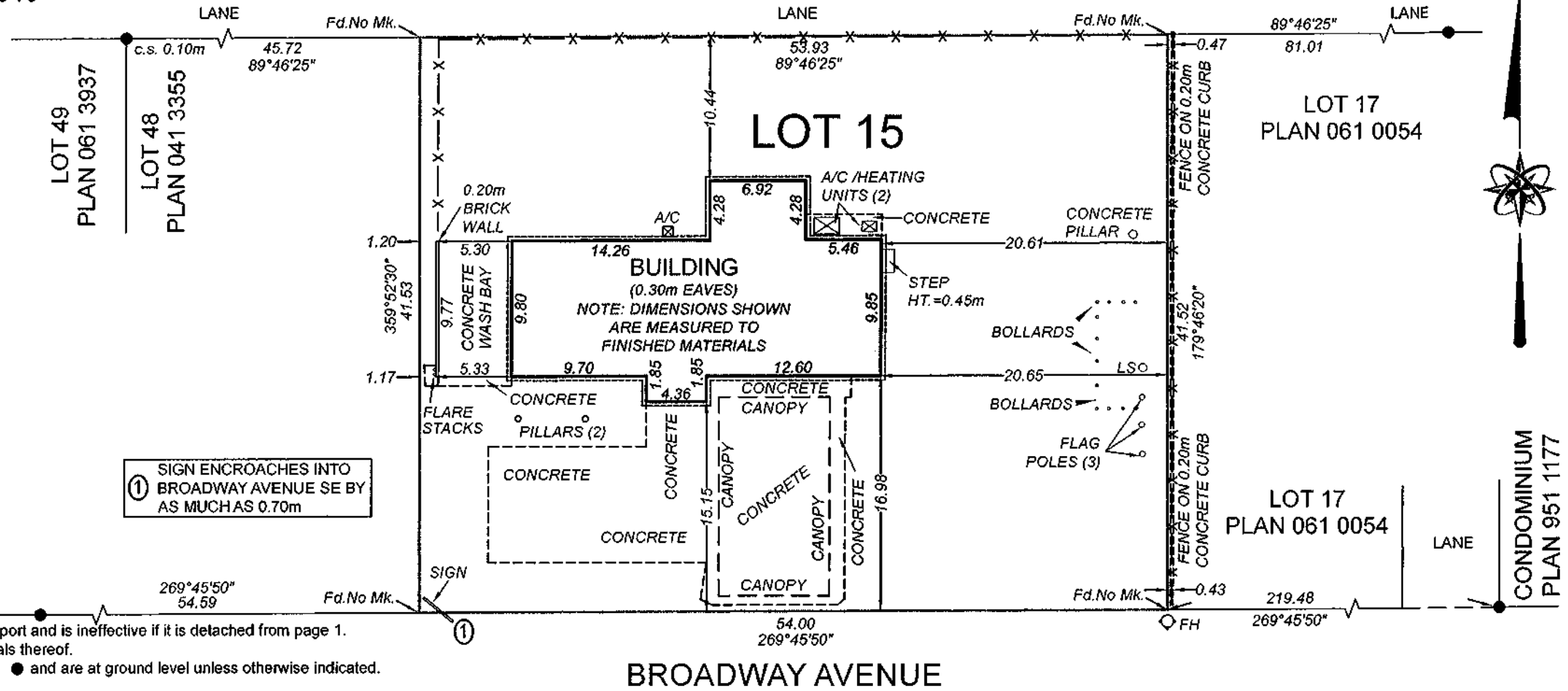
**Benchmark Geomatics Inc.**  
 Unit 102, Westside Common  
 #2201 Box Springs Boulevard NW  
 Medicine Hat, AB T1C 0C8  
 Phone (403) 527-3970 Fax (403) 527-3908

© Copyright 2019 Adam J. F. Thompson A.L.S.

FILE NO. 19010014

DRAWN BY: CLF

Address: #1601 Broadway Avenue SE, Redcliff  
 Legal Description: Lot 15, Block 1, Plan 791 1064  
 Date: January 28, 2019  
 Scale 1:400



① SIGN ENCROACHES INTO BROADWAY AVENUE SE BY AS MUCH AS 0.70m

NOTE:  
 SOME GROUND LEVEL FEATURES MAY NOT BE LOCATED AND SHOWN ON THIS PLAN DUE TO SNOW COVER AT TIME OF SURVEY.

Percent Coverage:  $\frac{299.06 \text{ m}^2}{2240.63 \text{ m}^2} = 13.35\%$



**Benchmark Geomatics Inc.**  
 Unit 102, Westside Common  
 #2201 Box Springs Boulevard NW  
 Medicine Hat, AB T1C 0C8  
 Phone (403)527-3970 Fax (403)527-3908

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FILE NO. 19010014

DRAWN BY: CLF



MAR 06 2019

Corey Popick and Curtis Richter  
Redcliff Cypress County Regional Landfill Authority  
Box 40 - 3rd St NE  
T0J 2P0  
Redcliff, AB

Dear Corey Popick and Curtis Richter:

This is to follow-up on the approval-in-principle email sent to you on February 18, 2019.

Congratulations on the successful approval-in-principle of the Redcliff Cypress Regional Organic Diversion Program at the Regional Landfill project in Redcliff, Alberta, under the Low Carbon Economy Fund Challenge – Champions stream. Federal funding of this project will be up to \$1,388,377 of the total eligible project costs.

The funding agreement, when signed, represents the final step in the federal approval of the project and will outline in detail the conditions under which federal funding will be provided. Eligible costs, as determined under terms and conditions of the Champions stream, can only be incurred and reimbursed as of the date when the last party signs the funding agreement. The funding agreement must be signed by all parties within 45 business days of the date of receiving the funding agreement.

The attached Annex A provides some of the standard requirements that will be incorporated into the funding agreement.

Thank you for your collaboration to date and we look forward to continuing to work together to conclude a funding agreement for this project.

Sincerely,

Jesse Fleming  
Executive Director, Low Carbon Economy Fund  
Pan-Canadian Framework Implementation Office  
Environment and Climate Change Canada

Attachment (1): Annex A – Select standard requirements to be incorporated into the funding agreement



## **Annex A**

### **Select standard requirements to be incorporated into the funding agreement**

Standard requirements as part of the funding agreement will include, but not be limited to, the following:

- The successful recipient must demonstrate that it has secured the funds necessary to complete the project within 45 business days of the effective date of the funding agreement;
- The successful recipient must provide verified cost estimates as well as cash flows and schedules broken down by fiscal year for all project components;
- Any costs incurred prior to signature of the funding agreement are ineligible for reimbursement;
- Any costs associated with a contract that has been executed prior to signature of the funding agreement are ineligible for reimbursement;
- Regardless of the outcome of any of the project tendering processes, any cost overruns, any costs associated with funding shortfalls, any costs incurred beyond March 31, 2022, any costs related to the on-going operation and maintenance of the project, and any otherwise ineligible costs, will be the responsibility of the recipient;
- Within a prescribed time of the effective date of the funding agreement, the recipient agrees to produce and erect temporary signage at each of the project sites acknowledging the federal government's contribution to the project, the costs of which will be an eligible cost under the funding agreement. The signage will be produced in accordance with the design requirements to be provided by the Government of Canada, will be at least equivalent in size and prominence to other partners' project signage and remain in place until 90 days after the project is completed; and
- The recipient will fulfill, where applicable, the requirements of the *Canadian Environmental Assessment Act 2012* and the requirements for Aboriginal consultations pursuant to judicial interpretation of section 35 of the *Constitution Act, 1982*, and will ensure that the project does not begin prior to confirmation by Environment and Climate Change Canada that these requirements are met.



ALBERTA  
CULTURE AND TOURISM

*Office of the Minister  
MLA, Calgary-Cross*

RECEIVED

MAR 04 2019

TOWN OF REDCLIFF

His Worship Dwight Kilpatrick  
Mayor  
Town of Redcliff  
PO Box 40  
Redcliff AB, T0J 2P0

Dear His Worship Kilpatrick:

As Minister of Culture and Tourism responsible for sport in Alberta, I am pleased to invite your community to submit a bid to host either the 2022 Alberta Winter Games or the 2022 Alberta Summer Games. A brochure with background information and details on how to apply is enclosed.

I encourage your community to strongly consider this invitation and the many benefits that can result from hosting this event. The economic benefits associated with hosting the Alberta Winter or Summer Games, along with the legacy of developing an experienced base of volunteers, has proven to be outstanding. The successful host municipality is offered the opportunity to showcase its community and talents to approximately 3,000 participants from all regions of the province, along with numerous spectators and special guests. Communities with populations of less than 10,000 are encouraged to collaborate with neighbouring communities to submit a joint bid.

The community awarded a 2022 Alberta Games will receive base financial support for operational, cultural, and legacy aspects of the Games. A Guidelines for Communities Bidding to host the 2022 Alberta Winter or Summer Games document is available from the Alberta Sport Connection upon request. In addition, Alberta Sport Connection staff are available to provide assistance in preparing your bid. For more information, please contact Ms. Suzanne Becker at 403-297-2709, toll-free by first dialing 310-0000 or email [suzanne.becker@albertasport.ca](mailto:suzanne.becker@albertasport.ca).

Best regards,

Ricardo Miranda  
Minister

Enclosure



# 2022 ALBERTA WINTER & SUMMER GAMES



## FOR BID GUIDELINES

Please contact

Alberta Sport Connection  
620 – 615 Macleod Trail SE  
Calgary, AB T2G 4T8

T 403.297.2909 F 403.297.6669  
E [suzanne.becker@albertasport.ca](mailto:suzanne.becker@albertasport.ca)

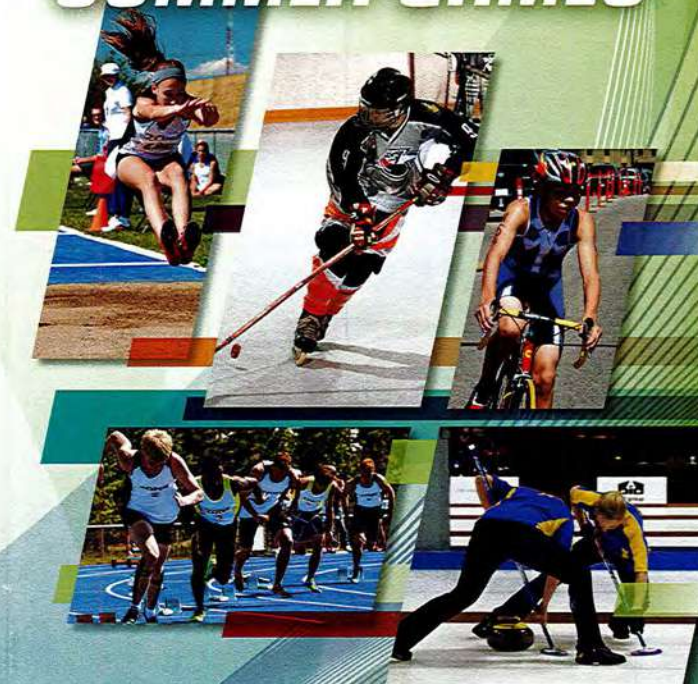


[www.albertasport.ca](http://www.albertasport.ca)

Alberta  Government

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

# 2022 ALBERTA WINTER & SUMMER GAMES



ALBERTA  
SPORT  
Connection





The Honourable  
**RICARDO MIRANDA**  
Minister of Culture & Tourism  
Responsible for Sport

*extends an invitation  
to communities in Alberta  
to bid to host the*

**2022 ALBERTA  
WINTER GAMES  
FEBRUARY 2022  
&  
2022 ALBERTA  
SUMMER GAMES  
JULY 2022**

The Alberta Games are a significant amateur sport and cultural event in our province, providing many benefits to both the host community and to the thousands of Albertans who participate at the local, zone and provincial level.

The Alberta Games have been awarded to communities of all sizes, located throughout the province. Interested communities must be capable of feeding and accommodating approximately 3,000 athletes, coaches and technical officials. Municipalities with populations less than 10,000 are encouraged to join together with neighbouring communities to submit a joint bid.

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For more information visit [www.albertasport.ca](http://www.albertasport.ca)

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## **GRANT FUNDING**

Operating Grant	\$ 300,000
Cultural Grant	\$ 70,000
Legacy Grant	\$ 50,000
	<b>\$ 420,000</b>

## **IMPORTANT DEADLINES**

A letter of interest to host the 2022 Summer Games, together with a letter of support from Municipal or Band council must be received by **April 12, 2019**.

Completed bids must be received by the Alberta Sport Connection no later than **June 3, 2019**.



# TOWN OF REDCLIFF MUNICIPAL MANAGER REPORT TO COUNCIL

*March 11, 2019*

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# MUNICIPAL MANAGER

## Ongoing Projects

- Continued work and coordination with regard to ICF. Met multiple times with CMH and CC administration to prepare for ICF Steering Committee meetings (Steering committee meetings now occur monthly with the working group and project managers meeting multiple times between the monthly steering committee mtgs).
  - Preparation of meeting notes and review of committee minutes etc...
- Working with Redcliff Fibre (Certainteed) to obtain required lands for 3<sup>rd</sup> and 3<sup>rd</sup> lift station attenuation project. Purchase agreement has now been provided to property owner. Subdivision of lands has proceeded and are awaiting some signatures from the landowner.
- Responding to, in coordination with Planning and Engineering, developer inquiries.
- Working through final stages of cell tower lease agreement. This agreement has been executed with some initial discussion beginning on another existing agreement in Town.
- Working with CPS in developing a bylaw enforcement escalation process guide (the principle being progressive based measures with reasonable timeframes).
- Assisted with staff and union consultation regarding proposed employee benefits package. Now working with staff to implement (Implementation is now expected in May).
- Research regarding municipal tax policy; primarily with regard to the most effective way forward in dealing with recent changes to agricultural assessment improvement exemptions. The Town's contract assessor has been very helpful in providing useful information, legislation interpretation, and some potential options that could be considered moving forward. The relevant request for decision will be placed before Town Council at their March 11, 2019 Regular Council Meeting.

## Ongoing Day to Day Responsibilities

- Legal files continue to require large amounts of time (it is recognised that this responsibility is oft repeated; however, it is the current reality and diverts resources away from regular operations and important projects).
- Council meeting preparation and Request for Decision Review and drafting.
- Responding to media inquiries and fulfilling communications officer role duties.
- HR functions represent a significant portion of the municipal manager regular work week (40%-50% weekly). The most recent wave of turnover has been recruited with efforts now focused on onboarding and training of new employees. Recruitment continues to occupy much of administration's time.
- Correspondence with CUPE ongoing (ie. development of letters of understanding so that collective agreement reconciles with new employment standards that have recently changed).
- Reviewing and signing off on procedures as they are updated.
- Responding to councillor inquiries, and providing update, as they arise.
- Attended a municipal legal emerging trends seminar hosted by Brownlee LLP (law firm that practises municipal law). There was significant focus on municipal procurement processes and the relevant trade agreements and newest methods. There was also some focus on the industry standard regarding land development and amount of security municipalities should obtain – the minimum recommended was 100% of the development project value.

- Responding to information requests (ie. FOIP requests) as they arise.

## **COMMUNITY & PROTECTIVE SERVICES**

### **Parks, Recreation and Facilities**

#### *Rec-Tangle:*

- Complete ice maintenance as necessary at rec-tangle.
- Continue ice operations.
- Implement dressing room assignment program.
- Quick repairs to boards and ice, arena operational 1 ½ days after incident (Job well done by staff) Sunday and Monday morning user groups affected with re-imbursement or credit applied to accounts.

#### *Facilities:*

- Complete building inspections and perform minor repairs as necessary.
- Continue winter checks on unoccupied buildings.
- Continue project planning and scheduling for season.
- Continue with asset management program setup.
- Complete snow clearing operations as necessary.
- Bathroom renovations downstairs in Town Hall began on Monday March the 4<sup>th</sup>. A 5-week completion timeframe is anticipated. Upstairs bathrooms to follow immediately after the completion of downstairs.

#### *Parks:*

- Continue with project planning for summer months.
- Help Public Services with snow removal operations when necessary.

#### *Other:*

- Sent out call back letters for Parks and Pool summer staff.

### **FCSS, Community Services and Special Events**

- Attended Dr.Phil McRae presentation planning meeting at AHS.
- Attended monthly PLAY Partnership.
- Presented Youth Centre with Random Act of Kindness, collaboration with DREAMS.
- Helped with Family Day Skate presented by LIONS.
- Completed new Redcliff Resources guide to be distributed and placed on bathroom stalls.
- Updated FCSS brochure.
- Met with Medicine Hat Stampede office re: Musical Ride Event, July 2019.
- Met with M.H. Youth Centre and Redcliff Youth Centre reps re: Musical Ride Event.
- Mailed invitations and prepared tickets for Volunteer/Citizen of the year celebration.
- Submitted Co-op Community Spaces grant (RecTangle basketball Court).
- Submitted Community Foundations Grant (Library Bike Lending project).
- In conjunction with McMann Parent link, hosted weekly play groups.
- Hosted various cultural, recreational and preventative programming such as:
  - Family Fun Night – Valentines Decorations
  - Kids Cooking Class – Cupcakes
  - Community Kitchen

- Family Day Skate
- Babysitting Course
- Growing Up Digital presentation
- Home Alone Course
- Pink Shirt Anti Bullying
- Attended monthly DREAMS meeting.
- Attended Full Emergency Management Exercise - ESS objectives meeting.
- Received assistance with Social Media Scheduling from Library representative.
- Collaborated with AHS, Dreams and Youth Centre to bring Dr. McRae presentation to Redcliff, 250+ people in attendance.
- Met with client(s) needing connection to resource (food bank, Alberta Works, AISH, Community Housing).
- Bookings for programming ongoing.
- Bookings for Ice, ball diamonds, swimming lessons, ongoing.
- Continued facility bookings for private events.
- Completed AR requests for previous month.
- Pulled reports from RecDesk system for payment transfers.
- Weekly Commentator/Redcliff Reports updated and sent out.
- Weekly updates completed on Electronic Sign.
- Input new programming into Rec Desk.

### **Bylaw and Protective Services**

- Assisting Snow Removal Crews on Broadway Ave.
- The RCMP and Redcliff Bylaw have been actively involved in an ongoing neighbour dispute between two rate payers. The RCMP and Bylaw have held a mediation with the parties, and we appear to have limited success.
- Ensuring the residents continue to maintain their sidewalks.
- The parking issue in the 1400 block of Highway Ave S.E. is ongoing and continually monitored.
- Unsightly properties in the South East area have been an ongoing issue.
- Updated and distributed the Town's Municipal Emergency Management Plan.
- Continued preparation for implementation of Health and Safety Program.
- Continued AEMA's Community Emergency Management Program (CEMP).
- Attended Full Scale Emergency Exercise Planning with regional partners.
- Developed a Volunteer Firefighter Attendance, Training, and Competency Policy.
- Developing a plan to utilize lamResponding for fire services as a more comprehensive records management program.

## Count of Incident Types

Incident Type	Count
BYLAWS : ASSIST MVC	1
BYLAWS : ASSIST OTHER DEPT	4
BYLAWS : BUSINESS LICENSE : NEW BUSINESS LICENSE	6
BYLAWS : DOG : AT LARGE	2
BYLAWS : DOG : AT LARGE : DOG	1
BYLAWS : DOG : CHECK ON WELL BEING OF DOG/S	1
BYLAWS : DOG : FAILURE TO HAVE CURRENT LICENSE	2
BYLAWS : DOG : FAILURE TO HAVE CURRENT LICENSE : DOG	1
BYLAWS : DOG : IMPOUNDED	2
BYLAWS : DOG : IMPOUNDED : DOG	1
BYLAWS : GARBAGE : DEPOSIT HAZARDOUS WASTE	1
BYLAWS : STREET : NON-PERMITTED USE OF STREET	1
BYLAWS : STREET : NON-PERMITTED USE OF STREET : DEPOSIT SNOW ONTO ROAD	1
BYLAWS : STREET : NON-PERMITTED USE OF STREET : PLACING MATERIAL IN GUTTER FOR RAMP	1
BYLAWS : STREET : PROTECTION/ MAINTENANCE OF SIDEWALKS	3
BYLAWS : STREET : PROTECTION/ MAINTENANCE OF SIDEWALKS : FAILURE TO CLEAR SNOW / ICE / DIRT FROM SIDEWALK	12
BYLAWS : STREET : PROTECTION/ MAINTENANCE OF SIDEWALKS : ICE OR SNOW ON WALK	2
BYLAWS : TRAFFIC : ASSIST OTHER DEPT	4
BYLAWS : TRAFFIC : PARKING	10
BYLAWS : TRAFFIC : PARKING : PARKING MV IN EXCESS OF SPECIFIED TIME	2
BYLAWS : TRAFFIC : STOPPING / STANDING / PARKING : PARKING A TRAILER ON A HWY	2
BYLAWS : TRAFFIC : STOPPING / STANDING / PARKING : PARKING MV ON HWY >72HRS	1
BYLAWS : TRAVIS PERMITS	2
<b>Total:</b>	<b>63</b>

## **PUBLIC SERVICES**

### **Department**

- Preparing diversion water license transfer documents for Alberta Environment and Parks
- Public Tenders for General Contractor, Operations Building, Earthworks, Dome Tent at Landfill facility
- Beginning detailed design for the next landfill cell
- Prepare construction management documents
- Prepare project management documents
- Transfer Site, Scale System, and Operations Building design assistance and budget tracking
- 3<sup>rd</sup> St NE initial road design for spring construction
- Worked with Engineering for the 4<sup>th</sup> St SE water and sewer upgrades
- Drainage review and initial assessments 8<sup>th</sup> St SW and 3<sup>rd</sup> Ave SW intersection
- Landfill Annual Report
  - Submit by 04/30, 2019

### **Water and Sewer Utilities**

Utility Services have:

- Completed several locate requests
- Completed water treatment daily duties
- Completed repairs in the water Plant
- Weekly water testing
- Pre/Post construction inspections for new housing developments
- Completed daily inspections of sewer lifts
- Installed Radio Read meters
- Helped with snow clearing
- Finished complete water analysis for water treatment plant and distribution system
- Repaired or replace water meters
- Completed Meter Reading
- Completed a full inspection of the raw water intake with contracted divers

### **Municipal Works**

Municipal Works have:

- Conducted various Funeral interments
- Flooded out door rink
- Bin placements/pickups as needed
- Repair garbage can lids (on going)
- Repair water leak at 17 6<sup>th</sup> Street NW
- Fix various signs around town



- Sanded Roads as needed
- Hauled snow from arena
- Cleared sidewalks of snow
- Snow clearing and hauling of snow
- Repaired water leak at 101 2<sup>nd</sup> Street NE
- Repaired Water leak at 510 3<sup>rd</sup> Street SE
- Cleaned up alleys of garbage around bins
- Cleaned up shop
- Cleaned vehicles
- Scraped ice build up off roads coming off green houses
- Started flooding outdoor rink
- Operations Supervisor attendant a Public Works Supervisor Course in Lethbridge Part 2
- Investigate water pressure at 430 2<sup>nd</sup> Street SE
  - Installed new 1" service line
- Repaired Water Leak at 514 5<sup>th</sup> Street SE
- Repaired Water leak at 909 3<sup>rd</sup> Street SW
- Worked on hydrant leak at 3<sup>rd</sup> SW and 9<sup>th</sup> Ave SW

## Landfill

Landfill staff have:

- Picked garbage inside landfill and in neighboring field after a wind event (on going)
- Clean scales (on going)
- Hauled cover soil (on going)
- Ridgeline hauling in soil
- Maintained roads inside landfill (on going)
- Equipment maintenance (on going)
- Cleaned under scales (on going)
- Cleaned up shop (on going)
- Completed daily compacting
- Cleared snow
- Moved screens as needed for windy days
- Training new operator (on going)

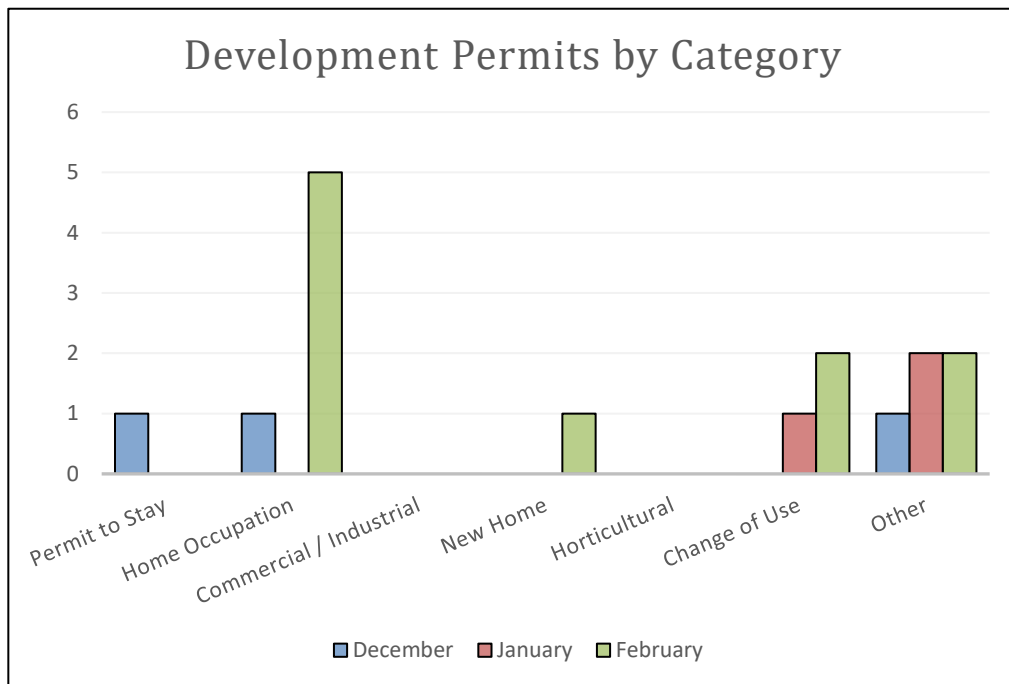
## PLANNING & ENGINEERING:

### Priorities for March

- Sanitary Sewer Master Plan
- Subdivision Procedure
- Asset Management
- LUB
- Eastside ASP

## Planning

- Land Use Bylaw – The overall LUB rewrite has started. The intent is that as sections are drafted, they will be brought to Council for presentation and review. The first item that will be brought to Council will be the organization of the document with other sections to follow. It is expected that the project will be completed in 2019.
- The MDP is being brought to Council for second and third readings on March 11, 2019.
- The Department has acquired a reference book “Trees and the Las in Canada”.
- Development Permits – for February 2019 the Town of Redcliff issued the following Development Permits as shown below:



## Agreements

### 3<sup>rd</sup> Avenue SW between 7<sup>th</sup> Street and 8<sup>th</sup> Street, Drainage Improvements

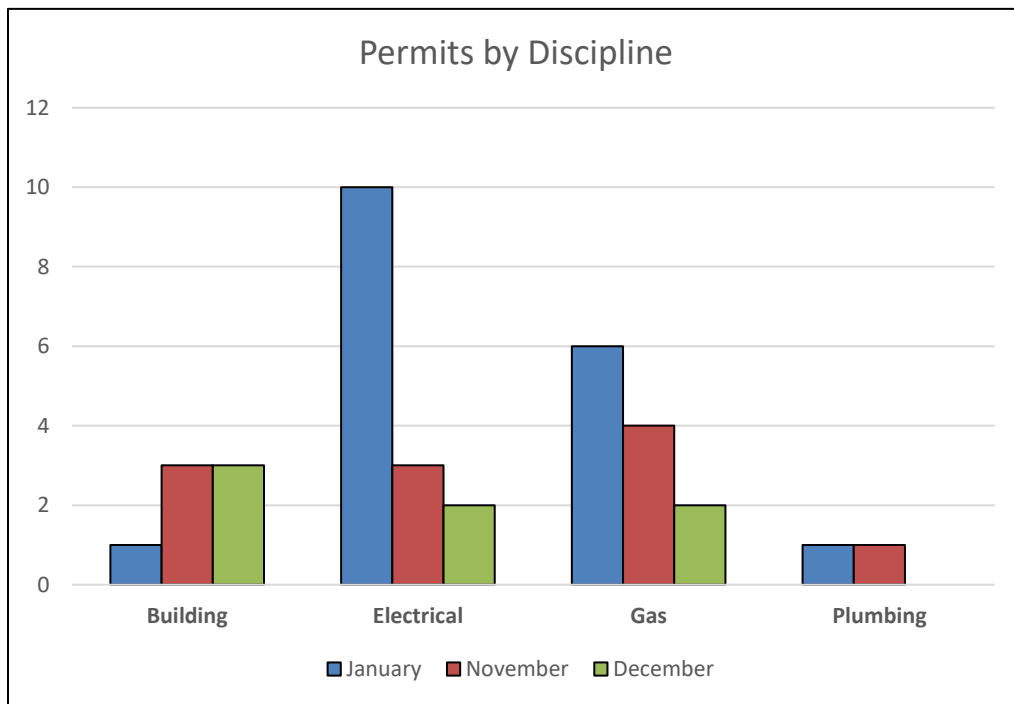
A developer as part of his conditions of development is required to drainage improvements and Planning and Engineering is working to have the developer pay for the improvements.

### 5<sup>th</sup> Street NW between Broadway Avenue and 1<sup>st</sup> Avenue, Road Improvements

A developer as part of his conditions of development is required to make road improvements and Planning and Engineering is creating drawings of the required improvements and preparing an agreement for the developer to pay for and preform the work.

## Safety Codes

Safety Codes Permits issued by the Town from November 2018 – January 2019 are as follows:



## Engineering

- Sewer System Bylaw review in progress.
- Off-site Levies Calculator in Alpha Testing.

## Studies:

### Inflow and Infiltration Study

The Town's sanitary sewer model is now calibrated the model can be used to identify and quantify how for dry weather flow. Work continues to simulate the July, 2013 event. The model is confirming that the biggest issue is inflow.

## Capital Projects:

### 3rd and 3rd Lift Station Upgrades

The plan of subdivision has been approved. The local manager of CertainTeed has been authorized to sell the Town the land needed for this project. Detailed design was tendered in 2017.

### 3<sup>rd</sup> Avenue NW between 5<sup>th</sup> Street and 8<sup>th</sup> Street, Road and Drainage Improvements

Public Services is planning to make Road and Drainage Improvements to prevent runoff flows over the road and in winter icing the road. Planning and Engineering has done survey and is preparing a drawing.

#### 4<sup>th</sup> Street SE between 3<sup>rd</sup> Avenue and 4<sup>th</sup> Avenue Infrastructure Improvements

Design work is 95% plus completed. Project is to replace the watermain and water services, sanitary main and sanitary services and make geometric improvements to pedestrian crossings. Underground work is planned to start after the last day of school in June with paving planned to be completed prior to the first day of school in September

#### 1<sup>st</sup> Avenue SW between Main Street and 1<sup>st</sup> Street watermain replacement.

The GIS system shows this waterline to be a Ductile Iron pipe. Ductile Iron pipes have proved to have poor longevity in our soils. Replacement of these pipes has been identified by Public Services as a high priority as it is more efficient to replace them than to make multiple emergency watermain repairs. Planning and Engineering has prepared drawings for this project.

#### Rectangle Parking Lot Improvements.

The design of the Rectangle Parking Lot Improvements is 70% complete and will be completed in March. Construction is planned for 2019 and will start after the ice has been removed from the Rectangle.

#### Sanitary Sewer Improvements

Planning & Engineering and Public Services will undertake additional work on the sanitary sewer system in 2019 to raise manholes tops that are located in ditches and fields, install more manhole lid pans, seal more manhole chimneys and repair or replace manholes that are in very poor shape. The goal is to reduce inflow to the system. In addition, monitoring is going to be done to validate that the inflow issues are being addressed. As part of this effort data sheets for every manhole that requires improvements have been created. These sheets will help to document what the issue was and how it has been fixed.

#### Jesmond Lift Station Upgrade

Council approved upgrading at the Jesmond lift station. Detailed design is 80% complete. Construction planned to start in 2019.

#### Golf Course Coulee Outfall

An ARCP grant application was made for this project. The estimated cost of the whole project is \$2,571,520 of which is eligible for 90% funding up to \$3 million. The project can be phased with the most critical parts on the project being a storm pond next to the Eastside Phase 1 Park and the proposed driving range pond. We have been informed, for the 2018 grant cycle, that the project was deemed eligible but is not being funded. Still awaiting news with regard to the 2019 grant cycle.

#### Eastside Sewage Surge Tanks

Preliminary design report is 50% complete.

### Backup Generator Project

The backup generator project has been started and detailed design for the RCMP building is 75% complete. Construction planned for 2019.

### Broadfoot and Stone Place SW, Drainage and road improvements

The design work is 80% complete. Construction planned for 2019.

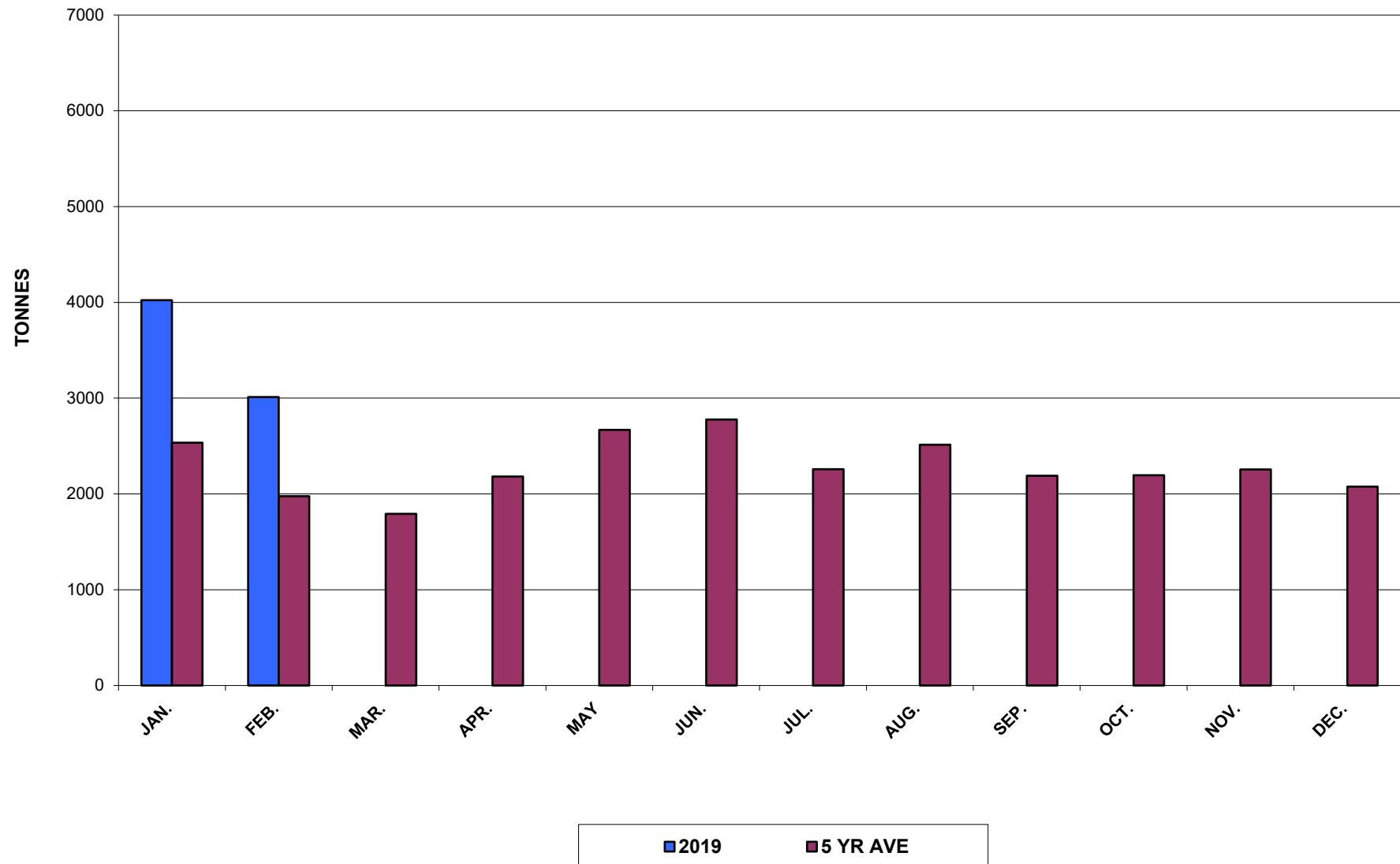
## FINANCE AND ADMINISTRATION

- 2018 Financial Statements for the Town and Landfill have been drafted.
- 2018 Financial Information Return for the Town has been drafted.
- 2018 field audit will from March 11 to March 15, 2019.
- Regular daily duties related to finance.

## LEGISLATIVE & LAND SERVICES

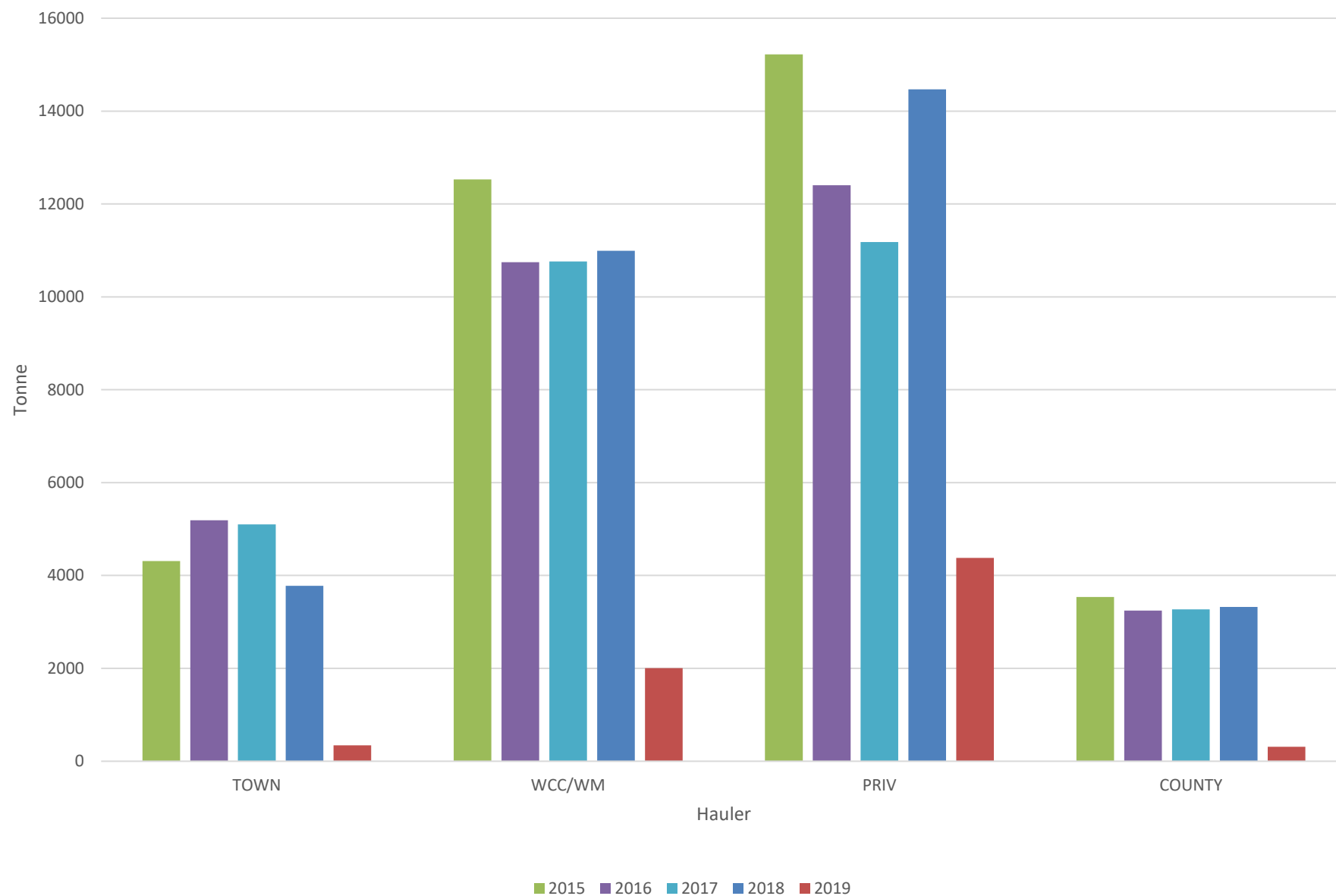
- Ongoing inquires re: general land sales. One pending sale.
- Council agenda preparation & follow up. Department Head meetings pre/post meeting.
- Ongoing Legal File Review. Compiling Information as requested.
- Ongoing conversion of minutes, bylaw and agreements, property files to digital format.
- Reviewing Policies/Procedures.
- Assisting with a FOIP request.
- A Development Appeal has been received, a Subdivision & Development Appeal Board hearing is being scheduled.
- Website Project is in final stages. New website went live February 28, 2019.
- Michelle Marshall, Executive Assistant started February 25, 2019.
- Assessment Review Board Refresher Training in Process.

**REDCLIFF/CYPRESS REGIONAL LANDFILL  
2019 VS 5 YEAR AVERAGE  
TO FEBRUARY 28, 2019**

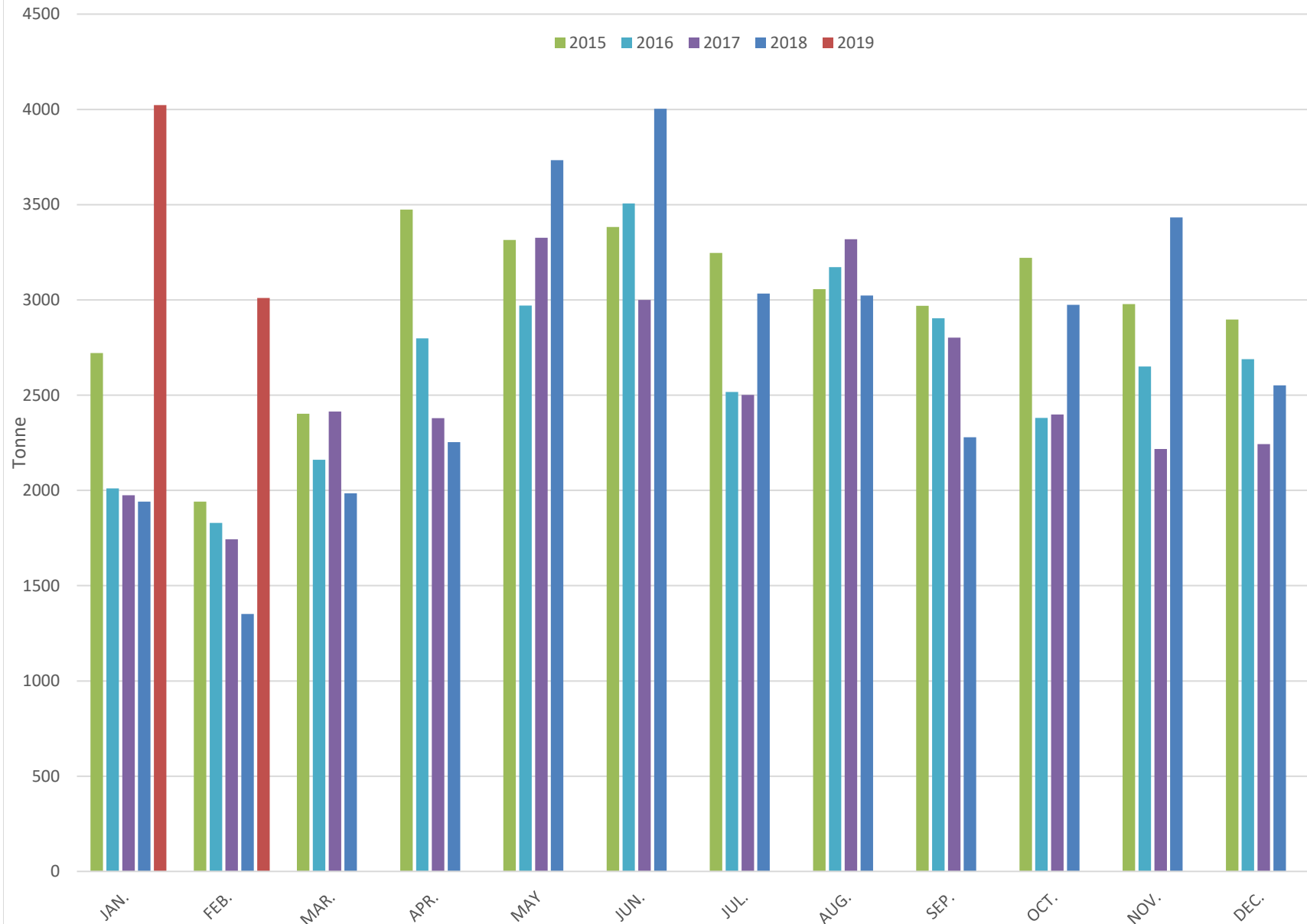




REDCLIFF/CYPRESS REGIONAL LANDFILL  
DELIVERIES BY SOURCE 2015-2019  
TO FEBRUARY 28, 2019



REDCLIFF/CYPRESS REGIONAL LANDFILL  
DELIVERIES IN TONNES 2015-2019  
TO FEBRUARY 28, 2019





## COUNCIL IMPORTANT MEETINGS AND EVENTS

Date	Meeting / Event	Where / Information
March 25, 2019	Council Meeting	Town Hall Council Chambers 7:00 p.m.
April 8, 2019	Council Meeting	Town Hall Council Chambers 7:00 p.m.
April 13, 2019	Volunteer Recognition & Citizen of the Year Celebration	Redcliff Legion Cocktails – 5:30 p.m. Dinner – 6:15 p.m.