



COUNCIL MEETING
MONDAY, JULY 15, 2019
7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, JULY 15 – 7:00 P.M.
REDCLIFF TOWN COUNCIL CHAMBERS**

	<u>AGENDA ITEM</u>	<u>RECOMMENDATION</u>
	1. GENERAL	
	A) Call to Order	
Pg. 2	B) Adoption of Agenda	Adoption
Pg. 4	C) Accounts Payable *	For Information
Pg. 9	D) Bank Summary to June 30, 2019 *	For Information
	2. PUBLIC HEARING	
Pg. 10	A) Bylaw 1890/2019, Land Use Bylaw Amendment * Lot 28, Block 3, Plan 7911064 (130 Pembina Drive NE) Lot 27, Block 3, Plan 7911064 (126 Pembina Drive NE) Lot 26, Block 3, Plan 7911064 (122 Pembina Drive NE) Lot 25, Block 3, Plan 7911064 (118 Pembina Drive NE) Land Use Bylaw Amendment to change from H – Horticultural District to I-1 – Light Industrial District	
	3. MINUTES	
Pg. 13	A) Council meeting held June 24, 2019 *	For Adoption
Pg. 16	B) Riverview Golf Club Board of Directors meeting held on June 10, 2019 *	For Information
Pg. 19	C) Town of Redcliff Library Board meeting held May 27, 2019 *	For Information
Pg. 23	D) Redcliff Cypress Regional Waste Management Authority meeting held on July 11, 2019 *	For Information
	4. REQUEST FOR DECISION	
Pg. 24	A) Joint Emergency & Fire Services Study Project Award *	For Consideration
Pg. 34	B) Rec-Tangle Parking Lot Project Award *	For Consideration
	5. CORRESPONDENCE	
Pg. 38	A) Justice and Solicitor General *	For Information

Re: Municipal Policing Assistance Grant and
Police Officer Grant

6. OTHER

Pg. 39	A)	Memo to Council * Wetlands Assessment	For Information
Pg. 41	B)	Memo to Council * 3 rd and 3 rd Lift Station Surge Tanks	For Information
Pg. 44	C)	Memo to Council * Lions Splash Park Project Update	For Information
Pg. 46	D)	Memo to Council * Skate Park Evaluation Results	For Information
Pg. 48	E)	Municipal Manager Report to Council *	For Information
Pg. 63	F)	Landfill Graphs *	For Information
Pg. 66	G)	Council Important Meetings & Events *	For Information

7. RECESS

8. IN CAMERA (CONFIDENTIAL)

- A)** Intermunicipal Collaborative Framework (FOIP Sec. 21 & 24)
- B)** Intergovernmental Relations (FOIP Sec. 21, 24, & 25)
- C)** Boards & Commissions Application (FOIP Sec. 17 & 24)

9. ADJOURN

COUNCIL MEETING - JULY 15, 2019			
TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - CHEQUES			
CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
84161	ROYAL CANADIAN LEGION #6 (REDCLIFF)	COMMUNITY FOUNDATIONS GRANT	12,500.00
84162	ROYAL CANADIAN LEGION #6 (REDCLIFF)	LEGION GOLF TOURNAMENT DONATION	100.00
84163	ATB FINANCIAL MASTERCARD	MASTERCARD PAYMENT	21,249.89
84164	ALBERTA ASSOCIATION FOR SAFETY PARTNERSHIPS	SAFETY TRAINING	199.50
84165	AMSC INSURANCE SERVICES(GENERAL INSURANCE)	HEALTH CARE SPENDING MAY 2019	242.23
84166	BRUCE'S SEWER SERVICE	JANITORS SINK AT THE RINK	196.88
84167	CITY OF MEDICINE HAT	2019 CANALTA CONTRIBUTION	10,000.00
84168	CLOVERDALE PAINT INC.	TRAFFIC PAINT	547.37
84169	DB PERKS & ASSOCIATES LTD.	POOL VACUUM	974.56
84170	FIREWORKS SPECTACULARS CANADA LTD	FIREWORKS REDCLIFF DAYS	5,350.00
84172	HYDRACO INDUSTRIES LTD.	PTO PUMP REPLACEMENT	2,789.45
84173	JAG CLEANING SERVICES LTD	CLEANING SERVICES	3,045.00
84174	MILLER, TROY	SEWER BACKUP	550.00
84175	MURRAY CHEVROLET CADILLAC	HARNESS	74.48
84176	NILEX	PROJ#219 EASY GRID	12,353.25
84177	PAINTING WITH VAL	SENIORS WEEK	112.50
84178	REDCLIFF HYLTON	SAFETY TRAINING LUNCH	157.50
84179	REDCLIFF MUSEUM	2019 MUSEUM CONTRIBUTION	10,000.00
84180	ROY'S WOODSHOP LIMITED	WOOD PLANKS FOR DUMP TRUCK BOX	196.88
84181	ROZDEBA, KATELYN	CRIMINAL RECORD CHECK	43.00
84182	SAFETY CODES	MONTHLY SCC LEVY REMITTENCE	159.57
84183	MALLORY STEWART	REDCLIFF DAYS ENTERTAINMENT	375.00
84184	WINTERBURN, DONALD	TIPP PAYMENT REIMBURSEMENT	303.84
84185	HOPPER, PAIGE	NL RECERTIFICATION COURSE	243.00
84186	WEBB, NORMA	COMMUNITY GARDEN REFUND	30.00
84187	TRUKKERS RESTAURANT	MARCH MEALS ON WHEELS	903.00
84188	ULINE	TABLES & CLEANING SUPPLIES	942.93
84189	MARCEAU, MARTIN	REFUND BMO TAX OVERPAYMENT	59.00
84190	TOWN OF REDCLIFF	PETTY CASH JAN TO JUN 2019	440.95
84191	ALTA-WIDE BUILDERS SUPPLIES (MEDICINE HAT) LTD.	DRY MIX CONCRETE	125.79
84192	REBECCA ARABSKY	VEGGIE TRAY FOR MPC LUNCH	12.59
84193	CANADIAN PACIFIC RAILWAY	MAINTENANCE - FLASHER CONTRACT	558.00
84194	DUNMORE DUGOUT	BOUNCY CASTLE RENTAL - CANADA DAY	210.00
84195	ECONOMIC DEVELOPMENT ALLIANCE	FINAL 2019 INSTALLMENT	22,400.00
84196	GIRL GUIDES OF CANADA	CANADA DAY FACE PAINTING	200.00
84197	MEDICINE HAT WHOLESALE FOODS	MOW CONTAINERS	61.50
84198	TOWN OF REDCLIFF LIBRARY BOARD	ALLOTMENT FUNDING	60,619.79
84199	CANADIAN RED CROSS	ANNUAL RENEWAL	50.00
84200	SOUTH COUNTRY CO-OP LTD	PEST CONTROL SUPPLIES	503.50
84201	ST. JOHN AMBULANCE	REDCLIFF DAYS DONATION	100.00
84202	MOLLY MAID	HOME CLEANING JUNE 2019	90.00
84203	TESSMAN, GARRY	CRIMINAL RECORD CHECK	114.55
84204	UPS CANADA	FREIGHT	391.31
84205	WOOD, DALE	INSTRUCTOR FEES - FIRE ARMS COURSE	50.00
84206	ALBERTA DEVELOPMENT OFFICERS ASSOCIATION	CONFERENCE & TOUR REGISTRATION	575.00
84207	AMSC INSURANCE SERVICES(GENERAL INSURANCE)	JULY BENEFITS PREMIUMS	22,415.92
84208	DB PERKS & ASSOCIATES LTD.	PROJ#206 POOL HAND RAIL	1,336.13
84209	FRANCOTYP-POSTALIA CANADA INC	MACHINE LEASE	229.64
84210	GIRL GUIDES OF CANADA	REDCLIFF DAYS VENDOR FEE TRANSFER	40.00
84211	KAL TIRE	NEW TIRES	618.36
84212	LEE'S TRAPWORKS LTD	PEST CONTROL SUPPLIES	748.40
84213	LETHBRIDGE CUSTOM CANVAS (2003) LTD.	PROJ#206 ALNET SHADE CLOTH	3,138.66
84214	MOSKAL MECHANICAL	HYDRANT METER BOX	3,360.00

84215	NEW WEST TRUCK CENTRES	CVIP INSPECTION AND REPAIR	397.33
84216	PAINT IN GENERAL	PAINT SUPPLIES - RINK	153.07
84217	PARK ENTERPRISES LTD.	MAY 2019 BILLING	3,498.45
84218	PRIME PRINTING	ENVELOPES	1,242.15
84219	SAFETY CODES	MONTHLY SCC LEVY REMITTENCE	138.15
84220	SECURTEK - A SASKTEL COMPANY	ALARM SYSTEM FIREHALL	72.29
84221	SHAW CABLESYSTEMS G.P.	INTERNET SERVICES	956.88
84222	SOUTH COUNTRY CO-OP LTD	IRRIGATION PARTS	275.98
84223	AUTO SPA TOWING	TOW FIFTH WHEEL FROM CAMPGROUND	149.63
84224	HARRIS, SHAWN	CANADA DAY ASSITANCE (KARATE CLUB)	200.00
84225	ROBBINS, AMANDA	KEY DEPOSIT REFUND	100.00
84226	REDCLIFF FIREMEN SOCIAL CLUB	2ND QUARTER FIRE PAY	210.00
TOTAL			\$209,482.85

<u>TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - ELECTRONIC FUND TRANSFERS</u>			
<u>EFT#</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
EFT0001484	A & B STEEL LTD	GENERAL SUPPLIES	59.73
EFT0001485	AIR LIQUIDE CANADA INC	BULK C02	1,735.15
EFT0001486	ATRON REFRIGERATION & AIR CONDITIONING LTD	PROJ#206 PIPING REPAIR, FURNACE, WATER HEATER, & A/C	48,625.56
EFT0001487	BERT'S VACUUMS & EQUIPMENT RENTAL	GENERAL SUPPLIES	313.53
EFT0001488	CANADIAN LINEN & UNIFORM SERVICE	COVERALLS & TOWELS	47.00
EFT0001489	CITY AUTO PARTS	EQUIPMENT PARTS	45.55
EFT0001490	ARLOS CROFTS	TRAVEL EXPENSE	146.69
EFT0001491	C.U.P.E.	DUES TO JUNE 8, 2019	2,797.71
EFT0001492	DIGITEX CANADA INC.	PHOTOCOPIER FEES	1,629.28
EFT0001493	GAS CITY HYDRO VAC	HYDROVAC & SPOT GAS LINE	6,037.50
EFT0001494	HOME HARDWARE	TRIMMERS & GENERAL SUPPLIES	1,774.55
EFT0001495	HYDRODIG	CURB STOP REPAIR	483.00
EFT0001496	KIRK'S MIDWAY TIRE	TIRE REPAIR	109.20
EFT0001497	LOGOS EMBROIDERY	EMERGENCY MANAGEMENT APPAREL	72.45
EFT0001498	MPE ENGINEERING LTD.	WTP CONTINUING SERVICE CONTRAC	1,575.00
EFT0001499	NSC MINERALS	BROOKS 32 DUST CONTROL	10,018.17
EFT0001500	READY ENGINEERING CORP	PROJ#200 ENGINEERING & PROJECT MANAGEMENT	351.75
EFT0001501	RURAL MUNICIPALITIES OF ALBERTA	SAFETY EQUIPMENT & SENSOR TESTING	1,605.23
EFT0001502	RMA FUEL LTD	BULK FUEL	4,969.67
EFT0001503	SITEONE LANDSCAPE SUPPLY	BALL VALVES	935.13
EFT0001504	CARLA SPAMPINATO	PROGRAM SUPPLIES	38.93
EFT0001505	JENNY TU	TRAVEL EXPENSE	207.11
EFT0001506	BARTLE & GIBSON CO. LTD.	TOOL TOTES	493.92
EFT0001507	BERT'S VACUUMS & EQUIPMENT RENTAL	GENERAL SUPPLIES	1,234.55
EFT0001508	CANADIAN LINEN & UNIFORM SERVICE	COVERALLS & TOWELS	43.65
EFT0001509	HOME HARDWARE	GENERAL SUPPLIES	165.32
EFT0001510	JIM'S ELECTRIC (2006) LTD.	LIGHT HEAD REPLACEMENT CEMETARY	3,074.40
EFT0001511	MACDESIGN SCREENWORKS INC.	UNIFORMS FOR POOL	454.72
EFT0001512	RECREATION FACILITY PERSONNEL	TRAINING COURSES	2,315.25
EFT0001513	RURAL MUNICIPALITIES OF ALBERTA	SAFETY SUPPLIES	179.76
EFT0001514	RON'S ELECTRIC	PROJ#207 LIBRARY WIRING & LIGH	19,687.50
EFT0001515	ROSENAU TRANSPORT LTD	FREIGHT	1,574.21
EFT0001516	SANATEC ENVIRONMENTAL	CAMERA INSPECTION STONE PL.	1,247.56
EFT0001517	SITEONE LANDSCAPE SUPPLY	EQUIPMENT PARTS	2,211.81
EFT0001518	CHARMAINE PETE	REDCLIFF DAYS GLITTER TATTOOS	500.00
EFT0001519	AIR LIQUIDE CANADA INC	BULK C02	694.96

EFT0001520	C & H IRRIGATION LTD.	IRRIGATION PARTS	35.83
EFT0001521	CANADIAN LINEN & UNIFORM SERVICE	COVERALLS & TOWELS	47.00
EFT0001522	CLEARTECH INDUSTRIES INC.	CHEMICALS	9,996.32
EFT0001523	DIAMOND SOFTWARE INC.	FIXED ASSET REPORT	451.50
EFT0001524	FARMLAND SUPPLY CENTER LTD	IRRIGATION PARTS	56.31
EFT0001525	GAR-TECH ELECTRICAL	LIFT STATION METER REPAIR	258.83
EFT0001526	HOME HARDWARE	GENERAL SUPPLIES	439.35
EFT0001527	JIM'S ELECTRIC (2006) LTD.	LIGHT INSTALLATION & LIGHT REMOVAL PARKING LOT	2,593.02
EFT0001528	RURAL MUNICIPALITIES OF ALBERTA	SAFETY GEAR & CO2 CALIBRATION	614.88
EFT0001529	SANATEC ENVIRONMENTAL	REDCLIFF DAYS TOILETS	991.97
EFT0001530	SITEONE LANDSCAPE SUPPLY	IRRIGATION PARTS, SHOVELS, & TOOLS	1,950.89
EFT0001531	TRIPLE R EXPRESS	FREIGHT	73.50
EFT0001532	WHITE FOX GROUP LTD	GRAVEL & PACKER DRUM RENTAL	12,510.50
EFT0001533	WOLSELEY MECHANICAL GROUP	HYDRANT GATE VALVE	289.63
TOTAL			\$147,765.03

TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - ATB MASTERCARD			
<u>DATE</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
2019-05-08	STAPLES	OFFICE SUPPLIES	52.92
2019-05-10	STAPLES	OFFICE SUPPLIES	294.67
2019-05-10	STAPLES	OFFICE SUPPLIES	-20.99
2019-05-10	STAPLES	OFFICE SUPPLIES	20.99
2019-05-13	GFOA	2019 GFOA CONFERENCE REGISTRATION	672.00
2019-05-14	STAPLES	OFFICE SUPPLIES	60.35
2019-05-14	QUEEN'S PRINTER	TAX AUCTION SALE ADS	21.00
2019-05-17	STAPLES	OFFICE SUPPLIES	138.55
2019-05-22	STAPLES	OFFICE SUPPLIES	50.39
2019-05-24	STAPLES	OFFICE SUPPLIES	69.38
2019-05-21	CAREER ACADEMY	ONLINE TRAINING PROGRAM	40.05
2019-05-06	ACKLANDS GRAINGER	SAFETY EQUIPMENT	87.79
2019-05-06	ACKLANDS GRAINGER	SAFETY EQUIPMENT	386.98
2019-05-07	CHIWATER	PCSWMM SUBSCRIPTION	1,512.00
2019-05-07	APEGA	APEGA PERMIT DUES	525.00
2019-05-08	RIVERVIEW GOLF	MPC LUNCH	136.50
2019-05-10	ACKLANDS GRAINGER	SAFETY EQUIPMENT	43.89
2019-05-11	CANSEL SURVEY	SURVEY ROD	167.27
2019-05-16	PRIME PRINTING	DOOR HANGERS	67.20
2019-05-21	STAPLES	SUPPLIES FOR OPEN HOUSE	19.72
2019-05-22	SOUTH COUNTRY CO-OP	SNACKS FOR OPEN HOUSE	25.57
2019-06-05	ALBERTA LOW IMPACT	2019 PARTNERSHIP FEE	288.75
2019-05-06	CPC	UTILITY STATEMENT POSTAGE	21.01
2019-05-06	CDW CANADA	MICROSOFT OFFICE LICENSE	1,082.93
2019-05-21	CPC	UTILITY STATEMENT POSTAGE	1,759.40
2019-05-21	CPC	TAX NOTICE POSTAGE	2,619.92
2019-05-15	WILD ROSE	FUEL IN CAMROSE	54.72
2019-05-16	WALMART	PROGRAM SUPPLIES	27.26

2019-05-17	4IMPRINT	FCSS GIVEAWAYS	186.60
2019-05-27	VISTA PRINT	EVENT SUPPLIES - REDCLIFF DAYS	159.57
2019-05-29	VISTA PRINT	EVENT SUPPLIES - COAL BURNER	79.78
2019-05-31	CHECKPOINT APPAREL	EVENT SUPPLIES - CANADA DAY	89.52
2019-05-31	COSTCO	FIRE DEPARTMENT OPEN HOUSE	43.75
2019-05-31	WALMART	ESS (EMERGENCY SOCIAL SERVICES) SUPPLIES	37.00
2019-05-06	TIM HORTONS	EMERGENCY EXERCISE SUPPLIES	22.53
2019-05-09	BIS TRAINING SOLUTIONS	SAFETY TRAINING	94.46
2019-05-09	HILL HOME HARDWARE	POOL CEMENT	46.18
2019-05-09	THE HOME DEPOT	POOL CEMENT	245.66
2019-05-10	PRINCESS AUTO	TOOLS FOR CREW	738.00
2019-05-10	THE HOME DEPOT	POOL CEMENT	154.22
2019-05-11	TIM HORTONS	MEETING SUPPLIES ORIENTATION	19.92
2019-05-13	STAPLES	KEY SAFE	51.95
2019-05-13	THE HOME DEPOT	POOL CEMENT	38.56
2019-05-13	THE HOME DEPOT	POOL CEMENT	-110.43
2019-05-14	PRINCESS AUTO	VEHICLE HITCH	209.87
2019-05-16	MARK'S	SUPPLIES	251.98
2019-05-16	CDN TIRE STORE	PARK SUPPLIES	241.32
2019-05-17	CHEMTROL	REPAIR	1,640.77
2019-05-17	CDN TIRE STORE	PARK SUPPLIES	-56.61
2019-05-17	AIRCRAFT SPRUCE	SILICONE	160.13
2019-05-18	CDN TIRE STORE	SILICONE	57.65
2019-05-19	THE HOME DEPOT	1 INCH VALVE	130.58
2019-05-21	ULTIMATE SPAS	TESTING SUPPLIES	58.44
2019-05-23	TIM HORTONS	ORIENTATION SUPPLIES	26.42
2019-05-28	AIRCRAFT SPRUCE	SILICONE	272.54
2019-05-29	ULTIMATE SPAS	CHEMICALS	25.16
2019-05-30	PHARMASAVE	SAFETY SUPPLIES	139.10
2019-06-05	PRINCESS AUTO	TOOLS	25.19
2019-05-17	MOUNT KIDD	CONFERENCE TRAVEL	601.89
2019-05-17	MOUNT KIDD	CONFERENCE TRAVEL	281.91
2019-05-14	HUSKY	FUEL	50.00
2019-05-14	DOUBLE TREE	CONSTRUCTION COURSE	336.96
2019-05-28	GHOSTPINE VENTURES	FUEL	60.00
2019-05-28	RADISSON	TRAVEL EXPENSE	291.91
2019-06-03	TOP LINE	PROTECTIVE CLOTHING	75.59
2019-05-14	SPLASHNDASH	VEHICLE WASH	7.00
2019-05-28	REDCLIFF BAKERY	MEDICINE HAT BYLAW COURSE	34.02
2019-06-05	TIM HORTONS	ESS (EMERGENCY SOCIAL SERVICES) SUPPLIES	-50.00
2019-06-05	TIM HORTONS	ESS (EMERGENCY SOCIAL SERVICES) SUPPLIES	213.93
2019-05-27	MEMORY EXPRESS	LAPTOPS	1,997.50
2019-05-28	DOLLAR TREE	STAFF FUNCTION SUPPLIES	36.54
2019-05-28	COSTCO	OFFICE SUPPLIES	906.51
2019-05-28	MEDICINE HAT MALL	LONG SERVICE AWARDS	650.00
2019-05-29	HOME HARDWARE	STAFF FUNCTION SUPPLIES	23.08
2019-05-30	HOME HARDWARE	STAFF FUNCTION SUPPLIES	14.16
2019-05-29	SANDMAN	TRAVEL EXPENSE	346.86
2019-05-29	SOUTH COUNTRY CO-OP	TRAVEL EXPENSE	26.00
2019-05-29	CO-OP GAS BAR	TRAVEL EXPENSE	41.00
		TOTAL	\$21,249.89

REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - CHEQUES			
CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
000546	AECOM CANADA LTD	LANDFILL CELL DESIGN	5,172.93
000547	ATB FINANCIAL MASTERCARD	MASTERCARD PAYMENT	2,121.17
000548	C.E.M. HEAVY EQUIPMENT	EQUIPMENT PARTS	82.98
000549	H2O HAULING	BULK WATER	230.00
000550	THE PHONE EXPERTS	SECURITY SYSTEM AS QUOTED	8,630.53
000551	REDCLIFF HOME HARDWARE	GENERAL SUPPLIES	111.02
000552	RMA FUEL LTD	BULK FUEL	2,631.04
000553	SANATEC ENVIRONMENTAL	PUMP SEPTIC TANK	168.00
000554	SKRIVER, DOUG	LUMBER REIMBURSEMENT	302.27
000555	SUMMIT MOTORS LTD	EQUIPMENT PARTS	1,068.10
000556	VENTUS GEOSPATIAL INC	LANDFILL SPRING SURVEY	2,625.00
000557	WEARPRO EQUIPMENT & SUPPLY LTD	EQUIPMENT PARTS	695.35
000558	C.E.M. HEAVY EQUIPMENT	WIRING & CLUSTER REPAIR	5,418.09
000559	FINNING CANADA	EQUIPMENT REPAIRS	5,059.87
000560	RMA FUEL LTD	BULK FUEL	2,113.81
000561	ROSENAU TRANSPORT LTD	FREIGHT	62.42
000562	SHOCKWARE WIRELESS INC.	LANDFILL INTERNET	52.45
000563	SOUTHERN SCALE COMPANY INC	PROJ#003 WEIGHSCALE PACKAGE	81,574.92
000564	TRIPLE R EXPRESS	FREIGHT	36.75
		TOTAL	\$118,156.70

REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - ELECTRONIC FUND TRANSFERS			
CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
00000000000000691	EPCOR	JUNE UTILITIES	298.09
EFT0000000000072	C.E.M. HEAVY EQUIPMENT	AIR TO AIR COOLER	4,798.89
EFT0000000000073	REDCLIFF HOME HARDWARE	GENERAL SUPPLIES	24.58
EFT0000000000074	RMA FUEL LTD	BULK FUEL	1,788.52
EFT0000000000075	SANATEC ENVIRONMENTAL	PUMP SEPTIC TANK	168.00
EFT0000000000076	SUMMIT MOTORS LTD	EQUIPMENT PARTS	481.74
		TOTAL	\$7,559.82

REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - ATB MASTERCARD			
DATE	VENDOR	DESCRIPTION	AMOUNT
2019-05-23	DHL EXPRESS	NEW KEY FOR TANA	31.75
2019-06-03	UPS STORE	DELIVERY GPS MONITOR FOR REPAIR	117.21
2019-06-04	HOTELS.COM	TRAVEL EXPENSE	133.30
2019-05-06	CPC	LANDFILL A/R	41.11
2019-05-09	SWANA NORTHERN LIGHTS	TRAVEL EXPENSE	236.25
2019-05-10	TKL BOBCAT	PROJ#002 CONCRETE LEGO BLOCK	808.50
2019-05-24	RADISSON	TRAVEL EXPENSE	468.27
2019-05-27	FOX CANADA	SURVEILLANCE SIGN	66.78
2019-06-05	ATB	ANNUAL FEES	218.00
		TOTAL	2,121.17

TOWN OF REDCLIFF
BANK SUMMARIES FOR JUNE 30, 2019

CASH ACCOUNTS

	ATB GENERAL 5.12.02.121.000 TOWN	ATB LANDFILL 5.99.02.121.000 LANDFILL
BALANCE FORWARD	1,411,946.34	2,575,905.98
DAILY DEPOSITS	2,058,819.80	52,744.22
DIRECT DEPOSITS	4,040,526.67	234,252.22
GOVERNMENT GRANTS	0.00	0.00
INTEREST	5,431.54	4,678.01
OTHER DEPOSITS	64,036.32	54,339.78
SUBTOTAL	6,168,814.33	346,014.23
PAYMENTS	1,295,958.10	44,891.57
ASFF QUARTERLY PAYMENTS	466,836.36	0.00
DEBENTURE PAYMENTS	156,650.20	0.00
OTHER WITHDRAWALS	0.00	0.00
SUBTOTAL	(1,919,444.66)	(44,891.57)
TOTAL	5,661,316.01	2,877,028.64
BANK STATEMENT ENDING BALANCE	5,138,189.00	2,801,782.03
OUTSTANDING CHEQUES (-)	(104,410.65)	(10,960.53)
DEPOSITS IN TRANSIT (+)	627,537.66	86,207.14
TOTAL	5,661,316.01	2,877,028.64
TOTAL CASH	8,538,344.65	

INVESTMENT ACCOUNTS

CIBC WOOD GUNDY PORTFOLIO (TOWN)	5.12.02.321.001	23,905,774.00
CIBC WOOD GUNDY PORTFOLIO (LANDFILL)	5.99.02.321.001	518,575.00
TOTAL INVESTMENTS		24,424,349.00

TOTAL CASH & INVESTMENTS	32,962,693.65
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Memo



To: Redcliff Town Council

From: Legislative & Land Services

Date: July 15, 2019

Re: Public Hearing

Bylaw 1890/2019, Land Use Bylaw Amendment

On June 19, 2019, Council gave first reading to the proposed Bylaw 1890/2019 Land Use Bylaw Amendment – Rezoning properties from H- Horticultural to I-1 Light Industrial District. (*Reference: Council Motion 2019-0024*). Under the Municipal Government Act there is a requirement that a Public Hearing be held. This requires that it be advertised in the local paper. In addition, and in conjunction with, for a bylaw which proposes to amend the Land Use Bylaw and rezone a parcel, the assessed owner / adjacent landowners are to be notified.

The “Notice of Public Hearing” was advertised in the Commentator. However, notice to the assessed owner / adjacent landowners was not completed. Therefore, a second a public hearing will need to be held. Administration will advertise for a public hearing during the next regular Council meeting on August 19, 2019 and issue the notices to the assessed owner / adjacent landowners in accordance with the Municipal Government Act.

As notice of a public hearing was advertised for July 19, 2019, the public hearing should proceed as advertised.

BYLAW 1890/2019

TOWN OF REDCLIFF

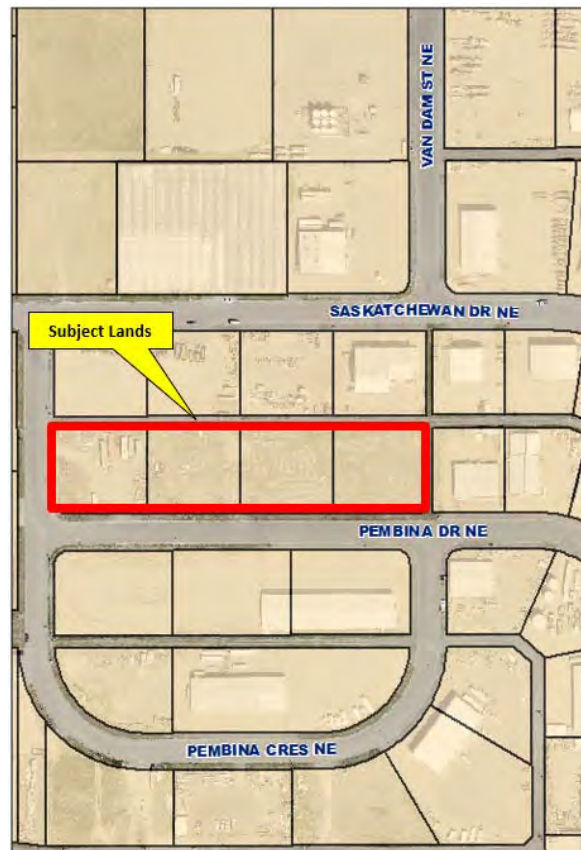
A BYLAW OF THE TOWN OF REDCLIFF IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF AMENDING BYLAW 1698/2011 BEING THE REDCLIFF LAND USE BYLAW

WHEREAS the land described at

<u>Legal Description</u>	<u>Civic Address</u>
Lot 28, Block 3, Plan 7911064	130 Pembina Drive NE
Lot 27, Block 3, Plan 7911064	126 Pembina Drive NE
Lot 26, Block 3, Plan 7911064	122 Pembina Drive NE
Lot 25, Block 3, Plan 7911064	118 Pembina Drive NE

Herein referred to as "Subject Lands A", is currently zoned H – Horticultural District in the Land Use Bylaw Land Use District Map.

AND WHEREAS Redcliff Town Council has received an applicant and desires to rezone Subject Lands A to I-1 Light Industrial District in the Land Use District Map of the Redcliff Land Use Bylaw (Bylaw 1698/2011).



AND WHEREAS copies of this Bylaw and related documents were made available for inspection by the Public at the Municipal Office as required by the Municipal Government Act

AND WHEREAS a public hearing with respect to this Bylaw was held in Council Chambers at the Town of Redcliff on the _____ day of _____ A.D. 2019

NOW THEREFORE the Council of the Town of Redcliff in open meeting assembled, enacts that Bylaw 1698/2011, being the Redcliff Land Use Bylaw, be amended as follows:

- 1) This Bylaw may be cited as the Town of Redcliff Land Use Amending Bylaw 1890/2019.
- 2) The land described as

<u>Legal Description</u>	<u>Civic Address</u>
Lot 28, Block 3, Plan 7911064	130 Pembina Drive NE
Lot 27, Block 3, Plan 7911064	126 Pembina Drive NE
Lot 26, Block 3, Plan 7911064	122 Pembina Drive NE
Lot 25, Block 3, Plan 7911064	118 Pembina Drive NE

Is hereby rezoned to I-1 Light Industrial District in the Land Use Bylaw Land Use District Map.

- 3) Administration is authorized to update the Land Use Bylaw Land Use District maps to be consistent with this Land Use Bylaw Amendment.
- 4) This Bylaw shall come into force on the date of the final reading and signing thereof.

READ a first time this 24th day of June 2019 A.D.

READ a second time this _____ day of _____ 2019 A.D.

READ a third time this _____ day of _____ 2019 A.D.

PASSED and **SIGNED** this _____ day of _____ A.D., 2019.

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, JUNE 24, 2019 @ 7:00 P.M.**

PRESENT: Mayor D. Kilpatrick
Councillors C. Crozier,
S. Gale, L. Leipert,
E. Solberg, J. Steinke

Municipal Manager A. Crofts
Manager of Legislative S. Simon
& Land Services
Director of Community D. Thibault (left at 7:20 p.m.)
& Protective Services
Director of Planning & J. Johansen (left at 7:20 p.m.)
Engineering

ABSENT: Councillor C. Czember

Director of Finance J. Tu
& Administration

1. GENERAL

- Call to Order **A)** Mayor Kilpatrick called the regular meeting to order at 7:00 p.m.
- 2019-0237 Adoption of Agenda **B)** Councillor Gale moved the Agenda be adopted as presented. - Carried.
- 2019-0238 Accounts Payable **C)** Councillor Leipert moved the accounts payables for the Town of Redcliff and Redcliff/Cypress Regional Waste Management Authority, be received for information. - Carried.
- 2019-0239 Bank Summary **D)** Councillor Solberg moved the Bank Summary to May 31, 2019, be received for information. - Carried.

2. MINUTES

- 2019-0240 Council meeting held June 10, 2019 **A)** Councillor Gale moved the minutes of the Council meeting held June 10, 2019, be adopted as presented. - Carried.
- 2019-0241 Municipal Planning Commission meeting held June 19, 2019 **B)** Councillor Leipert moved the minutes of the Municipal Planning Commission meeting held June 19, 2019, be received for information. - Carried.
- 2019-0242 Riverview Golf Club Board of Directors meeting held May 6, 2019 **C)** Councillor Solberg moved the minutes of the Riverview Golf Club Board of Directors meeting held May 6, 2019, be received for information. - Carried.

3. BYLAWS

- 2019-0243 Bylaw 1890/2019, Land Use Bylaw Amendment
- A)** Councillor Leipert moved Bylaw 1890/2019, being an amendment to the Land Use Bylaw, to rezone Lot 28, Block 3, Plan 7911064 (130 Pembina Drive NE); Lot 27, Block 3, Plan 7911064 (126 Pembina Drive NE); Lot 26, Block 3, Plan 7911064 (122 Pembina Drive NE); Lot 25, Block 3, Plan 7911064 (118 Pembina Drive NE) from H- Horticultural District to I-1 Light Industrial District, be given first reading. - Carried.

4. REQUEST FOR DECISION

- 2019-0244 Broadfoot & Stone Place Road Rehabilitation
- A)** Councillor Steinke moved that Administration award the Broadfoot Place and Stone Place Road Rehabilitation to Transit Paving. Further to reallocate funds from 3rd Street NW (000, 100, 200 & 300 Blk) Final Lift, 4th Street NW (000, 100 & 200 Blk) Final Life, Eastside Surge Tanks and Upgrades to South Trunk east of Eastside Phase 1 as needed for the project and to priority fund these projects once other funding or 2019 MSI (or equivalent) funding is known. - Carried.
- 2019-0245 Budget & Strategic Priorities Confirmation
- B)** Councillor Solberg moved that the strategic priorities and vision outlined in the Town of Redcliff 2018-21 Strategic Plan are confirmed for the purpose of the 2020 budget goals and that these priorities make up the basic framework for considering budget ideas and submission. - Carried.

5. POLICIES

- 2019-0246 Policy 116, Budget Policy
- A)** Councillor Crozier moved that Policy No. 116 – Budget Policy be adopted as presented. - Carried.

6. CORRESPONDENCE

- 2019-0247 Minister Kaycee Madu
Re: Key Priorities as Minister of Municipal Affairs
- A)** Councillor Gale moved correspondence from Minister Kaycee Madu regarding his key priorities as Minister of Municipal Affairs dated June 14, 2019, be received for information. - Carried.

7. OTHER

- 2019-0248 Council Important Meetings & Events June 24, 2019
- A)** Councillor Leipert moved the Council Important Meetings & Events June 24, 2019, be received for information. - Carried.

8. RECESS

Mayor Kilpatrick called for a recess at 7:20 p.m.

Mayor Kilpatrick reconvened the meeting at 7:31 p.m.

9. IN CAMERA (Confidential Session)

2019-0249

Councillor Leipert moved to meet In Camera to discuss A) Land Matter under *FOIP* 16 & 24, and B) Intermunicipal Collaborative Framework under *FOIP* 21 & 24 at 7:31 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 and Manager of Legislative & Land Services.

2019-0250

Councillor Leipert moved to return to regular session at 8:05 p.m. - Carried.

2019-0251

A) Councillor Leipert moved to authorize Administration to purchase Lots 25-38 excepting the southerly 6' of Lot 38, Block 32, Plan 1117V (334 – 2nd Street SW). – Defeated.

10. ADJOURNMENT

2019-0252 Adjournment

Councillor Crozier moved to adjourn the meeting at 8:07 p.m. - Carried.

Mayor Kilpatrick

Manager of Legislative & Land Services

**RIVERVIEW GOLF CLUB
BOARD OF DIRECTORS MEETING MINUTES**

June 10, 2019 at 1:00 PM

Present: Cliff Sackman, President
Bill Duncan, Vice President
Darrell Schaffer, Secretary
Jerry Beach, Treasurer
Russ Paulson, Director
Derrin Thibault, Town of Redcliff

Absent: Chris Czember, Town of Redcliff

Bill Duncan called the meeting to order at 1:15 P.M.

MOTION: Russ Paulson moved the agenda for the June 10, 2019 meeting be adopted as presented with the addition of correspondence from Parkside School and Schwab and Co. Chartered Accountants. **CARRIED.**

MOTION: Jerry Beach moved the minutes of the May 6, 2019 Board Meeting be approved as presented. **CARRIED.**

REPORTS TO BOARD

FINANCIAL

An Income Statement and Balance Sheet November 1, 2018 to May 31, 2019 was prepared by Carolyn Irwin was circulated to Board Members.

GROUND'S COMMITTEE

Carmon Dewald, Grounds Superintendent provided a verbal report regarding current condition and issues with the golf course including moss control on greens, attempts to recover the nursery green, shop water line leak, and irrigation issues.

ADMINISTRATION COMMITTEE

Doug Braithwaite, General Manager provided a verbal report on the status of golf operations, including green fee revenues to date and issues with private group bookings.

MOTION: Cliff Sackman moved the Financial Report, Grounds Committee Report, and Administration Committee Report be received for information. **CARRIED.**

OLD BUSINESS

- MOTION:** Cliff Sackman moved the Board meet In Camera to discuss a legal issue at 2:00 P.M. **CARRIED.**
- MOTION:** Derrin Thibault moved to return to regular session at 2:17 P.M.
- MOTION:** Russ Paulson moved the Riverview Golf Club direct legal counsel to drop counter claim against former employee E. Heather. **CARRIED.**

NEW BUSINESS

COURSE ETIQUETTE ISSUES

The Board discussed various ways to address course etiquette issues during private group bookings and weekend public tee times.

- MOTION:** Derrin Thibault moved the Board provide Course Marshalls during times considered in need by the General Manager with costs to be absorbed by the 2019 operating budget. **CARRIED.**

MASTERCARD APPLICATION SERVUS CREDIT UNION

- MOTION** Darrell Schaffer moved the Riverview Golf Club apply for a Mastercard Credit Card with Carolyn Irwin designated as the administrator, Ruth Schaffer designated as backup; with user cards issued to Douglas Braithwaite and Carmon Dewald and that each card have a maximum of \$2,500.00 limit for a total maximum credit limit of \$5,000.00. **CARRIED.**

PARKSIDE SCHOOL AWARD SPONSOR

Correspondence was received from Parkside School requesting sponsor ship of their annual Athlete of the Year Awards for 2019. The Club has been a past sponsor of this award.

- MOTION:** Jerry Beach moved the Riverview Golf Club sponsor the Parkside School Student Athlete of the Year Awards for 2019 at a cost of \$150.00. **CARRIED.**

SCHWAB AND CO. CHARTERED ACCOUNTANTS INVOICE

Schwab and Co. submitted an invoice in the amount of \$1,260.00 for accounting services provided throughout 2018 and separate of the year-end financial statement preparations they anticipated completing. Our Club elected to have an alternate accounting firm prepare 2018 financial statements, therefore it is reasonable to expect to pay for these services provided by Schwab and Co.

MOTION: Cliff Sackman moved the Riverview Golf Club offer Schwab and Co. a ten game green fee pass and two years advertising on our beer cart in lieu of \$1,260.00 payment for 2018 accounting services. **CARRIED.**

MOTION: Cliff Sackman moved to adjourn the meeting at 3:34 P.M. **CARRIED.**

TOWN OF REDCLIFF LIBRARY BOARD

Minutes

May 27th, 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, Wendy Harty, Valarie Westers, Jim Steinke, Catharine Richardson, & Robyn Orthner

Also attending: Tracy Weinrauch, Recording Secretary

Not in attendance: Dianne Smith, Robin Corry, Clarke Storle

Call to order: 7:30 pm

Presentation to Valarie Westers, Town of Redcliff Library Board Volunteer of the Year.

Welcome to Robyn Orthner, our newest board member.

Approval of Agenda: Deleted Employment Policy from policies report. Wendy moved to approve the agenda. Katherine 2nd. All in favor. Carried.

Approval of Minutes for March meeting: After some discussion we will continue to use funds from the Computer Supplies for the Sage 50 Pro Accounting program. Jim moved for approval. Valarie 2nd. All in favor. Carried.

Financial Statements for March & April for information only: Catharine moved for information only. All in Favor. Carried.

Accounts Payable: For information only. Katherine moved for information only. Wendy 2nd.

Library Manager's Report: Tracy will look into the price of SRC compared to other library and summer camp programs. Valarie moved to approve the report. All in Favor. Carried.

Correspondence: N/A

Policies Report: 2019 policy manuals have been handed out. Please return your 2018 policy manuals to Tracy.

Financial Report: Committee has started putting the 2020 budget together, and is hoping to present the 1st draft to the board at the June board meeting.

We were not successful in our application for the Canada Summer Jobs Grant this year. Tracy will be sending out fundraising letters to local organizations to help cover the cost of the program.

CONFIDENTIAL UNTIL JUNE 1ST, 2019 –The Town of Redcliff was successful in their CFSEA application, on our behalf, for funding on a bike loan program. Bikes will be for loan here at the library with the Town supplying both the bikes and bike rack. More information to come as it becomes available.

Jag Cleaning has been hired for cleaning services at the library. They start June 1st.

Catharine moved to approve the report. Wendy 2nd. All in Favor. Carried.

Personnel Report: Nothing to report

Needs Assessment/Library Advocacy: Catharine presented the library jeopardy game to the grade 9's at Parkside School and received great feedback on what they would like to see in our library.

The artisan fair scheduled for the end of September has had a good response from those invited to sell their items.

Sunday Cinema on May 26th had 13 people in attendance. Soren Lorentzen was here to play a piece that he composed and talk about his NYO application process and passion for music. He begins his tour with the National Youth Orchestra of Canada in June, travelling across Eastern Canada and Spain.

Friends of the Library (FRPL): Nothing to report.

Social Media Report: Nothing to report

Ongoing Maintenance Projects:

The LED lighting upgrades will begin on May 29th, 2019.

The Connect3 bus service has started. We are the pick-up and drop-off location for Redcliff.

There was a leak in the roof above the meeting room in early May but has since been repaired.

ALTA: Nothing to report

Old & Unfinished Business: Nothing to report


New Business: Advertising for the Redcliff Days library chili fundraiser was left out of the posters and publications. Tracy will purchase Facebook advertising for the book sale and chili fundraiser.

Shortgrass Strategic Planning questionnaire responses can be emailed to Tracy by June 15th.

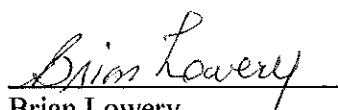
Next Regular meeting: June 25th, 2019 @ 7:30 pm.

Jim moved for adjournment at 8:55 pm.

Secretary


Tracy Weinrauch

Chairman


Brian Lowery

Library Manager's Report

Circulation for March was 3203 books, 67 children's audios & kits, 58 Blu-rays, 580 DVDs, 188 talking books, 92 CD's, 134 magazines, 33 games and 471 Overdrive checkouts.

MARCH STATS

	<u>ADULT</u>	<u>CHILD</u>	<u>A/V</u>	<u>PERIODICALS</u>	<u>TOTAL</u>	<u>TO DATE</u>	<u>OVERDRIVE</u>
2019	1583	1620	1018	134	4355	11683	471
2018	1611	1084	753	250	3698	<u>10166</u>	<u>532</u>
						1517	-61

Circulation for April was 3585 books, 30 children's audios & kits, 66 Blu-rays, 689 DVDs, 53 talking books, 93 CD's, 209 magazines, 37 games and 456 Overdrive checkouts.

APRIL STATS

	<u>ADULT</u>	<u>CHILD</u>	<u>A/V</u>	<u>PERIODICALS</u>	<u>TOTAL</u>	<u>TO DATE</u>	<u>OVERDRIVE</u>
2019	2253	1332	968	209	4762	12587	456
2018	1446	1314	892	116	3768	<u>13934</u>	<u>445</u>
						-807	11

**Overdrive stats to date 2019 vs 2018 = 1768 vs 1869

COMPUTER USAGE

March had 631 half hour sessions (an average of 20 per day) and 248 Wi-Fi sessions.
April had 717 half hour sessions (an average of per day) and 246 Wi-Fi sessions.

As of May 23rd, 2019 we have taken in \$1688.31 in membership fees.

I will be presenting an Internet Safety sessions for students at I.F. Cox and Margaret Wooding Schools June 11 & 12 for their school safety days. I have ordered lanyards with our logo on it for the resource bags being handed out.

The Evening with the Authors event was a standing room only crowd. I found out after the event that MHPL had an author talk on the same evening and only had 1 person show up for it.

The Town of Redcliff used our meeting room for their open house and had a great turnout.

Our next Sunday Cinema event is on May 26th with Soren Lorentzen speaking and hopefully playing a short piece on his viola before the film That Higher Level. Soren, a Redcliff resident, applied and was accepted to play with the National Youth Orchestra and will speak about the application process and his passion for music. I anticipate a large crowd as several of the music societies in Medicine Hat are promoting Soren's appearance here.

I have also contacted Ken Moore, a snake specialist out of Lethbridge, to do a presentation here at the library. The last presentation we had was well attended and I think we could fill the room again. I am just waiting to hear back from him.

We held a staff meeting on Monday, May 6th. There were just minor items up for discussion such as, cash & closing duties, the employment policy was signed by each staff member, summer reading program details, etc.

I attended the manager's meeting on May 13th at which we had a presentation on the Safe Consumption Site in Medicine Hat from HIV Link. I suggested to Petra that if Shortgrass has extra money at the end of the year, an idea would be to purchase the Naloxone spray kits for each of their libraries so we are armed with the tools, should we ever need them. Training can also be provided by Michelle Sanderson at HIV Link. If you know of anyone who is preparing for the Canadian citizenship test, there is a preparation course on our Pronunciator online resource.

The Shortgrass PD Day will be held on October 21st, 2019. Our library will be closed that day for all staff to attend. Board members will also be invited to attend.

Shortgrass policies are now on their website.

Petra recommended that each library reach out to their local MLA to advocate for public library funding. A letter has been sent to Edmonton on behalf of the regional library systems and Shortgrass is in the process of drafting a letter the Medicine Hat/Cypress/ Brooks MLAs as well.

Petra is working on organizing media messaging training for member library staff and board members. This would give us the tools needed when having discussions with government officials and elected representatives.

Summer Reading Cub registration begins on Monday, May 27th. Instead of advertising the program in the Medicine Hat News I opted to do a Facebook ad, since that seems to bring us better results. Advertising on Facebook is also cheaper and will allow the advertising budget to be stretched a little further. I am still looking for youth volunteers ages 12-15 years to assist with the program.

New staff members:

Lori Galloway – Clerk 1, start date May 27

Victoria Schweitzer – Summer Reading Program Coordinator, start date June 17th

Trinity Brinkman – Summer Reading Program Assistant, start date July 2nd

**REDCLIFF/CYPRESS REGIONAL
WASTE MANAGEMENT AUTHORITY
MEETING THURSDAY, JULY 11, 2019 -
1:00 p.m. REDCLIFF TOWN COUNCIL
CHAMBERS**

PRESENT: Town of Redcliff: Councillor C. Crozier
Councillor L. Leipert

Landfill Treasurer J. Tu
Landfill Manager C. Popick
Landfill Secretary S. Simon

Cypress County: Councillor A. Belyea
Councillor S. Hok
Public Works C. Richter
Operations Supervisor

ABSENT:

1. CALLED TO ORDER

C. Crozier, Chairperson called the meeting to order at 1:02 p.m.

2. ADOPTION OF AGENDA

A. Belyea moved the agenda be adopted as presented. – Carried.

3. MINUTES OF PREVIOUS MEETING

L. Leipert moved the minutes of the meeting held on May 29, 2019, be adopted as presented. – Carried.

4. NEW BUSINESS

A) Earthworks Tender Award Memo

L. Leipert moved the Earthworks Tender Award Memo dated July 11, 2019, be received for information. – Carried.

B) Electrical Tender Award Memo

S. Hok moved the Electrical Tender Award Memo dated July 11, 2019, be received for information. – Carried.

5. ADJOURN

A. Belyea moved adjournment of the meeting at 1:17 p.m. - Carried.

Chairman

Secretary

TOWN OF REDCLIFF
REQUEST FOR DECISION

DATE: July 15, 2019

PROPOSED BY: Community & Protective Services

TOPIC: Joint Emergency & Fire Services Study

PROPOSAL: Award the Joint Emergency & Fire Services Study

BACKGROUND:

An Alberta Community Partnership grant was applied for in November 2018 to conduct a joint emergency/fire services study between Cypress County & the Town of Redcliff with the Town acting as the managing partner for the grant application and project.

A brief description of the project as it was laid out in the grant application is as follows:

“The purpose of this project is to explore the option of inter-municipal collaboration between the Town of Redcliff Emergency Services and Cypress County Emergency Services; specifically, the Box Springs station located within Redcliff town limits.

To complete this project a third-party company will be hired to conduct a review of regional Emergency Services governance structures, and a legal review of municipal bylaws and agreements.

The expected outcome of the project is a study confirming the feasibility of collaboration between the partnering municipalities Emergency Services.”

We were successful in obtaining the grant in the amount of \$80,000.

PROCESS:

The evaluation team consisted of administrative representatives from Cypress County & Town of Redcliff (Emergency Services staff). The evaluation of the bidders proposed teams are conducted with no prior knowledge of the price. The reasoning for this is to find what the evaluation team believes is the best team for this project. The price is then introduced at the end with the pricing formula to determine the final outcome of the evaluation.

A competition was conducted with three (3) bidders responding. The bidders were evaluated based on the criteria outlined in the competition document with the following results.

TOR-CPS-2019-2 - Feasibility Study

Rated Criteria Category	Maximum Points	Weighting	Maximum Score	Minimum Threshold
Demonstrated Experience & Qualifications/Project Team	10	4	40	*4
Demonstrate Understanding and Methodology	10	2	20	*4
Pricing	10	4	40	N/A
Total Points			100	

Company	Score	Hours	Price
BEHR	75	375	\$ 54,605.00
Emergency Mgt & Training Inc.	76	249	\$ 42,400.00
TSI	79	281	\$ 55,418.00
AVG		302	

POLICY/LEGISLATION:

N/A

STRATEGIC PRIORITIES:

Goal 4 The Town of Redcliff is effective in governance and public service delivery.

Strategies

- 4.3. Develop a policy that defines the Town's scope and level of services within a sustainable level of financial resources.

ATTACHMENTS:

1. Alberta Community Partnership (ACP) grant application

OPTIONS:

1. Award the joint emergency/fire services study to TSI as presented.
2. Award the joint emergency/fire services study to _____.
3. Do not award the joint emergency/fire services study at this time, ask administration conduct further discussions to present at a future Council meeting.

RECOMMENDATION:

Option 1

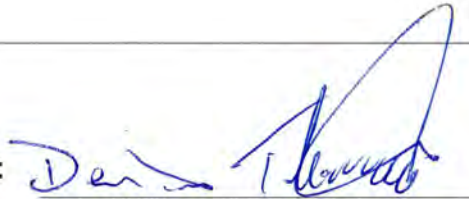
The rationale behind this recommendation is:

- The evaluation team felt that Transitional Solutions Inc. (TSI), presented the best overall proposal with a high probability of success.

SUGGESTED MOTION(S):

1. Councillor _____ moved that Administration award the joint emergency/fire services study to TSI as presented.
2. Councillor _____ moved that Administration award the joint emergency/fire services study to _____.
3. Councillor _____ moved to defer the award of the joint emergency/fire services study and ask administration to conduct further discussions to present at a future Council meeting.

SUBMITTED BY:



Department Head



Municipal Manager

The personal information provided on this form or on any attachments is required to administer the Alberta Community Partnership (ACP) program. This personal information is collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act and will be managed in accordance with the privacy provisions under the FOIP Act. If your ACP application is approved, your name, the grant program, grant project description and the grant amount may be published by the Government of Alberta as authorized under section 40(1)(b) and (f) of the FOIP Act. Should you have any questions about the collection, use or disclosure of this information, please contact the Grant Program Delivery Unit at 780-422-7125, or by e-mail at acp.grants@gov.ab.ca or write the Director of Grant Program Delivery, Alberta Municipal Affairs, 15th Floor, Commerce Place, 10155- 102 Street, Edmonton, Alberta T5J 4L4.

INSTRUCTIONS: This form is for applicants to the Alberta Community Partnership (ACP) program. By checking the box next to the component you wish to apply for below, the form will only show the application questions relevant to that component. Applicants should first familiarize themselves with the ACP guidelines, available

Applicant Information

Legal Name of Entity:

IRedcliff, Town of

Contact Name, Title:

Derrin Thibault, Director of Community and Protective Services

Mailing Address (street address, city, province, postal code):

Isox 40, #1 - 3rd St. N.E.

E-mail Address:

lderrint@redcliff.ca

Phone Number:

+1 (403) 548-6387

Grant Component

Select *one* program component for your project application. Refer to the ACP Guidelines for eligibility details.

Regional Collaboration

☒ Intermunicipal Collaboration

☐ Municipal Restructuring

Capacity Building

☐ Mediation and Cooperative Processes

☐ Municipal Internship

Project Title

Choose a concise title for your project.

(maximum 100 characters)

Town of Redcliff & Cypress County Fire Services Collaboration Study

Project Time Line

Project Start Date: or ☒ Project will commence upon receipt of ACP funds.

Project Completion Date:

For Intermunicipal Collaboration applications, a default Project Completion Date of December 31, 2021 will be used unless a later date is specified.

Intermunicipal Collaboration

*** Note: The evaluation of your grant application will be based on the information submitted on this form only. Supplementary documentation will not be reviewed and will not impact the application evaluation and ranking.**

Partners

All members in the partnership, including the managing partner, must pass resolutions or motions supporting their involvement in the project prior to submitting the grant application. See Schedule 1A of the ACP program guidelines: Component Conditions.

Use the table below to list all municipalities participating in the project.

Managing Partner
Redcliff, Town of
Project Partner(s)
Cypress County
Redcliff, Town of

I certify, as the managing partner, that all participating municipalities have passed motions or resolutions supporting participation in the project.*

* All council resolutions must be in place prior to submitting an Intermunicipal Collaboration grant application.

Project Overview

1. This project produces:

☐ A regional service agreement, plan, framework, or model
A study (e.g. shared service feasibility study, etc).

☐ A new Intermunicipal Development Plan
☐ An amended Intermunicipal Development Plan

☐ Other. Specify (Limit 100 characters):

2. Provide a description of the project.

- What is the purpose of the project?
- What activities will the partnership undertake to complete the project?
- What are the project's outputs and expected concrete results?

(Limit 4000 characters)

The purpose of this project is to explore the option of inter-municipal collaboration between the Town of Redcliff Emergency Services and Cypress County Emergency Services; specifically the Box Springs station located within Redcliff town limits.

To complete this project a third party company will be hired to conduct a review of regional Emergency Services governance structures, and a legal review of municipal bylaws and agreements.

The expected outcome of the project is a study confirming the feasibility of collaboration between the partnering municipalities Emergency Services.

The proposed study would be an evaluation of current Emergency Services of the partner municipalities and look at potential expansion and/or integration opportunities of systems. This would include, but is not limited to, the following:

1. Evaluation of the current Town of Redcliff & Cypress County Emergency Services current state and the potential of service integration opportunities in a regional context.
2. Financial evaluations of options for funding and cost recovery mechanisms. Evaluate assets and liabilities of existing infrastructure and cost estimates of recommended infrastructure improvements.
3. Potential governance options if integration of systems are feasible and were to occur.
4. A final report will provide options for areas of integration and a framework for regional service delivery regarding Emergency Services within Cypress County, and the Town of Redcliff.

Project Priority

3. Why are the project and grant needed?

- a) Does the project help to resolve an outstanding service gap or problem for the communities within the partnership? If so, please explain.

(Limit 3000 characters)

The project outcome will aid in the decision to merge Emergency Services therefore streamlining emergency operations and response within the region.

The proposed study will assist to identify opportunities to cut costs and increase efficiencies between the neighboring municipalities. The results of the proposed study will provide the municipalities guidance on governance and practical direction on what infrastructure improvement/expansions/contractions to plan for and ultimately implement. Delay of the project may result in continued inefficiencies and if the integration occurs at a later date there may be the construction of inadequate sized facilities and duplication of similar facilities in neighboring municipality.

- b) What is preventing the partnership from undertaking the project in-house or from obtaining the resources or expertise needed for the project? How will the grant be used to resolve these barriers?

(Limit 3000 Characters)

Currently lack of time, resources and funding is inhibiting the project from being completed in house or by the third party. If awarded the grant the funding will be used to overcome this barrier and employ a third party company to conduct the review/study.

Partnership and Project Readiness

4a. How will each participating municipality be involved in the project planning, administration, and decision making?

Provide a brief description of the project roles and responsibilities for each partner. What arrangements and processes are in place to ensure that the interests of each member municipality will be met in the final outcomes of the project?

(Limit 2000 characters)

The project will be overseen by participating members of an Emergency Management group which has members from both Redcliff Town Council and Cypress County Council, as well as members of administration from both municipalities. Regular scheduled progress meetings will be held to allow for a collaborative discussion around the way forward while the group reviews/evaluates the recommendation that are presented from the study.

4b. How will conflict be resolved to ensure a successful outcome which meets the interests of all project participants?

Provide details on any dispute resolution mechanisms that may be in place between the partner municipalities.

(Limit 2000 characters)

The primary purpose of this project is to examine potential options that may be feasible from a regional partnership perspective. An important aspect of this project is that each municipality have equal opportunity to be consulted and submit their respective opinions so they can be incorporated and integrated into the various feasibility options. While no significant dispute or conflict with regard to this project is expected there already exists between the municipalities a dispute resolution process, which is outlined in the current Inter-municipal Development Plan.

5a. Provide a concise overview of the project workplan, timeline, and project risk mitigation strategies that are in place.

(Limit 3800 characters)

Planning has already been initiated for internal discussions with goal of posting a competition document in early 2019 with an award approximately a month after release. Doing such should provide the successful consultant adequate time to complete the study by mid 2019. Multiple consultants have expressed verbal interest in submission of a proposal for this regional project. It is anticipated that such a study will require a team that includes significant depth in Fire Services inclusive of, governmental organizational structure, the Alberta MGA, and current Fire Station management practices/procedures.

As part of the study we would expect to see a risk mitigation strategy presented as part of next steps.

5b. What are the expenditure estimates provided under the Project Budget section based on?

Include details on the anticipated project resources, service providers, or contractors, as well as information on preliminary estimates or quotes if they have already been obtained.

(Limit 2800 characters)

Preliminary estimate is based on costs for similar studies of this scale within other like neighboring Municipalities which have ranged from a minimum of \$40,000 to over \$80,000.

Intermunicipal Collaboration- Budget

6. Provide a comprehensive, *itemized breakdown* of all your estimated project costs and expenditures in the table below. Use the[+] button to add line items to specifically identify the types of consultant activities and vendor costs (advertising, printing, venue rental). Insufficient or incomplete project cost information will impact the evaluation of your grant application.

Only list the project cost information associated with the scope of work under this grant request.

Refer to the ACP Program Guidelines, Schedule 1A for **full** information on eligible and ineligible costs under the IC component.

Note: Capital expenditures are not eligible under the IC component.

Item Description	Estimated Item Cost
Town of Redcliff & Cypress County Fire Hall Collaboration Study	\$65,000
Contributed staff & resources by Municipalities	\$15,000
	Total Project Costs
a)	\$80,000

	Total
b) Total ineligible project costs (refer to Schedule 1A of the ACP Guidelines)	
c) ACP eligible costs (a- b)	\$80,000
d) Total funds from other grant programs applied towards eligible costs (identify grant program name(s) below)	
e) Municipal cash contribution towards eligible costs	
f) Total ACP grant request (c- (d +e))*	\$80,000

*The grant maximum under the Intermunicipal Collaboration component is \$200,000. The total requested grant amount should not exceed \$200,000.

Application Certification

I certify that all information contained within this application to the Alberta Community Partnership program is true and correct and that all program funds will be used in accordance with the program guidelines. I certify that the grant will be applied in the year(s) and manner described within this application should it be accepted by the Minister of Alberta Municipal Affairs.

Ishanon Simon

Print Name, Title
Duly-Authorized Signing Officer



Signature
Duly-Authorized Signing Officer

Nov1, 2018

Date

Application Checklist

I confirm that I have:

Provided all partnership information and certified in the Partners section that all council resolutions or motions supporting the project are in place.

Provided responses to all questions on the application form; and

Provided a certification signature from a duly-authorized signing officer.

Incomplete Intermunicipal Collaboration applications will not be reviewed.

Submission

Submit the completed grant application via mail, fax or email to one of the coordinates below. Please save a copy for your records.

Mailing Address:

Municipal Affairs
Grants and Education Property Tax
Grant Program Delivery Unit
15th Floor, 10155 - 102 Street
Edmonton AB T5J 4L4

780-422-9133

E-mail:

acp.grants@gov.ab.ca

Print a Copy to Mail or Fax

11m 11s 11s

Save a Working Copy

Reset All Fields

Useful Resources

Alberta Community Partnership guidelines and application form:

Municipal Internship:

Collaborative Governance Initiative:

Mediation Services for Municipalities:

Municipal Grants Web Portal:

E-mail:

acp.grants@gov.ab.ca

<http://www.municipalaffairs.alberta.ca/alberta-community-partnership>

<http://www.municipalaffairs.gov.ab.ca/ms/internship/>

http://www.municipalaffairs.alberta.ca/mdrs_collaboration

<http://www.municipalaffairs.alberta.ca/mdrs>

<http://www.municipalaffairs.alberta.ca/municipalgrants>

Contact Phone:

For Intermunicipal Collaboration component inquiries:
780-422-7125 (dial 310-0000 first for toll-free calling).

TOWN OF REDCLIFF
REQUEST FOR DECISION

DATE: July 15, 2019

PROPOSED BY: Planning & Engineering

TOPIC: Rectangle Parking Lot Tender

PROPOSAL: Award the Rectangle Parking Lot Concrete and Paving work to

BACKGROUND:

Three bids were received for the Rectangle Parking Lot Concrete and Paving:

	Project Bid	Contingency	Project Total Excluding GST
AECON Transportation West Ltd.	\$377,390.00	\$37,739.00	\$415,129.00
LMT Enterprises Ltd.	\$343,374.00	\$34,337.40	\$377,711.40
Transit Paving Inc.	\$291,875.00	\$29,187.50	\$321,062.50

The Project Bid includes provisional items for prepping the parking lot and placing the parking lot gravels. Public Services plans to undertake this work. If we remove these provisional items from the bids the bids come out as shown below:

	Project Bid	Provisional Items Parking Lot Prep	Project Bid less Parking Lot Prep	Contingency	Project Total Excluding GST
AECON Transportation West Ltd.	\$377,390.00	\$114,000.00	\$263,390.00	\$26,339.00	\$289,729.00
LMT Enterprises Ltd.	\$343,374.00	\$108,300.00	\$235,074.00	\$23,507.40	\$258,581.40
Transit Paving Inc.	\$291,875.00	\$66,500.00	\$225,375.00	\$22,537.50	\$247,912.50

Currently funding for the project is from the 2019 Capital Budget:

Project	Project ID	Funding
Rectangle Parking Lot Rehabilitation	B30	2018 MSI \$330,000

This project had an MSI funding rank of 4. Public Services has already spent approximately \$150,000 on materials for the storm sewer and gravels on this project. In addition:

- a soak away pit was discovered that is from a valve pit in the Rectangle, which is contributing to the wet subgrade of the Rectangle parking lot. This line is being

extended to drain into the sanitary sewer as the valves in the valve pit are brine valves and it is not acceptable to discharge brine to the storm sewer system. Estimated extra cost is \$7,000.

- an area on the west side of the Rectangle has been milled and will be repaved to resolve a drainage issue that was causing water to backup into the rectangle at the doors on the west side. The milling was done under the 4th Street project and cost approximately \$3,000. Paving if added to this contract, if awarded to Transit Paving is an additional \$10,000.
- The milling of the main parking area was done under the 4th Street project and cost approximately \$25,000.

Total project cost is now estimated at \$445,000 with a budget shortfall of \$115,000 if Public Services does the subgrade prep and places the gravels.

It is proposed that the budget shortfall be resolved as follows:

1. Council agreed to reallocate funds from 3rd Street NW (000, 100, 200 & 300 Blk) Final Lift, 4th Street NW (000, 100 & 200 Blk) Final Lift, Eastside Surge Tanks and Upgrades to South Trunk east of Eastside Phase 1 as needed for the 300 Block of 4th Street SE Deep Utilities and Roadworks project and to priority fund these projects once 2019 MSI (or equivalent) funding is known. (*Reference: Council Motion 2019-0182*)
2. Council agreed to reallocate additional funds from the above noted projects to the Broadfoot Place and Stone Place Road Rehabilitation. (*Reference: Council Motion 2019-0244*)
3. Current status of reallocated funds:

	Project ID	Funding	
3 rd Street NW (000, 100, 200 & 300 Blk) Final Lift	T22	2017 MSI	\$264,000.00
4 th Street NW (000, 100 & 200 Blk) Final Lift	T23	2017 MSI	\$296,000.00
Eastside Surge Tanks	S23	2018 MSI	\$650,000.00
Upgrades to South Trunk east of Eastside Phase 1	OS-S2	Federal Gas Tax	\$308,863.00
Total			\$1,518,863.00
		Allocated	Remaining
300 Block of 4th Street SE Deep Utilities and Roadworks	A5	\$1,161,456.57	\$357,406.43
Broadfoot Place and Stone Place Road Rehabilitation	A7	\$62,000	\$295,406.43

4. Council Agree to reallocate \$115,000 to the Rectangle Parking Lot project.

POLICY/LEGISLATION:

N/A

STRATEGIC PRIORITIES:

Goal 1 The Town of Redcliff has a well-planned, cost efficient and sustainable infrastructure system that meets the current and future needs of the community.

Strategies

- 1.1. Establish long-term financial solutions to fund the maintenance, replacement and expansion of the community's infrastructure
- 1.2. Develop an asset management program to guide decision making priorities for the maintenance, replacement and expansion of infrastructure

Goal 4 The Town of Redcliff is effective in governance and public service delivery.

Strategies

- 4.3. Develop a policy that defines the Town's scope and level of services within a sustainable level of financial resources.

ATTACHMENTS:

Tender Analysis Summary

OPTIONS:

1. Award the Rectangle Parking Lot concrete and paving work to Transit Paving for \$321,062.50 and have them prep the subbase and place the gravels. Modify the project budget to \$520,000.
2. Award the Rectangle Parking Lot concrete and paving work to Transit Paving for \$247,912.50 and Public Services prep the subbase and place the gravels. Modify the project budget to \$445,000.

RECOMMENDATION:

Option 2

SUGGESTED MOTION(S):

1. Councillor _____ moved that Administration award the Rectangle Parking Lot Concrete and Paving portion of the Rectangle Parking Lot Rehabilitation to Transit Paving. Further to reallocate funds from 3rd Street NW (000, 100, 200 & 300 Blk) Final Lift, 4th Street NW (000, 100 & 200 Blk) Final Lift, Eastside Surge Tanks and Upgrades to South Trunk east of Eastside Phase 1 as needed for the project and to priority fund these projects once other funding or 2019 MSI (or equivalent) funding is known.

SUBMITTED BY:


Department Head
Municipal Manager



Town of Redcliff
 Bid Evaluation for Stone Place SW & Broadfoot Place SW
 Road Improvements
 Tender No. P&E 2019-01
 Closed May, 9 2019 at 12:00 pm

DESCRIPTION	TOTAL BIDS			
	ESTIMATE	Transit Paving Inc.	LMT Enterprises Ltd.	AECON Transportation West Ltd.
SCHEDULE 1 : ADMINISTRATION		\$12,500.00	\$8,000.00	\$26,000.00
SCHEDULE 2 : REMOVALS	\$2,675.00	\$5,425.00	\$13,250.00	\$10,020.00
SCHEDULE 3 : CONCRETE	\$139,770.00	\$116,890.00	\$129,984.00	\$133,380.00
SCHEDULE 4 : PAVING	\$189,265.00	\$157,060.00	\$192,140.00	\$207,990.00
PROJECT SUBTOTAL	\$331,710.00	\$291,875.00	\$343,374.00	\$377,390.00
10% CONTINGENCY	\$33,171.00	\$29,187.50	\$34,337.40	\$37,739.00
GST @ 5%	\$18,244.05	\$16,053.13	\$18,885.57	\$20,756.45
GRAND TOTAL	\$383,125.05	\$337,115.63	\$396,596.97	\$435,885.45

Notes: LMT made an error, increased bid subtotal by \$50

July 5, 2019

His Worship Dwight Kilpatrick
Mayor
Town of Redcliff
PO Box 40
Redcliff AB T0J 2P0

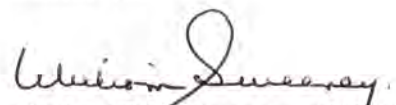
Dear Mayor Kilpatrick:

As you may be aware, with the transition to the new government, departments have been operating on an interim supply budget, which does not represent the full-year funding. Consequently, we have not been allocated our funding for the entire fiscal year in any area and we will not have final allocations until the budget is formally approved this fall.

Given that you are half way through your fiscal year, on behalf of the ministry, I am writing to advise you that you will be receiving Electronic Funds Transfers of 50 per cent for the 2019-20 Municipal Policing Assistance Grant (MPAG) and the Police Officer Grant (POG). I can advise you that further payment of the balance of these grants is subject to the formal budget approval this fall.

Additionally, I wish to advise that the Government of Alberta is in the process of reviewing police funding grants as a part of its examination of all aspects of the budget going forward into the future.

Sincerely,



W. M. (Bill) Sweeney, OOM
Senior Assistant Deputy Minister
Director of Law Enforcement

Memo



To: Redcliff Town Council
From: Planning & Engineering
Date: July 15, 2019
Re: Wetland Assessment

New wetland assessments are required to be able to efficiently comply with new Alberta regulations on wetlands and wetland compensation. Under the new rules there is the potential of a large number of wetlands on these lands that the Town would be required to pay compensation for. As the land use patterns for these lands are largely paper plans it is worthwhile to identify the costs of compensation and identify if it is more cost effective to make changes to the current plans to avoid and or minimize the compensation costs.

Planning & Engineering received 15 proposals to perform wetland assessments of Northside, Eastside and the Landfill.

Consultant	Grand Total (No GST, c/w other fees such as PM)
Action	\$136,334.00
Associated Environmental	\$78,414.00
BARR Engineering Co.	\$115,785.00
BARR Engineering Co.	\$134,565.00
CPP Environmental	\$53,022.90
Ghost Pine	\$49,431.06
Golder Associates Ltd.	\$97,092.00
ISL	\$45,657.00
Maskwa Environmental Consulting	\$68,871.00
Matrix Solutions Inc.	\$33,776.70
McElhanney Ltd.	\$116,208.30
Millennium EMS Solutions Inc.	\$47,714.00
Natural Resource Solutions Inc.	\$82,702.83
Tannas Conservation Services Ltd.	\$108,961.40
X-terra	\$22,270.00

The proposal from X-terra was found to be non-compliant with the Request for Proposal in that a significant amount of the work requested was not included in their proposal. It was felt by the proposal evaluation team that the Matrix Solutions Inc. proposal while not the best of the proposals meet the intent and basic needs identified in the Request for Proposal and was under the budget.

Budget for the wetland assessment work was included in the 2019 budget as capital project L15 with a budget of \$50,000 funded from the Land Development Reserve.

The wetland assessment work has been awarded to Matrix Solutions Inc.

Memo



To: Redcliff Town Council

From: Planning & Engineering

Date: July 15, 2019

Re: 3rd & 3rd NW Lift Station Surge Tanks

The tender for construction of the 3rd & 3rd NW Lift Station Surge Tanks closed July 4, 2019. 4 bids were received.

	Total Bid Amount excluding GST
Alpha	\$1,247,700.00
BYZ	\$827,555.00
Chandos Construction	\$997,618.21
MJB	\$1,057,235.00

Each bid contained a PC SUM of \$30,000 for care of water. There was no contingency amount in the Bids.

The budget for the project is from 2016 MSI with a total budget of \$950,000 of which \$120,000 has been already spent on land and engineering. We appreciate the budget is very tight but are proceeding.

Administration is in the process of awarding the contract to the low bidder BYZ.

Attachments:

MPE Tender Recommendation.

PC Sum means Prime Cost Sum.

In practice in tendering it means that the owner and engineer recognize that there is a item that carries a financial risk and that the owner is prepared to take on the risk and wants the bidders know that the owner is taking on the risk and is allocating monies to cover the risk.

Care of Water means that if dewatering the site is required the Town will incur the costs of dewatering. Based on the monitoring well data there is no free ground water, however if the Town does not address the potential for groundwater the risk is transferred to the contractor and they deal with risk by increasing their prices.

Town of Redcliff
1 – 3rd Street NE
Redcliff, Alberta
T0J 2P0

July 5, 2019
File: N:\3400\005-00\L03-1.0

Attention: James Johansen, P.Eng.
Director of Planning & Engineering

Dear Mr. Johansen:

Re: P&E 2019-04: 3rd Avenue and 3rd Street NW Lift Station Upgrades
Tender Recommendation of Award

Bids for the 3rd Avenue and 3rd Street NW Lift Station Upgrades closed on July 4, 2019. A total of four bids were received.

The low bid submitted on the Contract is \$868,927.50 (includes GST), submitted by BYZ Enterprises Inc. of Medicine Hat, Alberta. BYZ did not indicate on the tender form whether they intend to go with cast-in-place or precast for the tank. We contacted BYZ and they have stated that they plan on cast-in-place.

BYZ Enterprises Inc. has provided the proper bonding, insurance and safety qualifications.

A summary of the bids is enclosed.

MPE Engineering Ltd. recommends award of the 3rd Avenue and 3rd Street NW Lift Station Upgrades to BYZ Enterprises Inc.

Please contact me if you have any questions or concerns.

Yours truly,

MPE ENGINEERING LTD.



Brent Robertson, P.Eng.
Medicine Hat Region Manager

BR/ac

Enclosure



Town of Redcliff
3rd Avenue and 3rd Street NW Lift Station Upgrades
Tender No. P&E 2019 - 03
Tender Summary

				Engineering Estimate		Chandos Construction		Alpha		BYZ		MJB		4 Bidder Average	
DESCRIPTION		UNIT	QUANTITY	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
	Schedule A: General Requirements														
1	Mobilization/Demobilization Division 0/1 Requirements	L.S	1			\$ 305,274.68	\$ 305,274.68	\$ 204,334.38	\$ 204,334.38	\$ 25,000.00	\$ 25,000.00	\$ 112,250.00	\$ 112,250.00	\$ 161,714.77	\$ 161,714.77
2	Top Soil Stripping	m²	3,750			\$ 0.74	\$ 2,775.00	\$ 4.87	\$ 18,273.81	\$ 1.00	\$ 3,750.00	\$ 2.00	\$ 7,500.00	\$ 2.15	\$ 8,074.70
3	Excavation	m³	7,500			\$ 16.05	\$ 120,375.00	\$ 20.27	\$ 152,004.85	\$ 3.00	\$ 22,500.00	\$ 13.50	\$ 101,250.00	\$ 13.20	\$ 99,032.46
4	Concrete Surge Tank	L.S	1			\$ 379,186.03	\$ 379,186.03	\$ 569,810.50	\$ 569,810.50	\$ 565,000.00	\$ 565,000.00	\$ 534,070.00	\$ 534,070.00	\$ 512,016.63	\$ 512,016.63
5	Connections, Piping, and Valves	L.S	1			\$ 72,100.00	\$ 72,100.00	\$ 42,362.01	\$ 42,362.01	\$ 30,000.00	\$ 30,000.00	\$ 113,165.00	\$ 113,165.00	\$ 64,406.75	\$ 64,406.75
6	Sprinkler System	L.S	1			\$ 20,000.00	\$ 20,000.00	\$ 33,225.10	\$ 33,225.10	\$ 85,000.00	\$ 85,000.00	\$ 23,000.00	\$ 23,000.00	\$ 40,306.28	\$ 40,306.28
7	Backfill	m³	6,700			\$ 6.55	\$ 43,885.00	\$ 21.20	\$ 142,037.31	\$ 8.00	\$ 53,600.00	\$ 15.00	\$ 100,500.00	\$ 12.69	\$ 85,005.58
8	Topsoil Placement	m²	3,750			\$ 1.10	\$ 4,125.00	\$ 3.77	\$ 14,120.67	\$ 1.00	\$ 3,750.00	\$ 4.00	\$ 15,000.00	\$ 2.47	\$ 9,248.92
9	Coarse Grass Seeding	m²	3,750			\$ 1.77	\$ 6,637.50	\$ 2.44	\$ 9,136.90	\$ 1.00	\$ 3,750.00	\$ 2.00	\$ 7,500.00	\$ 1.80	\$ 6,756.10
10	Gravel Driveway	m²	520			\$ 25.50	\$ 13,260.00	\$ 62.30	\$ 32,394.47	\$ 10.00	\$ 5,200.00	\$ 25.00	\$ 13,000.00	\$ 30.70	\$ 15,963.62
11	Care of Water	P.C. Sum	1			\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
		Total Schedule A				\$ 800,000.00	\$ 997,618.21		\$ 1,247,700.00		\$ 827,550.00		\$ 1,057,235.00		\$ 1,032,525.80
		G.S.T. (5%)				\$ 40,000.00	\$ 49,880.91		\$ 62,385.00		\$ 41,377.50		\$ 52,861.75		\$ 51,626.29
		TOTAL AMOUNT				\$ 840,000.00	\$ 1,047,499.12		\$ 1,310,085.00		\$ 868,927.50		\$ 1,110,096.75		\$ 1,084,152.09

Notes: Due to the Unit Price Bid Modification submitted by Alpha Construction (Calgary) Inc., all items shown under the cost column have been discounted evenly by 16.94% with the exception of the \$30,000.00 price for Care of Water. Alpha Construction (Calgary) Inc. submitted an initial bid of \$1,496,000.00 (excluding G.S.T.) and their Unit Price Bid Modification was submitted with a reduced price of \$248,300.00 (excluding G.S.T.). Due to the fact that Alpha Construction (Calgary) Inc. did not provide a unit price in their bid, the unit price shown on this Tender Summary was calculated by the cost value divided by the quantity.

Memo



To: Redcliff Town Council

From: Community and Protective Services

Date: July 15, 2019

Re: Splash Park Vendor Selection Update - Capital Project

BACKGROUND:

The 2018/2019 Capital budget approval process supported the demolition and rebuild of the Splash Park in Lions Park. The budget for this project is \$400,000. Demolition is slated to begin in the first 2 weeks of September and will be performed by our Public Services Department. Construction will begin shortly after that and will continue for as long as the weather permits in the 2019 season.

A brief description of the project as it was laid out in the competition document was as follows:

“Design, supply and installation of all components necessary for demolition, removal, construction & installation of a splash park including site preparation, earthworks, drainage, piping/waterlines, fine grading, metal work, concrete work/concrete transition and related landscape works – as per RFP documents.”

PROCESS:

The evaluation team consisted of Lion Club representatives & Town of Redcliff representatives with 3 members of the Recreation Committee observing. The evaluation of the bidder's proposals are conducted with no prior knowledge of the submitted price. The reasoning for this is to find what the evaluation team believes is the best proposal for this project. The price is then introduced at the end with the pricing formula to determine the final outcome of the evaluation.

A competition was conducted, there were three (3) bidders. The bidders were evaluated based on the rated criteria outlined in the competition document. There was a minimum threshold score of 6 required in each of the rated criteria, if a minimum score of 6 wasn't achieved for each rated criteria the proposal wasn't considered further, and pricing would not be opened for those bidders.

Below are the results of the evaluation.

TOR-CPS-2019-3 – Design-Build Outdoor Splash Park

Rated Criteria Category	Maximum Points	Weighting	Maximum Score	Minimum Threshold
Demonstrated Experience & Qualifications	10	3	30	*6
Demonstrated Understanding of Services Required	10	2	20	*6
Pricing	10	5	50	N/A
Total Points			100	

Company	Score	Price
Blue Imp	16	Un-opened
Playquest	94	\$ 367,455.00
Playworks	79.5	\$ 371,535.01

The evaluation team felt that Playquest presented the best overall proposal with a high probability of success and was the lowest cost bidder who met the minimum threshold requirements in each rated criteria.

NEXT STEPS:

- Contract creation and signing
- formalizing a splash park sub-committee
- connecting Playquest design-build team with the sub-committee to work on the finer details of the final desired project outcome

Memo



To: Redcliff Town Council

From: Community and Protective Services

Date: July 15, 2019

Re: Skate Park Vendor Selection Update - Capital Project

BACKGROUND:

In the 2019 Capital projects budget Council approved the Skate Park Design-Build project for a total budget amount of \$214,245.00. To date administration has gathered preliminary Public input, solicited volunteers to form a sub-committee, created and let out a 2-Stage competition document that closed on May 16th, 2019 and performed a comprehensive evaluation of the submissions.

PROCESS:

Stage 1 of the competition was a pre-qualification stage while Stage 2 was the pricing portion of the competition.

Stage 1 of the competition had 2 bidders respond, both bidders were evaluated based on the following criteria:

Rated Criteria Category	Maximum Points	Weighting	Maximum Score	Minimum Threshold
Letter of Interest / General Qualifications	10	2	20	*12
Organizational Structure	10	2	20	*4
Project Approach	10	2	20	*10
Demonstrated Similar Project Experience	10	3	30	*15
References and Past Performance	10	1	10	*4
Total Points			100	

Once the evaluation was completed only 1 bidder met the minimum threshold requirements and made it through to Stage 2, the pricing portion.

Note:

Bidders are unaware how many bidders there were and who did or didn't make it through to Stage 2, the pricing stage, therefore keeping tension in the pricing portion of the competition.

Stage 2 provided additional information about the proposed sites, Public input, additional information from Administration, and the \$200,000 available budget for Phase 1 of the project to the bidder.

Newline Skateparks was selected as the successful bidder that will be moving forward with the project.

NEXT STEPS:

- formalizing the Skatepark sub-committee
- connecting Newline Skateparks design-build team with the sub-committee
- perform a site selection exercise
- additional Public engagement
- work on the finer details of the site based on the site selection & Public engagement process
- fund raising initiatives/in kind donations
- grant initiatives

TOWN OF REDCLIFF MUNICIPAL MANAGER REPORT TO COUNCIL

July 15, 2019



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MUNICIPAL MANAGER

Ongoing Projects

- Working with Redcliff Fibre (Certainteed) to obtain required lands for 3rd and 3rd lift station attenuation project. Purchase agreement has been executed with purchase funds in trust with the Town's lawyer. Currently waiting on Land Titles and working through their requirements.
- Reviewing other land transaction agreements for intended future implementation.
- Assisting with some bylaw enforcement files as necessary.
- Continued work on water license acquisition in coordination with Director of Public Services.
- Initiated Council Chambers Update project. There is a window during the summer months to complete this project.
- Assisting with other "in progress" capital projects as needed.

Ongoing Day to Day Responsibilities

- Legal files continue to require large amounts of time (it is recognised that this is oft repeated in the Municipal Manager's report; 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.
- HR functions represent a significant portion of the Municipal Manager regular work week (40%-50% weekly).
- Attended and participated in the June ICF Steering Committee meeting (hosted in Medicine Hat).
- Continued work and coordination on ICF. Met with Steering Committee representatives. 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 meetings).
 - Preparation of meeting notes and review of committee minutes, etc.
 - Preparation of background information as needed.
 - Preparation of any briefing materials for the attention of Town Council.
- Reviewing and signing off on procedures as they are updated.
- Responding to councillor inquiries and providing updates as they arise.
- Responding to information requests (i.e. FOIP requests) as they arise.
- Processing application for a Traffic Control Device change request. This entails obtaining feedback from the RCMP, Public Services, and Planning & Engineering followed by potential implementation if there is sufficient merit. This resulted in the placement of some no parking signs and concrete barriers on the north shoulder of Broadway Ave across from Burger King.
- Aquatic Centre Rehab project continues to be in progress. Once fully complete, Administration will arrange for a tour for Council.
- Initiated scheduling for some facility tours for Council.
- Participated in an Emergency Management Tabletop exercise. In attendance was a representative from the Alberta Emergency Management Agency.
- Hosted pre and post council staff update meetings.

- Working in conjunction with other department heads regarding some potential 2020 budget ideas.
- Responded to and working on intermunicipal issues as they arise.
- Accompanied Mayor Kilpatrick to the Change of Command Parade and Ceremony at CFB Suffield.
- Review and drafting of the budget policy (this recently received council approval in June).
- Initiated the 2020 Collective Agreement negotiations research and preparation.
- Attended Redcliff Days Celebrations.

COMMUNITY & PROTECTIVE SERVICES

Parks, Recreation and Facilities

Rec-Tangle

- Completed ice plant rebuild
- Test brine system at brine temp of -4 and floor temp of -2
- Continue cleaning and maintenance due to ball hockey league use
- Add electrical outlets for outside north end as required
- Add lighting to storage shed at north end
- Removed street lighting as per parking lot repaving
- Scheduled board cleaning

Pool

- Continue with pool operations
- Installed second new controller as necessary
- Installed chemical injection system for both pools for additional chemicals
- Complete exterior lighting retrofit to LED
- Install new change stall walls
- Award contract for accessibility door portion of pool upgrade
- Ordered wind fence for West side of facility fencing
- Received pool chemicals as necessary
- Ordered climbing walls for deck
- Ordered railing for entry/egress from small pool
- Hire staff as necessary for pool

Facilities

- Complete building inspections and perform minor repairs as necessary
- Install emergency lighting in museum
- Award mechanical upgrade for Library
- Complete lighting upgrade at Library
- Installed new water heater for Fire Hall
- Repaired shower at Campground
- Continued shower/washroom daily cleaning

Parks

- Continued cutting and trimming operations

- Continued garbage collection operations
- Groomed pathways as necessary
- Continued pest management program
- Maintained flowers as necessary
- Continued herbicide application program
- Completed Phase II of Lion's Park Irrigation upgrade
- Continued ball diamond maintenance program
- Maintained splash park as necessary
- Installed memorial bench as requested
- Installed bench along Jesmond path as requested
- Requested estimates for tree felling and trimming in various locations
- Awarded tree felling for Birch Court
- Awarded tree trimming along 3rd St NE as necessary
- Continued tree trimming operations

Other

- Hired new Facility Operator to fill vacancy
- Provided input on Water Park upgrade proposals
- Oversaw contractors on library, pool and rectangle
- Obtained estimates on ongoing and future projects regarding facilities and parks
- Completed course as part of safety committee duties
- Provided support as necessary for Redcliff Days
- Planning projects regarding rink changeover from sport court to ice
- Prepared for July 1 celebrations
- Discussed safety and fire extinguisher testing with vendor
- Called meeting of safety committee

FCSS, Community Services and Special Events

- Participated in EM Exercise Rolling Thunder
- Participated in EM Tabletop exercise; Town of Redcliff
- Delivered interview to radio stations to promote Redcliff Days
- Continued planning new Coal-burner Route, coordinated event details
- Coordinated a successful Redcliff Days
- Met with Tracy re: Bike Lending Library Grant, initial stages of rolling out project
- Musical ride meeting with RCMP and Youth Workers
- Attended Medicine Hat Screen Time committee meeting
- Completed survey for New Horizon's grant re: Senior's computer programming needs/recommendations
- Finalized Canada Day plans
- Ordered outdoor inflatable movie screen
- Began preparation for Medicine Hat Stampede parade float
- Ongoing planning and coordination of summer camp programming
- Final planning and promotion of Musical Ride
- Continued administrative support and coordination for:

- Redcliff Community Garden
 - Meals on Wheels
 - Home Cleaning Services
- Hosted and helped collaborate on various cultural, recreational and preventative programming such as:
 - Hosted Senior's Week Events
 - Community Kitchen
 - Safety Days
 - Parent Link Play group
 - World's Largest Swimming Lesson
 - Family Fun Night
 - Babysitting Course
 - Home Alone Course
- Attended monthly DREAMS meeting
- Met with client(s) needing connection to resources (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

Community Peace Officer

- Attended the Redcliff Bike Rodeo. This was an instructive and interactive program that involved several of the local children and their parents. RCMP and Community Services assisted in this endeavour.
- Snake relocation is continuing with the warmer days
- Nuisance premises have been an ongoing process
 - 10 additional unsightly property files registered with the new process that has been in place since March (40 total files)
 - 7 files are in various stages of action from verbal warnings to written violation notices/orders with penalties and timeframes
- Pest reduction management program is extended until the end of July 2019
- Parking complaints and follow-up continue

Emergency Management, Fire Services, and Health and Safety

- Participated as a senior facilitator for Exercise Rolling Thunder
- Attended Exercise Rolling Thunder after action review
- Reviewing and updating Town Emergency Management Plan and Emergency Social Services Plan

- Held Town of Redcliff discussion tabletop exercise
- Fire Services help open house for Redcliff Days and on was on standby at the fireworks
- Fire Services completed orientation for new firefighters
- Fire Hall annual cleaning completed
- Attended local and community partner bike rodeos
- Standard First Aid courses held at Town Hall for all departments
- Hosted Joint Worksite Health and Safety Committee Training at Town Hall

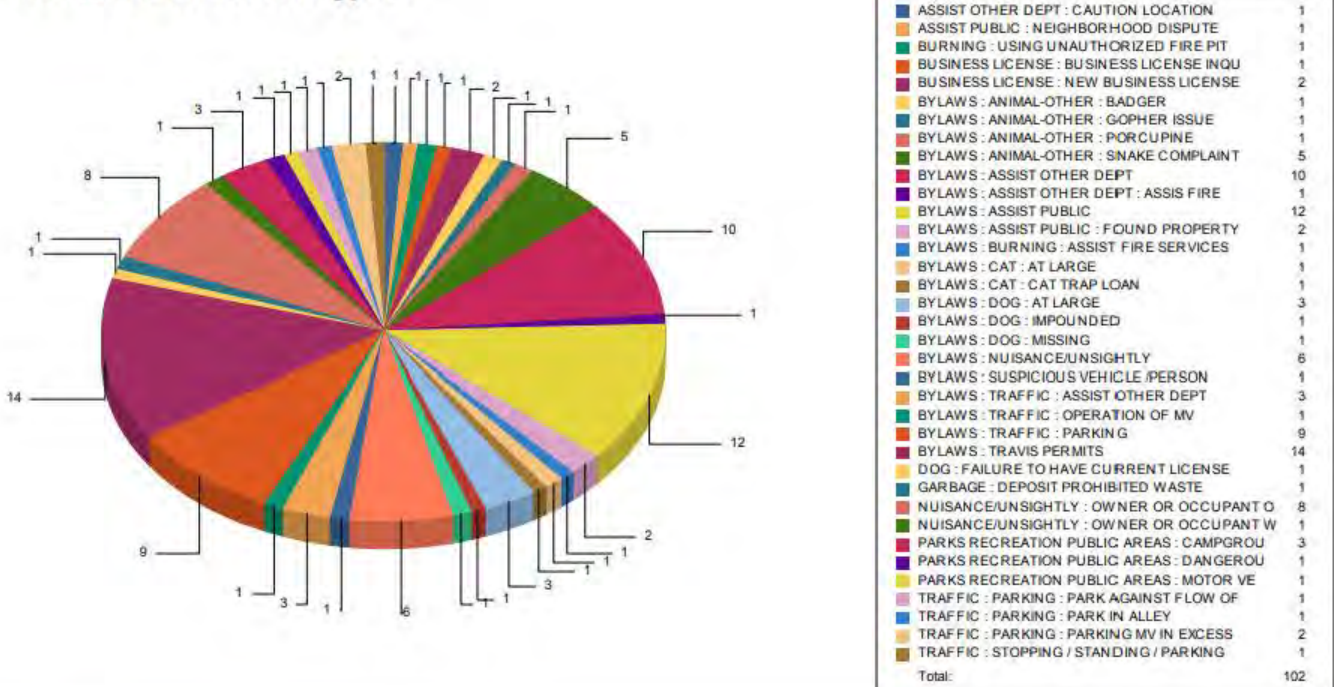
Town of Redcliff Statistics from Occurred Date: 6/1/2019 to 7/5/2019 11:59PM

Town of Redcliff

LAST MONTH Statistics from Occurred Date: 6/1/2019 12:00:00AM to 7/5/2019 11:59:00PM

Case Report

Count of Incident Types



BYLAWS : ANIMAL-OTHER : BADGER: 1 1%

PUBLIC SERVICES

Department

- Preparing diversion water license transfer documents for Alberta Environment and Parks
- Landfill Authority Meeting July 11
- Detailed design for the next two landfill cells
- Prepare construction management documents
- Prepare project management documents
- South Highway Dr SE road repairs
- Pembina Dr major road rehabilitation design
- 3rd St NE initial road design for spring construction
- Drainage review and initial assessments 8th St SW and 3rd Ave SW intersection
- Working on new Water Treatment Approval to Operate
- Working with Insurance and the RCMP for the Landfill break-in that occurred on May 13th
- Construction underway for the Rec-Tangle Parking Lot Project

Water and Sewer Utilities

- 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
- Replaced/repaired water metres
- Work with MJB on 4th Street upgrades
- Completed meter readings

Municipal Works

- Conducted funeral internments
- Garbage pick
- Bin placements/pickups as needed
- Repair garbage cans lids (ongoing)
- Fix various signs around town
- Street sweeping (ongoing)
- Water line repair at 24 Industrial Drive
- Installed services at 625 1st St SE
- Line painting completed by Volker Stevin
- Started digging in utilities at Rec-Tangle parking lot
- Transit did some paving on Main Street
- Bladed roads to get ready for dust control
- Worked on soft spots in alleys around town

- Fixed water leak on distribution line going down to raw water pump station
- Filled potholes around town
- Repair equipment at Lion's Park
- Did cemetery clean-up
- Pulled down basketball net and light standards at Rec-Tangle
- Catch basin cleaning
- Repaired road at Pembina Cres
- Set up and cleared up for Redcliff Days
- Line painting up town and at golf course
- Fixed up Boulevard by GVN/Broadway Avenue
- Water main repair at 2nd St NE

Landfill

- Picked garbage inside landfill and in neighboring field after a wind event (ongoing)
- Clean scales (ongoing)
- Hauled cover soil (ongoing)
- Ridgeline hauling in soil
- Maintained roads inside landfill (ongoing)
- Equipment maintenance (ongoing)
- Cleaned under scales (ongoing)
- Cleaned up shop (ongoing)
- Completed daily compacting
- Moved screens as needed for windy days
- Unloaded trucks with delivery of cement blocks for new transfer site
- Mowed grasses and weed whipped around landfill
- Put up flag lines in leachate pond
- Unloaded cement blocks delivered for new transfer station
- Unloaded culverts and Geo fabric for new Scale house site

PLANNING & ENGINEERING

Priorities for July

- Overseeing construction projects
- Sanitary Sewer Master Plan
- Subdivision Procedure
- Asset Management
- LUB
- Eastside ASP

June 27, 2019 Storm

The observations made from the June 27, 2019 storm were:

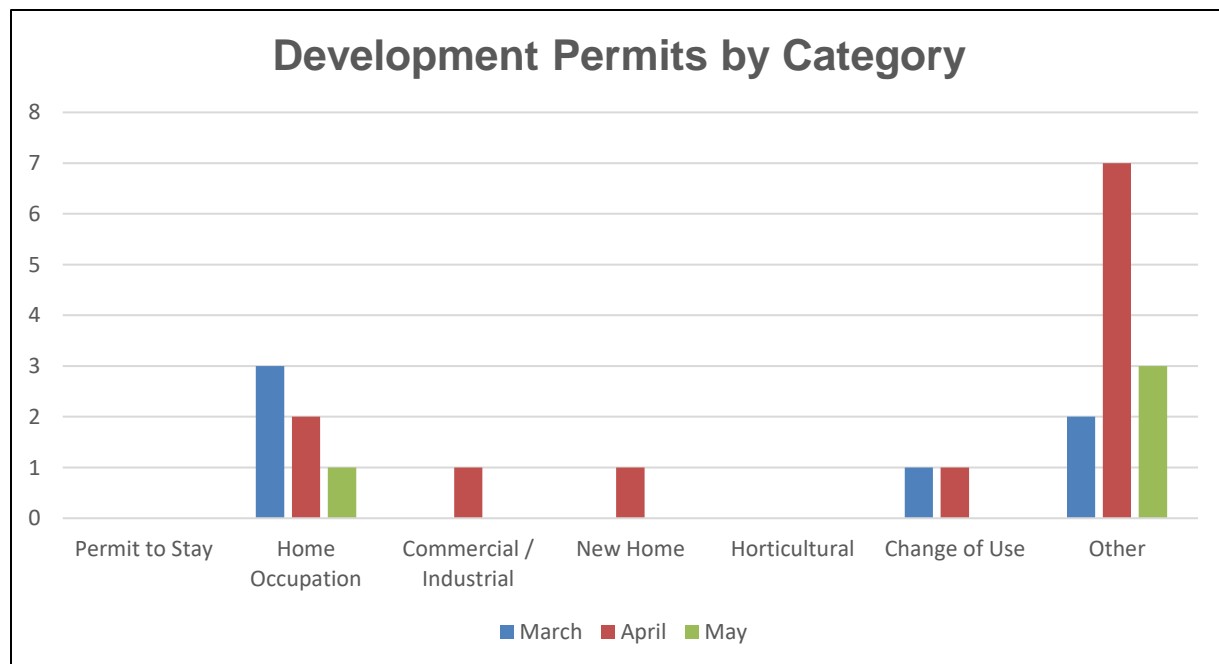
- There is a need to change multiple catch basins tops to tops that allow for higher inflows and are more plug resistant. Locations include Heritage Drive near Broadway, Mitchell Street near 9th Avenue.
- All lift stations were able to keep up during the storm event.
- The catch basin at the elbow of 7th Avenue and 4th Street is not adequate for the flows received and needs to be moved to the low spot. Upgrading the catch basin on the other side of the road and at the intersection of 6th Avenue and 4th Street SE should also help the situation.
- The backup observed on Main Street between 8th Avenue and 9th Avenue was not from lack of catch basin inlet capacity or catch basin plugging. It is possible the storm sewer downstream of this location is undersized for the runoff event experienced.
- The Town's rain gauge recorded 16mm of rainfall over a 30 minute period. This translates into approximately a 1:1 year storm. There may be an issue with the Town's rain gauge that we are looking into.

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.

Development Permits

In June 2019 the Town of Redcliff issued the following Development Permits:



Agreements

3rd Avenue SW between 7th Street and 8th Street, Drainage Improvements

A developer, as part of his conditions of development, is required to make drainage improvements. Planning & Engineering is working to have the developer pay for the improvements.

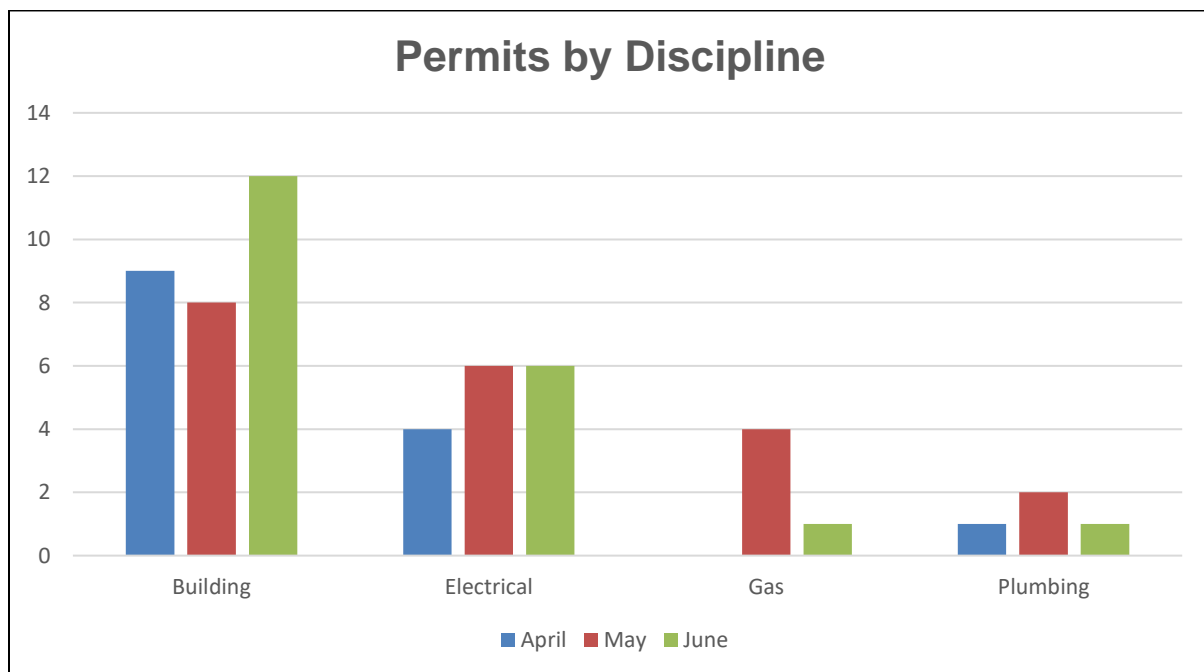
5th Street NW between Broadway Avenue and 1st Avenue, Road Improvements

A developer, as part of his conditions of development, is required to make road improvements. Planning & Engineering is creating drawings of the required improvements and preparing an agreement for the developer to pay for and perform the work.

Safety Codes

The internal Safety Codes audit was completed and submitted to Safety Codes Council on the prescribed forms and by the required deadline.

In June 2019 the Town of Redcliff issued the following Safety Codes Permits:



Studies

Inflow and Infiltration Study

The Town's sanitary sewer model is now calibrated. The model can be used to identify and quantify for dry weather flow. Work continues to simulate the July 2013 event. The model is confirming that the biggest issue is inflow.

Water Distribution Study

The Town's water model is being updated to software that the Town already owns and uses. The model will assist with the identification of distribution system improvements.

Capital Projects

3rd and 3rd Lift Station Upgrades

Tender for the surge tank has closed and is being awarded. Construction is planned to start at the end of July 2019. We are still dealing with an issue with land titles to acquire the property but hope it will not further delay construction.

3rd Avenue NW between 5th Street and 8th Street, Road and Drainage Improvements

Public Services is planning to make Road and Drainage Improvements to prevent runoff flows over the road and icing the road in winter. Planning & Engineering has completed a drawing to assist on this.

4th Street SE between 3rd Avenue and 4th Avenue Infrastructure Improvements

MJB has started construction. Temporary water system is in place and water tie-ins are occurring. Early issues have been with the accuracy of the GIS data with respect to where services are located.

Rec-Tangle Parking Lot Improvements

Public Services is installing the storm sewer and is having base gravels delivered. Community and Protective Services is planning to do the landscaping. Concrete works and paving tender has closed.

Sanitary Sewer Improvements

As part of the 300 block of 4th Street project the Town will be installing inspection chambers on the sanitary sewer services adjacent to curb stops. These inspection chambers will come with a flap gate check valve that can be replaced from the surface and a locking lid. The inspection chambers allow Public Services to immediately identify on what side of the property a sewer service back up has occurred and provides an access point for flushing the sewer service without entering a building. We are looking into the possibility of installing a flow monitoring device in the inspection chamber.

Jesmond Lift Station Upgrade

Council approved upgrading at the Jesmond lift station. Detailed design is 95% complete. Tender is being prepared. 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, 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 regarding 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. A concrete pad has been poured for the generator which will allow the generator to be placed at any time and makes the project no longer weather dependent. Construction planned for 2019. Note this project is 2019 MSI funding dependant.

Broadfoot and Stone Place SW, Drainage and Road Improvements

MJB plans to start the underground work once the 300 block of 4th Street SE projects underground work is completed. The work for weeping tile, concrete work and asphalt paving has been awarded.

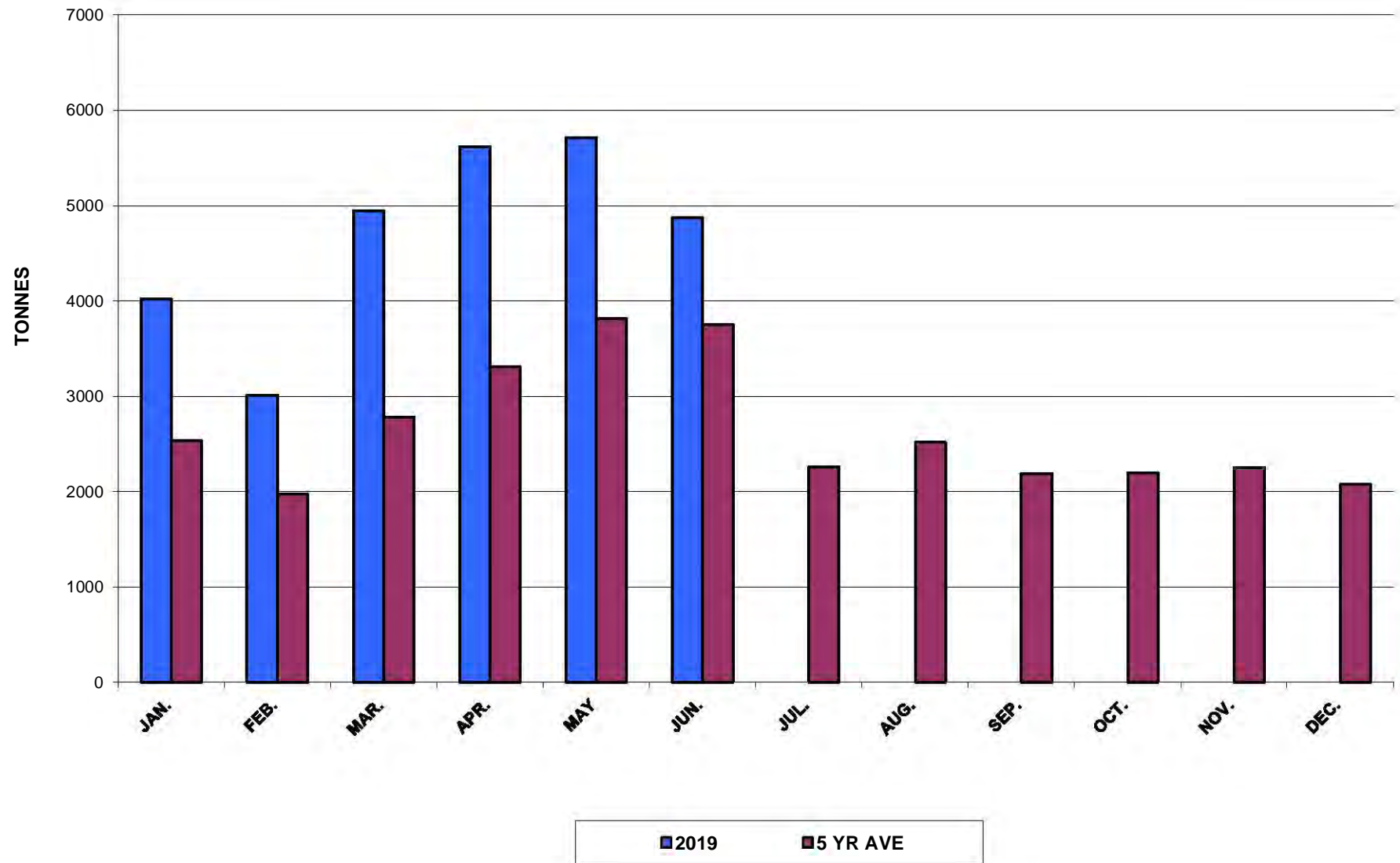
FINANCE & ADMINISTRATION

- 2019 Public Auction Sale for properties with unpaid tax arrears on 2018 tax arrears list has been advertised in the Commentator. The sale date is scheduled for 10:30 a.m. on July 31, 2019 in the Town Council Chamber.
- Submission of Applications for Tax Exemption under Community Organization Property Tax Exemption Regulation 281/1998 (COPTER) has been advertised in the Commentator.
- Shaw Internet has been upgraded. All locations now have faster speeds while the costs is reduced \$50/per month, and the Town Hall and Fire Hall now have Shaw Hot Spots (3 access points at each location).
- Regular daily duties related to finance.

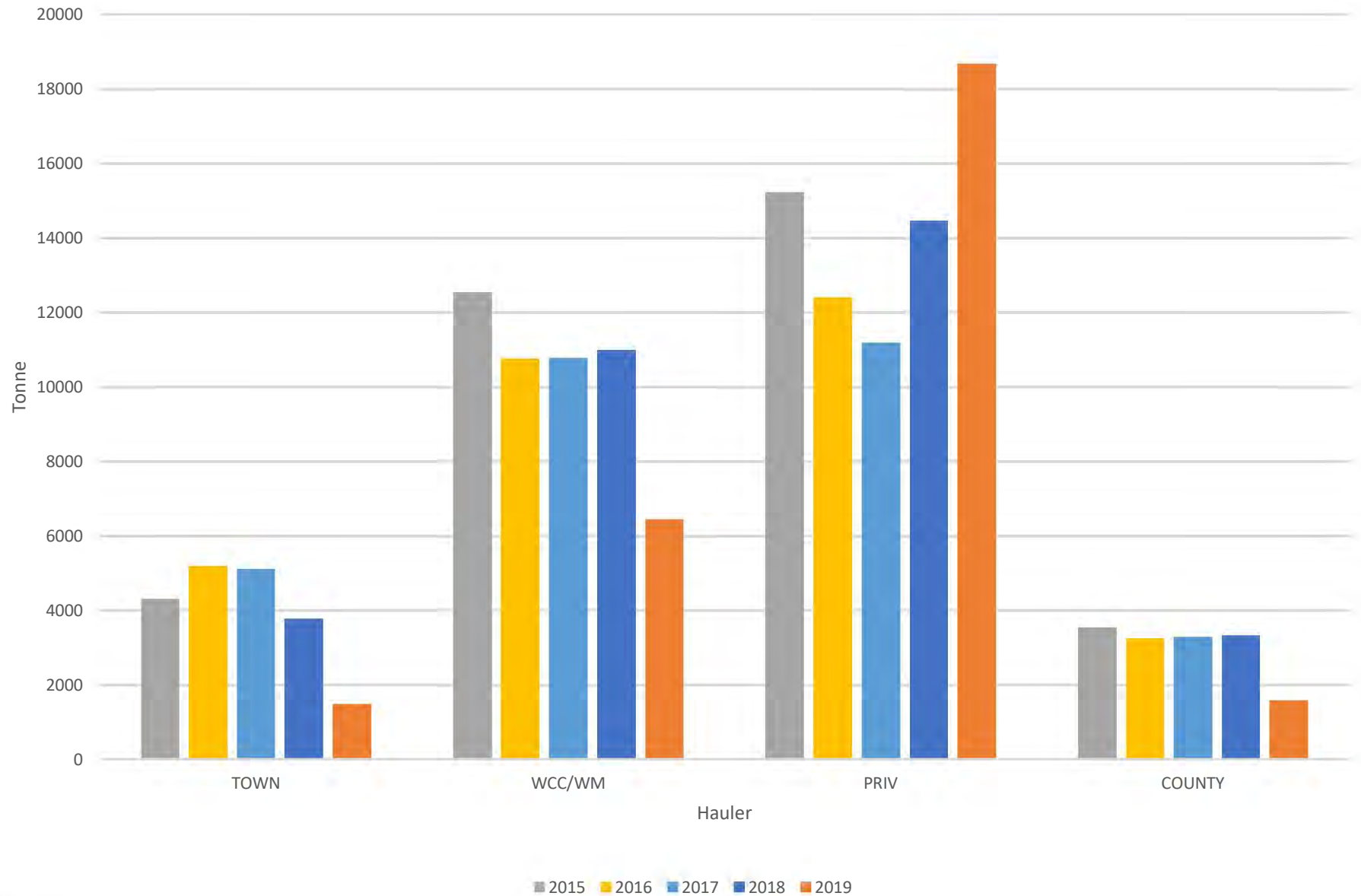
LEGISLATIVE & LAND SERVICES

- Ongoing inquires re: general land sales. Two sales to date.
- Council agenda preparation & follow up. Department Head meetings pre/post meeting.
- Ongoing Legal File review. Compiling information as requested.
- Ongoing conversion of minutes, bylaws and agreements, property files to digital format.
- Insurance claim and follow up.
- Follow up to meeting with the Town's Insurance Consultant on June 5, 2019. Reviewing / updating insurance lists. Creating contents listings.
- Assisting with FOIP requests.
- Preparation of and attendance at the Redcliff Cypress Regional Waste Management Authority meeting held July 11, 2019

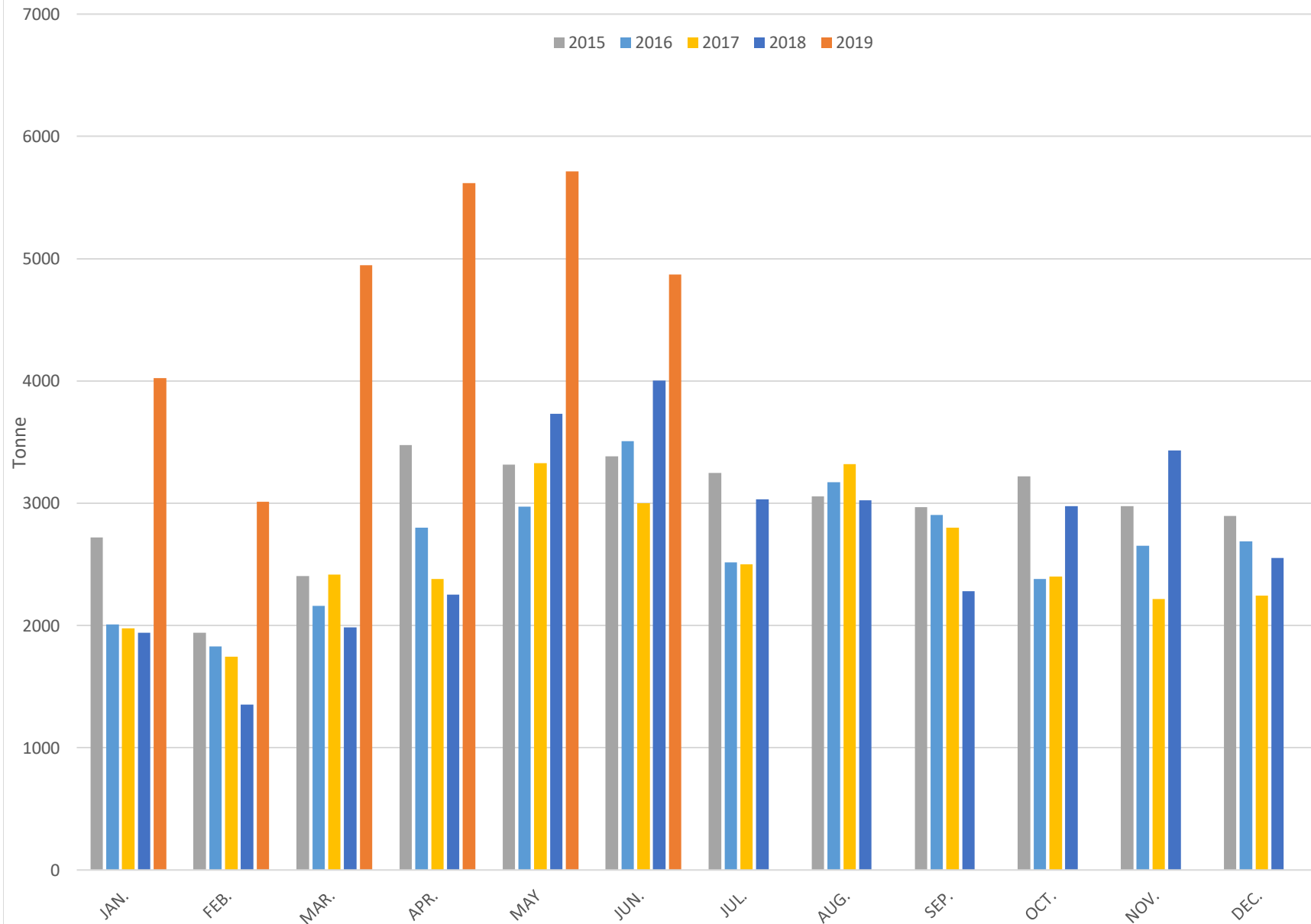
**REDCLIFF/CYPRESS REGIONAL LANDFILL
2019 VS 5 YEAR AVERAGE
TO JUNE 30, 2019**



REDCLIFF/CYPRESS REGIONAL LANDFILL
DELIVERIES BY SOURCE 2015-2019
TO JUNE 30, 2019



REDCLIFF/CYPRESS REGIONAL LANDFILL
DELIVERIES IN TONNES 2015-2019
TO JUNE 30, 2019





COUNCIL IMPORTANT MEETINGS AND EVENTS

Date	Meeting / Event	Where / Information
July 15, 2019	Council Meeting	Town Hall Council Chambers 7:00 p.m.
July 22, 2019	Penny Carnival	Lions Park
July 31, 2019	Redcliff RCMP Musical Ride	Medicine Hat Stampede Grounds
August 19, 2019	Council Meeting	Town Hall Council Chambers 7:00 p.m.