



COUNCIL MEETING

MONDAY, DECEMBER 9, 2019

7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, DECEMBER 9, 2019 – 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
	2. PUBLIC HEARING	
Pg. 8	A) Bylaw 1891/2019, Land Use Bylaw Amendment * Lot 4, Block 85, Plan 755AD (205 Broadway Avenue E) Land Use Bylaw Amendment to include property in the Cannabis Retail Store Overlay Map	
	3. MINUTES	
Pg. 10	A) Council meeting held on November 25, 2019 *	For Adoption
Pg. 14	B) Town of Redcliff Library Board meeting held on October 29, 2019 *	For Information
Pg. 23	C) Redcliff & District Recreation Committee meeting held on December 2, 2019 *	For Information
	4. BYLAWS	
Pg. 25	A) Bylaw 1891/2019, Land Use Bylaw Amendment * Lot 4, Block 85, Plan 755AD (205 Broadway Avenue E) Land Use Bylaw Amendment to include property in the Cannabis Retail Store Overlay Map	2 nd / 3 rd Reading
Pg. 36	B) Bylaw 1895/2019, Fees, Rates & Charges Bylaw *	2 nd / 3 rd Reading
Pg. 71	C) Bylaw 1897/2019, Annual Borrowing Bylaw *	1 st / 2 nd / 3 rd Reading
	5. CORRESPONDENCE	
Pg. 75	A) Shortgrass Library System * Re: Reduced Shortgrass Library System Budget Request 2020	For Information

Pg. 79	B)	Alberta Justice and Solicitor General * Re: Launch of New Training Model for Community Peace Officer Level 2	For Information
--------	-----------	--	-----------------

Pg. 81	C)	Alberta Environment and Parks * Re: Alberta Community Resilience Program	For Information
--------	-----------	---	-----------------

6. OTHER

Pg. 82	A)	Municipal Manager Report to Council *	For Information
--------	-----------	---------------------------------------	-----------------

Pg. 95	B)	Memo to Council * Redcliff/Cypress Regional Landfill Rates	For Information
--------	-----------	---	-----------------

Pg. 101	C)	Landfill Graphs *	For Information
---------	-----------	-------------------	-----------------

Pg. 104	D)	Verge Report *	For Information
---------	-----------	----------------	-----------------

Pg. 107	E)	Council Important Meetings & Events *	For Information
---------	-----------	---------------------------------------	-----------------

7. RECESS

8. IN CAMERA (CONFIDENTIAL)

A) Land Matter (*FOIP* Sec. 16, 24 & 25)

B) Boards & Commissions (*FOIP* Sec.17 & 24)

C) Intermunicipal Collaborative Framework (*FOIP* Sec. 21 & 24)

D) Utility Matter (*FOIP* Sec. 24 & 25)

E) Personnel (*FOIP* Sec. 23, 24, & 25)

F) Personnel (*FOIP* Sec. 17)

9. ADJOURN

COUNCIL MEETING - DECEMBER 9, 2019			
TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - CHEQUES			
CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
84716	AMSC INSURANCE SERVICES(GENERAL INSURANCE)	HEALTH SPENDING OCTOBER	\$ 567.25
84717	ATB FINANCIAL MASTERCARD	MASTERCARD PAYMENT	\$ 10,278.43
84718	BROVAC (A DIVISION OF 654963 ALBERTA LTD.)	LIFT STATION CLEANING	\$ 598.50
84719	BRUCE'S SEWER SERVICE	TOWNHALL & LIFT STATION CLEANOUT	\$ 1,049.48
84720	CANADIAN ENERGY	BATTERIES	\$ 965.38
84721	CITY SIGNS AND CANVAS SHOP	VEHICLE DECALS	\$ 99.75
84722	CLEARTECH INDUSTRIES INC.	CTI 4900 COAGULANT	\$ 21,339.89
84723	CUMMINS WESTERN CANADA	GENERATOR MAINTENANCE	\$ 8,094.99
84724	CYPRESS COMMUNICATIONS LTD.	2 WAY RADIO AND INSTALL	\$ 1,004.80
84725	DWELLING PLACES INC.	CONSTRUCTION DEPOSIT REFUND	\$ 2,400.00
84726	JACOB'S WELDING LTD.	REPLACE WORN OFF SKIDS	\$ 485.10
84727	JAG CLEANING SERVICES LTD	JANITORIAL SERVICES	\$ 3,045.00
84728	LONE PINE GEOTECHNICAL LTD	PROJ#220(SKATEBOARD PARK) GEOTECHNICAL SERVICES	\$ 2,520.00
84729	MATRIX SOLUTIONS INC.	PROJ#216(WETLAND ASSESSMENT) PROFESSIONAL FEES	\$ 11,367.91
84730	NEW LINE SKATEPARKS INC.	PROJ#220(SKATEBOARD PARK) DESIGN CONSULTING	\$ 3,701.25
84731	NEW WEST TRUCK CENTRES	EQUIPMENT PARTS & REPAIR	\$ 1,090.17
84732	PAGE, ROSEMARY	GARDEN MAINTENANCE & CLEANUP	\$ 112.05
84733	ROYAL CANADIAN LEGION #6 (REDCLIFF)	IDP OPEN HOUSE	\$ 280.00
84734	SHAW CABLESYSTEMS G.P.	TOWN HALL INTERNET	\$ 168.00
84736	QUESTIC CONTRACTING	PLUMBING PERMIT REFUND	\$ 218.44
84737	SAIN, DIANE	CREDIT - SELF DEFENSE	\$ 42.00
84738	JANICE, ADAMS	MEETING ROOM KEY DEPOSIT	\$ 150.00
84739	TOWN OF REDCLIFF	PETTY CASH	\$ 403.20
84740	TRUKKERS RESTAURANT	MEALS ON WHEELS OCTOBER	\$ 1,690.50
84741	WALKER, MACKENZIE	REIMBURSE CRIMINAL RECORD CHECK	\$ 43.00
84742	WORKERS COMPENSATION BOARD	WCB PREMIUMS NOV 6 INSTALLMENT	\$ 8,677.38
84743	WURTH CANADA LIMITED	GLOVES	\$ 185.55
84745	COURTYARD LAW CENTER	LAND PURCHASE	\$ 825,013.90
84746	BROADWAY VILLAGE CONDO CORP.	REFUND DUPLICATE PAYMENT	\$ 327.54
84747	CANADIAN ENERGY	BATTERIES	\$ 185.20
84748	CB DRAIN CLEANING	CAMERA INSPECTION	\$ 210.00
84749	CHAA C/O CHRISTINA REESOR	FALL HIGHLAND DANCE CLASSES	\$ 4,069.80
84750	CANADIAN PACIFIC RAILWAY	MAINTENANCE-FLASHER CONTRACT	\$ 653.00
84751	FOX CANADA	FIRST AID SUPPLIES	\$ 108.52
84752	JACOB'S WELDING LTD.	GEARBOX MOUNT REPAIR	\$ 105.00
84753	KAL TIRE	TIRE REPAIR FORKLIFT	\$ 55.70
84754	PAINTING WITH VAL	FCSS PROGRAMMING	\$ 247.50
84755	PENNYWISE ELECTRIC	PROJ#218(IF COX) ELECTRICIAN	\$ 523.95
84756	PUROLATOR	SHIPPING	\$ 82.56
84757	SHAW CABLESYSTEMS G.P.	WTP INTERNET	\$ 97.60
84758	MILLER, MICHELLE	REIMBURSE SEWER SCOPE	\$ 105.00
84759	VESLER, LEE	FALL HIGHLAND DANCE CLASSES	\$ 673.70
84760	TOWN OF REDCLIFF	PROJ#218(IF COX) PORTABLE HYDRANT #1 & #2	\$ 6,681.44
		TOTAL	\$ 850,718.48

TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - ELECTRONIC FUND TRANSFERS			
EFT#	VENDOR	DESCRIPTION	AMOUNT
EFT0001848	A & B STEEL LTD	GENERAL SUPPLIES	\$ 365.67
EFT0001849	ACTION PARTS	EQUIPMENT PARTS	\$ 96.45
EFT0001850	THE BOLT SUPPLY HOUSE LTD.	ANCHORS & BOLTS	\$ 139.67
EFT0001851	CANADIAN LINEN & UNIFORM SERVICE	COVERALLS & TOWELS	\$ 145.98
EFT0001852	CENTRAL SHARPENING	BLADE SHARPENING	\$ 147.00

EFT0001853	CITY AUTO PARTS	EQUIPMENT PARTS	\$ 56.24
EFT0001854	FARMLAND SUPPLY CENTER LTD	LINES AND FITTINGS FOR OIL TANKS	\$ 77.68
EFT0001855	GAS CITY HYDRO VAC	EXPOSE SEWER MAIN & CURB STOP REPAIR	\$ 1,207.50
EFT0001856	GEM TESTING LTD.	CORING, LOAD TESTING, & DENSITY TESTING	\$ 3,160.50
EFT0001857	HOME HARDWARE	GENERAL SUPPLIES	\$ 417.43
EFT0001858	JOE JOHNSON EQUIPMENT	BATTERY CABLE	\$ 128.00
EFT0001859	JAMES JOHANSEN	TRAVEL EXPENSE	\$ 38.38
EFT0001860	MEHRER, TRAVIS	NETSHELTER SERVER RACK	\$ 400.00
EFT0001861	MPE ENGINEERING LTD.	PROJ#165(LIFT STATION UPGRADES) CHANGE ORDERS	\$ 7,681.63
EFT0001862	RURAL MUNICIPALITIES OF ALBERTA	HYDRANTS & SUPPLIES	\$ 4,398.88
EFT0001863	RON'S ELECTRIC	PHOTO CELL REPLACEMENT	\$ 105.23
EFT0001864	SUMMIT MOTORS LTD	EQUIPMENT PARTS	\$ 62.63
EFT0001865	CUBEX LTD.	PROJ#225(SANDER) & #226(TANDEM GRAVEL TRUCK & PLOW)	\$ 313,284.53
EFT0001866	ESRI CANADA	ARC GIS SUBSCRIPTION	\$ 4,326.00
EFT0001867	HYDRODIG	CURB STOP REPAIR	\$ 966.00
EFT0001868	NSC MINERALS	NACL TOTE BAGS	\$ 6,241.05
EFT0001869	PARK ENTERPRISES LTD.	OCTOBER 2019 BILLINGS	\$ 7,494.96
EFT0001870	RURAL MUNICIPALITIES OF ALBERTA	OFFICE SUPPLIES	\$ 326.46
EFT0001871	SCHEFFER ANDREW LTD.	ENGINEERING CONSTRUCTION MANAGEMENT & PROJ#220(SKATEBOARD PARK) UAV DRONE FLIGHT	\$ 7,881.30 \$ 2,625.00
EFT0001872	SCHIEBELBEIN, ZACH	LICENSE & KNOWLEDGE TESTING	\$ 190.65
EFT0001873	SUMMIT MOTORS LTD	EQUIPMENT PARTS	\$ 68.44
		TOTAL	\$ 362,033.26

TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - ATB MASTERCARD			
<u>DATE</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
2019-10-03	STAPLES	OFFICE SUPPLIES	\$ 120.96
2019-10-04	CPC	LANDFILL A/R POSTAGE	\$ 42.02
2019-10-11	STAPLES	OFFICE SUPPLIES	\$ 129.07
2019-10-18	STAPLES	OFFICE SUPPLIES	\$ 58.26
2019-10-29	STAPLES	OFFICE SUPPLIES	\$ 6.26
2019-10-29	STAPLES	OFFICE SUPPLIES	\$ 268.67
2019-10-29	SHOPPER'S DRUG MART	SERVICE AWARDS	\$ 430.23
2019-11-04	STAPLES	OFFICE SUPPLIES	\$ (58.26)
2019-11-04	STAPLES	OFFICE SUPPLIES	\$ 299.36
2019-10-16	REDCLIFF BAKERY	MPC LUNCH	\$ 134.93
2019-10-23	EXPEDIA	MUNICIPAL ENGINEERING COURSE HOTEL	\$ 208.05
2019-10-23	REDCLIFF BAKERY	SPECIAL MPC MEETING LUNCH	\$ 19.22
2019-10-24	EPIC	COURSE REFUND	\$ (315.00)
2019-10-30	EVENTBRITE	ALIDP PARTNER	\$ 288.75
2019-11-01	SPLASHNDASH	VEHICLE WASH	\$ 14.00
2019-10-05	SHERATON	HOTEL	\$ 773.25
2019-10-21	CPC	TAX REMINDER LETTER	\$ 262.17
2019-10-26	CPA	COURSE	\$ 1,149.75
2019-10-04	PHARMASAVE	FALL FESTIVAL SUPPLIES	\$ 1.35
2019-10-10	JUST BE TC	LEADERSHIP COURSE	\$ 131.45
2019-10-29	LONDON DRUGS	HALLOWEEN CANDY	\$ 71.37
2019-10-07	COSTCO	PROPANE	\$ 58.16
2019-10-08	TIM HORTONS	MEETING SUPPLIES	\$ 75.64
2019-10-09	TIM HORTONS	MEETING SUPPLIES	\$ 19.83
2019-10-09	TIM HORTONS	MEETING SUPPLIES	\$ 10.99
2019-10-10	TIM HORTONS	MEETING SUPPLIES	\$ 30.82
2019-10-10	TIM HORTONS	MEETING SUPPLIES	\$ 13.99
2019-10-11	MARKS MARINE	EQUIPMENT PARTS	\$ 23.56
2019-10-11	TIM HORTONS	MEETING SUPPLIES	\$ 29.12

2019-10-17	COSTCO	PROPANE	\$ 76.11
2019-10-18	RECREATION FACILITY	MASTER CERTIFICATE	\$ 52.50
2019-10-19	SUPER CLEAN AUTO	VEHICLE WASH	\$ 9.25
2019-10-24	PRINCESS AUTO	SMALL TOOLS	\$ 20.99
2019-10-30	PAYPAL CONNECTIONS	FIRST AID	\$ 160.00
2019-10-30	TOP LINE WORKWEAR	SAFETY SUPPLIES	\$ 236.24
2019-10-22	PATIO CAFÉ	PRSD BOARD OF DIRECTORS MEETING	\$ 205.98
2019-10-03	HOME DEPOT	TOOL BATTERIES	\$ 186.90
2019-10-28	AWWOA	WATER MEMBERSHIP	\$ 179.99
2019-10-30	A1 PIZZA	EMPLOYEE MEAL 3RD & 3RD LEAK	\$ 61.66
2019-11-01	THE BEEFEATER	STAFF RELATIONS	\$ 282.24
2019-10-07	DRAGON CITY CAFÉ	TRAVEL EXPENSE	\$ 21.89
2019-10-07	CAMBRIDGE	TRAVEL EXPENSE	\$ 18.11
2019-10-08	COSTCO GAS	FUEL	\$ 88.74
2019-10-08	MOHAVE GRILL	TRAVEL EXPENSE	\$ 24.04
2019-10-08	CAMBRIDGE	TRAVEL EXPENSE	\$ 13.28
2019-10-09	911 SUPPLY AND ADVENTURE GEAR	SMALL TOOLS	\$ 96.55
2019-10-09	CAMBRIDGE	TRAVEL EXPENSE	\$ 7.25
2019-10-09	CAMBRIDGE	HOTEL	\$ 483.66
2019-10-15	AMAZON	LIGHT BAR	\$ 303.98
2019-10-16	SPLASHNDASH	VEHICLE WASH	\$ 13.75
2019-10-16	SPLASHNDASH	VEHICLE WASH	\$ 4.75
2019-10-23	SPLASHNDASH	VEHICLE WASH	\$ 9.00
2019-10-04	ALBERTA MUNICIPAL CLERKS	AMCA WORKSHOP	\$ 125.00
2019-10-04	ALBERTA MUNICIPAL CLERKS	AMCA WORKSHOP	\$ 150.00
2019-10-16	SUBWAY	SPECIAL COUNCIL MEETING LUNCH	\$ 96.58
2019-10-17	NISKU INN	HOTEL	\$ 215.82
2019-10-17	CENTEX	FUEL	\$ 38.37
2019-10-18	REDCLIFF BAKERY	SPECIAL COUNCIL MEETING LUNCH	\$ 38.38
2019-10-21	NISKU INN	HOTEL	\$ (8.63)
2019-10-30	REDCLIFF BAKERY	SPECIAL COUNCIL MEETING LUNCH	\$ 38.38
2019-10-28	COSTCO	SHELVING	\$ 692.98
2019-11-01	FOX ENERGY	SAFETY EQUIPMENT	\$ 107.99
2019-10-10	HOME HARDWARE	FLAG BRACKET	\$ 40.92
2019-10-03	WALMART	FALL FESTIVAL	\$ 5.13
2019-10-07	NAIT	COURSE REGISTRATION	\$ 775.00
2019-10-11	RRU RETAIL	EMPLOYEE EXPENSE	\$ 71.65
2019-10-12	MURCHIE'S	EMPLOYEE EXPENSE	\$ 21.31
2019-10-12	MURCHIE'S	EMPLOYEE EXPENSE	\$ 24.96
2019-10-12	CRAIGDARROCH	EMPLOYEE EXPENSE	\$ 36.00
2019-10-12	TIM HORTONS	EMPLOYEE EXPENSE	\$ 8.57
2019-10-21	IDOCTORS	REPLACEMENT BATTERY	\$ 62.99
2019-10-24	REAL CDN SUPERSTORE	HALLOWEEN CANDY	\$ 13.63
2019-10-27	HUSKY	FUEL	\$ 52.02
2019-10-27	EDMONTON INN	HOTEL	\$ 600.65
2019-10-29	PRECISE PARKLINK	PARKING	\$ 10.00
2019-11-01	ESSO	FUEL	\$ 25.10
2019-11-02	SOUTH COUNTRY COOP	FUEL	\$ 57.00
2019-11-05	COSTCO	PROPANE	\$ 74.80
2019-11-05	ATB	ANNUAL FEE	\$ 49.00
		TOTAL	\$ 10,278.43

REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - CHEQUES			
CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
000621	ATB FINANCIAL MASTERCARD	MASTERCARD PAYMENT	\$ 3,894.97
000622	CITY SIGNS AND CANVAS SHOP	PROJ#006(COMPOST PAD) PROJECT SIGNS & VEHICLE DECALS	\$ 2,271.42
000623	TELUS COMMUNICATIONS	TELEPHONE	\$ 39.54
		TOTAL	\$ 6,205.93

REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - ELECTRONIC FUND TRANSFERS			
CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
EFT000000000157	AECOM CANADA LTD	LANDFILL DESIGN	\$ 6,665.64
EFT000000000158	DILLON CONSULTING	RR71 UPGRADES	\$ 6,038.03
EFT000000000159	FARMLAND SUPPLY CENTRE INC.	EQUIPMENT PARTS	\$ 162.03
EFT000000000160	GEM TESTING LTD.	PROJ#003(SCALE SYSTEM) CONCRETE TESTING	\$ 367.50
EFT000000000161	KIRK'S MID-WAY TIRE LTD	REPLACE SPARE TIRE	\$ 194.25
EFT000000000162	REDCLIFF HOME HARDWARE	WATER	\$ 12.00
EFT000000000163	RMA FUEL LTD	BULK FUEL	\$ 3,852.94
EFT000000000164	SUMMIT MOTORS LTD	EQUIPMENT PARTS	\$ 1,002.56
EFT000000000165	SUPERIOR TRUCK EQUIPMENT INC.	FAN ASSY REPAIR ON TANA 380	\$ 10,696.56
EFT000000000166	THE BOLT SUPPLY HOUSE LTD	2 SPEED GREASE GUN	\$ 493.45
EFT000000000167	FARMLAND SUPPLY CENTRE INC.	EQUIPMENT PARTS	\$ 63.55
EFT000000000168	RMA FUEL LTD	BULK FUEL	\$ 6,681.55
EFT000000000169	SANATEC ENVIRONMENTAL	PUMP SEPTIC TANK	\$ 168.00
EFT000000000170	SUPERIOR TRUCK EQUIPMENT INC.	EQUIPMENT PARTS	\$ 1,673.27
		TOTAL	\$ 38,071.33

REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - ATB MASTERCARD			
DATE	VENDOR	DESCRIPTION	AMOUNT
2019-10-15	UPS STORE	FREIGHT	\$ 308.24
2019-11-04	CPC	LF AR POSTAGE	\$ 44.60
2019-10-03	PETROCAN	TRAVEL EXPENSE	\$ 60.65
43742	ESSO	TRAVEL EXPENSE	\$ 66.14
2019-10-04	FAIRMONT	TRAVEL EXPENSE	\$ 1,242.94
2019-10-15	CYPRESS COUNTY	ROAD APPROACH LICENSE	\$ 77.65
2019-10-18	EPIC	COURSE REGISTRATION	\$ 2,094.75
		TOTAL	\$ 3,894.97

BYLAW 1891/2019

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 as

Legal Description

Lot 4, Block 85, Plan 755AD

Civic Address

205 Broadway Avenue E

Herein referred to as “Subject Lands”, is currently outside the Map A Retail Cannabis Store Overlay in the Land Use Bylaw.

AND WHEREAS Redcliff Town Council has received an application and desires to include the Subject Lands in the Map A Retail Store Cannabis Overlay Map of the Redcliff’s Land Use 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 25th day of November 2019 and on the 9th day of December 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 1891/2019.
- 2) The land described as

Legal Description

Lot 4, Block 85, Plan 755AD

Civic Address

205 Broadway Avenue E

Is hereby in the Map A Cannabis Retail Store Overlay Map.

- 3) Administration is authorized to update the Land Use Bylaw Map A Cannabis Retail Store Overlay Map 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 28th day of October 2019.

READ a second time this _____ day of _____ 2019.

READ a third time this _____ day of _____ 2019.

PASSED and **SIGNED** this _____ day of _____ 2019.

Mayor

Manager of Legislative & Land Services

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

PRESENT: Mayor D. Kilpatrick
Councillors C. Czember,
S. Gale, L. Leipert

Acting Municipal Manager and Director of Community & Protective Services D. Thibault

Manager of Legislative & Land Services S. Simon

Director of Finance & Administration J. Tu (left at 7:32 p.m.)

Director of Planning & Engineering J. Johansen (left at 7:32 p.m.)

Director of Public Services C. Popick (left at 7:32 p.m.)

ABSENT: Councillors C. Crozier, E. Solberg, J. Steinke

1. GENERAL

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

2019-0425 Adoption of Agenda **B)** Councillor Gale moved the Agenda be adopted as amended to remove Item 8 B. - Carried.

2019-0426 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.

2019-0427 Bank Summary **D)** Councillor Czember moved the Bank Summary to October 31, 2019 be received for information. - Carried.

2. PUBLIC HEARING

Bylaw 1891/2019, Land Use Bylaw Amendment Lot 4, Block 85, Plan 755AD (205 Broadway Avenue E) Land Use Bylaw Amendment to include property in the Cannabis Retail Store Overlay Map **A)** Councillor Leipert declared a pecuniary interest. As a result of Councillor Leipert declaring a pecuniary interest quorum was lost. The Public Hearing for Bylaw 1891/2019, being an amendment to the Land Use Bylaw to include Lot 4, Block 85, Plan 755AD (205 Broadway Avenue E) in the Cannabis Retail Store Overlay Map will be deferred to the December 9, 2019 Council meeting. Notice of the Public Hearing will be re-advertised.

3. MINUTES

- 2019-0428 Council meeting held November 12, 2019 **A)** Councillor Gale moved the minutes of the Council meeting held November 12, 2019 be adopted as presented. - Carried.
- 2019-0429 Municipal Planning Commission meeting held November 20, 2019 **B)** Councillor Leipert moved the minutes of the Municipal Planning Commission meeting held November 20, 2019 be received for information. - Carried.
- 2019-0430 Town of Redcliff Library Board meeting held September 24, 2019 **C)** Councillor Czember moved the minutes of the Town of Redcliff Library Board meeting held September 24, 2019 be received for information. - Carried.
- 2019-0431 Town of Redcliff Library Board special meeting held September 28, 2019 **D)** Councillor Leipert moved the minutes of the Town of Redcliff Library Board special meeting held September 28, 2019 be received for information. - Carried.

4. BYLAWS

- Bylaw 1891/2019, Land Use Bylaw Amendment Lot 4, Block 85, Plan 755AD (205 Broadway Avenue E) Land Use Bylaw Amendment to include property in the Cannabis Retail Store Overlay Map **A)** Due to loss of quorum for the public hearing for Bylaw 1891/2019, being an amendment to the Land Use Bylaw to include Lot 4, Block 85, Plan 755AD (205 Broadway Avenue E) in the Cannabis Retail Store Overlay Map, Bylaw 1891/2019 was not presented for consideration of 2nd reading. This item will be deferred to the December 9, 2019 Council meeting.
- 2019-0432 Bylaw 1892/2019, Water Rates Bylaw **B)** Councillor Leipert moved Bylaw 1892/2019, Water Rates Bylaw be given first reading. - Carried.
- 2019-0433 Councillor Gale moved Bylaw 1892/2019, Water Rates Bylaw be given second reading. - Carried.
- 2019-0434 Councillor Czember moved Bylaw 1892/2019, Water Rates Bylaw be presented for third reading. - Carried Unanimously.
- 2019-0435 Councillor Leipert moved Bylaw 1892/2019, Water Rates Bylaw be given third reading. - Carried.
- 2019-0436 Bylaw 1893/2019, Sewer Rates Bylaw **C)** Councillor Czember moved Bylaw 1893/2019, Sewer Rates Bylaw be given first reading. - Carried.
- 2019-0437 Councillor Leipert moved Bylaw 1893/2019, Sewer Rates Bylaw be given second reading. - Carried.
- 2019-0438 Councillor Gale moved Bylaw 1893/2019, Sewer Rates Bylaw be presented for third reading. - Carried Unanimously.
- 2019-0439 Councillor Czember moved Bylaw 1893/2019, Sewer Rates Bylaw be given third reading. - Carried.

2019-0440	Bylaw 1894/2019, Garbage Rates and Collection Bylaw	D) Councillor Leipert moved Bylaw 1894/2019, Garbage Rates and Collection Bylaw be given first reading. - Carried.
2019-0441		Councillor Gale moved Bylaw 1894/2019, Garbage Rates and Collection Bylaw be given second reading. - Carried.
2019-0442		Councillor Leipert moved Bylaw 1894/2019, Garbage Rates and Collection Bylaw be presented for third reading. - Carried Unanimously.
2019-0443		Councillor Czember moved Bylaw 1894/2019, Garbage Rates and Collection Bylaw be given third reading. - Carried.
2019-0444	Bylaw 1895/2019, Fees, Rates and Charges Bylaw	E) Councillor Czember moved Bylaw 1895/2019, Fees, Rates and Charges Bylaw be given first reading. - Carried.
2019-0445	Bylaw 1896/2019, Land Use Bylaw Amendment Lots 25-28, Block 32, Plan 1117V (334 2 Street SW) H - Horticultural District to R-1 Single Family Residential District	F) Councillor Leipert moved that Bylaw 1896/2019, being an amendment to the Land Use Bylaw, to rezone Lots 25-28, Block 32, Plan 1117V (334 2 Street SW) from H – Horticultural District to R-1 Single Family Residential District be given first reading. - Carried.

5. REQUEST FOR DECISION

2019-0446	2020 Interim Operating and Capital Budget Approval	A) Councillor Czember moved the 2020 Operating and Capital Budgets Presentation be received for information. Further that the 2020 Interim Operating and Capital Budgets be approved as presented. - Carried.
2019-0447	Doubtful Accounts Receivables	B) Councillor Leipert moved that the Director of Finance and Administration be authorized to write off the total amount of \$6,730.64 for outstanding utility accounts as presented. - Carried.

6. OTHER

2019-0448	Managing Lead in Municipal Drinking Water Systems in Alberta Memo	A) Councillor Czember moved the Managing Lead in Municipal Drinking Water Systems in Alberta Memo be received for information. - Carried.
2019-0449	3 rd Quarter Financials	B) Councillor Gale moved the 3 rd Quarter Financials be received for information. – Carried.
2019-0450	Council Important Meetings & Events November 25, 2019	C) Councillor Czember moved the Council Important Meetings & Events November 25, 2019 be received for information. - Carried.

7. RECESS

Mayor Kilpatrick called for a recess at 7:32 p.m.

Director of Finance & Administration, Director of Public Services, and Director Planning & Engineering left the meeting at 7:32 p.m.

Mayor Kilpatrick reconvened the meeting at 7:33 p.m.

8. IN CAMERA (Confidential Session)

2019-0451

Councillor Czember moved to meet In Camera to discuss A) Intermunicipal Collaborative Framework under *FOIP* Sec. 21 & 24 and C) Utilities Matter under *FOIP* Sec. 24 & 25 at 7:33 p.m. - Carried.

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

2019-0452

Councillor Czember moved to return to regular session at 7:59 p.m. - Carried.

2019-0453

Councillor Czember moved that Administration seek legal advice regarding utility matter relating to 238 5 Street NW. - Carried.

9. ADJOURNMENT

2019-0454 Adjournment

Councillor Gale moved to adjourn the meeting at 8:00 p.m. - Carried.

Mayor

Manager of Legislative & Land Services

TOWN OF REDCLIFF LIBRARY BOARD

Minutes

October 29th, 2019 7:30 PM

Vision Statement

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

Attending: Brian Lowery, Wendy Harty, Valarie Westers, Catharine Richardson, Robyn Orthner, Dianne Smith, Robin Corry, Katherine Rankin, Jim Steinke, & Clarke Storle

Also attending: Tracy Weinrauch, Recording Secretary

Not in attendance:

Call to order: 7:30 pm

Approval of Agenda: Add to the Library Advocacy a thank you to Catherine Usher with IF Cox: New Business the laying of the wreath. Clarke moved to approve the agenda. Katherine 2nd. All in favor. Carried.

Approval of Minutes for September meeting: Robin moved for approval. Valarie 2nd. All in favor. Carried.

Approval of the September Special Minutes: Valarie moved for approval. Katherine 2nd. All in favor. Carried.

Financial Statements for September for information only. Catharine moved for information. Wendy 2nd. All in favor. Carried.

Accounts Payable: Tracy will look into and inform the board members of the purchases included in Contingencies on MasterCard. Wendy moved for information only. All in favor. Carried.

Library Manager's Report: Tracy commented that our memberships are on track to break 1000 this year. In addition, LEGO @ the Library attendance stats for the first 4 weeks this session have increased almost 400% over last year at this time. Tracy attributes this to Tanner Keller's facilitation of the program.

Valarie made the motion for Tracy to attend the SAKA Conference for Low German Mennonite Service Providers conference on Nov 19 & 20, including mileage to Taber and accommodation. Dianne 2nd. All in favor. Carried. Catharine moved to approve the report. Clarke 2nd. All in Favor. Carried.

Correspondence: Shortgrass Library System's Guide to Library Support Services and Resources.

Policies Report: Tracy will contact PLSB for a template on the policy needed for persons unable to use conventional print resources, including provision in cooperation with community agencies as per the Alberta Government Libraries Regulations June 2018.

Financial Report: Robyn made the motion to accept the 2020 budget as presented. Valarie 2nd. All in favor. Carried.

Valarie made the motion to open for regular operational hours November 9th & 10th, Catharine 2nd. All in favor. Carried.

We have had a more accurate value of our collection calculated by Shortgrass Library System using the Symphony Workflows software and the value of our collection has an actual value of \$409,329.67. This

adjusting entry will be completed in our year-end documents by the approved bookkeeper Terra Perks
Going forward we will use this report for our Year-End Fixed Assets.

Personnel Report: Nothing to report.

Needs Assessment/Library Advocacy:

The Sunday Cinema will continue for one more month and then we will have a discussion as to the future of the program. The next film, The Artisans, will be shown on November 24th; Tracy will make sure that there are more social media posts advertising the event.

The artisan fair will be on December 7th.

Catharine moved to thank Catherine Usher for her hard work in ensuring the grades 1-3's toured the library. Tracy will deliver a thank you gift from us. Katherine 2nd. All in favor. Carried.

Friends of the Library (FRPL): Mini Golf will take place on November 29th, please let Rita White know if you are able to help that evening. Tracy will send out an email to remind everyone of the event.

Social Media Report:

To date there are four people participating in the virtual book club.

There have been several posts regarding library usage and support, as well Women's History Month. In addition, there will be Canadian Remembrance History posts until November 10th.

A strategy needs to be created going forward for communication between all social media members, Tracy, & Tammie as to what posts have been completed or removed.

Ongoing Maintenance Projects:

- Monthly building inspection completed on October 23.
- Floor registers in the meeting room have been fixed to fit flat to reduce the tripping hazard.
- Most of the damaged or water stained ceiling tiles have been replaced.

Old & Unfinished Business:

- Online viewing-only access is now in place to avoid the \$3.00/month paper statement fee
- Shorty Awards application for our bike lending program has been submitted

New Business:

- Appreciation dinner will be booked at the Legion on January 11th, 2020 @ 6:00 pm cocktails, 6:30 pm supper.
- Reminder to Board members with upcoming expiry term dates, to please complete respective paperwork for renewal
- Jim will be laying the wreath at the Remembrance Day Services.

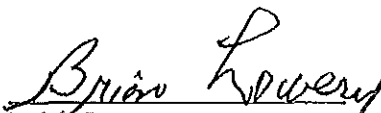
Next Regular meeting: November 26th, 2019 @ 7:30 pm.

Jim moved for adjournment at 8:45 pm. Wendy 2nd. All in favor. Carried.

Secretary


Tracy Weinrauch

Chairman


Brian Lowery

Library Manager's Report

Circulation for September was 2147 books, 30 children's audios & kits, 40 Blu-rays, 496 DVDs, 69 talking books, 84 CD's, 148 magazines, 22 games and 442 Overdrive checkouts.

SEPTEMBER 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	1247	900	741	148	3036	29232	442
2018	1402	1384	930	128	3844	32912	396
						-3680	46

**Overdrive stats to date 2019 vs 2018 = 3868 vs 3872

COMPUTER USAGE

September had 502 half hour sessions (an average of 20 per day) and 389 Wi-Fi sessions.

As of October 22nd, 2019, we have taken in \$3320.39 in membership fees.

During the month of October, we had the I.F. Cox grade 1s, 2s, & 3s through the library for a tour, story, and library card. If they already had a card, we renewed it. Follow up to that happened on the following Sunday when we had several grade 3 boys spend the afternoon in the library searching for books, using the computers to play Minecraft, and checking out our selection of video games to take home and use.

We had a parent stop by the library to borrow a bike for their child to use for a school bike ride. Without this service, the child would not have been able to participate.

Lori has given written notice to leave her position; her last day will be Thursday, October 31st. At this time, I will not be hiring, possibly in the New Year.

Employee performance evaluations are complete for this year.

The library is also a drop-off location for the Medicine Hat Food Bank & CHAT 94.5 FM Food Drive 2019. We are accepting items in lieu of overdue fines. 1 can of food = \$1.00 in fines

The Redcliff Bakery held a cookie fundraiser for us October 22-26. I will have a total amount raised at the next meeting.

Library snapshot day was held in our library on October 3rd. Below are our stats from Shortgrass on that one day:

Transaction Type	Quantity
Checkouts	166
Item Renewals	15
New Memberships	21
Membership Renewals	4
Public PC Sessions	20 (14 hr. 3 min)
Wi-Fi Sessions	21 clients (36 hrs. 31 min)

**Town of Redcliff Library Board
Balance Sheet As at 30/09/2019**

ASSET

CURRENT ASSETS

CASH FLOAT	100.00
CASH IN BANK	88,165.76
SAVINGS ACCOUNT - SERVUS CU	2,847.67
GIC/TERM/MUTUAL	13,388.40
CREDIT UNION SHARES	1.33
SERVUS REWARDS #1	72.75
PREPAID EXPENSES	0.00
ACCOUNTS RECEIVABLE	0.00
SALES TAX REBATE	489.10
TOTAL CURRENT ASSETS	<u>105,065.01</u>

FIXED ASSETS

BOOKS	94,331.53
FURNITURE & EQUIPMENT	0.00
PAVING	0.00
TOTAL FIXED ASSETS	<u>94,331.53</u>

TOTAL ASSET	<u><u>199,396.54</u></u>
--------------------	--------------------------

LIABILITY

LIABILITIES

ACCOUNTS PAYABLE	162.16
CPP PAYABLE	0.00
EI PAYABLE	0.00
TAXES PAYABLE	0.00
PAYROLL DED'NS PAYABLE	0.00
VACATION PAY PAYABLES	0.00
MASTERCARD PAYABLE	928.85
TOTAL LIABILITIES	<u>1,091.01</u>

TOTAL LIABILITY	<u>1,091.01</u>
------------------------	-----------------

EQUITY

SURPLUS

BALANCE BEGINNING OF YEAR (Equity)	121,808.32
PRIOR YEAR SURPLUS ADJUSTMENT	0.00
COMMITTED OPERATING FUNDS	<u>-17,834.32</u>

TOTAL SURPLUS	<u>103,974.00</u>
CAPITAL ASSETS	
BALANCE-BEGIN OF YEAR (CAP ASSETS)	94,331.53
TRANSFER FROM OPERATING	0.00
BOOKS & TAPES WITHDRAWN	<u>0.00</u>
Balance--End of year	<u>94,331.53</u>
TOTAL EQUITY	<u>198,305.53</u>
LIABILITIES AND EQUITY	<u>199,396.54</u>

Generated On: 17/10/2019

Town of Redcliff Library Board
Statement of Cash Flows 01/09/2019 to 30/09/2019

Cash Flows from (used in) Operating Activities	
Net Income (Loss)	-10,541.76
Adjustments to reconcile net income to net cash provided by (used in) operating activities:	
Decrease (Increase) in Operating Assets	
SALES TAX REBATE	-88.02
Increase (Decrease) in Operating Liabilities	
ACCOUNTS PAYABLE	142.18
Net Cash provided by (used in) Operating Activities	-10,487.60
 Cash Flows from (used in) Investing Activities	
Net Cash provided by (used in) Investing Activities	0.00
 Cash Flows from (used in) Financing Activities	
Increase in Credit Card Payable	
MASTERCARD PAYABLE	861.43
(Decrease) in Credit Card Payable	
MASTERCARD PAYABLE	-1,149.87
Net Cash provided by (used in) Financing Activities	-288.44
 Increase (Decrease) in Cash and Cash Equivalents	-10,776.04
 Cash and Cash Equivalents at Beginning of Period	101,862.22
 Cash and Cash Equivalents at End of Period	91,086.18

Generated On: 17/10/2019

**Town of Redcliff Library Board
Comparative Income Statement
Sep-19**

CASH FLOAT \$100.00
CASH IN BANK \$88,165.76
SAVINGS ACCT. \$2,847.67
GIC \$13,388.40

	Actual 01/01/2019 to 30/09/2019	Actual 01/09/2019 to 30/09/2019	Budget 01/01/2019 to 31/12/2019	Difference	Comments
REVENUE					
PROVINCIAL GRANT	15,507.00	0.00	31,013.00	-15,506.00	
TOWN OF REDCLIFF	121,239.79	0.00	181,859.59	-60,619.80	
PRIVATE DONATIONS	6,561.65	1,223.55	3,500.00	3,061.65	
PHOTOCOPIER REVENUE	2,475.80	255.40	2,500.00	-24.20	
PROCTORING FEES	300.00	0.00	100.00	200.00	
RENTAL INCOME	395.00	90.00	600.00	-205.00	
PUBLIC COFFEE AREA	151.15	10.60	200.00	-48.85	
REDCLIFF MEMBERSHIPS	3,010.32	309.30	3,380.00	-369.68	
OVERDUE FINES	1,484.65	195.65	1,500.00	-15.35	
MISC - FAX	499.65	18.00	750.00	-250.35	
MISC - BOOKS SOLD	3,375.75	3.00	2,500.00	875.75	
MISC - CARDS REPLACED	40.75	8.00	25.00	15.75	
MISC - SUMMER READING PROGRAM	1,400.00	0.00	1,500.00	-100.00	
MISC - LAMINATOR	86.50	6.00	150.00	-63.50	
COUNTER SALES REVENUE	168.00	19.00	300.00	-132.00	
GRANTS	6,300.00	800.00	4,400.00	1,900.00	
INTEREST EARNED	2.11	0.23	35.00	-32.89	
TOTAL REVENUE	162,998.12	2,938.73	234,312.59	-71,314.47	
EXPENDITURES					
SALARIES	103,199.16	10,787.28	144,122.45	-40,923.29	
CPP	4,242.68	460.91	5,217.31	-974.63	
EI PREMIUMS	2,340.57	244.67	3,548.79	-1,208.22	
WORKER'S COMPENSATION	395.97	0.00	313.04	82.93	
BOOKS	4,180.13	14.88	4,100.00	80.13	
AUDIO VISUAL	1,410.30	75.94	1,600.00	-189.70	
PERIODICALS	597.29	0.00	600.00	-2.71	
SHORTGRASS LIBRARY SYSTEM	28,448.00	0.00	27,828.00	620.00	
TELECOMMUNICATIONS	0.00	0.00	400.00	-400.00	
SHORTGRASS CATALOGUING FEE	0.00	0.00	500.00	-500.00	
SUPP - OFFICE	188.19	0.00	825.00	-636.81	
SUPP - BOOK R & M	2,035.71	0.00	1,800.00	235.71	book display supports
SUPP - CIRC DESK	244.53	25.75	650.00	-405.47	
COUNTER SALES EXPENSE	50.00	12.50	225.00	-175.00	
SUPP - COMPUTER	1,589.26	0.00	1,533.00	56.26	
SUPP - PHOTOCOPIER	1,358.87	141.86	2,200.00	-841.13	
SUPP-STAFF ROOM	229.16	0.00	500.00	-270.84	
SUPP - EMERGENCY	120.00	0.00	50.00	70.00	children's AED pads
PUBLIC COFFEE AREA EXPENSE	31.96	0.00	250.00	-218.04	
POSTAGE & SHIPPING	481.84	7.85	625.00	-143.16	

TELEPHONE & FAX	404.54	45.07	575.00	-170.46	
WORKSHOPS, MEETINGS, ETC	3,919.48	155.00	3,600.00	319.48	
AUDIT	150.00	0.00	200.00	-50.00	
DUES	599.00	0.00	750.00	-151.00	
LEGAL & BANK FEES	117.55	15.50	500.00	-382.45	
LEGO AT THE LIBRARY	82.33	0.00	200.00	-117.67	
MISC - SUMMER READING PROGRAM	450.80	0.00	550.00	-99.20	
MISC-STORY HOUR	33.98	1.77	100.00	-66.02	
MISC - DECORATIONS	0.00	0.00	100.00	-100.00	
LIBRARY ADVOCACY	505.97	0.00	500.00	5.97	
MISC - ADVERTISING	187.62	75.90	300.00	-112.38	
MISC - RECOGNITION	560.48	0.00	1,250.00	-689.52	
CONTINGENCIES_	3,835.35	84.53	3,000.00	835.35	bike lending program
UTILITIES	5,275.63	510.36	8,500.00	-3,224.37	
JANITORIAL	6,789.86	703.19	11,000.00	-4,210.14	
REPAIR & MAINTENANCE	1,684.72	117.53	2,000.00	-315.28	
INSURANCE	2,318.45	0.00	2,000.00	318.45	
CAPITAL - GENERAL	0.00	0.00	0.00	0.00	
CAPITAL - LIBRARY EQUIPMENT	0.00	0.00	300.00	-300.00	
CAPITAL - FURNITURE	1,091.40	0.00	0.00	1,091.40	chairs from Phil Montelth
CAPITAL - COMPUTER EQUIPMENT	1,681.66	0.00	2,000.00	-318.34	
TOTAL EXPENSE	180,832.44	13,480.49	234,312.59	-53,480.15	
NET INCOME	-17,834.32	-10,541.76	-0.00	-17,834.32	

Generated On: 17/10/2019

REDCLIFF & DISTRICT RECREATION COMMITTEE MEETING
Monday, December 2nd, 2019 – 6:00 P.M.
REDCLIFF TOWN HALL MEETING ROOM

PRESENT:

Chairperson	Justin Getz
Members:	Shane Hok
	Shawna Gale
	Karen Worrell
	Cristina McNeil
Director of Community & Protective Services	Derrin Thibault
Community & Protective Services Coordinator	Charity Schweitzer

ABSENT: Sharon Kirvan

1. GENERAL

- Meeting called to order by Chairperson Justin Getz at 6:43 pm.
- Shawna Gale moved the agenda be adopted. – Carried.

2. MINUTES

- Karen Worrell moved the minutes from November 4th, 2019 be adopted as presented. – Carried.

3. Delegation

None.

4. OLD BUSINESS

Kraft Hockey Grant

Christina McNeil moved that the updates for Kraft Hockeyville be received for information with the following details:

- Sharon Kirvan has looked into the grant opportunity and there is a submission on the site from a citizen already. Sharon will continue to collect information to add another story. Derrin and Charity will help her reach out to the local hockey community to see this they can add support and assistance as the process is lengthy and involved. - Carried.

Skate Park Signage

Karen Worrell moved that the updates for Skatepark signage be received for information with the following details:

- The committee like both options of the black and white colored font. There is room in the promotions budget to get two signs and place in a V on the lot. – Carried.

5. NEW BUSINESS

Fees Rates and Charges

Christina McNeil moved the discussion and review of the Fees, Rates, and Charges be received for information with the following changes.

- Recommended to remove the 'Drop in Shinnys' as it is not a program that is scheduled – Carried.

6. RECOMMENDATIONS TO COUNCIL

None.

7. CORRESPONDENCE

None.

8. UPCOMING MEETINGS/CONFERENCE/WORKSHOPS

None.

9. DATE OF NEXT MEETING – Monday, January 6, 2019 7:00PM

10. ADJOURNMENT

Shawna Gale moved the meeting be adjourned at 7:17 pm – Carried.

Approved by Chair

Date

TOWN OF REDCLIFF
REQUEST FOR DECISION

DATE: December 9, 2019

PROPOSED BY: Planning & Engineering

TOPIC: Bylaw 1891/2019 Land Use Bylaw Amendment – to include a property in the Cannabis Retail Store Overlay Map

PROPOSAL: That Council give second and third reading to the proposed amendment to the Land Use Bylaw to include 205 Broadway Avenue E (Lot 4, Block 5, Plan 755AD) in the Cannabis Retail Store Overlay Map (see attached map).

BACKGROUND:

Due to the loss of quorum at the November 25, 2019 Council meeting, the public hearing for Bylaw 1891/2019 was not held and subsequently the second and third readings of Bylaw 1891/2019 were not able to take place. Administration has advertised the public hearing. At the time of preparing this Request for Decision no comments or concerns had been received.

On October 28, 2019, Council gave first reading to the proposed Bylaw 1891/2019 Land Use Bylaw Amendment – amendment to the Retail Cannabis Overlay Map (*Reference: Council Motion 2019-0390*). Administration advertised the proposed Land Use Bylaw Amendment and public hearing and notified the property owner and adjacent landowners.

The following background information was provided at the October 28, 2019 Council meeting:

On October 21, 2019, K. Ahlm of 2215551 Alberta Ltd. made an application to include 205 Broadway Avenue E. in the Cannabis Retail Store Overlay Map. The purpose is to allow for a Retail Cannabis Store in that location.

The proposed Land Use Bylaw amendment was presented to the Municipal Planning Commission (MPC) at a special MPC meeting on Wednesday, October 23, 2019. The MPC's comments are as follows:

S. Gale moved, with regard to the Application for Land Use Bylaw Amendment to amend the Cannabis Retail Store Overlay Map to include Lot 4, Block 85, Plan 755AD (205 Broadway Avenue E), that the following comment be submitted to Council:

Consensus of the Municipal Planning Commission is that it is in support of the application for Land Use Bylaw Amendment to amend the Cannabis Retail Store Overlay Map to include the property at Lot 4, Block 85, Plan 755AD (205 Broadway Avenue E).

POLICY/LEGISLATION:

Part 2, Division 1, Section 8 of the Municipal Government Act
Part VI Land Use Bylaw Amendments, Section(s) 32-39 of the Redcliff Land Use Bylaw

STRATEGIC PRIORITIES:

N/A

ATTACHMENTS:

Application for Land Use Bylaw Amendment – 221551 Alberta Ltd.

Proposed Land Use Amending Bylaw 1891/2019

Copy of Advertising

OPTIONS:

1. That Council give second reading to Bylaw 1891/2019, being an amendment to the Land Use Bylaw to include Lot 4, Block 85, Plan 755AD (205 Broadway Avenue E) in the Cannabis Retail Store Overlay Map.
2. Upon passing second reading that Council give third reading to Bylaw 1891/2019, being an amendment to the Land Use Bylaw to include Lot 4, Block 85, Plan 755AD (205 Broadway Avenue E) in the Cannabis Retail Store Overlay Map.

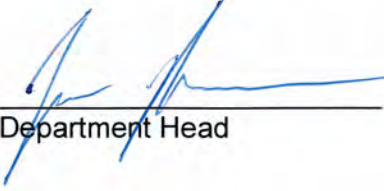
RECOMMENDATION:

Options 1 and 2.

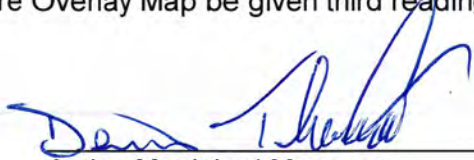
SUGGESTED MOTION(S):

1. Councilor _____ moved that Bylaw 1891/2019, being an amendment to the Land Use Bylaw to include Lot 4, Block 85, Plan 755AD (205 Broadway Avenue E) in the Cannabis Retail Store Overlay Map, be given second reading.
2. Councilor _____ moved that Bylaw 1891/2019, being an amendment to the Land Use Bylaw to include Lot 4, Block 85, Plan 755AD (205 Broadway Avenue E) in the Cannabis Retail Store Overlay Map be given third reading.

SUBMITTED BY:



Department Head



Acting Municipal Manager

Zoning Amendment Proposal

I, Keith Ahlm, on behalf of 2215551 Alberta would like to formally request that a zoning amendment be made for 205 Broadway Ave E, Redcliff.

The zoning currently excludes this property from the area (zoning overlay) of locations that may be used for the purpose of Retail Recreational Cannabis Stores. This is because it was within 100m of a children's daycare center (sensitive area). Now that the daycare in question is no longer in operation, and the location will not be used for a daycare, I believe there is no reason why this amendment could not be made. This would be acceptable to the Alberta Gaming Liquor and Cannabis Commission (AGLC) in regards to the sensitive use proximity regulations, and I hope you agree.

Thank you!



Alberta Real Estate Association

B19-025

Contract Number

COMMERCIAL PURCHASE CONTRACT

[S.S.]

THE SELLER

Between
and

THE BUYER

Name Rattana Meesri

Name 2215551 Alberta Ltd

Name _____

Name _____

1. THE PROPERTY

1.1 The Property is:

(a) the land located

at: Municipal Address: 205 Broadway Avenue E

Redcliff

T0J 2P0

Legal description: Plan 755AD Block/Unit 85 Lot 4

Excepting thereout all mines and minerals unless otherwise stated _____

(the "Lands")

(b) all buildings and other improvements on the Lands (the "Buildings");

(c) these unattached goods:

(d) the attached goods except for:

(e) the following tenancies where the seller is the landlord and the buyer is assuming these leases ("Accepted Tenancies"), or as described in the schedules selected as attached in clause 9.1

If the Property is a condominium, the legal description and details are as described in the Commercial Condominium Property Schedule, selected as attached in clause 9.1 below.

2. PURCHASE PRICE AND COMPLETION DAY

2.1 The purchase price is: \$ _____

plus GST (the "Purchase Price").

2.2 With respect to GST payable if the buyer is:

- (a) not a GST registrant under the *Excise Tax Act* (Canada), then the buyer shall remit the applicable GST to the seller's lawyer on or before the Completion Day. The seller shall remit the GST to the Receiver General as required by law, and will indemnify and save the buyer harmless from and against all costs and expenses (including legal fees on a solicitor/client full indemnity basis) that the buyer may incur or become subject to as a result of the seller's failure to remit GST pursuant to this clause; or

This form was developed by the Alberta Real Estate Association for the use of its members and may not be altered electronically by any person. Others who use this document do so at their own risk.

36_JAN2019_AREA@

[S.S.]

Seller's initials

KA

Buyer's initials

Page 1 of 11

WFR-Form@ Jun/2019

AREA

- (m) the brokerages, real estate board and listing services may keep and disclose relevant information about this transaction for reporting, statistical, property evaluation and closing purposes; and
- (n) the Seller/Buyer's _____ (seller's or buyer's) brokerage will provide this contract and related documents to the appointed lawyers for the purpose of closing this contract.

4. DEPOSITS

- 4.1 The seller and buyer agree that clauses 4.2 through 4.9 are the terms of trust for the Deposits. "Deposits" means the amounts payable under clauses 4.3 and 4.4, and "Deposit" means either of them.
- 4.2 The seller and buyer appoint Orange Jigsaw Real Estate as trustee (the "Trustee") for the Deposits
- 4.3 The buyer will pay a deposit of \$ 2,000.00, which will form part of the Purchase Price, to the Trustee by Bank Draft (method of payment) on or before October 21, 2019.
- 4.4 The buyer will pay an additional deposit of \$ 0.00, which will form part of the Purchase Price, to the Trustee by _____ (method of payment), on or before _____.
- 4.5 If the buyer fails to pay a Deposit as required by this contract, the seller may void this contract at the seller's option by giving the buyer written notice. The seller's option expires whenever the seller accepts a deposit, even if late.
- 4.6 The Trustee will deposit the Deposits into a trust account within three Business Days of receipt.
- 4.7 Interest on the Deposits will not be paid to the seller or buyer.
- 4.8 The Deposits will be held in trust for both the seller and buyer. Provided funds are confirmed, the Deposits will be disbursed, without prior notice, as follows:
 - (a) to the buyer, if after this contract is accepted:
 - (i) a condition is not satisfied or waived in accordance with clause 8.4;
 - (ii) the seller voids this contract for the buyer's failure to pay an additional deposit in the case where an initial deposit has been paid by the buyer; or
 - (iii) the seller fails to perform this contract;
 - (b) to the seller, if this contract is accepted and all conditions are satisfied or waived, and the buyer fails to perform this contract; or
 - (c) applied against the Fee owed by the seller by payment directly out of trust to the brokerage(s), with any excess amount paid in trust to the seller's lawyer no later than three Business Days prior to the Completion Day. "Fee" means the amount, plus GST, owed to a real estate brokerage under a written service agreement.
 - (d) If the seller or buyer fails or refuses to complete this contract, the other party may seek all remedies, such as claims for deposits and damages, and reasonable costs including legal fees and disbursements on a solicitor/client full indemnity basis.
- 4.9 The disbursement of Deposits, as agreed to in this clause, will not prevent the seller or buyer from pursuing remedies in clause 12.

5. LAND TITLE

- 5.1 Title to the Property will be free of all encumbrances, liens and interests except for:
 - (a) those implied by law;
 - (b) non-financial obligations now on title, such as easements, utility rights-of-way, covenants and conditions that are normally found registered against property of this nature; and
 - (c) the following encumbrances that the buyer agrees to accept:

This form was developed by the Alberta Real Estate Association for the use of its members and may not be altered electronically by any person. Others who use this document do so at their own risk.

36_JAN2019_AREA

 Signature of Buyer
 KA
 Buyer's Initials

Page 3 of 11

WFRForm® Jan/2019

AREA

18. ACCEPTANCE

18.1 The seller agrees to sell the Property according to the terms of this contract.

SIGNED AND DATED at Calgary, Alberta at 5:00p.m. on _____, 20____.

Signature of Seller or Authorized Signatory of Seller: [Signature] Signature of Witness: _____

Print Name of Seller or Authorized Signatory of Seller: Pattana Meesri Print Name of Witness: _____

Signature of Seller or Authorized Signatory of Seller: _____ Signature of Witness: _____

Print Name of Seller or Authorized Signatory of Seller: _____ Print Name of Witness: _____

Seller's GST # _____

INFORMATION

The following is for information purposes and has no effect on the contract's terms:

REJECTION

I/we do not accept this offer/counter offer. No counter offer is being made.

SIGNED AND DATED at _____, Alberta at _____ m. on _____, 20____.

Signature of Seller or Authorized Signatory of Seller: _____ Signature of Buyer or Authorized Signatory of Buyer: _____

Signature of Seller or Authorized Signatory of Seller: _____ Signature of Buyer or Authorized Signatory of Buyer: _____

This form was developed by the Alberta Real Estate Association for the use of its members and may not be altered electronically by any person. Others who use this document do so at their own risk.

Preview

S
LINC SHORT LEGAL TITLE NUMBER
0020 706 669 755AD;85;4 191 081 885

LEGAL DESCRIPTION
PLAN 755AD
BLOCK 85
LOT 4
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE
ATS REFERENCE: 4;6;13;8;NE

MUNICIPALITY: TOWN OF REDCLIFF

REFERENCE NUMBER: 141 130 127

REGISTERED OWNER(S)				
REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
191 081 885	01/05/2019	TRANSFER OF LAND	\$140,000	\$140,000

OWNERS

RATTANA MEESRI
OF 143 COUGAR RIDGE DRIVE SW
CALGARY
ALBERTA T3H 4X6
(DATA UPDATED BY: CHANGE OF ADDRESS 191154098)

[Close](#)

BYLAW 1891/2019

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 as

Legal Description

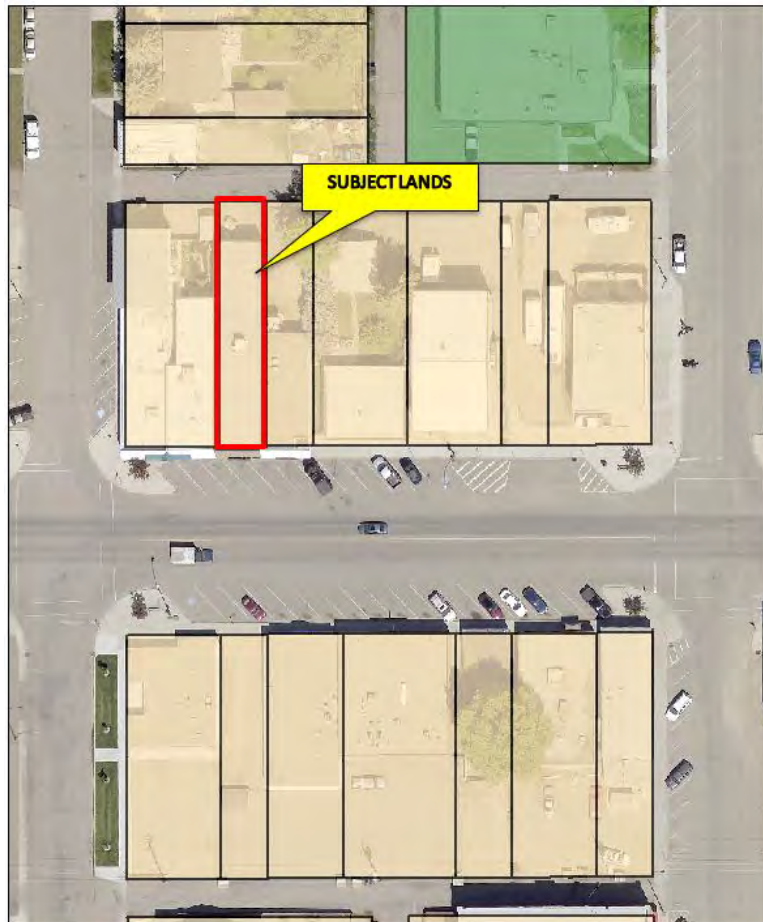
Lot 4, Block 85, Plan 755AD

Civic Address

205 Broadway Avenue E

Herein referred to as “Subject Lands”, is currently outside the Map A Retail Cannabis Store Overlay in the Land Use Bylaw.

AND WHEREAS Redcliff Town Council has received an application and desires to include the Subject Lands in the Map A Retail Store Cannabis Overlay Map of the Redcliff’s Land Use 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 25th day of November 2019 and on the 9th day of December 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 1891/2019.
- 2) The land described as

Legal Description

Lot 4, Block 85, Plan 755AD

Civic Address

205 Broadway Avenue E

Is hereby in the Map A Cannabis Retail Store Overlay Map.

- 3) Administration is authorized to update the Land Use Bylaw Map A Cannabis Retail Store Overlay Map 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 28th day of October 2019.

READ a second time this _____ day of _____ 2019.

READ a third time this _____ day of _____ 2019.

PASSED and **SIGNED** this _____ day of _____ 2019.

Mayor

Manager of Legislative & Land Services

HIDDEN VALLEY SKI RESORT

ready to carve into a new season

By Justin Seward
Commentator/Courier

Hidden Valley Ski Resort in the Cypress Hills Provincial is almost ready to open up the slopes for another ski season.

“It’s shaping really well,” said Mike Ractliffe, head of visitor services for Cypress Hills Provincial Park and Hidden Valley Ski Resort.

“Mother Nature has dropped plenty of snow on us. We’ve got more natural snow than we’ve had the last couple of seasons. Temperatures have dropped over the last week or so. We’re starting to make snow again. It actually looks like winter out here in Elkwater.”

Preparation for the winter season began in October with the hiring on of

staff and then in November, snow making crews arrive and start blowing snow as soon as the temperature gets cold enough, he added.

Ractliffe says the difference with the weather is the ski hill with either have more terrain open or less terrain.

“Mother Nature definitely helps but the snow making still has to carry on. We just make a fraction less snow because it can mix in with the natural snow,” said Ractliffe.

“We certainly need a certain amount of base and we certainly need some man made snow to keep us going for the season. There is a difference between man made snow, it’s little bit harder wearing than Mother Nature’s snow and it will last a little bit longer.”

There have been a couple changes

in terms of programming at the ski hill.

“Our lessons are structured the same, so we still have a beginner lesson, which gives you a beginner ticket, all day rentals and a one-and-a-half hour lesson,” he said.

“It used to be called the Discover Package. Now it’s called the Learn to Turn Package and for people who have never skied or never snowboarded before. We’ve made that more cost effective. It’s \$65 for all of that, that’s cheaper than it was last year.”

“If you graduate from that program, you can then buy three development packages which are normally \$95 each. But you can buy three for a package of \$175.”

Ractliffe says Hidden Valley has the

ability to generate new skiers and snowboarders because they are more cost effective than some of the bigger resorts.

“We want to keep them in the education system so that they improve,” he said.

“Typically that’s the stumbling point. They get to a point where they have to go down the hill and they can at Hidden Valley because our terrain is not overly difficult. They can have quite a lot of success but when they go to a big mountain resort, they find that their blue runs are more like our double black runs. The mountain green runs are more like black runs to them and it can put people off of the snow sports industry.”

The slopes will open on Dec. 14.

German Canadian Harmony Hall had a busy 2019, looking forward to 2020

By Justin Seward
Commentator/Courier

German Canadian Harmony Hall in Redcliff has had another great year in 2019 and looks to build on that success heading into 2020.

“The Harmony Hall has been very busy this year,” said Linda Cleveland, member on the board of directors. “We had a lot of booked outside events. We had weddings, anniversaries, a school from Redcliff had their Grade 6 graduation, we had a basketball club out in Redcliff have a year-end wind up. So we’ve got not just adult things going on but we’ve got youth events coming in which is great for the hall.”

Cleveland says with the increase in youth events, it is good exposure for the young people to the German culture of the hall. The club hosts a dinner or lunch once a month and always a dance.

“We get upwards of 90 to 100 people on an average,” she said. “It’s open to members and non-members. Anyone wanting to come out and have a good evening, they’re usually lots of fun. We

have one of the best hardwood dance floors in Alberta but for sure in the surrounding area.”

Cleveland says their dance themes are about promoting a culture, especially a German culture.

“We just did the Cowboy Poetry in September, which was the agricultural, farming, ranching people,” she said. “So past history of what the previous executive and membership had going, we stick to that and sometimes what the month is. February is always Valentine’s, April is always spring (dance) and May is Mother’s Day, June is Father’s Day, Now October comes and that is always typically Oktoberfest.”

A January dance is planned to start off 2020.

The German Canadian Harmony Club currently has 70 members, which according to Cleveland is low due to decrease of German members.

“We’d like it to be better,” she said. “But what’s happening is our German population and therefore members are aging and so to come out to a dance, maybe they’re not able to do

that. We’d like for our membership to be higher numbers, so anyone is invited to join the club if they’d like, especially if they’re coming on a regular basis to our events.”

The board discussed last year of bringing younger people in, ages 40-60, and brought in the Phoenix band, which was a younger group and the club did well with a sold-out show.

“Some of those new people to our event started coming on a regular basis to our other dinner and dances. That was our objective by bringing in band that hadn’t played there before,” she said. “I think we were successful on that. We’re always talking among ourselves or at our meetings what can we do, how can we attract people to our events and how can we attract people to our membership.”

The hall will be hosting a Christmas dinner on Dec. 14, followed by a New Year’s Eve dinner and dance. The club will have a big year in 2020 with it being their 60th anniversary celebration on Oct. 3.

More information on upcoming events can be found at <https://www.harmony-hall.site/events>.

McMan Parent Link Centre sees cuts from provincial government

By Justin Seward
Commentator/Courier

The UCP government have been making cuts to many different services in the province and recently parent link centres were added to the list.

The centre received notification that Children Services have redeveloped the provincial framework that supports prevention and early intervention services.

McMan Parent Link Centre serves Medicine Hat and the immediate surrounding rural communities including Irvine, Oyen, Ralston, Redcliff and Seven Persons with intervention programming and the provincial government has decided to discontinue that programming as of March 31, 2020.

The programming that will no longer be available include early childhood learning, parent education, the Triple P (Postive Parenting Program), Kids have Stress Too!, Rhyme Time, Baby Massage, family support, information and referrals and preschool develop-

ment screening.

“It’s really a resource to help parents and care givers strengthen their parenting skills and help promote positive child development,” said Tracie Mutschler, executive director for McMann south region.

She says that the initial announcement came as a bit of surprise but excited to see the new expression of interest come out quickly that will begin on April 1, 2020.

“It’s an opportunity for agencies to respond to their request and hopefully McMan plans on responding to that request and partnering with other agencies to enhance and strengthen the province-wide approach for the early intervention services,” said Mutschler.

The new networks will be called Family Resource Networks and McMan will be working closely with outlets such as Bridges, the Be Youth Centre and Alberta Health Services.

Alberta Children’s Services Minister Rebecca Shultz’s office was unable to be reached for comment as of press time.



TOWN OF REDCLIFF NOTICE OF PUBLIC HEARING PROPOSED BYLAW NO. 1891/2019 IN THE PROVINCE OF ALBERTA

TAKE NOTICE on October 28, 2019 Redcliff Town Council has given first reading to Bylaw No. 1891/2019, a Bylaw of the Town of Redcliff to amend the Redcliff Land Use Bylaw 1698/2011.

WHEREAS the lands described as

Legal Description
Lot 4, Block 85, Plan 755AD

Civic Address
205 Broadway Avenue E

Herein referred to as “Subject Lands”, is currently outside the Map A Retail Cannabis Store Overlay in the Land Use Bylaw.

AND WHEREAS Redcliff Town Council has received an application and desires to include the Subject Lands in the Map A Retail Store Cannabis Overlay Map of the Redcliff’s Land Use Bylaw (1698/2011).



A Public Hearing in general accordance with the Municipal Government Act and the Town of Redcliff Procedure Bylaw, and consideration of the second and third reading of proposed Bylaw 1891/2019 will be held in Council Chambers at #1 – 3rd Street NE, in the Town of Redcliff, Alberta on Monday, December 9, 2019, beginning at approximately 7:00 p.m.

A copy of proposed Bylaw 1891/2019 and related documents may be inspected (#1 – 3rd Street NE, Redcliff, Alberta) during normal office hours (8:00 a.m. to 4:30 p.m.) at the Manager of Legislative and Land Services’ office, or accessed on the Town of Redcliff website (www.redcliff.ca).

Any person who claims to be affected by the proposed amendment of the Land Use Bylaw may make a representation to the Town Council at the Public Hearing. Oral submissions are limited to ten minutes.

Persons interested in speaking at a public hearing may register with the Manager of Legislative and Land Services prior to the public hearing. Names of registered speakers for a public hearing will be released to the public on the Friday preceding the public hearing, December 6, 2019.

Persons interested in providing a written submission may provide the Manager of Legislative and Land Services with their submission prior to 12:00 o’clock noon Wednesday, December 4, 2019. Submissions may be mailed to Box 40, Redcliff, Alberta T0J 2P0 or sent by email to shanons@redcliff.ca. Valid written submission received will become public information on the Friday prior to the public hearing. Council will accept written or oral submissions on the date of the public hearing.

Dated at the Town of Redcliff, in the Province of Alberta, this 26th day of November, 2019.

Shanon Simon,
Manager of Legislative & Land Services

**FOR RESULTS YOU CAN MEASURE
TRY THE CLASSIFIEDS!**

Vendors Wanted!

BLISSFUL & SAVVY BRIDE WEDDING EXPO 2020 IS LOOKING FOR VENDORS, SPACE IS LIMITED!

SUNDAY, MARCH 29TH, 2020 | 12PM-4PM
MEDALTA IN THE HISTORIC CLAY DISTRICT | MEDICINE HAT

- Photographer/ Videographer
- Gift Registry
- Event Planners & Design
- Decor & Rentals
- Catering & Cakes
- Florists
- Limo & Transportation Services
- Beauty & Cosmetics
- Bridal & Wedding Attire/ Tuxedos & Men’s Fashion

- Travel & Honeymoon
- Stags & Stagettes
- Disc Jockey/ Entertainment
- Financial Planning/ Real Estate
- Fitness & Nutrition
- Commissioner Services
- Ceremony & Reception Venues
- Bartending/ Wine & Spirits
- Jewellers

SPONSORED BY:

CONTACT DESTINEE MATTSON 403-528-5652 OR DMATTSON@MEDICINEHATNEWS.COM

Business Opps
0620**ICONIC MEDICINE HAT RESTAURANT FOR SALE PASTA-BILITIES**
MH0164411

This highly rated licensed family restaurant and pasta shop provides a variety of fresh pasta dishes, soups, sauces and associated food products to eat in, take out or cook at home. This popular business also provides custom ordered fresh pasta, top quality imported giftware, grocery products and equipment to complete the Italian culinary experience. The founder and owner of Pasta-Bilities is retiring after 26 years of providing personalized service and top quality products to a well established clientele through word of mouth advertising and belief that "FRESH MADE" not fresh dated. The owner will provide a mentorship period to the new owner upon request.

Call Jeffrey Garn (403) 977-1661 Calgary SMI Commercial Real Estate Limited.

MOTEL/HOTEL FOR SALE
MH0123452

Totally renovated hotel/motel with major highway exposure located in SE AB. situated on 1.12 acres of land. This combination 14,600 sq. ft facility is sectioned into three major areas. 17-refurbished rooms with new furnishings and full bathrooms, 125 seat renovated tavern with outdoor raised patio, 100 seat modern restaurant with newer kitchen equipment. This is a turnkey opportunity in excellent condition showing a positive return. For complete details, Call Ivan Becker, Royal LePage Community Realty, 403-502-0503

Careers
0625

COALDALE NURS-ERIES, BOX 1267, Coaldale, AB, T1M 1N1. Now hiring labourers for the 2020 season. Duties are field work, pruning, watering at the Coaldale location. \$15.00/hr. On the job training is provided. Fax resume to 403-345-2866. Starting April 1 to October.

General Help Wanted
0650**CHILD CARE-GIVER, PRIVATE HOME**

Salary \$13.75/hr Full time 35 hrs /wk. Permanent position; Start date: ASAP, speak & write English. Experience by training, previous work or by caring for own children would be an asset. Any additional training would be provided. References required. Relocation expenses paid by employer. Work Location is in a Rural and remote area. Work in employer's home, Optional accommodation available at no charge on a live-in basis. Note: This is NOT a condition of employment; Public transportation is not available. Willing to accompany and supervise children during travel. Expected qualities include Non-smoker, Flexibility, Reliability, Supervise and care for 4- & 5-year old boys. Assume full responsibility for household in absence of parents, Bathe, dress and feed children. Discipline children according to the methods requested by the parents, Children should have some outdoor activity everyday if possible. Maintain a safe and healthy environment in the home. Care for emotional well-being of children, Instruct child in personal hygiene and social development, Prepare and serve nutritious meals. **Send resume to Kofi at amudee@hotmail.com or Box 1646 Maple Creek, SK, S0N1N0.**

LOOKING FOR FULL time nanny for 2 kids 40-44 hrs/week. \$15/hr. riyamiranda_27@yahoo.com

NANNY REQUIRED FOR 5 year old girl, Full time Mon-Fri 8-4, 40-44 hrs weekly, \$11.35/hr-15/hr negotiable, 2 year term contract gisalgalon@yahoo.com

BUY SELL TRADE!

General Help Wanted
0650

The Medicine Hat NEWS is looking for early morning paper carriers in SE/SW Hill and Flats areas If you are interested please call circulation dept at 403-528-5767 or email circ@medicinehatnews.com

Truck Drivers
0690

MCMILLAN TRANSPORT CLASS 1 TRUCK DRIVERS
Minimum of 2 years driving & deck experience. Must have drivers abstract. Must be able to be away from home during the week. Must be able to pass drug & alcohol test. Send resume to: mcmtran@telus.net or Fax 403-526-7304

EMPLOYMENT WANTED**Work Wanted**
0705

SEMI RETIRED CONTRACTOR. Metal roofing for the price of asphalt. Complete RENOS, NEW Construction, BASEMENT development, drywall, roof repair, siding, painting, concrete work Firewood custom split & for sale. Phone: (403) 977-0426

SERVICES**Services**
0800

CHRISTMAS LIGHTS INSTALLATION. Build containers for storage or shipping. All sizes 403-928-0897

FARM & INDUSTRIAL WELDING

•Portable & Shop
•T.I.G. Welding
•M.I.G. Welding
•Aluminum Welding
737 15 St SW
Medicine Hat, AB.
403-527-5033

Contractors
0820

AMRON CONSTRUCTION OVER 40 years
• Renovations
• Restorations
New Home Sales
403-581-6205
www.amronhomes.com
HeartStone Cabinets
403-581-6205
www.heartstonecabinets.com

Drywallers
0833

JAKE'S DRYWALL For all your Commercial/Residential
• Insulation (Wall/Attic) • Framing
• Drywall • T-bar Ceilings
jakesdrywall.ltd@gmail.com
www.jakesdrywall.ca
403.504.9836

General Services
0842

20KG SANDBAGS FOR SALE
\$5.50 - you pick up
\$6.25 - delivered
Call or Text
403-952-5042

MOSER PHOTO 403-529-6947
"DVD Transfers Bring us your old movies, slides, negatives and prints to have them transferred to DVD or USB stick before they fade away forever!"

PATIO CAFE - CUSTOM Catering for all occasions. Book now for your social event for the holiday season! Corporate / Private / Social / Breakfast / Lunch / Dinner...you name it, we can cater it - 7 days a week. Visit our website www.medicinehatmenues.com or Corey 403-488-9050

SHEPHERD'S MOVING & Deliveries We sacrifice ourselves, so you don't have to • 10% senior discount • Partnered up with Medicine Hat Storage Jordan Shepherd
Shepherdmdnd@outlook.com
Ph 403-526-3535

Hair Salons
0845

HILL BARBER SHOP
Total Family Haircare
Monika Silcher Terry Fitterer
Barber/Stylist
425 7th Street S.W.
Medicine Hat, Alberta
403-526-5085

Healthcare Services
0852

PERFECT BALANCE REHABILITATION
College of Physical Therapists of Alberta Reg. #2632
Dale T. Deis B.Sc.P.T. MCPA
403-504-5303 A perfect balance between Physical Therapy and physical training

Professionals
0875

DONALD KOLODY GENERAL Law Practice
Capable Experience, Trusted.
403-528-4500
dtk@thehat.ca
422 - 6th St SE

Yard Care Services
0895

SENIORS & OTHERS SNOW removal
xmas light hanging, dump runs, tree trimming, eaves cleaning and odd jobs. Great rates, dependable service.
Phone: (403) 504-9262

TREE CUT, CLEAN
Your Mess Up Cut and trim tree's - all sizes
Yard maintenance Best Price in Town. Winter SPECIAL 30% OFF
403-504-8688 or 403-878-3731
hariz_739@hotmail.com
FREE ESTIMATES

ANNOUNCEMENTS**Announcements**
1105

REDCLIFF CANNABIS STORE OPEN HOUSE
Weed Warehouse in Redcliff would like to invite the public to their open house community meeting at the Redcliff Legion at 7pm on Thursday, December 5th. Questions, comments, or concerns about the store are welcome, and a short questionnaire will be available. Resumes are welcome!

FOR RENT

Advertise Here!
Contact a staff member to find out how you can advertise here.

NEW CANADIAN BRIDGE

Tuesday, December 3, 2019

Overtricks Dealer: West N-S vulnerable

NORTH
♠9843
♥84
♦10963
♣Q85

WEST
♠J106
♥J1032
♦J84
♣962

EAST
♠A2
♥A976
♦752
♣J1043

SOUTH
♠KQ75
♥KQ5
♦AKQ
♣AK7

W N E S
Pass Pass Pass 2♣
Pass 2♦ Pass 3NT*

All Pass
* 25-26 HCP
Opening Lead: ♥2
East won the ace to return another heart for the king. South cashed three diamonds and was pleased when the jack dropped. He crossed to the queen of clubs, discarded a spade on the thirteenth diamond and advanced a spade for the deuce, king and six.

The continuation of the seven of spades was taken by East's bare ace. Declarer could then claim two overtricks losing

ANNOUNCEMENTS**Public Notices**
1135**TOWN OF REDCLIFF**

NOTICE OF PUBLIC HEARING PROPOSED BYLAW NO. 1891/2019 IN THE PROVINCE OF ALBERTA

A copy of proposed Bylaw 1891/2019 can be accessed on the Town of Redcliff website (<http://www.redcliff.ca/public-notices/>)

SELL IT FAST IN THE CLASSIFIEDS!

LOCAL MATTERS.

Support the proud advertisers that power your community voice.



NEWSPAPERS MATTER
NOW MORE THAN EVER



MEDICINE HAT NEWS Canada

Canada



With the Medicine Hat News Classifieds!
403-526-7653

DID YOU KNOW?

Add a picture to your ad for \$5

\$5



Run the same SPECIAL

Occasion ad in the Medicine Hat News twice and receive the second ad at

50% OFF

403.526.7653

one person's
{WHY DID I EVEN BUY THIS THING?}



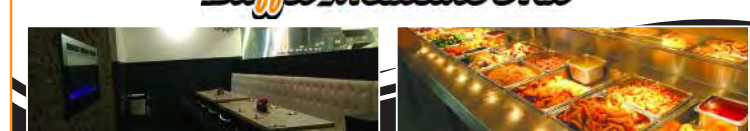
is another's
{JUST THE LIFT I WAS LOOKING FOR!}

403-526-7653

to place your ad



Wonderword brought to you by Buffet Medicine Hat



Make a reservation today • 403-528-3399

WONDERWORD

By DAVID OUELLET

HOW TO PLAY: All the words listed below appear in the puzzle — horizontally, vertically, diagonally and even backward. Find them, circle each letter of the word and strike it off the list. The leftover letters spell the WONDERWORD.

PRESIDENTIAL MEDAL OF FREEDOM: TIGER WOODS Sol.: 7 letters

D N E G E L L O B M Y S P O T
E C N E L L E C X E R C M A R
V I C T O R Y P G A E O D E I
O H E A R L L M T C S M E T U
T A S T A A E S A E U E W E M
I N N B Y D D D I T O B O L P
O D O N A L D A N N H A T H H
N L B L O I B E T E E C S T I
G O B G E U M T E D T K E A G
E V I R D A R S E I I F B W H
R S R P N U R R W S H L O A E
E D E R M U R O S E W O G R S
G O U P O A N E D R A G I D T
I O L C W O H S S P I K E S S
T W B S B U L C E R E M O N Y

© 2019 Andrews McMeel Syndication www.wonderword.com

12/3

Athlete, Awards, Bestowed, Blue Ribbon, Bogie, Caddie, Ceremony, Champion, Clubs, Comeback, Course, Devotion, Donald, Drive, Dubai, Earl, Excellence, Garden, Global, Gold Stars, Golf, Hand, Highest, Legend, Medal, PGA, Play, President, Rose, Show, Spikes, Spot, Sweet, Symbol, Tiger, Tournament, Triumph, Trump, Victory, White House, Woods
Yesterday's Answer: Charity

Treasuries 16 and 18 are on sale through the end of the year! Purchase online at www.WonderWordBooks.com, or call 1-800-642-6480.

Author: Dave Willis - visit his website at www.insidebridge.ca

Questions on bridge can be sent with a stamped, self-addressed envelope to The New Canadian Bridge c/o Torstar Syndication Services, One Yonge St., Toronto, M5E 1E6.

Copyright 2019 Torstar Syndication Services

TOWN OF REDCLIFF REQUEST FOR DECISION

DATE: December 9, 2019

PROPOSED BY: Manager of Legislative & Land Services in conjunction with other Department Heads

TOPIC: Fees, Rates and Charges Bylaw

PROPOSAL: To consider adopting proposed Bylaw 1895/2019 Fees, Rates and Charges Bylaw.

BACKGROUND:

The Fees, Rates and Charges Bylaw is being reviewed in conjunction with the 2019 Budget Review process as well as part of the review process outlined in Policy No. 115, Policy and Bylaw Development and Review Policy. This allows for Administration and Council to review policies on a routine basis to ensure bylaws are kept current with applicable legislation as well as to stay in alignment with the directives of Council.

Various changes to the fees as noted below were proposed. Council gave first reading to Bylaw 1895/2019 as proposed at the November 25, 2019 Council meeting.

Summary of changes

Minor changes were made to ensure consistency in format.

Under Stationary and other Administrative Services, the fees for producing paper copies of various documents has been moved to Planning & Engineering and will be printed on as requested basis.

The proposed adjustments for the Community & Protective Services portion of the Fees, Rates & Charges Bylaw are based on retaining competitive rates in comparison with surrounding Municipal services offered, and consist of:

- Moved Fireworks Ignition Permit information
- Addition of minor fee for electronic advertising in Town Facilities
- Added aqua fit fee to our pool rentals and minor adjustments in rental rates
- Minor upward adjustments to ice rentals & meeting room rentals in the Rec-Tangle Arena
- Addition of minor fee for baseball diamond equipment and maintenance to user groups
- Addition of a sewer dump only charge
- Meals on Wheels minor inflation adjustment

Business License fees have been updated by bringing the fee table from the Business Licenses Application Form into the bylaw. The table includes columns for business fees paid from September 1 to December 1 and December 1 to December 31.

The proposed changes to the Planning and Engineering Department fees consist of:

- Change the providing documents to providing paper documents as most of the documents are available for free on the Town's website and Tender documents are made available for free if they are electronic.
- Change of Use fees have been moved under Development Permit Fees.
- Relocated Buildings surcharge has been removed as under the LUB a relocated building is at the discretion of MPC and must also pay the MPC fee of \$150.
- Special Small Projects fee has been introduced. This fee is intended to try and capture small projects that require a Development Permit but typically don't apply for one. Please note the maximum estimated value of a Small Project is set at \$2,500. The fee has been changed to an amount more appropriate to the size of the project.
- The Encroachment Permit Fee Major has been deleted to conform with the Encroachment Permit Bylaw.
- There are no changes to the Safety Codes fees except for the addition of a Special Small Project fee.

Subsequent to first reading Administration is proposing additional changes as follows:

- Removal of the Landfill Rates. The Redcliff Cypress Regional Waste Management Authority has adopted a Fees, Rates and Charges Policy setting out the various fees and charges for the Landfill effective January 1, 2020. The Landfill fee's, rates & charges were removed from the Town bylaw and placed in a landfill policy to better align with the landfill governing Authority structure.
- Removal of the campground sewer dump fee
- Removal of the Drop In Shinney Fee
- Proposed to change the Small Project Development Permit fee from \$45 to \$25

POLICY / LEGISLATION:

Policy 115, Policy and Bylaw Development and Review

STRATEGIC PRIORITIES:

Policy and Bylaw review is identified under Goal #4 Governance and Service Delivery of the Municipality's Strategic Plan. It is an important practice to ensure policies and bylaws are consistent and current to relevant federal and provincial government legislation and related regulations as well as with other municipal policies and bylaws.

ATTACHMENTS:

Proposed Bylaw 1895/2019, Fees, Rates & Charges Bylaw

OPTIONS:

1. To adopt Bylaw 1895/2019, Fees, Rates & Charges Bylaw
2. To not adopt Bylaw 1895/2019, Fees, Rates & Charges Bylaw
3. To direct Administration to further review and incorporate additional / other changes to the Fees, Rates & Charges Bylaw

RECOMMENDATION:

It is recommended to give 2nd & 3rd Reading of this Bylaw.

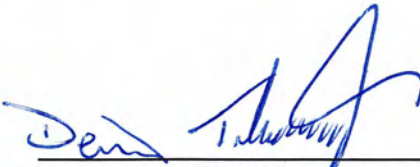
SUGGESTED MOTION(S):

1. Councillor _____ moved Bylaw 1895/2019, Fees, Rates & Charges Bylaw be given second reading.
2. Councillor _____ moved Bylaw 1895/2019, Fees, Rates & Charges Bylaw be given third reading.

SUBMITTED BY:



Department Head



Acting Municipal Manager

**TOWN OF REDCLIFF
BYLAW NO. 1895/2019**

A BYLAW OF THE TOWN OF REDCLIFF TO ESTABLISH FEES, RATES AND CHARGES FOR GOODS AND SERVICES PROVIDED BY OR ON BEHALF OF THE TOWN OF REDCLIFF.

WHEREAS under the Municipal Government Act, a Municipal Council has broad authority to govern including authority to pass bylaws, respecting rates, fees and charges levied for goods and services provided by or on behalf of the Municipality;

AND WHEREAS the Council for the Town of Redcliff deems it desirable to establish fees, rates and charges for the various licenses, permits goods and other municipal services and facilities in a bylaw.

NOW THEREFORE, the Municipal Council of the Town of Redcliff, in the Province of Alberta, duly assembled, hereby enacts as follows:

TITLE

1. This Bylaw shall be known and may be cited as the “**Fees, Rates and Charges Bylaw**” of the Town of Redcliff.

INTERPRETATION

2. In this Bylaw, unless the context otherwise requires;
 - (a) “**Council**” shall mean the Council of the Town of Redcliff.
 - (b) “**Municipal Manager**” shall mean the Chief Administrative Officer of the Town of Redcliff;
 - (c) “**Town**” shall mean the Municipal Corporation of the Town of Redcliff.

FEES, RATES AND CHARGES

3. The rates, fees and charges for municipal licenses, permits, and goods and services are hereby established as identified in Schedule “A” which is attached to and forms a part of this bylaw, and any applicable taxes shall be added to these rates at the point of sale.
4. All references made in any other Bylaw, Policy or Resolution of Council to the “Rates Policy” shall now be referred to this Fees, Rates and Charges Bylaw.
5. Prices in this Bylaw do not include GST, unless otherwise noted, which is additional if applicable and will be added by the Town of Redcliff when costs are paid.
6. In the event that a rate is required for a good or service not identified in this bylaw, Council authorizes the Municipal Manager to establish a temporary rate, fee or charge until such a time as this bylaw is amended.
7. That at the discretion of the Municipal Manager rates charged to bona fide non-profit community organizations may be modified. Or when such an organization’s planned

activity generates significant interest, activity or participation in the Town, the Municipal Manager may waive the fees.

OTHER

8. That if any provision of this bylaw is deemed invalid, then such provision shall be severed and the remaining bylaw shall be maintained.
9. Bylaw No. 1876/2019 is hereby repealed effective end of day December 31, 2019.
10. This Bylaw shall become effective on January 1, 2020.

READ a first time this 25th day of November, 2019.

READ a second time this _____ day of _____, 2019.

READ a third time this _____ day of _____, 2019.

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

MAYOR

MANAGER OF LEGISLATIVE & LAND SERVICES

SCHEDULE "A"**ADMINISTRATION****STATIONARY AND OTHER ADMINISTRATIVE SERVICES**

Photocopying	\$0.25 per copied side of any document
Faxing	- sending of fax \$1.00 per page of document sent
	- receiving of fax \$0.25 per page of document received
Non-Sufficient-Fund (NSF)/Stopped/Voided Payments	\$25.00

SOUVENIR TYPE SERVICES

Souvenirs and public relation type products, such as pins, hats, sweatshirts, t-shirts, mugs, pens, crests, flags, etc. or other such goods for sale shall be available for sale at a price determined as follows:

Unit price plus 20%

Example: If the Unit Cost is \$27.55, the sale price is \$27.55 + \$2.51 = \$33.06

Any Redcliff based club or non-profit organization may purchase pins for public relations purposes at cost plus 10% each. If the club or non-profit organization wishes to purchase pins for resale they may do so at cost.

Promotional Items Available:

	<u>Unit Cost</u>
Town of Redcliff Pins	\$0.75
Town of Redcliff Flags	\$97.90
Town of Redcliff Pens	\$3.46
Town of Redcliff Pencils	\$0.35
Town of Redcliff Golf Balls (3)	\$5.28
Other Items	Unit price + 20%
Redcliff History Book (2012)	\$25.00

The Municipal Manager and/or Council may distribute promotional items or the Redcliff History Book for public relations purposes.

TAX CERTIFICATE/ACCOUNT ADJUSTMENT/COMPLIANCE CERTIFICATE

Utility E-Billing Incentive Credit (per bill)	\$1.00
Tax Certificate (ordered/prepared by the Finance Department Staff)	\$34.00
Online Tax Certificates (ordered/prepared through My Redcliff)	\$25.00
Online Payment Administration Fee	Up to 1.0%

Payment Allocation Adjustment between Accounts

\$10.00

ASSESSMENT COMPLAINT FEES

PROPERTY COMPLAINT CATEGORY	FEE
Residential land with 3 or fewer dwelling units	\$30.00
Farmland	\$30.00
All other properties if assessed value is:	
Less than \$500,000.00	\$100.00
Greater than \$500,000.00 but less than \$5,000,000.00	\$200.00
Greater than \$5,000,000.00 but less than \$10,000,000.00	\$300.00
Greater than \$10,000,000.00	\$500.00

HIGH/WIDE LOAD MOVES PERMIT

Permit Fee

\$300.00

DANGEROUS GOODS - SPECIAL OFF-ROUTE PERMIT

Permit Fee

\$200.00

COMMUNITY SERVICES

ELECTRONIC ADVERTISING

Town of Redcliff Message Board:

Setup fee	\$5.00
User fee	\$5.00 per day

Town of Redcliff Facility Electronic Advertising:

Setup fee	\$5.00
User fee	\$5.00 per week

SWIMMING POOL

General Admission (GST included)

AGE	DAY PASS	5 PACK	10 PACK	SEASON PASS
Tiny Tot (0-5 years)	Free	Free	Free	Free
Child/Youth (6-17 years)	\$5.00	\$20.00	\$40.00	\$65.00
Adult (18-55 years)	\$6.00	\$24.00	\$48.00	\$75.00
Senior (56+ years)	\$5.00	\$20.00	\$40.00	\$65.00
Family *	\$15.00	\$60.00	\$120.00	\$165.00
Aqua fit	\$2.00	N/A	N/A	N/A

* A family is considered to be parents and immediate children under 18 years of age.

LESSONS (GST included)

Red Cross Pre-School to Swim Kids Levels 1-4	\$45.00
--	---------

Red Cross Swim Kids Levels 5-8	\$50.00
--------------------------------	---------

Red Cross Swim Kids Levels 9-10	\$55.00
---------------------------------	---------

Private lesson	\$25.00 per 30 minutes or \$30.00 for 2-3 people
----------------	--

Affiliate Rentals	\$35.00 per hour
-------------------	------------------

Note: The rate for other lesson programs such as Bronze Star, Bronze Medallion & Senior Resuscitation, Bronze Cross, Aqua Leaders, etc. will be established by the Community Services Director on the basis of cost plus a 10% program administration.

RENTALS (GST included)

Full Facility (2 hours, up to 40 people)	\$150.00 per hour
--	-------------------

Additional people (in groups of up to 5)	\$20.00 per hour
--	------------------

Full facility rental (up to 240 people)	\$230.00 per hour
---	-------------------

ARENA (REC-TANGLE)

Ice Rentals

May 1, 2019 – May 1, 2020 –
April 31, 2020 April 31, 2021

Non Profit Youth Organizations (17 & Under)

\$87.00 per hour \$90.00 per hour

Adult/Family:

Monday-Friday 8:00 a.m. – 4:00 p.m.

\$75.00

Monday-Friday 4:00 p.m. – 11:30 p.m.

\$150.00

Saturday/Sunday 8:00 a.m. – 11:30 p.m.

\$150.00

Public Skating

Free *

* Refer to separate policy for Redcliff Skating Club and Redcliff Minor Hockey Association

Drop-in Shinny\$10.00

Ball Hockey (user groups)

\$55.00 per hour

MEETING ROOMS**ARENA**

Upstairs (full day)

\$100.00

Hourly

\$30.00 per hour

Security Deposit (refundable)

\$150.00

Entire Building (no ice, full day)

\$350.00

Security Deposit (refundable)

\$300.00

SENIOR DROP IN CENTRE

Refer to separate policy on this facility.

TOWN HALLDownstairs Education Room (1/2 day – 4 hours)
(full day)

\$25.00

\$50.00

Security Deposit (refundable)

\$150.00

BALL DIAMONDS

Diamonds (per hour, minimum 2 hours)

\$10.00

Lights (per hour)

\$5.00

Tournaments (per diamond)

Day

\$80.00

Weekend

\$125.00

Equipment & Maintenance Fee (user group)

\$25.00 per season

BALL DIAMONDS CONCESSION

Not for Profit Groups	Rental rate (per day)	No rental fee
	Refundable damage deposit	\$150.00
	Insurance coverage required (must provide proof)	\$2 million
For Profit Groups	Rental rate (per day)	\$100.00
	Refundable damage deposit	\$150.00
	Insurance coverage required (must provide proof)	\$2 million

CAMPGROUND (GST INCLUDED)

Tent	\$20.00 per day
Camper, Trailer, Recreational Vehicles (Electric)	\$30.00 per day
Sewer Dump-only	\$5.00

LIONS PARK KITCHEN COMPLEX

Not for Profit Groups	Rental rate (per day)	\$30.00
	Refundable damage deposit	\$150.00
For Profit Groups	Rental rate (per day)	\$65.00
	Refundable damage deposit	\$150.00

ALL FACILITIES KEY/COMBINATION LOCK DEPOSITS

Refundable Key Deposit	\$100.00
------------------------	----------

PITCHING MACHINE

Redcliff Teams (Ladies & Little League)	\$5.00
All other groups	\$20.00
Refundable Security Deposit	\$20.00

PORTABLE STAGE

Daily Rental	\$150.00
Security Deposit	\$500.00
Setup/Removal	\$100.00

MEMORIAL BENCH REPLACEMENT

Replace Existing Bench	\$600.00
New Bench	\$900.00

MEALS ON WHEELS

Billed Cost per Meal	\$7.00
----------------------	--------

HOME CARE SERVICE PROVIDER SUBSIDY – (Effective January 1, 2018 – December 31, 2021)

COST	1 PERSON / YEAR *	2 PEOPLE / YEAR **
\$18.00	Less than \$23,016	Less than \$36,297
\$21.00	\$23,016 – \$27,505	\$36,297 – \$44,660
No Subsidy	Over \$27,505	Over \$44,660

** Net Family Income

BUSINESS LICENSES**BUSINESS LICENSE FEES**

PERMIT PAID	Jan. 1 – Aug. 31	Sept. 1 – Dec. 1	Dec. 1 – Dec. 31
Permit covers the period of	Jan. 1 – Dec. 31, 2020	Date Paid – Dec. 31, 2020	Date Paid – Dec. 31, 2021
Local Business (unless otherwise specified)	\$55.00	\$27.50	\$60.50
Non-Local Business (unless otherwise specified)	\$330.00	\$165.00	\$363.00
General Contractor (local business)	\$75.00	\$37.50	\$82.50
Sub-Contractor (local business)	\$75.00	\$37.50	\$82.50
Mechanical Trade (local business)	\$75.00	\$37.50	\$82.50
Home Occupation with Clients	\$82.50	\$41.25	\$90.75
Home Occupation without Clients	\$27.50	\$13.75	\$30.25
Peddler License (local business)			
Yearly	\$110.00	\$55.00	\$121.00
Weekly \$27.50			
Peddler License (non-local business)			
Yearly	\$330.00	\$165.00	\$363.00
Weekly \$55.00			
Seasonal Business (3-month license)	\$27.50		
Mobile Cooking Operation/Mobile Food Vendor	\$55.00 /year \$35.00 /month \$27.50 /weekend \$20.00 /day		
Circus, Carnival, or Rodeo	\$110.00 /day		
Craft or Trade Show	\$100.00 /day		

BUSINESS LICENSE APPEALS

First Appeal	\$50.00
Second Appeal	\$75.00

PLANNING & ENGINEERING

Detailed Map of Redcliff (black & white A0 size)	\$15.00 each
Aerial Photograph of Redcliff	
- Small (15" X 21")	\$20.00 each
- Large (20" X 28")	\$30.00 each
Special Sized Maps	\$10.00 per square foot
Scanning up to 11" x 17" Page	\$2.00 per page (\$10.00 minimum)
Wide Format Scanning (max 36" wide)	\$2.00 per square foot (\$10.00 minimum)
Land Use Bylaw maps – colour A1 size (approximately 36" x 42")	\$30.00 each

PAPER COPIES OF DOCUMENTS

Area Structure Plan	\$45.00 each
Municipal Development Plan	\$45.00 each
Land Use Bylaw	\$45.00 each
Construction Standards	\$35.00 each
Design Guidelines	\$25.00 each
Tender Documents	\$50.00 each

MISCELLANEOUS

Property File Search (permit search)	\$20.00
Property dimensions map with air photo background, per request	\$20.00
Copy of Current Permit Completion Record	\$20.00
Letter of Compliance (2-week turnaround)	\$60.00
Letter of Compliance (3 business days turnaround)	\$180.00
Property File Review (Environmental) Fee	\$100.00
Property File, Document Review & Internal Circulation (Environmental) Fee	\$400.00
Surcharge for an Application Without a Current Land Title	\$10.00

LAND USE BYLAW

Land Use Bylaw Amendment:

Application fee	\$400.00
Advertising fee ***	\$350.00
Total	\$750.00

*** Advertising fee is refundable if application is withdrawn after first reading of the amending bylaw and before advertising.

SUBDIVISION

Application Fee for Fee Simple Subdivision:

Base fee plus	\$350.00
per lot fee	\$100.00

Application Fee for Condo Conversion of an Existing Building:

per unit fee not including common property units ****	\$40.00
---	---------

Application Fee for a Bare Land Condo Subdivision

Base fee plus	\$350.00
per unit fee including common property units	\$100.00

Application Fee for a Bare Land Condo Subdivision of Existing Ground Parking

Base fee plus	\$150.00
per unit fee including common property units	\$20.00

**** As per the Condominium Property Act, RSA C-22

Subdivision Extension:	1 st request for extension	\$50.00
	2 nd request for extension	\$200.00
	3 rd and subsequent requests for extension	\$500.00

Surcharge for subdivision extension after subdivision approval expires	\$150.00
--	----------

Endorsement of subdivision per application	\$150.00
--	----------

MPC & SDAB

Discretionary Use – MPC – additional fee above regular application fee	\$100.00
--	----------

Special MPC – additional fee above application and regular MPC fee	\$300.00
--	----------

Subdivision & Development Appeal Board, Appeal filing fee	\$150.00
---	----------

DEVELOPMENT PERMIT FEES

1. Fees shown are base fees and do not include extra fees for MPC meetings, special MPC meetings, Land Title surcharge, etc. These other fees will be added to the base fee as required.
2. Development fees are based on delivery of the decision within 40 days. This may be shortened to 15 days by paying double fees including a doubling of MPC fees.

3. WORK STARTED BEFORE PERMIT ISSUANCE SUBJECT TO DOUBLE PERMIT FEES.

RESIDENTIAL

R-1 Single Family Lot – 1 unit	\$100.00
R-1 Single Family Lot – Auxiliary unit (Basement Suite, Backyard Garden Suite, etc.) in addition to the base fee for a Single Family Lot – 1 unit	\$150.00
R-1 Single Family Lot – 2 units (Duplex/Semi-Detached)	\$250.00
R-2 & R-3 Multi-Family Dwelling (on multi-family lots zoned R-2/R-3):	
Base plus	\$100.00
per unit fee	\$50.00
Accessory Buildings with an Existing Primary Building 10 m ² – 35 m ²	\$65.00
Accessory Buildings with an Existing Primary Building Greater than 35 m ²	\$100.00
Additions Not Creating a New Unit	\$100.00
Home Occupation	\$70.00
Demolition (if not part of a Development Permit)	\$60.00
Decks	\$70.00
Hot Tubs	\$60.00
Special Small Projects Fee	\$ 45 <u>25</u> .00
Small Projects are defined as:	
• Project value less than \$2,500	
• On private residential property or on PS, P1 or UR	
• Accessory structure	
• Structures less than 15 m ² , or a tent that is a temporary structure less than 21 m ²	
Typical projects that may qualify for Small Project Fees are:	
• Temporary, manufactured, above ground swimming pools, and hot tubs	
• Movable garden sheds over 10 m ²	
• Temporary garage structures (tents)	
• Tents requiring a building permit	
• Gazebos, Pergolas	
Permit to Stay	\$100.00
Others as Determined by Development Authority	\$100.00

NON-RESIDENTIAL

Change of Use, Existing Building – Permitted	\$50.00
Change of Use, Existing Building – Discretionary	\$100.00
Change of Use, Existing Building – Cannabis Retail Store or Production and Processing Facility	\$100.00
New Build Commercial/Industrial/Horticultural/Institutional Buildings – Base plus per m ² fee	\$200.00 \$0.15

Accessory Buildings/Additions (less than 100 m ²)	\$100.00
Demolition – Base fee plus (if not part of a Development Permit) per m ² fee	\$60.00 \$0.05
Permit to Stay	\$300.00

SIGNS

Free Standing	\$150.00
Fascia, Wall, Window	\$75.00
Canopy, Projecting	\$80.00
Portable per month	\$50.00

USE OR WORK IN A ROAD ROW

1. Use or Work in Road ROW fees are based on delivery of the decision within 20 days. This may be shortened to 5 days by paying double fees including a doubling of MPC fees.
2. **WORK STARTED BEFORE PERMIT ISSUANCE MAY BE SUBJECT TO DOUBLE PERMIT FEES.**

Utility Installation	\$100.00
Boulevard Development Approved Uses (No permit required)	No charge
Boulevard Development Discretionary Uses	\$100.00
Driveways	\$100.00
Road Widening	\$200.00
Encroachment Permit (Administrative Approval)	\$100.00

CONSTRUCTION DAMAGE DEPOSIT

Residential	\$2,000.00
Commercial/Industrial/Horticultural	\$5,000.00

Note: A construction damage deposit may be taken for a Development Permit issued for principal buildings, accessory buildings, additions, excavations and/or demolition projects.

AGREEMENTS

Service Agreement Simple – Base plus per lot fee	\$500.00 \$20.00
Service Agreement Complex – Base plus per lot fee	\$1,000.00 plus the Town's legal fees \$20.00
Development Agreement Simple	\$300.00

Development Agreement Complex	\$600.00 plus the Town's legal fees
-------------------------------	-------------------------------------

ENGINEERING DESIGN REVIEW

Area Structure Plan, Concept Scheme Application and Review	\$800.00
--	----------

Review of Technical Reports or Drawings in Excess of Two Submissions for any Development or Subdivision Application	\$50.00
--	---------

SAFETY CODES PERMIT FEES (BUILDING, ELECTRIC, GAS, PLUMBING, PRIVATE SEWAGE)**Building Permit Fees – Single Family Residential**

		Agency	Town	SCC	
Minimum Fee for all building permits		\$130.00	\$20.00	\$4.50	
Calculations					
Agency Fee = Maximum of (Estimated Construction Cost * 0.0043 or Minimum Fee)					
Town Fee = Maximum of (Estimated Construction Cost * 0.0014 or Minimum Fee)					
SCC Fee = Maximum of ((Agency Fee + Town Fee) × 0.04 or Minimum Fee)					
Relocation of Building on a crawlspace or basement = square ft of building × \$0.40 per square ft					
Relocation of Building on piles or blocking = square ft of building × \$0.35 per square ft					
Flat rate permits		Agency	Town	SCC	Total
Re-inspections		\$110.00	\$40.00	\$6.00	\$156.00
Swimming Pools		\$130.00	\$40.00	\$6.80	\$176.80
Hot tubs		\$130.00	\$20.00	\$6.00	\$156.00
Decks		\$130.00	\$20.00	\$6.00	\$156.00
Wood Stove		\$130.00	\$40.00	\$6.80	\$176.80
Basement Development		\$130.00	\$40.00	\$6.80	\$176.80
Demolition		\$130.00	\$40.00	\$6.80	\$176.80
<div>Fees based on Estimated Value of Construction Costs:<ul style="list-style-type: none">Accessory BuildingsAdditionsAlterationsBasement DevelopmentGaragesNew single family dwellingsRenovation</div> <div>Fees are to be calculated on the actual Estimated Value of Construction using the calculations above.</div> <div>Table to the left is provided for information purposes only.</div>	Estimated Value of Construction	Agency	Town	SCC	Total
	\$0.00	\$130.00	\$20.00	\$6.00	\$156.00
	\$13,849.00	\$130.00	\$20.00	\$6.00	\$156.00
	\$30,000.00	\$130.00	\$42.00	\$6.88	\$178.88
	\$50,000.00	\$215.00	\$70.00	\$11.40	\$296.40
	\$60,000.00	\$258.00	\$84.00	\$13.68	\$355.68
	\$80,000.00	\$344.00	\$112.00	\$18.24	\$474.24
	\$100,000.00	\$430.00	\$140.00	\$22.80	\$592.80
	\$120,000.00	\$516.00	\$168.00	\$27.36	\$711.36
	\$150,000.00	\$645.00	\$210.00	\$34.20	\$889.20
	\$200,000.00	\$860.00	\$280.00	\$45.60	\$1,185.60
	\$300,000.00	\$1,290.00	\$420.00	\$68.40	\$1,778.40
	\$400,000.00	\$1,720.00	\$560.00	\$91.20	\$2,371.20
	\$500,000.00	\$2,150.00	\$700.00	\$114.00	\$2,964.00
	\$600,000.00	\$2,580.00	\$840.00	\$136.80	\$3,556.80
	\$800,000.00	\$3,440.00	\$1,120.00	\$182.40	\$4,742.40
	\$1,000,000.00	\$4,300.00	\$1,400.00	\$228.00	\$5,928.00
	\$1,200,000.00	\$5,160.00	\$1,680.00	\$273.60	\$7,113.60
Surcharge Fees (Not normally required!)		Agency	Town	SCC	Total
Building: Change in plans requiring additional or re-review of plans / re-issuing a permit		\$100.00	\$25.00	\$5.00	\$130.00

Building Permit Fees – Single Family Residential

Variance \$130.00 per hour, minimum 2 hours, minimum fee shown	\$200.00	\$50.00	\$10.00	\$260.00
Re-opening file to add Verification of Compliance after 90 days of closure or after the timeframe initially noted on permit.	\$100.00	\$25.00	\$5.00	\$130.00
1 year Permit Time Extension fee 50% of initial permit fee, Minimum of \$100				
Additional inspection (in addition to or exceeding the number of inspections noted on permit)	\$100.00	\$25.00	\$5.00	\$130.00
Inspection outside of normal business hours	\$200.00	\$50.00	\$10.00	\$260.00
Work started without a permit. Double Permit Fees to a maximum of \$390.00				
Expediting fee for rushed service delivery requests: -Inspection request in 1-2 business days <i>(normal is 2-5 business days)</i> -Plan Review 1-5 business days <i>(normal is 5-7 business days)</i> -Permit Issuance 1-2 business days <i>(normal is 2-4 business days)</i> *Expediting fees are in addition to any other fees *Expediting fees are not refundable	\$200.00	\$50.00	\$10.00	\$260.00
Refunds				
<u>Prior to any plan review – 100%</u>				
<u>Prior to issuance of a permit:</u>				
Value of the Permit \$0 to \$120 – No refund				
Value of the Permit greater than \$120				
Permit fee x 80% less \$100.00 = refund				
Prior to any inspections				
Value of the Permit \$0 to \$120 – No refund				
Value of the Permit greater than \$120				
Permit fee x 50% less \$40.00 = refund				
Any inspection completed, no refund.				

Building Permit Fees - Small Projects				
Fees applicable only if the following conditions are met:		Typical projects that may qualify for Small Project Fees are:		
<ul style="list-style-type: none"> • Project value less than \$2,500, • On private residential property or on PS, P1 or UR • Accessory structure • Structures less than 15 m², or a tent that is a temporary structure less than 21 m² 		<ul style="list-style-type: none"> • Temporary, manufactured, above ground swimming pools, and hot tubs • Movable garden sheds over 10 square metres, • Temporary garage structures (tents), • Tents requiring a building permit, • Gazebos, Pergolas, 		
	Agency	Town	SCC	Total
Flat rate for all small project permits	\$40.50	\$10.00	\$4.50	\$55.00
Surcharge Fees same as for Single Family (Not normally required!)				
There are no refunds for Small Projects				

Building Permit Fees – All Others

		Agency	Town	SCC	
Minimum Fee for all building permits		\$180.00	\$30.00	\$4.50	
Calculations					
<i>Estimated Construction Cost < \$1,000,000</i>					
<i>Agency Fee = Maximum of (Estimated Construction Cost * 0.0055 or Minimum Fee)</i>					
<i>Town Fee = Maximum of (Estimated Construction Cost * 0.00195 or Minimum Fee)</i>					
<i>Estimated Construction Cost > 1,000,000</i>					
<i>Agency Fee = Maximum of ((1,000,000 * 0.0055 + (Estimated Construction Cost – 1,000,000) * 0.0045 or Minimum Fee)</i>					
<i>Town Fee = Maximum of ((1,000,000 * 0.0018 + (Estimated Construction Cost – 1,000,000) * 0.0012 or Minimum Fee)</i>					
<i>SCC Fee = Maximum of ((Agency Fee + Town Fee) × 0.04 or Minimum Fee)</i>					
Flat rate permits		Agency	Town	SCC	Total
Re-inspections		\$110.00	\$40.00	\$6.00	\$156.00
Fees based on Estimated Value of Construction Costs:	Estimated Value of Construction	Agency	Town	SCC	Total
• Demolition	\$0.00	\$180.00	\$30.00	\$8.40	\$218.40
• Accessory Buildings	\$15,002.10	\$180.00	\$30.00	\$8.40	\$218.40
• Additions	\$25,000.00	\$180.00	\$48.75	\$9.15	\$237.90
• Alterations	\$50,000.00	\$275.00	\$97.50	\$14.90	\$387.40
• Garages	\$70,000.00	\$385.00	\$136.50	\$20.86	\$542.36
• New Building	\$100,000.00	\$550.00	\$195.00	\$29.80	\$774.80
• Renovation	150000	\$825.00	\$292.50	\$44.70	\$1,162.20
• Shops	\$200,000.00	\$1,100.00	\$390.00	\$59.60	\$1,549.60
• Storage	\$300,000.00	1650.00	\$585.00	\$89.40	\$2,324.40
	\$400,000.00	2200.00	\$780.00	\$119.20	\$3,099.20
	\$500,000.00	2750.00	\$975.00	\$149.00	\$3,874.00
	\$600,000.00	3300.00	\$1,170.00	\$178.80	\$4,648.80
Fees are to be calculated on the actual Estimated Value of Construction using the calculations above.					
Table to the left is provided for information purposes only.					

Building Permit Fees – All Others

	\$800,000.00	4400.00	\$1,560.00	\$238.40	\$6,198.40
	\$1,000,000.00	5500.00	\$1,950.00	\$298.00	\$7,748.00
	\$1,200,000.00	6400.00	\$2,340.00	\$349.60	\$9,089.60
	\$1,400,000.00	7300.00	\$2,730.00	\$401.20	\$10,431.20
	\$1,600,000.00	8200.00	\$3,120.00	\$452.80	\$11,772.80
	\$1,800,000.00	9100.00	\$3,510.00	\$504.40	\$13,114.40
	\$2,000,000.00	10000.00	\$3,900.00	\$556.00	\$14,456.00
	\$2,500,000.00	12250.00	\$4,875.00	\$685.00	\$17,810.00
Surcharge Fees (Not normally required!)		Agency	Town	SCC	Total
Building: Change in plans requiring additional or re-review of plans / re-issuing a permit		\$100.00	\$25.00	\$5.00	\$130.00
Variance \$130.00 per hour, minimum 2 hours, minimum fee shown		\$200.00	\$50.00	\$10.00	\$260.00
Re-opening file to add Verification of Compliance after 90 days of closure or after the timeframe initially noted on permit.		\$100.00	\$25.00	\$5.00	\$130.00
1 year Permit Time Extension fee 50% of initial permit fee, Minimum of \$100					
Additional inspection (in addition to or exceeding the number of inspections noted on permit)		\$100.00	\$25.00	\$5.00	\$130.00
Inspection outside of normal business hours		\$200.00	\$50.00	\$10.00	\$260.00
Work started without a permit. Double Permit Fees to a maximum of \$390.00					
Expediting fee for rushed service delivery requests: -Inspection request in 1-2 business days <i>(normal is 2-5 business days)</i> -Plan Review 1-5 business days <i>(normal is 5-7 business days)</i> -Permit Issuance 1-2 business days <i>(normal is 2-4 business days)</i> *Expediting fees are in addition to any other fees *Expediting fees are not refundable		\$200.00	\$50.00	\$10.00	\$260.00
Refunds					
<u>Prior to any plan review – 100%</u>					
<u>Prior to issuance of a permit:</u>					
Value of the Permit \$0 to \$120 – No refund					
Value of the Permit greater than \$120					
Permit fee x 80% less \$100.00 = refund					
Prior to any inspections					
Value of the Permit \$0 to \$120 – No refund					
Value of the Permit greater than \$120					
Permit fee x 50% less \$40.00 = refund					

Building Permit Fees – All Others

Any inspection completed, no refund.				
--------------------------------------	--	--	--	--

Electric Permit Fees

		Agency	Town	SCC	
Minimum Fee for all Electric permits		\$90.00	\$20.00	\$4.50	
Calculations					
<i>Agency Fee = Maximum of (\$50.00 + 0.7 × Value of Work^{0.57} or Minimum Fee)</i>					
<i>Agency Fee for Homeowner wiring over 1,200 square ft</i> <i>= \$120 + (square ft – 1,200) × \$0.10 per square ft</i>					
<i>Town Fee = Maximum of (0.005 × Value of Work^{0.94} or Minimum Fee)</i>					
<i>Town Fee for Homeowner wiring = Agency Fee × 0.32</i>					
<i>SCC Fee = Maximum of ((Agency Fee + Town Fee) × 0.04 or Minimum Fee)</i>					
Flat rate permits - Contractor		Agency	Town	SCC	Total
Permanent Service Connection		\$90.00	\$29.00	\$4.76	\$123.76
Temporary Service		\$90.00	\$29.00	\$4.76	\$123.76
Annual Electric Permit		\$225.00	\$73.00	\$11.92	\$309.92
<p>Fees based on Estimated Value of Construction – Electrical Contractor Only.</p> <p>Fees are to be calculated on the actual Estimated Value of Construction using the calculations above.</p> <p>Table to the left is provided for information purposes only.</p>	Estimated Value of Construction	Agency	Town	SCC	Total
	\$0.00	\$90.00	\$20.00	\$4.50	\$114.50
	\$1,209.00	\$90.00	\$20.00	\$4.50	\$114.50
	\$2,500.00	\$110.52	\$20.00	\$5.22	\$135.74
	\$5,000.00	\$139.85	\$20.00	\$6.39	\$166.24
	\$10,000.00	\$183.38	\$28.77	\$8.49	\$220.64
	\$20,000.00	\$248.01	\$55.20	\$12.13	\$315.34
	\$30,000.00	\$299.49	\$80.81	\$15.21	\$395.51
	\$50,000.00	\$383.82	\$130.62	\$20.58	\$535.01
	\$100,000.00	\$545.56	\$250.59	\$31.85	\$828.00
	\$150,000.00	\$674.41	\$366.86	\$41.65	\$1,082.92
	\$200,000.00	\$785.67	\$480.77	\$50.66	\$1,317.10
Homeowner Permit					
Connections only		\$90.00	\$27.00	\$4.68	\$121.68
Wiring less than 1200 square ft		\$120.00	\$38.40	\$6.34	\$164.74
<p>More than 1200 square ft</p> <p>Fees are to be calculated on the actual square feet using the calculations above.</p> <p>Table to the left is provided for information purposes only.</p>	Square Feet	Agency	Town	SCC	Total
	1200	\$120.00	\$38.40	\$6.34	\$164.74
	1300	\$130.00	\$41.60	\$6.86	\$178.46
	1500	\$150.00	\$48.00	\$7.92	\$205.92
	2000	\$200.00	\$64.00	\$10.56	\$274.56
	2500	\$250.00	\$80.00	\$13.20	\$343.20
	3000	\$300.00	\$96.00	\$15.84	\$411.84
Surcharge Fees (Not normally required!)		Agency	Town	SCC	Total

Electric Permit Fees

Administration Fee for correcting erroneous information / re-issuing a permit	\$36.40	\$9.10	\$4.50	\$50.00
Variance \$130.00 per hour, minimum 2 hours, minimum fee shown	\$200.00	\$50.00	\$10.00	\$260.00
Re-opening file to add Verification of Compliance after 90 days of closure or after the timeframe initially noted on permit.	\$100.00	\$25.00	\$5.00	\$130.00
1 year Permit Time Extension fee 50% of initial permit fee, Minimum of \$100				
Additional inspection (in addition to or exceeding the number of inspections noted on permit)	\$100.00	\$25.00	\$5.00	\$130.00
Inspection outside of normal business hours	\$200.00	\$50.00	\$10.00	\$260.00
Work started without a permit. Double Permit Fees to a maximum of \$390.00				
Expediting fee for rushed service delivery requests: -Inspection request in 1-2 business days <i>(normal is 2-5 business days)</i> -Plan Review 1-5 business days <i>(normal is 5-7 business days)</i> -Permit Issuance 1-2 business days <i>(normal is 2-4 business days)</i> *Expediting fees are in addition to any other fees *Expediting fees are not refundable	\$200.00	\$50.00	\$10.00	\$260.00
Refunds				
<u>Prior to any plan review – 100%</u>				
<u>Prior to issuance of a permit:</u>				
Value of the Permit \$0 to \$120 – No refund				
Value of the Permit greater than \$120				
Permit fee x 80% less \$100.00 = refund				
Prior to any inspections				
Value of the Permit \$0 to \$120 – No refund				
Value of the Permit greater than \$120				
Permit fee x 50% less \$40.00 = refund				
Any inspection completed, no refund.				

Gas Permit Fees

		Agency	Town	SCC	
Minimum Fee for all building permits		\$90.00	\$20.00	\$4.50	
Calculations					
<i>Agency Fee Residential</i> = Maximum of $(-0.5 \times \text{No. Outlets}^2 + 20 \times \text{No. Outlets} + 52.0 \text{ or Minimum Fee})$					
<i>Agency Fee Commercial less than 450,000 BTU</i> = Maximum of $\left(-0.00005 \times (BTU/1000)^2 + 0.12 \times \left(\frac{BTU}{1000}\right) + 80.0 \text{ or Minimum Fee}\right)$					
<i>Agency Fee Commercial more than 450,000 BTU</i> = $(123.88 + 0.075 \times (BTU - 450,000))/1000$					
<i>Town Fee Residential</i> = Maximum of $(-0.22 \times \text{No. Outlets}^2 + 8.60 \times \text{No. Outlets} + 10.0 \text{ or Minimum Fee})$					
<i>Town Fee Commercial less than 750,000 BTU</i> = Maximum of $\left(-0.00003 \times (BTU/1000)^2 + 0.08 \times \left(\frac{BTU}{1000}\right) + 15.0 \text{ or Minimum Fee}\right)$					
<i>Town Fee Commercial more than 750,000 BTU</i> = $(60 + 0.030 \times (BTU - 750,000))/1000$					
<i>SCC Fee</i> = Maximum of $((\text{Agency Fee} + \text{Town Fee}) \times 0.04 \text{ or Minimum Fee})$					
Flat rate permits		Agency	Town	SCC	Total
Temporary Service / heat		\$90.00	\$20.00	\$4.50	\$114.50
Service Re-connection		\$90.00	\$20.00	\$4.50	\$114.50
Propane Tank Set		\$90.00	\$20.00	\$4.50	\$114.50
Fees based on Number of Outlets - Residential Fees are to be calculated on the actual Number of Outlets using the calculations above. Table to the left is provided for information purposes only.	Number of Outlets	Agency	Town	SCC	Total
	1	\$90.00	\$20.00	\$4.50	\$114.50
	2	\$90.00	\$26.32	\$4.65	\$120.97
	3	\$107.50	\$33.82	\$5.65	\$146.97
	4	\$124.00	\$40.88	\$6.60	\$171.48
	5	\$139.50	\$47.50	\$7.48	\$194.48
	6	\$154.00	\$53.68	\$8.31	\$215.99
	7	\$167.50	\$59.42	\$9.08	\$236.00
Fees based on BTU - Commercial Fees are to be calculated on the BTU using the calculations above. Table to the left is provided for information purposes only.	BTU	Agency	Town	SCC	Total
	0	\$90.00	\$20.00	\$4.50	\$114.50
	59,064	\$90.00	\$20.00	\$4.50	\$114.50
	100,000	\$91.50	\$22.70	\$4.57	\$118.77
	120,000	\$93.68	\$24.17	\$4.71	\$122.56
	150,000	\$96.88	\$26.33	\$4.93	\$128.13
	210,000	\$103.00	\$30.48	\$5.34	\$138.81
	300,000	\$111.50	\$36.30	\$5.91	\$153.71
	450,000	\$123.88	\$44.93	\$6.75	\$175.55
	500,000	\$127.63	\$47.50	\$7.01	\$182.14
	750,000	\$146.38	\$58.13	\$8.18	\$212.69
	900,000	\$157.63	\$64.50	\$8.89	\$231.02
	1,000,000	\$165.13	\$67.50	\$9.31	\$241.94
Surcharge Fees (Not normally required!)		Agency	Town	SCC	Total

Gas Permit Fees

Administration Fee for correcting erroneous information / re-issuing a permit	\$36.40	\$9.10	\$4.50	\$50.00
Variance \$130.00 per hour, minimum 2 hours, minimum fee shown	\$200.00	\$50.00	\$10.00	\$260.00
Re-opening file to add Verification of Compliance after 90 days of closure or after the timeframe initially noted on permit.	\$100.00	\$25.00	\$5.00	\$130.00
1 year Permit Time Extension fee 50% of initial permit fee, Minimum of \$100				
Additional inspection (in addition to or exceeding the number of inspections noted on permit)	\$100.00	\$25.00	\$5.00	\$130.00
Inspection outside of normal business hours	\$200.00	\$50.00	\$10.00	\$260.00
Work started without a permit. Double Permit Fees to a maximum of \$390.00				
Expediting fee for rushed service delivery requests: -Inspection request in 1-2 business days (normal is 2-5 business days) -Plan Review 1-5 business days (normal is 5-7 business days) -Permit Issuance 1-2 business days (normal is 2-4 business days) *Expediting fees are in addition to any other fees *Expediting fees are not refundable	\$200.00	\$50.00	\$10.00	\$260.00
Refunds				
<u>Prior to any plan review – 100%</u>				
<u>Prior to issuance of a permit:</u>				
Value of the Permit \$0 to \$120 – No refund				
Value of the Permit greater than \$120				
Permit fee x 80% less \$100.00 = refund				
Prior to any inspections				
Value of the Permit \$0 to \$120 – No refund				
Value of the Permit greater than \$120				
Permit fee x 50% less \$40.00 = refund				
Any inspection completed, no refund.				

Plumbing Permit Fees

		Agency	Town	SCC	
Minimum Fee for all building permits		\$90.00	\$10.00	\$4.50	
Calculations					
Agency Fee = Maximum of $(-0.03 \times \text{No. Fixtures}^2 + 6.50 \times \text{No. Fixtures} + 60.0$ or Minimum Fee)					
Town Fee = Maximum of $(-0.01 \times \text{No. Fixtures}^2 + 2.50 \times \text{No. Fixtures} + 10.0$ or Minimum Fee)					
SCC Fee = Maximum of $((\text{Agency Fee} + \text{Town Fee}) \times 0.04$ or Minimum Fee)					
Fees based on Number of Fixtures Fees are to be calculated on the actual Number of Fixtures using the calculations above. Table to the left is provided for information purposes only.	Number of Fixtures	Agency	Town	SCC	Total
	1	\$90.00	\$12.49	\$4.50	\$106.99
	2	\$90.00	\$14.96	\$4.50	\$109.46
	3	\$90.00	\$17.41	\$4.50	\$111.91
	4	\$90.00	\$19.84	\$4.50	\$114.34
	5	\$91.75	\$22.25	\$4.56	\$118.56
	6	\$97.92	\$24.64	\$4.90	\$127.46
	7	\$104.03	\$27.01	\$5.24	\$136.28
	8	\$110.08	\$29.36	\$5.58	\$145.02
	9	\$116.07	\$31.69	\$5.91	\$153.67
	10	\$122.00	\$34.00	\$6.24	\$162.24
	11	\$127.87	\$36.29	\$6.57	\$170.73
	12	\$133.68	\$38.56	\$6.89	\$179.13
	13	\$139.43	\$40.81	\$7.21	\$187.45
	14	\$145.12	\$43.04	\$7.53	\$195.69
	15	\$150.75	\$45.25	\$7.84	\$203.84
	16	\$156.32	\$47.44	\$8.15	\$211.91
	17	\$161.83	\$49.61	\$8.46	\$219.90
	18	\$167.28	\$51.76	\$8.76	\$227.80
	19	\$172.67	\$53.89	\$9.06	\$235.62
	20	\$178.00	\$56.00	\$9.36	\$243.36
	21	\$183.27	\$58.09	\$9.65	\$251.01
	22	\$188.48	\$60.16	\$9.95	\$258.59
	23	\$193.63	\$62.21	\$10.23	\$266.07
	24	\$198.72	\$64.24	\$10.52	\$273.48
	25	\$203.75	\$66.25	\$10.80	\$280.80
	26	\$208.72	\$68.24	\$11.08	\$288.04
	27	\$213.63	\$70.21	\$11.35	\$295.19
	28	\$218.48	\$72.16	\$11.63	\$302.27
Surcharge Fees (Not normally required!)		Agency	Town	SCC	Total
Administration Fee for correcting erroneous information / re-issuing a permit		\$36.40	\$9.10	\$4.50	\$50.00

Variance \$130.00 per hour, minimum 2 hours, minimum fee shown	\$200.00	\$50.00	\$10.00	\$260.00
Re-opening file to add Verification of Compliance after 90 days of closure or after the timeframe initially noted on permit.	\$100.00	\$25.00	\$5.00	\$130.00
1 year Permit Time Extension fee 50% of initial permit fee, Minimum of \$100				
Additional inspection (in addition to or exceeding the number of inspections noted on permit)	\$100.00	\$25.00	\$5.00	\$130.00
Inspection outside of normal business hours	\$200.00	\$50.00	\$10.00	\$260.00
Work started without a permit. Double Permit Fees to a maximum of \$390.00				
Expediting fee for rushed service delivery requests: -Inspection request in 1-2 business days <i>(normal is 2-5 business days)</i> -Plan Review 1-5 business days <i>(normal is 5-7 business days)</i> -Permit Issuance 1-2 business days <i>(normal is 2-4 business days)</i> *Expediting fees are in addition to any other fees *Expediting fees are not refundable	\$200.00	\$50.00	\$10.00	\$260.00
Refunds				
<u>Prior to any plan review – 100%</u>				
<u>Prior to issuance of a permit:</u>				
Value of the Permit \$0 to \$120 – No refund				
Value of the Permit greater than \$120				
Permit fee x 80% less \$100.00 = refund				
Prior to any inspections				
Value of the Permit \$0 to \$120 – No refund				
Value of the Permit greater than \$120				
Permit fee x 50% less \$40.00 = refund				
Any inspection completed, no refund.				

Private Sewage Disposal Permit Fees

	Agency	Town	SCC	
Minimum Fee for all building permits	\$170.00	\$20.00	\$4.50	
Calculations				
<i>Town Fee = Maximum of (Agency Fee × 0.40 or Minimum Fee)</i>				
<i>SCC Fee = Maximum of ((Agency Fee + Town Fee) × 0.04 or Minimum Fee)</i>				
Flat rate permits	Agency	Town	SCC	Total
Homeowner <ul style="list-style-type: none"> Fields Mounds Treatment Plant 	\$350.00	\$140.00	\$19.60	\$509.60
Contractor <ul style="list-style-type: none"> Fields Mounds Treatment Plant 	\$250.00	\$100.00	\$14.00	\$364.00
Septic Tank	\$170.00	\$68.00	\$9.52	\$247.52
Holding Tank	\$170.00	\$68.00	\$9.52	\$247.52
Surcharge Fees (Not normally required!)	Agency	Town	SCC	Total
Administration Fee for correcting erroneous information / re-issuing a permit	\$36.40	\$9.10	\$4.50	\$50.00
Variance \$130.00 per hour, minimum 2 hours, minimum fee shown	\$200.00	\$50.00	\$10.00	\$260.00
Re-opening file to add Verification of Compliance after 90 days of closure or after the timeframe initially noted on permit.	\$100.00	\$25.00	\$5.00	\$130.00
1 year Permit Time Extension fee 50% of initial permit fee, Minimum of \$100				
Additional inspection (in addition to or exceeding the number of inspections noted on permit)	\$100.00	\$25.00	\$5.00	\$130.00
Inspection outside of normal business hours	\$200.00	\$50.00	\$10.00	\$260.00
Work started without a permit. Double Permit Fees to a maximum of \$390.00				
Expediting fee for rushed service delivery requests: <ul style="list-style-type: none"> -Inspection request in 1-2 business days (<i>normal is 2-5 business days</i>) -Plan Review 1-5 business days (<i>normal is 5-7 business days</i>) -Permit Issuance 1-2 business days (<i>normal is 2-4 business days</i>) *Expediting fees are in addition to any other fees *Expediting fees are not refundable	\$200.00	\$50.00	\$10.00	\$260.00
Refunds				
Prior to any plan review – 100%				
Prior to issuance of a permit:				
Value of the Permit \$0 to \$120 – No refund				
Value of the Permit greater than \$120				
Permit fee x 80% less \$100.00 = refund				
Prior to any inspections				

Private Sewage Disposal Permit Fees

Value of the Permit \$0 to \$120 – No refund				
Value of the Permit greater than \$120				
Permit fee x 50% less \$40.00 = refund				
Any inspection completed, no refund.				

PUBLIC SERVICES

CEMETERY

Plot	\$500.00
Cremation Plot	\$200.00
Columbarium Niche	\$850.00
Opening and Closing	\$500.00
Placing Urn	\$200.00
Columbarium Opening and Closing	\$200.00
Saturday Burial	\$340.00 (Additional)
Holiday Burial	\$340.00 (Additional)
After Hours Burial ****	\$150.00 (Additional)
Children up to 6 years Opening and Closing	\$200.00
Setup of Tent	\$100.00

***** After hours shall be any time after regular closing time for Public Services Department.

Note: Grave liners are mandatory and will be provided by the Town of Redcliff at cost as outlined in Cemetery Bylaw.

EQUIPMENT

EQUIPMENT FOR CUSTOM WORK

	Rate per hour (includes Operator)
Loader	\$120.00
Backhoe	\$120.00
Excavator	\$150.00
3 Ton Truck	\$100.00
Gravel Tandem Truck	\$120.00
Service Truck	\$130.00
Grader	\$135.00
Picker Truck	\$200.00
Sweeper	\$120.00

Sewer truck	\$125.00
Sheep foot Packer	\$80.00
Riding Mowers	\$75.00
Skid Steer Loader	\$95.00
Pickup Truck	Day rate (no Operator) \$150.00
Small Equipment (mowers, pumps, etc.)	\$100.00

PERSONNEL

Project Manager (includes truck)	Rate per hour \$115.00
Supervisor	\$90.00
Engineering Technician	\$85.00
Surveyor	\$85.00
Service Technician	\$85.00
Equipment Operator	\$70.00
Laborer	\$60.00
After Hours for all Personnel	Rate per hour x 1.5

LANDFILL

Refer to the Redcliff Cypress Regional Waste Management Authority Policy #3, Fees, Rates, and Charges Policy for current landfill fees, rates, and charges.

GENERAL FEES

Up to 250 kgs	\$10.00
Over 250 kgs	\$72.00/1,000 kgs
Town of Redcliff & Cypress County *****	\$48.00/1,000 kgs
Waste requiring special handling	\$80.00/1,000 kgs
Clean Concrete/Asphalt	\$21.00/1,000 kgs
Special Materials Disposal Fee *****	At Cost
Clean Fill *****	No Charge

***** Garbage hauled on behalf of Cypress County will be charged at the rate for Cypress County, conditional to the bins being easily identifiable as Cypress County bins with their location. Billing for tonnage will be billed directly to Cypress County and not through the carrier.

~~***** Based on approved equipment and manpower rates and any costs of materials and/or parts required to provide the extra handling, treatment or burial of wastes of an extraordinary nature.~~

~~***** Clean fill material must be suitable for cover material at the Landfill and will be accepted at the discretion of the Landfill Operator. The material must be free of concrete, asphalt, organics, liquids, hydrocarbons, or any hazardous material identified in the *Alberta Waste Control Regulation*.~~

MINIMUM FLAT RATES (APPLY DURING POWER OUTAGES)

Less than 1-ton Vehicle	\$10.00 (current minimum)
1-ton Vehicle	\$70.00
Over 1-ton Vehicle	\$80.00

CONTRACT HAULERS

Semi Trailers	\$600.00
Front End Dumps	\$300.00
Roll off Containers	\$200.00

OTHER RATES

Surcharge for Inadequately Restrained Loads	\$20.00
Refrigeration and Air Conditioning Equipment without Confirmation of Ozone Depleting Substances Removed	\$50.00 per unit

WATER AND SEWER SERVICE INSTALLATIONS

BASE RATES

Water Service Only

	1"	1½"	2"
Material Costs	\$1,400.00	\$2025.00	\$2650.00
Labour/Equipment	\$2,300.00	\$2,300.00	\$2,300.00
Asphalt/Concrete	As Quoted	As Quoted	As Quoted
TOTAL	As Quoted	As Quoted	As Quoted

4 Inch Sanitary Service Only

	4"
Material Costs	\$550.00
Labour/Equipment	\$2,300.00
Asphalt/Concrete	As Quoted
TOTAL	As Quoted

Water and 4 Inch Sanitary Service Installed Simultaneously

	1"	1½"	2"
Material Costs	\$1,750.00	\$2,140.00	\$3,050.00
Labour/Equipment	\$2,800.00	\$2,800.00	\$2,800.00

<u>Asphalt/Concrete</u>	<u>As Quoted</u>	<u>As Quoted</u>	<u>As Quoted</u>
<u>TOTAL</u>	<u>As Quoted</u>	<u>As Quoted</u>	<u>As Quoted</u>

All water and sanitary service connections will be quoted by Public Services. Expect a quote within five (5) business days.

Oversized Water and Sewer Services

Material and Labour costs for water and sewer service installations exceeding the sizes stipulated herein (whereas such service has been approved by Council) shall be based on actual costs plus 10%.

Storm Sewer Service

The fee for the installation of any storm sewer service will be established at the time of request and determined by the Public Services Department.

Residential/Commercial

Other costs such as asphalt replacement, concrete replacement, or day lighting services, to be determined at the time of request by the Public Services Department.

Subdivisions/ Developments

The Public Services Department can provide a quote for service installations that exceed two (2) complete service installations.

Installation of service extensions exceeding the allowable maximum or for water/sewer main extensions for any subdivision or development shall be the responsibility of the developer/property owner. All work must be completed by a contractor who specializes in this type of work in accordance with the Town's Design Guidelines and Construction Standards. It will be the responsibility of the property owner / developer to hire a contractor to service the property to the Town's standards. The Town will inspect and sign off on installations. All field testing shall be submitted to the Town's Engineering Department for review and acceptance that the work meets the Town's Design Guidelines and Engineering Standards.

NOTE

Rates are for installation of services during normal construction season. Costs for installing services during winter conditions will be established at the time of request and determined by the Public Services Department.

SANITARY SEWER CONNECTION FEE

An additional sanitary sewer connection fee is to be charged to the following properties for installation of sanitary sewer main on a portion of 4th Street NE. No local improvement bylaw was undertaken as a result of property owners not wanting the cost allocated to their property taxes as a local improvement tax.

• Lot 44, Block 107, Plan 8210827	\$2,941.04
• Lot 45, Block 107, Plan 8210827	\$2,789.44
• Lot 41, Block 108, Plan 8210827	\$2,248.68
• Lots 17-20, Block 108, Plan 1117V	\$3,032.00
• Lots 11-16, Block 108, Plan 1117V	\$4,548.00

FIRE DEPARTMENT

INSPECTION SERVICES

Non-Regular Program Inspections (Original and Follow-up) (Daycares occupancy, loans, etc.)	\$50.00
1st Non-compliance Re-inspection	\$50.00
2nd Non-compliance Re-inspection	\$100.00
3rd Non-compliance Re-inspection	\$150.00
Occupant Load Calculation (includes card)	\$75.00
Fire Investigation & Inspection Services in Municipalities in Alberta ***** ***** Plus contracted expenses for services or equipment necessary to complete the investigation plus travel/living expenses.	\$100.00 per hour *****

CYPRESS COUNTY

As per current fire agreement between Town of Redcliff and Cypress County

EQUIPMENT AND MATERIAL FEES

Pumper Unit (includes 3 men)	\$610.00 per hour
Rescue Unit (includes 2 men)	\$610.00 per hour
Prairie Fire Truck (4x4 Ton with 2 men)	\$610.00 per hour
Firefighters	At Cost
Materials Used	Replacement Cost
Special Equipment	Cost plus 10%
Administration Fee	\$25.00

DOCUMENTATION REQUESTS

Fire reports	\$25.00 each
Photographs	\$10.00 per print
Inspection report	\$25.00 each

FIREWORKS IGNITION PERMIT

Permit Fee	\$50.00 (non-refundable)
------------	--------------------------

TOWN OF REDCLIFF REQUEST FOR DECISION

DATE: December 9, 2019

PROPOSED BY: Finance and Administration Department

TOPIC: Bylaw 1897/2019, Temporary Borrowing Bylaw 2020

PROPOSAL: To consider Bylaw 1897/2019, Temporary Borrowing Bylaw 2020

BACKGROUND:

The Temporary Borrowing Bylaw is reviewed and renewed on an annual basis (this essentially serves as a typical operating line of credit). This Bylaw allows for the municipality to borrow monies on a revolving basis throughout the year a sum or sums not exceeding One Million (\$1,000,000.00) Dollars at any one time to meet operating expenditures and a maximum amount at one time in the amount of Thirty Five Thousand (\$35,000.00) Dollars for credit card expenditures.

POLICY / LEGISLATION:

Excerpt from Municipal Government Act

Operating expenditures

256(1) This section applies to a borrowing made for the purpose of financing operating expenditures.

(2) The amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made.

(3) A borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years.

1994 cM-26.1 s256

STRATEGIC PRIORITIES:

Policy and Bylaw review is identified under Goal #4 Governance and Service Delivery of the Municipality's Strategic Plan. It is an important practice to ensure policies and bylaws are consistent and current to relevant federal and provincial government legislation and related regulations as well as with other municipal policies and bylaws.

ATTACHMENTS:

Bylaw 1897/2019, Temporary Borrowing Bylaw 2020

OPTIONS:

1. To adopt Bylaw 1897/2019, Temporary Borrowing Bylaw 2020
2. To not adopt Bylaw 1897/2019, Temporary Borrowing Bylaw 2020
3. To direct Administration to review and incorporate additional/other changes to the Temporary Borrowing Bylaw

RECOMMENDATION:

It is recommended to give three readings of this Bylaw.

SUGGESTED MOTION(S):

1. Councillor _____ moved that Bylaw 1897/2020, Temporary Borrowing Bylaw 2020 be given first reading.
2. Councillor _____ moved that Bylaw 1897/2020, Temporary Borrowing Bylaw 2020 be given second reading.
3. Councillor _____ moved that Bylaw 1897/2020, Temporary Borrowing Bylaw 2020 be presented for third reading.
4. Councillor _____ moved that Bylaw 1897/2020, Temporary Borrowing Bylaw 2020 be given third reading.

SUBMITTED BY:



Department Head

Acting Municipal Manager

BYLAW NO. ~~1877/2018~~1897/2019
OF THE TOWN OF REDCLIFF
IN THE PROVINCE OF ALBERTA

A BYLAW OF THE TOWN OF REDCLIFF TO PROVIDE FOR THE BORROWING OF FUNDS UNDER THE MUNICIPAL GOVERNMENT ACT.

This Bylaw shall be known as the “**Temporary Borrowing Bylaw ~~2019~~2020**.”

WHEREAS the amount of taxes estimated to be raised for the fiscal year commencing on January 1, ~~2019~~2020 by the Town of Redcliff (hereinafter called the "Municipality") for all purposes is the sum of ~~Eight Million One Hundred Thousand One Hundred Seventy Five (\$8,100,175.00)~~Eight Million One Hundred Fifteen Thousand, Two Hundred Twelve (\$8,115,212.00) Dollars;

AND WHEREAS the Council of the Municipality deems it necessary to borrow from time to time on a revolving basis during the year ~~2019~~2020 sum or sums not exceeding the maximum principal amount of One Million Dollars (\$1,000,000.00) at any one time to meet the operating expenditures and sum or sums not exceeding the maximum principal amount of Thirty Five Thousand Dollars (\$35,000.00) at any one time to meet the credit card expenditures of the Municipality incurred during the year ~~2019~~2020;

AND WHEREAS after borrowing during the said year of the amount hereby authorized to be borrowed, the amount to be borrowed, together with the unpaid principal or other borrowings made for the purpose of financing operating expenditures, will not exceed the amount estimated to be raised in taxes as aforesaid during the said year;

AND WHEREAS the borrowing hereby authorized will not cause the Municipality to exceed its debt limit.

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

1. That the Council of the Municipality do borrow from time to time on a revolving basis during the year ~~2019~~2020 from ATB Financial (the "Bank"), a sum or sums not exceeding the maximum principal amount of One Million Dollars (\$1,000,000.00) at any one time which the Council deems necessary to expend to meet the operating expenditures and a sum or sums not exceeding the maximum principal amount of Thirty Five Thousand Dollars (\$35,000.00) at any one time which the Council deems necessary to expend to meet the credit card expenditures of the Municipality for other than school purposes incurred during the said year until such time as the taxes levied or to be levied therefore can be collected, and to pay or agree to pay interest on the sum so borrowed either in advance or at maturity, and in either case after maturity, at such rate as may be agreed upon from time to time between the Council and the Bank.
2. That the sum or sums so borrowed may be evidenced and secured by a form of debt/security instrument executed by the Mayor and Director of Finance and Administration on behalf of the Municipality and the said Mayor and Director of Finance and Administration are hereby authorized and empowered to execute and give such form of debt/security instrument on behalf of the Municipality as may be required by the Bank and to determine and upon from time to time the rate of interest applicable to the amount of the sums borrowed hereunder remaining from time to time outstanding.

3. That the Council of the Municipality do hereby pledge to the said Bank as security for payment of the money borrowed hereunder, and interest, thereon, the whole of the unpaid taxes and penalties on taxes assessed and /or raised by the Municipality in years prior to the said year together with penalties thereon, and the whole of the taxes assessed or to be assessed and/or raised to be raised for the said year and penalties thereon, and the Municipality shall deposit in a special account with the said Bank all of the said taxes, penalties and other designated revenues as collected, as collateral security for the money to be borrowed hereunder and interest thereon and the same shall be applied as far as necessary in payment of moneys borrowed hereunder and interest thereon, but the said Bank shall not be restricted to the said taxes, penalties and other designated revenues for the payment of the money borrowed as aforesaid or be bound to wait for repayment of such money and interest until such taxes, penalties and other designated revenues can be collected, or be required to see that the said taxes, penalties and other designated revenues are deposited as aforesaid.
4. That nothing herein contained shall waive, prejudicially affect or exclude any right, power benefit or security by statute, common law or otherwise given to or implied in favour of the said Bank.
5. Bylaw No. ~~1846/2017-1877/2018~~ is hereby repealed upon Bylaw ~~1877/2018~~ 1897/2019 coming in effect on January 1, ~~2019~~ 2020.

Read a first time this _____ day of _____, 2019.

Read a second time this _____ day of _____, 2019.

Read a third time this _____ day of _____, 2019.

SIGNED AND PASSED THIS _____ DAY OF _____, 2019.

Mayor

Manager of Legislative and Land Services



RECEIVED
NOV 28 2019
TOWN OF REDCLIFF

2375 – 10th Ave. S.W., Medicine Hat, AB., T1A 8G2
Phone: 403-529-0550 Fax: 403-528-2473

November 25th, 2019

Town of Redcliff
Mayor Dwight Kilpatrick
And Town Council
1 – 3rd Street NE, Mail: Box 40
Redcliff, Alberta T0J 2P0

Re: Reduced Shortgrass Library System Budget Request 2020

Dear Mayor Kilpatrick and Members of Town Council:

The Shortgrass Library System (SLS) Board of Trustees, which consists of appointees from our member municipalities, including yourself, carefully reviewed the funding required to implement the SLS business plan and, after additional streamlining, has reduced the 2020 Municipal Levy by 2% from the original request.

Year	Requested increase	Per capita Municipal Levy	Population x per capita amount = total Municipal Levy
2020	0% increase over 2019	\$5.12 per capita	\$28,672

Please note that these amounts are subject to change, as newly released official population figures become available. The current calculations are based on 2018 population figures released by Alberta Municipal Affairs. The population for the Town of Redcliff is listed as 5,600.

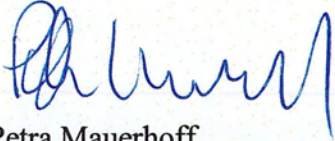
In addition to the Municipal Levy, after consultation with the library managers group, we also decided to keep the Library Materials Levy at 0% over 2019. The Materials Levy amount is provided for your information only, and does not require a motion from Council.

Year	Requested increase	Per capita amount	Population x per capita amount = total Materials Levy
2020	0% Increase over 2019	\$5.08 per capita	\$28,448

Once Council has had a chance to review the Municipal Levy requests and, if it is approved, please provide a letter indicating the approval to me.

Please feel free to contact me if you require further information.

Respectfully,



Petra Mauerhoff
CEO, Shortgrass Library System

CC: Arlos Croft, Municipal Manager

Attachment: Amended 2020 SLS operating budget

Line No.	Shortgrass Library System Operating Budget	AMENDED 2019	AMENDED 2020
1	REVENUE		
3	Grants		
4	Provincial Operating Grant	\$496,908	\$496,908
5	Library Services Grant	\$18,515	\$18,515
6	Total Municipal Affairs (Prov) Grants	\$515,423	\$515,423
7	STEP/HRDC Grant	\$0	\$0
8	Other Special Grants/CIP	\$41,775	\$0
9	Total Special Grants	\$41,775	\$0
10	Total Grants	\$557,198	\$515,423
12	Municipal Requisitions Operational		
13	Cypress/CFB - operational	\$39,229	\$39,229
14	County of 40 Mile - operational	\$18,335	\$18,335
15	County of Newell - operational	\$38,523	\$38,523
16	Bassano - operational	\$6,564	\$6,564
17	Bow Island - operational	\$10,460	\$10,460
18	Brooks - operational	\$73,989	\$73,989
19	Duchess - operational	\$5,555	\$5,555
20	Foremost - operational	\$2,770	\$2,770
21	Medicine Hat - operational	\$323,891	\$323,891
22	Redcliff - operational	\$28,672	\$28,672
23	Rosemary - operational	\$2,028	\$2,028
24	Total Municipal Requisitions	\$550,016	\$550,016
26	SLS - Materials		
27	SLS - Materials (\$1.00 / per capita)	\$107,329	\$107,349
28	Total SLS - Materials	\$107,329	\$107,349
51	Investment (Interest) Income		
52	Operational Investment/Interest Rev	\$2,700	\$3,000
53	Contingency Investment/Interest Rev	\$500	\$500
54	Capital Investment/Interest Revenue	\$2,500	\$2,500
55	Rewards Revenue	\$280	\$350
56	Total Investment Income	\$5,980	\$6,350
73	Total Contract Revenue	\$30,000	\$30,000
75	Other Reimbursements		
76	Travel & Mtg Reimbursements (SLS)	\$3,000	\$3,000
77	LAPP Buyback (employees portion)	\$4,000	\$0
78	Total Other Reimbursements	\$7,000	\$3,000
80	Carryover from Previous Budget Year	\$77,729	\$0
82	TOTAL REVENUE - OPERATING	\$1,335,252	\$1,212,138
83			
84	EXPENSE		
86	Board Expenses		
87	Board Conferences/Workshops/Travel	\$1,500	\$1,500
88	Board Meetings/Travel/Meal Expense	\$7,500	\$5,500
89	Total Board Expenses	\$9,000	\$7,000
91	Administration		
92	Insurance - Liability	\$3,500	\$5,500
93	Advertising/Interview Expense	\$1,500	\$1,500
94	Bank Charges	\$500	\$350
95	Admin/BD Stationary & Supplies	\$1,500	\$1,500
96	Purchase/Maint. - Office Equipment	\$1,500	\$1,500
97	Total Misc./Stationery/Equipment	\$3,000	\$3,000
98	Computer Software Purch/Repairs	\$1,500	\$500
99	Computer Hardware Purchases	\$1,000	\$1,000
100	Photocopying Charges	\$1,800	\$2,000
101	Memberships/Subscriptions	\$11,000	\$11,000
102	Fees	\$24,000	\$20,000
103	Staff Conference/Workshop	\$10,000	\$10,000
104	Meeting - Travel & Meal Exp	\$10,000	\$6,000
105	Worker's Compensation	\$3,500	\$3,200
109	Total Administration Salaries & Benefits	\$193,084	\$195,405
110	Total Administration	\$264,384	\$259,455
112	Promotions/Public Relations		
113	Advertising & Printing	\$12,000	\$6,000
114	Promotions/Cards & Gifts	\$8,500	\$8,000
115	Alberta Library Conference	\$3,200	\$5,000
116	Total Promotions/Public Relations	\$23,700	\$19,000
118	Mem Library Man Travel & Training		
119	Workshops	\$5,000	\$2,500
120	Member Lib. Travel/Education	\$5,500	\$6,000
121	Total Mem Library Managers Exp	\$10,500	\$8,500

Line No.	Shortgrass Library System Operating Budget	AMENDED 2019	AMENDED 2020
123	Programs to Libraries		
124	Summer Reading Programs	\$12,000	\$12,500
125	Author Tours	\$500	\$500
126	Special Projects (Programming Supplies)	\$8,500	\$6,000
127	Total Programs to Libraries	\$21,000	\$19,000
129	Building Costs		
130	Building Maintenance	\$25,000	\$33,000
131	Materials & Supplies	\$1,000	\$5,000
132	Insurance	\$7,000	\$8,000
133	Utilities	\$30,000	\$30,000
134	Total Building Costs	\$63,000	\$76,000
136	Technical/Public Services		
137	Cataloguing Software/Tools	\$20,000	\$20,000
138	Online Payments - Operating	\$5,000	\$5,500
139	Processing Supplies	\$5,500	\$6,000
140	Tech Stationary Supplies	\$500	\$500
141	Computer Hardware Purchase	\$3,000	\$3,000
142	Computer Software/Support	\$1,500	\$3,000
143	Equipment Purchases/Maintenance	\$250	\$500
154	Total Sal/Ben-Tech/Public Services	\$535,371	\$566,570
158	Total Tech/Public ServicesExp	\$571,121	\$605,070
160	Delivery & Communications		
161	SLS Postage & Shipping/Handling	\$1,500	\$1,900
162	Van Insurance	\$5,000	\$5,000
163	Van Operating Expenses	\$19,500	\$20,000
164	Total Van Expenses	\$24,500	\$25,000
167	Total Salary & Benefits Delivery	\$81,000	\$58,000
168	ILS - Shortgrass	\$35,000	\$34,000
170	Total ILS Computer Maintenance	\$35,000	\$34,000
171	Phone Services	\$1,500	\$1,500
172	TM3 Telemessaging DC	\$300	\$500
173	Mobility	\$200	\$800
174	Total SLS Rental & DDD	\$2,000	\$2,800
175	Internet - Domain Names DC	\$120	\$0
176	Internet/CA Shaw Big Pipe SLS Main DC	\$18,000	\$18,000
177	Total SLS Internet Exp AcctsDC	\$18,120	\$18,000
178	Bibliocommons	\$11,200	\$11,500
179	Bibliocommons App	\$4,500	\$4,000
180	Licensing/Maintenance Agreements	\$7,200	\$10,000
181	Total Data CommunicationsDC	\$22,900	\$25,500
182	Total Delivery & Communications	\$185,020	\$165,200
184	Additional Resources		
185	Electronic Data Bases	\$28,000	\$25,000
186	SLS Headquarters Reference	\$150	\$200
187	Library 2 U	\$50	\$0
188	ILL Expenses	\$9,500	\$1,500
189	Rural Ser Pay BI/For/Gra/Red/Irv/MH	\$16,294	\$16,293
190	Total Additional Resources	\$53,994	\$42,993
196	Special Grants Expenses		
197	Other Special Grants/CIP/AMA	\$41,775	\$0
198	STEP/HRDC Grant	\$0	\$0
199	Other Grants	\$0	\$0
200	Total Special Grants	\$41,775	\$0
202	Capital Purchases Expense *		
203	Equip (Replacement) Capital Exp	\$1,500	\$0
204	Van (Replacement) Capital Exp	\$0	\$0
205	Expenditures - Capital - other	\$0	\$0
206	Total Capital Expenses	\$1,500	\$0
212	Employee Benefits Expense - Additional		
213	Vacation Pay Expense	\$0	\$0
214	LAPP Expense	\$4,500	\$5,000
215	Total Employee Benefits Expense	\$4,500	\$5,000
217	Contingencies & Non SLS Expenses		
218	Contingency	\$4,529	\$4,920
219	Travel & Mtg Expenses (Non-SLS)	\$2,500	\$0
220	Total Contingencies & Non SLS Exp	\$7,029	\$4,920
222	Carryover Project Spending	\$77,729	\$0
224	TOTAL EXPENSE - OPERATING	\$1,334,252	\$1,212,138
226	NET INCOME/LOSS	\$1,000	\$0

November 26, 2019

Arlos Crofts
Municipal Manager
Town of Redcliff
PO Box 40
Redcliff, AB T0J 2P0

RECEIVED
DEC 02 2019
TOWN OF REDCLIFF

Dear Mr. Crofts:

In September 2018, the Peace Officer Program (Program) announced changes to the training requirements for Community Peace Officer (CPO) Level 2 appointments following the outcome of a Public Fatality Inquiry into the on-duty death of a CPO. Due to unforeseen challenges, there have been delays in launching the training element necessary to upgrade CPO2s to the same training standards of CPO1s.

I am pleased to advise that the training element has been finalized and will launch starting at the end of January 2020. The new model will be more flexible, reduce the period of time that your CPOs are away from their duties and allow for budgeting options.

There are six components (five courses) required to complete this training and the Justice and Solicitor General Training Academy is currently finalizing accreditation for these courses. Authorized employers will coordinate training for their CPOs directly with the accredited training providers and as this training will be portable, you may wish to coordinate with your neighbouring agencies to bringing the accredited training provider to your area for convenient access.

The required training will be provided as follows:

- Control tactics and verbal de-escalation: offered as in-class training;
- Traffic stops: offered as in-class training;
- Notebooks skills: offered as an online course;
- Report writing: offered as an online course; and
- Legal studies: offered as in-class training. This unit will be the last to launch in June 2020

In order to qualify for a CPO1 appointment, CPO2s must have at least six (6) months in the field and complete transition training. Once a CPO commences training, all components must be completed within 12 months. Exceptions may be allowed on a case-by-case basis and all requests for exemptions will be submitted in writing to the Program. An example of an

allowable exception could be maternity/paternity leave, injury/illness and a change in authorized employer midway through training.

Please remember that all CPO2s will also be required to complete a physical assessment test prior to a request for amendment to their appointment (note these results are only valid for six (6) months from the date of issue).

The names of the training providers and contact information will be posted in a Program Bulletin at www.peaceofficerprogram.alberta.ca later this year to assist you in making the necessary arrangements. Periodic updates will be posted as new training providers are approved.

As a result of this delay, we have reviewed the original implementation timelines. Although it is anticipated that most agencies will be able to complete this training by the original deadline of April 2022, the Program, will consider written requests for extension of up to eight months for those agencies that require additional time.

Upon completion of all required training, authorized employers will be required to submit a Request for Amendment Form to the Program with proof of training and physical assessment results attached. The amendment requests may be submitted by email to peaceofficerinfo@gov.ab.ca.

If you have any questions or to request an extension, please contact Tammy Spink, Manager, Peace Officer Program at 780-427-6896 or email tammy.spink@gov.ab.ca.

As the Director of Law Enforcement, I am aware that these changes will impact a large number of authorized employers and I wish to thank you for your patience as we addressed this process and for your ongoing support of the Peace Officer Program.

Sincerely,



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

cc: Kim Dalton
Community and Protective Services

December 5, 2019

Dear Mayor/Chief and Council

Subject: Alberta Community Resilience Program

Thank you for your interest in the Alberta Community Resilience Program (ACRP).

Since 2014, the Alberta Community Resilience Program has given communities the means to adapt to their unique flood challenges by protecting important infrastructure and creating flexibility to react to extreme weather events.

We are pleased to report that as of November 2019, the Alberta Community Resilience Program funded 79 projects in 53 communities across the province, including four First Nations – an investment of over \$230 million. We would also like to thank our municipal partners for helping to maximize our provincial investments, leveraging nearly \$200 million in federal funding for community-level flood mitigation projects.

Past recipients of ACRP grants have been chosen by virtue of their overall importance, and every effort has been made to prioritise projects that truly make a difference in terms of flood mitigation to the maximum number of Albertans. Because we have completed a number of high-priority projects, we are stepping back to re-examine this grant program while still ensuring funding is allocated this year. Budget 2019 included the program's final funding allocations, which were announced on November 8, 2019.

We will continue to work with municipal and First Nation partners on ACRP projects funded to date. However, please note that there is no new funding available at this time. All active applications submitted to date are now considered closed.

If you have any questions or concerns regarding active projects or the return of active application(s), please feel free to contact myself or Ms. Micaela Gerling at 403-297-3304 or by email at micaela.gerling@gov.ab.ca for more information or assistance.

Yours truly,

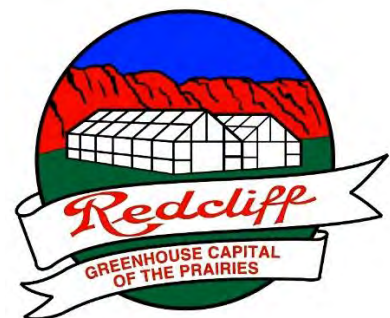


Andy Lamb
Director
Alberta Community Resilience Program

cc. Micaela Gerling, Program Coordinator

TOWN OF REDCLIFF MUNICIPAL MANAGER REPORT TO COUNCIL

December 9, 2019



Contents

ACTING MUNICIPAL MANAGER	4
Ongoing Projects	4
Ongoing Day to Day Responsibilities	4
COMMUNITY & PROTECTIVE SERVICES	5
Project Updates	5
Parks, Recreation and Facilities	5
Rec-Tangle	5
Pool	5
Facilities	5
Parks	5
Other	6
FCSS, Community Services and Special Events	6
Bylaw and Protective Services	7
Community Peace Officer	7
Emergency Management, Fire Services and Health and Safety	7
Bylaw Statistics	8
PUBLIC SERVICES	9
Department	9
Water and Sewer Utilities	9
Municipal Works	9
Landfill	10
PLANNING & ENGINEERING	10
Priorities for December	10
Planning	10
Development Permits	11
Agreements	11
3 rd Avenue SW between 7 th Street and 8 th Street, Drainage Improvements	11
5 th Street NW between Broadway Avenue and 1 st Avenue, Road Improvements	11
Safety Codes	12
Studies	12
Inflow and Infiltration Study	12
Water Distribution Study	12

Capital Projects	12
3rd and 3rd Lift Station Upgrades	12
Rec-Tangle Parking Lot Improvements	13
Jesmond Lift Station Upgrade	13
Eastside Sewage Surge Tanks	13
Backup Generator Project.....	13
Broadfoot and Stone Place SW, Drainage and Road Improvements.....	13
FINANCE & ADMINISTRATION	13
LEGISLATIVE & LAND SERVICES	13

ACTING MUNICIPAL MANAGER

Ongoing Projects

- Getting up to speed on ICF and IDP materials.
- Reviewing and preparing the CUPE agreement for initial proposal.
- Broadband project with rural Municipalities.
- Exploring economic development possibilities.
- Current Projects:
 - Joint Fire Study
 - Splash Park
 - Skate Park
 - Aquatic Centre

Ongoing Day to Day Responsibilities

- Council meeting preparation and Request for Decision review and drafting.
- Facilitating pre- and post-Council staff update meetings.
- Cheque reviews.
- Procurement activities.
- Responding to media inquiries and fulfilling communications officer role duties.
- Responding to public inquiries.
- HR functions seem to take up some noticeable time.
- Getting updated on land transactions and project status.
- Attended and participated in the November and December ICF Steering Committee meetings and working group meetings.
- Continued work and coordination on ICF. Met multiple times with CMH and CC administration to prepare for ICF Steering Committee meetings (Steering Committee meetings now occur monthly with the working group and project managers meeting multiple times between the monthly steering committee meetings).
 - Preparation of meeting notes and review of committee minutes, etc.
 - Preparation of background information and presentations, etc.
- Searching out grant opportunities for projects and personnel.
- Asset management activities.
- Emergency operations meetings and updates to Municipal & Regional Emergency Management Plan.
- Daily activities with Parks, Recreation and Facilities, FCSS, Bylaw & Protective Services, Emergency Management, Fire Services, and Health/Safety.

COMMUNITY & PROTECTIVE SERVICES

Project Updates

- Seniors Centre flooring is completed - \$15K (Proj.# B14)
- Aquatic Centre renovations are almost entirely completed - \$196K (Proj.# B19 & 20)
- Library upgrades completed - \$65K (Proj.# B22)
- Council Chambers upgrades completed - \$50K
- Outdoor Mobile Screen completed - \$14K (Proj.# B23)
- Demolition of the Splash Park has taken place and the new installation of certain underground components will begin the week of October 8th (Proj.# P8)
- Skateboard Park will have the initial steps of Geotechnical and Survey portions completed in a few weeks' time. The general public's and consultant's recommended and selected location is the open space between the pool and Rec-Tangle. (The block of Main Street and 1st Street SW between 2nd & 3rd Avenue SW) (Proj.# P2)
- Ball diamond bathroom and concession renovation not yet completed – \$8K (Proj.# B15)

Parks, Recreation and Facilities

Rec-Tangle:

- Completed ice maintenance
- Continued cleaning of facility
- Completed ice cleaning operations
- Completed Zamboni maintenance as necessary

Pool:

- Installed rv antifreeze in water feature
- Oversaw door replacements
- Continued bench installation in change rooms
- Discussed new safety measures with water feature contractor

Facilities:

- Lighting repaired as necessary at RCMP
- Completed building inspections and changed furnace filters as necessary
- Snow removal operations completed as necessary
- Campground shower building locked, blown out and injected with rv antifreeze as necessary

Parks:

- Ball diamond concession park blowout completed
- Filled hole at Aggie Park as necessary
- Ordered spring flowers
- Campground closed
- Called City of Medicine Hat Electric regarding repairs of Memorial Park cenotaph lighting
- Called Jim's Electric regarding cenotaph lighting

Other:

- Began 2020 staff work schedule
- Completed interviews for vacant position
- Completed draft of 2020 seasonal employee budget

FCSS, Community Services, and Special Events

- Coordinated Coats for Kids and Adults Campaign, ongoing for December and January and worked with the Library to continue the program in their meeting room for the rest of the season
- Attended Senior's Society meeting to discuss Social Media programming as part of the New Horizon's Grant
- Coordinated installation of internet at the Senior's Centre to assist with programming
- Applied for Canada Heritage Grant
- Liaised with organizations re: Mental Health programming for 2020:
 - Canada Mental Health
 - AHS
 - DREAMS Coordinator
 - Suicide Prevention Committee
 - Victims Services/RCMP
 - PRSD and Wellness Coordinator
- Hosted annual Meals on Wheels drivers meeting
- Delivered Meals on Wheels as an opportunity to touch base with clients regarding their meals and support systems
- Recruited additional volunteers for future events and Meals on Wheels drivers
- Attended and participated in AHS Screen Time Committee Meeting
- Ongoing planning and coordination of weekend and after school programming
- 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:
 - Family Fun Night
 - Teen Cooking Night
 - Community Kitchen
 - Babysitting Course
 - Home Alone Course
- Met with client(s) needing connections to resources (food bank, Alberta Works, AISH, Community Housing)
- Bookings for programming ongoing
- Bookings for ice, ball diamonds, and 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
- Continued social media monitoring and updates
- Input new programming into Rec Desk

Bylaw and Protective Services

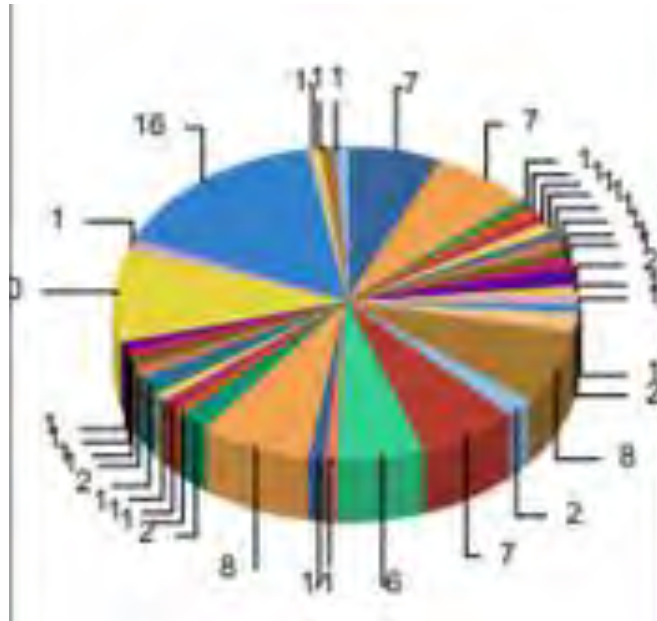
Community Peace Officer

- Nuisance premises continue to be worked on with a focus on business property
- Continued parking issues
- Assisting public and other departments
- Dog and Business Licenses continue to be worked on
- Continued process of approval of Travis Permits

Emergency Management, Fire Services, and Health and Safety

- Completed Safety Inspection of Rec-Tangle
- Ongoing review and development of guidelines and procedures
- Updated MEMP and review of EM Bylaw
- Attended workshop on Crisis Communications
- Collaborated in facilitation of local industry emergency management training session
- Ongoing development of Town of Redcliff Evacuation Plan

Town of Redcliff Statistics from November 2019



Incident Types

Incident Types		
ASSIST OTHER DEPT		7
ASSIST OTHER DEPT : ASSIST FIRE		7
ASSIST OTHER DEPT : ASSIST RCMP		1
ASSIST OTHER DEPT : MANAGER ASSIGNED TASK		1
ASSIST RCMP MVC		1
BYLAWS : ALARM		1
BYLAWS : ANIMAL-OTHER		1
BYLAWS : ANIMAL-OTHER : ASSIST PUBLIC		1
BYLAWS : ANIMAL-OTHER : COYOTE		1
BYLAWS : ASSIST OTHER DEPT		2
BYLAWS : ASSIST PUBLIC		1
BYLAWS : ASSIST PUBLIC : ASSIST ON WELL BEING OF PERSON		1
BYLAWS : ASSIST PUBLIC : FOUND PROPERTY		1
BYLAWS : ASSIST PUBLIC : NEIGHBORHOOD DISPUTE		2
BYLAWS : BUSINESS LICENSE : CANCELLED BL		8
BYLAWS : BUSINESS LICENSE : NEW BUSINESS LICENSE		2
BYLAWS : BUSINESS LICENSE : OP. WITHOUT BUSINESS LICENSE		7
BYLAWS : DOG : AT LARGE		6
BYLAWS : DOG : CHECK ON WELL BEING OF DOG/S		1
BYLAWS : DOG : DOG BARKING OR HOWLING		1
BYLAWS : DOG : FAILURE TO HAVE CURRENT LICENSE		8
BYLAWS : DOG : IMPOUNDED		2
BYLAWS : DOG : THREATENING ATTACKING BITING HARASSING INJURING KILLING ANY ANIMAL		1
BYLAWS : GARBAGE : DUMPING OF ANIMAL CARCASS		1
BYLAWS : GARBAGE : PLACE REFUSE ON HIGHWAY		1
BYLAWS : NUISANCE/UNSIGHTLY		2
BYLAWS : NUISANCE/UNSIGHTLY : OWNER OR OCCUPANT OF PROPERTY OR PREMISES PERMIT TO BE/REMAIN UNSIGHTLY		1
BYLAWS : NUISANCE/UNSIGHTLY : OWNER OR OCCUPANT OF PROPERTY OR PREMISES WHO PERMIT TO BE OR REMAIN IN A DANGEROUS CONDITION		1
BYLAWS : PARKS RECREATION PUBLIC AREAS : CONDUCT : PUBLIC NUISANCE		1
BYLAWS : STREET		1
BYLAWS : TRAFFIC : PARKING		10
BYLAWS : TRAFFIC : PARKING AND STORAGE OF RECREATIONAL VEHICLE : PARK REMOVEABLE CAMPER ON HWY		1
BYLAWS : TRAVIS PERMITS		16
CAUTION LOCATION		1
MOTOR VEHICLE COLLISION		1
SUSPICIOUS PERSON/S		1
Total:		103

PUBLIC SERVICES

Department

- Detailed design for the next two landfill cells
- Project Management for construction projects
- Drainage review and initial assessments for 8th Street SW and 3rd Avenue SW intersection
- Working on new Water Treatment Approval to Operate
- Construction underway for the Landfill Transfer Site, Scales, Scale House, and Dome Tent
- Alberta Environment Annual Reports for all water, sewer, and landfill approvals
- Conducting sewer service connection inspections and repairs

Water and Sewer Utilities

- Completed several locate requests
- Completed water treatment daily duties
- Completed repairs in the Water Treatment Plant
- Weekly water testing
- Pre-/post-construction inspections for new housing developments
- Completed daily inspections of sewer lifts
- Installed radio read metres
- Replaced/repared water metres
- Completed sewer camera jobs
- Sewer flushing
- Help Municipal Works when short-handed

Municipal Works

- Conducted funeral interments
- Garbage pickup
- Street sanding
- Bin placements/pickups as needed
- Repair garbage can lids (ongoing)
- Sewer repair at 321 1st Street SW
- Sewer repair at 310 1st Street NW
- Moved Rec-Tangle Arena snow (ongoing)
- Repaired signs around town
- Hauled sand
- Touched up patches around town until paving next year
- Hauled dirt from Lions Park from install of new water park
- Marked headstones for installation
- Dug up and repaired manhole covers on Main Street and 1st Street SW
- Dug test holes for new skateboard park
- Cleaned equipment
- Put out and cleaned up barricades for power outage
- Repairs on columbarium

- Cleaned up storm grates
- Snow clearing parking loads

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
- Help with new transfer station and scale house
- Cleaned under scales for snow drifts
- Pushed up dirt as hauled by Ridge Line
- Snow clearing

PLANNING & ENGINEERING

Priorities for December

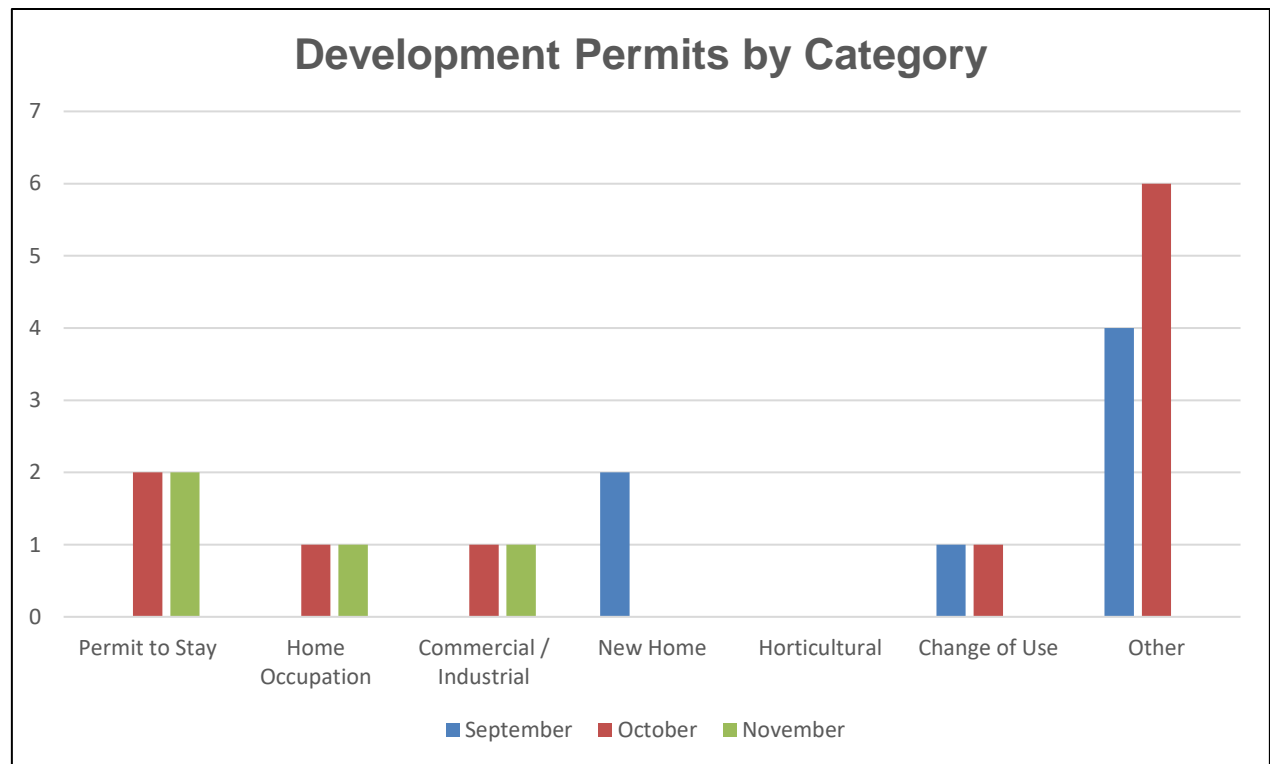
- Level of Service Policy
- Sanitary Sewer Master Plan
- Subdivision Procedure
- Asset management
- LUB
- Eastside ASP

Planning

- Land Use Bylaw – The overall LUB rewrite has started. The intent is that as sections are drafted, they will be brought to Council for presentation and review. The first item that will be brought to Council will be the organization of the document with other sections to follow.

Development Permits

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



Agreements

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

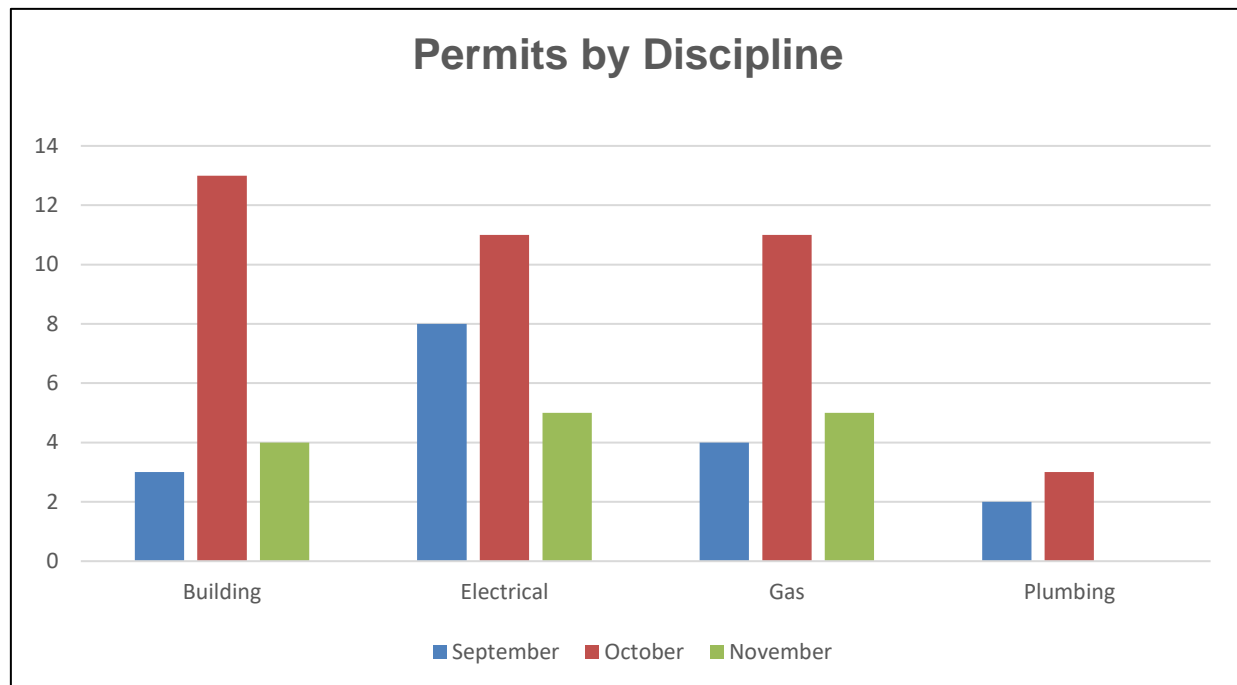
A developer, as part of his conditions of development, is required to make drainage improvements. Planning & Engineering is working to have the developer pay for the improvements.

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

In November 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 has been moved over to software that the Town already owns and uses. The model has been debugged and is being used to model fire flows to Lot 5, Block A, Plan 0211147. Preliminary modeling has shown that the Town cannot deliver the fire flows listed in our standards north of the highway.

Capital Projects

3rd and 3rd Lift Station Upgrades

Construction started August 6, 2019. A significant inflow of groundwater and a slope failure on the east side of the site has delayed the project by a couple of weeks. These issues are now under control and work is proceeding. The mud slab was poured on August 28, 2019, base slab on September 20, 2019, half of the walls on October 1, 2019, and the other half of the walls on October 21, 2019. Top slab is anticipated to be poured the week of November 11, 2019. There was a failure of the north slope on November 4, 2019 but it has since been mitigated to protect the pump station and force main. Remedial actions were taken on November 4, 2019 with additional remedial work taking place on November 5, 2019. Connection of the surge tank to

the lift station is scheduled for the week of December 2, 2019 and backfilling of the tank has started. Project will wrap up in the spring of 2020 with surface restoration.

Rec-Tangle Parking Lot Improvements

All underground work is completed. All work is suspended until spring.

Jesmond Lift Station Upgrade

Council approved upgrading at the Jesmond Lift Station. Detailed design is 99% complete. Tender is being prepared. Construction planned to start in 2020. It has been determined that if the force main is extended from Broadfoot Place to Main Street on 5th Avenue that the project to upgrade the overcapacity sanitary sewer in Broadfoot Place, from Broadfoot Place to Sangster Crescent between four houses, and on Sangster Crescent to Main Street, can be eliminated. The estimated cost to upgrade the sewer line is \$450,000 and the estimated cost to extend the force main by boring is \$45,000. This cost savings is made possible by the upgraded pumps that are planned to be installed in the Jesmond Lift Station.

Eastside Sewage Surge Tanks

Preliminary design report is 60% complete.

Backup Generator Project

The Backup Generator Project has been started and the 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 when funding is made available.

Broadfoot and Stone Place SW, Drainage and Road Improvements

The underground work and patching the road is completed. The weeping tile installation and top lift is Transit Paving's project and has been deferred to the spring of 2020 to allow them to focus on the Rec-Tangle project. The project is expected to come in on budget.

FINANCE & ADMINISTRATION

- Filling the accounts receivable duties.
- Finance Clerk and Receptionist have been hired.
- Other regular daily duties related to finance.
- Working on 2019 Year End Audit Preparation.

LEGISLATIVE & LAND SERVICES

- Ongoing inquires re: general land sales. Four sales to date.
- Council agenda preparation and follow up. Department Head meetings pre/post Council meeting.
- Ongoing legal file work. Compiling information as requested.
- Ongoing conversion of minutes, bylaws and agreements, and property files to digital format.
- Insurance claims and follow up.
- Reviewing/updating insurance lists for 2020 Renewal. Creating contents listings.

Memo



To: Redcliff Town Council
From: Public Services
Date: December 9th, 2019
Re: Landfill Rates in 2020

On December 4th, 2019, the Redcliff Cypress Regional Waste Management Authority adopted Policy #3, Fees, Rates, and Charges effective January 1st, 2020.

Tonnage rates remain the same for the Town of Redcliff, its residents, and the general public.

Two new charges for the disposal of mattresses and box springs, and sofas and recliners will come into effect January 1st, 2020.

Mattresses and box springs will be charged \$15.00 each per item.

Sofas, recliners, and living room chairs will be charged \$20.00 each per item.

These new charges for mattresses, box springs, and living room chairs will affect all landfill users and are charged on a per item basis.

Approved by Authority December 4th, 2019

FEES, RATES AND CHARGES POLICY

BACKGROUND

To provide for good governance and appropriate financial controls, the Redcliff Cypress Regional Waste Management Authority establishes this Fees, Rates, and Charges Policy respecting fees, rates, and charges levied for goods and services provided by or on behalf of the Authority.

The Board for the Redcliff Cypress Regional Waste Management Authority deems it desirable to establish fees, rates and charges for tonnage, compost, disposal, contaminated soil treatment, permitted goods, and other services and facilities in a policy.

GENERAL

Purpose: To provide guidance on the fees, rates, and charges levied for goods, services, and disposal within the Landfill.

Principle: Landfill Operations that provide collection and disposal in a fair and equitable manner to all customers for the good of the Municipal partners and their citizens with regards to the Landfill and its operations.

Policy:

TITLE

1. This policy shall be known as the “**Fees, Rates and Charges Policy**” of the Redcliff Cypress Regional Waste Management Authority.

INTERPRETATION

2. In this policy, unless the context otherwise requires;
 - (a) “**Board**” shall mean the Board of the Redcliff Cypress Regional Waste Management Authority;
 - (b) “**Landfill Manager**” shall mean the Landfill Manager of the Redcliff Cypress Regional Waste Management Authority;
 - (c) “**Authority**” shall mean the Municipal Corporation of the Redcliff Cypress Regional Waste Management Authority.

FEES, RATES AND CHARGES

3. The fees, rates, and charges for tonnage, compost, disposal, contaminated soil treatment, permitted goods, and other services are hereby established as identified in Schedule "A" which is attached to and forms a part of this policy, and any applicable taxes shall be added to these rates at the point of sale.
4. Prices in this policy do not include GST, unless otherwise noted, which is additional if applicable and will be added by the Redcliff Cypress Regional Waste Management Authority when costs are paid.
5. If a rate is required for a good or service not identified in this policy, the Authority authorizes the Landfill Manager to establish a temporary rate, fee or charge until such a time as this policy is amended.
6. At the discretion of the Landfill Manager, rates charged to bona fide non-profit community organizations may be modified or removed.

OTHER

7. That if any provision of this policy is deemed invalid, then such provision shall be severed, and the remaining policy shall be maintained.
8. This policy shall become effective on January 1, 2020.

CHAIR OF THE BOARD

LANDFILL MANAGER

Schedule A

EQUIPMENT

EQUIPMENT FOR CUSTOM WORK

(At the discretion of the Landfill Manager)

	Rate per hour (includes Operator)
Loader	\$120.00
Gravel Tandem Truck	\$120.00
Service Truck	\$130.00
Grader	\$135.00
Dozer D7E	\$225.00
Tana E380	\$400.00
Aljon 520	\$350.00
	Day rate (no Operator)
Pickup Truck	\$150.00

PERSONNEL

	Rate per hour
Project Manager (includes truck)	\$115.00
Supervisor	\$90.00
Engineering Technician	\$85.00
Surveyor	\$85.00
Service Technician	\$85.00
Equipment Operator	\$70.00
Laborer	\$60.00
After Hours for all Personnel	Rate per hour x 1.5

LANDFILL

GENERAL FEES

Up to 250 kgs	\$10.00
Over 250 kgs	\$72.00/1,000 kgs
Redcliff Cypress Regional Waste Management Authority & Cypress County *	\$48.00/1,000 kgs

Waste Requiring Special Handling	\$80.00/1,000 kgs
Clean Concrete/Asphalt	\$21.00/1,000 kgs
Mattresses/Box Springs	\$15.00 each per item
Sofas/Recliners/Chairs	\$20.00 each per item
Special Materials Disposal Fee **	At Cost
Clean Fill ***	No Charge
Contaminated Soil	Charge to be determined per project

* Garbage hauled on behalf of Cypress County will be charged at the rate for Cypress County, conditional to the bins being easily identifiable as Cypress County bins with their location. Billing for tonnage will be billed directly to Cypress County and not through the carrier.

** Based on approved equipment and manpower rates and any costs of materials and/or parts required to provide the extra handling, treatment or burial of wastes of an extraordinary nature.

*** Clean fill material must be suitable for cover material at the Landfill and will be accepted at the discretion of the Landfill Supervisor. The material must be free of concrete, asphalt, organics, liquids, hydrocarbons, or any hazardous material identified in the *Alberta Waste Control Regulation*.

MINIMUM FLAT RATES (APPLY DURING POWER OUTAGES)

Less than 1-ton Vehicle	\$10.00 (current minimum)
1-ton Vehicle	\$70.00
Over 1-ton Vehicle	\$80.00

CONTRACT HAULERS

Semi-Trailers	\$1,200.00
Front End Dumps	\$600.00
Roll off Containers	\$300.00

OTHER RATES

Surcharge for Inadequately Restrained Loads	\$20.00
Refrigeration and Air Conditioning Equipment without Confirmation of Ozone Depleting Substances Removed	\$50.00 per unit

Redcliff/Cypress Regional Landfill - 13332 Range Road 71 (Effective January 1, 2020)

Location

The Redcliff/Cypress Regional Landfill is located approximately 6 km west of Redcliff off Highway 524.

Hours

The Landfill hours are: 8:00 AM to 5:30 PM	Monday to Friday
8:00 AM to 4:00 PM	Saturdays
Closed	Sundays

The Landfill is closed on New Year's Day, Family Day, Good Friday, Victoria Day, Canada Day, Heritage Day, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day and Boxing Day.

Disposal Fees Rate

There is a disposal fee for all waste delivered to the Landfill. The fees for all residential and commercial customers are as follows:

Up to 250 kg	\$10.00
Over 250 kg	\$72.00 per tonne (1000 kg)
Waste Requiring Special Handling	\$80.00 per tonne (1000 kg)
Clean Concrete/Asphalt	\$21.00 per tonne (1000 kg)
Mattresses/Box Springs	\$15.00 each per item
Sofas/Recliners/Chairs	\$20.00 each per item
Clean Soil (no concrete, asphalt, sod)	FREE
Surcharge for inadequately restrained loads	\$20.00
Refrigeration & Air Conditioning Equipment	\$50.00 per unit
(Without confirmation of ozone depleting substances removed)	

Types of Waste Accepted At the Landfill

Acceptable Solid Wastes Not Requiring Pre-Approval

- Uncontaminated soils from land clearing and construction projects
- Municipal solid waste from residential and commercial sources
- Industrial solid waste derived from industrial processes and operations
- Construction, renovation, and demolition materials

Recyclable Materials Accepted at the Landfill

- Household appliances and metals (with CFC recovered)
- Automobile batteries
- Propane bottles
- Scrap tires
- Used oil
- Clean concrete and asphalt
- Household paint
- Electronics

Wastes Requiring Pre-Shipment Approval and Analytical Testing

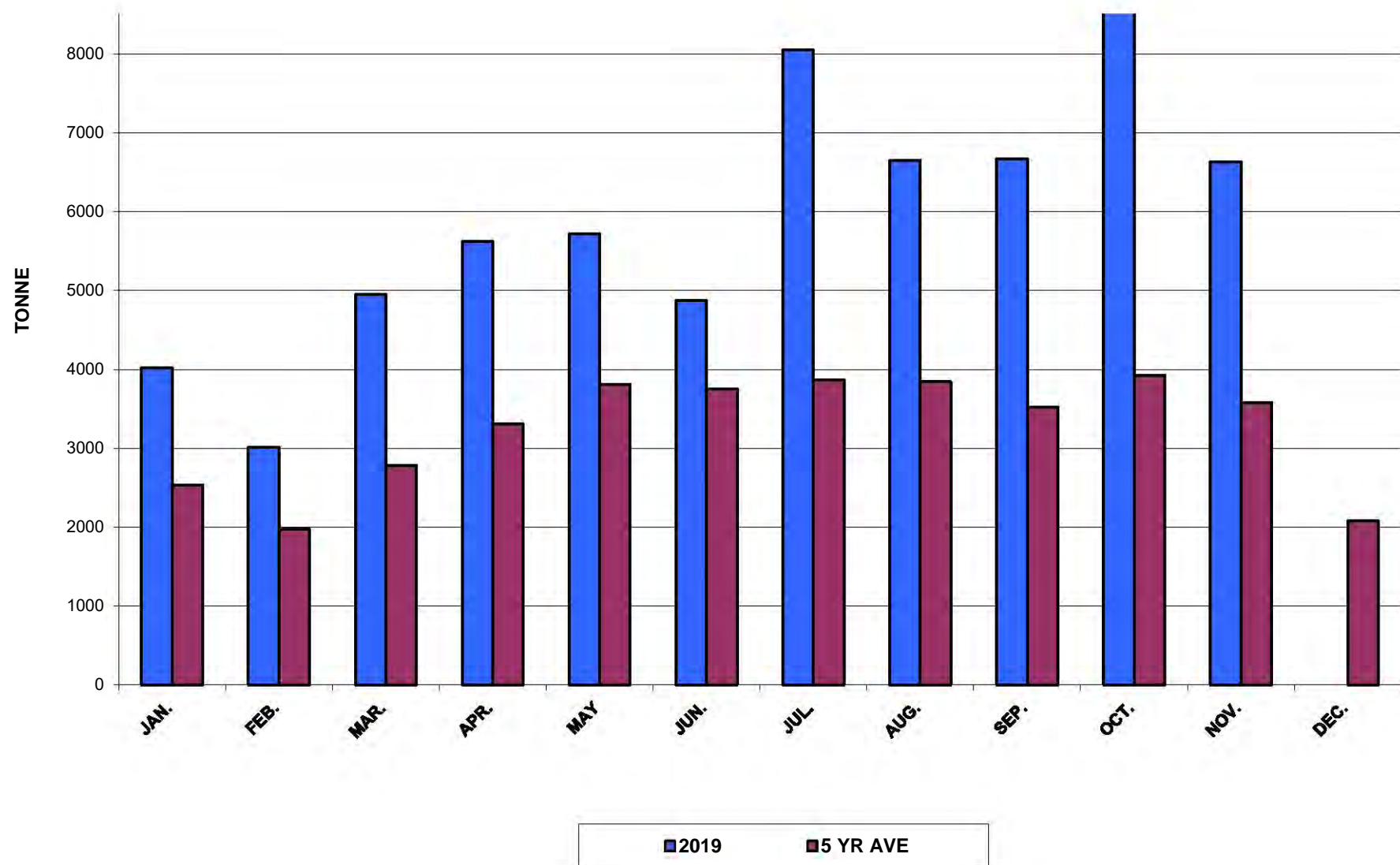
Some waste materials may only be accepted for disposal in the Landfill by following the Pre-shipment Approval and On-site Screening Procedures. These materials may include but are not limited to:

- Contaminated soils
- Industrial ash
- Dewatered process sludge
- Industrial powders, shavings, or grindings

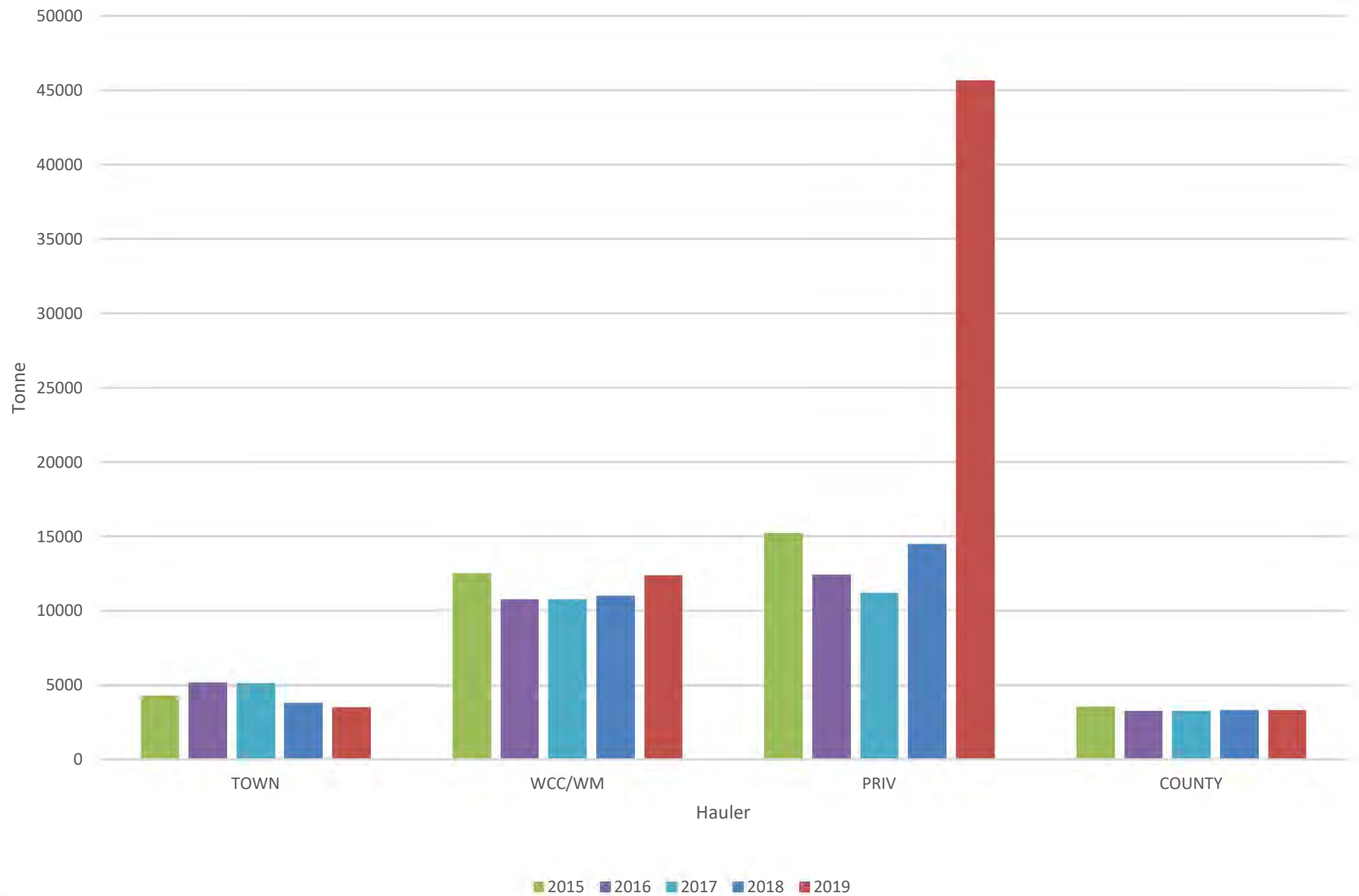
Please note that the Landfill cannot accept Liquid Waste, Hazardous Waste or Dangerous Oilfield Waste

For More Information Contact the Landfill Staff @ 403-548-9250

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



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

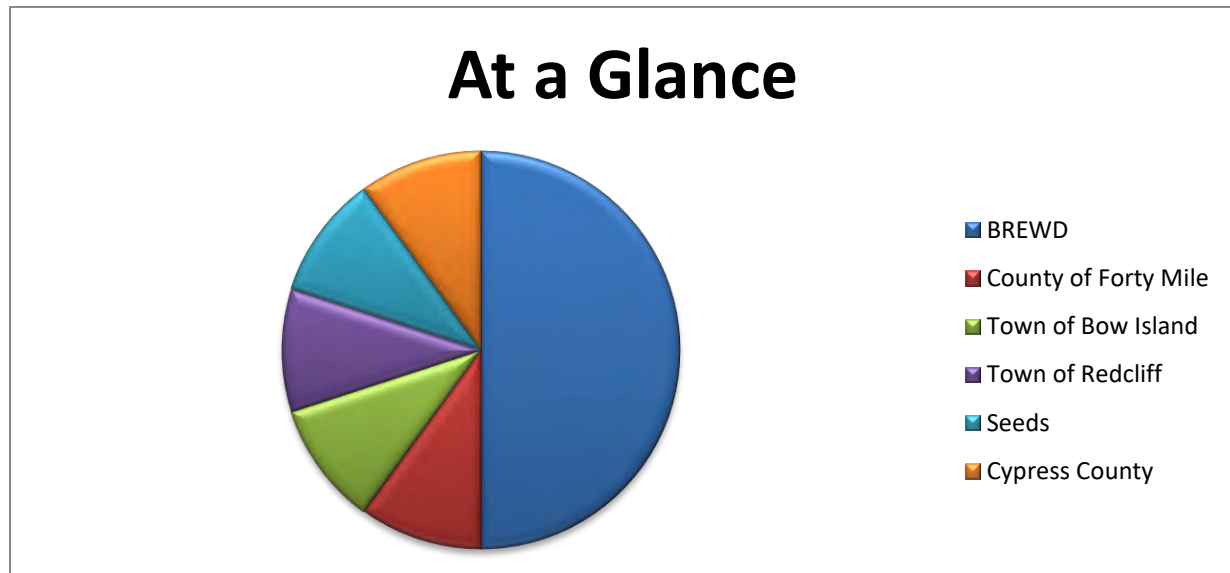


REDCLIFF/CYPRESS REGIONAL LANDFILL DELIVERIES IN TONNES 2015-2019 TO NOVEMBER 30, 2019



October Report

At a Glance:



Social media share-ables :

Date	Discussion
October 1, 2019	Thank you from Brewd committee
October 2, 2019	BREWD – Deadline 2 more days
October 8, 2019	Cypress County council - rezoning
October 15, 2019	Warren Buffett's firm to launch 200M wind farm
October 22, 2019	Hemp & Cannabis Conference
October 24, 2019	BREWD Survey Highlights

October 28, 2019	BREWD Survey Highlights
October 30, 2019	BREWD Survey Highlights
October 31, 2019	Happy Halloween!

The Work:

As I mentioned last month the data available from the BREWD project has been compiled.. Overall both myself and the consultant are impressed with the response rate of participation within the region. I am happy with the opportunity to look at each area specifically for opportunities and develop overarching trends across the region with the data collected. If at any time someone has concerns or questions, please let me know at your earliest convenience. There is exciting programming to come in 2020.

Connections:

The final changes on the infographics have been submitted to the graphic designers and should be available within a couple of weeks. I will be dropping off printed sheets to each area within the region during my visits in December. These sheets will be available for investment attraction packages to be sent out for each area.

In October I handled five investment inquiries within our regional area. One very promising inquiry came with an opportunity for the Town of Redcliff and Cypress County to collaborate within the framework. Updates will be available as I have new information.

The Medicine Hat College is hosting an event on November 29 to announce a new initiative at their Brooks Campus. Look for more exciting updates from Mark! The Hemp conference will be held later on this month.

Savour the Southeast was so successful for our regional producers and restaurants that it was extended for an extra week. A thank you goes to the DMO and the participating businesses that work to keep this initiative a continued success for over 10 years.

Work has begun on the Agri-Food Corridor Asset Map stakeholder project. The laundry list of businesses is due at the beginning of January. This is a good alignment for all of Southern Alberta.

I continue to work on the Suncor aboriginal supply chain. I also continue to reach out to Capital Power and RES on an ongoing basis to support their projects and the County of 40 Mile in any way I can.

As part of the DMO stakeholder project released this summer, images have now been forwarded to each municipality to be utilized in marketing projects. Please use these images as needed. This link has also been sent directly to the company developing the 40 Mile website for their use.

For your information, all board members have been signed up for the Verge newsletter and the board packages and important information is now being passed to the CAO for distribution to all councillors within the region.

Dates to remember:

Tuesday, January 28, 2020 9 am Town of Redcliff

Please join up for a our NEWSLETTER by visiting www.verge-ed.ca



COUNCIL IMPORTANT MEETINGS AND EVENTS

Date	Meeting / Event	Where / Information
December 9, 2019	Council Meeting	Town Hall Council Chambers 7:00 p.m.
December 24, 25, & 26, 2019 January 1, 2020	Office Closures	
January 13, 2019	Council Meeting	Town Hall Council Chambers 7:00 p.m.