



COUNCIL MEETING

MONDAY, FEBRUARY 10, 2020

7:00 P.M.

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, FEBRUARY 10, 2020 – 7:00 P.M.
REDCLIFF TOWN COUNCIL CHAMBERS**

	<u>AGENDA ITEM</u>	<u>RECOMMENDATION</u>
	1. GENERAL	
	A) Call to Order	
	B) Adoption of Agenda	Adoption
Pg. 4	C) Accounts Payable *	For Information
	2 MINUTES	
Pg. 7	A) Council meeting held January 27, 2020 *	For Adoption
Pg. 11	B) Redcliff Family & Community Support Services Board meeting minutes held on January 30, 2020 *	For Information
Pg. 12	C) Redcliff & District Recreation Committee meeting held on February 3, 2020 *	For Information
	3. REQUEST FOR DECISION	
Pg. 14	A) Garbage Truck Tender Award *	For Consideration
	4 CORRESPONDENCE	
Pg. 19	A) Town of Redcliff FCSS * Re: Invitation to 2020 Volunteer Recognition Event	For Information
	5. OTHER	
Pg. 20	A) Municipal Manager Report to Council *	For Information
Pg. 31	B) Landfill Graphs *	For Information
Pg. 34	C) 4th Quarter Financials *	For Information
Pg. 37	D) Council Important Meetings & Events *	For Information

6. RECESS

7. IN CAMERA (CONFIDENTIAL)

- A)** Land Matter (*FOIP* Sec. 16 & 24)
- B)** Utility Matter (*FOIP* Sec. 24, 25, & 27)
- C)** Boards & Commissions (*FOIP* Sec. 17 & 24)
- D)** Personnel (*FOIP* Sec. 17, 23, 24, & 25)
- E)** Personnel (*FOIP* Sec. 17, 23, 25)

8. ADJOURN

COUNCIL MEETING - FEBRUARY 10, 2020

TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - CHEQUES

CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
84845	ATB FINANCIAL MASTERCARD	MASTERCARD PAYMENT	\$ 20,055.50
84846	JAG CLEANING SERVICES LTD	JANITORIAL SERVICES	\$ 3,045.00
84847	MEDICINE HAT LICENCE CENTRE	NEW REGISTRATIONS	\$ 56.00
84848	MURRAY CHEVROLET CADILLAC	BELT KIT	\$ 256.29
84849	NEOPOST CANADA LTD	SERVICE OF FOLDING MACHINE	\$ 1,217.89
84850	SHAW CABLESYSTEMS G.P.	TOWN HALL INTERNET	\$ 168.00
84851	THE BLIND GUY	BLINDS AT REC-TANGLE	\$ 2,245.11
84852	TRUKKERS RESTAURANT	DECEMBER MEALS ON WHEELS	\$ 1,800.09
84853	1200049 AB LTD.	MEETING LUNCH	\$ 237.34
84854	ALBERTA NWT COMMAND	VETERAN RECOGNITION PROGRAM	\$ 570.00
84855	ALS ENVIRONMENTAL	WATER ANALYSIS	\$ 201.60
84856	EBEL'S AUTO VALUE LTD	EQUIPMENT PARTS	\$ 357.00
84857	FOX ENERGY SYSTEMS INC.	SKATEPARK SIGN	\$ 539.99
84859	MATRIX SOLUTIONS INC.	PROJ#216(AQUATIC CENTRE) PROFESSIONAL FEES	\$ 2,817.56
84860	MEMORY LANE COMPUTERS	PANASONIC CF-54 TOUGHBOOK	\$ 2,402.61
84861	NEW WEST TRUCK CENTRES	FREIGHT FOR WARRANTY PARTS	\$ 50.93
84862	REDCLIFF HYLTON	FIRST AID TRAINING LUNCHES	\$ 444.07
84863	ROBERTSON IMPLEMENT ALBERTA	HINGE & LAMP WORK	\$ 189.18
84864	SCHAFER, DARRELL	HONORARIUM	\$ 150.00
84865	SHAW CABLESYSTEMS G.P.	WTP INTERNET	\$ 97.60
84866	SOCIETY OF LOCAL GOV'T MANAGERS	2020 CLGM PROFESSIONAL FEES	\$ 350.00
84867	SPIDER ELECTRIC LTD.	PROJ#165(LIFT STATION UPGRADES) MATERIAL & LABOUR	\$ 4,342.30
84868	STEINER'S PETROLEUM	PROPANE	\$ 152.71
84869	NEW ROCK DEVELOPMENTS INC.	CONSTRUCTION DEPOSIT REFUND	\$ 1,200.00
TOTAL			\$ 42,946.77

TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - ELECTRONIC FUND TRANSFERS

EFT#	VENDOR	DESCRIPTION	AMOUNT
EFT0002006	ACTION PARTS	AIR FILTER	\$ 44.67
EFT0002007	THE BOLT SUPPLY HOUSE LTD.	SPOT LIGHT TOOL	\$ 99.70
EFT0002008	BOSS LUBRICANTS	OIL, LUBE, & TRACTOR FLUID	\$ 6,636.22
EFT0002009	CITY AUTO PARTS	FUEL INJECTION PRESSURE TEST	\$ 175.73
EFT0002010	C.U.P.E.	JANUARY UNION DUES	\$ 2,266.03
EFT0002011	FARMLAND SUPPLY CENTER LTD	HOSE & FITTINGS	\$ 162.91
EFT0002012	HOME HARDWARE	EXTENSION CORDS & GENERAL SUPPLIES	\$ 177.19
EFT0002013	MOLLY MAID	JANUARY CLEANING	\$ 90.00
EFT0002014	MPE ENGINEERING LTD.	WTP CONTINUING SERVICE CONTRACT	\$ 1,575.00
EFT0002015	RMA FUEL LTD	BULK FUEL	\$ 8,450.95
EFT0002016	SCHWEITZER, CHARITY	TRAVEL EXPENSE	\$ 173.50
EFT0002017	SUMMIT MOTORS LTD	EQUIPMENT PARTS	\$ 907.41
EFT0002018	VERGE (EDA)	2020 FUNDING COMMITMENT 1 OF 2	\$ 23,100.00
EFT0002019	WHITE FOX GROUP LTD	PROJ#219(RECTANGLE PARKING LOT) BEDDING MATERIAL	\$ 61,775.09
EFT0002020	CANADIAN LINEN & UNIFORM SERVICE	COVERALLS & TOWELS	\$ 47.35
TOTAL			\$ 105,681.75

TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - ATB MASTERCARD			
DATE	VENDOR	DESCRIPTION	AMOUNT
2019-12-06	STAPLES	OFFICE SUPPLIES	\$ 39.43
2019-12-11	STAPLES	OFFICE SUPPLIES	\$ 2.61
2019-12-11	STAPLES	OFFICE SUPPLIES	\$ 35.16
2019-12-11	STAPLES	OFFICE SUPPLIES	\$ 12.58
2019-12-11	STAPLES	OFFICE SUPPLIES	\$ 2.61
2019-12-11	STAPLES	OFFICE SUPPLIES	\$ 12.16
2019-12-17	STAPLES	OFFICE SUPPLIES	\$ 103.58
2019-12-18	STAPLES	OFFICE SUPPLIES	\$ 46.48
2020-01-02	STAPLES	OFFICE SUPPLIES	\$ 52.79
2020-01-03	STAPLES	OFFICE SUPPLIES	\$ 21.30
2019-12-08	RADISSON HOTEL	HOTEL	\$ 232.40
2019-12-10	7 ELEVEN	FUEL	\$ 54.87
2019-12-12	AMSA	AMSA MEMBERSHIP	\$ 400.00
2019-12-12	AWWOA	WATER CONFERENCE	\$ 288.75
2019-12-16	ASPB	ASPB P. BIOLOGISTS	\$ 365.14
2020-01-04	ABC	EXAM FEE	\$ 129.79
2020-01-04	ABC	EXAM FEE	\$ 129.79
2020-01-04	ABC	EXAM FEE	\$ 129.79
2020-01-04	ABC	EXAM FEE	\$ 129.79
2019-12-10	SKETCHUP	1 YEAR SUBSCRIPTION	\$ 163.48
2019-12-10	U OF A	COURSE	\$ 795.00
2019-12-11	PRINCESS AUTO	HDMI COUPLERS	\$ 14.68
2019-12-11	DIGITEX	PLOTTER PAPER	\$ 123.38
2019-12-11	CAP IT	ENGINEERING TRUCK BOX	\$ 1,968.75
2019-12-11	DIGITEX	PLOTTER SUPPLIES	\$ 617.73
2019-12-18	REDCLIFF HYLTON	MPC & ASSET MANAGEMENT LUNCH	\$ 400.00
2019-12-20	CPC	UTILITY STATEMENT POSTAGE	\$ 78.87
2019-12-20	CPC	UTILITY STATEMENT POSTAGE	\$ 78.87
2019-12-20	CPC	UTILITY STATEMENT POSTAGE	\$ 78.87
2019-12-20	NEWEGG	WINDOWS 10 PRO	\$ 199.49
2019-12-20	NEWEGG	WINDOWS 10 PRO	\$ 193.19
2020-01-02	AMAZON	DESKTOP COMPUTER	\$ 702.49
2020-01-03	TECHDEALS	SHIPPING	\$ 28.64
2020-01-03	TECHDEALS	COMPUTER EQUIPMENT	\$ 215.62
2020-01-05	AMAZON	DAY PLANNERS	\$ 97.00
2020-01-06	OMNIGO	REPORT EXEC	\$ 1,752.43
2019-12-10	BULK BARN	SKATE WITH SANTA SUPPLIES	\$ 28.27
2020-01-06	SOUTH COUNTRY CO-OP	MOW GAS CARDS	\$ 50.00
2020-01-06	SOUTH COUNTRY CO-OP	MOW GAS CARDS	\$ 50.00
2020-01-06	SOUTH COUNTRY CO-OP	MOW GAS CARDS	\$ 50.00
2020-01-06	SOUTH COUNTRY CO-OP	MOW GAS CARDS	\$ 50.00
2020-01-06	SOUTH COUNTRY CO-OP	MOW GAS CARDS	\$ 50.00
2020-01-06	SOUTH COUNTRY CO-OP	MOW GAS CARDS	\$ 50.00
2020-01-06	SOUTH COUNTRY CO-OP	MOW GAS CARDS	\$ 50.00
2020-01-06	SOUTH COUNTRY CO-OP	MOW GAS CARDS	\$ 50.00
2020-01-06	VISTA PRINT	VOLUNTEER CELEBRATION TICKETS	\$ 16.78
2019-12-10	AMAZON	COMPUTER EQUIPMENT	\$ 937.74
2019-12-16	BIS TRAINING SOLUTIONS	TRAINING	\$ 673.40
2019-12-16	PHONE EXPERTS	SIM CARD	\$ 21.00
2019-12-13	HOME DEPOT	TOOL BOX FOR CUBE VAN	\$ 312.90

2019-12-17	COSTCO GAS	FUEL	\$ 53.21
2019-12-19	CACTUS COMMUNICATIONS	COMPUTER EQUIPMENT	\$ 225.75
2019-12-23	SPLASHNDASH	VEHICLE WASH	\$ 9.00
2020-01-03	SPLASHNDASH	VEHICLE WASH	\$ 7.00
2019-12-11	PATIO CAFÉ	STAFF RELATIONS	\$ 774.11
2019-12-17	MEDICINE HAT MALL	STAFF RELATIONS	\$ 2,275.00
2019-12-09	WALMART	CELL PHONE CHARGER & ADAPTER	\$ 33.43
2019-12-11	COSTCO	PRINTER INK	\$ 114.42
2020-01-06	RECDESK	ANNUAL SUBSCRIPTION	\$ 3,931.73
2019-12-06	COSTCO	2 POP & 1 WATER	\$ 28.67
2019-12-06	COSTCO	STAFF RELATIONS	\$ 260.13
2019-12-16	SOUTH COUNTRY CO-OP	SKATE WITH SANTA EVENT	\$ 111.90
2020-01-05	COUNTRY INN & SUITES	HOTEL	\$ 185.15
2020-01-06	IMPARK CALGARY	PARKING	\$ 8.40
TOTAL			\$ 20,055.50

REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - CHEQUES			
CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
000644	ATB FINANCIAL MASTERCARD	MASTERCARD PAYMENT	\$ 2,173.89
000645	FINNING CANADA	FILTERS	\$ 1,047.15
000646	MEDICINE HAT LICENCE CENTRE	NEW LICENCE PLATE 2020 MACK	\$ 84.45
000647	1603806 ALBERTA LTD	LOCKING RATCHET	\$ 197.93
000648	PREFERRED SERVICE CUSTOMS BROKERS INC	CUSTOMS BROKERS	\$ 77.43
000649	REDCLIFF HYLTON	FIRST AID TRAINING LUNCH	\$ 57.01
000650	SWANA	SWANA 2020 CONFERENCE	\$ 729.75
TOTAL			\$ 4,367.61

REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - ELECTRONIC FUND TRANSFERS			
CHEQUE #	VENDOR	DESCRIPTION	AMOUNT
EFT000000000213	AUMA	LOCKING RATCHET	\$ 57.75
EFT000000000214	C.E.M. HEAVY EQUIPMENT	PLATE	\$ 31.15
EFT000000000215	COURTYARD LAW CENTRE	PROFESSIONAL FEES	\$ 4,154.17
EFT000000000216	DILLON CONSULTING	RANGE ROAD 71 UPGRADES	\$ 8,774.62
EFT000000000217	GAR-TECH ELECTRICAL SERVICES	PROJ#003(LANDFILL SCALE SYSTEM) INSTALL 200 AMP	\$ 2,692.39
EFT000000000218	KIRK'S MID-WAY TIRE LTD	TIRE REPAIR	\$ 259.35
EFT000000000219	RURAL MUNICIPALITIES OF ALBERTA	DELINEATOR	\$ 188.69
EFT000000000220	SANATEC ENVIRONMENTAL	PUMP SEPTIC TANK	\$ 173.25
TOTAL			\$ 16,331.37

REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - ATB MASTERCARD			
DATE	VENDOR	DESCRIPTION	AMOUNT
2019-12-17	UNIVERSAL AIR	COMPACTOR HYDRAULICS	\$ 697.98
2019-12-24	MOXIE'S	STAFF RELATIONS	\$ 137.17
2019-12-09	TRICOUNTRY EQUIPMENT	FUEL LEVEL INDICATOR	\$ 813.74
2019-12-19	SWANA	2020 SWANA CONFERENCE	\$ 525.00
TOTAL			\$ 2,173.89

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL
MONDAY, JANUARY 27, 2020 @ 7:00 P.M.**

PRESENT: Mayor D. Kilpatrick (left at 8:30 p.m., returned at 8:33 p.m.)
Councillors C. Crozier, C. Czember (left at 7:56 p.m., returned at 7:57 p.m., left at 7:58 p.m., returned at 7:59 p.m.),
L. Leipert, J. Steinke

Acting Municipal Manager and Manager of Legislative & Land Services S. Simon

Director of Community & Protective Services D. Thibault (left at 9:00 p.m.)

Director of Planning & Engineering J. Johansen (left at 8:06 p.m.)

Executive Assistant E. Engler

ABSENT: Councillors S. Gale, E. Solberg
Director of Finance J. Tu
& Administration
Director of Public Services C. Popick

1. GENERAL

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

2020-0024 Adoption of Agenda **B)** Councillor Crozier moved the Agenda be adopted as presented. - Carried.

2020-0025 Accounts Payable **C)** Councillor Steinke moved the accounts payables for the Town of Redcliff and Redcliff/Cypress Regional Waste Management Authority be received for information. - Carried.

2020-0026 Bank Summary to December 31, 2019 **D)** Councillor Leipert moved the Bank Summary to December 31, 2019 be received for information. - Carried.

2. DELEGATION

Bryan Blatz, Yelo Cabs **A)** Bryan Blatz of Yelo Cabs was in attendance to present a request to Council regarding conducting business within the City of Medicine Hat.

2020-0027 Councillor Czember moved the presentation by Bryan Blatz of Yelo Cabs regarding conducting business within the City of Medicine Hat be received for information. Further that Administration initiate negotiations with the City of Medicine Hat on behalf of Yelo Cabs regarding possible amendments to bylaws to create a provision for Yelo Cabs to operate in the City of Medicine Hat. - Carried.

Riverview Golf Club

B) Bill Duncan of Riverview Golf Club was in attendance to present a 2020 CFEP grant proposal to Council.

2020-0028

Councillor Czember moved the presentation by Bill Duncan of Riverview Golf Club regarding the 2020 CFEP grant proposal be received for information. - Carried.

2020-0029

Councillor Czember moved that the Town of Redcliff support the Riverview Golf Club in re-applying for CFEP grant funding for proposed projects as presented, and further that the Town of Redcliff will match up to \$150,000 from the previously allocated driving range project. - Carried.

3. MINUTES

2020-0030 Council meeting held January 13, 2020

A) Councillor Crozier moved the minutes of the Council meeting held on January 13, 2020 be adopted as presented. - Carried.

2020-0031 Town of Redcliff Library Board meeting held November 26, 2019

B) Councillor Steinke moved the minutes of the Town of Redcliff Library Board meeting held on November 26, 2019 be received for information. - Carried.

2020-0032 Riverview Golf Club Board of Directors meeting held December 9, 2019 and Riverview Golf Club Financial Statements dated October 31, 2019

C) Councillor Leipert moved the minutes of the Riverview Golf Club Board of Directors meeting held on December 9, 2019 and the Riverview Golf Club Financial Statements dated October 31, 2019 be received for information. - Carried.

4. BYLAWS

2020-0033 Bylaw 1898/2020, Tri-Area Intermunicipal Development Plan (IDP)

A) Councillor Crozier moved that Bylaw 1898/2020, being the Tri-Area Intermunicipal Development Plan (IDP), be given first reading. - Carried.

5. REQUEST FOR DECISION

2020-0034 Pitch-In Week

A) Councillor Steinke moved that the Town of Redcliff support Pitch-In Week by offering free dumping at the Landfill to residents delivering yard and household waste during the week of April 19-26, 2020. - Carried.

2020-0035 Redcliff Days Street Dance & Concert Special Event Application

B) Councillor Czember declared a pecuniary interest as he is the applicant and excused himself from the meeting at 7:56 p.m. Councillor Czember re-joined the meeting at 7:57 p.m. to approve an amendment to the special event application to list the Rec-Tangle Arena as an alternate location. Councillor Czember left the meeting at 7:58 p.m.

Councillor Leipert moved to approve the Special Event Application for a Redcliff Days Street Dance and Concert for June 19, 20, 21, 2020 as amended to include the Rec-Tangle Arena as an alternate location, and:

- a. Public Services requested that any road penetrations would need to be repaired at the expense of the special event applicant.
- b. RCMP requested that the music stops at 1:30 a.m. and the beer gardens close at 2:00 a.m. - Carried.

Councillor Czember rejoined the meeting at 7:59 p.m.

6. CORRESPONDENCE

2020-0036 Alberta Health Services
Re: Legalization of Edibles, Extracts and Topicals (EET) – Information for Municipalities

A) Councillor Crozier moved correspondence from Alberta Health Services regarding the legalization of edibles, extracts and topicals (EET) dated January 10, 2020 be received for information. - Carried.

2020-0037 The Alberta Order of Excellence
Re: 2020 Nominations

B) Councillor Steinke moved correspondence from the Alberta Order of Excellence regarding 2020 nominations dated January 10, 2020 be received for information. - Carried.

7. OTHER

2020-0038 Michaela Glasgo, MLA
Re: Three Main Priorities

A) Councillor Crozier moved that Administration draft a letter to Michaela Glasgo, MLA, regarding the Town of Redcliff's main priorities as follows:

- i) Concern with the decrease in 2019's MSI funding versus previous years;
- ii) The continual downloading of responsibilities and costs to municipalities (e.g. lead testing);
- iii) Establishing a school (possibly a high school) in Redcliff;
- iv) Funding opportunities for low income housing. - Carried.

2020-0039 Council Important Meetings & Events January 27, 2020

B) Councillor Leipert moved the Council Important Meetings & Events January 27, 2020 be received for information. - Carried.

Director of Planning & Engineering left at 8:05 p.m.

9. IN CAMERA (Confidential Session)

2020-0040

Councillor Steinke moved to meet In Camera to discuss A) Joint Fire Hall Study Presentation under *FOIP* Sec. 17, 23, 24, & 25, B) Utility Matter under *FOIP* Sec. 21, 23, 24, & 25, C) Utility Matter under *FOIP* Sec. 24 & 25, and D) Personnel under *FOIP* Sec. 17 at 8:06 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 Executive Assistant for Items A, B, C, and D; Director of Community & Protective Services for Items A and B; Fire Chief Wade Gleisner, Community & Protective Services Coordinator Charity Schweitzer, Cypress County Reeve Dan Hamilton, Cypress County Deputy Reeve Richard Oster, Cypress County Councillor Alf Belyea, Cypress County Councillor Robin Kurpjuweit, Cypress County Councillor Shane Hok, Cypress County Councillor Michelle McKenzie, Cypress County Councillor Dustin Vossler, Cypress County Director of Municipal Services Jeffrey Dowling, Cypress County Fire Chief Kelly Meyer, and Cypress County Deputy Fire Chief John McBain for Item A.

Mayor Kilpatrick left at 8:30 p.m. Mayor Kilpatrick returned at 8:33 p.m.

Fire Chief Wade Gleisner, Community & Protective Services Coordinator Charity Schweitzer, Cypress County Reeve Dan Hamilton, Cypress County Deputy Reeve Richard Oster, Cypress County Councillor Alf Belyea, Cypress County Councillor Robin Kurpjuweit, Cypress County Councillor Shane Hok, Cypress County Councillor Michelle McKenzie, Cypress County Councillor Dustin Vossler, Cypress County Director of Municipal Services Jeffrey Dowling, Cypress County Fire Chief Kelly Meyer, and Cypress County Deputy Fire Chief John McBain left at 8:42 p.m.

Director of Community & Protective Services left at 9:00 p.m.

2020-0041

Councillor Steinke moved to return to regular session at 9:24 p.m. - Carried.

2020-0042

Councillor Steinke moved that Darrell Schaffer be provided an honorarium in the amount of \$150.00. - Carried.

10. ADJOURNMENT

2020-0043 Adjournment

Councillor Czember moved to adjourn the meeting at 9:26 p.m. - Carried.

Mayor

Manager of Legislative & Land Services

**REDCLIFF FAMILY AND COMMUNITY SUPPORT SERVICES
BOARD MEETING
Town Council Chambers Town Office
January 30, 2020 - 5:30 pm**

PRESENT:

Chairperson
Council Representative
Community Services

Meredith Conboy
Cathy Crozier
Carla Spampinato
Dan White
Lynne Parks
Richard Schear

1. GENERAL

- A) Meeting called to order at 5:21 pm by D. White
- B) D. White moved to adopt the agenda as presented. - Carried

2. MINUTES

- A) D.White moved the August 12th minutes, adopted as presented. - Carried

3. DELEGATION - None

4. OLD BUSINESS – None

5. NEW BUSINESS

Review 2017 Strategic
Planning Summary notes

- A) Reviewed the 2017 Strategic Planning Summary notes. M. Conboy moved to receive the 2017 Strategic Planning Summary notes as information. - Carried

FCSS Administrator's
Report

- B) Administrator reported on FCSS programs and discussed FCSS vision going forward, topics discussed included:
 - Meals on Wheels
 - Community Garden
 - Food Bank Agreement
 - FCSS Community Grant Funding
 - DREAMS
 - Outcomes Measures and Financial Reporting
 - Mental Health re-focus
 - Upcoming Events – Pitchin Week, Town Clean Up, Dog Waste Cleanup, Volunteer Celebration

L. Parkes moved to receive Administrator's Report on FCSS programs as information. - Carried

6. CORRESPONDENCE – None

Next Meeting

7. UPCOMING MEETING / CONFERENCE / WORKSHOPS - None

Adjournment

8. DATE OF NEXT MEETING- At the Call of the Chair

9. ADJOURNMENT

- A) M. Conboy moved to adjourn the meeting at 6:16 pm.- Carried

REDCLIFF & DISTRICT RECREATION COMMITTEE MEETING
Monday, January 6th, 2020 – 7:00 P.M.
REDCLIFF TOWN HALL MEETING ROOM

PRESENT:

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

ABSENT: Shawna Gale

1. GENERAL

- Meeting called to order by Chairperson Justin Getz at 7:02 pm.
- Karen Worrell moved the agenda be adopted as amended. – Carried.

2. MINUTES

- Sharon Kirvan moved the minutes from January 6, 2020 be adopted as presented. – Carried.

3. Delegation

None

4. OLD BUSINESS

Fees Rates and Charges Shane Hok moved the information regarding the Fees, Rates, and Charges be received for information with the following details:
The new Fees, Rates, and Charges have been adopted by council. – Carried.

Kraft Hockey Grant Karen Worrell moved that the information regarding the Kraft Hockey Grant be received for information with the following details:
Derrin has connected with Bruce Johnson from Redcliff Minor Hockey regarding the grant application. - Carried.

Skate Park Signage Christina McNeil moved that the information regarding the Skatepark signage be received for information with the following details:
The sign has been placed in the field along Main Street S. – Carried.

Meeting Date Change Shane Hok made a motion to move the meeting to the first Wednesday of the month, pending approval by Shawna upon her return, be moved for decision.
– Carried.

5. NEW BUSINESS

Memorial Park Upgrades / Coop Grant Application Christina McNeil moved that the information regarding the Memorial Park basketball court be received for information with the following details:
Staff to apply for Co-op Grant to upgrade Memorial Park using the plan from 2018.
– Carried.

Kraft Hockey Grant Sharon Kirvan motioned for staff to explore a way to support Tyne Valley Community Kraft Hockeyville bid for 2020. The committee and staff will prepare for a 2021 bid with support from the Redcliff Minor Hockey Association: – Carried.

**Skate Park
Update**

Karen Worrell moved that the information regarding the Skate Park be received for information with the following details:
A donation package is being developed for Skate Park and Recreation Committee members to take to local businesses and industry. The packages will be tracked to ensure business are not approached multiple times and a broad base of businesses are reached. – Carried.

**Volunteer
Appreciation**

Christina McNeil moved that the information regarding Volunteer Appreciation be received for information with the following details:
The Volunteer Appreciation Event will be held on April 26th as an indoor picnic at the RecTangle. The new approach is to make the event more accessible to a broader base of volunteer groups and people in the community. Members of the Recreation Committee are invited. - Carried

6. RECOMMENDATIONS TO COUNCIL

None.

7. CORRESPONDENCE

None

8. UPCOMING MEETINGS/CONFERENCE/WORKSHOPS

None

9. DATE OF NEXT MEETING – *Wednesday, March 4, 2020 7:00PM

*Pending Approval – otherwise Monday, March 2/20. Email will be sent with confirmation by February 26/20.

10. ADJOURNMENT Shane Hok moved the meeting be adjourned at 7:59 pm – Carried.

Approved by Chair

Date

TOWN OF REDCLIFF
REQUEST FOR DECISION

DATE: February 10, 2020

PROPOSED BY: Public Services

TOPIC: Garbage Truck Tender Award

PROPOSAL: Purchase of 1 (one) new Garbage Collection Truck

BACKGROUND:

The 2020 budget contained \$400,000 to purchase one (1) new tandem axle garbage truck with a collection system that can collect 95 gallon, 1.5 yard, and 3.0 yard garbage bins with funding provided by the Garbage Equipment Reserve.

A generalized summary of the specifications for this equipment is:

New tandem axle chassis with at least a GVWR of 56,000 lbs to include:

- Diesel engine providing 370 hp and 1250 ft/lb of torque,
- A 35-yard hopper capacity,
- A collection arm that will work with plastic 95 gallon, metal 1.5 yard, and metal 3.0 yard bins,
- Driver's side collection arm lift with minimum 48" reach that includes a floating head and low-profile grabbers for carts,
- Triple zone mounted camera system.

Administration issued a public tender that closed on January 8th, 2020. Only four (4) bids were received and all are considered to meet the specifications at a suitable overall price and reasonable delivery schedule. All four bids were submitted by Superior Truck, with four different chassis suppliers submitting chassis to the body shop, Superior Truck. The chassis suppliers were New West (Freightliner), Dunlop (Western Star), Southland (International), and Summit Motors (International).

Analysis

All units that were submitted are utilizing the same collection system, a Labrie Sprinter SP-35 system that will collect all three bin sizes and has a 35-yard hopper.

The differences between the four units are the brand of chassis, ultimately being reduced to three chassis systems: Western Star, Freightliner, and International.

Previous garbage collection trucks purchased by the Town have used both Freightliner and International chassis.

Unit #94, a Freightliner chassis that was used between 2006 and 2015, had maintenance costs that amounted to \$82,754. No data can be found prior to 2006.

Unit #128, an International chassis that was purchased in 2009, is still in operation, and has incurred maintenance costs to the end of 2019 amounting to \$284,540.

Unit #157, a Freightliner chassis that was purchased in 2015, is still in operation, and has incurred maintenance costs to the end of 2019 amounting to \$56,139.

In addition to garbage collection chassis, the Town has one dump truck that is an International, and two dump trucks that are Freightliners. The sewer flush truck is also a Freightliner.

Based on past experiences on working to repair both the Freightliners and the Internationals, our fleet department has experienced some challenges when trying to work with both International and its repair facility here in town. No complaints from our fleet department have arisen when dealing with Freightliner or its repair facility.

Administration recommends adding an extended warranty package due to the cost of maintaining heavy duty trucks on the chassis, engine, transmission, and aftertreatment systems.

The four (4) garbage trucks with approved collection systems that were submitted and built as specified are as follows:

1. Superior Truck with a Freightliner chassis and Labrie Sprinter SP-35 collection system– Freightliner 108SD, Cummins L9 engine, Allison transmission, Tuft trac suspension, extended warranties to 5 year/241,000 km on the engine, aftertreatment, chassis, and transmission, with delivery within 310 days, for a purchase price of **\$361,809.70 including Extended Warranty and GST.**
2. Superior Truck with a Western Star chassis and Labrie Sprinter SP-35 collection system– Freightliner 108SD, Cummins L9 engine, Allison transmission, Tuft trac suspension, extended warranties to 5 year/241,000 km on the engine, aftertreatment, chassis, and transmission, with delivery within 310 days, for a purchase price of **\$363,414.25 including Extended Warranty and GST.**
3. Superior Truck with a Summit International chassis and Labrie Sprinter SP-35 collection system– Freightliner 108SD, Cummins L9 engine, Allison transmission, Hendrickson suspension, extended warranties to 5 year/241,000 km on the engine, aftertreatment, chassis, and transmission, with delivery within 360 days, for a purchase price of **\$354,973.55 including Extended Warranty and GST.**
4. Superior Truck with a Southland International chassis and Labrie Sprinter SP-35 collection system– Freightliner 108SD, Cummins L9 engine, Allison transmission, Hendrickson suspension, extended warranties to 5 year/241,000 km on the engine, aftertreatment, chassis, and transmission, with delivery within 360 days, for a purchase price of **\$359,794.10 including Extended Warranty and GST.**

POLICY/LEGISLATION: Policy No. 38, Purchasing Policy

ATTACHMENTS: Summary

STRATEGIC PRIORITIES:

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

Strategies

1.3. Establish a life cycle plan for all facilities and infrastructure

OPTIONS:

1. Purchase one (1) garbage truck with a Freightliner chassis and Labrie Sprinter collection system from Superior Truck for \$361,809.70 including GST and an additional five year/241,000 km warranty on the engine, chassis, aftertreatment, and transmission. The unit has a tentative delivery within 310 days from the order date.
2. Purchase one (1) garbage truck with a Western Star chassis and Labrie Sprinter collection system from Superior Truck for \$363,414.25 including GST and an additional five year/241,000 km warranty on the engine, aftertreatment, and transmission. The unit has a tentative delivery within 310 days from the order date.
3. Purchase one (1) garbage truck with a Summit International chassis and Labrie Sprinter collection system from Superior Truck for \$354,973.55 including GST and an additional five year/241,000 km warranty on the engine, chassis, aftertreatment, and transmission. The unit has a tentative delivery within 360 days from the order date.
4. Purchase one (1) garbage truck with a Southland International chassis and Labrie Sprinter collection system from Superior Truck for \$359,794.10 including GST and an additional five year/241,000 km warranty on the engine, chassis, aftertreatment, and transmission. The unit has a tentative delivery within 360 days from the order date.
5. Do not purchase one (1) garbage truck.

RECOMMENDATION:

Option 1 is recommended because it best meets the specifications and provides the greatest benefit cost ratio to the Town.

Utilizing a Freightliner 108SD chassis is recommended based off of existing fleet experience operating Freightliner trucks, a lower realized cost of ownership when compared to our International trucks, the Town owning four other Freightliner trucks, positive experiences with the local dealer and repair facility, quick response to warranty requests, and a quicker delivery date.

SUGGESTED MOTION(S):

1. Councillor _____ moved to authorize administration to purchase one (1) garbage truck with a Freightliner chassis and Labrie Sprinter collection system from Superior Truck for \$361,809.70 including GST and an additional five year/241,000 km warranty on the engine, chassis, aftertreatment, and transmission. The unit has a tentative delivery within 310 days from the order date.
2. Councillor _____ moved to authorize administration to purchase one (1) garbage truck with a Western Star chassis and Labrie Sprinter collection system

from Superior Truck for \$363,414.25 including GST and an additional five year/241,000 km warranty on the engine, aftertreatment, and transmission. The unit has a tentative delivery within 310 days from the order date.

3. Councillor _____ moved to authorize administration to purchase one (1) garbage truck with a Summit International chassis and Labrie Sprinter collection system from Superior Truck for \$354,973.55 including GST and an additional five year/241,000 km warranty on the engine, chassis, aftertreatment, and transmission. The unit has a tentative delivery within 360 days from the order date.
4. Councillor _____ moved to authorize administration to garbage truck with a Southland International chassis and Labrie Sprinter collection system from Superior Truck for \$359,794.10 including GST and an additional five year/241,000 km warranty on the engine, chassis, aftertreatment, and transmission. The unit has a tentative delivery within 360 days from the order date.

SUBMITTED BY:



Department Head



Acting Municipal Manager

	Superior Truck			
	Dunlop Western Star	New West Freightliner	Southland International	Summit International
Chassis	Western Star 4700SF	Freightliner 108 SD	HV 607	HV 607
Collection System	Labrie SP-35	Labrie SP-35	Labrie SP-35	Labrie SP-35
Price	\$ 340,930.00	\$ 335,557.00	\$ 333,857.00	\$ 329,266.00
Price incl Tax	\$ 358,181.25	\$ 352,781.10	\$ 350,996.10	\$ 346,175.55
Delivery Timeline	310 Days	310 Days	360 Days	360 Days
Chassis Warranty	1 Year/Unlimited	2 Years/Unlimited	1 Year/Unlimited	1 Year/Unlimited
Emission Warranty	5 Years/161,000km	5 Years/161,000km	Must Purchase as nothing was stated in the bid	Must Purchase as nothing was stated in the bid
Front/Rear Axle Warranty	3 Year/483,000km	2 Years/Unlimited	2 Years/Unlimited	2 Years/Unlimited
Transmission Warranty	2 Year/161,000km	2 Years/Unlimited	2 Years/Unlimited	2 Years/Unlimited
Engine	Cummins	Cummins	Cummins	Cummins
Transmission	Allison 3000 RDS	Allison 3000 RDS	Allison 3000 RDS	Allison 3000 RDS
Suspension	Tuft Trac	Tuft Trac	Hendrickson RT-403 Walking Beam	Hendrickson RT-403 Walking Beam
PTO off Transmission	Yes	Yes	Yes	Yes
Hopper Size	35 yard	35 yard	35 yard	35 yard
Collection Arm for 90 gal, 1.5 yard, & 3.0 yard bins	Yes	Yes	Yes	Yes
Camera System	3 Zone	3 Zone	3 Zone	3 Zone
Block Heater	115 V 1500W	115 V 1000W	115 V 1000W	115 V 1000W
Driver Side Collection System	Yes	Yes	Yes	Yes
Collection System Warranty	12 months	12 months	12 months	12 months
GVWR	56000LBS	56000LBS	56000LBS	56000lbs
Fuel tank	302L	264L	265L	303L
HP rating	370hp 1250ft/lb	370hp 1250ft/lb	370hp 1250ft/lb	370hp 1250ft/lb
Batteries	3 x 3000CCA	3 x 3000CCA	3 x 2850CCA	3 x 2850CCA
Cold Start Assist	Yes	Yes	Yes	Yes
Engine Extended Warranty 5 year/241,000km	\$ 2,763.00	\$ 2,706.40	\$ 2,763.00	\$ 2,763.00
Aftertreatment Extended Warranty 5 year/241,000km	\$ 1,071.00	\$ 965.60	\$ 1,071.00	\$ 1,071.00
Truck Extreme Extended Warranty 5 year/241,000km	No option submitted	\$ 3,957.60	\$ 3,565.00	\$ 3,565.00
Transmission Extended Warranty 5 year/Unlimited	\$ 1,399.00	\$ 1,399.00	\$ 1,399.00	\$ 1,399.00
Final Price with Extended Warranty (tax incl)	\$ 363,414.25	\$ 361,809.70	\$ 359,794.10	\$ 354,973.55
Rating	2	1	4	3
	Min	Max	Average	
Price	\$ 354,973.55	\$ 363,414.25	\$ 359,997.90	



February 6, 2020

Dear Town Council Members

Re: 2020 Redcliff Volunteer Recognition and Lions Citizen of the Year Awards Appreciation Picnic and Movie.

I would like to invite you to attend the Redcliff Volunteer Recognition and Lions Citizen of the Year Awards Appreciation Picnic and Movie on **Sunday April 26 at 1:00pm** indoors on the Redcliff Rectangle Arena Sport Court.

Redcliff Family and Community Support Services (FCSS) is hosting this annual event which gives each organization an opportunity to publicly show appreciation for their Volunteers and to showcase their achievements and volunteer opportunities. The Redcliff Lions Club will also present the Redcliff Lions Citizen of the Year award.

We have extended the invitation to MLA Michaela Glasgo and MP Glen Motz and we are encouraging council members to attend the event to extend their gratitude and appreciation to the volunteers that make a difference in Redcliff.

Following the catered picnic and the presentation of the Lions Citizen of the Year award, we are opening the event to the public and showing the movie, The Soloist, on the Town's 16' Inflatable movie screen.

If you are able to attend, complementary tickets can be picked up at Town Hall for you and your guest.

Thank you.

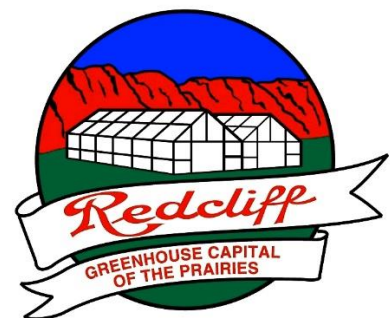
Sincerely,

Carla Spampinato
FCSS/Special Events Coordinator
Town of Redcliff

Phone 403-548-3232
Email: carlas@redcliff.ca

TOWN OF REDCLIFF MUNICIPAL MANAGER REPORT TO COUNCIL

February 10, 2020



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ACTING MUNICIPAL MANAGER / LEGISLATIVE & LAND SERVICES DEPARTMENT

- Relief duties for the Municipal Manager
- Responding to Councillor inquiries
- Cheque reviews
- Council agenda preparation and follow up. Department Head meetings pre/post Council meeting
- Ongoing legal file review. Compiling information as requested. This is taking up a substantial amount of time
- Responding to inquiries re: general information, land sales, FOIP inquiries
- Ongoing conversion of minutes, bylaws, agreements, and property files to digital format
- Reviewing policies/procedures
- Scheduling training for Assessment Review Board / Subdivision & Development Appeal Board
- Review of 2020 insurance renewal
- Attended the Public Information Officer Course January 20, 2020
- Attended the Brownlee LLP Emerging Trends Session February 6, 2020

COMMUNITY & PROTECTIVE SERVICES

Parks, Recreation and Facilities

Projects

- Complete specifications, request and receive RFP for tractor replacement
- Begin ball diamond concession upgrade planning (grant \$8k)
- Begin RFP preparation for Seniors Center roof (capital)
- Begin RFP preparation for Public Services Shop roof (capital)

Rec-Tangle Arena

- Regular ice maintenance
- Continued cleaning of facility
- Complete ice cleaning operations
- Complete plant compressor repairs
- Complete Zamboni maintenance as necessary

Pool

- Continue pool cleanup of construction mess
- Complete automatic door opener installations
- Begin electrical changes to accommodate accessibility

Facilities

- Lighting repaired as necessary at RCMP
- Completed building inspections and changed furnace filters as necessary
- Ordered water fountain with bottle fill for library
- Snow removal operations completed as necessary
- Flag holder adjustments for Council Chambers completed
- Floor repair completed at museum
- Begin office change design for public services office
- Complete off-season inspections as necessary

Parks

- Memorial Park lighting repairs continuing
- Outdoor rink lighting scheduling completed
- Complete order for zero turn mower replacement for 2020

Other

- Arrange employee training (WHMIS, TDG, Chainsaw, Fall)
- Complete First Aid recertifications, or training as required
- Update and send out new 2020 staff work schedule
- Complete six-month evaluation for employee

FCSS, Community Services, and Special Events

- Collaborated with PRSD Wellness coordinator on the Parkside Headstrong Event and the upcoming Cliff Canter Run for Mental Health
- Participated in Parkside School's Headstrong Mental Health Resource Fair
- Participated in the planning session for the FCSS Spring Directors Meeting hosted by South Region
- Attended monthly Community Assistance Network meeting
- Participated in Bell Let's Talk Mental Health awareness campaign
- Hosted FCSS Committee meeting to discuss upcoming events and programming
- Continued to work on Annual FCSS financial reporting
- Delivered Meals on Wheels as an opportunity to touch base with clients regarding their meals and support systems
- Ongoing planning and coordination of weekend and after school programming
- Created skatepark in-kind donation package to present to prospective donors
- Began applying for 2020 Canada Summer Job Grants
- Began Aquatic Centre CFEP final reporting
- Continued planning for the 2020 Volunteer Celebration and Pitch-in Week
- 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
 - Gingerbread house making
 - Community Kitchen
 - Babysitting Course
 - Home Alone Course
 - Adult Craft Night
- Met with client(s) needing connection to resources (food bank, Alberta Works, AISH, Community Housing)
- Bookings for programming ongoing
- Bookings for ice, ball diamonds, swimming lessons, ongoing
- Continued facility bookings for private events
- Completed AR requests for previous month
- Pulled reports from RecDesk system for payment transfers
- Weekly Commentator/Redcliff Reports updated and sent out
- Weekly updates completed on electronic sign
- Input new programming into Rec Desk

Health and Safety, Emergency Management and Fire Services

- Completed safety inspection of Public Works
- Standard First Aid Training for all departments
- Hosted AEMA Information Officer Training
- Attended ICS and Incident Management Team training
- Ongoing development of Town of Redcliff Evacuation Plan
- Applied for Fire Services Training Program Grant in collaboration with Cypress County
- Attended SE Alberta Response Training Group (SEARTG)
- Review, development and implementation of Fire Department standard operating guidelines (SOGs).

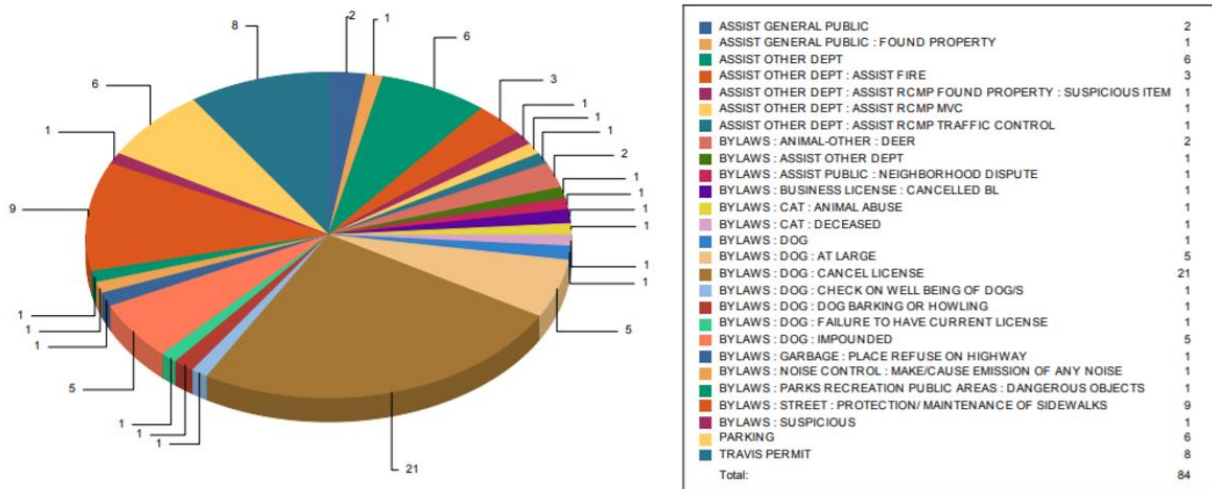
Bylaw and Protective Services

Community Peace Officer

- Dealt with littering on Town Property by the Dirkson Pond. The investigation resulted in a charge being issued under the Environmental Protection and Enhancement Act.
- Worked with Accounts Receivable Clerk to rectify numerous outstanding Dog Permits that were in arrears. Majority cancelled due to pets passing on.
- Several dogs impounded due to dogs at large. Caused mainly by wind blowing gates open due to improper enclosures.
- Non-clearing of sidewalks continues to be an issue.
- Received reports of persons complaining of people feeding deer within the community. This is being monitored.

Town of Redcliff Statistics from January 2020

Count of Incident Types



PUBLIC SERVICES

Department

- Detailed design for the next two landfill cells
- Project management for construction projects
- Lead Management Program Town-wide assessment
- Tenders for garbage truck and CCTV camera system
- Working on new Water Treatment Approval to Operate
- Construction underway for the landfill transfer site, scales, scale house, and dome tent
 - Commissioning underway for new scale system
 - Application for gas and diesel fuel tank relocation at the landfill
- Alberta Environment Annual Reports for all water, sewer, and landfill approvals

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/repaired water metres
- Complete sewer camera jobs

- Started lead testing
- Assisted Municipal Works when short handed with snow clearing
- Clean out Water Treatment Plant clarifiers

Municipal Works

- Conducted funeral interments
- Garbage pickup
- Bin placements/pickups as needed
- Repair garbage can lids (ongoing)
- Sewer repair at 321 1st Street SW
- Water service repair at 813 1st Street SE
- Moved Arena snow (ongoing)
- Repaired signs around town
- Hauled sand
- Touched up patches around town until paving next year
- Hydro Vac service line in Eastside
- Some took first aid training
- Training new hire
- Cleaned equipment
- Sanding streets
- Built and repaired new and used barricades
- Finished changing signage on Hwy Avenue, by Tim Hortons
- Snow clearing parking lots
- Put up No Parking signs in Broadway Condos
- Dug and put in sweeping tile at hydrant on 900 block of 7th Street
- Cleared snow after storms
- Unplugged blocked storm grates
- Watch and handle service tracker concerns
- Flooded outdoor rink and maintained
- Repaired potholes
- Repaired hydrant at Broadway and Mitchel Street
- Cleared culverts
- Conduct safety walk around of shop

Landfill

- Picked garbage inside landfill and in neighboring field after wind events (ongoing)
- Cleaned 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
- Dealt with flooding
- Pushed up dirt as hauled by Ridgeline
- Snow clearing
- Installed culverts
- Set up leachate pump to remove leachate from melting
- Electronics were picked up by Recycle Logic
- Paint was picked up by Clean Harbours
- Built up ramp in cell

PLANNING & ENGINEERING

Priorities for February

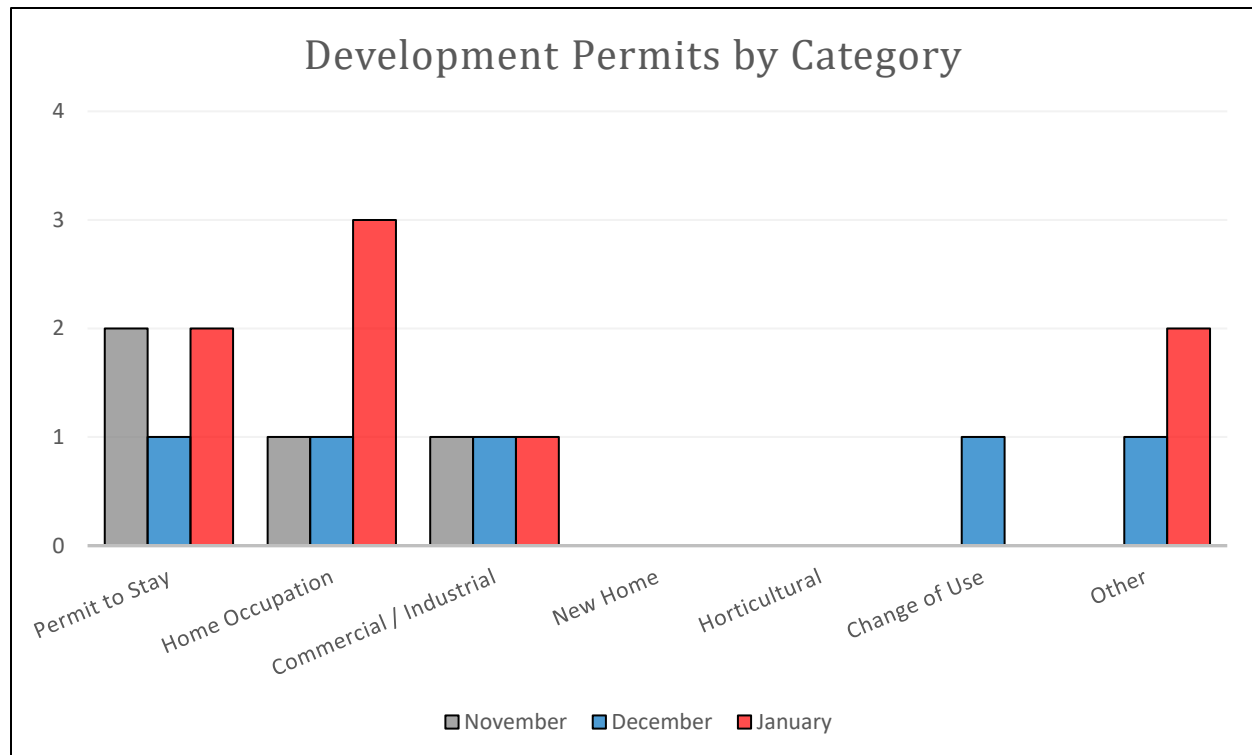
- Asset management
- Sanitary Sewer Master Plan
- Level of Service Policy
- Subdivision Procedure
- LUB
- Eastside ASP

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 January 2020 the Town of Redcliff issued the following Development Permits:



Agreements

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

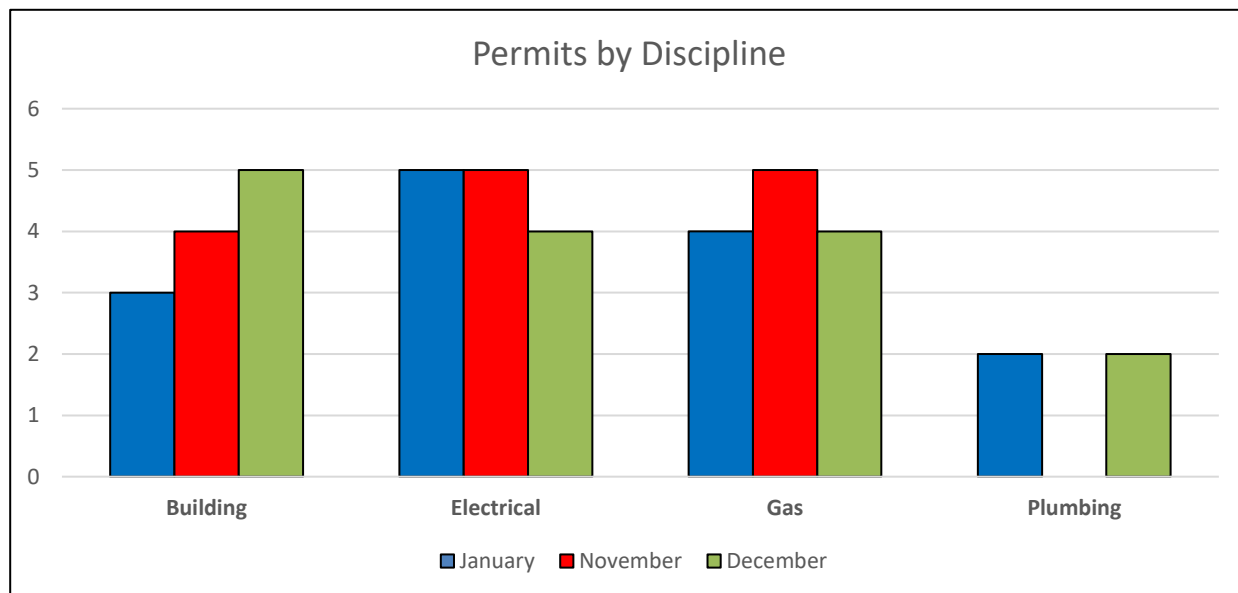
A developer, as part of his conditions of development, is required to make drainage improvements. Planning & Engineering is working to have the developer pay for the improvements.

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 January 2020 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

Backfilling is done until the spring thaw. The concrete access hatch is completed. The Overflow from the lift station to the surge tank is installed and the surge tank will fill during high inflows. The outlet from the surge tank to the lift station was not installed due to unstable soil conditions mostly related to the slopes being open so long and the coming of winter weather. Several options will be evaluated for the connection and a decision will be made on the best approach. 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.

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.

Backup Generator Project

The Backup Generator Project has been started and the detailed design for the RCMP building is 75% complete.

Jesmond Lift Station Upgrade

Council approved upgrading at the Jesmond Lift Station. 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

Design is 80% complete. The design has changed to follow the 9th Avenue ROW and use a large 3.0 metre diameter pipe as a surge tank. This plan has a number of benefits including reducing the footprint of land sterilized by the surge tanks, sanitary lines required to service the surge tanks will also provide sanitary sewer services for future Eastside development and cost savings. The current design also works with any of the proposed future servicing concepts for the Town so the requirement to finish the sanitary sewer servicing report before building the surge tanks is not necessary.

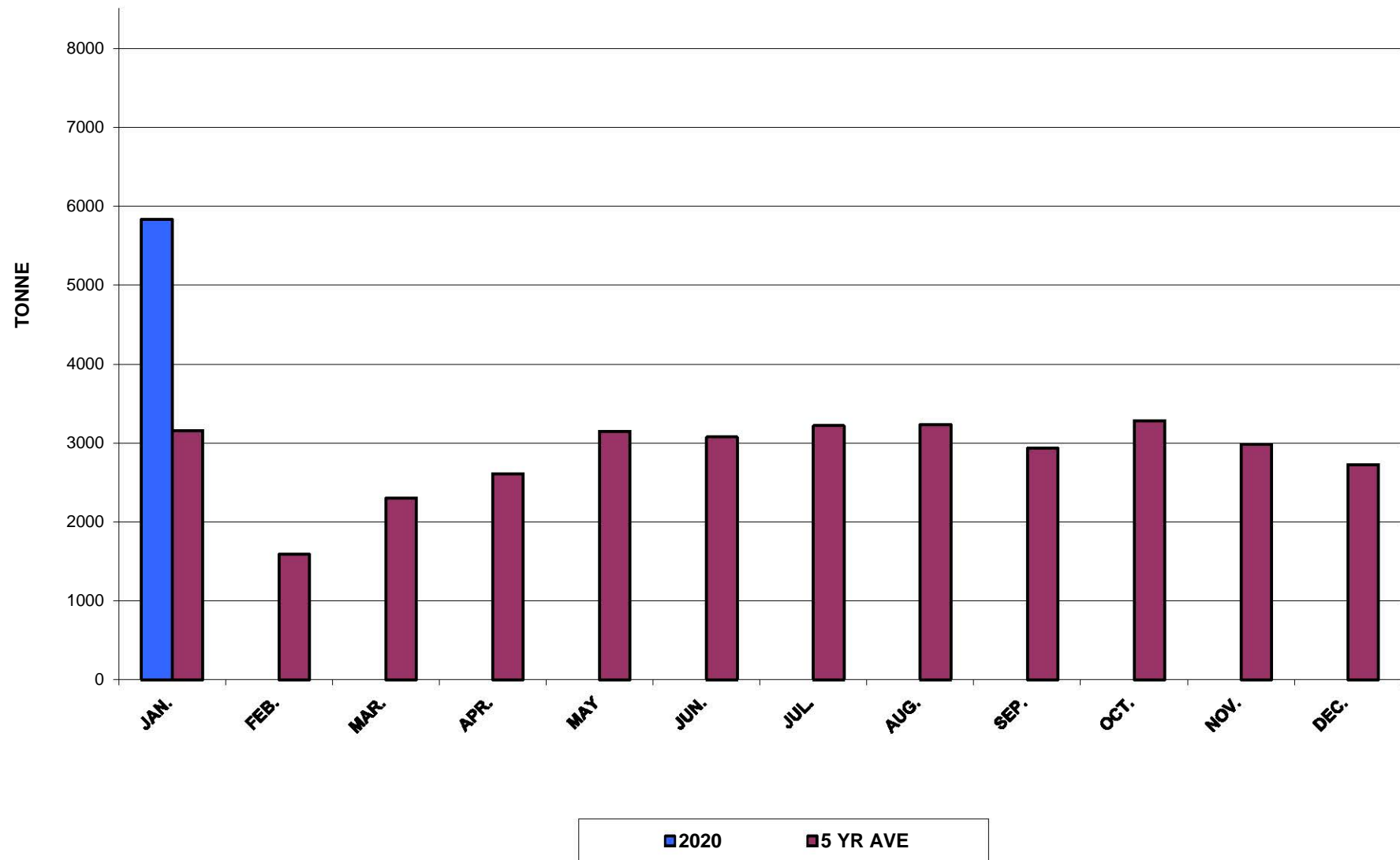
River Valley Potable Water

The design drawings are 95% completed for this project.

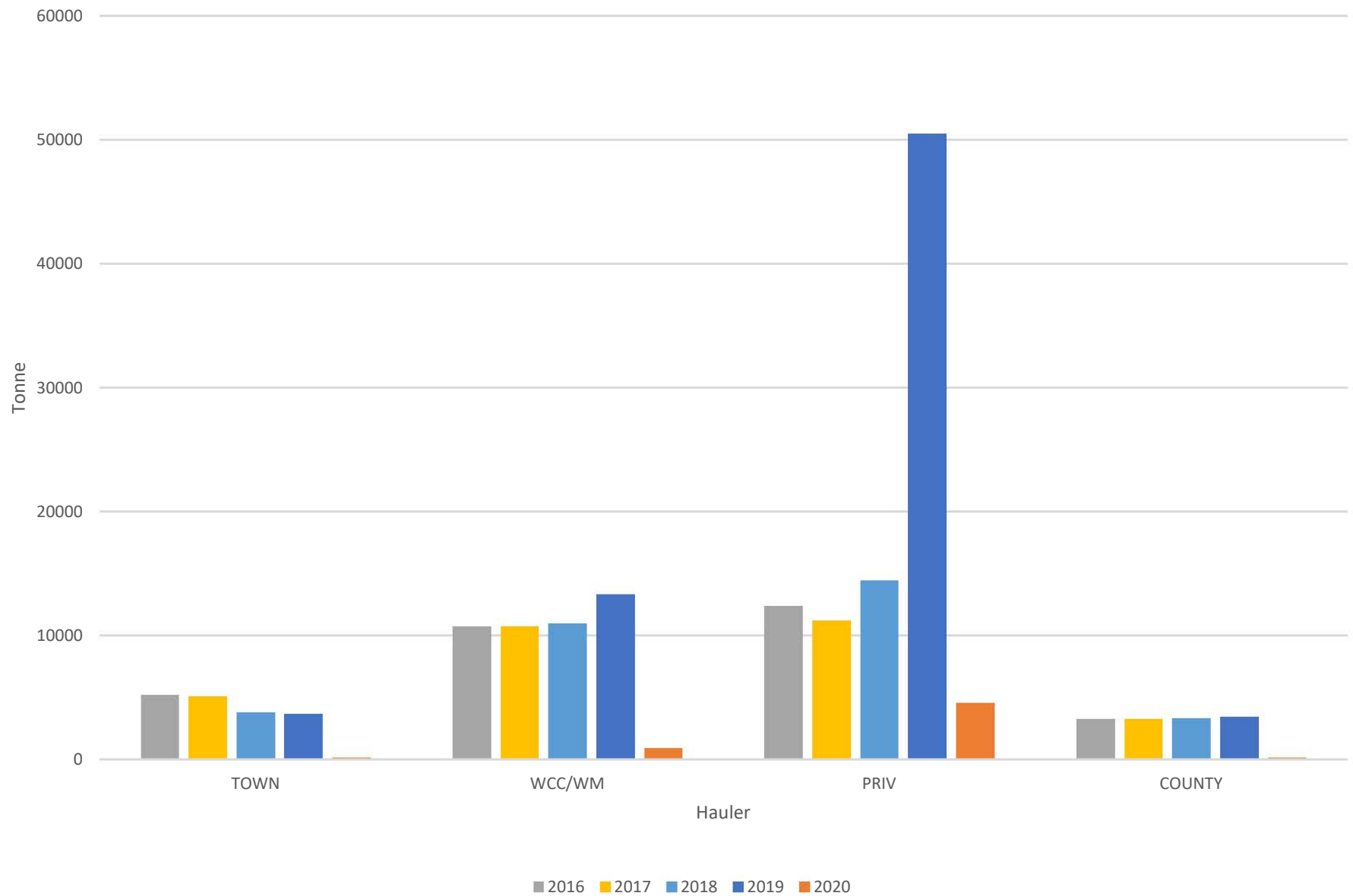
FINANCE & ADMINISTRATION

- Regular daily duties related to finance
- Working on 2019 Year End Audit

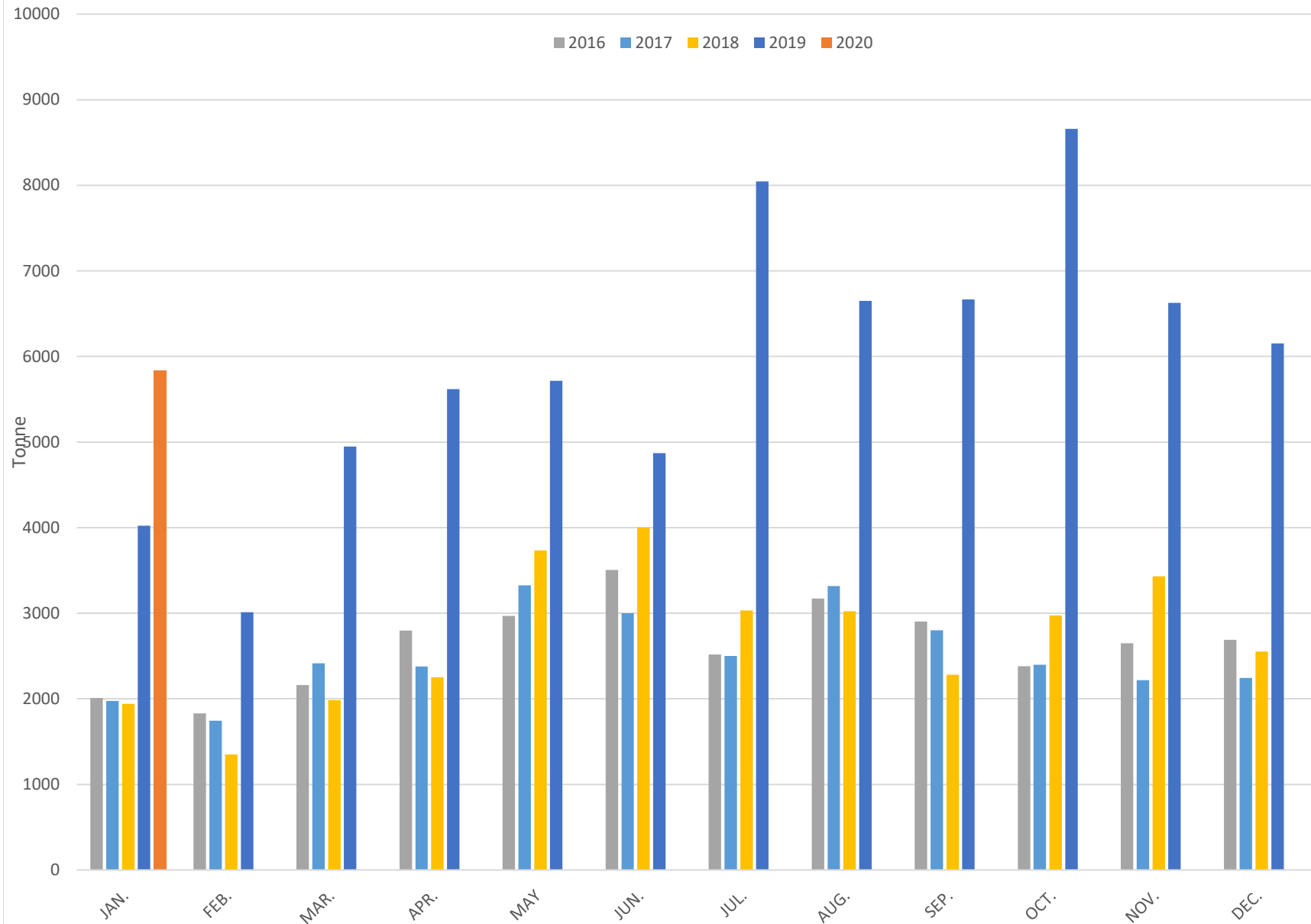
**REDCLIFF/CYPRESS REGIONAL LANDFILL
2020 VS 5 YEAR AVERAGE
TO JANUARY 31, 2020**



REDCLIFF/CYPRESS REGIONAL LANDFILL
DELIVERIES BY SOURCE 2016-2020
TO JANUARY 31, 2020



REDCLIFF/CYPRESS REGIONAL LANDFILL
DELIVERIES IN TONNES 2016-2020
TO JANUARY 31, 2020



Explanations to the 2019 Fourth Quarter Financial Report - Town of Redcliff

	1st Column	2nd Column	3rd Column	4th Column	5th Column
	2019 Actual Revenues and Expenses	2019 Budgeted Revenues & Expenses	2019 Actual is Compared to 2019 Budget, the Percentage of Revenues Generated and the Expenses Expended	2018 Actual Revenues and Expenses in the Same 4th Qtr	Compared to the Same 4th Qtr in 2018
Total Revenues	16,082,612.00	14,668,972.00	109.64%	15,089,163.00	6.58%
			Generated 109.64% of 2019 Budgeted Revenues		6.58% Higher Than Revenues Generated in the Same 4th Qtr in 2018. Individually:
					1. Penalties: 85.69% Increase - due to Penalties on the Outstanding Taxes and Utilities
					2. Other Revenues: The Increases Include 21.27% Increase in Investment Income.
					3. Grants & Contribution: The Increases Include Unbudgeted Fire Svc Study Grant \$80,000.
					4. Transfers - Reserve & Other: The Increases Include Unbudgeted \$825,014 Reserve Transfer to Purchase Land from 2029140 AB Ltd (Per Resol#2019-0367)
Total Expenses	14,696,085.00	18,213,272.00	80.69%	18,049,148.00	-18.58%
			Expended 80.69% of 2019 Budgeted Expenses. If the Four Qtrs Unfunded Amortization of 19% [\$3,544,300/\$18,213,272] is Included, the Percentage Should be Adjusted to 99.69%		18.58% Lower Than Expenditures Occurred in the Fourth Qtr in 2018. However, 2018 Fourth Qtr Expenses Includes 2018 Actual Amortization \$3,354,614 (28% of 2018 Actual Expense), it should be adjusted to 9.42% Increase
					1. Salaries & Benefits: Remain Consistently with 2018.
					2. Contracted & Gen Svc: 27.20% High Than the Same 4th Qtr due to Unbudgeted \$825,014 to Purchase Land from 2029140 AB Ltd (Per Resol#2019-0367)
					3. Materials, Goods & Utilities, Remain Consistently with 2018.
Excess of Revenue Over Expense	1,386,527.00	(3,544,300.00)		(2,959,985.00)	

Explanation to the 2019 Fourth Quarter Financial Report - Redcliff/Cypress Landfill

	1st Column	2nd Column	3rd Column	4th Column	5th Column
	2019 Actual Revenue and Expenses	2019 Budget	2019 Actual is Compared to 2019 Budget, the Percentage of Revenues Generated and the Expenses Expended	2018 Actual Revenues and Expenses in the Same 4th Qtr	Compared to the Same 4th Qtr in 2018
Operating Revenues	3,542,633.82	2,039,218.00	173.73%	2,103,279.85	68.43%
			Generated 173.73 of 2019 Budgeted Revenues		68.43 % Higher Than Revenues Generated in the Same 4th Qtr in 2018 due to the New Customers Recycle Worx & Calgary Waste and Recovery
Operating Expenses	1,189,765.94	2,039,218.00	58.34%	2,384,867.68	-50.11%
			Expended 58.34% of 2019 Budgeted Expenditures		50.11% Lower Than Expenditures Occurred in the Same 4th Qtr in 2018, However, 2018 Fourth Qtr Expenses Includes 2018 Actual Amortization \$281,587.83(21% of 2018 Actual Expense), it should be adjusted to 29.11% Decrease.
Excess of Revenue Over Expense	2,352,867.88	-		(281,587.83)	

TOWN OF REDCLIFF
For the Twelve Months Ending 31 December 2019

	<u>2019 Actual</u>	<u>2019 Budget</u>	<u>% of Budget</u>	<u>2018 Actual</u>	<u>% Prior Period</u>
REVENUES					
TAXES, REQUISITION AND SPECIAL ASSESSMENT REVENUE	\$8,100,481	\$8,149,881	99.39%	\$8,024,160	0.95%
GOODS & SERVICES REVENUES					
ADMINISTRATION	31,215	18,230	171.23%	124,615	(74.95%)
PROTECTIVE SERVICES		1,600	0.00%	150	(100.00%)
PUBLIC WORKS	33,666	46,162	72.93%	41,268	(18.42%)
WATER UTILITY	2,499,444	2,458,500	101.67%	2,519,041	(0.78%)
SANITARY UTILITY	1,278,163	1,114,050	114.73%	1,249,625	2.28%
WASTE UTILITY	744,114	601,543	123.70%	694,754	7.10%
COMMUNITY SERVICES	14,612	8,800	166.05%	5,834	150.48%
DEVELOPMENT & LAND SERVICES	399,702	441,910	90.45%	424,614	(5.87%)
PARKS & RECREATION	294,622	237,590	124.00%	291,255	1.16%
	5,295,539	4,928,385	107.45%	5,351,156	(1.04%)
PENALTIES	97,858	47,000	208.21%	52,699	85.69%
OTHER GENERAL REVENUE	951,473	555,450	171.30%	862,094	10.37%
GRANTS & CONTRIBUTION	722,149	578,124	124.91%	634,510	13.81%
TRANSFERS - RESERVE & OTHER	915,113	410,132	223.13%	164,545	456.15%
TOTAL REVENUES	16,082,612	14,668,972	109.64%	15,089,163	6.58%
EXPENSES					
SALARIES, WAGES & BENEFITS					
ADMINISTRATION	651,556	672,503	96.89%	641,206	1.61%
PROTECTIVE SERVICES	310,558	357,470	86.88%	223,517	38.94%
PUBLIC WORKS	607,501	642,478	94.56%	599,228	1.38%
WATER UTILITY	521,335	635,741	82.00%	565,331	(7.78%)
SANITARY UTILITY	286,299	347,661	82.35%	260,810	9.77%
WASTE UTILITY	196,843	205,035	96.00%	204,382	(3.69%)
COMMUNITY SERVICES	106,736	94,423	113.04%	104,143	2.49%
DEVELOPMENT & LAND SERVICES	392,171	396,348	98.95%	451,227	(13.09%)
PARKS & RECREATION	674,116	739,131	91.20%	705,947	(4.51%)
	3,747,116	4,090,790	91.60%	3,755,790	(0.23%)
CONTRACTED & GENERAL SERVICES					
ADMINISTRATION	660,465	729,305	90.56%	605,198	9.13%
PROTECTIVE SERVICES	1,272,797	1,140,485	111.60%	1,023,884	24.31%
PUBLIC WORKS	289,549	386,872	74.84%	286,543	1.05%
WATER UTILITY	165,485	410,400	40.32%	165,817	(0.20%)
SANITARY UTILITY	417,107	549,300	75.93%	663,243	(37.11%)
WASTE UTILITY	165,372	173,800	95.15%	154,092	7.32%
COMMUNITY SERVICES	119,968	134,021	89.51%	120,849	(0.73%)
DEVELOPMENT & LAND SERVICES	953,674	393,431	242.40%	162,438	487.10%
PARKS & RECREATION	199,998	161,793	123.61%	154,814	29.19%
	4,244,416	4,079,407	104.04%	3,336,879	27.20%
MATERIALS, GOODS & UTILITIES					
ADMINISTRATION	31,626	40,904	77.32%	37,251	(15.10%)
PROTECTIVE SERVICES	78,295	63,900	122.53%	60,907	28.55%
PUBLIC WORKS	231,961	332,400	69.78%	258,774	(10.36%)
WATER UTILITY	365,572	381,700	95.77%	324,909	12.52%
SANITARY UTILITY	26,548	36,700	72.34%	12,860	106.44%
WASTE UTILITY	68,139	112,000	60.84%	108,066	(36.95%)
COMMUNITY SERVICES	5,149	2,600	198.04%	5,003	2.92%
DEVELOPMENT & LAND SERVICES	31,813	21,961	144.86%	37,084	(14.21%)
PARKS & RECREATION	240,078	228,560	105.04%	247,306	(2.92%)
	1,079,181	1,220,725	88.40%	1,092,159	(1.19%)
AMORTIZATION	1,986	3,544,301	0.06%	3,354,615	(99.94%)
REQUISITION AND TOWN CONTRIBUTION	2,448,259	2,519,569	97.17%	2,406,400	1.74%
DEBT MAINTENANCE & BANK CHARGES	651,252	652,616	99.79%	743,948	(12.46%)
TRANSFERS - EQUITY, RESERVE & OTHER	2,523,875	2,105,863	119.85%	3,359,357	(24.87%)
TOTAL EXPENSES	14,696,085	18,213,272	80.69%	18,049,148	(18.58%)
EXCESS OF REVENUE OVER EXPENSE	1,386,527	(3,544,300)	(39.12%)	(2,959,985)	(146.84%)

REDCLIFF/CYPRESS LANDFILL

For the Twelve Months Ending 31 December 2019

	<i>2019 Actual</i>	<i>2019 Budget</i>	<i>% of Budget</i>	<i>2018 Actual</i>	<i>% Prior Period</i>
Landfill Revenue	\$3,542,633.82	\$2,039,218.00	173.73%	\$2,103,279.85	68.43%
Landfill Expense	1,189,765.94	2,039,218.00	58.34%	2,384,867.68	(50.11%)
EXCESS OF REVENUE OVER EXPENSE	2,352,867.88		0.00%	(281,587.83)	(935.57%)



COUNCIL IMPORTANT MEETINGS AND EVENTS

Date	Meeting / Event	Where / Information
February 17, 2020	Statutory Holiday Family Day Town Office Closed	
February 24, 2020	Council Meeting	Town Hall Council Chambers 7:00 p.m.
February 27, 2020	Joint Council IDP Public Hearing	Esplanade Arts & Heritage Centre 6:30 p.m.
March 9, 2020	Council Meeting	Town Hall Council Chambers 7:00 p.m.