



**COUNCIL MEETING**

**MONDAY, MARCH 9, 2020**

**7:00 P.M.**

**FOR THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL  
MONDAY, MARCH 9, 2020 – 7:00 P.M.  
REDCLIFF TOWN COUNCIL CHAMBERS**

	<b><u>AGENDA ITEM</u></b>	<b><u>RECOMMENDATION</u></b>
	<b>1. GENERAL</b>	
	A) Call to Order	
	B) Adoption of Agenda	Adoption
Pg. 4	C) Accounts Payable *	For Information
	<b>2. MINUTES</b>	
Pg. 10	A) Council meeting held February 24, 2020 *	For Adoption
Pg. 14	B) Municipal Planning Commission meeting held on February 25, 2020 *	For Information
Pg. 17	C) Redcliff/Cypress Regional Waste Management Authority meeting held on February 26, 2020 *	For Information
Pg. 19	D) Redcliff & District Recreation Committee meeting held on March 4, 2020 *	For Information
	<b>3. BYLAWS</b>	
Pg. 21	A) Bylaw No. 1900/2020, Emergency Management Bylaw	2 <sup>nd</sup> / 3 <sup>rd</sup> Reading
	<b>4. REQUEST FOR DECISION</b>	
Pg. 30	A) Garbage Truck Tender Award *	For Consideration
Pg. 35	B) Grant Application for Organics Collection/Diversion *	For Consideration
Pg. 40	C) Gordon Memorial United Church Blessing of the Bikes *	For Consideration
	<b>5. CORRESPONDENCE</b>	
Pg. 43	A) Alberta Municipal Affairs * Re: Budget 2020	For Information

**6. OTHER**

Pg. 45	<b>A)</b> Municipal Manager Report to Council *	For Information
Pg. 57	<b>B)</b> Landfill Graphs *	For Information
Pg. 60	<b>C)</b> Verge Report *	For Information
Pg. 63	<b>D)</b> Council Important Meetings & Events *	For Information

**7. RECESS**

**8. IN CAMERA (CONFIDENTIAL)**

- A)** Land Matter (*FOIP* Sec. 23, 24, & 25)
- B)** Intermunicipal Collaborative Framework (*FOIP* Sec. 21 & 24)
- C)** Personnel (*FOIP* Sec. 17, 24, & 25)

**9. ADJOURN**

<b><u>COUNCIL MEETING - MARCH 9, 2020</u></b>			
<b><u>TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - CHEQUES</u></b>			
<b><u>CHEQUE #</u></b>	<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
84903	ALBERTA AUTO WRECKERS	TAIL LAMPS	\$ 157.50
84904	ALS ENVIRONMENTAL	WATER ANALYSIS	\$ 1,919.78
84905	BEARCOM CANADA CORP.	LAPTOP STAND	\$ 578.55
84906	BUNZL CLEANING & HYGIENE	EQUIPMENT PARTS	\$ 253.10
84907	FOUNTAIN TIRE	HYUNDAI LOADER TIRES	\$ 11,643.28
84908	HYDRACO INDUSTRIES LTD.	PACKER PUMP REPAIR	\$ 3,352.70
84909	INLAND	MANUFACTURED FINES	\$ 1,195.61
84910	KAL TIRE	NEW TIRES	\$ 813.46
84911	DWIGHT KILPATRICK	TRAVEL EXPENSE	\$ 525.84
84912	MATRIX SOLUTIONS INC.	PROJ#216(WETLAND ASSESSMENT) PROFESSIONAL FEES	\$ 3,260.53
84913	PRIME PRINTING	BLANK CHEQUES & BUSINESS CARDS	\$ 350.70
84914	THE PUBLIC SECTOR DIGEST INC.	PROJ#197(ASSET MANAGEMENT) CITYWIDE	\$ 1,890.00
84915	PUROLATOR	FREIGHT	\$ 66.61
84916	ROBERTSON IMPLEMENT ALBERTA	ALTERNATOR	\$ 334.23
84917	SOUTHERN DOOR	REPAIR & MAINTAIN OVERHEAD DOOR	\$ 1,066.50
84918	SUNSET MEMORIAL & STONE LTD	REPLACEMENT SCREWS	\$ 99.75
84919	KLASSEN, BEN	REFUND UT COA 002053.13	\$ 224.07
84920	MEDICINE HAT MOTORCYCLE SOCIETY	REFUND DEPOSIT LESS CHARGES	\$ 1,556.19
84921	COOPER, SANDRA	COMMUNITY KITCHEN BABYSITTER	\$ 55.25
84922	KOPPERUD, KATHY	YEAREND PB EVENT	\$ 325.00
84923	THE PATCHMAN	CUSTOM SHOULDER PATCHES	\$ 496.13
84924	TRANSITIONAL SOLUTIONS INC.	JOINT FIREHALL STUDY PHASE 3 & 4	\$ 24,538.50
84925	UNITED RENTALS	RENTAL OF ARTICULATING BOOM	\$ 770.97
84926	WESTERN TRACTOR COMPANY INC.	EQUIPMENT PARTS	\$ 75.71
84927	ADT SECURITY SERVICES CANADA INC	ALARM - MONITORING RCMP	\$ 328.55
84928	ATB FINANCIAL MASTERCARD	MASTERCARD PAYMENT	\$ 17,615.19
84929	BRUCE'S SEWER SERVICE	DRAIN CLEANING	\$ 131.25
84930	BUNZL CLEANING & HYGIENE	EQUIPMENT PARTS	\$ 376.53
84931	CANADIAN PACIFIC RAILWAY	MAINTENANCE - FLASHER CONTRACT	\$ 653.00
84932	GORDON MEMORIAL UNITED CHURCH	KITCHEN RENTAL	\$ 150.00
84933	JAG CLEANING SERVICES LTD	JANITORIAL SERVICES	\$ 3,045.00
84934	LEAR'S ELITE HANDGUNS AND RIFLE SYSTEM	DUPLICATE PAYMENT FOR BUSINESS LICENSE	\$ 55.00
84935	LIFESAVING SOCIETY	SEASONAL AFFILIATION FEE	\$ 110.00
84936	LORNE, CASEY	2018 OVERPAYMENT OF PENSION	\$ 269.66
84937	MEDICINE HAT FAMILY SERVICE	2020 COUNSELLING SERVICES	\$ 6,000.00

84938	PAINTING WITH VAL	FEBRUARY PAINTING WITH VAL	\$ 247.50
84939	ROYAL CANADIAN MOUNTED POLICE	2019 QUARTERLY POLICE SERVICES	\$ 259,741.00
84940	RECEIVER GENERAL	RADIO LICENSE RENEWAL	\$ 58.14
84941	JUBELIUS, BRADI	REFUND DUPLICATE PAYMENT OF TAXES	\$ 837.62
84942	BUCHNER, SUSAN ALLAN	REFUND PAINT NIGHT	\$ 25.00
84943	THE BLIND GUY	BLINDS FOR TOWNHALL	\$ 3,745.88
84944	TRUKKERS RESTAURANT	JANUARY MEALS ON WHEELS	\$ 1,554.00
84945	WESTERN TRACTOR COMPANY INC.	PALLET FORKS	\$ 4,250.00
84946	WOOD, DALE	FIREARM SAFETY COURSE	\$ 1,900.00
<b>TOTAL</b>			<b>\$ 356,643.28</b>

<b><u>TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - ELECTRONIC FUND TRANSFERS</u></b>			
<b><u>EFT#</u></b>	<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
EFT0002056	49 NORTH LUBRICANTS	OIL	\$ 784.23
EFT0002057	A & B STEEL LTD	STEP LADDER	\$ 177.40
EFT0002058	AMSC INSURANCE SERVICES	INSURANCE PREMIUMS 2020 & DECEMBER HEALTH SPENDING	\$ 2,395.32
EFT0002059	ATRON REFRIGERATION LTD	COMPRESSOR 2 SEAL	\$ 8,346.45
EFT0002060	CANADIAN LINEN & UNIFORM SERVICE	COVERALLS & TOWELS	\$ 47.35
EFT0002061	CAPITAL H2O SYSTEMS INC.	COMPLETE ROLLER ASSEMBLY	\$ 675.68
EFT0002062	C.E.M. HEAVY EQUIPMENT	PROJ#244(FROST BREAKER) XCENTRIC XR22 RIPPER	\$ 72,841.06
EFT0002063	CITY AUTO PARTS	EQUIPMENT PARTS	\$ 327.77
EFT0002064	CLEARTECH INDUSTRIES INC.	CHEMICALS	\$ 7,333.44
EFT0002065	DIGITEX CANADA INC.	PHOTOCOPIER FEES	\$ 1,082.73
EFT0002066	FARMLAND SUPPLY CENTER LTD	DUCTING/VACUUM HOSE	\$ 662.26
EFT0002067	HOME HARDWARE	GENERAL SUPPLIES	\$ 63.74
EFT0002068	HYDRODIG	HOLES IN FRONT OF TIM HORTONS HWY AVE FOR PARKING SIGNS	\$ 724.50
EFT0002069	INDUSTRIAL MACHINE INC.	EQUIPMENT PARTS	\$ 598.54
EFT0002070	J. BALMER SAFETY CONSULTING SERVICES LTD	STANDARD FIRST AID	\$ 3,062.63
EFT0002071	MOLLY MAID	FEBRUARY CLEANING	\$ 90.00
EFT0002072	MPE ENGINEERING LTD.	WTP CONTINUING SERVICE CONTRACT	\$ 1,575.00
EFT0002073	READY ENGINEERING CORP	PROJ#221(BACKUP GENERATORS) RCMP BACKUP GENERATOR	\$ 3,071.25
EFT0002074	RURAL MUNICIPALITIES OF ALBERTA	SAFETY EQUIPMENT & OFFICE SUPPLIES	\$ 680.68
EFT0002075	RMA FUEL LTD	BULK FUEL	\$ 10,131.87

EFT0002076	SUMMIT MOTORS LTD	EQUIPMENT PARTS	\$ 135.27
EFT0002077	WOLSELEY MECHANICAL GROUP	SEWER PIPE	\$ 1,101.69
EFT0002078	AMSC INSURANCE SERVICES	INSURANCE PREMIUMS 2020	\$ 135,993.18
EFT0002079	APPLIED INDUSTRIAL TECHNOLOGIES	LITTER LOADER BELT	\$ 194.42
EFT0002080	THE BOLT GUYS	BOLTS & NUTS	\$ 145.53
EFT0002081	CANADIAN LINEN & UNIFORM SERVICE	COVERALLS & TOWELS	\$ 50.07
EFT0002082	CENTRAL SHARPENING	SHARPEN ICE KNIFE	\$ 189.00
EFT0002083	C.U.P.E.	FEBRUARY UNION DUES	\$ 2,232.36
EFT0002084	FARMLAND SUPPLY CENTER LTD	HOSE	\$ 156.96
EFT0002085	FAST TIMES MACHINING	POLISH BORE ON PUMP HOUSING	\$ 83.23
EFT0002086	HOME HARDWARE	GENERAL SUPPLIES	\$ 113.17
EFT0002087	ROGER HUBERDEAU	RENEW CLASS 1 LICENSE	\$ 143.50
EFT0002088	HYDRODIG	CURB STOP REPAIRS	\$ 724.50
EFT0002089	PALIWODA, DAN	TRAVEL EXPENSE	\$ 65.00
EFT0002090	RURAL MUNICIPALITIES OF ALBERTA	SAFETY EQUIPMENT & OFFICE SUPPLIES	\$ 492.28
EFT0002091	ROCKY MOUNTAIN PHOENIX	NOMEX BLEND HOOD	\$ 428.40
EFT0002092	ROSENAU TRANSPORT LTD	CHEMICAL SHIPPING	\$ 1,535.77
EFT0002093	SCHWEITZER, CHARITY	TRAVEL EXPENSE	\$ 94.50
EFT0002094	SHANON SIMON	TRAVEL EXPENSE	\$ 125.61
EFT0002095	BARRY STEIER	PARE OCCUPATIONAL FITNESS TEST	\$ 80.00
EFT0002096	SUMMIT MOTORS LTD	EQUIPMENT PARTS	\$ 18.73
EFT0002097	VARSTEEL LTD.	SQUARE TUBE & SHEET METAL	\$ 480.90
EFT0002098	WESTERN CANADA WELDING PRODUCT	SHEILDING GAS	\$ 104.74
<b>TOTAL</b>			<b>\$ 259,360.71</b>

<b><u>TOWN OF REDCLIFF ACCOUNTS PAYABLE LIST - ATB MASTERCARD</u></b>			
<b><u>DATE</u></b>	<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
2020-01-08	STAPLES	OFFICE SUPPLIES	\$ 143.88
2020-01-08	GETSTAMPS.CA	COMMISSIONER OF OATHS STAMP	\$ 29.34
2020-01-13	STAPLES	OFFICE SUPPLIES	\$ 430.80
2020-01-15	KEVIN FARNELL	GLEISNER - EMPLOYEE RELATIONS	\$ 75.00
2020-01-25	OUR FLOWER SHOP	TESSMAN - EMPLOYEE RELATIONS	\$ 74.81
2020-01-29	STAPLES	OFFICE SUPPLIES	\$ 131.00
2020-01-31	GFOA	GFOA MEMBERSHIP RENEWAL	\$ 306.60
2020-01-15	ROYAL CANADIAN LODGE	DEPOSIT FOR CONFERENCE	\$ 254.21
2020-01-22	STAPLES	OFFICE CHAIR	\$ 230.98
2020-01-29	ABC	REFUND FOR OVERCHARGE	\$ (131.81)
2020-01-29	ABC	REFUND FOR OVERCHARGE	\$ (131.81)

2020-01-06	ASET	2020 MEMBERSHIP DUES	\$ 365.00
2020-01-28	APEGA	2020 MEMBERSHIP DUES	\$ 411.60
2020-01-30	CREATIVE CLOUD	SOFTWARE	\$ 85.72
2020-02-04	EPIC	COURSE REGISTRATION	\$ 2,048.29
2020-02-05	AMAZON	COMPUTER EQUIPMENT	\$ 346.49
2020-02-06	AMAZON	COMPUTER EQUIPMENT	\$ 160.60
2020-01-15	KFC	TRAVEL EXPENSE	\$ 41.00
2020-01-15	CITY OF LETHBRIDGE	PARKING	\$ 2.00
2020-01-16	AMAZON	DESKTOP COMPUTER	\$ 676.15
2020-01-17	CPC	DOG LICENSE INVOICES	\$ 603.86
2020-01-17	REDCLIFF BAKERY	STAFF RELATIONS	\$ 40.95
2020-01-20	PAYPAL	SHIPPING	\$ 25.84
2020-01-20	PAYPAL	SMART STORAGE BATTERY	\$ 78.58
2020-01-20	PHARMASAVE	DISTILLED WATER FOR FOLDER MACHINE	\$ 5.69
2020-01-22	CPC	BUSINESS LICENSES	\$ 547.16
2020-01-24	CPC	UTILITY STATEMENT POSTAGE	\$ 1,802.12
2020-01-31	COSTCO	STAFF RELATIONS	\$ 142.88
2020-01-31	AMAZON	STANDING DESK	\$ 178.49
2020-02-03	CPC	BUSINESS LICENSES	\$ 198.54
2020-02-04	MICHAELS	VOLUNTEER CELEBRATION	\$ 22.03
2020-01-09	STAPLES	OFFICE SUPPLIES	\$ 352.99
2020-01-09	COSTCO	CLEANING SUPPLIES	\$ 133.25
2020-01-09	COSTCO	PROPANE	\$ 78.98
2020-01-09	AMAZON	BOOSTER PACK	\$ 400.55
2020-01-09	AMAZON	WATER NOZZLE WAND	\$ 127.98
2020-01-10	AMAZON	CLEANING SUPPLIES	\$ 91.97
2020-01-10	AMAZON	WATER NOZZLE EXTENSION WAND	\$ 180.54
2020-01-15	EVENTBRITE	TRAINING	\$ 237.75
2020-01-15	EVENTBRITE	TRAINING	\$ 237.75
2020-01-15	EVENTBRITE	TRAINING	\$ 237.75
2020-01-15	EVENTBRITE	TRAINING	\$ 237.75
2020-01-24	AMAZON	EAR PLUGS	\$ 170.02
2020-01-24	AMAZON	EAR PLUGS	\$ 85.01
2020-01-30	SHG	HAAGA SWEEPER PARTS	\$ 90.44
2020-01-31	SUPER CLEAN	VEHICLE WASH	\$ 9.50
2020-01-31	AMAZON	PEST CONTROL	\$ 584.18
2020-01-07	CHAMCO	PUMP COARSE	\$ 866.25

2020-01-10	HOME DEPOT	WOOD FOR BARICADES	\$ 95.42
2020-01-14	HOME DEPOT	WOOD FOR BARICADES	\$ 119.66
2020-01-14	HOME DEPOT	DRILL BITS	\$ 18.88
2020-01-15	DEVTRA	EQUIPMENT INSPECTIONS CHECKLIST BOOK	\$ 1,841.90
2020-01-24	STAPLES	DESK & SUPPLIES FOR OFFICE	\$ 246.72
2020-01-24	VARSTEEL	POSTS FOR STREET SIGNS	\$ 326.03
2020-01-27	STAPLES	PRINTER SUPPLIES	\$ 197.42
2020-02-03	HOME DEPOT	WOOD FOR BARICADES	\$ 58.91
2020-01-29	SPLASHNDASH	VEHICLE WASH	\$ 6.75
2020-01-08	ALBERTA MUNICIPAL CLERKS	MEMBERSHIP	\$ 160.00
2020-01-08	LGAA	MEMBERSHIP	\$ 183.75
2020-01-20	MEDICINE HAT & DISTRICT	STATE OF CITY ADDRESS	\$ 80.64
2020-01-22	EVENTBRITE	2020 EMERGING TRENDS - CANCELLATION	\$ (177.21)
2020-01-24	FOX ENERGY	FIREFIGHTER BOOTS	\$ 220.45
2020-01-29	FOX ENERGY	GAS INSTRUMENT CALIBRATION	\$ 138.50
2020-01-06	SHELL	TRAVEL ICS300	\$ 60.00
2020-01-07	SUPER 8 MOTEL	EM AB TF3 TRAINING	\$ 148.24
2020-01-07	IMPARK	EM ICS 300 PARKING	\$ 8.40
2020-01-13	CONFERENCE & EVENT	AEMA SUMMIT	\$ 350.00
2020-01-21	DOODLY STAND	PROGRAM ADVERTISING	\$ 90.15
2020-01-23	BULK BARN	FCSS PARKSIDE	\$ 4.90
2020-01-23	BULK BARN	FCSS PARKSIDE	\$ 22.42
2020-01-23	BULK BARN	FCSS PARKSIDE	\$ 26.75
2020-01-30	HYLTON	STAFF RELATIONS	\$ 67.86
<b>TOTAL</b>			<b>\$ 17,615.19</b>

<b><u>REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - CHEQUES</u></b>			
<b><u>CHEQUE #</u></b>	<b><u>VENDOR</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
000653	PRIME PRINTING	ENVELOPES & CHEQUES	\$ 437.85
000654	SOUTHERN SCALE COMPANY INC	SCALE REPAIRS	\$ 5,096.31
000655	TELUS COMMUNICATIONS	LANDFILL TELEPHONE	\$ 39.57
000656	ATB FINANCIAL MASTERCARD	MASTERCARD PAYMENT	\$ 66.17
000657	ENVIROGEOTECH CONSULTING INC.	REPORT TIME FOR ENGINEER	\$ 1,575.00
000658	JACOB'S WELDING LTD	REPAIR FRONT COUPLER & STEP	\$ 525.00
<b>TOTAL</b>			<b>\$ 7,739.90</b>



<b>REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - ELECTRONIC FUND TRANSFERS</b>			
<b>CHEQUE #</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT000000000230	AMSC INSURANCE SERVICES LTD.	INSURANCE PREMIUMS 2020	\$ 1,438.66
EFT000000000231	ARMSTRONG'S COMMUNICATION LTD.	ALARM SYSTEM MONITORING	\$ 188.68
EFT000000000232	BERGER'S PLUMBING & COMPANY INC.	TURN OFF & TEST GASLINE	\$ 370.13
EFT000000000233	THE BOLT GUYS WHOLESALE	EQUIPMENT PARTS	\$ 65.35
EFT000000000234	C.E.M. HEAVY EQUIPMENT	EQUIPMENT PARTS	\$ 1,625.17
EFT000000000235	CITY AUTO PARTS	EQUIPMENT PARTS	\$ 195.44
EFT000000000236	DILLON CONSULTING	PROJ#002(TRANSFER SITE) ADMIN&CONST OVERSIGHT, LANDFILL CAPPING APPROVAL, & RANGE ROAD 71 UPGRADES	\$ 20,565.97
EFT000000000237	FARMLAND SUPPLY CENTRE INC.	HOSE & WRAP	\$ 755.57
EFT000000000238	FORTY MILE GAS CO-OP LTD.	UTILITIES	\$ 507.98
EFT000000000239	GAS CITY HYDRO VAC LTD.	WASH SCALE AT LANDFILL	\$ 724.50
EFT000000000240	GHD LIMITED	RELOCATE FUEL TANKS	\$ 651.00
EFT000000000241	H2O HAULING	HAUL WATER	\$ 165.00
EFT000000000242	REDCLIFF HOME HARDWARE	GENERAL SUPPLIES	\$ 122.25
EFT000000000243	J. BALMER SAFETY CONSULTING	STANDARD FIRST AID TRAINING	\$ 433.87
EFT000000000244	PREFERRED SERVICE CUSTOMS BROKERS INC	CUSTOMS TRICOUNTY EQUIPMENT	\$ 267.50
EFT000000000245	RMA FUEL LTD	BULK FUEL	\$ 2,811.22
EFT000000000246	RON S ELECTRIC 2007	PROJ#003(SCALE SYSTEM) PARTS & LABOUR	\$ 143.38
EFT000000000247	TRIPLE R EXPRESS	FREIGHT	\$ 36.75
EFT000000000248	AECOM CANADA LTD	ORGANICS DESIGN & CELL DESIGN	\$ 43,468.60
EFT000000000249	AMSC INSURANCE SERVICES LTD.	INSURANCE PREMIUMS 2020	\$ 36,684.97
EFT000000000250	BOSS LUBRICANTS	OIL & GREASE	\$ 514.75
EFT000000000251	DILLON CONSULTING	PROFESSIONAL SERVICES	\$ 1,135.26
EFT000000000252	FAST TIMES MACHINING	REMOVE PINS & MANUFACTURE PINS	\$ 238.68
EFT000000000253	RURAL MUNICIPALITIES OF ALBERTA	PROJ#002(TRANSFER SITE) LANDFILL SIGNS	\$ 919.18
EFT000000000254	RMA FUEL LTD	BULK FUEL	\$ 4,611.36
EFT000000000255	SANATEC ENVIRONMENTAL	PUMP SEPTIC TANK	\$ 173.25
<b>TOTAL</b>			<b>\$ 118,814.47</b>

<b>REDCLIFF/CYPRESS LANDFILL ACCOUNTS PAYABLE LIST - ATB MASTERCARD</b>			
<b>DATE</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
2020-01-08	CPC	LANDFILL A/R POSTAGE	\$ 33.26
2020-02-05	CPC	LANDFILL A/R POSTAGE	\$ 32.91
<b>TOTAL</b>			<b>\$ 66.17</b>

**MINUTES OF THE REGULAR MEETING OF THE REDCLIFF TOWN COUNCIL  
MONDAY, FEBRUARY 24, 2020 @ 7:00 P.M.**

<b>PRESENT:</b>	Deputy Mayor	J. Steinke
	Councillors	C. Crozier, C. Czember, S. Gale, L. Leipert (left at 8:09 p.m., returned at 8:20 p.m.), E. Solberg
	Acting Municipal Manager and Manager of Legislative & Land Services	S. Simon (left at 8:20 p.m., returned at 8:41 p.m.)
	Director of Community & Protective Services	D. Thibault (left at 8:09 p.m., returned at 8:45 p.m.)
	Director of Finance & Administration	J. Tu (left at 7:44 p.m.)
	Director of Planning & Engineering Executive Assistant	J. Johansen (arrived at 7:20 p.m., left at 7:44 p.m.) E. Engler (left at 7:44 p.m.)
<b>ABSENT:</b>	Mayor	D. Kilpatrick
	Director of Public Services	C. Popick

**1. GENERAL**

	Call to Order	<b>A)</b> Deputy Mayor Steinke called the regular meeting to order at 7:00 p.m.
2020-0063	Adoption of Agenda	<b>B)</b> Councillor Gale moved the Agenda be adopted as presented. - Carried.
2020-0064	Accounts Payable	<b>C)</b> Councillor Crozier moved the accounts payables for the Town of Redcliff and Redcliff/Cypress Regional Waste Management Authority be received for information. - Carried.
2020-0065	Bank Summary to January 31, 2020	<b>D)</b> Councillor Leipert moved the Bank Summary to January 31, 2020 be received for information. - Carried.

**2. DELEGATION**

	RCMP Report to Council	<b>A)</b> Staff Sgt. Sean Maxwell, Redcliff RCMP, was in attendance to provide the RCMP Report to Council.
2020-0066		Councillor Czember moved the RCMP Report to Council, presented by Staff Sgt. Sean Maxwell, be received for information. - Carried.

### **3. MINUTES**

- 2020-0067 Council meeting held February 10, 2020 **A)** Councillor Leipert moved the minutes of the Council meeting held on February 10, 2020 be adopted as amended. - Carried.
- 2020-0068 Town of Redcliff Library Board meeting held January 7, 2020 **B)** Councillor Solberg moved the minutes of the Town of Redcliff Library Board meeting held on January 7, 2020 be received for information. - Carried.

### **4. BYLAWS**

- 2020-0069 Bylaw No. 1899/2020, to amend Bylaw 1308/2002 & Bylaw 1429/2005 (000-600 Blocks and 900 Block of 1 Street SE and the 900 Block of 2 Street SE Paving with Curb, Gutter and Sidewalk Repair Bylaw) **A)** Councillor Crozier moved Bylaw No. 1899/2020, to amend Bylaw 1308/2002 & Bylaw 1429/2005 (000-600 Blocks and 900 Block of 1 Street SE and the 900 Block of 2 Street SE Paving with Curb, Gutter and Sidewalk Repair Bylaw), be given first reading. - Carried.
- 2020-0070 Councillor Leipert moved Bylaw No. 1899/2020, to amend Bylaw 1308/2002 & Bylaw 1429/2005 (000-600 Blocks and 900 Block of 1 Street SE and the 900 Block of 2 Street SE Paving with Curb, Gutter and Sidewalk Repair Bylaw), be given second reading. - Carried.
- 2020-0071 Councillor Solberg moved Bylaw No. 1899/2020, to amend Bylaw 1308/2002 & Bylaw 1429/2005 (000-600 Blocks and 900 Block of 1 Street SE and the 900 Block of 2 Street SE Paving with Curb, Gutter and Sidewalk Repair Bylaw), be presented for third reading. - Carried Unanimously.
- 2020-0072 Councillor Crozier moved Bylaw No. 1899/2020, to amend Bylaw 1308/2002 & Bylaw 1429/2005 (000-600 Blocks and 900 Block of 1 Street SE and the 900 Block of 2 Street SE Paving with Curb, Gutter and Sidewalk Repair Bylaw), be given third reading. - Carried.
- 2020-0073 Bylaw No. 1900/2020, Emergency Management Bylaw **B)** Councillor Leipert moved Bylaw No. 1900/2020, Emergency Management Bylaw, be given first reading. - Carried.

### **5. REQUEST FOR DECISION**

- 2020-0074 Cypress County Development Application Referral **A)** Councillor Gale moved that Administration send the following comments to Cypress County with respect to Development Application 20/19:
- a. The Town has no concerns with the current proposed development.
  - b. The Town may have concerns with future development

applications and Cypress County should forward these applications to the Town of Redcliff for review. The Town's principle concerns would most likely be around the impact of lighting on Town of Redcliff residents, especially if grow lights are to be installed in the greenhouse. - Carried.

## **6. POLICIES**

- |           |  |   |
|-----------|--|---|
| 2020-0075 | Policy No. 027, Senior Citizens Drop-in Centre Rental Agreement                  | <b>A)</b> Councillor Czember moved Policy No. 027, Senior Citizens Drop-in Centre Rental Agreement, be cancelled. - Carried.                              |
| 2020-0076 | Policy No. 058, Display of Flags   | <b>B)</b> Councillor Czember moved Policy No. 058, Display of Flags, be approved as presented. - Carried.   |
| 2020-0077 | Policy No. 104, Outdoor Lighting – M Wooding School, Basketball Court/Ice Rink   | <b>C)</b> Councillor Crozier moved Policy No. 104, Outdoor Lighting – M Wooding School, Basketball Court/Ice Rink, be approved as presented. - Carried.   |
| 2020-0078 | Policy No. 128, Community Peace Officer Operational Policy and Procedures Manual | <b>D)</b> Councillor Leipert moved Policy No. 128, Community Peace Officer Operational Policy and Procedures Manual, be approved as presented. - Carried. |

## **7. CORRESPONDENCE**

- |           |   |  |
|-----------|---|--|
| 2020-0079 | Shortgrass Library System<br>Re: 2020 Operational<br>Municipal Levy | <b>A)</b> Councillor Gale moved correspondence from Shortgrass Library System dated February 4, 2020 regarding the 2020 operational municipal levy be received for information. - Carried. |
|-----------|---|--|

## **8. OTHER**

- |           |   |   |
|-----------|---|---|
| 2020-0080 | Harmonization of Taxi Bylaw Review Memo | <b>A)</b> Councillor Czember moved the Harmonization of Taxi Bylaw Review Memo be received for information. - Carried.            |
| 2020-0081 | Council Important Meetings & Events     | <b>B)</b> Councillor Gale moved the Council Important Meetings & Events February 24, 2020 be received for information. - Carried. |

## **9. RECESS**

Deputy Mayor Steinke called for a recess at 7:44 p.m.

Director of Finance & Administration, Director of Planning & Engineering, and Executive Assistant left at 7:44 p.m.

Deputy Mayor Steinke reconvened the meeting at 7:52 p.m.

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

2020-0082

Councillor Leipert moved to meet In Camera to discuss A) Personnel under *FOIP* Sec. 17, 24, & 25, B) Legal Matter under *FOIP* Sec. 17, 25, & 27, and C) Personnel under *FOIP* Sec. 17 at 7:52 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 for Items A and B, Director of Community & Protective Services for Item A.

Director of Community & Protective Services left at 8:09 p.m.

Councillor Leipert left at 8:09 p.m., returned at 8:20 p.m.

Acting Municipal Manager left at 8:20 p.m., returned at 8:41 p.m.

2020-0083

Councillor Crozier moved to return to regular session at 8:42 p.m. - Carried.

2020-0084

Councillor Gale moved that Arlos Crofts be appointed as the corporate representative upon request by the Town of Redcliff on an as needed basis. Further that Mr. Crofts be reimbursed expenses including lost wages. - Carried.

Director of Community and Protective Services returned to the meeting at 8:45 p.m.

2020-0085

Councillor Gale moved the rotation of the Acting Municipal Manager continue with the Director of Community & Protective Services filling the role for March and April 2020, and Manager of Legislative & Land Services filling the role for May and June 2020. - Carried.

**11. ADJOURNMENT**

2020-0086 Adjournment

Councillor Gale moved to adjourn the meeting at 8:48 p.m. - Carried.

---

Mayor

---

Manager of Legislative & Land Services

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION  
TUESDAY FEBRUARY 25, 2020 – 12:30 PM  
TOWN OF REDCLIFF**

**PRESENT:** Members: B. Duncan, S. Gale, L. Leipert,  
J. Steinke, N. Stebanuk

Development Officer	B. Stehr
Director of Planning & Engineering	J. Johansen
Technical Assistant/Recording Secretary	R. Arabsky

**ABSENT:** Members: J. Beach, B. Vine

## 1. CALL TO ORDER

B. Stehr called the meeting to order at 12:42 p.m.

## 2. ELECTION OF CHAIRMAN AND VICE CHAIRMAN FOR 2020

J. Steinke nominated B. Duncan to be Chairman of the Municipal Planning Commission for 2020.

B. Duncan accepted the position of Chairman of the Municipal Planning Commission for 2020. – Carried

L. Leipert nominated S. Gale to be Vice Chairman of the Municipal Planning Commission for 2020.

S. Gale accepted the position of Vice Chairman of the Municipal Planning Commission for 2020. – Carried

### 3. ADOPTION OF AGENDA

S. Gale moved that the agenda be adopted as presented. – Carried.

#### 4. PREVIOUS MINUTES

**A) L. Leipert moved the minutes of the MPC meeting December 18, 2019 be adopted as presented. – Carried.**

## 5. REPORTS TO MPC

J. Steinke moved to receive for information the following Reports to MPC for the MPC Meeting of February 19, 2020:

**A) Dates Development Permits advertised in Commentator**

a. December 17 & 24, 2019 & January 28, 2020

**B) Development Permit Applications approved/denied by Development Officer since the last MPC meeting:**

- a. Development Permit Application 19-DP-085  
Amron Construction  
Lot 15, Block B, Plan 9811474 (409 1 Street NW)  
Approved: Addition to House
- b. Development Permit Application 19-DP-086  
Erb Construction  
Lot 29, Block 80, Plan 132206 (#2 – 15 Mitchell Street N)  
Approved: Eating Establishment
- c. Development Permit Application 20-DP-001  
Sunny Acres Land & Development Ltd.  
Lots 33-35, Block 47, Plan 1117V (226 6 Street SE)  
Approved: Demolition of House
- d. Development Permit Application 20-DP-002  
Birch Bay Counselling  
Lot 10, Block 2, Plan 123LK (10 Willow Court SE)  
Approved: Home Occupation – With Clients
- e. Development Permit Application 20-DP-003  
William L. Haynes  
Lots 17-18, Block 28, Plan 1117V (305 1 Street SE)  
Approved: Permit to Stay
- f. Development Permit Application 20-DP-004  
Sheri Monk  
Lot 31, Block A, Plan 0412564 (626 Jesmond Pt. SW)  
Approved: Home Occupation – Without Clients
- g. Development Permit Application 20-DP-005  
Global Raymac Surveys  
Lots 8-9, Block 122, Plan 1117V (218 5 Street NW)  
Approved: Permit to Stay
- h. Development Permit Application 20-DP-006  
11300199 Canada Inc.  
Lot 10, Block C, Plan 0414274 (1711 Dirksen Drive NE)  
Approved: Interior Renovations
- i. Development Permit Application 20-DP-008  
Pro Edge Properties  
Lots 28-29, Block 10, Plan 1117V (516 2 Street SE)  
Approved: Home Occupation

**C) Appeals of Development Decisions received since the last MPC Meeting.**

- a. No Appeals of Development decisions have been received.

**D) SDAB Decisions rendered since the last MPC Meeting.**

- a. No SDAB Decisions have been rendered since the last MPC meeting.

**E) Council Decisions and Direction related to the Land Use Bylaw since the last MPC.**

- a. Land Use Bylaw Amendment given – 2<sup>nd</sup> & 3<sup>rd</sup> Reading  
Lots 25-38, Block 32, Plan 1117V (334 2 Street SW)  
Land Use Bylaw Amendment to change H – Horticultural District to R1 -  
Single Family Residential District

#### **F) Items Received for Information**

- a. No items received for information have been received.

- Carried.

### **6. DEVELOPMENT PERMIT APPLICATION FOR MPC DECISION**

#### **A) Development Permit Application 20-DP-007**

**Andrea Vis**

**Lots 1-3, Block 1, Plan 3042AV (535 5 Street SE)**

**Duplex/Addition**

L. Leipert moved that Development Permit Application 20-DP-007 for a Duplex [Lots 1-3, Block 1, Plan 3042AV (535 5 Street SE)] be approved with the following conditions:

1. The provisions of the Town of Redcliff's Land Use Bylaw (1698/2011);
2. Approval by the Development Authority does not exclude the need and/or requirements of the Applicant to obtain any and all other permits as may be required by this or any other legislation, bylaw, or regulation;
3. The Development Authority may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/or Land Use Bylaw;
4. Exterior finishes to the addition must match or compliment the house to the satisfaction of the Development Officer.
5. Addresses to the individual units will be assigned by the Town of Redcliff;
6. Applicant to submit an updated Site Plan showing setback to the satisfaction of the Development Officer;
7. A grading plan for the addition which address site drainage;
8. An additional driveway access or expanding an existing driveway to the property will require a separate Development Permit.

- Carried

### **7. ADJOURNMENT**

S. Gale moved adjournment of the meeting at 12:48 p.m. – Carried.

---

Chairman

---

Recording Secretary



**REDCLIFF/CYPRESS REGIONAL WASTE MANAGEMENT AUTHORITY MEETING  
WEDNESDAY, FEBRUARY 26, 2020 at 9:00 a.m.  
REDCLIFF TOWN COUNCIL CHAMBERS**

<b>PRESENT:</b>	Town of Redcliff:	Councillor	C. Crozier
		Councillor	L. Leipert
		Landfill Manager	C. Popick
		Landfill Secretary	S. Simon
		Landfill Treasurer	J. Tu
	Cypress County:	Councillor	A. Belyea
		Councillor	S. Hok
		Director of Public Works	K. Dalton

**ABSENT:**

1. **CALLED TO ORDER**  
Landfill Manager called the meeting to order at 9:00 a.m.
2. **ADOPTION OF AGENDA**  
L. Leipert moved the agenda be adopted as presented. – Carried.
3. **MINUTES OF PREVIOUS MEETING**  
A. Belyea moved the minutes of the meeting held on December 4, 2019, be adopted as presented. – Carried.
4. **NEW BUSINESS**
  - A) **Landfill Riparian Tree Planting**  
L. Leipert moved to approve a Redcliff/Cypress Regional Landfill donate a tree program. Further that the Landfill Manager be authorized to accept donations from individuals, non-profit organizations, and corporations. – Carried.
  - B) **Authority Presentation to Municipal Councils**  
S. Hok moved that the Redcliff/Cypress Regional Waste Management Authority provide a presentation to the Cypress County Council and Redcliff Town Council outlining the current status of the Landfill and a 10-year business plan. – Carried.
  - C) **Redcliff Cypress Regional Waste Management Authority Graphs**  
S. Hok moved the Redcliff/Cypress Regional Waste Management Authority Graphs to January 31, 2020 be received for information. – Carried.
  - D) **4<sup>th</sup> Quarter Financial Statements**  
L. Leipert moved the 4<sup>th</sup> Quarter Financial Statements be received for information. – Carried.

**5. IN CAMERA SESSION (CONFIDENTIAL)**

L. Leipert moved the Authority meet in Camera at 9:25 a.m. to discuss the commercial mixed compost hauler under *FOIP* Sections 16, 19, 24, & 25, and construction concerns under *FOIP* Sections 16 & 24.

Landfill Manager, Landfill Secretary, and Landfill Treasurer were in attendance during the In Camera Session.

S. Hok moved to return to regular session at 9:49 a.m.

A. Belyea moved to approve GFL Environmental request to haul mixed compost at the rate specified in the GFL Environmental Solid Waste Agreement. Further that the Landfill Manager be authorized to sign agreements to be reviewed annually applicable to GFL Environmental Inc. – Carried.

S. Hok moved the Landfill Manager to send a response to a third party with regard to fencing construction concerns.

**6. NEXT MEETING DATE**

The next meeting will be held April 29, 2020 at 9:00 a.m.

**7. ADJOURN**

L. Leipert moved adjournment of the meeting at 9:54 a.m. – Carried.

---

Chairperson

---

Secretary

**REDCLIFF & DISTRICT RECREATION COMMITTEE MEETING**  
**Wednesday March 4, 2020 – 7:00 P.M.**  
**REDCLIFF TOWN HALL MEETING ROOM**

<b>PRESENT:</b>	Chairperson	Justin Getz
	Members	Shane Hok Sharon Kirvan Cristina McNeil Karen Worrell Shawna Gale
	Director of Community & Protective Services	Derrin Thibault
	Community & Protective Services Coordinator	Carla Spampinato

**ABSENT:** Charity Schweitzer

**1. GENERAL**

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

**2. MINUTES**

- Shane Hok moved the minutes from February 3, 2020 be adopted as presented. – Carried.

**3. Delegation**

None

**4. OLD BUSINESS**

<b>Memorial Park Upgrade/Coop Grant Application</b>	Cristina McNeil moved the information regarding the Memorial Park Upgrade / Coop Grant Application be received for information with the following details: The Memorial Park Upgrade/Coop Grant Application has been submitted. – Carried.
---	---

**5. NEW BUSINESS**

<b>Skatepark In-Kind Donation Package</b>	Christina McNeil moved that the information regarding the Skatepark In-Kind Donation Package be received for information with the following details: Administration will review sponsorship amounts on the Donor/Sponsor Recognition Examples document included in the Skatepark In-Kind Donation Package. Administration will email the Skatepark In-Kind Donation Package and the List of Donor Businesses document for the committee to review and provide feedback. – Carried.
---	---

<b>Volunteer Appreciation Tickets</b>	Karen Worrell moved that the information regarding Volunteer Appreciation Tickets be received for information with the following details: Tickets for the Volunteer Appreciation Celebration are available to be picked up at Town Hall. Shawna Gale did not receive an invitation to the Volunteer Appreciation Celebration, administration will forward an invitation – Carried.
---------------------------------------	---

**6. RECOMMENDATIONS TO COUNCIL**

None.

**7. CORRESPONDENCE**

None.

**8. UPCOMING MEETINGS/CONFERENCE/WORKSHOPS**

None.

**9. DATE OF NEXT MEETING – Wednesday, April 1, 2020 7:00PM**

**10. ADJOURNMENT** Shane Hok moved the meeting be adjourned at 7:35 pm. – Carried.

---

Approved by Chair

---

Date

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** March 9, 2020

**PROPOSED BY:** Community & Protective Services

**TOPIC:** Bylaw No. 1900/2020, Emergency Management Bylaw

**PROPOSAL:** To consider approval of Bylaw No. 1900/2020, Emergency Management Bylaw

---

**BACKGROUND:**

On February 24, 2020 Council gave first reading to the proposed Bylaw 1900/2020, Emergency Management Bylaw. At the time there were minor changes/additions suggested, no comments or concerns were raised at that time.

The following information was provided at the February 24, 2020 Council Meeting:

Community & Protective Services is proposing minor changes/additions to the existing bylaw as presented. These minor changes/additions include consistency in the use of acronyms throughout the document, aligning language with our neighbouring municipalities, updating terminology as identified by the Alberta Emergency Management Association (AEMA) and the addition of a training/exercises section.

**POLICY/LEGISLATION:**

N/A

**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 No. 1900/2020, Emergency Management Bylaw

**OPTIONS:**

1. Approve Bylaw No. 1900/2020, Emergency Management Bylaw as presented.
2. Suggest changes to Bylaw No. 1900/2020, Emergency Management Bylaw and have Administration draft an amended Bylaw No. 1900/2020, Emergency Management Bylaw for review at a future Council meeting.

**RECOMMENDATION:**

Option 1

**SUGGESTED MOTION(S):**

1. i) Councillor \_\_\_\_\_ moved Bylaw No. 1900/2020, Emergency Management Bylaw be given 2<sup>nd</sup> reading.  
  
ii) Councillor \_\_\_\_\_ moved Bylaw No. 1900/2020, Emergency Management Bylaw be given 3<sup>rd</sup> reading
2. Councillor \_\_\_\_\_ moved that Administration draft an amended Bylaw No. 1900/2020, Emergency Management Bylaw for review at a future Council meeting with suggested changes.

**SUBMITTED BY:**

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

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

**BYLAW NO. 1900/2020  
TOWN OF REDCLIFF**

**A BYLAW OF THE TOWN OF REDCLIFF** respecting emergency management.

**WHEREAS** pursuant to the *Emergency Management Act*, R.S.A. 2000, c. E-6.8, the Council is responsible for the direction and control of the Town's emergency response, including the preparation of emergency plans and programs, and is required to appoint an Emergency Advisory Committee and maintain an Emergency Management Agency and a Director of the Emergency Management Agency.

**AND WHEREAS** the Town, the City of Medicine Hat, and Cypress County, recognizing the benefits of pooling and sharing their respective emergency response and emergency management personnel, equipment, and other resources, have entered into a Memorandum of Agreement dated February 7, 1995 and an amending agreement thereto dated July 2, 2010.

**AND WHEREAS** it is in the public interest that such plans and programs exist for the protection of people and property.

**AND WHEREAS** the Town wishes to enhance the degree of cooperation and collaboration among the Town, the City of Medicine Hat, and Cypress County in the delivery of regional emergency management services through the development and implementation of a new tri-partite regional emergency management program, including a new Regional Emergency Management Plan.

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

**SHORT TITLE**

1. This Bylaw may be referred to as the "Emergency Management Bylaw".

**DEFINITIONS AND INTERPRETATION**

2. In this Bylaw, unless the context otherwise requires:
  - a) "**Council**" means the municipal council of the Town.
  - b) "**Director**" means the person appointed under the authority of the *EM Act* and pursuant to Section 14 of this Bylaw to be the Director of the Emergency Management Agency.
  - c) "**Disaster**" has the same meaning as set out in the *EM Act*.
  - d) "**Emergency Advisory Committee or (EAC)**" means the Emergency Advisory Committee appointed under the authority of the *EM Act* and pursuant to Section 5 of this Bylaw.
  - e) "**EM Act**" means the *Emergency Management Act*, R.S.A. 2000, c. E-6.8 and the regulations thereto, as amended or replaced from time to time.
  - f) "**Emergency**" means an event that requires prompt co-ordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property, and includes a situation in which there is imminent danger to public safety or of serious harm to property.

- g) **“Emergency Management Agency”** means the Emergency Management Agency appointed under the authority of the *EM Act* and pursuant to Section 15 of this Bylaw.
- h) **“Municipal Emergency Management Plan”** means a plan designed to provide guidance on emergency operations, organizational structure, roles and responsibilities, and the coordination of resources necessary to execute the effective management of an Emergency or Disaster within the Town.
- i) **“Minister”** means the Minister charged with administration of the *EM Act*.
- j) **“Ministerial Order”** means an order of the Minister made under the *EM Act*.
- k) **“MGA”** means the *Municipal Government Act* R.S.A., c. M-26, and the regulations thereto, as amended or replaced from time to time.
- l) **“Qualified”** means a person who possesses the qualifications determined by the Director.
- m) **“Regional Emergency Management Plan”** means a plan designed to provide guidance on emergency operations, organizational structure, roles and responsibilities, and the coordination of resources necessary to execute the effective management of an Emergency or Disaster within two or more municipalities.
- n) **“Town”** means the municipal corporation of the Town of Redcliff, and where the context so requires, means the land included in the boundaries of the Town.
- o) Any word or expression not defined in this Bylaw but defined in either the *EM Act* or the *MGA*, has the same meaning as set out in the *EM Act* or the *MGA*. If the *EM Act* and *MGA* contain different definitions of the same word then, to the extent there is no conflict between them, both definitions shall apply herein. If there is a conflict between them, then the definition that best fulfils the purposes of this Bylaw shall apply herein.

### **DEPARTMENT OF EMERGENCY MANAGEMENT**

- 3. There is hereby established a department of the Town to be known as Emergency Management Services, which shall be responsible for the day-to-day administration, management, and coordination of the Town's emergency response, plans, and programs, including but not limited to the Municipal Emergency Management Plan.

### **BORROWING AND THIRD PARTY AGREEMENTS**

- 4. Council may:
  - a) by bylaw borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Emergency Management Agency or the office of the Regional Director established under the Regional Emergency Management Plan; and
  - b) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid agreements or regional plans or regional programs or all three.



## **EMERGENCY ADVISORY COMMITTEE**

5. There is hereby established a committee to be known as the EAC, which shall provide guidance and direction to the Emergency Management Agency and advise Council on the emergency plans and programs developed by the Emergency Management Agency and which has the further duties and responsibilities as set out in sections 6, 24, 25, 26, 28, and 29 of this Bylaw.
6. The EAC may appoint one or more qualified persons to assist the Director in the performance of the Director's duties and responsibilities outlined in this Bylaw. Such person(s) shall have the title "Deputy Director" unless the EAC directs that another title appropriate to the office be used.
7. The EAC shall consist of three (3) members of Council who were selected to serve on the EAC, all other members of Council will serve as alternate members of the EAC. The Director of Emergency Management shall be an advisor to the EAC.
8. The Mayor is the chair of the EAC.
9. When the Mayor is absent or unable to act, the chair of the EAC shall devolve to members of Council present.
10. The EAC shall meet annually or more frequently as determined by the Chair.
11. Those members of the EAC who attend any meeting of the EAC by telephone, electronic means, or in person constitute a quorum for that meeting.
12. The members of the EAC, including the Chair, shall be reimbursed such reasonable expenses as Council may establish by resolution.

## **EMERGENCY MANAGEMENT AGENCY**

13. There is hereby established an Emergency Management Agency with duties and responsibilities as set out in the *EM Act*, and in this Bylaw.
14. There is hereby established the position of Director of the Emergency Management Agency which has the status of designated officer under the *MGA*. The head of the Town's Community and Protective Services Department is hereby appointed to the position of Director.
15. The Emergency Management Agency shall be comprised of one or more of the following:
  - a) the Director of Emergency Management;
  - b) the Deputy Director of Emergency Management;
  - c) the Municipal Manager;
  - d) the N.C.O. in Charge, R.C.M.P. or designate;
  - e) the Fire Chief or designate;
  - f) the Director of Public Services or designate.
16. In addition to the members appointed to the Emergency Management Agency under section 16, the Director may from time to time appoint advisory members of the Emergency Management Agency drawn from:
  - a) other departments and agencies of the Town;

- b) public or private organizations operating within or around the Town; and,
  - c) any other person or party who at the discretion of the Director of Emergency Management might serve a useful purpose in the Emergency Management Agency.
- 17. The Director shall be the chair of the Emergency Management Agency and liaise with the EAC.
- 18. The Emergency Management Agency, as the agent of Council, is responsible to exercise all the powers, duties and responsibilities of a local authority as set out in the *EM Act*, except for:
  - a) the power to enact a bylaw;
  - b) any power, duty, or responsibility specifically reserved to Council under section 4 of this Bylaw; or
  - c) any power, duty or responsibility specifically assigned to the Emergency Advisory Committee under this Bylaw.
- 19. The Director shall:
  - a) prepare, co-ordinate, implement, periodically review, and amend emergency plans and programs for the Town, including but not limited to the Municipal Emergency Management Plan;
  - b) act as the director of the Town's emergency coordination centre on behalf of the Emergency Management Agency until appropriate to transfer command to qualified personnel;
  - c) co-ordinate all emergency services, using the Incident Command System otherwise known as ICS, and other resources used in an emergency or disaster; and
  - d) perform other duties as may from time to time be prescribed by resolution of Council.
- 20. Individual members of the Emergency Management Agency shall provide such support and assistance as the Director requires to fulfill the Director's duties under this Bylaw and the *EM Act*.

#### **MEETINGS OF THE AGENCY**

- 21. The Emergency Management Agency shall meet a minimum of two (2) times per calendar year or more frequently as determined by the Director.
- 22. The Director may call a meeting of the Emergency Management Agency, on less than 24 hours' notice, at a time and location determined by the Director, whenever any person appointed to the Emergency Advisory Committee or to the Emergency Management Agency under this Bylaw considers that an Emergency exists or may exist within any one or more of the Town, the City of Medicine Hat, or Cypress County or that otherwise may require an emergency response from the Town.
- 23. Those members of the Emergency Management Agency who attend any meeting of the Emergency Management Agency by telephone, electronic means, or in person constitute a quorum for that meeting.

## **DECLARATION OF STATE OF LOCAL EMERGENCY**

24. The powers to declare or renew or terminate a state of local emergency are hereby delegated to the Emergency Advisory Committee. The Emergency Advisory Committee may, at any time when it is satisfied that an Emergency exists or may exist within the Town, by resolution, make a declaration of a state of local emergency or renew such declaration.
25. When a state of local emergency is declared, the Emergency Advisory Committee shall:
  - a) ensure that the declaration identifies the nature of the Emergency and the area(s) of the Town in which it exists;
  - b) cause the details of the declaration to be published immediately by such means of communication considered most likely to make known to the majority of the population of the area affected the contents of the declaration; and
  - c) forward a copy of the declaration to the Minister forthwith.
26. When in the opinion of the Emergency Advisory Committee an Emergency no longer exists in an area of the Town in relation to which a declaration of a state of local emergency was made, the Emergency Advisory Committee shall by resolution terminate the declaration of a state of local emergency in respect of that area or allow the state of emergency to lapse.
27. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:
  - a) a resolution is passed under section 26;
  - b) a period of seven days has lapsed since it was declared, unless the declaration is renewed by resolution;
  - c) the Lieutenant Governor in Council makes an order for a state of emergency under the *EM Act*, relating to the same area; or,
  - d) the Minister cancels the state of local emergency.
28. When a declaration of a state of local emergency has been terminated, the Emergency Advisory Committee shall cause the details of the termination to be published immediately by such means of communication considered most likely to make known to the majority of the population of the area affected.
29. The authority to request Emergency and Disaster resources from other municipalities in accordance with the Memorandum of Agreement dated February 7, 1995, or any other plan, program, or agreement the Town enters into under section 30 of this Bylaw, is hereby delegated to the Director.

## **REGIONAL EMERGENCY MANAGEMENT PLAN**

30. The Town will participate in the establishment of a tri-partite regional emergency management plan, and periodic amendments thereto, pursuant to section 11(c) of the *EM Act*, among the Town, the City of Medicine Hat, and Cypress County, that provides for enhanced cooperation and collaboration among each of the foregoing municipalities in:
  - a) the development, implementation, and regular review of the regional

emergency management plan and regional emergency management programs, operations, budgets, cost-sharing arrangements, and amendments thereto; and,

- b) the coordination and provision of regional emergency management services during an emergency or disaster within or affecting one or more than one of those municipalities.

31. The Director is hereby authorized to act:

- a) as the Regional Director of the Regional Disaster Services Planning Agency; and,
- b) as the regional director (or similar office and capacity) of any other regional agency, committee, or board (or similar body) that the Town, City of Medicine Hat, and Cypress County, or any two of them, hereafter establish.

### **TRAINING AND EXERCISES**

- 32. The Town of Redcliff Elected Officials, the Director of Emergency Management, and all Town employees who may be assigned responsibility respecting the implementation of the Town's Emergency Management Plan will complete training as required by the Alberta Emergency Management Association in the Local Authority Emergency Management Regulation.
- 33. Members of the Emergency Management Agency will participate in at least one tabletop exercise per year and a functional exercise once every four years. If an incident occurs which results in the implementation of the Town Emergency Management Plan with post-incident assessment and recommendations for improvements or corrections to the Plan are written, a functional exercise is not required in that four-year period.

### **PROTECTION FROM LIABILITY**

34. When a state of local emergency is declared:

- a) the Emergency Advisory Committee, the Emergency Management Agency, and any person appointed to the Emergency Advisory Committee or to the Emergency Management Agency under this Bylaw; and,
- b) any person appointed by the Emergency Management Agency to carry out measures relating to Emergencies or Disasters,

shall not be liable to any person for any loss or damage, including death, caused by anything said or done or omitted to be done in good faith in the performance or intended performance of their functions, duties, or powers under this Bylaw.

### **GENERAL**

- 35. The headings in this Bylaw are for reference purposes only and shall in no way define, limit, or enlarge the scope or meaning of this Bylaw or any of the specific provisions hereof.
- 36. The Emergency Advisory Committee and the Emergency Management Agency shall follow the procedures governing Council committees prescribed the Town of Redcliff Procedure Bylaw, as amended or replaced from time to time.

37. It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions and it is the further intention of Council that if any of the provisions of this Bylaw are declared invalid, all other provisions of this Bylaw shall remain valid and enforceable.
38. Bylaw No. 1803/2015 is repealed.
39. This Bylaw will come into force at the beginning of the day it is passed.

READ a first time this 24<sup>th</sup> day of February, 2020

READ a second time on this \_\_\_\_\_ day of \_\_\_\_\_, 2020

READ a third time on this \_\_\_\_\_ day of \_\_\_\_\_, 2020

SIGNED and PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2020

---

MAYOR

---

MANAGER OF LEGISLATIVE & LAND SERVICES

**TOWN OF REDCLIFF**  
**REQUEST FOR DECISION**

**DATE:** March 9, 2020

**PROPOSED BY:** Public Services

**TOPIC:** Garbage Truck Tender Award

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

---

**BACKGROUND:**

On February 10<sup>th</sup>, 2020, this item was brought to council for consideration. Motions were presented and defeated without purchase direction. After this council meeting, administration contacted all the bidders to ask for extensions on their submitted packages and pricing.

Labrie/Superior Truck can hold the pricing up to 90 days from the tender closing date of January 8<sup>th</sup>, 2020 pending no major change in the exchange rate.

Freightliner and International can hold their chassis pricing until April 30<sup>th</sup>, 2020.

Western Star can hold its pricing until March 13<sup>th</sup>, 2020.

There is a deadline to award this tender based on the date vendors are willing to hold their pricing. If the Town decides not to award the tender prior to the above-mentioned timeframe deadlines, the garbage truck tender will need to be cancelled and the received bids disposed of. A new tender would need to be issued at a later date.

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 8<sup>th</sup>, 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. Defer the award of the purchase of one (1) garbage truck until approval of the final 2020 operating and capital budget.
6. 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.
5. Councillor \_\_\_\_\_ moved to defer the award of the purchase of one (1) garbage truck until approval of the final 2020 operating and capital budget.

**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

## **TOWN OF REDCLIFF REQUEST FOR DECISION**

**DATE:** March 9, 2020

**PROPOSED BY:** Public Services

**TOPIC:** Federation of Canadian Municipalities (FCM) grant submission for Waste Diversion

**PROPOSAL:** To approve/support the FCM grant submission for the Study of Organics Collection and a Recycling Collection Depot

---

### **BACKGROUND:**

Current garbage collection practices in the Town are resulting in most of the material being collected in bins and disposed of in the regional landfill. Currently only a portion of residents are participating in household recycling programs that either involve household pickup by contractors or are hauling recyclable materials to recycling depots within the City of Medicine Hat. The current five-year average for tonnage that is collected and disposed of by the Town is 4,425 tonnes.

The Federation of Canadian Municipalities (FCM) currently has a Green Municipal Fund grant available for a study, pilot project, and a capital project on waste diversion. It stipulates that the initiative is to divert at least 60% of the municipal solid waste from entering a landfill. The funding will help Canadian communities of all sizes reduce, reuse, and recycle material that would otherwise enter the waste stream.

Phase one of the waste diversion process would be to conduct a waste diversion study within the Town. This would look at diversion programs, waste analysis, collection requirements, social impact, economic feasibility, and environmental impacts, ultimately leading to a diversion program.

Examples of programs that could be studied:

- Reuse or recycling programs and infrastructure (e.g., centres, ramps, containment areas)
- Source separation of waste
- Incentives to encourage diversion
- Waste management systems that increase the diversion of waste from landfills
- Thermal treatment processes (for municipalities that have already achieved a waste diversion rate of at least 60%)

The grant will fund up to 50% of eligible costs to a maximum of \$175,000. If we are successful in the grant application, funding can be provided by the Town's Garbage Reserve.

Preparatory work will include the development of a sustainability community plan, a letter of consultation with the provincial government, and a letter of commitment from the Town.

Financial considerations are as follows:

- This FCM grant submission is in the amount of \$100,000

- This amount would be split equally between the Town and FCM
  - The Town's financial contribution would be up to and not exceed \$50,000
- If the grant is approved by the FCM and the project moves forward any costs over and above the approved grant amount would be the responsibility of the Town

If we are successful, the logical progression once the study is completed would be to conduct a pilot program based off the study's findings, ultimately resulting in a capital project where the waste diversion programs are implemented Town-wide. Currently, FCM grants are also available for both the pilot project and capital projects that are funded through the Green Municipal Fund of the FCM.

#### **POLICY/LEGISLATION:**

N/A

#### **STRATEGIC PRIORITIES:**

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

##### **Strategies**

3.3. Assess the need of community organizations and where community needs may be underserved

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

##### **Strategies**

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

#### **ATTACHMENTS:**

Eligible and Ineligible Costs

#### **OPTIONS:**

1. To support the Federation of Canadian Municipalities Grant Application through the Green Municipal Fund to undertake a study on the diversion of organics and recyclable products within the Town.
2. To not support the Federation of Canadian Municipalities Grant Application through the Green Municipal Fund to undertake a study on the diversion of organics and recyclable products within the Town.

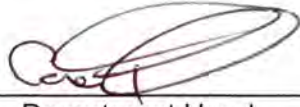
#### **RECOMMENDATION:**

Option 1

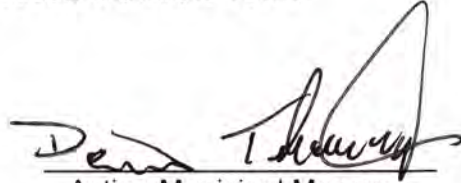
**SUGGESTED MOTION(S):**

1. Councillor \_\_\_\_\_ moved to support the Federation of Canadian Municipalities Grant Application through the Green Municipal Fund to undertake a study on or the diversion of organics and recyclable products within the Town.

SUBMITTED BY:

A stylized, cursive signature in black ink, written over a horizontal line.

Department Head

A stylized, cursive signature in black ink, written over a horizontal line.

Acting Municipal Manager

## GMF Eligible and Ineligible Costs — Capital Projects

This table outlines what costs can be partially reimbursed by FCM. **Please pay particular attention to any costs that may be ineligible.**

**Note: If your application is approved, expenses that are eligible for partial reimbursement must be:**

- incurred after the date the application is received by FCM (except consulting services to prepare the application undertaken up to 90 days prior to application receipt).
- invoiced directly to your organization.
- an integral and an essential component of the initiative and required to help achieve the environmental objective of the initiative (e.g. construction of the core/shell of a new energy-efficient building and not indoor furnishings or accessories).
- actually and reasonably incurred in accordance with applicable industry standards.
- listed in a statement of expenses attached to an external audit report. You must keep all invoices, receipts and backup documents for seven years after the final FCM disbursement.

Cost Category	Eligible costs	Ineligible costs
<b>Section A: Costs incurred prior to date application received by FCM</b>		
<b>1) Pre-application</b>	Consulting costs to write the GMF application incurred up to 90 days prior to application receipt date.	All other costs incurred prior to application receipt date.
<b>Section B: Costs incurred after date application received by FCM</b>		
<b>1) Administrative</b>	Administrative costs that are directly linked to and have been incurred for the project, such as: <ul style="list-style-type: none"> <li>communication costs (e.g. long-distance calls or faxes)</li> <li>permits or certifications required for the project</li> <li>printing or photocopying by outside suppliers</li> <li>acquisition of documents used exclusively for the project</li> <li>document translation</li> </ul>	Office space, supplies and general overhead costs incurred in the ordinary course of business.
<b>2) Advertising</b>	Advertising costs essential to communicating the project to the public, as well as project evaluation, such as: <ul style="list-style-type: none"> <li>fees for advertising development</li> <li>fees for media distribution</li> <li>website development</li> <li>public surveys</li> </ul>	Advertising costs for general education or publicity that is a result of ongoing or other business activity and not a specific requirement of the project.  Promotional items.
<b>3) Audit</b>	The cost of a financial audit for the capital project if required by FCM.	
<b>4) Capital</b>	Capital costs as defined and determined in accordance with generally accepted accounting principles (GAAP), including: <ul style="list-style-type: none"> <li>costs for acquiring, developing, constructing, modernizing or leasing systems (equipment, hardware, software, etc.).</li> </ul>	Purchase or lease of real property.

Cost Category	Eligible costs	Ineligible costs
	<ul style="list-style-type: none"> <li>costs of construction, renovation or modernization of facilities and structures such as materials and installation costs.</li> </ul>	
<b>5) For brownfields projects: Road costs and servicing costs</b>	<p>For Brownfields projects only:</p> <ul style="list-style-type: none"> <li>Servicing costs – whether they are for the immediate site or for the street.</li> <li>Road costs – as part of an eligible remediation and redevelopment project.</li> </ul> <p>Primary costs need to be for remediation of the land (i.e. linked to reducing greenfield development). The above costs are <u>only</u> eligible if they are tied to a remediation project and cannot be higher than the remediation costs.</p>	Strictly replacing a road (i.e. road to road) is <u>not</u> considered eligible.
<b>6) Equipment rental</b>	Rental of tools and equipment.	Rental of tools or equipment related to ongoing or other business activities.
<b>7) Meetings and public gatherings</b>	<p>Costs related to meetings and public gatherings that communicate the project to the public and that collect feedback, such as:</p> <ul style="list-style-type: none"> <li>facility rental</li> <li>audiovisual equipment rental</li> </ul>	<p>Any hospitality expenses such as:</p> <ul style="list-style-type: none"> <li>food and drink</li> <li>alcohol</li> <li>door prizes</li> <li>entertainment</li> <li>music</li> <li>decorations</li> <li>flowers, centerpieces</li> </ul>
<b>8) Services</b>	Fees for professional or technical consultants and contractors.	<p>Any costs associated with person(s) enrolled on your organization's payroll, except for those defined under the category listed as "in-kind."</p> <p>Costs for engineering studies, audit studies or feasibility studies for which grants or contributions are provided by or committed to be provided by any program of the Government of Canada.</p>
<b>9) Transportation, shipping and courier charges</b>	Transportation costs for delivery of materials and services essential for the project.	Any transportation expense related to ongoing or other business activities.
<b>10) Travel and accommodation</b>	Travel and associated expenses for you and consultants to the extent that the travel and accommodation rates comply with Treasury Board of Canada guidelines and to the extent the such travel is necessary to complete the project.	<p>Travel and associated expenses of a partner in the project.</p> <p>Travel, accommodation and fees to attend conferences, missions, trade shows, etc.</p>
<b>11) Taxes</b>	The portion of taxes for which your organization is not otherwise eligible for rebate.	The portion of taxes for which your organization is eligible for rebate (provincial, territorial, or federal).
<b>In-kind</b>	<p>Contribution of staff time by your organization's employees (including permanent and contract employees). The value of the total in-kind contributions for staff salaries or other remuneration cannot exceed 10% of the other eligible costs.</p> <p>To claim this type of in-kind contribution, you will have to submit a letter from an authorized officer in your organization confirming the details of the in-kind contribution.</p>	<p>In-kind contribution of goods and services other than salaries.</p> <p>In-kind contribution made by organizations other than yours.</p> <p>In-kind contribution by your organization above 10% of the eligible costs.</p>

**TOWN OF REDCLIFF  
REQUEST FOR DECISION**

**DATE:** March 9, 2020

**PROPOSED BY:** Community & Protective Services

**TOPIC:** Gordon Memorial United Church - Blessing of the Bikes

**PROPOSAL:** Request for permission for a temporary road closure of 4<sup>th</sup> Avenue between 2<sup>nd</sup> and 3<sup>rd</sup> Street SE

---

**BACKGROUND:**

For the past few years the Gordon Memorial United Church has hosted a “Blessing of the Bikes” service in May. Administration has received correspondence from Gordon Memorial United Church regarding the event, which this year is scheduled for Sunday, May 3<sup>rd</sup>, 2020 at 10:30 a.m.

The event accommodates approximately 50 motorcycles and the Church is requesting that 4<sup>th</sup> Avenue between 2<sup>nd</sup> and 3<sup>rd</sup> Street SE be closed from the hours of 10:00 a.m. until 1:00 p.m. to allow for the safe parking of motorcycles on the street during the event.

In the past Council has authorized the request by way of motion stating:

“moved the correspondence from Gordon Memorial United Church received March 18, 2019, regarding the Blessing of the Bikes Service on Sunday, May 5, 2019, be received for information. Further that the request for permission of a temporary road closure of 4<sup>th</sup> Avenue between 2<sup>nd</sup> and 3<sup>rd</sup> Street SE for the Blessing of the Bikes Service on Sunday, May 5, 2019, from 10:00 a.m. to 1:00 p.m. be approved. And further that Administration be authorized to deposit barricades at the Church on Friday and retrieve them on Monday morning allowing the Church committee to place and remove the barricades to facilitate a temporary closure of 4<sup>th</sup> Avenue SE.  
- Carried.”

**POLICY/LEGISLATION:**

N/A

**STRATEGIC PRIORITIES:**

N/A

**ATTACHMENTS:**

Correspondence from Gordon Memorial United Church received February 20<sup>th</sup>, 2020.

**OPTIONS:**

1. To allow the temporary road closure of 4<sup>th</sup> Avenue between 2<sup>nd</sup> and 3<sup>rd</sup> Street SE for the Blessing of the Bikes Service, Sunday, May 3<sup>rd</sup>, 2020 from 10:00 a.m. to 1:00 p.m.
2. To not allow the temporary road closure of 4<sup>th</sup> Avenue between 2<sup>nd</sup> and 3<sup>rd</sup> Street SE for the



**RECOMMENDATION:**

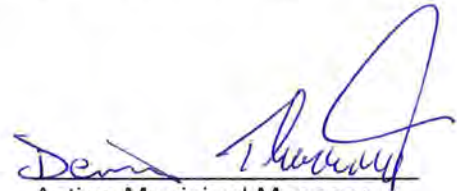
Option 1

**SUGGESTED MOTION(S):**

1. Councillor \_\_\_\_\_ moved correspondence from Gordon Memorial United Church received February 28<sup>th</sup>, 2020 regarding the Blessing of the Bikes Service on Sunday, May 3<sup>rd</sup>, 2020, be received for information. Further that the request for permission of a temporary road closure of 4<sup>th</sup> Avenue between 2<sup>nd</sup> and 3<sup>rd</sup> Street SE for the Blessing of the Bikes Service on Sunday, May 3<sup>rd</sup>, 2020 from 10:00 a.m. to 1:00 p.m. be approved. And further that Administration be authorized to deposit barricades at the Church on Friday, May 1<sup>st</sup>, 2020 and retrieve them on Monday morning, May 4<sup>th</sup>, 2020, allowing the Church committee to place and remove the barricades to facilitate a temporary closure of 4<sup>th</sup> Avenue SE.
2. Councillor \_\_\_\_\_ moved to deny the request for a temporary road closure of 4<sup>th</sup> Avenue between 2<sup>nd</sup> and 3<sup>rd</sup> Street SE for the Blessing of the Bikes Service on Sunday, May 3<sup>rd</sup>, 2020 from 10:00 a.m. to 1:00 p.m.

SUBMITTED BY:

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

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



**Gordon Memorial United Church**

*401 Second Street SE  
Redcliff, Alberta, Canada T0J 2P2  
Phone: (403) 548-7110*

**RECEIVED**

**FEB 28 2020**

**TOWN OF REDCLIFF**

**Redcliff Town Council,**

1 - Third Street, NE  
Redcliff, AB  
T0J 2P0

Dear Sirs and Madams,

Gordon Memorial United Church will be hosting a "Blessing of The Bikes" service on Sunday, May 3, 2020 at 10:30 am.

To accommodate this event and the expectation of approximately 50 motorcycles, the church is requesting that Fourth Avenue, between Second and Third Street SE, be closed from the hours of 10:00 am until 1:00 pm on this day. This will allow for the safe parking of motorcycles on the street during this event.

This request was made and approved last year for the same event. To facilitate the closing of the street, the barricades were off loaded at the church on the Friday. A member of the church then set the barricades in place at the appropriate time and removed them at the completion of the event. They were then placed by the church for the town crew to pick up on the following Monday.

Thank you for your consideration on this request and I invite all those with motorcycles to come to the church at 10:30 am and be a part of the Blessing.

Have a Blessed Day

Mel Spence  
for Gordon Memorial United Church





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister*  
*MLA, Edmonton - South West*

February 27, 2020

Dear Chief Elected Officials and Chief Administrative Officers:

I am writing to provide more information about Budget 2020 that my colleague Minister Travis Toews has delivered in the legislature. Specifically, I would like to give some details on the key items for Municipal Affairs that impact municipalities in Budget 2020.

Overall, Budget 2020 maintains the direction set in Budget 2019, with a few minor changes.

First of all, it is important to note that there is no change to the Municipal Sustainability Initiative (MSI) funding announced in Budget 2019 for fiscal years 2020-21 and 2021-22.

The Local Government Fiscal Framework begins in 2022-23 at \$860 million, as announced in Budget 2019. We look forward to working closely with the Alberta Urban Municipalities Association and the Rural Municipalities of Alberta in determining how the Local Government Fiscal Framework funding will be allocated to individual municipalities, and in designing program criteria that provide the right balance of flexibility, autonomy, and accountability.

As announced in Budget 2019, the Grants in Place of Taxes payments are being reduced by an additional 25% in 2020-21 to 50% of requested amounts in 2018-19. Government needs to reduce operating spending while still providing municipalities a share of the cost of municipal services to Crown properties.

A new change in Budget 2020 is the elimination of the fire training grants to municipalities of \$500,000.00. This program has been eliminated to reduce operating costs and administrative burden. We will work with impacted communities to help build their own training capacity.

Budget 2020 also proposes that the Alberta Fire Responder Radio Communications System (AFRRCS) be transferred to the Alberta Emergency Management Agency from Service Alberta. This transfer will streamline emergency planning by consolidating critical emergency management infrastructure.

.../2

We have made some challenging decisions to get our fiscal house in order to ensure we have reliable funding for public services in the future. In addition to reductions to municipal grants, we have made significant department-level reductions in personnel and expenses. Through a variety of red tape reduction initiatives, we will continue to work with stakeholders to reduce the regulatory burden we impose on you, and to help you do the same for your businesses and residents.

All of us together, as leaders of this province, are committed to doing everything we can to get Alberta's economy back on track.

I look forward to working together with municipalities to realize a better future for all Albertans.

Yours very truly,

A handwritten signature in black ink, appearing to read 'Kaycee Madu', written in a cursive style.

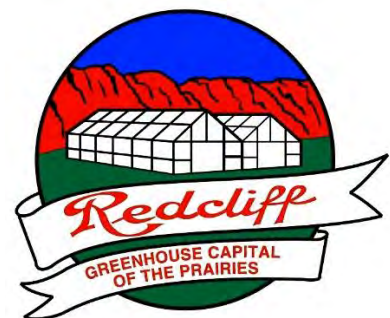
Kaycee Madu  
Minister

cc: All Government Members

# TOWN OF REDCLIFF MUNICIPAL MANAGER REPORT TO COUNCIL

---

*March 9, 2020*



## Contents

ACTING MUNICIPAL MANAGER / LEGISLATIVE & LAND SERVICES DEPARTMENT .....	4
COMMUNITY & PROTECTIVE SERVICES .....	4
Parks, Recreation and Facilities .....	4
FCSS, Community Services, and Special Events .....	5
Health and Safety, Emergency Management and Fire Services .....	6
Bylaw and Protective Services .....	6
Bylaw Statistics .....	7
PUBLIC SERVICES .....	7
Department .....	7
Water and Sewer Utilities .....	8
Municipal Works .....	8
Landfill .....	9
PLANNING & ENGINEERING .....	9
Priorities for March .....	9
Planning .....	9
Development Permits .....	10
Agreements .....	10
3 <sup>rd</sup> Avenue SW between 7 <sup>th</sup> Street and 8 <sup>th</sup> Street, Drainage Improvements .....	10
5 <sup>th</sup> Street NW between Broadway Avenue and 1 <sup>st</sup> Avenue, Road Improvements .....	10
Safety Codes .....	11
Studies .....	11
Inflow and Infiltration Study .....	11
Water Distribution Study .....	11
Capital Projects .....	11
3rd and 3rd Lift Station Upgrades .....	11
Rec-Tangle Parking Lot Improvements .....	12
Broadfoot and Stone Place SW, Drainage and Road Improvements .....	12
Backup Generator Project .....	12
Jesmond Lift Station Upgrade .....	12
Eastside Sewage Surge Tanks .....	12
River Valley Potable Water .....	12
The project has been tendered. ....	12

FINANCE & ADMINISTRATION .....	12
--------------------------------	----

## **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
- Meeting with the Deputy Minister of Municipal Affairs February 21, 2020
- Attended the Tri-Area Intermunicipal Development Plan Joint Public Hearing February 27, 2020

## **COMMUNITY & PROTECTIVE SERVICES**

### **Parks, Recreation and Facilities**

#### **Projects**

- Order stall partitions for Ball Diamond Concession (grant)
- Put Senior's Centre Roof out for pricing (capital)
- Complete RFP preparation for Public Services Shop Roof (Capital)
- Ask for prices for mechanical upgrades at museum (Facilities budget 17K est.)
- Obtain pricing for electrical upgrades at museum (Facilities budget 13K est.)
- Replace Health Nurse cupboards, countertop and sink at Senior's Centre (Facilities budget 5K est.)

#### **Rec-Tangle Arena**

- Complete ice maintenance
- Continue cleaning of facility
- Complete ice cleaning operations
- Complete Zamboni maintenance as necessary
- Replace score clock controller as necessary

#### **Pool**

- Completed electrical changes for accessibility
- Paint interior walls as necessary in change rooms
- Finish cleanup of construction areas



- Correspond with manufacturer regarding safety screens for water feature
- Correspond with contractors regarding pool relining

#### Facilities

- Completed building inspections and changed furnace filters as necessary
- Snow removal operations completed as necessary
- Complete office changes design for Public Services Shop
- Contact electrician regarding lighting changes at Senior's Centre and RCMP
- Complete off-season inspections as necessary

#### Parks

- Complete lease agreement for mower replacement
- Get pricing for fence move for ball diamond 3
- Begin gopher control activities

#### Other

- Complete CPSI recertification (Playground Inspection)
- Attend communication training course
- Send our recall letters for pool and CPS
- Post open positions for CPS students

### **FCSS, Community Services, and Special Events**

- Hosted the Volunteer Celebration Committee meeting at the Rec-Tangle with several new members
- Met with the Community Kitchen Facilitator and the Community Kitchen Child Care worker to touch base and discuss the program
- Assisted the Lion's Club with the Family Fun Skate event
- Attended the monthly Suicide Prevention Meeting
- Participated in the nation-wide anti bullying day, Pink Shirt Day
- Participated in a Zoom planning session for the FCSS Spring Directors Meeting hosted by South Region
- Opened swimming lesson registration
- Attended monthly Community Assistance Network meeting
- 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
- Continued to fine-tune the Skatepark In-Kind Donation Sponsorship package to distribute
- Applied for 2020 Canada Summer Job Grants
- Continued collecting data for the Aquatic Centre CFEP final reporting
- Continued planning for the 2020 Volunteer Celebration and Pitch-in Week
- Began coordination of 2020 Redcliff Days

- Began Spring/Summer Program planning
- 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
  - Painting with Val
  - Community Kitchen
  - Babysitting Course
  - Home Alone Course
  - Firearms/Boat 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, 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 Water Treatment Plant
- Attended Joint Worksite Health & Safety Committee Meeting
- Applied for Emergency Management Preparedness Program Grant for 2021/2022
- Attended AEMA Summit
- Ongoing development of Town of Redcliff Evacuation Plan
- Continued review, development and implementation of Fire Department standard operating guidelines (SOGs)
- Organization and cleaning of Fire Department offices

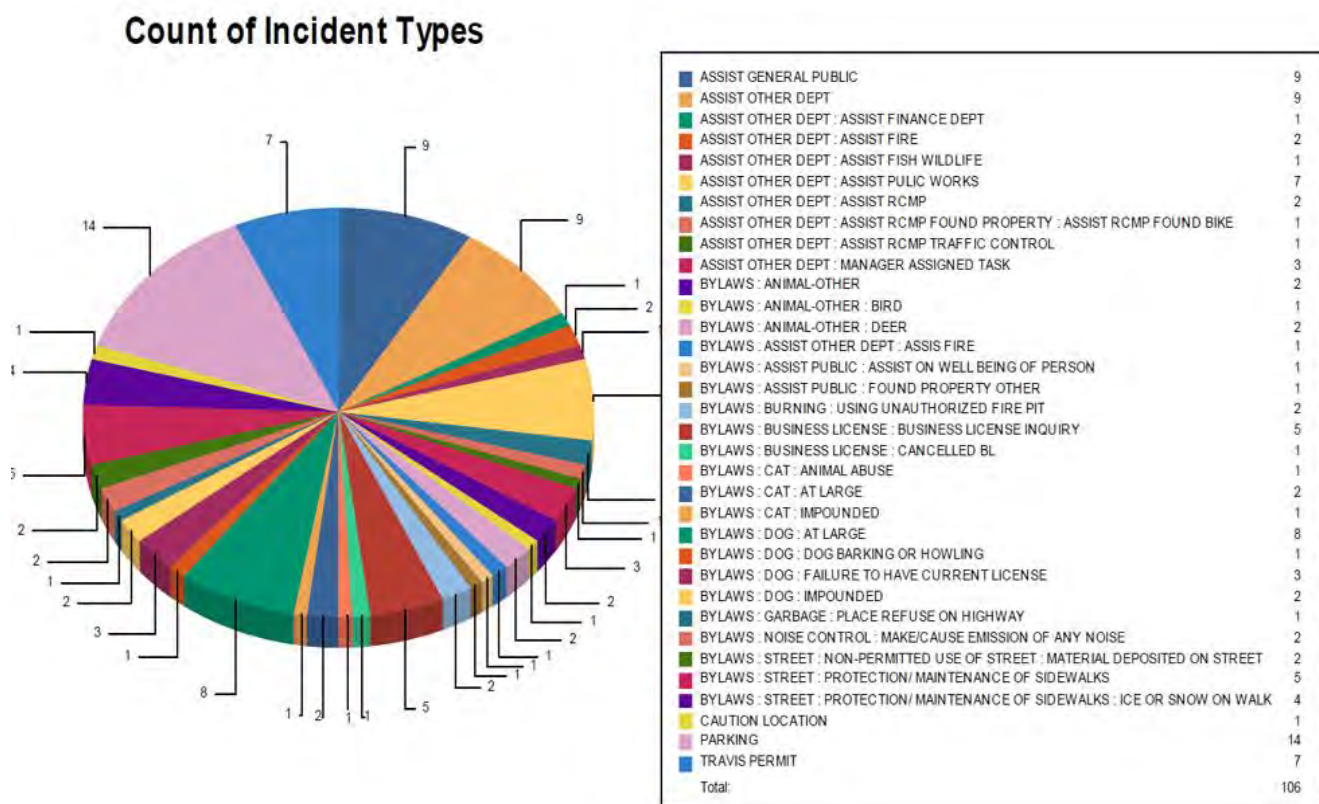
## **Bylaw and Protective Services**

### **Community Peace Officer**

- Complaints to a single local residence several times in February; varied from Assist Fire Services, Fire Services Bylaw, Street Bylaw and Dog Control Bylaw. An occupant of the residence has been charged under the “Dog Control Bylaw”
- Several calls dealing with either dogs at large or lost pets
- Bylaw and Accounts Receivable continued to work on the outstanding Dog Permits
- Bylaw and Accounts Receivable continued to work on Business Licences
- Snow on sidewalks continue to be an issue

- Rendered assistance to Public Works for directing traffic in snow operations

## Town of Redcliff Statistics from February 2020



## PUBLIC SERVICES

### Department

- Detailed design for the next two landfill cells
  - Tender for Cell 025 and compost system in March
- Project management for construction projects
- Lead Management Program Town-wide assessment
- Tenders for garbage truck and CCTV camera system
  - Review and award stage
- Working on new Water Treatment Approval to Operate
  - Draft received
- 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
- Completed sewer camera jobs
- Helped Municipal Works when short handed with snow clearing

## **Municipal Works**

- Conducted funeral interments
- Garbage pickup
- Bin placements/pickups as needed
- Repair garbage can lids (ongoing)
- Sewer repair at 318 Broadway Avenue E
- Water service repair at 813 1<sup>st</sup> Street SE
- Moved Arena snow (ongoing)
- Repaired signs around town
- Hauled sand
- Touched up patches around town until paving next year
- Pothole repair (ongoing)
- Curb stop repairs
- Cleaned equipment
- Sanding streets
- Built and repaired new and used barricades
- Clear ice around Town
- Snow clearing parking lots
- Dug and put in sweeping tile at hydrant on 900 block of 7<sup>th</sup> Street
- Unplugged blocked storm grates
- Watch and handle service tracker concerns
- Flooded outdoor rink and maintained
- Cleared culverts
- Blading gravel roads
- Picked up dumped garbage on RR 64
- Worked on safety concerns in shop

## **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
- Dealt with flooding
- Pushed up dirt as hauled by Ridge Line
- Snow clearing

## **PLANNING & ENGINEERING**

### **Priorities for March**

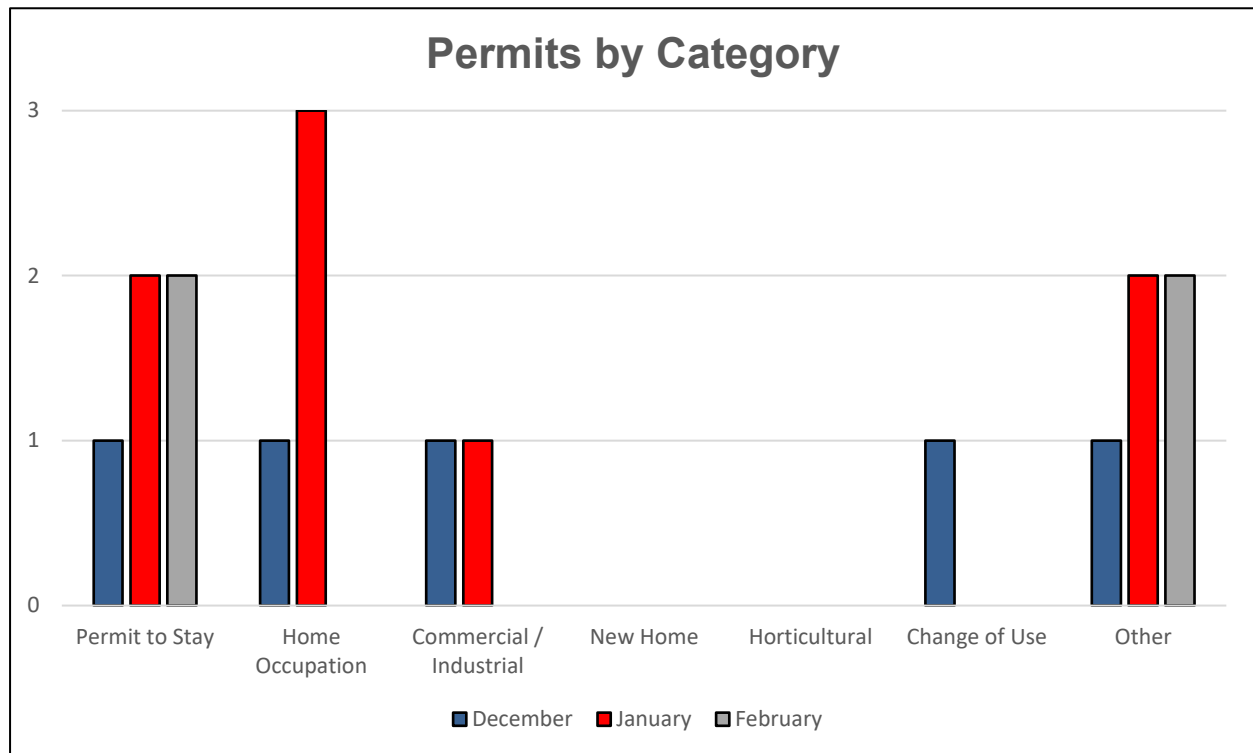
- Asset management
- Sanitary Sewer Master Plan
- Level of Service Policy
- Subdivision Procedure
- LUB
- Eastside ASP

### **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 February 2020 the Town of Redcliff issued the following Development Permits:



## Agreements

### 3<sup>rd</sup> Avenue SW between 7<sup>th</sup> Street and 8<sup>th</sup> Street, Drainage Improvements

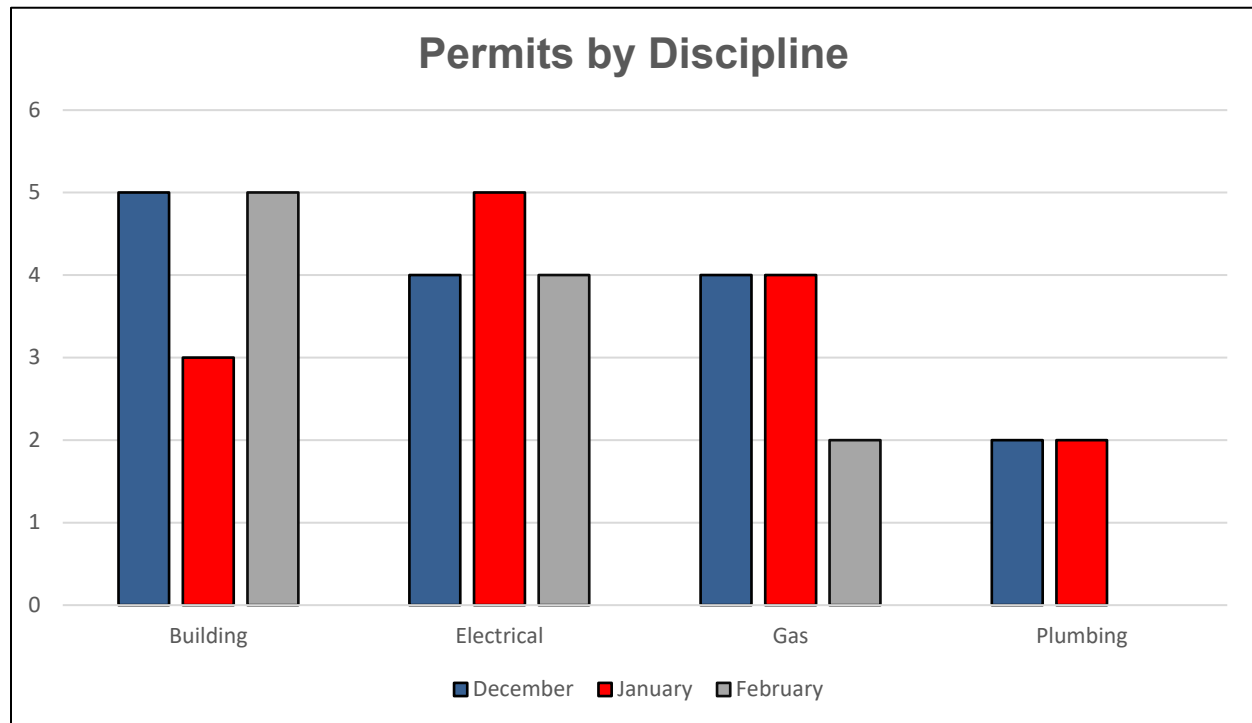
A developer, as part of his conditions of development, is required to make drainage improvements. Planning & Engineering is working to have the developer pay for the improvements.

### 5<sup>th</sup> Street NW between Broadway Avenue and 1<sup>st</sup> Avenue, Road Improvements

A developer, as part of his conditions of development, is required to make road improvements. 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 February 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. 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. A meeting is being set up with the contractor to schedule and coordinate completion of the work.

### 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. Transit Paving is being instructed to complete the Rec-Tangle project before moving on to this 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 5<sup>th</sup> 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. The design has been completed for the force main and it is planned that this will be installed by Public Services early this spring using a directional drilling contractor to have the work completed prior to the spring surface rehabilitation work at Broadfoot and Stone Place SW. The Jesmond Lift Station will be tendered in mid-March.

### Eastside Sewage Surge Tanks

Design is 90% complete. The design has changed to follow the 9<sup>th</sup> 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

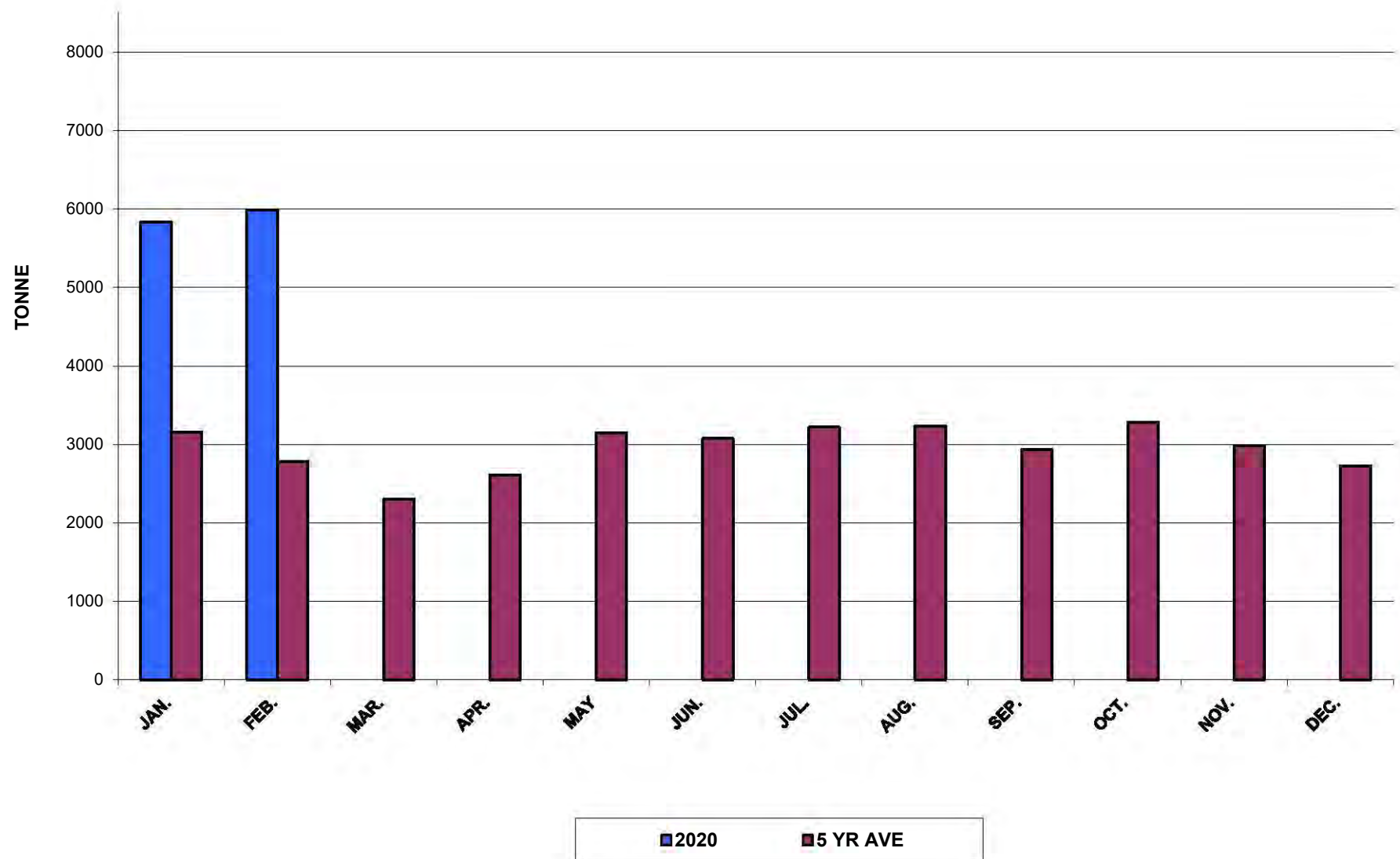
The project has been tendered.

## FINANCE & ADMINISTRATION

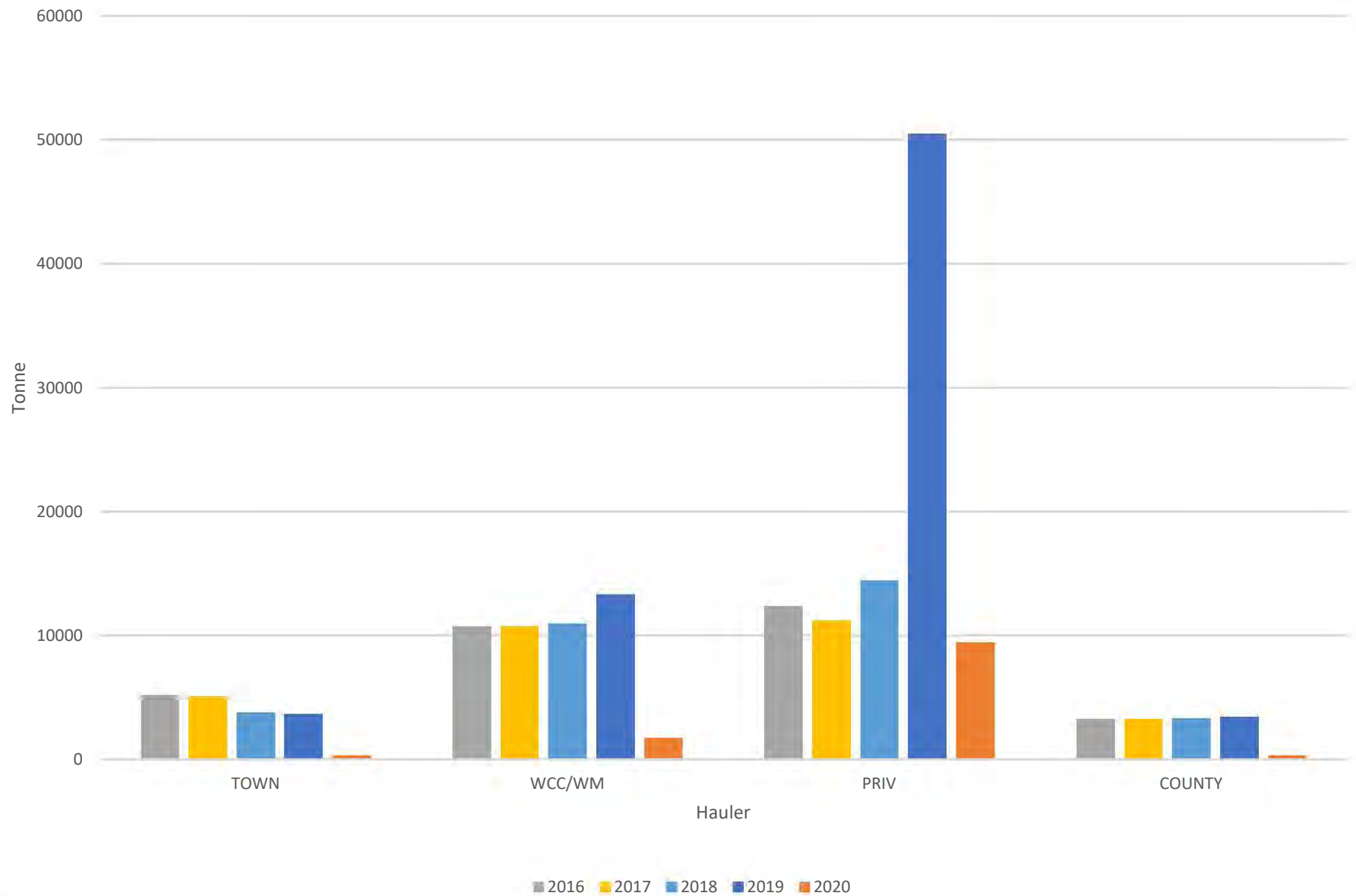
- Regular daily duties related to finance
- Working on 2019 Year End Audit



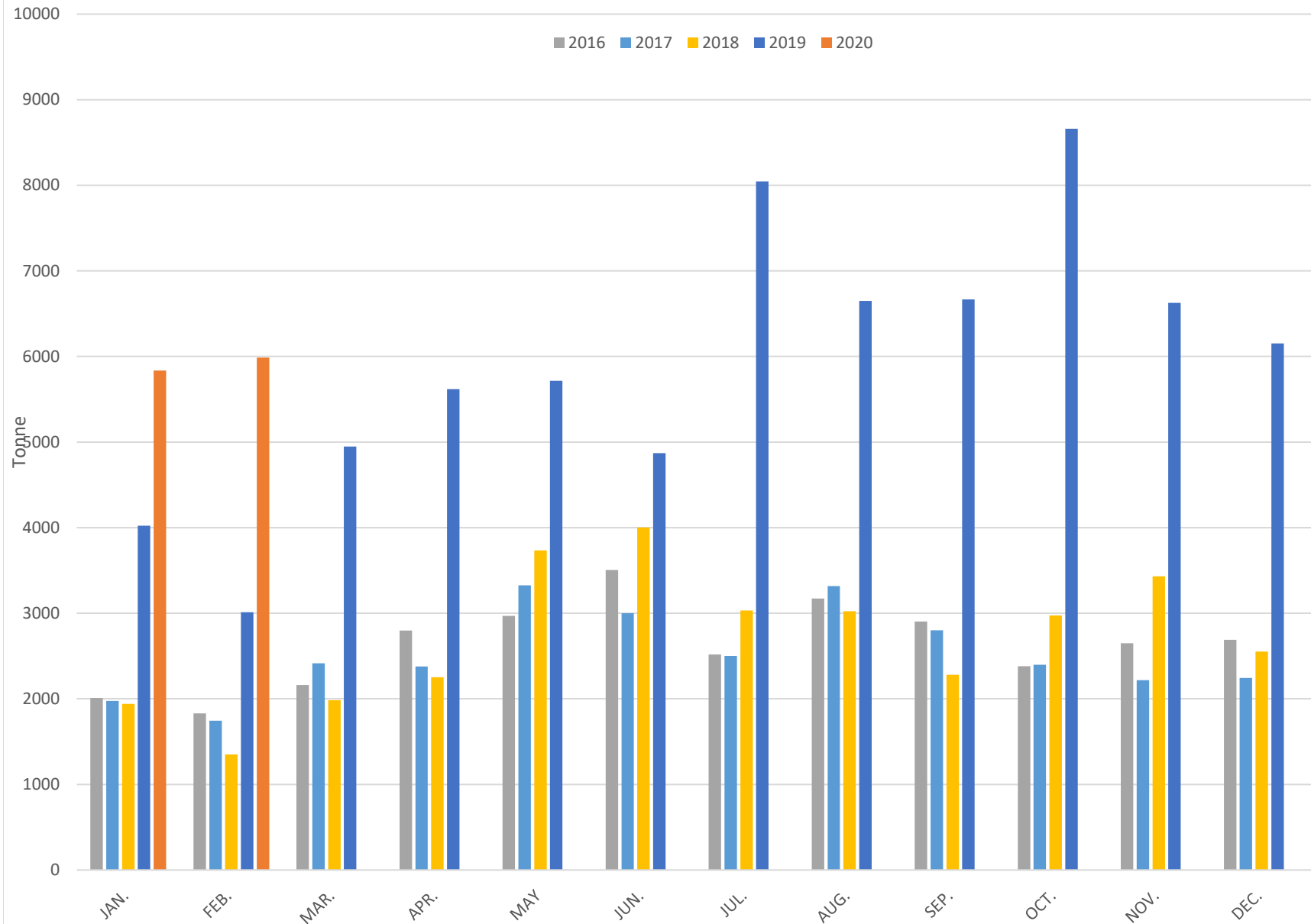
**REDCLIFF/CYPRESS REGIONAL LANDFILL  
2020 VS 5 YEAR AVERAGE  
TO FEBRUARY 29, 2020**



REDCLIFF/CYPRESS REGIONAL LANDFILL  
DELIVERIES BY SOURCE 2016-2020  
TO FEBRUARY 29, 2020



REDCLIFF/CYPRESS REGIONAL LANDFILL  
DELIVERIES IN TONNES 2016-2020  
TO FEBRUARY 29, 2020



## February Report

### At a Glance:



### Social media share-ables :

Date	Discussion
December 3, 2019	Suncor to build \$300M Wind Farm
December 3, 2019	BREW Committee – Strategic Planning Day
December 3, 2019	Wind Projects having positive spin off – Bow Island
December 9, 2019	Learn the Basics of Business Banking
January 20, 2020	IRP Program Opportunity
January 21, 2020	BREWD – Research Review Meeting – Photos

## The Work:

### County of Forty Mile:

- Project competition for the FCSS has been completed and will be presented at the council update
- Working on a labour snap shot at the request of Nathan Ogden. Project completion has been set for February 27, 2020 and will be presented to council on March 11
- Suncor meeting will take place in March as we continue to work in conjunction with renewable energy stakeholders with SEEDS – Next SEEDS meeting will be March 4, 2020
- Staff information on Verge will take place Feb 25 and March 11 during my visits to the county in conjunction with Keith.

### Town of Bow Island:

- B2B Breakfast Networking opportunity being planned for May. In the process of looking for guest speakers
- Opportunities for projects through the BREWD process are being developed Meeting will be held in March
- Labour snap shop is being developed in conjunction with County of Forty Mile
- Facilitation for the Bow Island Tourism booked for April 18, 2020

### Town of Redcliff:

- Continue to work with Eden Energy to ensure a smooth investment into the region
- B2B Breakfast Networking is also planned for Redcliff and will be a reflection of the event in Bow Island

### Cypress County:

- SEEDS, March 4 to include MHC and regional stakeholders
- RenuWell project meeting upcoming
- BREWD project identification
- 

BREWD continues work with the prioritization of projects that have been identified from the data that was collected. Next dates will be identified and secured soon. I have analyzed the data dump from each area and will be presenting when I attend each council meeting for their quarterly update. Dates to include: **County of Forty Mile** – March 11, 2020. **Town of Bow Island** – March 23, 2020. **Cypress County** – April 7, 2020.

In February I attended the Facilitation certification Course that was delivered by the GoA. I am now able to facilitate for groups, organizations and businesses within the region.

On February 11 I attended the Red Tape Reduction and BAC meeting held by the Medicine Hat and District Chamber of Commerce.

### **Connections:**

The final changes on the infographics have been submitted, these will be included in Investment Attraction opportunities in the future. I am now working on a labour attraction form for each area of our region. This listing will include business listings, number of employees and regular training updates in alignment with the sectors that are being queried on.

Work has begun on the Agri-Food Corridor Asset Map stakeholder project is progressing nicely, with the laundry list of businesses complete.

### **Dates to remember:**

JBS tour and EDO meeting in Brooks: February 26, 2020

Theresa Holidays: March 29 – April 6, 2020

Tuesday, April 28, 2020 9am. Cypress County

**Please join up for a our NEWSLETTER by visiting [www.verge-ed.ca](http://www.verge-ed.ca)**

<b>Date</b>	<b>Meeting / Event</b>	<b>Where / Information</b>
March 23, 2020	Council Meeting	Town Hall Council Chambers 7:00 p.m.
April 10, 2020	Statutory Holiday Good Friday Town Office Closed	
April 13, 2020	Council Meeting	Town Hall Council Chambers 7:00 p.m.
April 27, 2020	Council Meeting	Town Hall Council Chambers 7:00 p.m.