



# **MID YEAR BUDGET REVIEW**

## **COUNCIL MEETING**

Tuesday, August 20, 2013 – Council Chambers, City Hall

Call to Order: 9:00 AM

### **I. INTRODUCTION**

I.1. City Manager, Craig Curtis

### **2. STRATEGIC IMPLEMENTATION**

2.1. Charter Updates

Introduction by Lisa Perkins, Director of Corporate Transformation and Julia Harvie-Shemko, Director of Communications & Strategic Planning

2.1.a. Movement Charter - Director of Development Services, Paul Goranson

2.1.b. Identity Charter - Director of Communications & Strategic Planning, Julia Harvie-Shemko

2.1.c. Safety Charter - Director of Community Services, Greg Scott

2.1.d. Economy Charter - Director of Development Services, Paul Goranson; Director of Planning Services, Kim Fowler

2.1.e. Dialogue Charter - Director of Communications & Strategic Planning, Julia Harvie-Shemko

2.1.f. Design Charter - Director of Planning Services, Kim Fowler

**3. FINANCIAL UPDATE**  
**Financial Services Manager, Dean Krejci**

3.1. June 30, 2013 Variance Projection

3.2. Reserve Update

3.3. Flood Costs

(Agenda Pages 1 – 3)

3.4. Debt Update

**4. CAPITAL UPDATE**

4.1. Capital Contingency - City Manager, Craig Curtis

4.2. Centennial Projects - City Manager, Craig Curtis

**5. NEW FUNDING REQUESTS/ADJUSTMENTS**

5.1. High Schools and Sports Fields in the Northeast Red Deer

(Agenda Pages 4 – 21)

5.2. **LUNCH BREAK**

5.3. Transit Projects:

5.3.a. Action Bus Purchase and Operations

(Agenda Pages 22 – 29)

5.3.a.i. Green Trip Funding Advocacy

- 5.3.b. Lacombe/Blackfalds Regional Transit Service (Agenda Pages 30 – 38)
- 5.4. Diversity Employment Program (Agenda Pages 39 – 42)
- 5.5. 2014 Municipal Census (Agenda Pages 43 – 48)
- 5.6. Lancaster East Storm Detention Pond C7 - Budget Approval (Agenda Pages 49 – 50)
- 5.7. Red Deer City Soccer Association Financial Support (Agenda Pages 51 – 58)
- 5.8. Central Alberta Slo-Pitch Association Request for Financial Support (Agenda Pages 59 – 62)
- 6. **SUMMARY OF MID YEAR BUDGET DECISIONS - DEAN KREJCI,  
FINANCIAL SERVICES MANAGER**
- 7. **ADJOURNMENT**



August 1, 2013

## 2013 Flood Update

Financial Services

### **Report Summary & Recommendation:**

---

Expenditures related to the initial response, clean up and remediation work related to the June 2013 flooding have been made. There will be future expenditures, both capital and operating, to complete this work. The report summarizes the expenditures made as of July 31 and provides estimates of future operating and capital expenditures. The report is for Council's information.

### **City Manager Comments:**

---

This report is submitted for Council's information.

Craig Curtis  
City Manager



## Report Details

### Background:

The City of Red Deer declared a state of local emergency on June 20 in response to a flood warning that was issued upon receiving notice that Alberta Environment planned to release a significant amount of water from the Dickson Dam. The initial response was to take the necessary steps to secure public safety. Once the state of local emergency was lifted on June 23, attention turned to clean up and restoration efforts.

### Discussion:

There will be ongoing costs to clean up and restore areas and / or amenities impacted by the flooding. Administration will work within the 2013 operating budget approved by Council to complete work of an operational nature. Based on the June variance projection it is not anticipated that a request for additional operating funding will be necessary.

If any of the restoration work is capital in nature, then additional funding requests will be forwarded to Council. Unless there is an emergent need, the plan is to bring these items forward to Council as part of the 2014 capital budget and 2014 – 2023 capital plan.

Initially, the Province indicated that there would be no reimbursement of expenses as the 2013 flow did not reach the 1 in 100 year flood levels. The Province has since said that we are able to apply to the Disaster Recovery Program. There is still no guarantee that we will receive any provincial funding.

### Analysis:

The operating costs that have been incurred to July 31, estimated future operating costs and estimated total costs related to the 2013 flooding are summarized in the table below.

Department	Operating Costs as of July 31, 2013	Estimated Future Operating Costs	Estimated Total Costs
RP&C	378,182	75,865	454,047
Public Works	177,905	30,000	207,905
Environmental Services	83,125	49,394	132,519
Other departments (15)	83,333		83,333
Total Costs	722,545	155,259	877,804

Capital costs are very difficult to estimate at this point in time. The costs will be subject to change as technical assessments are completed, scope of work is determined and tendering is performed. Additional projects may be recommended depending on further study. The current estimate of costs, which have a <25% level of confidence, are summarized in the table below.



Department	Project & Timeframe	Estimated Cost
RP&C	Water intake armouring – River Bend – 2014	100,000
RP&C	CPR pedestrian bridge assessment – 2014 & potential remediation – 2016	75,000
Environmental Services	Remove and reconstruct berm - McKenzie Trails	62,000
Engineering Services	Repairs related to North Highway Connector project	124,278
	Total estimated cost	361,278



July 31, 2013

## High Schools and Sports Fields in Northeast Red Deer

Planning Department

### **Report Summary & Recommendation:**

---

The East Hill Major Area Structure Plan identifies the northeast corner of the intersection of 67 Street and 30 Avenue as a multi-neighbourhood park/school site proposed to contain city-wide sports fields and high school sites for the Catholic, Francophone (7-12), and Public School authorities. The approved 2013 Capital Budget has an item for \$9,492,000 for school site and recreation land acquisition, subdivision, site servicing, site planning, facility development and offsite levies approved with the proviso "that cost sharing be negotiated between the School Boards prior to the final allocation of funds." The Province and the school boards have indicated that the boards are not able to provide any capital contributions for the land acquisition or other costs. Under The Off-Site Levy Bylaw the proposed development is responsible for off-site levies on the Net Development Area of 19.67 hectares of approximately \$4.0M. The proposal is to only apply the off-site levy rates to the portion of the site used for city-wide sports fields. This would reduce the financial contribution to off-site levies from the Capital Budget to about half of the original amount, depending on the detailed design of the site. It is recommended that Council:

1. Approve in principle the exemption of the school sites from paying off site levies and directs administration to develop the 2014 Off site Levy Bylaw to exclude the high school and recreation site from the service basin; and
2. Amend the 2013 Capital Budget for this item to \$6,342,000 by approving a revised 2013 Capital Budget Sheet as shown in Attachment A for the School Site and Recreation Land Acquisition that adds reference to the potential of the Francophone Board having a 7-12 school on the site and deletes reference to the school boards contributing \$3.150M to the project costs but retains the \$6.342M City contribution for the following purpose:
  - a. Land Acquisition and Subdivision
  - b. Site Concept Planning
3. The balance to be used for site services and facility development. Upon the completion of the site concept plan, a more accurate servicing cost will be estimated and if required, an updated capital sheet will be submitted at that time.

### **City Manager Comments:**

I strongly support moving forward with this request. This is an urgent priority for the Red Deer Catholic School Board as the Province requires confirmation of funding prior to allocating capital dollars. It is indicated that this major project is near the top of budget allocation for education.

---



### **Proposed Resolution**

---

Resolved that Council of The City of Red Deer having considered the report from the Planning Department, dated July 31, 2013, re: High Schools and Sports Fields in Northeast Red Deer, hereby:

1. Approves in principle the exemption of school sites from paying off site levies and directs administration to develop the 2014 Off Site Levy Bylaw to exclude high school sites from the service basin; and
2. Amends the 2013 Capital Budget for this item to \$6,342,000 by approving a revised 2013 Capital Budget Sheet as shown in attachment "A" for the School Site and Recreation Land Acquisition that adds reference to the potential of the Francophone Board having a 7-12 school on the site and deletes reference to the school boards contributing \$3.150M to the project costs but retains the \$6.342M City contribution for the following purpose:
  - a. Land Acquisition and Subdivision
  - b. Site Concept Planning
3. Approves the balance to be used for site services and facility development.

### Report Details

#### **Background:**

---

- December 2005 - The adopted East Hill Major Area Structure Plan (MASP) designated the northeast corner at 67 Street and 30 Avenue as a multi-neighbourhood leisure facility and high school sites. This quarter section was annexed from Red Deer County effective July 2004 and is presently zoned A1 (Future Development District)
- November 17, 2008 - The Community Assets Needs Assessment: A Directional Plan for the City of Red Deer of November, 2008 was adopted as a planning tool which recommended the development of a major athletic park (no specific site was identified)
- March 7, 2012 - The City was informed by letter that the top priority of the Board of Trustees of the Red Deer Catholic Regional Schools is a new high school in the city of Red Deer with planned occupancy in September 2016 (see Attachment B)
- November 6, 2012 - 2013 Capital Budget item of \$9,492,000 approved for school site and recreation land acquisition with proviso that cost sharing be negotiated between the School Boards prior to the final allocation of funds. The resolution passed by Council on November 6, 2012 follows:



“Resolved that Council of The City of Red Deer having considered the 2013 multi-year Capital Plan, hereby approves the following projects as part of the 2013 Capital Budget:

Item	Department	Project title	2013 Amount (in thousands of \$'s)
III	RPC	School Site & Recreation Land Acquisition	9,492

And agrees that the cost sharing be negotiated between the School Boards prior to the final allocation of the funds.”

- June 10, 2013 - The adopted East Hill MASP identifies the northeast corner of the intersection of 67 Street and 30 Avenue as a multi-neighbourhood park/school site proposed to contain city-wide sports fields and high school sites for the Catholic, Francophone (7-12), and Public School authorities

### **Discussion:**

---

The Agreement of October 21, 2003 on Providing for the Allocation of Municipal Reserves for Sites with Schools between The City and the Red Deer Catholic, Red Deer Public, and Conseil scolaire Centre-Nord (Francophone) Board states : “All school sites except high school sites, will be provided from the 10% Municipal Reserve Dedication required pursuant to the Municipal Government Act...” The Agreement continues: “With respect to the development of high school sites, which may exceed the 10% Municipal Reserve dedication, the payment of of-site levies with respect to such development and the cost of land acquisition will be by way of separate agreement negotiated between the parties.”

The approved 2013 Capital Budget Sheet (see Attachment C) indicates that of the \$9,492,000 the amount of \$3,150,000 would come from the school boards. Administration has met with all three school boards on different occasions to discuss their desire or ability to contribute to the capital costs of the land acquisition and/ or off-site levies. All three have indicated in writing or verbally that various Province of Alberta legislation and regulations do not permit the boards to make any contributions.

As directed by the 2013 Capital Budget, Administration has been negotiating with the property owner for a parcel of approximately 22.58 hectares (55.8 acres) as shown on Map I (attached). The area to be purchased also includes land for the widening of 30 Avenue and 67 Street. A revised appraisal is currently being undertaken.

A conceptual site plan for the three high schools and the sports fields will be prepared over the next six months. It is anticipated that The City and three school boards will work collaboratively to develop the site concept plan, maximizing the use of the space.



Recreation, Parks, and Culture (RPC) is also conducting a sports field inventory and analysis that will help inform the sports field development.

The School Capital Manual of the Alberta Education/Alberta Infrastructure dated January 2012 states that “the approved budget for Building Construction Costs is to be used for the physical construction of the school facility and normal site development costs incurred when undertaking a typical school construction project... ( Page 21). “Furthermore it states: “The Total Project Cost does NOT include extraordinary site costs, site acquisition, access roads to the site, services to the site, or any other landscaping features beyond a five-metre perimeter of the building envelope. The school jurisdiction should work with the local municipality and the site developers to ensure these items are addressed.”( Page 22). In other words, the Province of Alberta requires that a school site is provided with municipal services to the property line and that is funded by the municipality or others.

The City charges off-site levies on new development lands to cover the costs of extending trunk water, sanitary, and storm mains, arterial roadways, and associated facilities to serve these areas. The Off-Site Levy Service Basin includes the entire municipality including the lands proposed for the high schools and sports fields. Off-site levies are charged on the Net Development Area which excludes arterial roadways and environmental reserves and tree stands, for example. Using 2013 rates, the off-site levy charges attributable to the Net Development Area of 19.67 hectares for the lands for the proposed high schools and sports fields, would be approximately \$4.0M.

### **Analysis:**

Land Purchase: The \$6,342,000 approved from debentures in the 2013 Capital Budget, based on current comparables, should be sufficient to complete the land purchase, subdivision, site servicing, site planning and facility development. The intent is to have a land purchase agreement before the end of 2013 of the lands shown on Map I.

Conceptual Site Plan: It is anticipated that The City and three schools boards will work collaboratively to develop the site concept plan, maximizing the use of the space. RPC is also currently conducting a sports field inventory and analysis that will help inform the sports field development.

Capital Costs for Roadways and Servicing: These will be prepared in coordination with the conceptual site plan. The site layout will have a considerable influence on the infrastructure that is required to be built and its sequence. For example, the location of the potential washrooms and storage for the field uses would determine where infrastructure must be provided. The balance of the capital allocation is proposed to be used for site servicing costs. Upon the completion of the site concept plan, servicing cost will be estimated and if required, an updated capital sheet will be submitted at that time.



Off-Site Levies: Administration reviewed a number of options to capture the off-site levy monies.

Administration believes the best approach is for the overall tax base to pay the off-site levy for the sports fields. New home or lots owners would indirectly pay for the off-site levy costs for the high schools. This is an indirect cost as it would be captured through their lot or home prices as with other off-site levies. The allocation of costs will be based on the completed conceptual site plan. The Off-Site Levy Rates Bylaw is recommended to be amended to exclude those lands being used or proposed to be used on the high schools. This proposed amendment would require advertisement and three readings.

Amendments to the 2013 Capital Budget Sheet: Council is recommended to approve a revised 2013 Capital Budget Sheet shown as Attachment C for the School Site and Recreation Land Acquisition that adds reference to the potential of the Francophone Board having a 7-12 school on the site and deletes reference to the school boards contributing \$3.150Million to the project costs but retains the \$6.342 million City contribution for the following purpose:

- a. Land Acquisition and Subdivision
- b. Site Concept Planning
- c. The balance to be used for site services and facility development. Upon the completion of the site concept plan, a more accurate servicing cost will be estimated and if required, an updated capital sheet will be submitted at that time.

#### Attachments

Attachment A: Proposed Revised 2013 Capital Budget Sheet

Attachment B: Letter from the Catholic School Board of March 7, 2012

Attachment B (i): Letter from Catholic School Board of June 6, 2013

Attachment B (ii): Letter from Catholic School Board of February 22, 2013

Attachment B (iii): Letter from Alberta Education of February 11, 2013

Attachment B (iv): Email from Red Deer Public Schools of March 14, 2013

Attachment B (v): Letter from Red Deer Public Schools of February 4, 2013

Attachment C Approved 2013 Capital Budget Sheet for School Site and Recreation Land Acquisition

Map 1: Location for High Schools and Sports Fields

Attachment A: Proposed Revised 2013 Capital Budget Sheet

	2013 CAPITAL BUDGET REQUEST	Section # 7
---	-----------------------------	-------------

PROJECT NAME	School Site & Recreational Land Acquisition	\$6,342,000
DEPARTMENT	Rec. Parks & Culture	Current Year
SECTION	Parks Section	Budget Request

**Project Description:**  
 In 2008, the Recreation, Parks & Culture Community Needs Assessment identified the need for additional outdoor field facilities. In 2013 the East Hills Major Area Structure Plan identified the northeast corner of the intersection of 67 Street and 30 Avenue as a multi-neighbourhood park/school site proposed to contain sports fields and high school sites for the Catholic, Public, and Francophone School Authorities.

This capital sheet represents the following: land acquisition of 55.8 acres; development of a conceptual site plan; offsite levies (to be determined); and site servicing (to be determined).

It is anticipated that The City and the three School Authorities will work collaboratively to develop the conceptual site plan, maximizing the use of the space. RPC is currently conducting a sport field inventory and analysis that will help inform the sports field development. The City's newly adopted Neighbourhood Area Design principals will also be a key focus of the site plan development. Finally, a servicing study will be completed to address the infrastructure and utility needs of the site as well as traffic accesses and egress. This work is to be completed by the late spring of 2014.

The conceptual site plan will be used to form the future capital budget for development of this area. The estimates for site servicing will also be prepared when the conceptual site plan is complete. If additional funding is required for either the offsite levies or site servicing, a revised capital budget will be brought forward.

Funding Request Clarification \_\_\_\_\_

**Additional Information**

Cost - Level of Confidence?	No	New Project?	No
Timing Change?	<input type="radio"/> No <input type="radio"/> Over 95%	Significant Change?	<input type="radio"/> No <input type="radio"/> Between 25% and 50% <input type="radio"/> Yes
			<input checked="" type="radio"/> Between 50% and 95% <input type="radio"/> Less than 25%

Year	Annual Cost ('000)	Reserves	Grants	Operating	Offsites	Debentures	Other Sources
2013	6,342	-	-	-	-	6,342	-
2014		-	-	-	-	-	-
2015		-	-	-	-	-	-
2016		-	-	-	-	-	-
2017		-	-	-	-	-	-
2018		-	-	-	-	-	-
2019		-	-	-	-	-	-
2020		-	-	-	-	-	-
2021		-	-	-	-	-	-
2022		-	-	-	-	-	-
<b>SUBTOTAL</b>	<b>6,342</b>					<b>6,342</b>	
Prior Approved		-	-	-	-	-	-
<b>TOTAL</b>	<b>6,342</b>					<b>6,342</b>	

**Incremental Operating Costs (Savings)**

	2013	2014	2015
Personnel			70
Fleet Equipment Expense			30
Internal Charges & Expenses			100
Have operating impacts been budgeted for?	No-Future Yr Funding Adj		





March 7, 2012

Angus Schaffenburg  
Major Projects Planner  
City of Red Deer  
4914-48 Ave  
Red Deer, AB  
T4N 3T4

Dear Mr. Schaffenburg:

RE: New High School Site

The Board of Trustees approved the Division's Three Year Capital Plan at last night's board meeting. The top priority in the division is a new high school for the City of Red Deer. Our Capital Plan identifies that this school is planned for occupancy in September 2016. We also understand that this timeframe is dependent on funding approvals from the Government of Alberta and that it is a 3-4 year process from a funding announcement to occupancy of a new high school.

We would like to request that the City of Red Deer continue to work with all parties involved to assist in ensuring that an accessible serviced site is available to meet the above time lines.

I would also like to thank you for your commitment to ensure education is a vital part of our communities. Please find attached a summary of our Capital Plan with the full version available on our webpage at [www.rdcrd.ab.ca](http://www.rdcrd.ab.ca). Should you have any questions, please do not hesitate to call me at 403-343-1055.

Sincerely,

A handwritten signature in black ink that reads 'Ken Jaeger'.

Ken Jaeger  
Supervisor of Support Services

## Red Deer Catholic Regional Division #39

### 3 Year Capital Submission

2012/2013 – 2014/2015 Capital Plan

Alberta Education requires the 3 Year Capital Submission to have new construction and modernizations rolled together with one division ranking. Modular classroom are submitted under a separate submission not associated with the 3 Year Capital Plan. The following indicates the Division's priorities for the next 3 year Capital Plan

Approval Year	Division Priority	School Division Sector	Sector Priority	Provincial Priority	Project Description	Occupancy Date	Project cost
2013/2014	1	Red Deer	1	2	New Red Deer High School	September, 2016	\$52,209,490.00
2013/2014	2	Red Deer	2	2	St. Francis 5 classroom Addition	September, 2016	\$3,138,017.00
2012/2013	3	Red Deer	3	3	St. Patrick Modernization	September, 2014	\$6,209,254.00
2014/2015	4	Red Deer	4	2	New Blackfalds School	September, 2017	\$17,513,751.00
2013/2014	5	Rocky Mountain Ho	1	3	St. Matthew Right sizing/Modernization	September, 2015	\$6,113,559.00

Attachment B (i): Letter from Catholic School Board dated June 6, 2013



June 6, 2013

Mayor Morris Flewwelling and City Council  
The City of Red Deer  
Box 5008  
Red Deer, AB T4N 3T4

Dear Mayor Flewwelling and City Council,

Re: East Hill MASP and High School Site

I am writing this letter to inform you that Red Deer Catholic Regional Schools supports the East Hill MASP that is planning to go before council on Monday June 10, 2013. We encourage you to approve this area structure plan so that securing a high school site for our proposed new high school can proceed.

In early May there were several new school projects announced across the province. We have been working diligently to arrange a meeting with the Minister of Education to discuss the reasons why Red Deer Catholic Regional Schools was not included in these announcements. We have recently received confirmation that a lack of a purchased and serviced site was the reason our new high school was not approved.

Administration from the City of Red Deer and Red Deer Catholic Regional Schools have been working together to ensure the needs of the community are being met. At the same time it is critical that the site be secured and servicing in place as soon as possible so that we can be included in the next round of new school announcements.

At our Regular Board Meeting on Tuesday, June 4, 2013, the Board of Trustees approved the name of St. Joseph High School for our future school.

.../2

June 6, 2013

We thank you for your continued support as we work to ensure the educational needs of students are being met. Please feel free to contact Paul Mason, Superintendent of Schools at 403-343-1055 should you require any additional information.

Yours in Christ,

A handwritten signature in cursive script that reads "Adriana LaGrange".

Mrs. Adriana LaGrange  
Board Chair  
Red Deer Catholic Regional Schools

AL/aw

Attachment B (ii): Letter from Catholic School Board of February 22, 2013



February 22, 2013

Mr. Craig Curtis  
City Manager  
The City of Red Deer  
Box 5008  
Red Deer, AB T4N 3T4

Dear Mr. Curtis,

At a joint meeting held on January 9, 2013 between representatives from the City of Red Deer, Red Deer Public School Division, and Red Deer Catholic Regional Schools, you requested documentation from Alberta Education relative to their position of providing funding to service future school sites.

As the attached letter from Education Deputy Minister Wiles indicates school divisions do not receive funding from Alberta Education to service school sites.

Please feel free to contact me if you have any further questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to be 'V. Paul Mason'.

V. Paul Mason  
Superintendent of Schools

Att.

cc: Piet Langstraat, Superintendent of Schools, Red Deer Public Schools  
Ken Jaeger, Supervisor of Support Services, Red Deer Catholic Regional Schools



Deputy Minister  
7th Floor, Commerce Place  
10155 - 102 Street  
Edmonton, Alberta T5J 4L5  
Canada  
Telephone 780-427-3659  
Fax 780-427-7733

AR78947

February 11, 2013

Mr. V. Paul Mason  
Superintendent of Schools  
Red Deer Catholic Regional Division  
Montfort Centre  
5210 - 61 Street  
Red Deer, Alberta  
T4N 6N8

Dear Mr. Mason:

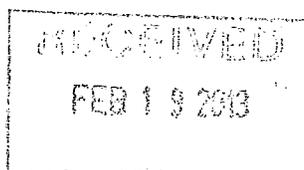
I am pleased to respond to an inquiry made by Ken Jaeger, Supervisor of Support Services with your jurisdiction, to Avi Habinski, Director, Capital Planning South.

Mr. Jaeger requested clarification regarding provincial and local responsibilities for securing appropriate and timely reserve sites for future schools.

Recognizing that having a school is in the best interests of the community, responsibility for provision of serviced land for future school construction and for development of playing fields rests with municipal and school authorities. In the process of developing and submitting their three-year capital plans to Education, school jurisdictions are required to report on site readiness. The availability of an adequately sized and serviced site is a prerequisite for the approval of a new school capital project.

Since your jurisdiction is in discussions with the City of Red Deer regarding the provision of a site for a new Catholic high school, I would like to bring to your attention the following information. In September 2012, Evergreen Catholic Separate Regional Division, Elk Island Catholic Separate Regional Division and Edmonton Catholic School Division each opened a new high school. In all cases, serviced land was provided by the municipality to allow for construction of the new school. A high school for the Calgary Board of Education is under construction and is expected to open in September 2013. The serviced site for this facility was provided in accordance with the provisions of a joint-use agreement between the parties. No provincial support for the project was directed toward acquisition of the land or development of the playing fields.

.../2



Mr. V. Paul Mason

Page 2

In response to stakeholder requests for clarification regarding the issue of land for schools, we are developing a protocol for use at the local level and a tool kit that will share best practices across the province. These best practices will be helpful to municipal and school authorities in clarifying the roles and responsibilities for provision of sites for future schools.

In the interim, I hope the information I have provided clarifies provincial and local responsibilities for provision of serviced land and playing fields for future schools, and that this information will be useful in your discussions with the City of Red Deer.

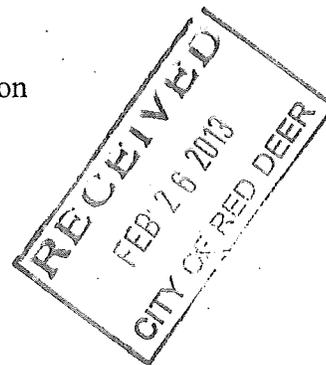
Sincerely,



Tim Wiles  
Deputy Minister

cc: Pieter Langstraat  
Superintendent Red Deer School District

Henri Lemire  
Superintendent, Greater North Central Francophone Education Region



**Craig Curtis**

---

**From:** Cody McClintock [Cody.McClintock@rdpsd.ab.ca]  
**Sent:** Thursday, March 14, 2013 9:27 AM  
**To:** Craig Curtis  
**Cc:** Pieter Langstraat  
**Subject:** Joint High School Site

Craig,

We reviewed with the Board last night the proposed joint high school site at 30 Avenue and 67 Street. The Board reaffirmed its support of the site at that location and to be occupied jointly with Red Deer Catholic Schools and the City of Red Deer.

Please let me know if you need anything further.

Cody McClintock  
Associate Superintendent, Business Services  
Red Deer Public Schools  
4747 - 53 Street  
Red Deer, Alberta T4N 2E6  
phone: 403 342-3702  
fax: 403 347-8190

---

[This message has been scanned for security content threats and viruses.]  
[The City of Red Deer I.T. Services asks that you consider the environment before printing this e-mail.]

Attachment B (v): Letter from Red Deer Public Schools of February 4, 2013



Copy -> *Greg Scott*  
*Kim Fowler*  
**Piet Langstraat**  
Superintendent of Schools  
Direct Line: 403-342-3710  
Email: [plangstraat@rdpsd.ab.ca](mailto:plangstraat@rdpsd.ab.ca)  
*Lisa Perkins*  
*Paul Goranson*

February 4, 2013

Craig Curtis  
City Manager  
Box 5008  
Red Deer AB T4N 3T4

Dear Mr. Curtis:

Thank you for the meeting of January 9, 2013 at which we discussed the site for the planned public and separate high schools. At this meeting we also discussed the issue of off-site levies for the purpose of supplying utilities to the new school site.

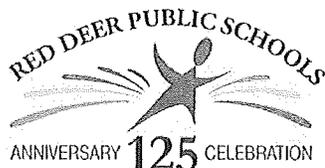
As a result of this discussion, I gathered information from school jurisdictions who serve municipalities similar to Red Deer. These included: Evergreen Catholic Schools which serves Spruce Grove and Stony Plain, Lethbridge Public Schools which serves Lethbridge, and Rocky View Public Schools which serves Airdrie. In none of these municipalities are off-site levies charged to the school jurisdiction to provide for the provision of services to school sites. In addition, no funding is provided by Alberta Education for such levies.

Red Deer Public Schools is not in a financial position to provide funding to the City of Red Deer for off-site levies for a new high school site. The Board of Trustees faces a deficit budget with uncertain provincial funding for the 2013 - 2014 school year. In addition, while the need for a new high school is a pressing matter for Red Deer Catholic Regional School Division, it is not an immediate priority for Red Deer Public Schools.

I very much appreciate the collaborative manner in which Red Deer Public Schools and the City of Red Deer conduct business together. It is unfortunate, that in this particular circumstance, Red Deer Public Schools is unable to provide financial support for off-site levies for this project.

Yours truly,

Piet Langstraat,  
Superintendent of Schools



Attachment C Approved 2013 Capital Budget Sheet for School Site and Recreation Land Acquisition



## 2013 CAPITAL BUDGET REQUEST

Project # 791

PROJECT NAME	School Site & Recreational Land Acquisition	\$9,492,000
DEPARTMENT	Rec. Parks & Culture	Current Year
SECTION	Parks Section	Budget Request

**Project Description**

The 2008 Recreation, Parks & Culture Community Assets Needs Assessment identified a need for additional outdoor field facilities. Land acquisition is required (approximately 20 acres) to allow for this development. The selected location is at 67th Street and 30th Avenue and is a 60 acre site allowing for 20 acres of land for each of the two school boards for future development. Although not yet determined, potential sports to be considered are baseball, football, soccer and track and field.

The City currently has a request from the Red Deer Catholic Regional School Division to provide the site for the development of a new Catholic High School in 2016. Funding for a new school has not been approved by Alberta Education at this time. The site could also accommodate a future Red Deer Public High School, however, an additional public high school isn't planned for at least another 10 years.

This funding request is for the land acquisition, planning/design, and offsite levies. The costs are comprised of: land purchase, planning & design work and offsite levies. Following the "Allocation of Municipal Reserves Sites for Schools Agreement" and subject to negotiation, The City anticipates recovering a portion of the capital costs from the school boards.

**Additional Information**

Funding Request Clarification

Multi-Year Project?	No	New Project?	No	
Timing Change?	Yes	Scope Change?	No	Cost Adjustment? <span style="float: right;">Yes</span>

Cost - Level of Confidence

Over 95%                       Between 25% and 50%  
 Between 50% and 95%        Less than 25%

Year	Annual Cost ('000)	Reserves	Grants	Operating	Offsites	Debentures	Other Sources
2013	9,492	-	-	-	-	6,342	3,150
2014		-	-	-	-	-	-
2015		-	-	-	-	-	-
2016		-	-	-	-	-	-
2017		-	-	-	-	-	-
2018		-	-	-	-	-	-
2019		-	-	-	-	-	-
2020		-	-	-	-	-	-
2021		-	-	-	-	-	-
2022		-	-	-	-	-	-
<b>SUBTOTAL</b>	<b>9,492</b>					<b>6,342</b>	<b>3,150</b>
Prior Approved							
<b>TOTAL</b>	<b>9,492</b>					<b>6,342</b>	<b>3,150</b>

**Incremental Operating Costs (Savings)**

	2013	2014	2015
Personnel			70
Fleet Equipment Expense			30
Select Account Range			100
Have operating impacts been budgeted for? <span style="float: right;">No-Future Yr Funding Adj</span>			



High Schools and Sports Field Site

Rge Rd 272

20 AV

Timberlands

TIMBERSTONE WY

Timberstone

TEASDALE DR

College Park

30 AV

CARLETON AV

Clearview Ridge

CLEARVIEW DR

Clearview Extension

GARDEN CT

CARRINGTON DR

67 ST

Garden Heights

Gaetz Lakes Sanctuary

Map 1: High Schools and Sports Field Site

LEGISLATIVE SERVICES

August 29, 2013

Mr. Henri Lemire  
Directeur général/Superintendent  
Conseilscolaire Centre-Nord  
Bureau 322  
8627, ru Marie-Anne- Gaboury (91 Str.)  
Edmonton, AB T6C 3N1

Dear Mr. Lemire:

**RE: Council Decision – August 20, 2013**  
***High Schools and Sports Fields in the Northeast Red Deer***

At the Tuesday, August 20, 2013 Red Deer City Council Mid-Year Budget Review Meeting, Council passed the following resolution:

Resolved that Council of The City of Red Deer having considered the report from the Planning Department, dated July 31, 2013, re: High Schools and Sports Fields in Northeast Red Deer, hereby:

1. Approves in principle the exemption of school sites including the recreation area from paying off site levies and directs administration to develop the 2014 Off Site Levy Bylaw to exclude the overall sites from the service basin; and
2. Amends the 2013 Capital Budget for this item to \$6,342,000 by approving a revised 2013 Capital Budget Sheet with funding to come from the Capital Project Reserve for the School Site and Recreation Land Acquisition that adds reference to the potential of the Francophone Board having a 7-12 school on the site and deletes reference to the school boards contributing \$3.150M to the project costs but retains the \$6.342M City contribution for the following purpose:
  - a. Land Acquisition and Subdivision
  - b. Site Concept Planning
3. Approves the balance to be used for site services and facility development.

Council Decision – August 20, 2013  
High Schools and Sports Fields in Northeast Red Deer  
Page 2

Should you require any further information, please feel free to contact Angus Schaffenburg, Major Projects Planner, Planning Services at 403.406.8700.

Sincerely,



Frieda McDougall  
Legislative Services Manager

c: Angus Schaffenburg, Major Projects Planner, Planning Services

LEGISLATIVE SERVICES

August 23, 2013

Mr. Wally Vance  
President  
Central Alberta Slo-Pitch Association  
#170, 4819C-48 Avenue  
Red Deer, AB T4N 3T2

**RE: Council Decision – August 20, 2013  
Central Alberta Slo-Pitch Association Request for Financial Support**

Dear Mr. Vance:

At the Tuesday, August 20, 2013 Red Deer City Council Mid-Year Budget Review Meeting, Council passed the following resolution:

Resolved that Council of The City of Red Deer, having considered the report from the Recreation, Parks & Culture department dated July 25, 2013, re: Central Alberta Slo-Pitch Association Request for Financial Support hereby agrees that this request for funding assistance, for the installation of water and sewer infrastructure to their slo-pitch diamonds at Edgar Industrial Athletic Park, is to be considered in the context of other capital projects and be discussed as part of the 2014 Capital Budget debate on November 26, 2013.

Should you have any questions, please contact Ms. Shelley Gagnon, Recreation, Parks & Culture Manager at 403.342.8159.

Sincerely,



Frieda McDougall  
Legislative Services Manager

c: Shelley Gagnon, Recreation, Parks & Culture Manager

LEGISLATIVE SERVICES

August 23, 2013

Mr. Paul Morigeau  
Red Deer City Soccer Association  
6905 Edgar Industrial Drive  
Red Deer, AB T4P 3R2

**RE: Council Decision – August 20, 2013  
Red Deer City Soccer Association – Financial Support**

Dear Mr. Morigeau:

At the Tuesday, August 20, 2013 Red Deer City Council Mid-Year Budget Review Meeting, Council passed the following resolution:

Resolved that Council of The City of Red Deer, having considered the report from the Recreation, Parks & Culture department dated July 25, 2013, re: Red Deer City Soccer Association Request for Financial Support, hereby agrees that this request for funding assistance for the construction of an indoor multi-sports facility at Edgar Industrial Park is to be considered in the context of other capital projects and be discussed as part of the 2014 Capital Budget debate on November 26, 2013.

Should you have any questions, please contact Ms. Shelley Gagnon, Recreation, Parks & Culture Manager at 403.342.8159.

Sincerely,



Frieda McDougall  
Legislative Services Manager

c: Shelley Gagnon, Recreation, Parks & Culture Manager

LEGISLATIVE SERVICES

August 26, 2013

Mr. Piet Langstraat  
Superintendent of Schools  
Red Deer Public Schools  
4747 – 53 Street  
Red Deer, AB T4N 2E6

Dear Mr. Langstraat:

**RE: Council Decision – August 20, 2013  
High Schools and Sports Fields in the Northeast Red Deer**

At the Tuesday, August 20, 2013 Red Deer City Council Mid-Year Budget Review Meeting, Council passed the following resolution:

Resolved that Council of The City of Red Deer having considered the report from the Planning Department, dated July 31, 2013, re: High Schools and Sports Fields in Northeast Red Deer, hereby:

1. Approves in principle the exemption of school sites including the recreation area from paying off site levies and directs administration to develop the 2014 Off Site Levy Bylaw to exclude the overall sites from the service basin; and
2. Amends the 2013 Capital Budget for this item to \$6,342,000 by approving a revised 2013 Capital Budget Sheet with funding to come from the Capital Project Reserve for the School Site and Recreation Land Acquisition that adds reference to the potential of the Francophone Board having a 7-12 school on the site and deletes reference to the school boards contributing \$3.150M to the project costs but retains the \$6.342M City contribution for the following purpose:
  - a. Land Acquisition and Subdivision
  - b. Site Concept Planning
3. Approves the balance to be used for site services and facility development.

Council Decision – August 20, 2013  
High Schools and Sports Fields in Northeast Red Deer  
Page 2

Should you require any further information, please feel free to contact Angus Schaffenburg, Major Projects Planner, Planning Services at 403.406.8700.

Sincerely,

A handwritten signature in blue ink, appearing to read "F. McDougall".

Frieda McDougall  
Legislative Services Manager

c: Angus Schaffenburg, Major Projects Planner, Planning Services

LEGISLATIVE SERVICES

August 26, 2013

Mr. V. Paul Mason  
Superintendent of Schools  
Red Deer Catholic Regional Schools  
Montfort Centre  
5210 – 61 Street  
Red Deer, AB T4N 6N8

Dear Mr. Mason:

**RE: Council Decision – August 20, 2013  
High Schools and Sports Fields in the Northeast Red Deer**

At the Tuesday, August 20, 2013 Red Deer City Council Mid-Year Budget Review Meeting, Council passed the following resolution:

Resolved that Council of The City of Red Deer having considered the report from the Planning Department, dated July 31, 2013, re: High Schools and Sports Fields in Northeast Red Deer, hereby:

1. Approves in principle the exemption of school sites including the recreation area from paying off site levies and directs administration to develop the 2014 Off Site Levy Bylaw to exclude the overall sites from the service basin; and
2. Amends the 2013 Capital Budget for this item to \$6,342,000 by approving a revised 2013 Capital Budget Sheet with funding to come from the Capital Project Reserve for the School Site and Recreation Land Acquisition that adds reference to the potential of the Francophone Board having a 7-12 school on the site and deletes reference to the school boards contributing \$3.150M to the project costs but retains the \$6.342M City contribution for the following purpose:
  - a. Land Acquisition and Subdivision
  - b. Site Concept Planning
3. Approves the balance to be used for site services and facility development.

Council Decision – August 20, 2013  
High Schools and Sports Fields in Northeast Red Deer  
Page 2

Should you require any further information, please feel free to contact Angus Schaffenburg, Major Projects Planner, Planning Services at 403.406.8700.

Sincerely,

A handwritten signature in blue ink, appearing to read "Frieda McDougall". The signature is written in a cursive style with a large initial "F" and "M".

Frieda McDougall  
Legislative Services Manager

c: Angus Schaffenburg, Major Projects Planner, Planning Services

**DATE:** August 23, 2013  
**TO:** Lisa Perkins, Director of Corporate Transformation  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** High Schools and Sports Fields in Northeast Red Deer

---

**FILE COPY**

**Reference Report:**

Planning Department, dated July 31, 2013

**Resolution:**

The following resolution was passed during the Mid-Year Budget Review Council meeting held on Tuesday, August 20, 2013:

Resolved that Council of The City of Red Deer having considered the report from the Planning Department, dated July 31, 2013, re: High Schools and Sports Fields in Northeast Red Deer, hereby directs that an advocacy effort be directed to the Province to outline the concerns identified by Council with respect to the responsibilities municipalities have to assume because of provincial downloading with respect to education infrastructure.

**Report back to Council:** No

**Comments/Action:**



Frieda McDougall  
Legislative Services Manager



**Comments/Action:**



Frieda McDougall  
Legislative Services Manager

- c:     Director of Community Services  
        Director of Corporate Services  
        Financial Services Manager  
        Land & Economic Development Manager  
        C. Dyke, Divisional Strategist, Planning



July 31, 2013

## Action Bus Purchase and Operations

Transit

### Report Summary & Recommendation:

---

Administration continues to review the increasing demand for specialized door-to-door service, and the need to bring forward a request for an additional Action Bus is warranted at this time. It is noted that the Action Bus and conventional bus programs will be thoroughly reviewed as part of the development of the Transit Master Plan for 2013/2014.

Administration is recommending the amendment of the 2013 Capital Budget in the amount of \$70,000 for the purchase of an additional Action Bus funded from the Federal Gas Tax Fund (FGTF). We also recommend that the 2013 Operating Budget be amended in the amount of \$0 with incremental costs of \$69,510 on going funds in 2014 and \$4,884 ongoing funds in 2015.

### City Manager Comments:

---

I support the recommendation of Administration regarding the purchase of an additional Action Bus and ask that Council endorse the advocacy effort for specialized transit projects to be eligible through the Green Trip Fund as indicated in the attached letter dated August 2, 2013 to Minister Ric McIvor, Minister of Transportation.

Craig Curtis  
City Manager

### Resolutions:

---

Resolved that Council of The City of Red Deer having considered the report from the Transit Department, dated July 31, 2013, re: Action Bus Purchase and Operations, hereby:

1. Amends the 2013 Capital Budget in the amount of \$70,000 for the purchase of an additional Action Bus to be funded by the Federal Gas Tax Fund Grant.
2. Amends the 2013 Operating Budget in the amount of \$0 with incremental net costs of \$69,510 ongoing in 2014 and incremental net costs of \$4,884 ongoing in 2015.

Resolved that Council of The City of Red Deer having considered the report from the Transit Department, dated July 31, 2013, re: Action Bus Purchase and Operations, hereby endorses the August 2, 2013 letter from Mayor Flewwelling to Alberta Minister of Transportation, Ric McIvor requesting making specialized transit projects eligible through the next round of Green Trip Funding.



## Report Details

### **Background:**

---

To address the continuing demand for (specialized) door-to-door public transportation for Red Deer's elderly and disability communities additional Action Buses have been purchased to increase the fleet and operating funds allocated over the last number of years.

At the June 10<sup>th</sup>, 2013 Council meeting a resolution was passed that outlined a number of changes to the Action Bus eligibility criteria which have the potential to provide additional space on the system and reduce the number of unmet calls for service. Some of these changes have been implemented (i.e no longer automatically approving those 80 years and over and issuing conditional approvals) and others will be over the next year. Even with these system changes the demand for service continues to increase with more people needing the service in a growing community as well as growth in the demographics being served.

On average there are 400 new clients per year. The current 2013 monthly average of unaccommodated trip requests is roughly 500. The demand for transportation of dialysis patients is up 5.1% YTD in 2013. Despite the addition of previous new Action Buses to the service the increasing demand continues to put pressure on the system.

Discussions are currently underway with the Associated Canadian Travelers who have indicated an interest in sponsoring the cost of a new Action Bus. This opportunity is being pursued but has not been finalized at this point in time. While pursuing this opportunity Transit will ensure a sponsorship program is considered as part of the new Transit Plan. A coordinated, successful sponsorship program could assist significantly in offsetting future Action Bus capital costs.

The City has submitted a letter to Alberta Transportation requesting approval to use GreenTRIP funding for the purchase of the Action Buses. It is the position of the Administration that the Action Bus is an integral component of an overall public transportation system and that GreenTRIP funding is appropriate for the Action Bus service. As grant regulations currently read, our Action Buses do not meet the criteria because this service is not a regular scheduled fixed route service. Council is requested to pass a resolution supporting the advocacy efforts of The City with the Minister of Transportation regarding approval to use GreenTrip funding for future purchases of Action Buses.

### **Analysis**

---

There is a delay of approximately 6 months from the time an Action Bus is ordered until it is operational. Approval at this time will place a new Action Bus into the system by the 1<sup>st</sup> quarter of 2014.

To continue to address the increasing demand on the specialized transit service an additional Action Bus at a cost of \$70,000 will be required with an annual operating cost of \$74,394. Operating cost include \$69,510 ongoing funds in 2014 and \$4,884 ongoing funds in 2015.



OFFICE OF THE MAYOR

August 2, 2013

Ric McIver  
Minister of Transportation  
255, 11488 - 24 Street SE  
Calgary, AB T2Z 4C9

Dear Minister McIver,

*Ric*

Subject: Reallocation of Approved Green Trip Funding - City of Red Deer

We write today to express the need for capital funding for specialized demand transit service through the Green Trip Fund (GTF). Specialized demand transit is part of our overall transit system and is a vital service to those members of our community who are unable to access conventional service. Currently we are unable to use Green Trip funding for Action Buses despite the fact that they are part of our transit fleet and provide a public transportation service.

The need and demand for specialized transit service is unprecedented. Red Deer is a growing community and we are seeing increasing demand for specialized transportation for specific demographic profiles (seniors, medical trips, physical and mental disabilities). Providing public transportation for these client groups also reduces private vehicle use as this shared ride public transit service which in Red Deer currently supports over 4 passengers per vehicle hour. While we currently receive and use the Federal Gas Tax Fund (FGTF) to purchase specialized buses it would be our hope that by funding Action Buses through the Green Trip program it would enable us to utilize the FGTF for other high priority community projects.

Transit service is critical to healthy communities and even more important to certain residents in our communities who, without specialized service, would find it very difficult to participate in their community and attend to their basic needs.

We respectfully ask that you consider this request, and that in the announcement of the next round of funding consider making specialized transit projects eligible through the Green Trip Fund. Municipalities can then determine what parts of their transit system are in the most need based on their local priorities.

We would be pleased to answer any questions you may have and to discuss this matter further. Thank you in advance for your consideration.

Yours truly,



Mayor Morris Flewwelling  
City of Red Deer  
/AM

CC: Cal Dallas, MLA Red Deer South  
Mary Anne Jablonski, MLA Red Deer North  
Craig Curtis, City Manager, City of Red Deer  
Greg Scott, Director of Community Services, City of Red Deer  
George Penny, Transit Manager, City of Red Deer  
Lisa Perkins, Director of Corporate Transformation, City of Red Deer

*P.S.  
And thanks again for  
our meeting recently on  
Highway # 2 plans for  
our South entrance  
and Maskipitoon  
Park. Morris*



**2013 CAPITAL BUDGET REQUEST**

**NEW**

Section # 7

PROJECT NAME **Transit Action Bus**  
 DEPARTMENT **Transit**  
 SECTION **Transit Operations Section**

**\$70,000**  
 Current Year  
 Budget Request

**Project Description:**

Demand for specialized door-to-door transit service continues to increase. There is on average 400 new eligible citizens per year accessing this service, a 25% increase since integrating the service with the Red Deer Transit in 2007. A 46% increase in ridership has also occurred. There are on average roughly 500 un-accommodated trip requests per month. Without expanding this service, un-accommodated trips will rise and the integrity of service to citizens will be compromised.

Although this is a new project for Transit, it is in the 10 year plan under Public Works.

Funding Request Clarification

**Additional Information**

Multi-Year Project?  No  Yes  
 New Project?  Yes  No  
 Cost - Level of Confidence?  No  Yes  
 Timing Change?  No  Yes  
 Scope Change?  No  Yes  
 Cost Adjustment?  No  Yes

- Over 95%
- Between 25% and 50%
- Between 50% and 95%
- Less than 25%

Year	Annual Cost ('000)	Reserves	Grants	Operating	Offsites	Debentures	Other Sources
2013	70	-	70	-	-	-	-
2014	-	-	-	-	-	-	-
2015	-	-	-	-	-	-	-
2016	-	-	-	-	-	-	-
2017	-	-	-	-	-	-	-
2018	-	-	-	-	-	-	-
2019	-	-	-	-	-	-	-
2020	-	-	-	-	-	-	-
2021	-	-	-	-	-	-	-
2022	-	-	-	-	-	-	-
<b>SUBTOTAL</b>	<b>70</b>	<b>-</b>	<b>70</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Prior Approved	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>70</b>	<b>-</b>	<b>70</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Incremental Operating Costs (Savings)**

	2013	2014	2015
Revenue		(22)	(2)
Personnel		76	7
Internal Charges & Expenses		16	
		<b>70</b>	<b>5</b>

Have operating impacts been budgeted for?  No-Future Yr Funding Adj



**THE CITY OF RED DEER – 2014 BUDGET  
FUNDING ADJUSTMENT RECOMMENDATION**

Initiative Title: Transit Action Bus Service Demand Growth

Department Name & Reference #: Transit

Business Unit No. & Name: 890 Transit Action Bus

A. This recommendation is related to *(check one of the following)*:

- Strategy charter or sustainability priorities  
 Basic service  
 Capital Project

B. This recommendation is *(check one of the following)*:

- Revenue  
 Expenditure    \$74,394

C. Initiative overview for a **revenue recommendation**:

*Brief description*

Revenue and expenditures associated with growth action bus.

*Why are you recommending this FAR?*

The number of registered eligible customers continues to expand. There are roughly 500 unmet (refused) trips currently per month.

*What are you doing to increase this revenue?*

Adding a new services

*Is there an offsetting expenditure to achieve the desired revenue?*

Yes

*What other options did you consider to raise revenue without a related expenditure?*

N/A

Initiative overview for an **expenditure recommendation**:

*Brief description*

The number of the registered eligible customers continues to expand.

*Why are you recommending this FAR?*

Without expanding services unmet trips will also rise and the integrity of service to citizens will be compromised. There are roughly 500 unmet (refused) trips currently per month.

*What change will we realize as a result (outcome)?*

More service will be available for citizens to meet their transportation needs to access work, education, medical care, social and recreation needs.

*What other options did you consider to achieve this change?*

N/A

## D. Financial impact \$74,394 (total \$ for the initiative)

<b>Description</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>Future Years</b>	<b># of FTEs</b>
Revenue	0	(22,212)	(2,019)		
Personnel	0	75,937	6,903		1.0
Fees, Maintenance, and Services					
Materials & Supplies					
Other					
Internal Charges		15,785			
<b>Net impact</b>	0	69,510	4,884		1.0
Ongoing	0	69,510	4,884		1.0
One-Time					

**DATE:** August 23, 2013  
**TO:** George Penny, Transit Manager  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Action Bus Purchase and Operations

---

**FILE COPY**

**Reference Report:**

Transit Services, dated July 31, 2013

**Resolution:**

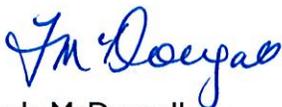
The following resolution was passed during the Mid-Year Budget Review Council meeting held on Tuesday, August 20, 2013:

Resolved that Council of The City of Red Deer having considered the report from the Transit Department, dated July 31, 2013, re: Action Bus Purchase and Operations, hereby:

1. Amends the 2013 Capital Budget in the amount of \$70,000 for the purchase of an additional Action Bus to be funded by the Federal Gas Tax Fund Grant.
2. Amends the 2013 Operating Budget in the amount of \$0 with incremental net costs of \$69,510 ongoing in 2014 and incremental net costs of \$4,884 ongoing in 2015.

Resolved that Council of The City of Red Deer having considered the report from the Transit Department, dated July 31, 2013, re: Action Bus Purchase and Operations, hereby endorses the August 2, 2013 letter from Mayor Flewwelling to Alberta Minister of Transportation, Ric McIvor requesting making specialized transit projects eligible through the next round of Green Trip Funding.

**Report back to Council: No**



Frieda McDougall  
Legislative Services Manager

c: Director of Community Services  
Director of Corporate Services  
Financial Services Manager  
C. Lust, Divisional Strategist, Community Services



July 30, 2013

## Lacombe / Blackfalds Regional Transit Service

Transit

### **Report Summary & Recommendation:**

---

The City of Red Deer played a major role in producing the Central Alberta Economic Partnership (CAEP) Regional Transportation Strategy – Guide and Toolbox in 2010. Red Deer Transit has been collaborating with The City of Lacombe and The Town of Blackfalds since March of 2012 to establish regional bus service connecting the three municipalities. This will require an amendment to the 2013 Capital Budget. The related operating revenues and costs will be submitted as part of the 2014 Operating Budget process.

Administration is recommending that Council

1. Provide approval for Administration to proceed with negotiations with the City of Lacombe and the Town of Blackfalds for a regional transit service connecting the three municipalities, and further
2. That the agreement is based on full cost recovery including operating costs, replacement costs plus an administrative fee.

Conditional to the successful negotiation of an agreement among the three parties that Council approve:

3. The amendment of the 2013 Capital Budget in the amount of \$900,000 for the purchase of two conventional buses and that the City of Lacombe and the Town of Blackfalds would contribute one third of the cost for the two new buses, with The City of Red Deer contributing two thirds of the cost by reassigning GreenTRIP funds and that ownership of the buses would reside with The City of Red Deer, and
4. A 2013 FAR for the operating costs of the Lacombe/Blackfalds regional service in the amount of \$0 for 2013 with incremental revenues of \$16,307 ongoing in 2014, incremental revenues of \$16,307 ongoing in 2015. This reflects the recovery of all operating costs and replacement costs by the City of Lacombe and Town of Blackfalds plus an administrative fee.

### **City Manager Comments:**

---

I support the recommendation of Administration. This is a good opportunity for The City to provide transit services at no direct cost to taxpayers.

Craig Curtis  
City Manager



## Proposed Resolutions:

---

Resolved that Council of The City of Red Deer, having considered the report from the Transit Department, dated July 30, 2013, re: Lacombe/Blackfalds Regional Transit Service:

1. Approves administration proceeding with negotiations with The City of Lacombe and The Town of Blackfalds for a regional transit service connecting the three municipalities, with the agreement based on full cost recovery including operating costs, replacement costs plus an administrative fee.
2. Conditional to the successful negotiation of an agreement among the three parties, hereby agrees to:
  - a) Amend the 2013 Capital Budget in the amount of \$900,000 for the purchase of two conventional buses and that The City of Lacombe and The Town of Blackfalds contribute one third of the cost with The City of Red Deer contributing two thirds of the cost by reassigning GreenTrip funds and that ownership of the buses would reside with The City of Red Deer, and,
  - b) Approve a 2013 FAR for the operating costs of the Lacombe/Blackfalds regional service in the amount of \$0 for 2013 with incremental revenues of \$16,307 ongoing in 2014, and incremental revenues of \$16,307 ongoing in 2015 to reflect the recovery of all operating costs and replacement costs by The City of Lacombe and Town of Blackfalds plus an administrative fee.

## Report Details

### Background:

---

The development of a regional Transit system in Central Alberta has been in discussion for a number of years. The City's 2009 - 2011 Strategic Plan identified a strategy in the Be Authentic – Distinctive Character Goal area that stated:

*DC5.4: Explore regional opportunities for service delivery and projects and an understanding of The City's role.*

The City of Red Deer played a major role in producing the Central Alberta Economic Partnership (CAEP) Regional Transportation Strategy – Guide and Toolbox in 2010. This report outlined various transportation options and the viability and potential of a regional transportation system. During the development of the CAEP report The City of Red Deer entered into an agreement with Red Deer County for bus service to Gasoline Alley in 2009.

Following the report City Administration followed up with other municipalities in the region to assess the level of interest in partnering in the provision of a regional system. . In 2012 a private operator, Pacific Western (Red Arrow), initiated a service that currently provides transportation two days a week for the Rocky Mountain House, Sylvan Lake, Red Deer route and connects with the Red Deer Transit system.



## Discussion:

---

Red Deer Transit has been collaborating with The City of Lacombe and The Town of Blackfalds since March of 2012 to establish regional bus service connecting the three municipalities. The service would include an express service and provide local service within Lacombe and Blackfalds.

Lacombe and Blackfalds intended to apply for GreenTRIP funding to cover the purchase of buses. However, the recent provincial budget confirmed funding only for projects that had previously been approved by the province. Alberta Transportation has informed us that there would not be a second call for GreenTRIP projects over the next three years.

Despite the withdrawal of GreenTRIP funding, Lacombe and Blackfalds are eager to pursue regional bus service. A letter of intent from the two communities is attached to this report.

The City of Red Deer received approval for 40 buses under the GreenTRIP grant program. The granting program requires that these buses be purchased by 2018. Based on projected needs and financial realities Administration feels it would be appropriate to use a portion of the City's approved GreenTRIP funds towards the Lacombe/Blackfalds service. Alberta Transportation supports the use of GreenTRIP funds for this purchase.

Administration is proposing an 18 year agreement with Lacombe and Blackfalds that would be similar to the one The City currently has with the County of Red Deer. The agreement would be financially neutral and include the following key points:

1. Lacombe/Blackfalds would jointly contribute one third of the cost for the purchase of two new buses, with The City of Red Deer contributing two thirds of the cost by reassigning GreenTRIP funds. Ownership of the buses would reside with The City of Red Deer
2. Lacombe/Blackfalds would be responsible for the full recovery of the operating costs and the replacement costs plus an administrative fee
3. The City's Transit service will not be compromised through the provision of service to Lacombe and Blackfalds
4. Fares will be set and managed by Lacombe/Blackfalds for the regional service.

Both municipalities have expressed an interest in starting the service in 2014. To provide the service, two additional conventional buses will need to be purchased. The lead time from ordering to delivery of the buses is up to 12 months. Therefore, in order to initiate the Lacombe/Blackfalds regional service by the fall of next year the buses need to be ordered.

## Analysis

---

The City of Lacombe and Town of Blackfalds are interested in providing their citizens with a regional transit service connecting to Red Deer. A letter of intent has been received from the two municipalities indicating their support in moving forward with this project. Over the last number of months all three parties have been collaborating and have an interest in establishing this regional transit service.



In order to provide transit service in 2014 two new conventional buses will need to be ordered in 2013 and pre-approval of operating expenses for 2014.

Administration is recommending that Council

1. Provide approval for Administration to proceed with negotiations with the City of Lacombe and the Town of Blackfalds for a regional transit service connecting the three municipalities, and further
2. That the agreement is based on full cost recovery including operating and replacement costs plus an administrative fee.

Conditional to the successful negotiation of an agreement among the three parties that Council approve:

3. The purchase of two conventional buses as a 2013 capital expense and that the City of Lacombe and the Town of Blackfalds would contribute one third of the cost for the two new buses, with The City of Red Deer contributing two thirds of the cost by reassigning GreenTRIP funds and that ownership of the buses would reside with The City of Red Deer, and
4. A 2014 FAR for the operating costs of the Lacombe/Blackfalds regional service that reflects the recovery of all operating costs and replacement costs by the City of Lacombe and Town of Blackfalds plus an administrative fee.

July 24, 2013

Gerry Gummo  
Transit Planner  
City of Red Deer  
PO Box 5008  
Red Deer, Alberta T4N 3T4

Dear Mr. Gummo:

**RE: Regional Transit Service**

On behalf of the City of Lacombe and Town of Blackfalds, we would like to formally request the establishment of a regional transit line, operated by Red Deer Transit, servicing the communities of Blackfalds and Lacombe. The target date for service commencement would be September 2014.

As you are aware, great progress has been made on a number of issues including scheduling and hours of service. Discussions are underway with respect to recovery of operating and bus replacement costs by The City of Red Deer. Any agreement would be contingent upon approval from both Blackfalds and Lacombe Councils, as well as confirmation from the Government of Alberta, Transportation Department, that The City of Red Deer's GreenTRIP funding for the purchase of two buses can be allocated to support this regional service.

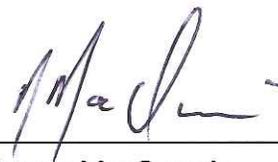
We look forward to working with you to make this project a reality.

Sincerely,



---

Corinne Newman  
Chief Administrative Officer  
Town of Blackfalds



---

Norma MacQuarrie  
Chief Administrative Officer  
City of Lacombe




**2013 CAPITAL BUDGET REQUEST**
**NEW**
**Section # 7**

<b>PROJECT NAME</b>	<b>Lacombe/Blackfalds Regional Transit</b>	<b>\$900,000</b>
<b>DEPARTMENT</b>	<b>Transit</b>	Current Year
<b>SECTION</b>	<b>Transit Operations Section</b>	Budget Request

**Project Description:**  
 The purchase of two conventional buses in 2013 to serve the Regional Transit Service connecting Lacombe/Blackfalds to Red Deer. The City of Red Deer will contribute 2/3 of the cost by allocating approved Green Trip funding. The communities of Lacombe/Blackfalds will contribute the remaining 1/3 cost. Ownership of the buses would reside with the City of Red Deer.

This purchase is contingent on a finalized agreement with Lacombe/Blackfalds and Red Deer. Once the agreement is finalized, the buses will be ordered (2013) in order to be available for operation by mid 2014.

**Additional Information**  
 Funding Request Clarification

Multi-Year Project?	No	New Project?	Yes	
Timing Change?	No	Scope Change?	No	Cost Adjustment? <span style="border: 1px solid black; padding: 2px 10px;">No</span>

Cost - Level of Confidence \_\_\_\_\_

Over 95%                       Between 25% and 50%  
 Between 50% and 95%            Less than 25%

Year	Annual Cost ('000)	Reserves	Grants	Operating	Offsites	Debentures	Other Sources
2013	900	-	600	-	-	-	300
2014	-	-	-	-	-	-	-
2015	-	-	-	-	-	-	-
2016	-	-	-	-	-	-	-
2017	-	-	-	-	-	-	-
2018	-	-	-	-	-	-	-
2019	-	-	-	-	-	-	-
2020	-	-	-	-	-	-	-
2021	-	-	-	-	-	-	-
2022	-	-	-	-	-	-	-
<b>SUBTOTAL</b>	<b>900</b>	<b>-</b>	<b>600</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300</b>
Prior Approved	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>900</b>	<b>-</b>	<b>600</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300</b>

**Incremental Operating Costs (Savings)**

	2013	2014	2015
Revenue		(232)	(232)
Personnel		92	92
Fleet Equipment Expense		125	125
		(15)	(15)

Have operating impacts been budgeted for? No-Future Yr Funding Adj



**THE CITY OF RED DEER – 2014 BUDGET  
FUNDING ADJUSTMENT RECOMMENDATION**

Initiative Title: Regional Transit Service to Lacombe/Blackfalds

Department Name & Reference #: Transit

Business Unit No. & Name: 885 Transit Administration  
886 Transit Operations

A. This recommendation is related to *(check one of the following)*:

- Strategy charter or sustainability priorities  
 Basic service  
 Capital Project

B. This recommendation is *(check one of the following)*:

- Revenue (\$32,614)  
 Expenditure

C. Initiative overview for a **revenue recommendation**:

*Brief description*

Red Deer Transit has been collaborating with Lacombe/Blackfalds to establish regional bus service connecting the three communities. This FAR represents the operational requirements to implement the service and is contingent on an agreement being finalized. The dollar value may change slightly, when service levels are finalized.

*Why are you recommending this FAR?*

The agreement will provide regional transportation service connecting Red Deer, Blackfalds and Lacombe.

*What are you doing to increase this revenue?*

The agreement with City of Red Deer and Lacombe/Blackfalds will offset operational and bus replacement costs plus an administration fee.

*Is there an offsetting expenditure to achieve the desired revenue?*

Yes, personnel, fleet operating and bus replacement costs.

*What other options did you consider to raise revenue without a related expenditure?*

N/A

## D. Financial impact (32,614)

Description	2014	2015	2016	Future Years	# of FTEs
Revenue	(\$245,145)	(\$245,145)			
Personnel	\$91,520	\$91,520			2.19
Fees, Maintenance, and Services					
Materials & Supplies					
Other					
Internal Charges	\$137,318	\$137,318			
<b>Net impact</b>	(\$16,307)	(\$16,307)			
Ongoing	(\$16,307)	(\$16,307)			
One-Time					

## E. City Manager comments:

**DATE:** August 23, 2013  
**TO:** George Penny, Transit Manager  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Lacombe/Blackfalds Regional Transit Service

---

**FILE COPY**

**Reference Report:**

Transit Services, dated July 30, 2013

**Resolution:**

The following resolution was passed during the Mid-Year Budget Review Council meeting held on Tuesday, August 20, 2013:

Resolved that Council of The City of Red Deer, having considered the report from the Transit Department, dated July 30, 2013, re: Lacombe/Blackfalds Regional Transit Service:

1. Approves administration proceeding with negotiations with The City of Lacombe and The Town of Blackfalds for a regional transit service connecting the three municipalities, with the agreement based on full cost recovery including operating costs, replacement costs plus an administrative fee.
2. Conditional to the successful negotiation of an agreement among the three parties, hereby agrees to:
  - a) Amend the 2013 Capital Budget in the amount of \$900,000 for the purchase of two conventional buses and that The City of Lacombe and The Town of Blackfalds contribute one third of the cost with The City of Red Deer contributing two thirds of the cost by reassigning GreenTrip funds and that ownership of the buses would reside with The City of Red Deer, and,
  - b) Approve a 2013 FAR for the operating costs of the Lacombe/Blackfalds regional service in the amount of \$0 for 2013 with incremental net revenues of \$16,307 ongoing in 2014, and incremental net revenues of \$16,307 ongoing in 2015 to reflect the recovery of all operating costs and replacement costs by The City of Lacombe and Town of Blackfalds plus an administrative fee.

**Report back to Council:** No

**Comments/Action:**

Administration will follow up with the recommendation of Council and proceed with negotiations with The City of Lacombe and The Town of Blackfalds for a regional transit service connecting the three municipalities.



Frieda McDougall  
Legislative Services Manager

- c: Director of Community Services
- Director of Corporate Services
- Financial Services Manager
- C. Lust, Divisional Strategist



August 2, 2013

## Diversity Employment Program

Human Resources

### **Report Summary & Recommendation:**

---

In support and commitment of The City of Red Deer's decision to join the Canadian Coalition of Municipalities against Racism and Discrimination (CCMARD) and as a strategic part of the People Charter to be a Welcoming and Inclusive Organization, Human Resources requests \$30,000 which will enable placements in our aboriginal and other diversity-related employment programs in the fall of 2013 (October) to winter of 2014 (March). Human Resource budget dollars (\$30,000) will also be contributed to make the program viable for this period. Government grants are expected to be received to fund half of the total cost of the program.

It is recommended that this request be supported to continue and enhance The City of Red Deer's commitment to diversity.

### **City Manager Comments:**

---

I support the recommendation of the Director of Human Resources.

Craig Curtis  
City Manager

### **Proposed Resolution**

---

Resolved that Council of The City of Red Deer, having considered the report from the Human Resources department, dated August 2, 2013, re: Diversity Employment Program, hereby:

1. Amends the 2013 Operating Budget to approve \$30,000 on a one time basis to fund placements in aboriginal and other diversity-related employment programs in the fall of 2013 (October) to the winter of 2014 (March) with the funds to come from government grants.
2. Amends the 2014 Operating Budget to approve \$60,000 on a one time basis to fund placement in aboriginal and other diversity-related employment programs in the fall of 2013 (October) to the winter of 2014 (March) with the funds to come from government grants in the amount of \$30,000 and from the Tax Stabilization Reserve in the amount of \$30,000.



## Report Details

### **Background:**

---

The City of Red Deer has been partnering with the Red Deer Aboriginal Employment Services and the Provincial Government to provide work experience opportunities for aboriginal candidates since 2010.

### **Discussion:**

---

The aboriginal employment initiative was developed in 2010 through the coalition of the Red Deer Aboriginal Employment Services, The City of Red Deer, the Government of Alberta and three of our unions (Canadian Union of Public Employees, Amalgamated Transit Union and the International Association of Fire Fighters).

Since 2010, 28 aboriginal candidates have been given the opportunity for a 6 month term work experience and receive the benefit of performing real jobs and training at a reduced cost to the organization. Feedback from departments and candidates participating in the program has been very positive and participants are able to enhance their opportunity for employability or return to school for upgrading to related careers. The organization benefits through a cost saving for the productivity we receive (through wage subsidy) plus valuable experience and a greater awareness of diversity.

The program provides meaningful support to members of our community, many of whom would have difficulty accessing this type of career training and support. The processes that have been developed through this partnership can now be used as a template for other groups in our community who are trying to overcome barriers to employment opportunity.

**THE CITY OF RED DEER – 2013 MID-YEAR BUDGET  
FUNDING ADJUSTMENT RECOMMENDATION**

Initiative Title (same title as used in service plan): [Diversity Employment Program](#)

Department Name & Reference #: [HUMAN RESOURCES](#)

Business Unit No. & Name: [100 Human Resource Services](#)

A. This recommendation is related to (check one of the following):

- Strategy charter or sustainability priorities      [People Charter](#)  
 Basic service      \_\_\_\_\_  
 Capital Project      \_\_\_\_\_

B. This recommendation is (check one of the following):

- Revenue      \$ \_\_\_\_\_  
 Expenditure      [\\$30,000 \(additional \\$30,000 taken from existing salary budget\)](#)

C. Initiative overview for an **expenditure recommendation**:

*Brief description*

The Diversity Employment Program provides meaningful support in the form of career experience and skill development to members of our community, many of whom are trying to overcome barriers to employment (e.g. Aboriginals, immigrants, disabled). This People Charter action demonstrates our commitment to becoming a Welcoming and Inclusive organization and our broader commitments to CCMARD.

*Why are you recommending this FAR?*

An additional \$30,000 will enable The City of Red Deer to fund placements in our Aboriginal and other Inclusion-related Employment Programs in the fall of 2013 (October) to winter of 2014 (March). YTD surplus HR budget dollars (\$30,000) will be contributed to make the program viable for this period. For the organization there is a cost saving for the productivity we receive from these employees (through wage subsidy) plus valuable lessons and a greater awareness of diversity. The growing diversity in the community should be reflected both in the diversity of our organization and how the organization serves the community. The program also shows leadership which other organizations and groups in our community can emulate.

*What change will we realize as a result (outcome)?*

Our organization's diversity will better reflect our community's diversity. We will better understand and respect differences. Our organization will be actively engaged in programs and partnerships that support diversity and inclusivity.

*What other options did you consider to achieve this change?*

Cultural competency and other diversity awareness training mechanisms will be used though none are as impactful as experiencing diversity first hand in the workplace.

D. Financial impact \$60,000 (total \$ for the initiative)

Description	2013	2014	2015	Future Years	# of FTEs
Revenue	(30,000)	(30,000)			
Personnel	30,000	60,000			3.0
Fees, Maintenance, and Services					
Materials & Supplies					
Other					
Internal Charges					
<b>Net impact</b>	<b>0</b>	<b>30,000</b>			
Ongoing					
One-Time	0	30,000			

E. City Manager comments:

\_\_\_\_\_

**ACCOUNT NUMBER DISTRIBUTION** (will be removed for budget binder printing)

Descr.	Acct #	Subl #	Subl Ty	Ongoing / One-Time	2013 Amount	2014 Amount	2015 Amount
Non-perm/other	100.7113	146422	w	One-Time	30,000	60,000	
Prov Cond Grant	100.5539	146422	w	One-Time	(30,000)	(30,000)	

**TOTAL**

**\$ - \$ 30,000 \$ -**

**FILE COPY**

**DATE:** August 23, 2013  
**TO:** Kristy Svoboda, Director of Human Resources  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Diversity Employment Program

---

**Reference Report:**

Human Resources, dated August 2, 2013

**Resolution:**

The following resolution was passed during the Mid-Year Budget Review Council meeting held on Tuesday, August 20, 2013:

Resolved that Council of The City of Red Deer, having considered the report from the Human Resources department, dated August 2, 2013, re: Diversity Employment Program, hereby:

1. Amends the 2013 Operating Budget to approve \$30,000 on a one time basis to fund placements in aboriginal and other diversity-related employment programs in the fall of 2013 (October) to the winter of 2014 (March) with the funds to come from government grants.
2. Amends the 2014 Operating Budget to approve \$60,000 on a one time basis to fund placement in aboriginal and other diversity-related employment programs in the fall of 2013 (October) to the winter of 2014 (March) with the funds to come from government grants in the amount of \$30,000 and from the Tax Stabilization Reserve in the amount of \$30,000.

**Report back to Council:** No



Frieda McDougall  
Legislative Services Manager

c: Director of Corporate Services  
Financial Services Manager



July 29, 2013

## Municipal Census

Legislative Services

### **Report Summary & Recommendation:**

---

An analysis for annual funding of the municipal census. Includes information on Provincial funding, project efficiencies and business needs.

### **City Manager Comments:**

---

While administration has outlined compelling reasons to reinstate ongoing funding for the Census, I would propose that we proceed with an annual review for at least another year and support one-time funding for a Census in 2014.

Craig Curtis  
City Manager

### **Proposed Resolution**

---

Resolved that Council of the City of Red Deer having considered the report from the Legislative Services department, dated July 29, 2013, re: Municipal Census, approves an increase to the 2014 Operating Budget, one-time funding of \$163,000, to conduct an annual census.

## Report Details

### Background:

---

A census is an official count of the number of people living in Red Deer. The City conducts a municipal census to:

- Establish the total population of our city.
- Help The City understand community needs as we move forward with future growth and development.
- Calculate the amount of provincial grant funding Red Deer receives, which is based on our total population multiplied by a dollar figure.
- Supply data used by outside agencies such as school boards, community organizations, businesses, charities and researchers.

The municipal census was not conducted in 2012 as a cost saving initiative. The 2013 municipal census budget was approved on a one-time basis.

### Discussion:

---

Administration is requesting the re-instatement of ongoing funding for the municipal census in order to maximize provincial funding; increase project efficiencies; and provide accurate statistical information for identified business needs.

1. Maximize Provincial Funding  
Using 3% growth as a 'break even' point, the Census budget was eliminated on an ongoing basis in 2012 as a cost savings initiative. This did not take into consideration Policing, MSI and FCSS grants which are calculated on a per capita basis and total approximately \$85,000 / year.
2. Project Efficiencies:
  - a. An annual census will contribute to the popularity of the online census grows which equates to more cost savings.
  - b. The operating budget is approved in January of each year, yet legislation requires a municipal census to be conducted between April 1st and June 30th. The short time period between budget approval and project initiation does not allow enough time for proper planning or execution.
  - c. The census workforce can be retained more reliably on an annual basis.
  - d. Costs of maintaining an annual census are less than mobilizing the resources to test and update the project and related systems every two or more years.

### 3. Business Needs:

- a. An annual census supports GP-C-2.3: Council Compensation and Benefits and CMD-2.1: City Manager Compensation – which ties both the Council and City Manager's salary to population.
- b. Real time statistics are a benefit to all departments as they provide up to date demographic information to make informed and appropriate decisions on the provision of population based services (transportation, fire, police, and recreation). More specifically:
  - § The Planning Department requires the census data to report to Red Deer County on land supply and to ensure that planning for services and facilities is based on current, accurate data.
  - § Land and Economic Development uses census data in marketing to businesses and potential residents.

An annual census also provides the ability to plan for detailed data collection (additional questions on the census) to support business needs.
- c. Additionally, benefits accrue to outside agencies and partners such as the Red Deer Public and Catholic School Boards who use census data for decision making relative to opening and closing of schools and providing each school with a better understanding of the neighbourhoods they serve.

With the exception of four years (1994, 1997, 1998, 2012) an annual census has been conducted in the City since 1955. Both the City of Edmonton and the City of Calgary have adopted policies directing an annual census.

**THE CITY OF RED DEER – 2014 BUDGET  
FUNDING ADJUSTMENT RECOMMENDATION**

Initiative Title: 2014 Municipal Census

Department Name & Reference #: Legislative Services

Business Unit: BU 181

A. This recommendation is related to:

- Strategy charter or sustainability priorities \_\_\_\_\_
- Basic service Municipal Census
- Capital Project \_\_\_\_\_

B. This recommendation is (check one of the following):

- Revenue \$ \_\_\_\_\_
- Expenditure \$ 163,000

C. Initiative overview for an **expenditure recommendation**:

*Brief description*

*Why are you recommending this FAR?*

2013 Municipal Census was conducted with the assistance of an online option. The Legislative Services department reached the goal of a 30% response rate online.

The 2013 Census budget was approved only on a one-time basis. Therefore we are requesting \$163,000 to conduct a census in 2014.

*What change will we realize as a result (outcome)?*

Grant allocations, community planning, corporate planning, policing allocations / resources.

*What other options did you consider to achieve this change?*

No other options. A 2014 Municipal Census is required to capture population growth.

**D. Financial impact \$163,000**

<b>Description</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>Future Years</b>	<b># of FTEs</b>
Revenue	<b>0</b>				
Personnel	<b>149,400</b>				
Contracted Service	<b>8,000</b>				
Materials & Supplies	<b>400</b>				
Other	<b>0</b>				
Internal Charges	<b>5,200</b>				
<b>Net impact</b>	<b>163,000</b>				
Ongoing					
One-Time	<b>163,000</b>				

**E. City Manager comments:**

\_\_\_\_\_

\* Please attach any applicable policy or legislation

**ACCOUNT NUMBER DISTRIBUTION** *(will be removed for budget binder printing)*

Descr.	Acct #	Subl #	Subl Ty	Ongoing / One-Time	2014 Amount
	7110			One-Time	45,000
	7116			One-Time	104,400
	7314			One-Time	1,000
	7381			One-Time	7,000
	7421			One-Time	100
	7422			One-Time	300
	8615			One-Time	100
	8618			One-Time	5,000
	8619			One-Time	100
					<b>\$ 163,000</b>

**DATE:** August 23, 2013  
**TO:** Jackie Kurylo, Deputy City Clerk  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** 2014 Municipal Census

---

**FILE COPY**

**Reference Report:**

Legislative Services department, dated July 29, 2013

**Resolution:**

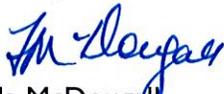
The following resolution was passed during the Mid-Year Budget Review meeting held on Tuesday, August 20, 2013:

Resolved that Council of The City of Red Deer, having considered the report from the Legislative Services department dated July 29, 2013, re: Municipal Census, approves and increase to the 2014 Operating Budget, one-time funding of \$163,000, to conduct an annual census.

**Report back to Council:** No

**Comments/Further Action:**

Administration will follow up with the recommendation of Council and proceed with a one-time increase to the 2014 Operating Budget for the cost of conducting the 2014 Municipal Census.



Frieda McDougall  
Legislative Services Manager

c: Director of Corporate Services  
Financial Services Manager  
Project Coordinator



July 22, 2013

## Lancaster East Storm Detention Pond C7 – Budget Approval

Engineering Services

### **Report Summary & Recommendation:**

---

At the time of preparation of the 2013 Capital Budget, it was identified that funds would be required in 2014 for the Offsite Storm Levy fund for the construction of the Lancaster East Storm Pond C7 in the Lancaster/Vanier East development.

Recently the developer for this area has identified accelerated plans for development that will require the construction of Storm pond C7 in 2013 and therefore Engineering requests that \$1,200,000 be moved forward to the 2013 Capital Budget.

Engineering recommends that the 2013 Capital Budget be amended to include the Lancaster East Storm Pond C7 construction with a budget of \$1,200,000. The source of funds will be the Storm Off Site Levy Fund.

### **City Manager Comments:**

---

I support the recommendation of Administration.

Craig Curtis  
City Manager

### **Proposed Resolution**

---

Resolved that Council of The City of Red Deer, having considered the report from the Engineering Services department dated July 22, 2013, re: Lancaster East Storm Detention Pond C7 – Budget Approval, hereby approves amending the 2013 Capital Budget to include the Lancaster East Storm Pond C7 construction with a budget of \$1,200,000 with the source of funds to be the Storm Off Site Levy Fund.



## Report Details

### **Background:**

---

During the preparation of the 2013 Capital Budget, it was anticipated that only part of the Lancaster/Vanier East development would be developed in 2013. Recently the developer of this area indicated that market demand for residential lots in Red Deer has remained strong and, as a result, has advanced the timing of their construction plans for Laredo Phase 3 in Lancaster/Vanier East.

As per the approved Servicing Study for the Lancaster/ Vanier East area, a storm pond is planned for construction in the Laredo Phase 3 development and is required in order to manage the storm water in this phase.

In order to allow continued development in the Lancaster/Vanier East area in 2013, the budget amount for Storm Pond C7 is required to be brought forward from 2014 to this year's budget.

**DATE:** August 23, 2013  
**TO:** Frank Colosimo, Engineering Services Manager  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Lancaster East Storm Detention Pond C7 – Budget Approval

---

**FILE COPY**

**Reference Report:**

Engineering Services, dated July 22, 2013

**Resolution:**

The following resolution was passed during the Mid-Year Budget Review Council meeting held on Tuesday, August 20, 2013:

Resolved that Council of The City of Red Deer, having considered the report from the Engineering Services department dated July 22, 2013, re: Lancaster East Storm Detention Pond C7 – Budget Approval, hereby approves amending the 2013 Capital Budget to include the Lancaster East Storm Pond C7 construction with a budget of \$1,200,000 with the source of funds to be the Storm Off Site Levy Fund.

**Report back to Council:** No

**Comments/Further Action:**

Administration is to follow up with the recommendation of Council and amend the 2013 Capital Budget to include the Lancaster East Storm Pond C7 construction with a budget of \$1,200,000.



Frieda McDougall  
Legislative Services Manager

c: Director of Development Services  
Director of Corporate Services  
Financial Services Manager



July 25, 2013

## Red Deer City Soccer Association

### Financial Support

RECREATION, PARKS & CULTURE

#### **Report Summary & Recommendation:**

---

On April 8, 2013 The City received a letter from the RDCSA (Red Deer City Soccer Association) requesting funding assistance for the construction of an indoor multi-sports facility at Edgar Industrial Athletic Park.

It is recommended that this request be considered in the context of other capital projects and be discussed as part of the 2014 Capital Budget debate in November.

#### **City Manager Comments:**

---

This major funding request needs to be considered in conjunction with a review of the priority of all recreation, parks and culture facilities as well as the overall 10 year Capital Plan. In addition, the future of the present lease (which expires in 2018) needs to be considered as this land was initially allocated for industrial development. I support the recommendation of Administration.

Craig Curtis  
City Manager

#### **Proposed Resolution**

---

Resolved that Council of The City of Red Deer, having considered the report from the Recreation, Parks & Culture department dated July 25, 2013, re: Red Deer City Soccer Association Request for Financial Support, hereby agrees that this request for funding assistance for the construction of an indoor multi-sports facility at Edgar Industrial Park is to be considered in the context of other capital projects and be discussed as part of the 2014 Capital Budget debate on November 26, 2013.



## Report Details

### **Background:**

---

On April 8, 2013 The City received a letter from the RDCSA (Red Deer City Soccer Association) requesting funding assistance for the construction of an indoor multi-sports facility at Edgar Industrial Athletic Park.

RDCSA leases City owned land (zoned PI) at Edgar Athletic Park. RDCSA operates and maintains 4 outdoor soccer fields, a field house/concession building, gravel parking lot and area fencing at this location. Any capital upgrades or improvements to the site must be pre-approved by The City with all capital upgrades becoming the property of The City. Their current lease expires in 2018 with an option to request renewal.

The RDCSA has over 3,000 members from across Central Alberta and govern the youth house league, youth competitive, men's and women's leagues and the local referees association (both indoor and outdoor). The Edgar Athletic Park site provides fields for outdoor soccer while the majority of the indoor soccer leagues occur at the Collicutt Centre (RDCSA does book the Westerner for its major league play).

The primary purpose of this insulated open beam structure (131m x 76m) would be to house a state of the art field turf surface suitable for "boardless indoor soccer", but also could be used for football and rugby. Historically, indoor soccer has been played in boarded facilities, however from a skill development point of view boardless indoor soccer is increasing in popularity.

### **Discussion:**

---

Administration is currently in discussions with the RDCSA regarding their request.

### **Analysis:**

---

It is recommended that this request be considered in the context of other capital projects and be discussed as part of the 2014 Capital Budget debate in November.



RED DEER CITY  
**SOC CER**  
ASSOCIATION

6905 Edgar Industrial Drive  
Red Deer, AB T4P 3R2  
rdcsa@rdcsa.com  
403-346-4259; Fax: 403-340-1044

His Worship Mayor Flewwelling  
City of Red Deer  
P.O. Box 5008  
Red Deer, AB T4N 3T4

hand delivered, April 12, 2013

April 8, 2013

Dear Mayor Flewwelling,

Red Deer City Soccer Association is excited to share with the City of Red Deer plans to develop an indoor multi-sports facility at the RDCSA Edgar Park property. RDCSA has been working on the feasibility and conceptual design of the facility over the last number of years and findings indicate this is a very viable and much needed facility. The support and guidance of the City of Red Deer is crucial to the success of this endeavour in order to address some key barriers such as re-zoning, land use by-laws and lease agreements. RDCSA is also seeking financial support from the City in the order of \$2, 200,000 which is targeted at 1/3 of the capital cost to construct the facility.

In 2013, the City of Red Deer celebrates its 100<sup>th</sup> year and what better legacy for a "City on the Move" than the construction of a state of the art indoor training facility for a multitude of sports. The Canadian Federation of Independent Business (CFIB) rated the City of Red Deer # 6 in Canada for "supportive local government policy". *Foreign Direct Investment Magazine* rated the City of Red Deer one of the top ten micro-cities for "quality of life". The word is out there that the City of Red Deer is the place to be for business and a great place to the raise your children. RDCSA would like to be partners with the city when they look and plan for the city's future.

Our facility will be an insulated indoor 131 meter by 76 meter fabric open beam structure. It will house a state-of-the-art field turf surface, which is approved by the International Federation of Association Football (FIFA) and the Alberta Soccer Association (ASA) and is also suitable for tackle football or rugby. The structure will be 24 meters high, making it ideal for any outdoor group to train and host competitions year round. Alberta is one of the only provinces in Canada that does not have such a facility and this type of facility is exactly what the soccer, baseball, football, softball and rugby groups across the province have been asking for. Red Deer Soccer has been in close contact with other Red Deer user groups and we have their support for this project.

The facility is scheduled to open in the fall of 2014. Leagues and tournaments are already being planned. It is anticipated that not only will we be able to host the needs of soccer groups, from tykes to adults, but we will be able to host various winter leagues, training and tournaments for sports such as ruby, football and baseball to name a few. RDCSA has also fielded inquiries from provincial bodies who wish to host their winter training at this facility. The City of Red Deer would be a provincial leader in this type of facility. In addition, this facility could be used as venue to host a sport for the 2019 Canada Winter Games!

Our facility not only supports the city's long term approach to healthy activity for its citizens but it will increase the economic development for our local businesses by turning our city into an indoor winter tournament destination site for Western Canada. A facility of this magnitude will also instill a sense of civic pride that will survive for the next 100 years!

With registration in excess of 4,000 participants, RDCSA is one of the city's largest sport organization, I respectfully request consideration be given to our request. At your convenience I can be reached at 403-392-2279 to discuss this request further.

Thank you for your attention.



Paul Morigeau  
RDCSA President

# Letters of Support

To Whom It May Concern:

The Central Alberta Women's Soccer League (CAWSL) is pleased to write a letter in support of the Red Deer City Soccer Association (RDCSA), as they seek external funding for a new indoor artificial turf facility.

As an associate member of the RDCSA, we are confident that the construction of an indoor artificial turf facility will have significant impact on not only the soccer community, but the overall sport community in Red Deer. Currently, Red Deer does not have a full-sized indoor artificial turf field, so the construction of this facility would meet the demand for this amenity, as well as make indoor sport surfaces more accessible for Red Deerians.

In conclusion, CAWSL fully supports the efforts of the RDCSA as they seek external funding to construct an indoor artificial turf facility that will benefit our community and contribute to the overall quality of life in Red Deer.

Sincerely,



Christina Verticchio  
On behalf of the Central Alberta Women's Soccer League Board

# Letters of Support



## Alberta Soccer Association

"Governing Body of Soccer in the Province of Alberta"

9023 111 Avenue NW Edmonton, AB T5B 0C3

(p) 780.474.2200 (f) 780.474.63

www.albertasoccer.com

January 29, 2013

To: Red Deer City Soccer Association (RDCSA)

Re: Indoor Soccer Facility

Dear RDCSA,

On behalf of the Alberta Soccer Association please accept this letter of support for the Red Deer City Soccer Association (RDCSA) initiative to build a covered full sized artificial turf field at Edgar Park.

The ASA was very excited to learn that the RDCSA are moving forward with this project and believe it will be major step forward for the development of soccer in region and Alberta. The facility at Edgar Park is already used for hosting Provincials and for All-Star provincial trials annually. The addition of a full sized indoor facility will provide a unique (in Alberta) experience for the RDCSA in terms of hosting Nationals, Provincial events and tournaments year round.

There are currently no similar venues in the province of Alberta and the ASA would, without doubt, be interested in renting time in the facility for various events that we host through the Alberta winter that would be significantly improved by a facility that can replicate the outdoor game.

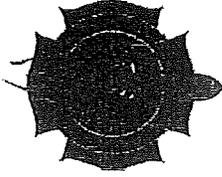
The ASA looks forward to the facility opening in October 2013 and to using the facility for years to come.

If you have any questions please feel free to contact me at 780 378 8108 or radams@albertasoccer.com.

Sincerely,

Richard Adams  
Executive Director  
Alberta Soccer Association

# Letters of Support



## PRAIRIE FIRE FOOTBALL CLUB

February 6, 2013

Re: Red Deer City Soccer Association Indoor Sports Dome

To Whom It May Concern,

On behalf of the Prairie Fire Football Club, I would like to extend our full support of the Red Deer City Soccer Associations project of building a multi-purpose sports dome in Red Deer.

Our program has always struggled to find indoor training space in Red Deer during the winter for our athlete's age 14-17 years old. As a result, our program and our athletes have not been able to develop and grow as we had hoped. Red Deer City Soccer Associations indoor sports dome would provide a much needed facility that would allow many sports programs to have access to much needed space. Such a facility would be a significant step forward for our community and for our young people.

We look forward to seeing this project become a reality for our city.

Sincerely,

**Chris Hall**  
Head Coach  
Prairie Fire Football Club

42 Denmark Cres., Red Deer, AB T4R 2K4  
WWW.PRAIRIEFIREFOOTBALL.CA  
FAX: (403) 341-4244

Chris Hall  
Head Coach  
PH: (403) 505-3886  
Email: hall.c@telus.net

# Letters of Support



January 2013

To Whom It May Concern:

Rugby Alberta would like to express its appreciation to the City of Red Deer Soccer Association for taking on the project of having an indoor facility that may be used by multi sport groups in the area during the winter months.

An indoor facility in all areas of Alberta has become a necessity if sports are to keep up with the likes of Ontario and British Columbia who have invested in just this kind of facility. This facility could possibly give access to some indoor winter training for the local rugby community as well as assisting Rugby Alberta with the possibility of hosting its talent identification camps earlier in the season, thus allowing for additional training whether that be indoors or out. It could also be used to host Sevens Tournaments during the winter months thus adding an economical spin on it for the City of Red Deer.

It takes a lot of commitment and financial aide to build the type of facility you have begun to build. We will continue to support your endeavours over the next several months and years and wish you every success with your facility.

Yours,

Debby Ashmore  
Executive Director  
Rugby Alberta

Alberta Rugby Union | 11759 Groat Road  
Edmonton, Alberta T5M 3K6 | [www.rugbyalberta.com](http://www.rugbyalberta.com) | 780-415-1773  
[info@rugbyalberta.com](mailto:info@rugbyalberta.com)



**DATE:** August 23, 2013  
**TO:** Shelley Gagnon, Parks, Recreation & Culture Manager  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Red Deer City Soccer Association Financial Support

---

**FREE COPY**

**Reference Report:**

Recreation, Parks and Culture, dated July 25, 2013

**Resolution:**

The following resolution was passed during the Mid-Year Budget Review Council meeting held on Tuesday, August 20, 2013:

Resolved that Council of The City of Red Deer, having considered the report from the Recreation, Parks & Culture department dated July 25, 2013, re: Red Deer City Soccer Association Request for Financial Support, hereby agrees that this request for funding assistance for the construction of an indoor multi-sports facility at Edgar Industrial Park is to be considered in the context of other capital projects and be discussed as part of the 2014 Capital Budget debate on November 26, 2013.

**Report back to Council:** Yes

**Comments/Further Action:**

Administration will include this item for consideration at the 2014 Capital Budget debate on November 26, 2013.



Frieda McDougall  
Legislative Services Manager

c: Director of Community Services  
Director of Corporate Services  
Financial Services Manager  
Corporate Meeting Coordinator

**Christine Kenzie**

---

**From:** Christine Kenzie  
**Sent:** August 15, 2013 10:20 AM  
**To:** 'rdcsa@rdcsa.com'  
**Subject:** Red Deer City Soccer Association - Request for Financial Support to Red Deer City Council

Good Morning,

I wanted to let you know that Red Deer City Council will be reviewing your request for funding assistance for the construction of an indoor multi-sports facility at Edgar Industrial Athletic Park at the Tuesday, August 20, 2013 Mid Year Budget Review Council Meeting. At this meeting Council will be asked to consider this request in the context of other capital projects and to be discussed as part of the 2014 Capital Budget debate on November 26, 2013.

The Tuesday, August 20, 2013 Mid Year Budget Review Council Meeting is scheduled to start at 9:00 a.m. in Council Chambers, 2<sup>nd</sup> floor of City Hall. I am not sure when this item will come up for discussion – it could be sometime after lunch. You are welcome to attend – the meeting is open to the public. You will be sent a letter regarding Council's decision for this item.

The following link will take you to the City of Red Deer's webpage where you can access a copy of the agenda for the August 20<sup>th</sup> Council Meeting as well as watch the council meeting live streamed on August 20<sup>th</sup>.

[August 20 2013 Mid Year Budget Review Council Meeting Agenda](#)

Let me know if you have any questions.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)



July 25, 2013

## Central Alberta Slo-Pitch Association Request for Financial Support

RECREATION, PARKS & CULTURE

### **Report Summary & Recommendation:**

---

On June 27, 2013 The City received a letter from CASPA (the Central Alberta Slo-Pitch Association) requesting funding assistance for the installation of water and sewer infrastructure to their slo-pitch diamonds at Edgar Industrial Athletic Park.

It is recommended that this request be considered in the context of other capital projects and be discussed as part of the 2014 Capital Budget debate in November.

### **City Manager Comments:**

---

This report needs to be considered in conjunction with a review of the priority of all recreation, parks and culture facilities as well as the overall 10 year Capital Plan. In addition, the future of this land must be considered in the short term as the current lease expires in 2014. I support the recommendation of Administration.

Craig Curtis  
City Manager

### **Proposed Resolution**

---

Resolved that Council of The City of Red Deer, having considered the report from the Recreation, Parks & Culture department dated July 25, 2013, re: Central Alberta Slo-Pitch Association Request for Financial Support hereby agrees that this request for funding assistance, for the installation of water and sewer infrastructure to their slo-pitch diamonds at Edgar Industrial Athletic Park, is to be considered in the context of other capital projects and be discussed as part of the 2014 Capital Budget debate on November 26, 2013.



## Report Details

### **Background:**

---

On June 27, 2013 The City received a letter from CASPA (the Central Alberta Slo-Pitch Association) requesting funding assistance for the installation of water and sewer infrastructure to their slo-pitch diamonds at Edgar Industrial Athletic Park.

CASPA leases City owned land (zoned PI) at Edgar Athletic Park to operate a Slo-Pitch league open to all residents. CASPA is responsible for the operation and maintenance of the leased area. Any capital upgrades or improvements to the site must be pre-approved by The City with all capital upgrades becoming the property of The City. Their current lease expires in 2014 with an option to request renewal.

To date they have constructed 4 diamonds and a gravel parking lot. This past year they were given permission to move forward with a post and cable fence along Edgar drive to restrict access to their site and to permit overnight camping for tournaments through the use of a special events permit covering the season when this may occur.

CASPA is The City's largest ball user group with over 110 teams registered annually. They use the Edgar diamonds as well as many throughout the city. They are not charged for the use of the diamonds at Edgar, however, are subject to RPC's regular Fees and Charges for other diamonds used throughout the city. Slo-pitch requires very large diamonds, due to the nature of the sport, and Edgar is the only location currently in the city that can accommodate more than 2 games at a time for tournament play.

### **Discussion:**

---

Administration has not had an opportunity to engage in discussions with CASPA but will begin this process as soon as possible.

### **Analysis:**

---

It is recommended that this request be considered in the context of other capital projects and be discussed as part of the 2014 Capital Budget debate in November.

**C.A.S.P.A.****CASPA**

#170, 4819C-48<sup>th</sup> Avenue  
Red Deer, Ab. T4N 3T2  
Phone: 309-6364 Fax: 340-8799  
E-mail: [caspa@shaw.ca](mailto:caspa@shaw.ca)  
[www.caspa.ca](http://www.caspa.ca)

March 24, 2013

City of Red Deer

RE: Funding available for community groups.

My name is Wally Vance; president of CASPA ( Central Alberta Slo-Pitch Association). CASPA provides and governs a 110 team league for at least 1500 ball players of all ages to participate in throughout the year from May till October.

We would like to formally request funding assistance through the city of Red Deer. CASPA would like to request the water and sewer infrastructure to our slo-pitch ball diamonds on Edgar Industrial Drive. We have added a campground and are working on a structure to provide weather relief for ball players and fans alike. We require water and sewer so we can have a washroom and concession facility constructed on our site. We presently use a well for the irrigation of our ball diamonds and have portable washrooms available.

These improvements would greatly enhance and upgrade our location comparable to other venues around Alberta. Presently, we are greatly lacking in slo-pitch facilities to host tournaments, such as Slo-Pitch National Provincials and Nationals that I know we can host with improved facilities. I have seen and played on ball venues in such cities as Lethbridge, Medicine Hat, Airdrie, Leduc and other cities that we are often compared to...we are quite a ways behind in slo-pitch facilities.

CASPA would greatly appreciate whatever form of assistance the City of Red Deer could provide to the ball playing community to improve our facility as soon as possible.

Thank you for your consideration.

Respectfully yours;

A handwritten signature in blue ink that reads "Wally Vance". The signature is written in a cursive, flowing style.

Wally Vance, President

CASPA / SPN 2013



LEGISLATIVE SERVICES

July 18, 2013

CASPA  
170, 4819C 48 Ave  
Red Deer AB T4N 3T2

Attention: Wally Vance, President

Dear Mr. Vance:

This is to acknowledge receipt of your letter dated March 24, 2013 in which you requested funding assistance for water and sewer infrastructure at our slo-pitch location on Edgar Industrial Drive.

Your request has been forwarded to administration for consideration in the context of other capital projects and will be considered by Council during the Capital Budget debate scheduled for November 26.

Thank you for taking the time to write.

Sincerely,

Frieda McDougall  
Legislative Services Manager

c. Director of Community Services  
Corporate Meeting Coordinator

**DATE:** August 23, 2013  
**TO:** Shelley Gagnon, Recreation, Parks & Culture Manager  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Central Alberta Slo-Pitch Association Request for Financial Support

---

**FILE COPY**

**Reference Report:**

Recreation, Parks & Culture Manager, dated July 25, 2013

**Reference Report:**

The following resolution was approved at the Mid-Year Budget Review Council meeting held on Tuesday, August 20, 2013:

Resolved that Council of The City of Red Deer, having considered the report from the Recreation, Parks & Culture department dated July 25, 2013, re: Central Alberta Slo-Pitch Association Request for Financial Support hereby agrees that this request for funding assistance, for the installation of water and sewer infrastructure to their slo-pitch diamonds at Edgar Industrial Athletic Park, is to be considered in the context of other capital projects and be discussed as part of the 2014 Capital Budget debate on November 26, 2013.

**Report back to Council:** Yes

**Comments/Further Action:**

Administration will include this item for consideration at the 2014 Capital Budget debate on November 26, 2013.



Frieda McDougall  
Legislative Services Manager

c: Director of Corporate Services  
Financial Services Manager  
Corporate Meeting Coordinator

**Christine Kenzie**

---

**From:** Christine Kenzie  
**Sent:** August 15, 2013 10:22 AM  
**To:** 'caspa@shaw.ca'  
**Subject:** Central Alberta Slo-Pitch Association Request for Financial Support - Red Deer City Council

Good Morning,

I wanted to let you know that Red Deer City Council will be reviewing your request for funding assistance for the installation of water and sewer infrastructure at the slo-pitch diamonds at Edgar Industrial Athletic Park at the Tuesday, August 20, 2013 Mid Year Budget Review Council Meeting. At this meeting Council will be asked to consider this request in the context of other capital projects and to be discussed as part of the 2014 Capital Budget debate on November 26, 2013.

The Tuesday, August 20, 2013 Mid Year Budget Review Council Meeting is scheduled to start at 9:00 a.m. in Council Chambers, 2<sup>nd</sup> floor of City Hall. I am not sure when this item will come up for discussion – it could be sometime after lunch. You are welcome to attend – the meeting is open to the public. You will be sent a letter regarding Council's decision for this item.

The following link will take you to the City of Red Deer's webpage where you can access a copy of the agenda for the August 20<sup>th</sup> Council Meeting as well as watch the council meeting live streamed on August 20<sup>th</sup>.

[August 20 2013 Mid Year Budget Review Council Meeting Agenda](#)

Let me know if you have any questions,

**Christine Kenzie | Corporate Meeting Coordinator**  
[Legislative Services](#) | [The City of Red Deer](#)  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)



**Audit Committee**

**DATE:** August 13, 2013  
**TO:** City Council  
**FROM:** Tara Veer, Chair, Audit Committee  
**SUBJECT:** Financial Update

---

**Decisions:**

At the August 13, 2013 Audit Committee meeting, the Committee agreed to forward the following reports from Financial Services dated June 30, 2013 to open Council for information:

1. Reserve Activity Report
2. Budget Variance Report
3. Debenture Report

  
Councillor Tara Veer  
Chair, Audit Committee

c: Dean Krejci, Financial Services Manager  
John Fluney, Financial Analyst  
Michelle Andrew, Corporate Controller

ORIGINAL LETTER.  
HANDLED OUT  
AT AUG 20TH  
MID-YEAR BUDGET  
MEETING.  
— SCAN

THESE  
REPORTS NOT  
HANDED OUT  
- PROVIDED TO COENSCIC  
AFTER THE MEETING.

**City of Red Deer**  
**Debt & Debt Limit**  
**For the Second Quarter ending June 30, 2013**

<b>Opening Balance:</b>	<b>1/1/2013</b>	<u>Actual</u> <b>205,963,686.67</b>
<b>Less:</b>		
Principal portion of debt payments		<b>(6,839,524.10)</b>
<b>Plus:</b>		
Additional debt taken		-
<b>Ending Debt Balance</b>	<b>6/30/2013</b>	<u><u><b>199,124,162.57</b></u></u>
<b>Interest paid on Long-Term Debt</b>		<u><u><b>4,438,619.87</b></u></u>
<b>January 1, 2013 - June 30, 2013</b>		

**Contribution Room**

<b>Legal Debt Limit:</b>	<b>12/31/2012</b>	<b>449,316,000.00</b>
<b>Debt as defined in Alberta Regulation 55/2000*:</b>	<b>6/30/2013</b>	<b>200,983,459.87</b>
<b>Remaining Debt Limit</b>		<u><u><b>248,332,540.13</b></u></u>

<b>*Debt as defined in Alberta Regulation 55/2000</b>		
<b>Ending Debt Balance</b>	<b>6/30/2013</b>	<b>199,124,162.57</b>
<b>Loan Receivable as per Financial Statement (2012)</b>		<b>1,859,297.30</b>
<b>Revised Debt Amount</b>		<u><u><b>200,983,459.87</b></u></u>

**2012 Note to Financial Statement:**

Long-term debt consists of debentures payable to Alberta Capital Finance Authority (ACFA) and a loan payable to Canada Mortgage and Housing Corporation (CMHC) for the construction of public housing units.

Debentures mature in annual amounts to 2040 (2011 – 2040). Interest rates on these debentures range from 2.17% to 5.38% (2011 - 2.28% to 5.38%) per annum. The average annual interest rate is 4.27% (2011 - 4.26%). Debenture debt is issued on the credit and security of The City at large.

The loan payable to CMHC was issued January 1, 1972, for a term of 50 years at an interest rate of 8.25% with an annual repayment of interest and principal of \$26,925. The remaining principal balance was \$177 as at December 31, 2012 (2011- \$188).

Interest expenses on long-term debt amounted to \$8,624 (2011 - \$8,627). Total cash payments for interest were \$8,597 (2011 - \$8,559).

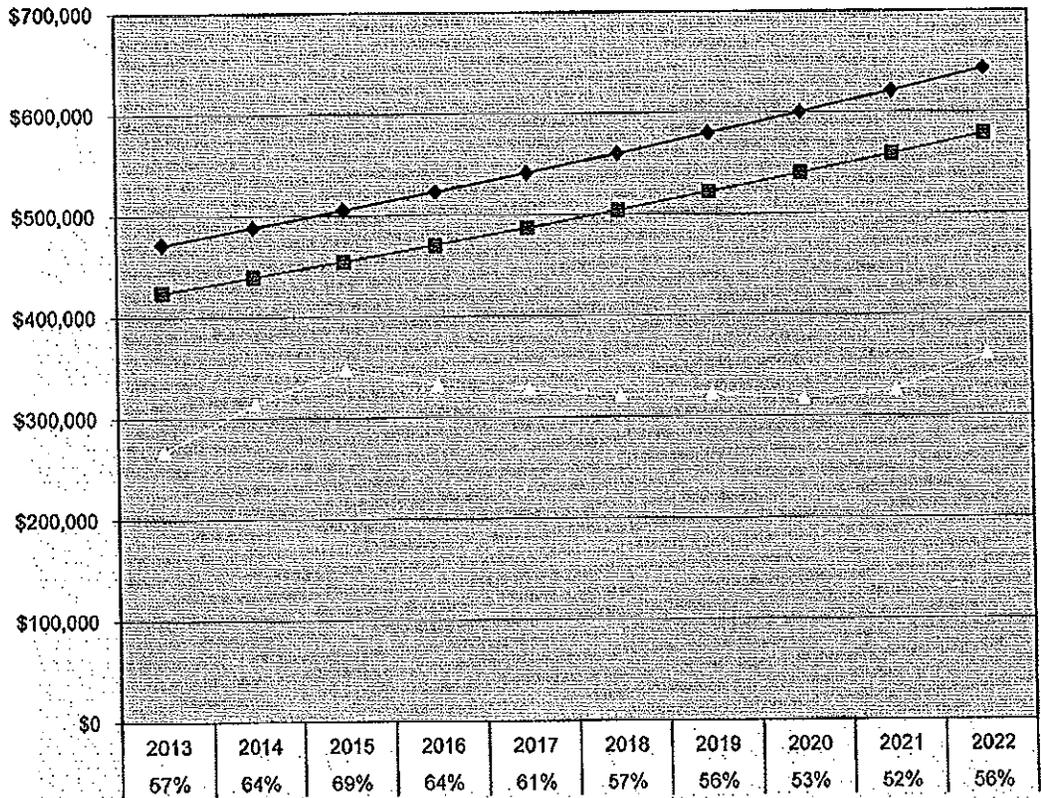
**City of Red Deer**  
**Debt & Debt Limit**  
**For the Second Quarter ending June 30, 2013**

<b>Category Summary</b>	<b>Outstanding Debt as at June 30, 2013</b>	<b>%</b>
Self Supported	91,533,462.65	46%
Tax Supported	64,461,656.11	32%
Offsite Debt	43,129,043.81	22%
Operating Debt (Land Acquisition)	0.00	0%
Short Term Borrowing (Bank Overdraft)	0.00	0%
<b>Total</b>	<b>199,124,162.57</b>	<b>100%</b>

City of Red Deer  
 Debt & Debt Limit  
 For the Second Quarter ending June 30, 2013

Active Projects with Debt Funding	Outstanding Debt as at June 30, 2013	Self Supported	Tax Supported	Offsite Debt	2013 Estimated Borrowing	2013 Principle Payments	Estimated Debt December 31, 2013
Waste Water Treatment Plant	29,144,788	29,144,788				1,042,336	28,102,451
Water Treatment Plant	13,743,898	13,743,898			19,800,000	1,281,341	32,262,556
Civic Yards	76,884,248	32,687,285	44,196,963			2,209,589	74,654,662
Sanitary Offsite Levy Project	11,130,826			11,130,826	12,587,000	1,693,448	22,104,078
Storm Offsite 2008-2009	15,132,104			15,132,104	5,822,000	1,978,131	18,875,973
Water Offsite 2006 - 2011	6,511,640			6,511,640		909,668	5,601,974
Downtown RCMP	7,554,860		7,554,860			118,072.84	7,436,787
Enterprise Asset Management System	590,983		590,983			194,838.68	396,346
North Highway Connector Project	16,082,650		9,899,357	6,183,193	17,480,000	1,056,343.47	32,507,207
Water Main Program	2,763,163	2,783,183				296,238.59	2,466,927
Land Acquisition					12,600,000		12,600,000
Downtown Parkade	12,658,328	12,658,328				617,341.42	12,040,986
Wastewater Treatment Upgrades							
6 Recreation projects	2,054,194		2,054,194		874,000	283,203.49	2,644,991
Waste Main/Collection System Program	556,003	556,003				384,398.59	191,604
Waskasoo Park Special Gathering Places	-						-
Water Offsite Levy Project	1,838,292			1,838,292	1,300,000	184,440.59	2,953,851
Storm Offsite Levy Project - 2010	2,333,389			2,333,389	430,000	248,840.03	2,514,749
Waskasoo Park Interpretive Master Plan Implementation	-				1,700,000	-	1,700,000
53 Ave N. of Riverlands Sanl Trunk	-				1,500,000	-	1,500,000
CMHC Public Housing	165,299		165,299				165,299
	199,124,183	91,533,483	64,461,856	43,129,044	73,773,000	12,376,822	280,520,341

**City of Red Deer  
Forecast Debt & Debt Limit for 2013 Ten Year Capital Plan**



◆ TOTAL DEBT LIMIT  
 ■ TOTAL DEBT LIMIT - 90% Self Imposed Limit  
 DEBT as defined in Alberta Regulation 55/2000

**LOANS OUTSTANDING**

**June 30, 2013**

Name	Description	Length of Loan	Monies Committed	Method of Payment/Collection	Interest Rate	Account #	A/R #	O/S G.L. balance as of June 31, 2013	Notes
Central Alberta Theatre	scavenging and fire suppression apparatus in order to meet the requirements of the Alberta Building Code	2011-2015	\$40,000	Yearly payment of \$11,367.07 (due in June)	5.300%	2,1540,15	1017613	\$30,764.93	Notice of intent to file for bankruptcy received (See attached Sheets) Write down 2012 for full amount
RD County	Water Levees Defamed Revenue - moved from 2,3841,90044	2004-2024	\$932,280	Monthly invoices issued by Public Works: charge of \$6,525.71 split on principal and interest	5.713%	2,1540,11	1003598	\$655,626.20	Loan is current
River Bend Golf Course	Club House Improvement Loan \$12,076/quarter for 17 yrs (beginning Oct'01). Yearly interest calc. by Z Lin. See agreement in binder.	2005-2024	\$1,700,000	Annually on December 1st payment for \$140,000 (principal & interest)	5.300%	2,1540,12	100934	\$1,544,518.66	Mar 21, 2011: council approved 2008-2011 pmis deferred to 2012, first payments due in December. Payments deferred to December 2016.
RD Gymnastics		2001-2018	\$1,000,000	Quarterly payment of \$11,045 (principal & interest)	3.750%	2,1540,4	1024955	\$204,202.52	Loan is current
SPCA	Construction of new building	2009-2034	\$1,000,000	semi-annual payments commencing Aug 10, 2010 for \$35,462.68	5.058%	2,1540,14	1076824	\$669,709.65	Loan is current

**Total committed \$4,672,280.00**

**Total outstanding \$3,403,816.96**

Balance per G.L. not loan schedules, notes explain differences.

**\$1,859,297.30**

All Sponsorships were paid in full in 2011  
• RD County will be paying Loan, payment expected by end of August 2013

Approved by: \_\_\_\_\_

**CITY OF RED DEER  
RESERVE ACTIVITY REPORT  
As of 6/30/13**

ACCOUNT NAME	DESCRIPTION	Balance 2011	Net Transfers 2012	Balance 2012	Net Transfers 2013 YTD	Account Balance 2013 YTD
<b>TAX STABILIZATION RESERVE</b>						
	To be used for one-time budget requests, carry forward of prior year initiatives, to provide working capital, and for expenditures approved subsequent to the budget.	(5,196,169)	(2,946,527)	(8,142,696)	847,157	(7,295,539)
Tax Stabilization Reserve		<b>(5,196,169)</b>	<b>(2,946,527)</b>	<b>(8,142,696)</b>	<b>847,157</b>	<b>(7,295,539)</b>
<b>TOTAL TAX STABILIZATION RESERVE</b>						
<b>DEBT REPAYMENT RESERVE</b>						
	Funds set aside for debt repayments and to provide a stable source of funding for capital projects	(5,451,386)	(5,194,656)	(10,646,042)	2,482,819	(8,163,223)
Debt Repayment Reserve		<b>(5,451,386)</b>	<b>(5,194,656)</b>	<b>(10,646,042)</b>	<b>2,482,819</b>	<b>(8,163,223)</b>
<b>TOTAL DEBT REPAYMENT RESERVE</b>						
<b>RESTRICTED, SPECIAL PURPOSE and OTHER RESERVES</b>						
Perpetual Care	Cemetery Perpetual Care	(1,213,928)	(82,948)	(1,296,875)	(45,355)	(1,342,230)
FCSS	Conditional Grant Funding	(84,518)	84,518	-	-	-
FCSS	Conditional Grant Funding	(22,082)	-	(22,082)	-	(22,082)
Personnel Safety Reserve	Used to Fund Safety Initiatives	(347,527)	48,844	(298,683)	45,000	(253,683)
Police	2006 Provincial Police Grant	(2,890)	2,890	-	-	-
Police	Police Contract	(250,000)	-	(250,000)	-	(250,000)
Red Deer Heritage Fund	Alberta 75th Anniversary Funding Legacy	(292,804)	(15,605)	(308,409)	-	(308,409)
Legion Track/Equipment Maintenance	Funding by City and Two School Boards	(139,189)	(16,877)	(156,066)	(9,850)	(165,916)
Equipment Fund	Fuel Tank Replacement and fleet surplus/deficit funding	(122,216)	(73,064)	(195,280)	(161,669)	(356,949)
<b>Other (10)</b>						
Other (Hosting Major Events)	Various Reserves	(103,160)	4,769	(98,391)	76,325	(22,066)

ACCOUNT NAME	DESCRIPTION	Balance 2011	Net Transfers 2012	Balance 2012	Net Transfers 2013 YTD	Account Balance 2013 YTD
Other (Emergency Services Safety Awards)	Various Reserves	(14,155)	(11,063)	(25,218)	3,761	(21,457)
Other (Sign Maintenance for City Subdivision Developments)	Various Reserves	(98,065)	(21,653)	(119,718)	-	(119,718)
Other (Pond Maintenance Funds)	Various Reserves	(347,837)	(18,537)	(366,374)	-	(366,374)
Other (Community Services Directorate)	Various Reserves	(42,321)	-	(42,321)	-	(42,321)
Other (Normandeau Society Facilities)	Various Reserves	(87,091)	-	(87,091)	-	(87,091)
Other (River Bend Capital)	Various Reserves	(360,381)	(101,039)	(461,420)	174,773	(286,647)
Other (Archives)	Various Reserves	(47,014)	-	(47,014)	-	(47,014)
Other (Public Art)	Various Reserves	(4,824)	-	(4,824)	4,824	-
Other (Snow & Ice Contingency Fund)	Fund overages in Snow & Ice Control	-	(200,000)	(200,000)	200,000	-
<b>TOTAL RESTRICTED, SPECIAL PURPOSE and OTHER RESERVE</b>		<b>(3,580,001)</b>	<b>(399,764)</b>	<b>(3,979,765)</b>	<b>287,809</b>	<b>(3,691,956)</b>
<b>CAPITAL PROJECT RESERVE</b>						
Capital Project Reserve	This reserve is used to help pay for tax-supported capital projects	(15,050,860)	(8,394,686)	(23,445,546)	(5,105,684)	(28,551,230)
<b>TOTAL CAPITAL PROJECTS RESERVE</b>		<b>(15,050,860)</b>	<b>(8,394,686)</b>	<b>(23,445,546)</b>	<b>(5,105,684)</b>	<b>(28,551,230)</b>
<b>OTHER TAX SUPPORTED CAPITAL RESERVES</b>						
Equipment Fund	Radio Replacement	(713,001)	(209,747)	(922,748)	(155,215)	(1,077,963)
Public Reserve - Bower Woods	Monies in Lieu of Land Dedication	(685,753)	(36,546)	(722,299)	-	(722,299)
Public Reserve - General	Monies in Lieu of Land Dedication	(414,358)	(3,529,721)	(3,944,079)	-	(3,944,079)
Public Reserve - Roads R/W	Sale of Road Rights of Way	(2,032,900)	(188,578)	(2,221,477)	-	(2,221,477)
Fiber Network Renewal	Capital Projects	(659,969)	(75,462)	(735,431)	(65,568)	(800,999)
Old Court House	From Sale of Old Court House	(410,875)	18,523	(392,352)	(22,283)	(414,636)

ACCOUNT NAME	DESCRIPTION	Balance 2011	Net Transfers 2012	Balance 2012	Net Transfers 2013 YTD	Account Balance 2013 YTD
Public Realm Upgrades	Downtown Upgrades	(16,268)	(144,597)	(160,865)	(76,738)	(237,604)
Other (3)						
Other (Technology Refresh)	Various Reserves	(50,000)	(43,731)	(93,731)	(40,000)	(133,731)
Other (RPC Infrastructure)	Various Reserves	(3,359)	-	(3,359)	-	(3,359)
Other (Downtown Projects)	Various Reserves	(377,832)	108,195	(269,637)	99,220	(170,417)
<b>TOTAL OTHER TAX SUPPORTED CAPITAL RESERVES</b>		<b>(5,364,315)</b>	<b>(4,101,664)</b>	<b>(9,465,979)</b>	<b>(260,585)</b>	<b>(9,726,564)</b>
<b>EL&amp;P OPERATING RESERVES</b>						
Power Utility	Working Capital	(1,228,559)	(2,330,523)	(3,559,082)	(597,652)	(4,156,733)
Stabilization Reserve						
Rate Equalization Reserve	Plant Expansion & Working Capital	(3,781,971)	3,781,971	-	-	-
<b>TOTAL EL&amp;P OPERATING RESERVES</b>		<b>(5,010,530)</b>	<b>1,451,448</b>	<b>(3,559,082)</b>	<b>(597,652)</b>	<b>(4,156,733)</b>
<b>OTHER UTILITIES and BUSINESS OPERATING RESERVES</b>						
Water Utility	Working Capital	(9,584,238)	(459,146)	(10,043,384)	8,657,921	(1,385,463)
Wastewater Utility	Working Capital	(12,110,719)	(4,479,837)	(16,590,556)	15,830,157	(760,399)
Solid Waste Utility	Working Capital	(1,367,129)	(260,638)	(1,627,767)	-	(1,627,767)
Landfill Reserve	Working Capital	(5,370,399)	1,271,429	(4,098,971)	313,000	(3,785,971)
Landfill Reserve	New Cell Construction	(6,366,315)	6,366,315	-	-	-
Parking	Working Capital	(1,743,244)	298,881	(1,444,362)	271,959	(1,172,403)
<b>TOTAL OTHER UTILITIES and BUSINESS OPERATING RESER</b>		<b>(36,542,043)</b>	<b>2,737,004</b>	<b>(33,805,040)</b>	<b>25,073,037</b>	<b>(8,732,003)</b>
<b>EL&amp;P CAPITAL RESERVES</b>						
EL&P Utility - Capital	Plant Expansion	-	(10,213,556)	(10,213,556)	685,652	(9,527,904)
<b>TOTAL EL&amp;P CAPITAL RESERVES</b>		<b>-</b>	<b>(10,213,556)</b>	<b>(10,213,556)</b>	<b>685,652</b>	<b>(9,527,904)</b>
<b>OTHER UTILITIES and BUSINESS CAPITAL RESERVES</b>						
Water Utility - Capital	Plant Expansion	-	(4,767,806)	(4,767,806)	(7,147,605)	(11,915,411)
Wastewater Utility - Capital	Plant Expansion	-	(4,030,660)	(4,030,660)	(14,125,177)	(18,155,837)
Garbage Collection Utility	Capital	-	(8,342)	(8,342)	3,061	(5,281)
Recycling Utility	Capital	-	(8,357)	(8,357)	3,061	(5,296)

ACCOUNT NAME	DESCRIPTION	Balance 2011	Net Transfers 2012	Balance 2012	Net Transfers 2013 YTD	Account Balance 2013 YTD
Landfill Utility - Capital	New Cell Construction	-	(6,306,998)	(6,306,998)	(1,491,017)	(7,798,015)
<b>TOTAL OTHER UTILITIES and BUSINESS CAPITAL RESERVES</b>		-	<b>(15,122,163)</b>	<b>(15,122,163)</b>	<b>(22,757,677)</b>	<b>(37,879,839)</b>
<b>OTHER SELF SUPPORTED CAPITAL RESERVES</b>						
Equipment Fund	Fleet Financing	(19,930,787)	(4,164,901)	(24,095,688)	446,448	(23,649,240)
<b>Various Offsite Levies</b>						
Various Offsite Levies	Water offsite levies	-	-	-	(127,851)	(127,851)
Various Offsite Levies	Sanitary offsite levies	-	-	-	(172,302)	(172,302)
Various Offsite Levies	Storm offsite levies	(1,361,583)	366,633	(994,950)	-	(994,950)
Various Offsite Levies	Road offsite levies	(4,160,838)	(94,877)	(4,255,715)	(27,257)	(4,282,973)
Other (RPC Rec Levies)	Various Reserves	(637,319)	(356,275)	(993,594)	-	(993,594)
<b>Various Offsite Levies</b>						
<b>TOTAL OTHER SELF SUPPORTED CAPITAL RESERVES</b>		<b>(26,090,527)</b>	<b>(4,249,420)</b>	<b>(30,339,947)</b>	<b>119,038</b>	<b>(30,220,910)</b>
<b>LAND DEVELOPMENT RESERVE</b>						
Land Development Reserve	This reserve is used to purchase raw land and to finance subdivision development	(38,783,140)	17,082,826	(21,700,314)	128,400	(21,571,914)
Land Development Reserve	Land Inventory	-	(24,306,073)	(24,306,073)	-	(24,306,073)
<b>TOTAL LAND DEVELOPMENT RESERVE</b>		<b>(38,783,140)</b>	<b>(7,223,247)</b>	<b>(46,006,387)</b>	<b>128,400</b>	<b>(45,877,987)</b>
<b>TOTAL RESERVES</b>		<b>(141,068,971)</b>	<b>(53,657,231)</b>	<b>(194,726,202)</b>	<b>902,314</b>	<b>(193,823,888)</b>

**CITY OF RED DEER**  
**TAX SUPPORTED OPERATING VARIANCE ANALYSIS**  
 For the Period Ending, June 30, 2013

DEPARTMENT	2013 ANNUAL BUDGET	2013 YEAR END PROJECTED ACTUAL	2013 YEAR END PROJECTED VARIANCE	EXPLANATION (F- favorable; U- unfavorable)
GENERAL	(129,172,065)	(132,479,577)	(3,307,512)	F - <\$2.75M> Anticipated Employee Contract Settlements F - <\$159K> Municipal Supplemental Revenue F - <\$273K> Contract Settlement F - <\$126K> Penalty & Interest Revenue, WCB- Alberta Surplus Distribution to Employers
HUMAN RESOURCES	2,818,388	2,580,891	(237,497)	F - <\$177K> WCB PIR Rebate F - <\$60K> Misc Savings
CITY MANAGER	681,684	681,684	-	
COMM & STRAT PLAN	1,281,728	1,251,728	(30,000)	F - <120K> Staff Vacancies U - \$248K External Legal Costs
CORPORATE SRVCS	854,322	983,246	128,924	F - <\$73K> Staff Vacancies & EDSP F - <\$5K> Misc Savings U - \$294K River Bend licence fee write off
REVENUE & ASSESSMENT INFORMATION TECH	2,513,673	2,729,783	216,110	F - <\$128K> Staff Vacancies U - \$63K Misc Net Cost
FINANCIAL SERVICES	4,008,830	3,943,590	(65,240)	
LEGISLATIVE SERVICES	2,738,340	2,722,866	(15,474)	
DEVELOPMENT SRVCS	592,822	586,470	(6,352)	
ENGINEERING SRVCS	2,424,941	2,296,766	(128,175)	F - <\$87K> Staff Vacancies F - <\$51K> Misc Revenue U - \$10K Misc Net Cost
EMERGENCY SRVCS	17,962,095	17,392,826	(569,269)	F - <\$536K> Ambulance Billing F - <\$134K> Dispatch & 911 Revenue, misc revenue F - <\$83K> Staff Vacancies & EDSP U - \$184K Equipment, Building Repairs and Training costs
E.I.& P	2,247,413	2,247,413	-	
PUBLIC WORKS	10,136,407	10,797,389	660,982	U - \$200K Flood costs U - \$524K Snow Removal & Sanding Costs U - \$63K Misc Net Cost
ENVIRONMENTAL SERVICES	726,667	761,167	34,500	
PLANNING DIR	797,342	804,871	7,529	

DEPARTMENT	2013 ANNUAL BUDGET	2013 YEAR END PROJECTED ACTUAL	2013 YEAR END PROJECTED VARIANCE	EXPLANATION (F - favorable; U - unfavorable)
PLANNING SRVCS	980,329	968,361	(11,968)	F - <\$231K> Permit Revenue F - <\$137K> Staff Vacancies & Sick Leave F - <\$99K> Misc Net Savings U - \$78K Repairs Costs for Alexander Way
INSP. & LICENSING	2,252,945	1,863,848	(389,097)	F - <\$332K> Safety Charter F - <\$29K> Crime Prevention Grant \$20K, Activity Guide \$9K U - \$3K Misc Net Cost
LAND & ECONOMIC DEV	911,718	911,922	204	F - <\$98K> Staff Vacancies and EDSP F - <\$982K> RCMP member funded positions budgeted higher than actual members recruited (\$942K); labour recharge recovery for member coordination in Victim Services (\$40K) U - \$400K Provincial Fines U - \$375K Photo Radar & Red Light Camera Fine Revenue U - \$50K Revenue Recoveries for Provincial Prisoners \$66K and misc revenue <\$16K> U - \$117K Infrastructure Maintenance \$75K, Misc Net Cost \$42K
COMMUNITY SRVCS	4,807,725	4,449,379	(358,346)	
POLICE	21,111,388	20,972,918	(138,470)	
REC. PARKS & CULTURE	24,551,941	24,574,579	22,638	
SOCIAL PLANNING	1,342,838	1,307,457	(35,381)	
TRANST	12,198,481	12,174,339	(24,142)	
<b>Tax Supported Total</b>	<b>(4,732,901)</b>	<b>(9,023,568)</b>	<b>(4,290,667)</b>	
General Programs Division	(129,172,065)	(132,479,577)	(3,307,512)	
Mayor & City Manager Office	7,520,140	7,237,169	(282,971)	
Community Services Division	64,012,373	63,478,672	(533,701)	
Corporate Services Division	13,873,972	14,109,135	235,163	
Planning Services Division	4,942,334	4,549,002	(393,332)	
Development Services Division	34,090,345	34,082,031	(8,314)	
<b>Tax Supported Total</b>	<b>(4,732,901)</b>	<b>(9,023,568)</b>	<b>(4,290,667)</b>	
<b>Operating Variance</b>	<b>(4,732,901)</b>	<b>(9,023,568)</b>	<b>(4,290,667)</b>	
To/From Reserves	4,732,901	9,023,568	4,290,667	
<b>Balanced Budget</b>	<b>-</b>	<b>-</b>	<b>-</b>	

\*Note 1 - Transfers to/from reserves are not included in the tax supported total operating variance

\*Note 2 - Vacant Positions - consists of: for new positions the lag time from when a position is expected to be filled and when it is actually filled; when turnover occurs the time between when they leave and a someone else is hired; probation pay rate for new employees where budget is based on full rate; for exempt staff when a senior person is being replaced by a person lower on the salary grid; exempt staff pay grid rates are based on the full year even though the change may occur during the year

**CITY OF RED DEER**  
**UTILITY & SELF SUPPORTED OPERATING VARIANCE ANALYSIS**  
 For the Period Ending, June 30, 2013

DEPARTMENT	2013 ANNUAL BUDGET	2013 YEAR END PROJECTED ACTUAL	2013 YEAR END PROJECTED VARIANCE	EXPLANATION (F- favorable; U- unfavorable)
EL&P	(6,438,865)	(6,938,865)	(500,000)	F - <\$850K> AUC Rate Decision resulted in additional Transmission Revenue at the new rate retroactive to 2012 F - <\$150K> Staff Vacancies U - \$500K Revenue shortfall is due to time-lag in collection of new 2013 tariff. Retail billing began Mar 1/13, whereas budget assumes new rates effective Jan 1/13
Insp & Licensing	207,665	216,799	9,134	U - \$9M Timberlands commercial & residential/social care land sales not anticipated F - <\$18M> - Reduced transfer to Capital by splitting Riverlands demo, grading and remediation work over 2013 & 2014 <\$4.4M>: for delaying Timberlands Commercial Project to 2014 <\$6.5M>; realizing savings with Michener Affordable Housing servicing not going forward<\$3.3M>; Riverlands power line burial expenses being split over 2013 & 2014 resulting in <\$4.1M>
Land & Econ. Dev.	17,111,207	8,041,320	(9,069,887)	F - <\$180K> Heavy rainfall, lower water consumption therefore less demand for electricity and water treatment, Clearview shutdown, F - (<\$64K) - Staff Vacancies & Sick Leave U - \$400K - Heavy Rainfall, Lower Water Consumption annual estimate 1% = \$250K; Overstated Revenue, level of service chgs for private hydrant inspections, Dairyworld facility not rented to outside party \$150K U - \$88K - Emergency Repairs at Pumping Stations U - 25.5K Misc Net Cost
Equipment Fund	(5,749,449)	(5,727,434)	22,015	F - <\$232K> EDSP, Vacancies, Union Officers offset by costs of overtime and training salaries F - <\$146K> Misc Net Savings, projects cancelled, fleet unit delivery delayed U - \$1.1M Reduced Water Revenue, Lower Water Consumption annual estimate by 1% = \$250K; Forecasted water flow for Regional Customer Revenue was overstated \$500K; Change from charging % of volume to flow meter resulted in less revenue \$380K
Water Utility	(6,989,039)	(6,719,539)	269,500	
Wastewater Utility	(7,894,654)	(7,142,654)	752,000	
Solid Waste Utility	(1,440,560)	(1,462,560)	(22,000)	
<b>Utility &amp; Self-Supported Total</b>	<b>(11,193,695)</b>	<b>(19,732,933)</b>	<b>(8,539,238)</b>	
<b>Tot/From Reserves</b>	<b>11,193,695</b>	<b>19,732,933</b>	<b>8,539,238</b>	
<b>Balanced Budget</b>	<b>0</b>	<b>0</b>	<b>0</b>	

\*Note 1 - Vacant Positions - consists of: for new positions the lag time from when a position is expected to be filled and when it is actually filled; when turnover occurs the time between when they leave and a someone else is hired; probation pay rate for new employees where budget is based on full rate; for exempt staff when a senior person is

being replaced by a person lower on the salary grid; exempt staff pay grid rates are based on the full year even though the change may occur during the year