

**DATE:** June 18, 1996  
**TO:** All Departments  
**FROM:** City Clerk  
**RE:** PLEASE POST FOR THE INFORMATION OF ALL EMPLOYEES

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## ***SUMMARY OF DECISIONS***

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FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL  
HELD IN THE COUNCIL CHAMBERS, CITY HALL

***MONDAY, JUNE 17, 1996***

COMMENCING AT ***4:30 P.M.***

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- (1) Confirmation of the Minutes of the Regular Meeting of May 21, 1996

**CONFIRMED AS TRANSCRIBED**

PAGE #

- (2) **UNFINISHED BUSINESS**

1. Personnel Manager - Re: Councillor Dawson's Resolution -  
Councillors' Remuneration

.. 1

**DECISION - AGREED TO AMEND COUNCIL POLICY NO. 107  
WHICH WILL ALLOW FOR REVIEW OF COUNCIL'S  
REMUNERATION DURING THE MIDDLE YEAR OF EACH  
COUNCIL'S TERM OF OFFICE**

2. Strategic Plan Review Committee - Re: Strategic Plan - Final Draft .. 4

**DECISION - AGREED TO TABLE THE DRAFT STRATEGIC PLAN TO THE JUNE 24, 1996 SPECIAL MEETING OF COUNCIL**

**(3) PUBLIC HEARINGS**

1. City Clerk - Re: Public Hearing / Disposal of Part of Municipal Reserve / Lot 8 M.R., Block 15, Plan 802-0563 / Clearview .. 5

**DECISION - APPROVED DISPOSAL OF MUNICIPAL RESERVE LANDS**

2. City Clerk - Re: Public Hearing: Land Use Bylaw Amendment 3156/E-96 (M & K Mobile Home Sales Ltd.) & Land Use Bylaw Amendment 3156/F-96 (Cenalta Well Servicing Site) - See Bylaw Section for Readings (Maps Attached) .. 7

**(4) REPORTS**

1. Finance & Audit Committee - Re: The City of Red Deer Annual Report / Year Ended December 31, 1995 .. 10

**DECISION - ACCEPTED THE ANNUAL REPORT FOR THE YEAR ENDED DECEMBER 31, 1995**

2. Engineering Department Manager - Re: Lancaster Meadows - Phase 3A / Development Agreement with Laebon Developments Ltd. .. 19

**DECISION - APPROVED ADDITIONAL EXPENDITURES RELATIVE TO THE DEVELOPMENT AGREEMENT**

3. Director of Corporate Services - Re: Incentive Program for the Renovation of Existing Buildings in the Downtown BRZ - New Council Policy No. 428 . . 24

**DECISION - APPROVED POLICY NO. 428 OUTLINING THE INCENTIVE PROGRAM FOR THE RENOVATION OF EXISTING BUILDINGS IN THE DOWNTOWN BRZ**

4. Land and Economic Development Manager - Re: Road Closure Bylaw 3172/96 (To Repeal Road Closure Bylaw 3166/96) / Revised Land Description (See Bylaw Section for Readings) . . 30

**DECISION - REPORT RECEIVED AS INFORMATION. SEE BYLAW SECTION FOR READINGS**

5. Recreation, Parks and Culture Board - Re: Grab-A-Bike Program . . 33

**DECISION - AGREED TO GRAB-A-BIKE PROGRAM**

6. Recreation, Parks and Culture Board - Re: Buskers in City Parks / Towne Centre Association Proposal . . 45

**DECISION - APPROVED A BUSKER PROGRAM SUBJECT TO CONDITIONS AND PROCEDURES OUTLINED IN THE REPORT FROM THE RECREATION, PARKS AND CULTURE BOARD**

7. Inspections and Licensing Manager - Re: Sign Bylaw Amendment 3163/A-96 / Amendment to Offences and Penalties Section 60 (See Bylaw Section for Readings) . . 54

**DECISION - REPORT RECEIVED AS INFORMATION. SEE BYLAW SECTION FOR READINGS**

8. Land and Economic Development Manager - Re: New Water and E. L. & P. Alignment / Land Exchange, Easement and Lease . . 56

**DECISION - APPROVED LAND EXCHANGE, EASEMENT AND LEASE BETWEEN CITY OF RED DEER AND NEARCTIC AND AGRIFOODS INTERNATIONAL COOPERATIVE LTD.**

9. Director of Corporate Services - Re: 1996 Budget Resolution / Requisitions Received / Revised 1996 Operation and Capital Budget . . 60

**DECISION - APPROVED 1996 OPERATING AND CAPITAL BUDGET**

10. Director of Development Services - Re: Regionalization of E911 Service . . 63

**DECISION - AGREED TO OFFER CALL ANSWER AND DISPATCH SERVICE TO AREA COMMUNITIES AND AUTHORIZED THE ADMINISTRATION TO EXECUTE THE PROVISIONING AGREEMENT FOR E911 SERVICES WITH A.G.T. TABLED FOR FOUR WEEKS THE MATTER OF LINE CHARGES PENDING A FURTHER REPORT**

(5) **CORRESPONDENCE**

1. Local Authorities Pension Plan Board of Trustees - Re: Alberta Urban Municipalities and The Local Authorities Pension Plan / Reform of the Local Authorities Pension Plan . . 70

**DECISION - AGREED WITH AUMA RECOMMENDATION FOR THE PROPOSED CHANGES TO THE LAPP FUND AND FURTHER RECOMMEND AN ADMINISTRATOR BE A REPRESENTATIVE OF THE BOARD OF TRUSTEES**

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2. Environment Canada, Regional Director General - Re: Congratulatory Letter to Environmental Advisory Board / 1996 Canadian Health Environment Award . . 80

**DECISION - PRESENTATION FROM WAYNE PANDER, CHAIRMAN OF THE ENVIRONMENTAL ADVISORY BOARD, OF THE 1996 CANADIAN HEALTH ENVIRONMENT AWARD WHICH WAS PRESENTED TO THE CITY OF RED DEER ENVIRONMENTAL ADVISORY BOARD**

3. St. Mary's Church - Re: Request for Change in Parking Regulations/ Access Requirements / Alberta Building Code . . 81

**DECISION - ITEM WITHDRAWN**

4. Mark & Colleen Flette - Re: Parking on Cornett Drive Adjacent to Cosgrove Crescent . . 91

**DECISION - AGREED TO RETAIN THE PARKING RESTRICTION ON CORNETT DRIVE**

5. Red Deer Chamber of Commerce Airport Authority Committee - Re: Establishment of Red Deer Industrial Airport Authority . . 102

**DECISION - SUPPORT IN PRINCIPLE THE RESOLUTION OF THE CHAMBER OF COMMERCE AIRPORT AD HOC COMMITTEE , SUBJECT TO CONDITIONS**

(6) **PETITIONS AND DELEGATIONS**

(7) **NOTICES OF MOTION**

(8) **WRITTEN INQUIRIES**

## Summary of Decisions

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### (9) **BYLAWS**

1. 3156/E-96 - Land Use Bylaw Amendment / Sales and Service of Mobile Home and Mobile Home Park / Lot 1, Plan 800 H.W. (7920 Gaetz Avenue) / Land Use Exception / Extension of Temporary Use Permit - 2<sup>nd</sup> and 3<sup>rd</sup> Readings

**DECISION - BYLAW GIVEN SECOND AND THIRD READINGS**

2. 3156/F-96 - Cenalta Well Services Site / Rezone from A1 Future Urban Development District to I1 Industrial (Business Service) District / Northwest Area Structure Plan Compliance - 2<sup>nd</sup> and 3<sup>rd</sup> Readings

**DECISION - BYLAW GIVEN SECOND AND THIRD READINGS**

3. 3163/A-96 - The Sign Bylaw / Amendment / Penalty for Second Offence / - 3 Readings

**DECISION - BYLAW GIVEN THREE READINGS**

4. 3172/96 - Road Closure Bylaw / Edgar Industrial Park / Edgar Industrial Crescent - 3 Readings

**DECISION - BYLAW GIVEN THREE READINGS**

5. 3173/96 - Road Closure Bylaw / Agrifoods International Ltd. / Partial Lane Closure

**DECISION - BYLAW GIVEN FIRST READING**

***ADDITIONAL AGENDA:***

1. Cat Control Ad Hoc Committee - re: Cat Control / Review

**DECISION - MATTER TABLED FOR A FURTHER TWO WEEKS**

2. Student's Association of Red Deer College - re: RDC Representative Appointment to Transportation Advisory Board

**DECISION - AGREED TO APPOINT BENJAMIN RICHARDS TO FILL THE UNEXPIRED TERM OF ANDREA MULLEN AS THE RED DEER COLLEGE STUDENT REPRESENTATIVE ON THE TRANSPORTATION ADVISORY BOARD**

# **A G E N D A**

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FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL

**MONDAY, JUNE 17, 1996**

COMMENCING AT **4:30 P.M.**

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Councillors' Remuneration . . 1
2. Strategic Plan Review Committee - Re: Strategic Plan - Final  
Draft . . 4

(3) **PUBLIC HEARINGS**

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Amendment 3156/F-96 (Cenalta Well Servicing Site) - See  
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| 3.                      | 3163/A-96 - The Sign Bylaw / Amendment / Penalty for Second<br>Offence / - 3 Readings  | .. 54<br>.. 108 |
| 4.                      | 3172/96 - Road Closure Bylaw / Edgar Industrial Park / Edgar<br>Industrial Crescent - 3 Readings   | .. 30<br>.. 109 |
| Committee of the Whole: |  |                 |
| a)                      | Committee Matter   |                 |
| b)                      | Land Matter  |                 |

# memo

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**Date:** May 29, 1996  
**To:** Kelly Kloss  
City Clerk  
**From:** Grant Howell  
Personnel Manager  
**Re:** Councillor Dawson's Resolution re: Councillors'  
Remuneration

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At the Council meeting of March 25, 1996, Councillor Dawson introduced the following notice of motion:

"Whereas it has been decided to review the income of our Mayor's position just prior to every election;

Therefore be it resolved that the Council of the City of Red Deer shall also review the remuneration levels for City Councillors just prior to each election and follow the same guidelines as for the Mayor's remuneration."

Council referred the resolution to Personnel Committee for "review and comment."

At its May 27th meeting the Personnel Committee dealt with the above noted resolution. The appropriateness of the current policy was discussed, as well as the timing of periodic reviews for Mayor, City Manager and Councillor positions. After discussion the following resolution was passed:

Moved by Councillor Dennis Moffat, seconded by Councillor Jason Volk, that the Personnel Committee recommend to Council the retention of the current Council remuneration policy, with a review every three years of communities with similar work loads, to be used for information purposes by the Personnel Committee to make recommendations to Council. Each review to be held during the middle year of Council's mandate.

A. Appropriateness of Current Approach

There was consensus that the current approach of moving Councillor salaries on the same basis as Exempt staff was effective in maintaining approximate equity with other "related" groups, while not having to raise the issue too often and not ignoring it until it became a significant problem. Council still retains the option to deviate from that practice if circumstances dictate.

City Clerk  
Page 2  
May 30, 1996

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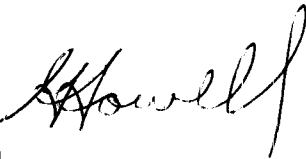
B. Adding an External Review

It was agreed that it would be appropriate to periodically review "communities with similar workloads" in order to ensure we are maintaining an appropriate level of remuneration for our elected officials. For purposes of the first review it was seen as appropriate to use the same seven municipalities as are being used for the Mayor and City Manager reviews. Those communities are: Brandon, Medicine Hat, Lethbridge, St. Albert, Kamloops, Kelowna and Nanaimo.

C. Timing

It was agreed that the middle year of Council's mandate is the most appropriate time to deal with salary matters and make adjustments as required.

If Council agrees with the recommendation presented above, a review would be undertaken in the third quarter of 1997 and presented to Personnel Committee, then Open Council at that time.

  
/rg

**COMMENTS:**

Council's direction is requested.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

6

COPIED: MEMBERS OF COUNCIL, CITY CLERK

(Ju. 21/96-AN)

64 Coote St.  
Red Deer, AB.  
T4P 2W9  
347-2415  
June 19, 1996

Mayor of Red Deer,  
Gail Surken

Madam Mayor,

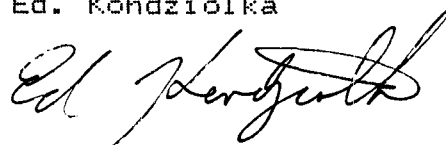
For the past 2 days I have been reading in the Red Deer Advocate how the wages of the Councillors' will be reviewed after they are compared with other cities and communities of approximate size.

I am very disappointed in these statements. First I never thought Red Deer as a follower but a leader. The hell with what other communities have. Make a decision, whether it be good or bad, so be it. Why does this city have to follow what others do. Let other communities follow Red Deer not us follow them. Throughout the course of a year, I am sure the Red Deer committee makes decisions and some are good and some bad. If you believe the councillors' deserve a raise then do it, if not then don't. For once make decisions of your own. Let Red Deer be a leader and not a follower.

Thank you for reading this letter.

Yours truly,

Ed. Kondziolka



JUN 20 1996

CITY OF RED DEER

**DATE:** June 19, 1996

**TO:** Personnel Manager

**FROM:** City Clerk

**RE:** ***COUNCILLOR DAWSON'S RESOLUTION -  
COUNCILOR'S REMUNERATION***

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At the Council Meeting of June 17, 1996, consideration was given to your report dated May 29, 1996, concerning the above. At that meeting the following resolution was passed:

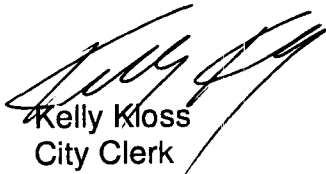
"RESOLVED that Council of The City of Red Deer, having considered correspondence from the Personnel Manager re: Councillor Dawson's Resolution - Councillors' Remuneration, hereby agrees to amend Council Policy No. 107 (Council Remuneration), by adding the following:

'Council's remuneration will be reviewed during the middle year of each Council's term of office. Said review shall include relative information from communities with similar workloads with the information being reviewed by the Personnel Committee for recommendation to Council',

and as presented to Council June 17, 1996."

The decision of Council in this instance is submitted for your information and appropriate action. This office circulated the updated policy for inclusion in the Council Policy Manual on June 18, 1996.

I look forward to your further report to Council with regard to this matter in the third quarter of 1997.

  
Kelly Kloss  
City Clerk

KK/clr

**FILE**

Item No. 2

**DATE:** June 12, 1996  
**TO:** CITY COUNCIL  
**FROM:** COLLEEN JENSEN, CHAIR  
Strategic Plan Review Committee  
**RE:** STRATEGIC PLAN

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The public process, which began with the presentation of the draft Strategic Plan to City Council on May 21, is now completed. A four-page tabloid focused on the Strategic Plan was circulated to all residential households, and a public meeting and open house was held to discuss the Plan. Public input was received at the public meeting and from individuals, City-appointed boards, and groups/organizations/agencies who sent in written comments. The public input, while not as extensive as that received during the development of our first Strategic Plan, was generally very positive and supportive of the direction being taken by The City.

The 'final draft' of the Strategic Plan, incorporating changes recommended by the Strategic Plan Review Committee as a result of the public input, is submitted as an attachment to this agenda.

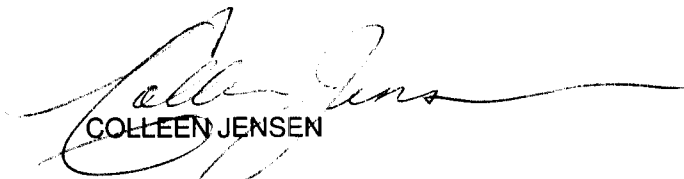
At the Council Meeting of May 21, 1996, the following resolution was introduced and passed:

"RESOLVED that Council of The City of Red Deer hereby agrees to hold a special meeting of Red Deer City Council in City Hall Council Chambers on Monday, June 24, 1996, commencing at 4:00 p.m., for the purpose of discussing The City of Red Deer's 'Draft Strategic Plan'."

The 'final draft' of the Plan has been placed on the June 17, 1996 agenda to allow Members of Council and the public additional time to review the document prior to consideration and debate at the Special Meeting of Council on June 24.

#### **RECOMMENDATION**

That Council table consideration of the draft Strategic Plan to the June 24, 1996 Special Meeting of Council.

  
COLLEEN JENSEN  
pms  
Att.

#### **COMMENTS:**

We concur with the recommendations of the Strategic Plan Review Committee.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

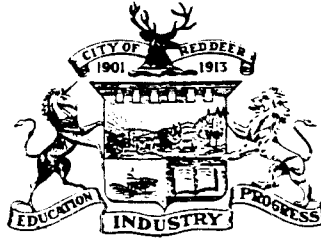


# **COUNCIL MEETING OF JUNE 17, 1996**

**ATTACHMENT TO REPORT ON  
OPEN AGENDA**

**RE:**

**STRATEGIC PLAN**



# **THE CITY OF RED DEER**

## **STRATEGIC PLAN**

**A roadmap to take Council and City Employees from where we are to where we want to be in the longer term**

**Final Draft  
Presented to City Council  
June 17, 1996**

## FOREWORD

The City of Red Deer, as with other municipalities, was established under authority of the Municipal Government Act of The Province of Alberta which prescribes the powers, duties and responsibilities of municipalities. Red Deer was officially incorporated as a city on March 25, 1913.

With ever increasing challenges facing The City of Red Deer as we move toward the 21st Century, most people recognize the need for a strategic plan to guide The City along its path. The Strategic Plan reflects the collective values and goals of Council and City Employees of the municipal organization and is a blueprint for the future, intended to provide focus and purpose to all that must be undertaken to be successful.

In order to make the Strategic Plan workable, four focus areas have been identified: Community Development, Economic Development, Organization Development and Financial Development. Long-term goals and strategies have been developed in each of these areas.

This document provides the broad guidelines on which The City will base its planning. The elements of detail which support the Plan are provided in a number of other long-range planning documents which focus on specific areas of City involvement. These documents, which are regularly updated, include:

- The City of Red Deer General Municipal Plan
- East Hill Area Structure Plan
- Northwest Area Structure Plan
- Downtown West Area Redevelopment Plan
- C.P. Railway Area Redevelopment Plan
- Downtown Concept Plan
- Community Services Master Plan
- Outline and Neighbourhood Park Plans for Individual Neighbourhoods
- Several Transportation Studies
- Various Infrastructure Studies
- Cultural Policy
- Environmental Action Plan
- Tourism Action Plan
- Joint General Municipal Plan
- Municipal Integration Strategy
- Solid Waste Master Plan

Using the Strategic Plan as a foundation each City department develops a three-year business plan which provides specific objectives and actions for fulfilling our vision.

The City's Strategic Plan is an evolving document and will continue to be monitored and updated in light of changing community realities, opportunities and expectations. A formal review of the Strategic Plan will take place every three years in the year following a municipal election.

The Strategic Plan will be successful when our performance reflects our vision, cornerstone values, principles, goals and strategies.

## DEFINITIONS

|                             |   |
|-----------------------------|---|
| <b>Strategic Plan</b>       | the "roadmap" to take us from where we are to where we want to be in the longer term  |
| <b>Cornerstones</b>         | the fundamental underlying values that guide us in The City of Red Deer   |
| <b>Vision</b>               | our preferred future - "a picture" of where we want to be in the longer term  |
| <b>Mission</b>              | a concise statement of the organization's reason for being, including what, for whom, and how the organization performs   |
| <b>Operating Principles</b> | a set of parameters for organizational and administrative behavior. They define the things the organization always does or never does   |
| <b>Focus Area</b>           | a major area of responsibility where we will concentrate our effort (we usually have a maximum of 3-5 focus areas)  |
| <b>Long-term Goal</b>       | a statement of what we will have achieved in a focus area when we have been successful in the longer term (3-5 years)   |
| <b>Strategy</b>             | a statement of how we will meet our long-term goal  |
| <b>Objective</b>            | what is to be done--usually in a one year target--including when it will be done, by whom, and how its success will be measured   |
| <b>Actions</b>              | the steps we will take to meet our annual objectives  |
| <b>Quality of Life</b>      | those things which make Red Deer a desirable place to live  |
| <b>Basic</b>                | those things which might be described as at an entry level to a program, activity or service, as opposed to more elite or professional levels. The cost of providing that program or service is also a determining factor and "basic" is intended to be accessible to the majority  |
| <b>Accessible</b>           | includes the removal of physical, mental and financial barriers for programs and services for which The City is responsible   |
| <b>Culture</b>              | includes all aspects of the arts as well as heritage issues, and anything that could contribute to developing a unique sense of community identity and spirit in Red Deer. It includes cultural services directed at all levels of individual expertise, from the youngest child first exploring creativity to professionals earning their livelihood in the arts |
| <b>Infrastructure</b>       | systems and facilities that support The City's operations (e.g., roads, utilities, information technology, financial systems)   |

## COMMUNITY VISION

The Vision 2020 Program, referring to the year 2020, was created by the Provincial Government to encourage municipalities, as communities, to set long-range objectives. The Program encouraged the creation of a plan with a 30-year horizon. In Red Deer, the process began in May, 1989, with a strong commitment to public participation including public meetings, questionnaires and letters. Input from City staff was also sought.

In August, 1991, City Council adopted Red Deer's Vision 2020, which presented direction for the community of Red Deer in general. It focuses on Red Deer as a city of opportunity with a strong emphasis on the quality of life in the community through:

- a preserved unique natural environment enhanced by careful community planning;
- a high standard in terms of quality of life;
- a strong volunteer ethic; and,
- a wide range of opportunities for employment, education and recreation.

There are seven planning principles related to this community vision:

- The provision of an effective and accessible municipal government committed to active public participation in decision-making.
- The preservation of Red Deer's unique natural environment and the demonstration of leadership in environmental management.
- The promotion of economic growth to ensure an increasing range of business and employment opportunities.
- The development of a well planned and healthy community, based upon the protection and enhancement of the residential neighbourhood unit and the provision of high quality industrial and commercial areas.
- The provision of a balanced and diverse range of social, education, health, recreational and cultural opportunities.
- The provision of an effective transportation and transit system, serving all sectors of the community.
- The provision of safe, efficient, reliable utility systems which are environmentally responsible.

## **THE CITY OF RED DEER VISION AND MISSION**

### **Vision**

*The City of Red Deer ... people committed to service, opportunity and a quality life for all ... with the spirit to make it happen!*

### **Mission**

*To provide an effective and accessible municipal government which responds to the needs of the community through collaboration, innovation and communication.*

## THE CITY OF RED DEER CORNERSTONE VALUES

The fundamental underlying values that guide us in The City of Red Deer.

**R**espect: I will treat others the way I would want them to treat me.

**I**ntegrity: I will be honest, responsible and trustworthy.

**S**ervice: I have a strong commitment to serving my community.

**E**xcellence: I strive for the highest quality in all that I do.

\* \* \* \* \*

Respect .....How we expect to treat each other

Integrity .....What we expect from ourselves

Service ..... Why we are here

Excellence .....What we strive to achieve

## **OPERATING PRINCIPLES**

**A set of parameters for organizational and administrative behavior. The City's Operating Principles define the things the organization always does.**

### **Customer Service**

- Basic municipal services will be accessible to all residents.
- Services and programs will be responsive to community need.
- Services will be given priority based upon the contribution they make to the maintenance and enhancement of a safe, healthy and attractive community environment.
- Feedback on the quality of City services and programs will be solicited and valued.
- The needs of both our internal (staff and/or departments) and external customers will be important to us.
- All members of the organization will have a fundamental role in communicating with the public.
- All members of the organization will have a fundamental role in promoting a positive image for The City.

### **Human Resource Management**

- The contributions of employees and volunteers will be recognized and valued.
- Staff will have clearly defined organizational responsibilities, authorities and accountabilities.
- Authority and accountability will be delegated to front-line staff to the extent practical.
- Employees will have input into major decisions that affect their work.
- Work environments will be managed to protect public and employee health and safety.
- Volunteers, used in the delivery of City programs and services as appropriate, will be developed and supported.
- Fair and objective employee evaluation systems will be an opportunity for communication and will be used to recognize strengths and identify areas for improvement.
- The necessary training and development opportunities required to ensure an innovative and skilled workforce will be provided.



## **Financial and Physical Resource Management**

- The City's infrastructure—including roads, structures, utility systems, parks and open spaces--will be managed as long-term investments.
- Protection and preservation of the natural environment will be a fundamental consideration in all City operations.
- Budget allocations will be matched appropriately to The City's strategic goals.
- The results achieved will be evaluated in relation to the resources used.
- All new City projects and initiatives will be financed without incurring any additional long-term debt.
- Appropriate use will be made of technology to support effective and efficient operations.

## **Leadership/Governance**

- The Strategic Plan will be the focal point for all City planning and will be used to focus resources toward the achievement of goals and strategies.
- Strategic directions and other major decisions impacting the future of The City will be made with the benefit of consultation and input from stakeholders.
- Decisions, based upon reasonable research and analysis, will be made in a timely fashion.
- Municipal government regulation and intervention will be minimized.
- Appropriate use will be made of consultation and joint problem solving as management tools.
- Innovation, creative problem solving and reasonable risk taking will be supported and encouraged.

## **LONG-TERM GOALS AND STRATEGIES BY FOCUS AREA**

### **1. COMMUNITY DEVELOPMENT**

**Support programs and initiatives which reflect a caring community and contribute to a high quality of life for all citizens, in a unique and attractive environment.**

#### **1.1 QUALITY OF LIFE**

Quality of life in the context of The Strategic Plan is defined as “those things which make Red Deer a desirable place to live”. This encompasses a broad range of services from those which ensure a clean and safe environment to opportunities for individuals to participate in programs and decision making.

**Long-term Goal:** To ensure opportunities are available for all citizens to enjoy a high quality of life.

**Strategies:**

- 1.1.1** Set program priorities, standards and service levels taking into account the impact on quality of life as well as financial considerations.
- 1.1.2** Maintain an effective public transportation system to respond to the needs of the community.
- 1.1.3** Maintain a commitment to offering basic recreational and cultural programs and opportunities.
- 1.1.4** Support and facilitate community groups and agencies in the development and delivery of cultural, recreational and parks programming.
- 1.1.5** Support initiatives in the community and surrounding area which are consistent with our vision, values and goals.
- 1.1.6** Support and maintain The City's Municipal Integration Strategy regarding access for persons with disabilities.

## 1.2 ENVIRONMENT

Protecting and preserving the environment is a high priority with our residents and Red Deer has already been recognized for its leadership in this regard. The City must continue to achieve a balance between environmental protection and preservation concerns and the need to provide a supportive climate for the business community.

**Long-term Goal:** To ensure that Red Deer develops and maintains an attractive, clean and ecologically sound natural and built environment.

**Strategies:**

- 1.2.1 Fulfill The City's statutory obligations with respect to the Province's Environmental Protection and Enhancement Act.
- 1.2.2 Establish and maintain environmental standards with respect to all municipal infrastructure and services such as waste management, weed and pest control and park management.
- 1.2.3 Ensure the provision of environmentally sound utility systems and their safe, efficient and reliable operation.
- 1.2.4 Preserve escarpments and natural areas and maximize the provision of green space throughout the community.
- 1.2.5 Support parks programs and other initiatives that increase awareness and public involvement in environmental management.

## 1.3 SOCIAL RESPONSIBILITY

The Province has the primary responsibility for social programs and their funding. Rather than provide programs directly, The City has chosen to facilitate social programs through partnerships with the Province, community agencies and others.

**Long-term Goal:** To facilitate planning, development and delivery of social programs that support and enhance individuals, families and a healthy community.

**Strategies:**

- 1.3.1 Maintain a commitment to preventive social programs.
- 1.3.2 Continue to provide social services through community agencies rather than a direct service delivery role.
- 1.3.3 Facilitate/encourage inter-agency and community awareness and cooperation in the delivery of social programs.
- 1.3.4 Identify social needs, in partnership with the community, and establish priorities accordingly.

## 1.4 COMMUNITY AND LAND USE PLANNING

The City has had a long history of progressive land use planning and development, with two distinct thrusts over time. The first has been an emphasis on the neighborhood unit; neighborhoods have been planned to provide for a range of housing types, recreational/park amenities and, in some areas, neighborhood commercial and office use. The second thrust relates to city-wide planning, emphasizing the preservation of the natural environment, the aesthetics of the city, clear and effective development guidelines, a streamlined development process and a long-range vision focused on quality of life.

**Long-term Goal:** To ensure that land use planning policies, development guidelines and procedures facilitate development while reflecting the long-term interests of the community.

### **Strategies:**

- 1.4.1 Ensure that land use planning provides for an appropriate mix of natural areas, and residential, commercial and industrial land use.
- 1.4.2 Support the development of the downtown as a vibrant and attractive focal point of the community.
- 1.4.3 Ensure that environmentally significant areas, historic resources and other significant features are preserved and maintained for future generations.
- 1.4.4 Work at an elected and administrative level with the County of Red Deer to ensure a coordinated and cooperative approach to land use planning in the area surrounding the city of Red Deer.

## 1.5 PROTECTIVE AND EMERGENCY SERVICES

Services that protect people and property are fundamental to the mandate of any municipal government. These services usually include fire prevention and suppression, police, ambulance, inspections (building, gas, plumbing, etc.), and disaster services.

**Long-term Goal:** To provide the citizens of Red Deer with a safe living environment through the cooperative efforts of The City's protective and emergency service providers.

### **Strategies:**

- 1.5.1 Continue with an effective Community Policing Program to address higher priority law enforcement and crime prevention needs of the community (e.g., de-institutionalization impacts, child prostitution, neighborhood safety, park safety, etc.).
- 1.5.2 Deliver protective inspections (building, gas, plumbing, etc.) on a cost recovery basis and evaluate the feasibility of marketing the service outside the municipality.
- 1.5.3 Ensure the delivery of fire suppression, rescue, control of hazardous materials, Emergency 911 call answering and dispatch and Basic Life Support and Advanced Life Support ambulance as part of our core mandate (those services, as defined by Council, for which The City has primary responsibility).

- 1.5.4** Review our current Emergency Services response goals and identify objectives and actions to achieve these goals. (This will particularly address the growth areas on the east and north hills).
- 1.5.5** Develop and implement public education and prevention programs in all areas of protective and emergency services.
- 1.5.6** Work at an elected and administrative level with surrounding municipalities, communities and agencies to ensure the coordinated delivery of protective and emergency services.
- 1.5.7** Update the Disaster Services Plan on a regular basis beginning in 1997 and assign appropriate resources to support disaster response readiness.
- 1.5.8** Explore opportunities for all areas of The City's protective and emergency services to cooperate in service design and delivery.

## 2. ECONOMIC DEVELOPMENT

**Strengthen economic prosperity for the citizens of Red Deer through initiatives that encourage controlled, compatible growth while protecting the quality of the environment.**

### 2.1 PROMOTION AND MARKETING

Economic development functions are coordinated through The City's Land and Economic Development department funded by and accountable to City Council. The City works to market the economic advantages of the Red Deer community, as well as to recommend strategies for addressing future economic challenges.

**Long-term Goal:** To foster local growth opportunities as well as attract a more diverse range of business development through a coordinated approach, with appropriate stakeholders, to the marketing and promotion of the city of Red Deer.

**Strategies:**

- 2.1.1 Continue efforts to develop partnerships with the business community and other local governments to pursue new economic development initiatives.

2.1.1 and 2.1.2 reversed and renumbered

- 2.1.2 Consider ear-marking a percentage of the business tax revenue to support economic development initiatives, including the growth and expansion of existing businesses.
- 2.1.3 Identify businesses and industries with high potential to locate in this area (e.g., petrochemical, agricultural) and aggressively pursue their location in the Red Deer region.
- 2.1.4 Assess current development regulations, protocols and practices to identify any existing barriers to development and reduce these to the extent possible and practical.
- 2.1.5 Maintain a strong focus on downtown development by updating and adhering to the Downtown Concept Plan.
- 2.1.6 Promote the amenities, recreation facilities, parks and attractions in Red Deer as assets to a lifestyle and quality of life that stimulates economic development.

### 2.2 TOURISM

The City of Red Deer recognizes the great potential contribution of the visitor and visitor industry to our community. The City's tourism promotion is managed by the Red Deer Visitor and Convention Bureau, an independent society established to coordinate tourism development and promotion for Red Deer and area. The Bureau's functions include tourism promotion, visitor information services and targeted marketing.

**Long-term Goal:** To aggressively promote tourism as a key component of economic development in Red Deer and the region.

**Strategies:**

- 2.2.1** Continue to support the Visitor and Convention Bureau in fulfilling its role in coordination and promotion of tourism.
- 2.2.2** Encourage other relevant community stakeholders to actively support tourism and tourism promotion.
- 2.2.3** Encourage and support effective public-private partnerships (e.g., Convention Marketing Consortium) to market Red Deer's wide range of facilities, amenities and opportunities to key tourist markets. ~~particularly the visitor markets of Edmonton and Calgary.~~

## **2.3 LAND DEVELOPMENT**

Land development is one of the key elements affecting economic development in Red Deer. The role of the City Land Bank has been refined to encourage greater private sector participation in residential development. The City continues to be the primary supplier of serviced industrial lots.

**Long-term Goal:** To ensure availability of a supply of reasonably priced, serviced residential and commercial/industrial land required to support the achievement of Red Deer's economic development goals.

**Strategies:**

- 2.3.1** Maintain a City presence in land development to ensure long-range, balanced development of the community, and the availability of lots for individuals and small builders.
- 2.3.2** Maintain The City's market share of residential lot sales at 25% and actively encourage private sector participation in the development, marketing and sale of commercial/industrial land.
- 2.3.3** Sell City land at competitive prices and, where appropriate, make land available to developers in accordance with approved land use plans.
- 2.3.4** Continue to reduce The City's current land inventory, particularly industrial land.
- 2.3.5** Work with ~~the Towne Centre Association and local realtors and developers~~ appropriate stakeholders to encourage the development of housing within the downtown core.
- 2.3.6** Work cooperatively with surrounding municipalities to ensure short and longer-term infrastructure compatibility.

## **2.4 MUNICIPAL INFRASTRUCTURE**

Economic growth is facilitated by the existence of a well developed and maintained City infrastructure, including roads, airports, schools, recreational and cultural facilities, buildings, utility systems, parks and open spaces. This requires careful planning and the adequate allocation of financial resources to support both development and maintenance.

**Long-term Goal:** To ensure that plans and resources are in place that result in an adequate and well maintained City infrastructure.

**Strategies:**

- 2.4.1** Develop and implement a comprehensive long-term infrastructure development, maintenance and replacement plan.
- 2.4.2** Establish budget priorities based upon the premise that investment in infrastructure maintenance is a necessary annual investment rather than a discretionary cost.
- 2.4.3** Recognize the Red Deer Industrial Airport as an integral part of our infrastructure and strive for its continued economic viability.

**Note:** Refer to Strategy 2.3.6, as well.



### **3. ORGANIZATION DEVELOPMENT**

**Develop the organization's capacity to be responsive and accountable to the community through flexibility, cooperation, communication, innovation and training.**

#### **3.1 ACCOUNTABILITY TO THE PUBLIC**

The deficit and debt reduction initiatives of the Provincial and Federal governments are resulting in reduced levels of service to our residents and reduced grants to The City of Red Deer. At the same time, the public is demanding greater accountability on the part of government and is seeking more involvement in terms of those issues which directly affect them or their environment. These factors make it imperative for The City to seek public input into planning, priority setting and decisions regarding service level adjustments and shifting service delivery responsibilities.

**Long-term Goal:** To gather information and input from residents with respect to facilities/program/service priorities and levels of satisfaction with City services.

**Strategies:**

- 3.1.1** Develop and use a variety of appropriate public input processes to determine public preferences on facilities/program/service priorities and levels of service, and to supply information on performance.
- 3.1.2** Develop and implement data/information collection processes required to measure ongoing organizational performance.
- 3.1.3** Use performance measurement results as well as the results from the public consultation activities as key inputs when establishing The City's service mandate and strategic plan priorities.

#### **3.2 ORGANIZATION STRUCTURE**

Our reason for being is to provide the citizens of Red Deer with the best possible service in the areas in which we work. The organizational structure must reflect this fundamental purpose and philosophy; i.e., organizational form must follow function.

**Long-term Goal:** To ensure that The City's organizational structure, atmosphere and personality facilitates the achievement of our strategic goals and supports staff efforts to deliver quality services to our residents.

**Strategies:**

- 3.2.1** Make an ongoing organizational commitment to establishing and reviewing strategic goals, communicating the results The City wishes to achieve (both internally and externally), monitoring the implementation of strategic initiatives and measuring objectively the progress made in achieving the strategic goals.

**3.2.2** Provide staff with the responsibility, authority, resources and accountability necessary to do an effective job.

**3.2.3** Review/enhance The City's organizational structure and processes to ensure that they are matched appropriately to The City's Strategic Plan and evolving service mandate.

### **3.3 EFFECTIVE COMMUNICATION**

Communication includes not only the gathering of information, as discussed in Section 3.1 Accountability to the Public, but also the dissemination of information. It is critical to the success of the organization to have such information distributed to our internal (staff and /or departments) and external publics.

**Long-term Goal:** To provide accurate and timely information to our various publics and stakeholders.

**Strategy:**

**3.3.1** Ensure The City's Communications Strategy facilitates effective communication with our employees, the media and the community-at-large.

### **3.4 SERVICE DELIVERY**

There is growing public demand for quality, responsiveness and efficiency in the delivery of services. To meet these expectations, The City must place greater emphasis on customer service, staff training and development, appropriate use of technology and innovative/alternative service delivery methods.

**Long-term Goal:** To ensure the provision of municipal programs and services needed by the residents of Red Deer.

**Strategies:**

**3.4.1** Choose the most effective delivery of service considering in order of priority the following options:

- facilitate others providing a service directly
- enter into partnerships
- provide the service directly, with the exception of Social Services.

**3.4.2** Review the range of services offered by The City every three years and refine/revise The City's service mandate to reflect emerging needs and changing conditions.

**3.4.3** Establish and maintain adequate service standards for services provided directly by The City. Work to influence the service standards of organizations with which The City has a contract or funding agreement, with consideration to the level of City funding.

**3.4.4** Regardless of the way the service is delivered, The City will monitor services that affect the quality of life in Red Deer and, where necessary, ensure support for groups facilitated by or partnered with The City.

**3.4.5** Develop and implement a customer service policy and program for the organization.

**3.4.6** Invest in the technology required to achieve optimal productivity and effectiveness.

### **3.5 TRAINING AND DEVELOPMENT**

The City's most valuable resources are its human resources. Rapid change and technological advancement underscore the importance of investing in the ongoing training and development of our people. This will ensure continued staff efficiency and effectiveness.

**Long-term Goal:** To provide opportunities for employees to develop the skills, knowledge and attitudes to do their jobs successfully.

**Strategies:**

- 3.5.1** Develop and implement a staff training and development plan for each City department that reflects The City's strategic plan priorities, departmental priorities and individual employee needs and aspirations.
- 3.5.2** Develop and implement a corporate management development and succession plan that ensures the longer term leadership needs of The City will be met.

## **4. FINANCIAL DEVELOPMENT**

**Ensure reliable, sustainable funding for ongoing services, with direction and guidance provided through long-term planning.**

### **4.1 FINANCIAL RESPONSIBILITY**

Because of the public's intolerance to increased taxation and additional spending, both the Provincial and Federal governments have targeted deficit elimination and debt reduction as important goals. Municipalities are feeling the effects of such action through the freezing, reduction and elimination of transfer payments. As a result, The City's major challenge over the next few years will be to try to maintain service levels and contain taxes.

**Long-term Goal:** To ensure the availability of adequate funding to support the program/service delivery levels established by Council.

**Strategies:**

- 4.1.1** Work with the Provincial and Federal governments to define programs/services that are truly a federal or provincial responsibility and refuse to fund any of these programs/services, other than those incorporated in The City's Business Plan.
- 4.1.2** Take a pro-active and persistent approach to senior levels of government to encourage and maintain partnerships, particularly relating to financial arrangements.
- 4.1.3** Encourage agencies with whom The City partners to look at ways to increase their ability to recover costs and become more self-sufficient.
- 4.1.4** Explore innovative cost reduction and revenue generation options.

### **4.2 DEBT MANAGEMENT**

The City has an aggressive policy of long-term debt reduction. Since 1991, no additional new debt has been incurred.

**Long-term Goal:** To eliminate The City's long-term debt.

**Strategy:**

- 4.2.1** Pay down long-term debt as quickly as possible where it is cost-effective to do so.

### **4.3 BUDGET AND ACCOUNTING**

The City is faced with the challenge of developing effective and efficient budgeting systems which are results driven. The traditional system, which focused Council on reviewing detailed expenditures, is no longer practical. Instead, it is important for Council to concentrate on establishing priorities and determining the measurable results to be achieved. Departments should then be given greater flexibility in allocating available resources and be held accountable for achieving those results.

**Long-term Goal:** To ensure that the Strategic Plan and the established service/program mandate drive the budget rather than the budget drive the Plan.

**Strategies:**

- 4.3.1** Use program review data, including an assessment of results achieved, to help establish priorities and budgets.
- 4.3.2** Identify annual operating costs for major capital projects when significant additional operating costs are expected, including the impact on other projects.
- 4.3.3** Focus Council's review of the budget on high level policy decisions including results to be achieved, programs/services to be funded and service levels to be maintained.
- 4.3.4** Prepare The City's Three-year Operating Budget based upon no increase in the residential and non-residential tax rates.

#### **4.4 COST EFFECTIVE SERVICE DELIVERY**

Finding more cost effective ways to deliver programs and services continues to be a high priority of the municipality. Regional services, productivity improvements, alternate service delivery models, effective use of technology, etc.--all have potential to reduce costs while maintaining quality services.

**Long-term Goal:** To provide services to our residents in a cost effective manner.

**Strategies:**

- 4.4.1** Partner with surrounding municipalities to develop and deliver selected services using a regional service delivery model, where this is mutually beneficial and cost effective.
- 4.4.2** Review and streamline internal operating procedures to increase efficiency and reduce costs. Employees throughout the organization will be encouraged to identify opportunities for cost efficiencies and improved service.

**DATE:** June 19, 1996  
**TO:** Colleen Jensen, Chair  
Strategic Plan Review Committee  
**FROM:** City Clerk  
**RE:** ***STRATEGIC PLAN***

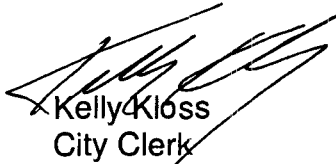
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**FILE**

At the Council Meeting of June 17, 1996, consideration was given to your report dated June 12, 1996, concerning the above. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Strategic Plan Review Committee dated June 12, 1996, re: Strategic Plan, hereby agrees that consideration of the draft Strategic Plan be tabled to the June 24, 1996 special meeting of Council."

This matter will now be placed on the agenda for the special meeting of Council to be held June 24, 1996 at 4:00 p.m.

  
Kelly Kloss  
City Clerk  
KK/clr

c Pat Shaw, Executive Assistant

**ITEM NO. 1 Public Hearings**

**DATE:** June 4, 1996  
**TO:** City Council  
**FROM:** City Clerk  
**RE:** **DISPOSAL OF PART OF MUNICIPAL RESERVE**  
**(Lot 8 M.R., Block 15, Plan 802-0563 / Clearview)**

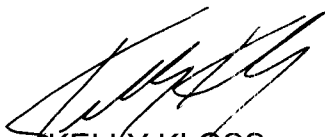
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A Public Hearing has been advertised for the above noted Disposal of Municipal Reserve to be held on Monday, June 17, 1996, in the Council Chambers at 7:00 p.m., or as soon thereafter as Council may determine.

The portion of the Municipal Reserve to be disposed of is as described hereunder and shown on the attached map:

All that portion of Lot 8 MR, Block 15, Plan 802-0563 lying within the limits of subdivision Plan 962-\_\_\_\_\_, containing 0.035 heactares (0.09 acres), more or less. Excluding therefrom all mines and minerals.

Following the Public Hearing, Council may consider the passage of a resolution allowing the disposal of this Municipal Reserve.

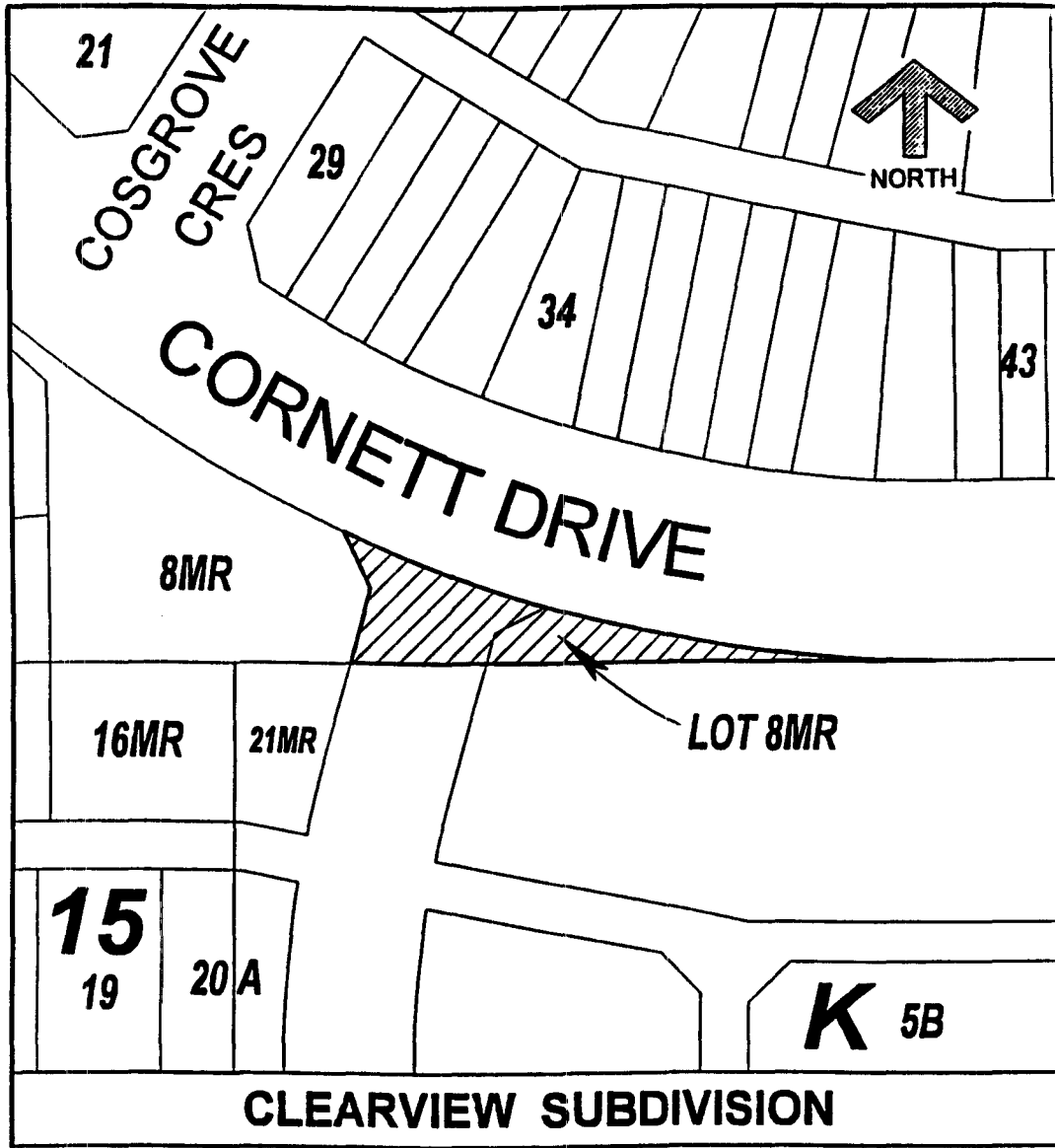


KELLY KLOSS  
City Clerk

KK/fm

att.

# DISPOSAL OF MUNICIPAL RESERVE





**DATE:** June 19, 1996  
**TO:** Land and Economic Development Manager  
**FROM:** City Clerk  
**RE:** **DISPOSAL OF PART OF MUNICIPAL RESERVE**  
**(Lot 8 MR, Block 15, Plan 802-0563 / Clearview)**

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**FILE**

At the Council Meeting of June 17, 1996, a Public Hearing was held with respect to the disposal of municipal reserve as noted above. Following the Public Hearing, the resolution as set out hereunder was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Land and Economic Development Manager dated May 14, 1996, re: Disposal of Part of Municipal Reserve Lot 8 MR, Block 15, Plan 802-0563 (Clearview), hereby approves the disposal of municipal reserve lands described as:

'All that portion of Lot 8 MR, Block 15, Plan 802-0563 lying within the limits of subdivision Plan 962- \_\_\_\_\_, containing 0.035 hectares (0.09 acres), more or less. Excluding therefrom all mines and minerals,'

and as presented to Council June 17, 1996."

Attached hereto is the appropriate declaration indicating that The City has complied with the Municipal Government Act and requesting the Registrar to remove the designation of municipal reserve from the land in question.

I trust that you will now be forwarding this information to the Registrar so that the designation can be removed.

Trusting you will find this satisfactory.

Kelly Kloss  
City Clerk

KK/clr  
attchs.

c Director of Development Services  
City Assessor  
Principal Planner  
Council and Committee Secretary, S. Ladwig

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Mr

ITEM NO. 2

**DATE:** June 4, 1996

**TO:** City Council

**FROM:** City Clerk

**RE: LAND USE BYLAW AMENDMENT 3156/E-96 (M & K MOBILE HOME  
SALES LTD) & LAND USE BYLAW AMENDMENT 3156/F-96  
(CENALTA WELL SERVICING SITE)**

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Public Hearings have been advertised for the above noted Land Use Bylaw Amendments to be held on Monday, June 17, 1996, in the Council Chambers at 7:00 p.m., or as soon thereafter as Council may determine.

Land Use Bylaw Amendment 3156/E-96 provides for an extension of the temporary use permit allowing the sale and service of mobile homes and a mobile home park.

Land Use Bylaw Amendment 3156/F-96 provides for the existing Cenalta Well Servicing Site, presently designated A1 (Future Urban Development) District, to be redesignated to I1 (Industrial Business Service) District.

Following the above noted Public Hearings, Council may proceed with second and third reading of these bylaws.



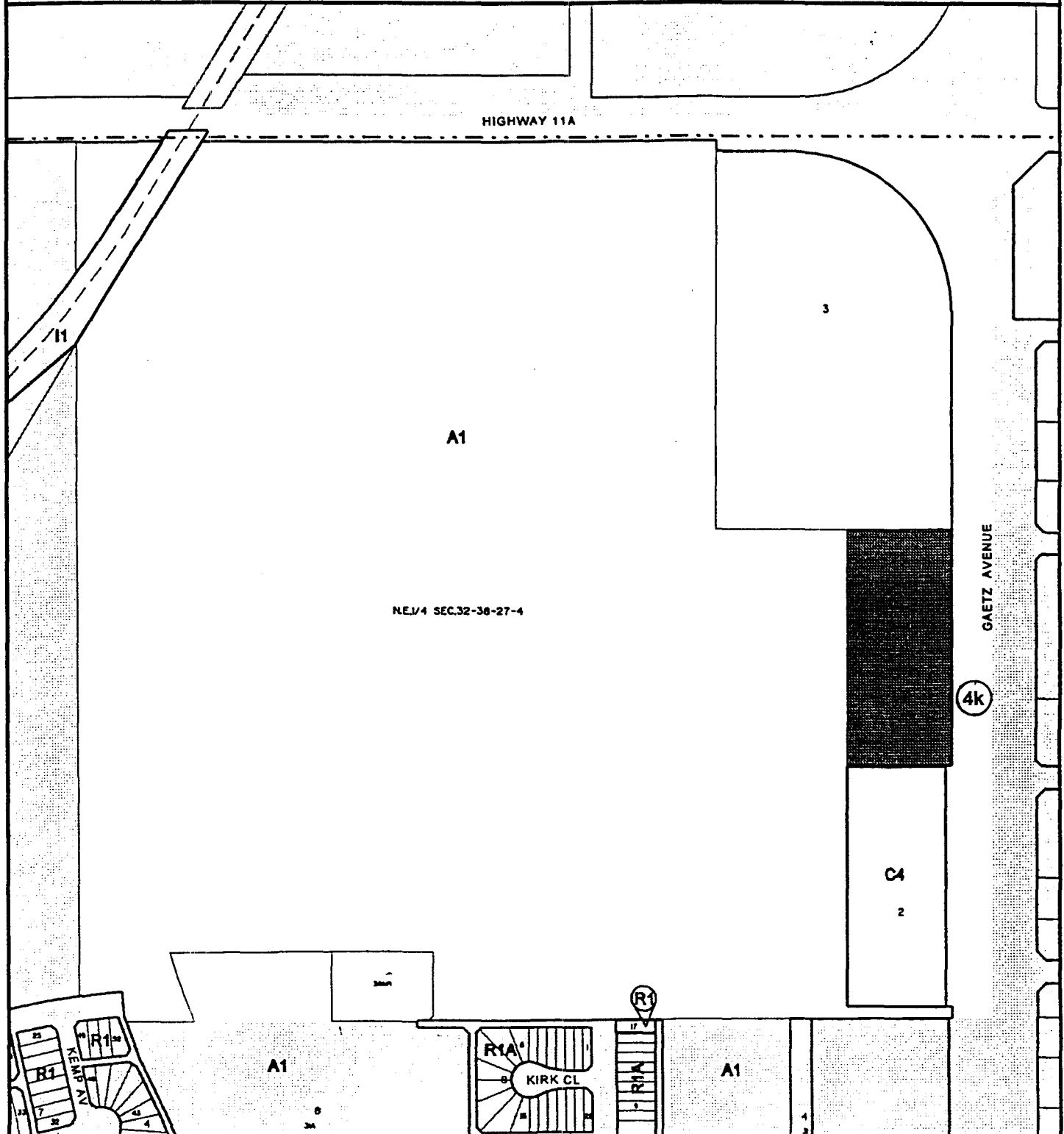
KELLY KLOSS  
City Clerk

KK/fm

# THE CITY OF RED DEER - LAND USE BYLAW

## LAND USE DISTRICTS

F15



BYLAW NUMBER - 3156/96

MAP NO. 4/96

55 (4) (k) An exception to permit sales and service of mobile homes and mobile home park, for a period of time not exceeding three years from 21st of May, 1996

SEE SECTION SIX FOR LANDUSE DISTRICT DEFINITIONS

|     |     |     |
|-----|-----|-----|
| E16 | F16 | G16 |
| E15 | F15 | G15 |
| E14 | F14 | G14 |

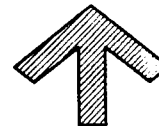
N.E. 1/4 -32-38-27-4



SCALE 1:5000  
10-JAN-1996

**BLOCK 4**

**LOT 1**



**NORTH**

**S.E.1/4 SEC. 31-38-27-4**

**76 STREET**

**76 STREET**

**CANADIAN PACIFIC RAILWAY**

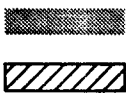
**LOT A**

**N.W.1/4 SEC.  
30-38-27-4**

**N.E.1/4 SEC. 30-38-27-4**

**CENALTA OILFIELD SERVICES 6763 - 76 STREET**

**Change from: A1 to I1**  
**Road to I1**



**Where as:**

**A1 - FUTURE URBAN  
DEVELOPMENT DISTRICT**  
**I1 - INDUSTRIAL DISTRICT  
(BUSINESS SERVICE)**

**MAP NO. 5 / 96**  
**BYLAW NO. 3156/F - 96**



# THE CITY OF RED DEER

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4

FAX: (403) 346-6195

City Clerk's Department  
(403) 342-8132 FAX (403) 346-6195

June 19, 1996

**FILE**

M & K Home Sales Ltd.  
Box 488  
Red Deer, AB T4N 5G1

Att: Mr. Oakes

Dear Sir:

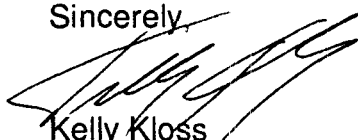
**RE: LAND USE BYLAW AMENDMENT 3156/E-96**

At the City of Red Deer's Council Meeting held June 17, 1996, a Public Hearing was held with respect to the above. Subsequent to the Public Hearing, second and third readings were given to Land Use Bylaw Amendment 3156/E-96, a copy of which is attached hereto.

Land Use Bylaw Amendment 3156/E-96 provides for an extension of the temporary use permit allowing the sales and service of mobile homes and a mobile home park.

If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,



Kelly Kloss  
City Clerk

KK/clr  
attchs.

- c Director of Development Services  
Inspections and Licensing Manager  
Principal Planner  
Council and Committee Secretary, S. Ladwig  
C. Rausch



*a delight  
to discover!*

**DATE:** June 19, 1996  
**TO:** Parkland Community Planning Services  
**FROM:** City Clerk  
**RE:** LAND USE BYLAW AMENDMENT 3156/F-96,  
CENALTA WELL SERVICES INC.  
EDGAR INDUSTRIAL PARK

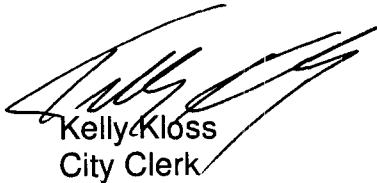
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**FILE**

On June 17, 1996, a Public Hearing was held with respect to the above. Subsequent to the Public Hearing, second and third readings were given to Land Use Bylaw Amendment 3156/F-96, a copy of which is attached hereto.

Land Use Bylaw Amendment 3156/F-96 provides for the existing Cenalta Well Servicing site, presently designated A1, to be redesignated to I1.

This office will be updating the consolidated copy of the Land Use Bylaw and forwarding the amended pages in due course.



Kelly Kloss  
City Clerk

KK/clr  
attchs.

- c Director of Development Services  
Land and Economic Development Manager  
City Assessor  
Council and Committee Secretary, S. Ladwig  
C. Rausch

**DATE:** June 19, 1996

**TO:** Charlaine Rausch

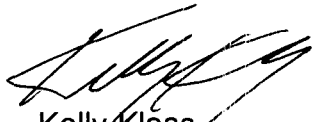
**FROM:** City Clerk

**RE: CONSOLIDATED COPY OF LAND USE BYLAW 3156/96,  
AMENDMENTS 3156/E-96 AND 3156/F-96**

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At the Council Meeting of June 17, 1996, the above Land Use Bylaw Amendments were passed and as such the consolidated copy will now require updating.

Please provide for the appropriate updates and circulation of same.



Kelly Kloss  
City Clerk

KK/clr  
attchs.

c Principal Planner  
Tony Woods

**FILE**



## ITEM NO. 1      REPORTS

DATE:        JUNE 11, 1996  
TO:           CITY COUNCIL  
FROM:        FINANCE & AUDIT COMMITTEE  
RE:           **THE CITY OF RED DEER ANNUAL REPORT**  
               **for the year ended December 31, 1995.**

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The following resolution was introduced and passed at the June 11, 1996 meeting of the Finance & Audit Committee:

“THAT the Finance & Audit Committee recommend to City Council acceptance of The City of Red Deer Annual Report for the year ended December 31, 1995.”

Respectfully submitted,



MAYOR GAIL SURKAN  
Chairman  
Finance & Audit Committee

**DATE:** June 11, 1996  
**TO:** City Clerk  
**FROM:** Director of Corporate Services  
**RE:** 1995 AUDITED FINANCIAL STATEMENT

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Council was sent a copy of the 1995 audited financial statement in May for their review. Council members are requested to bring their copy of the 1995 audited financial statement they received to this meeting so it can be discussed and approved. Mr. Mick Davies of the audit firm of Craig Davies Collins will be present to answer any questions.

The year 1995 resulted in a further improvement in the financial position of The City of Red Deer:

- combined reserves and surpluses increased from \$38.2 million in 1994 to \$41.5 million in 1995
- long term debt reduced from \$51.3 million in 1994 to \$47.4 million in 1995

In addition, The City absorbed an additional \$1.3 million cut in Provincial operating grants in 1995

### **Reserves and Surpluses**

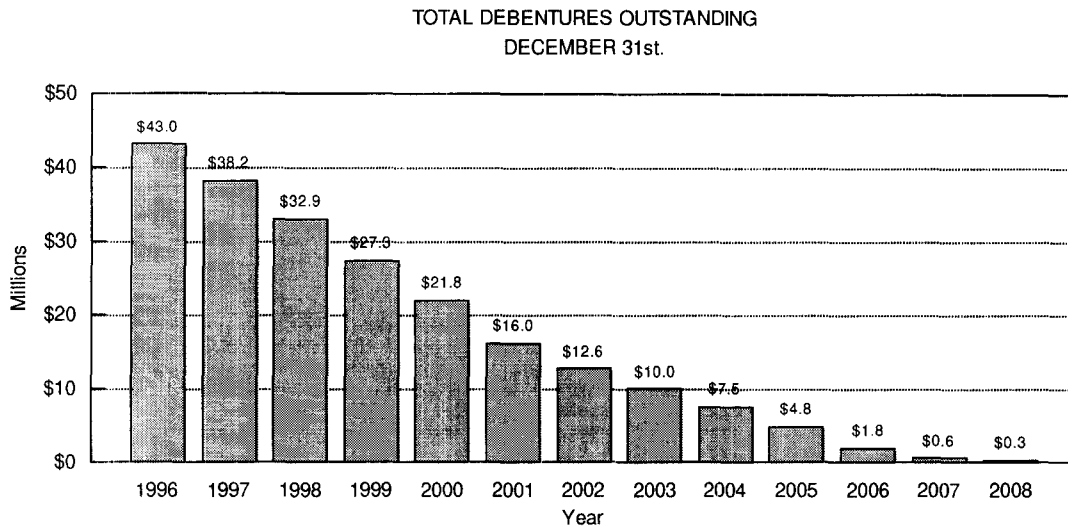
The need for reserves and surpluses to provide long term financial stability has been previously described in detail to Council. The reserves and surpluses have allowed The City to:

- maintain a 0% increase in the Municipal portion of property taxes since 1993 and provide a guideline of a 0% increase through 1999.
- avoid the use of long term debt to finance major capital expenditures since 1991 and for the foreseeable future.
- reduce the 1996 municipal portion of residential property taxes by 7%

p. 2

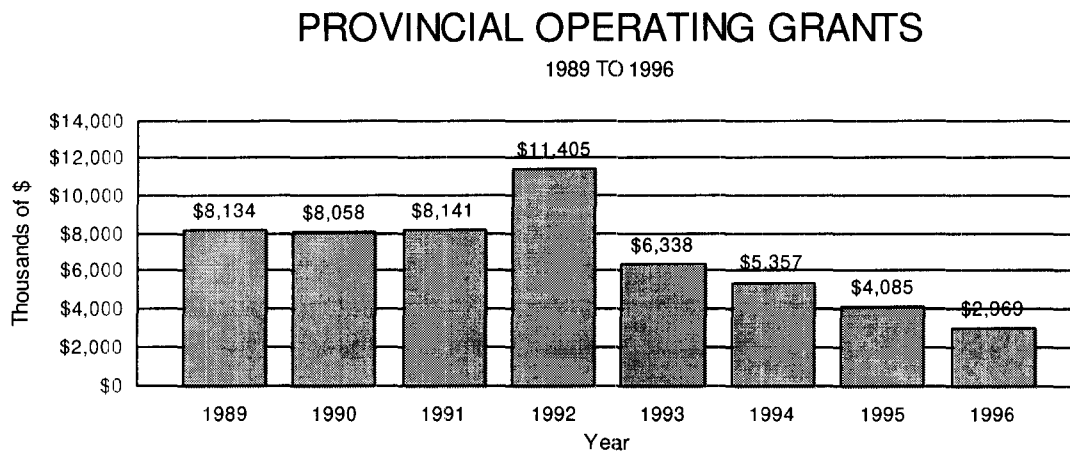
### **Long Term Debt**

The following chart discloses the significant reduction in long term debt to occur over the next few years. In ten years The City of Red deer will be virtually debt free:



### **Provincial Operating Grants**

In 1995 The City had to absorb a cut of \$1.3 million in Provincial operating grants. A further cut of \$1.1 million has occurred in 1996. As disclosed by the following graph, The City has had to absorb a total cut of \$5.2 million since 1991.



NOTE: There is an extra \$3.2 million of AMPLE grant money included in 1992.

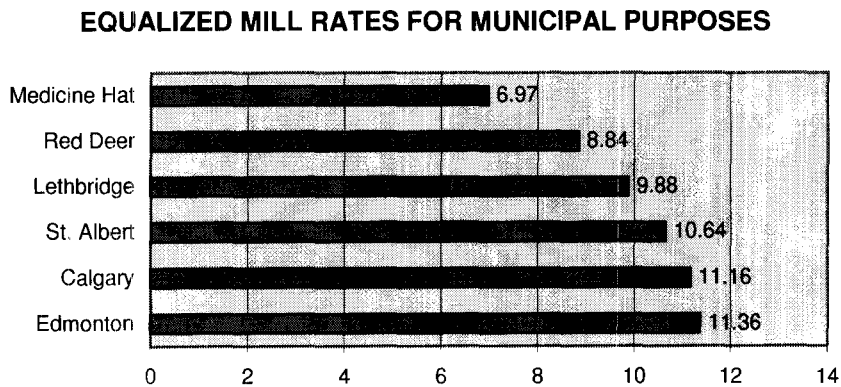
p.3

### **Provincial Department of Municipal Affairs Comparison of Cities**

The Municipal Affairs Department of the Alberta government prepares graphs comparing financial data for Alberta cities. Attached are the following graphs prepared by Municipal Affairs comparing Red Deer with other Alberta cities (excluding Edmonton, Calgary and Drumheller) for the years 1990 through 1994. All the graphs show Red Deer in a better than average position:

- Long-term Debt Per Capita
- Net Property Taxes As A Percentage of Revenue
- Municipal Reserves Compared to Average
- Net Property Taxes For General Municipal Purposes - As Mills On Equalized Assessment

In regard to the last graph listed, Municipal Affairs also provided the 1994 equalized mill rates for municipal purposes for the five largest Alberta cities used on that graph. The information appears on the following graph. You will note the information confirms what Council has been told - that the total municipal portion of property taxes in Red Deer is significantly less than the other large cities in Alberta except for Medicine Hat.



In 1994 the other municipal equalized mill rates compared to Red Deer were:

- 11.8% more in Lethbridge
- 20.4% more in St. Albert
- 26.2% more in Calgary
- 28.5% more in Edmonton.

.....4

p. 4

**Requested Action**

Council agree to accept the 1995 Audited Financial statement.

Yours truly,

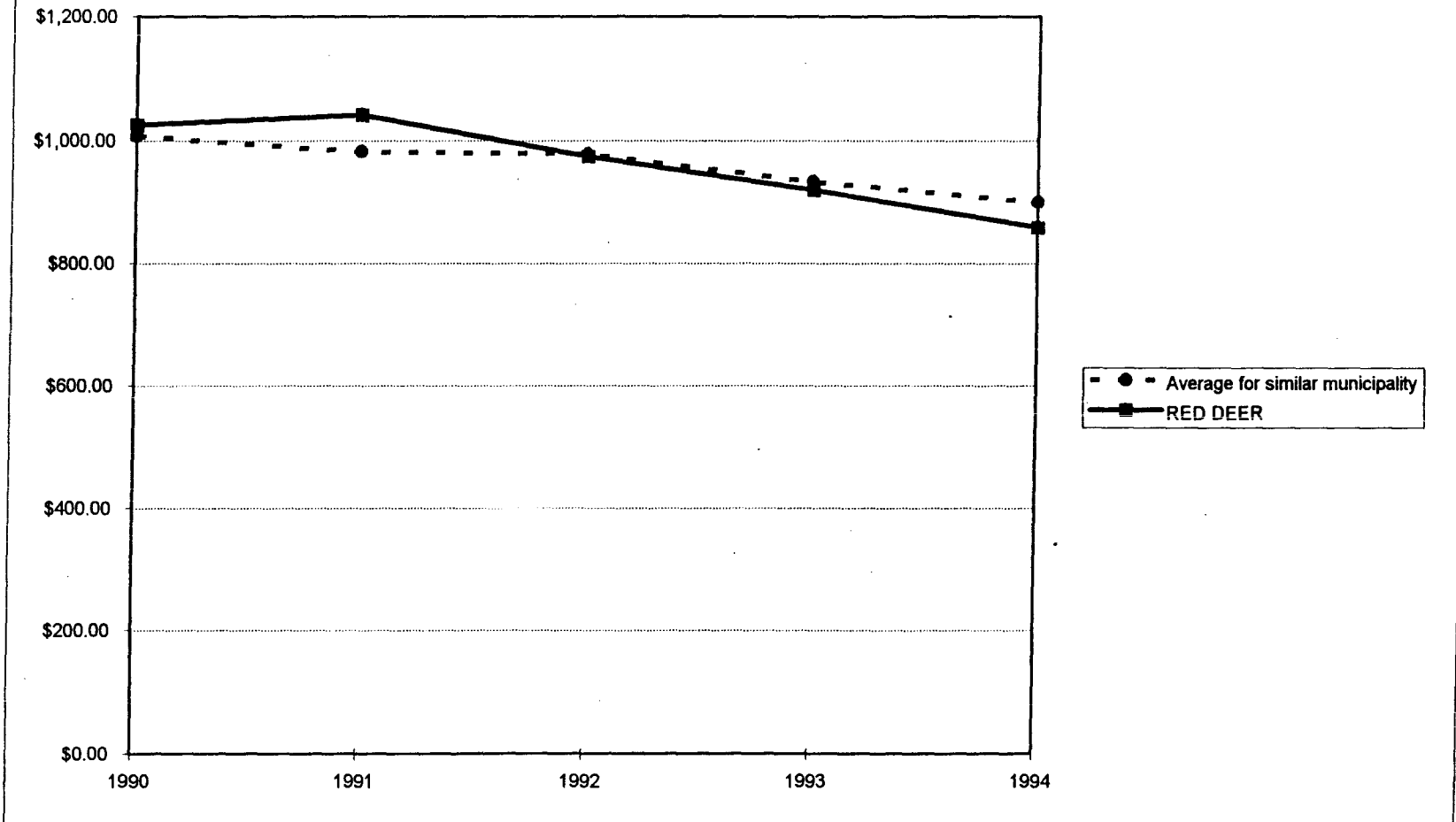
A handwritten signature in black ink, appearing to read 'A. Wilcock', written in a cursive style.

A. Wilcock, B. Comm., C.A.  
Director of Corporate Services

Att.

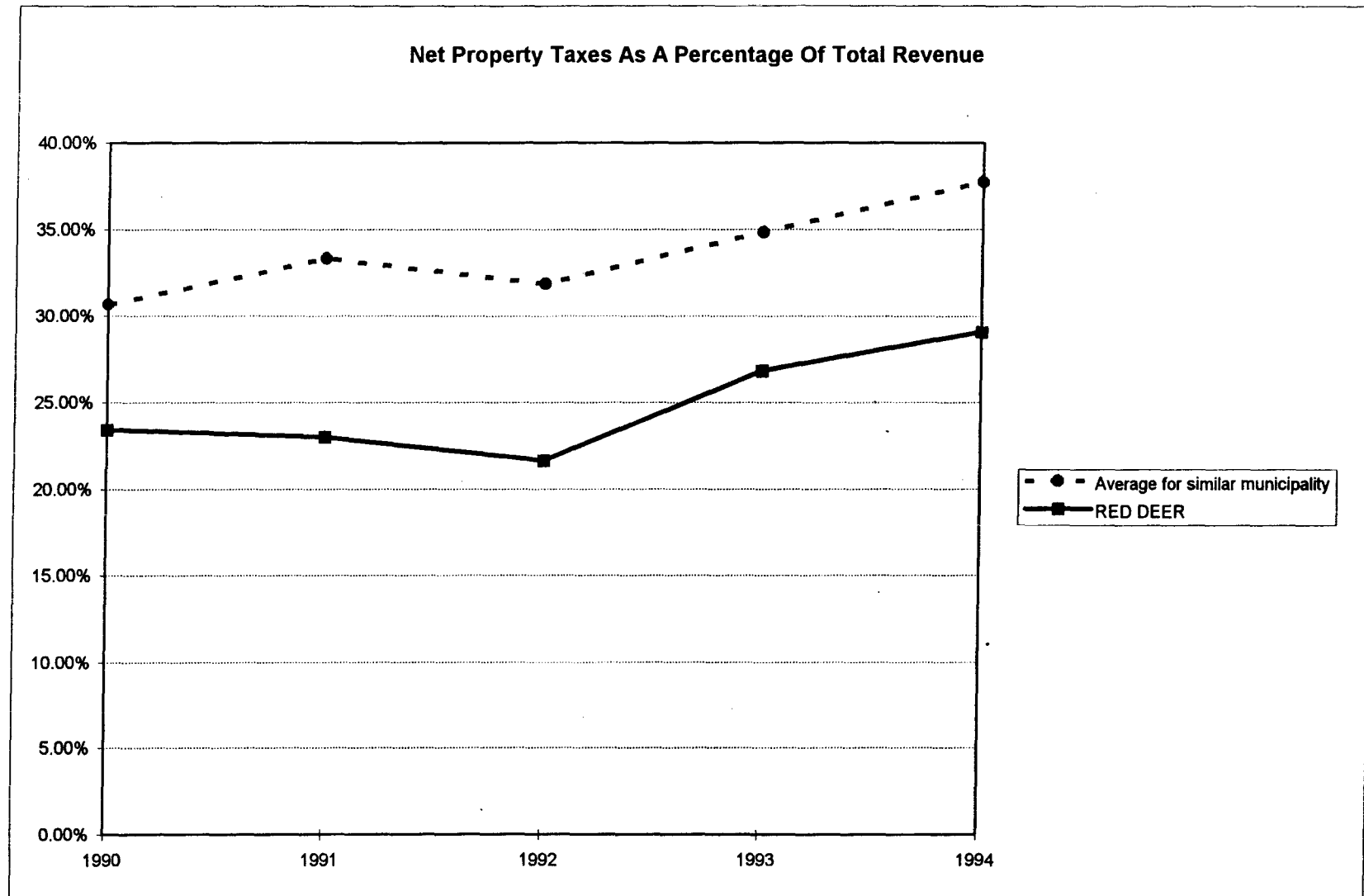
## RED DEER

### Long-term Debt Per Capita



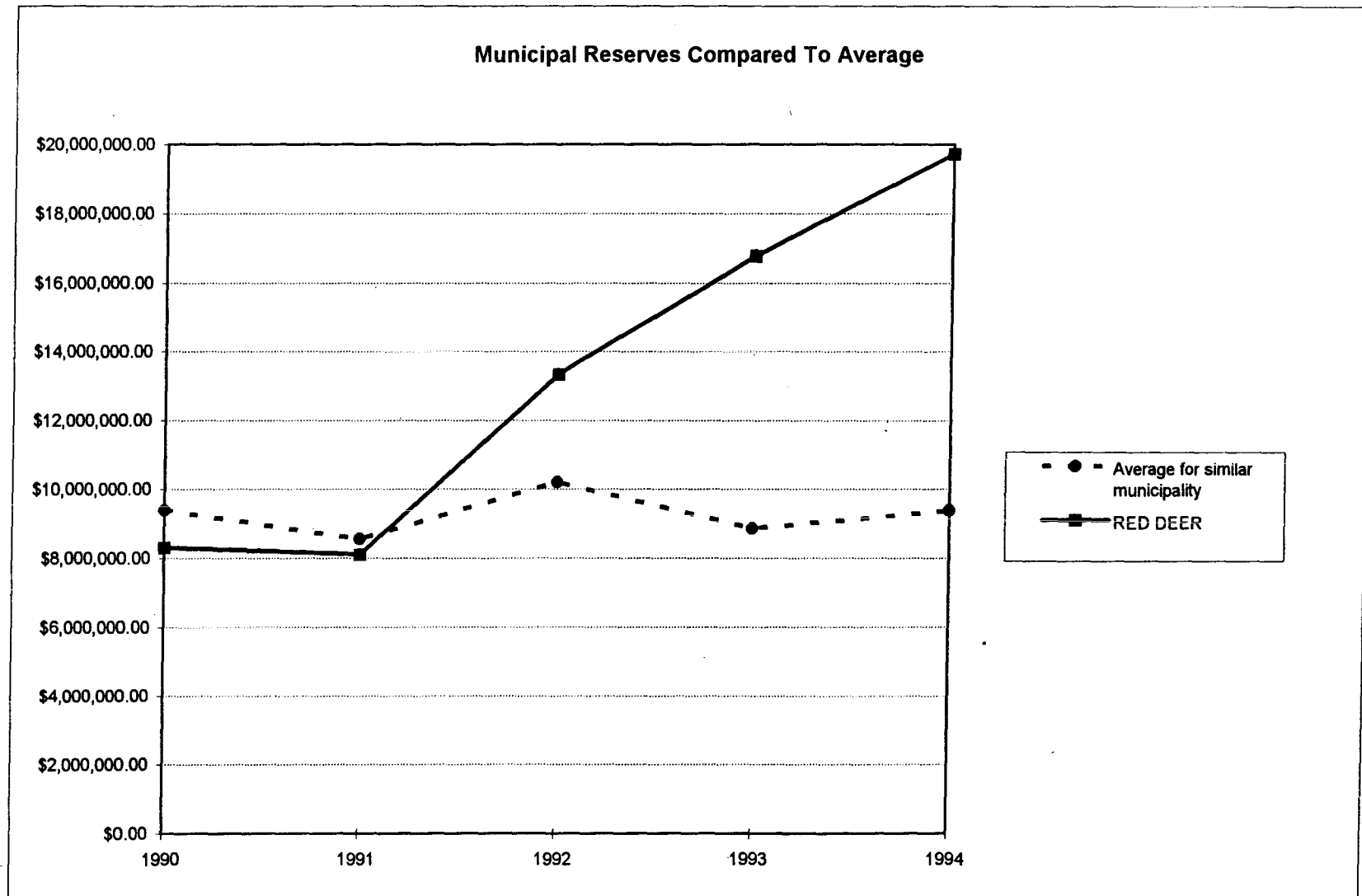
This measurement shows the amount of long-term debt per capita incurred for municipal purposes only. A municipality's long-term debt may actually be higher if obligations related to excluded functions are also considered.

## RED DEER



This measure shows the proportion of total revenues resulting from net property taxes.

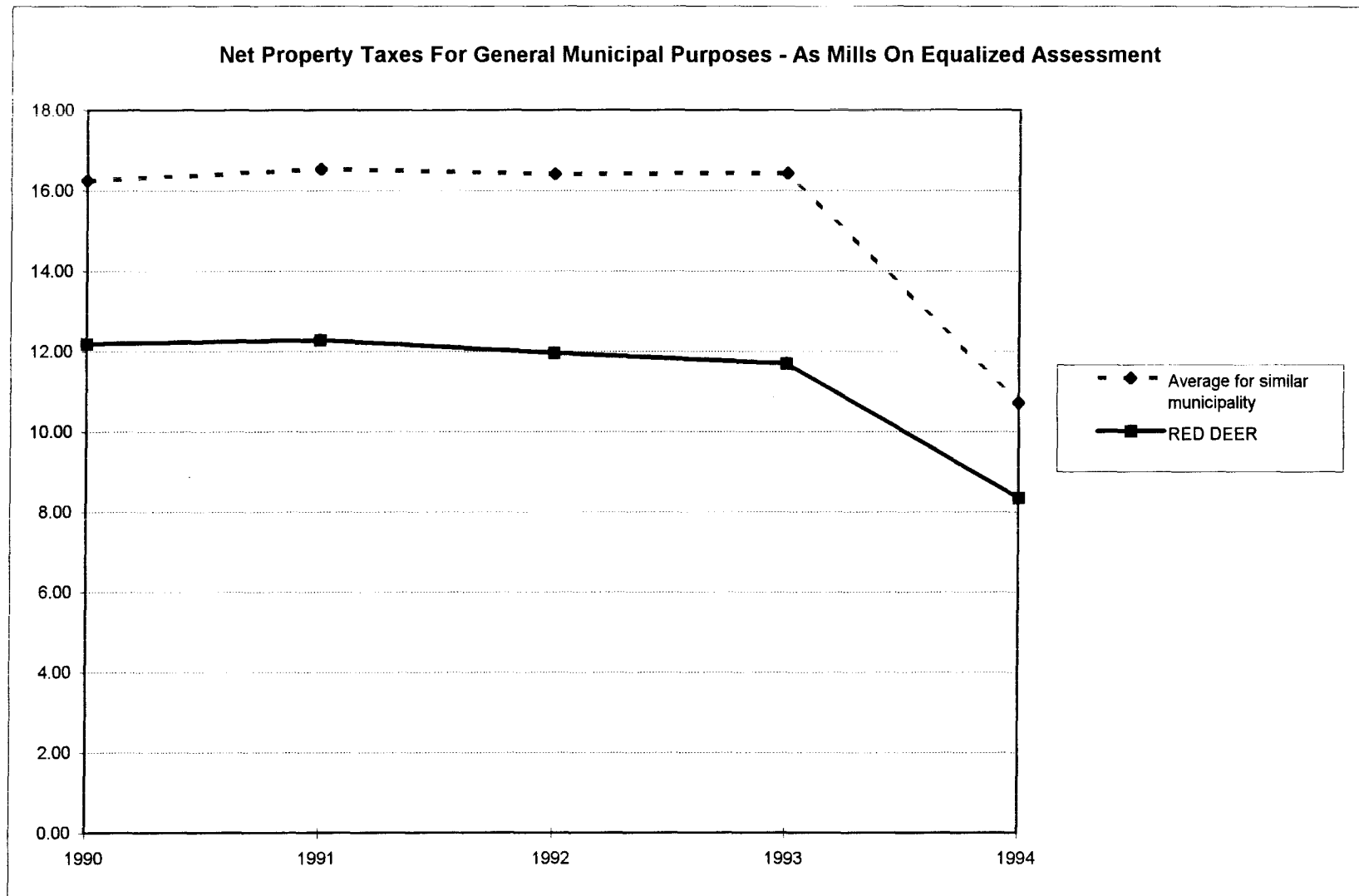
## RED DEER



This indicator reflects the level of reserves maintained over the past five years, in comparison with other municipalities within a relevant population range.



## RED DEER



This measurement of general municipal property taxation is based on net property taxes for general municipal purposes. The average is calculated based on municipalities with a population within the relative range.

**DATE:** June 19, 1996

**TO:** Finance and Audit Committee

**FROM:** City Clerk

**RE:** ***THE CITY OF RED DEER ANNUAL REPORT FOR THE  
YEAR ENDED DECEMBER 31, 1995***

---

At the Council Meeting of June 17, 1996, consideration was given to your report of June 11, 1996 concerning the above. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Finance and Audit Committee dated June 11, 1996, re: The City of Red Deer Annual Report for the Year Ended December 31, 1995, hereby accepts said report and as presented to Council June 17, 1996."

The above is submitted for your information.



Kelly Kloss  
City Clerk

KK/clr

c Director of Corporate Services

**FILE**

ITEM NO. 2

138-053 A

DATE: June 11, 1996  
TO: City Clerk  
FROM: Engineering Department Manager

**RE: LANCASTER MEADOWS - PHASE 3A  
DEVELOPMENT AGREEMENT WITH LAEBON DEVELOPMENTS LTD.**

---

Figure 1, attached, is a drawing of the Lancaster Meadows Subdivision outlining the Phase 3 area that was recently sold to Laebon Developments Ltd. Laebon now wishes to develop the first half of this area, referred to as Phase 3A and illustrated on Figure 2. Laebon's engineering consultant, WNM Engineering Ltd., has recently submitted engineering drawings and requested a Development Agreement for this area. The standard Development Agreement will be used, but subject to Council approval, it will involve the following cost obligations on behalf of the City.

#### **OFF-SITE TRUNK EXTENSIONS**

The current major capital budget allows for the extension of sanitary and storm trunk sewers, southward along Lockwood Avenue and eastward along Lancaster Drive through Lancaster Meadows Phase 3, in 1997. The amounts budgeted in the Off-site Levy Fund are \$135,000 for sanitary and \$150,000 for storm. With Laebon's proposed development of Phase 3A, approximately half of this work will need to be advanced to 1996. WMN Engineering has estimated the cost to be \$58,000 for sanitary trunks and \$57,000 for storm trunks.

#### **BOUNDARY IMPROVEMENT COSTS**

As part of the land sale agreement between Laebon and the City, it was agreed that the parties would share the costs (50/50) of utility, road, and lane improvements along mutual subdivision boundaries. Under Phase 3A, the following boundary improvements will be constructed by Laebon and will be subject to cost sharing by the City:

1. WMN Engineering estimates the cost of road and sidewalk construction on Lancaster Drive (street abuts City land to the south) to be \$82,000. These improvements are to be constructed by Laebon, thus the City's share of the cost, to be paid through the Development Agreement, would be approximately \$41,000.

City Clerk  
Page 2  
June 11, 1996

2. WMN Engineering estimates the cost of water, sanitary, storm mains, and gravel surfacing of the lane adjacent to the west side of Lockwood Avenue (lane abuts City land to the west) to be \$63,000. These improvements are to be constructed by Laebon, thus the City's share of the cost, to be paid through the Development Agreement, would be approximately \$31,500.

Note that, as part of the City's development of Phase 2, we are constructing water, sanitary, storm mains, and gravel surfacing of the lane adjacent to the north side of Phase 3. We have estimated the cost of these improvements to be \$110,000. Thus, Laebon would be responsible to reimburse the City through the Development Agreement in the amount of \$55,000.

The total net cost to the City for the above noted Boundary Improvements is estimated at \$17,500. The final amounts paid by either party will be based on actual costs.

### **RECOMMENDATIONS**

We would respectfully recommend that Council approve the following expenditure amounts from

1. the Off-site Levy Fund:
  - Sanitary Trunks \$71,000
  - Storm Trunks \$74,000
2. the Subdivision Fund, \$17,500, for Boundary Improvements in the subject development.



Ken G. Haslop, P. Eng.  
Engineering Department Manager

TCW/emg

- c. Land and Economic Development Manager
- c. Director of Corporate Services
- c. Subdivision Administrator
- c. WMN Engineering Ltd.
- c. Laebon Developments Ltd.

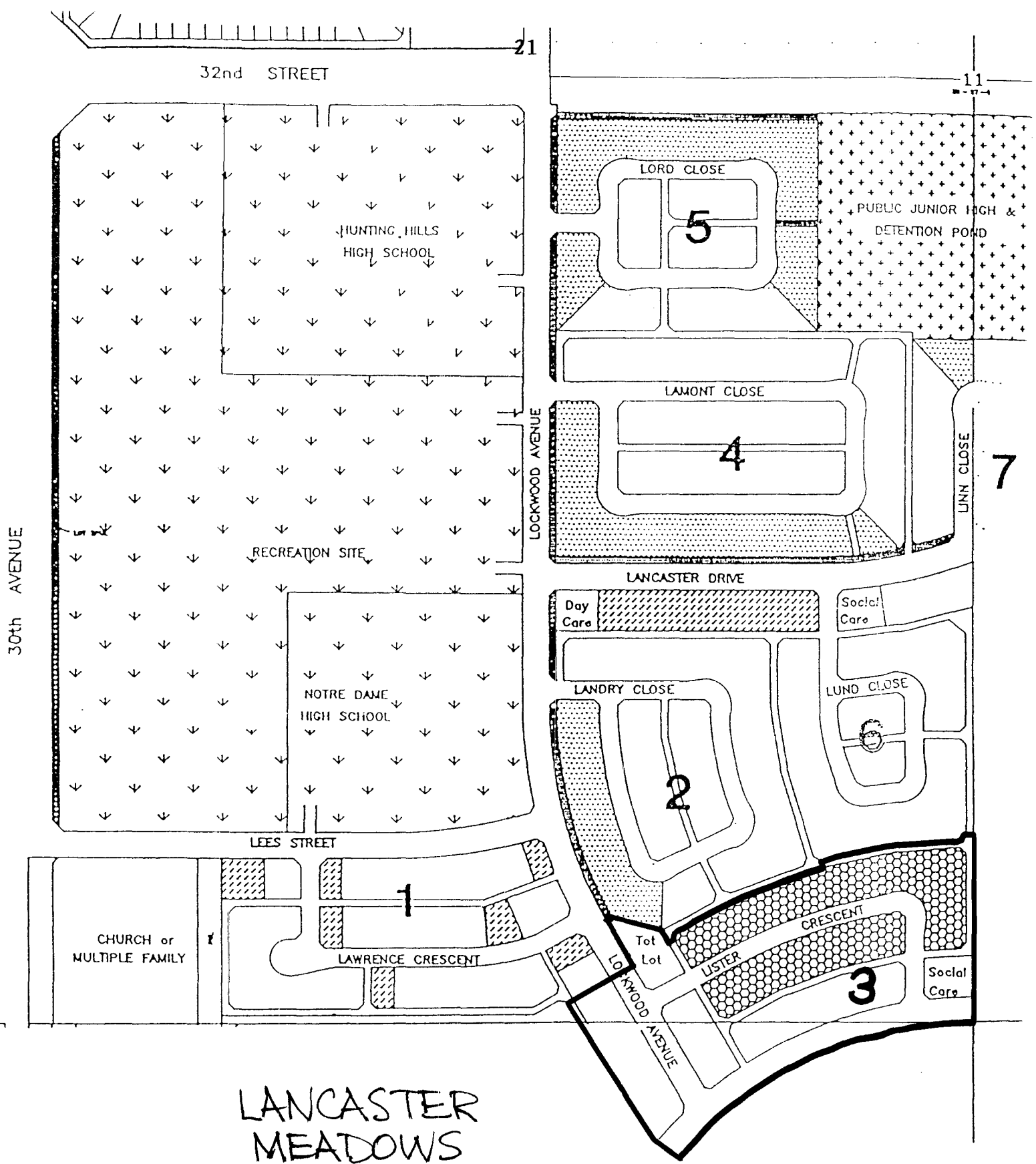
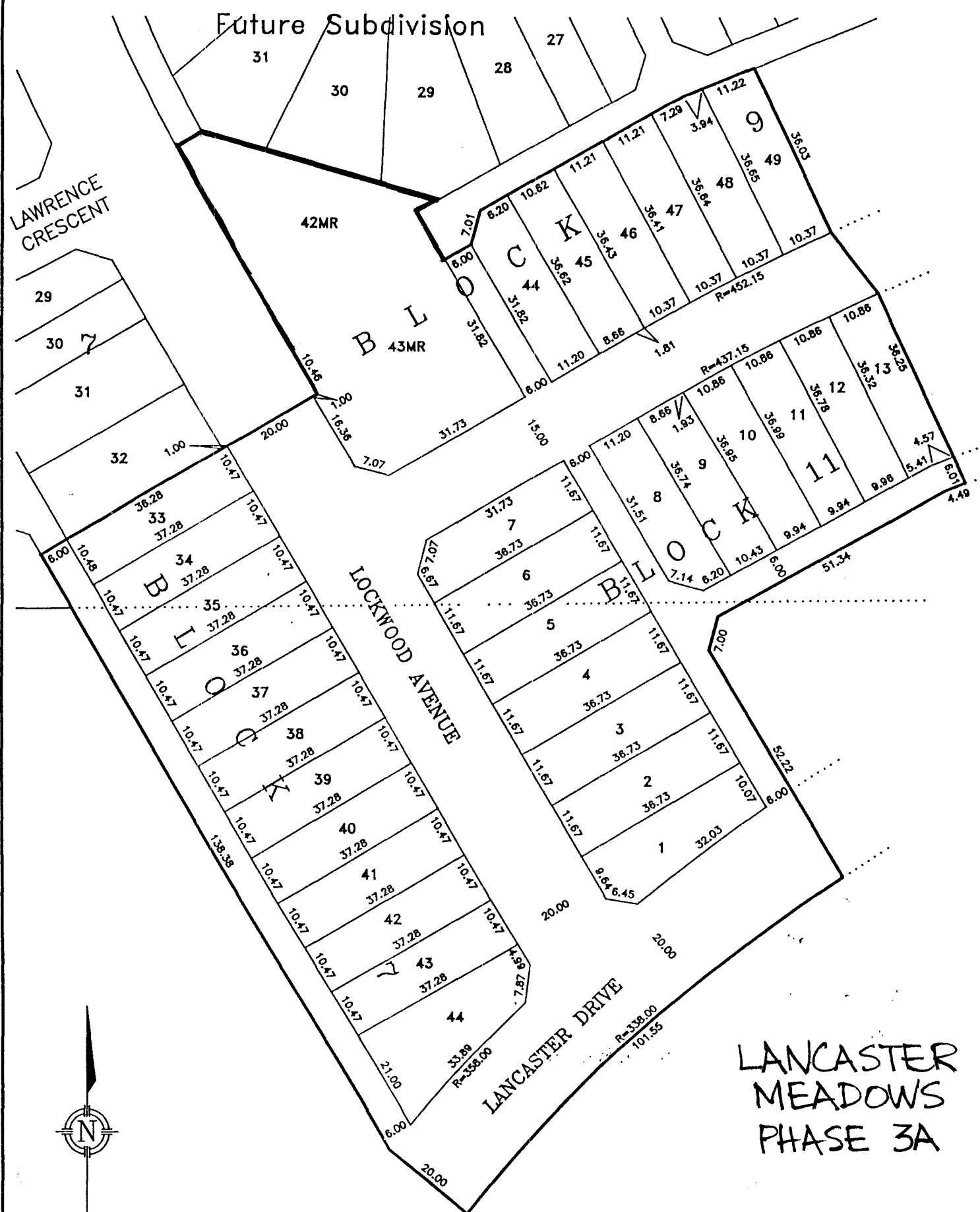


FIGURE 1



LANCASTER  
MEADOWS  
PHASE 3A

RED DEER

FIGURE 2

***COMMENTS:***

We concur with the recommendations of the Engineering Department Manager.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

**DATE:** June 19, 1996

**TO:** Engineering Department Manager

**FROM:** City Clerk

**RE: LANCASTER MEADOWS - PHASE 3A,  
DEVELOPMENT AGREEMENT WITH LAEBON DEVELOPMENTS**

---

**FILE**

At the Council Meeting of June 17, 1996, consideration was given to your report dated June 11, 1996 concerning the above and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Engineering Department Manager dated June 11, 1996 re: Lancaster Meadows - Phase 3A, Development Agreement with Laebon Developments Ltd., hereby approves the following additional expenditures relative to said development agreement:

|                              |   |
|------------------------------|---|
| From the Off-site Levy Fund: | Sanitary Trunks<br>\$58,000<br>Storm Trunks<br>\$57,000 |
|------------------------------|---|

|                           |  |
|---------------------------|--|
| From the Subdivision Fund | For Boundary<br>Improvements<br>in said development<br>\$17,500, |
|---------------------------|--|

and as presented to Council June 17, 1996."

The decision of Council in this instance is submitted for your information.

  
Kelly Kloss  
City Clerk

KK/clr

c Director of Corporate Services  
Land and Economic Development Manager



ITEM NO. 3

**DATE:** June 10, 1996

**TO:** City Clerk

**FROM:** Director of Corporate Services

**RE: INCENTIVE PROGRAM FOR THE RENOVATION OF  
EXISTING BUILDINGS IN THE DOWNTOWN BRZ -  
POLICY NO. 428**

---

At the April 22, 1996 Council meeting, the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Downtown Planning Committee dated March 22, 1996, re: An Incentive for Renovation and the Redevelopment of Existing Buildings in Downtown Red Deer, hereby agrees in principle, as follows:

1. that on a trial basis of three years, all new municipal tax dollars generated as a result of any downtown commercial renovation and/or redevelopment of an existing building, located within the boundaries of the Business Revitalization Zone, be committed for a five year term per site, to a special fund, with said funds being accumulated to be used to implement the Downtown Concept Plan recommendations,
2. that guidelines for the use of these funds be developed by the Downtown Planning Committee and presented to Council for approval,
3. that the Downtown Planning Committee complete a detailed evaluation of this program six months prior to the expiry of the trial period,
4. that Council direct the Administration to develop a detailed administrative guide for the implementation of this incentive program, with said guidelines to be approved by Council,
5. that the incentive program start date coincide with the approval of the administrative implementation guide,

and as presented to Council April 22, 1996."

A committee of representatives of the City Administration and Parkland Community Planning Services drafted a Council policy. This policy has been reviewed and approved by the Downtown Planning Committee.

City Clerk  
Page 2  
June 10, 1996

---

A list of eligible improvement projects is being prepared by the Downtown Planning Committee for submission to Council with the proposed policy.

**Recommendation**

Approval by Council of the proposed Council Policy #428.



A. Wilcock, B. Comm., C.A.  
Director of Corporate Services

*alm\clk incentive downtown brz cp428 jun10 96*

THE CITY OF RED DEER

COUNCIL POLICY MANUAL

Policy Section:  
Finance

Page:  
1 of 3

Policy Subject  
Incentive program for the  
renovation of existing buildings  
in the Downtown BRZ

Policy Reference:  
428

Lead Role:  
Director of Corporate Services

Resolution/Bylaw:

### PURPOSE

To encourage the renovation of existing downtown commercial buildings in the BRZ and provide a source of funding to assist in the implementation of the Downtown Concept Plan.

### DEFINITIONS

Renovation - The structural or cosmetic alteration of a building or structure but does not include its replacement.

### POLICY STATEMENT

This policy will apply to existing buildings located in the Downtown BRZ that are used for commercial or combined commercial/residential purposes. Eligible projects will be limited to:

- renovation of an existing building
- renovation of an existing building that includes an addition
- renovation of an existing non-conforming use to a commercial use

The policy will not apply to new buildings or additions to existing buildings that do not include a renovation of the existing building.

---

Cross Reference

---

Remarks

---

Date of Approval:                      Effective Date:                      Date of Revision:

## THE CITY OF RED DEER

## COUNCIL POLICY MANUAL

Policy Section:  
Finance

Page:  
2 of 3

Policy Subject  
Incentive program for the  
renovation of existing buildings  
in the Downtown BRZ

Policy Reference:  
428

Lead Role:  
Director of Corporate Services

Resolution/Bylaw:

This policy will be for a three year trial period for eligible renovation projects that have an occupancy permit issued between January 1, 1996 and December 31, 1998.

For eligible projects, the additional municipal portion of property taxes resulting from an assessment increase because of a renovation will be transferred to a reserve. The transfer will start in the year following the issue of the occupancy permit and continue for a total period of five years.

The reserve fund will be called the "Downtown Revitalization Reserve." Interest will be accrued and added to the reserve at the end of each year based on the average short term interest rate earned by the City for that year on short term investments.

Expenditures from the reserve will be for projects recommended in the Downtown Concept Plan. The Downtown Planning Committee will be responsible for recommending projects to City Council for Council's approval. City Council will be responsible for approving expenditures from the reserve.

The Downtown Planning Committee will be responsible for submitting to City Council by July 1, 1998 a detailed evaluation of this policy.

In the event of termination of this policy the Downtown Planning Committee will be responsible for making recommendations to City Council on how any funds remaining in the reserve will be spent.

---

Cross Reference

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Remarks

---

Date of Approval:

Effective Date:

Date of Revision:

THE CITY OF RED DEER

COUNCIL POLICY MANUAL

---

Policy Section:  
FinancePage:  
3 of 3Policy Subject  
Incentive program for the  
renovation of existing buildings  
in the Downtown BRZPolicy Reference:  
428Lead Role:  
Director of Corporate ServicesResolution/Bylaw:

---

City staff will have the following responsibilities related to this policy:

- Inspections and Licensing Manager
  - prepare and forward to the City Assessor and the Downtown Planning Committee a list of eligible projects after the end of each year. It shall be the Manager's responsibility to identify eligible projects based on this policy.
- City Assessor
  - calculate the additional assessment and municipal property taxes resulting from eligible renovation projects, as determined by the Inspections and Licensing Manager and transfer the additional taxes to the reserve account when the taxes are due.

---

Cross Reference

---

Remarks

---

Date of Approval:

Effective Date:

Date of Revision:

***COMMENTS:***

We concur with the recommendations of the Director of Corporate Services.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

**DATE:** June 19, 1996

**TO:** Director of Corporate Services

**FROM:** City Clerk

**RE:** ***INCENTIVE PROGRAM FOR THE RENOVATION OF EXISTING  
BUILDINGS IN THE DOWNTOWN BRZ - POLICY NO. 428***

---

At the Council Meeting of June 17, 1996, consideration was given to your report dated June 10, 1996 concerning the above. At that meeting, the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from the Director of Corporate Services dated June 10, 1996, re: Incentive Program for the Renovation of Existing Buildings in the Downtown BRZ, hereby approves Council Policy No. 428 as presented to Council June 17, 1996."

The decision of Council in this instance is submitted for your information. Policy No. 428 was circulated on June 18, 1996 for inclusion in the Council Policy Manual, in accordance with the above resolution.



Kelly Kloss  
City Clerk

KK/clr

c Downtown Planning Committee  
C. Rausch

**FILE**

**ITEM NO. 4**

DATE: May 30, 1996

TO: Kelly Kloss, City Clerk

FROM: Alan Scott, Land and Economic Development Manager

RE: **ROAD CLOSURE BYLAW**  
**3166/96 - EDGAR INDUSTRIAL PARK (To Be Repealed)**  
**3172/96 - Repealing Bylaw**

---

City Council gave first reading to the above Bylaw on April 9, 1996 and second and third readings May 21, 1996. Since the third reading, the description for the road closure has been revised.

**RECOMMENDATION**

That Red Deer City Council rescind Bylaw 3166/96 and approve the following description for a new Road Closure Bylaw:

All that portion of Edgar Industrial Crescent as shown on Plan 912-0791 lying within

1. Lot 6, Block 2, Plan \_\_\_\_\_ and containing 0.223 ha. (0.55 ac.) more or less.
2. Lot 10 PUL, Block 3, Plan \_\_\_\_\_, and containing 0.001 ha. (0.002 ac.) more or less.
3. Lot 8, Block 3, Plan \_\_\_\_\_, and containing 0.001 ha. (0.002 ac.) more or less.
4. Lot 5 PUL, Block 2, Plan \_\_\_\_\_, and containing 0.010 ha. (0.02 ac.) more or less.

containing 0.232 ha. (0.574 ac.) more or less, excepting thereout all mines and minerals.



Alan V. Scott

PAR/mm

Att.

c: P. Robinson





EDGAR INDUSTRIAL CRES

EDGAR INDUSTRIAL DRIVE

EDGAR INDUSTRIAL PARK

**PROPOSED ROAD CLOSURE**



Bylaw No. 3172/96

**COMMENTS:**

We concur with the recommendations of the Land and Economic Development Manager. The actual location of the road closure has not changed, only the description, and therefore this bylaw will not need to be advertised.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

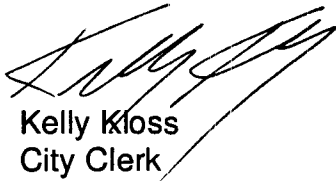
**DATE:** June 19, 1996  
**TO:** Land and Economic Development Manager  
**FROM:** City Clerk  
**RE:** ROAD CLOSURE BYLAW 3172/96,  
REPEAL OF ROAD CLOSURE BYLAW 3166/96

---

**FILE**

At the Council Meeting of June 17, 1996, consideration was given to your report dated May 30, 1996, concerning the above. At that meeting, Road Closure Bylaw 3172/96 was passed. Attached is a certified copy of Bylaw 3172/96.

Trusting you will find this satisfactory.



Kelly Kloss  
City Clerk

KK/clr  
attchs.

**BYLAW NO. 3172/96**

Being a Bylaw to close a portion of road in The City of Red Deer as described herein.

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CITY OF RED DEER, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1 The following portion of roadway in The City of Red Deer is hereby closed:

"All that portion of Edgar Industrial Crescent as Shown on Plan 912-0791, lying within

- a) Lot 6, Block 2, Plan \_\_\_\_\_ and containing 0.223 ha (0.55 acres), more or less
- ii) Lot 10 PUL, Block 3, Plan \_\_\_\_\_, and containing 0.001 ha (0.002 acres), more or less
- iii) Lot 8, Block 3, Plan \_\_\_\_\_, and containing 0.001 ha (0.002 acres), more or less
- iv) Lot 5 PUL, Block 2, Plan \_\_\_\_\_, and containing 0.010 ha (0.02 acres), more or less,

containing 0.232 ha (0.574 acres), more or less, excepting thereout all mines and minerals."

2 Bylaw 3166/96 is hereby repealed.

READ A FIRST TIME IN OPEN COUNCIL this 17 day of June A.D. 1996.


READ A SECOND TIME IN OPEN COUNCIL this 17 day of June A.D. 1996.

READ A THIRD TIME IN OPEN COUNCIL this 17 day of June A.D. 1996.

AND SIGNED BY THE MAYOR AND CITY CLERK this 17 day of June A.D. 1996.

  
MAYOR

CERTIFIED TO BE A TRUE AND CORRECT  
COPY OF THE ORIGINAL BYLAW.

  
CITY CLERK

ITEM NO. 5

RPC - 6.090

**DATE:** May 30, 1996

**TO:** KELLY KLOSS  
City Clerk

**FROM:** MONICA BAST, Chairperson  
Recreation, Parks & Culture Board

**RE:** GRAB-A-BIKE PROGRAM

---

The Recreation, Parks & Culture Board considered a report (attached) from the Recreation, Parks & Culture Department in collaboration with City Detachment of the R.C.M.P. concerning a proposed program whereby free bicycles would be available for use by the citizens of Red Deer. This program is based on a partnership between government agencies, the business and corporate community and non-profit groups. The Board is very supportive of this initiative and passed the following resolution at their special meeting of May 28, 1996:

"That the Recreation, Parks & Culture Board support and recommend to City Council that the Grab-A-Bike Program be pursued by the City Detachment of the R.C.M.P. and the Recreation, Parks & Culture Department in partnership with the corporate and business community, sponsors, the Towne Centre Association and the citizens of Red Deer. The Board further recommends to Council that bicycles unclaimed after the statutory 30-day period be considered as one source of bicycles for the Grab-A-Bike Program."



MONICA BAST

DB\ad

Att.

c. Lowell R. Hodgson, Community Services Director

**DATE:** May 30, 1996

**TO:** RECREATION, PARKS & CULTURE BOARD

**FROM:** DON BATCHELOR, Recreation, Parks & Culture Manager  
ED MORRIS, Recreation Development Superintendent

**RE:** GRAB-A-BIKE (Borrow-A-Bike?) PROGRAM

---

Based on a bicycle program that has been very successful in Amsterdam and Portland, the Recreation, Parks & Culture Department, in conjunction with City Detachment RCM Police, wishes to pursue a Grab-A-Bike Program which enables anyone to borrow a bicycle for a short period of time and then return it to one of several designated bicycle drop-off/pick-up areas.

This program would be undertaken in partnership with many sponsors to help repair, paint and service the bicycles. The intent is to make public bicycles available for anyone to use. These bicycles would be painted a bright color and would include a sign that would read something similar to:

"Free Community Bike  
Use At Your Own Risk  
Please return to a designated bike  
drop-off area for the next user."

These bikes will not be attractive, but will be readily identifiable and consistently functional, safe and will provide an opportunity for everyone to have access to a very basic, one-gear bicycle.

The bicycle drop-off/pick-up areas will be determined in conjunction with program partners and usage statistics, local businesses and the community. At this time, approximately three locations in the downtown area and approximately six locations in the surrounding community areas are being considered.

In working with the R.C.M.P. to create any outline for this proposal, we have determined the following benefits to the Red Deer community:

- It is an endorsement of an alternate means of travel, which is beneficial to our environment and in keeping with our efforts towards clean air.
- Active living, community health and an enhancement of quality of life through physical activity can be achieved as everyone would have an opportunity to ride at no cost.
- The program will act as an encouragement for people to take advantage of our well developed trail system. By using partners who are involved in the tourist trade as drop-off centres, people new to the city, as well as residents, will be able to take advantage of the program.
- At this time, the largest single theft target in Red Deer is bicycles. This program has a measured success in other communities in reducing bicycle thefts. ("You cannot steal what is free!")

Recreation, Parks & Culture Board  
 Page 2  
 May 30, 1996

---

- The program will have little, if no, effect on the municipal budget as all of the capital will come through found items. Maintenance and distribution, as well as painting and identification will be donated through sponsorships.
- Community spirit and cooperation can be achieved through a common sharing of bicycles.

Target date for kick-off of the program could be set as early as July 1<sup>st</sup> with initial pick-up / drop off sites and subsequent satellite sites to follow. The philosophy behind the program is that of a free community use bicycle service. With that in mind, a high profile introduction and follow-up program are envisioned. A major campaign based on the program, how it works and the program sponsors would lead the program off. The endorsement of the Mayor, Council and the Recreation, Parks & Culture Board will be important to the success of the program.

The supply of bicycles can potentially come from two sources. Firstly, donations and contributions from individuals and the corporate community, and, secondly, from the unclaimed bicycles that are found and not claimed through the City Detachment of the R.C.M.P. At present, bicycles that are found are accumulated by the R.C.M.P. and retained for a period of 30 days, after which they go to public auction. The Municipal Government Act, Chapter M-26.1, paragraph 610(2), delegated City Council with the authority to dispose of unclaimed items as follows:

“If property is not claimed within 30 days, it become the property of the municipality and the municipality may dispose of the property by public auction or as Council directs.”

With the support of the City Detachment of the R.C.M.P., the Recreation, Parks & Culture Department is requesting the Board's and Council's support to use the bicycles unclaimed after 30 days as a source of bicycles for the “Grab-A-Bike” Program.

#### RECOMMENDATIONS

1. That the Recreation, Parks & Culture Board support and recommend to City Council that the Grab-A-Bike Program be pursued by the City Detachment of the R.C.M.P. and the Recreation, Parks & Culture Department in partnership with the corporate and business community, sponsors, the Towne Centre Association and the citizens of Red Deer.
2. That the Recreation, Parks & Culture Board support and recommend to City Council that bicycles unclaimed after the statutory 30-day period be considered as one source of bicycles for the Grab-A-Bike Program.

DON BATCHELOR

ED MORRIS

:ad

Could two

wheels, some

yellow paint

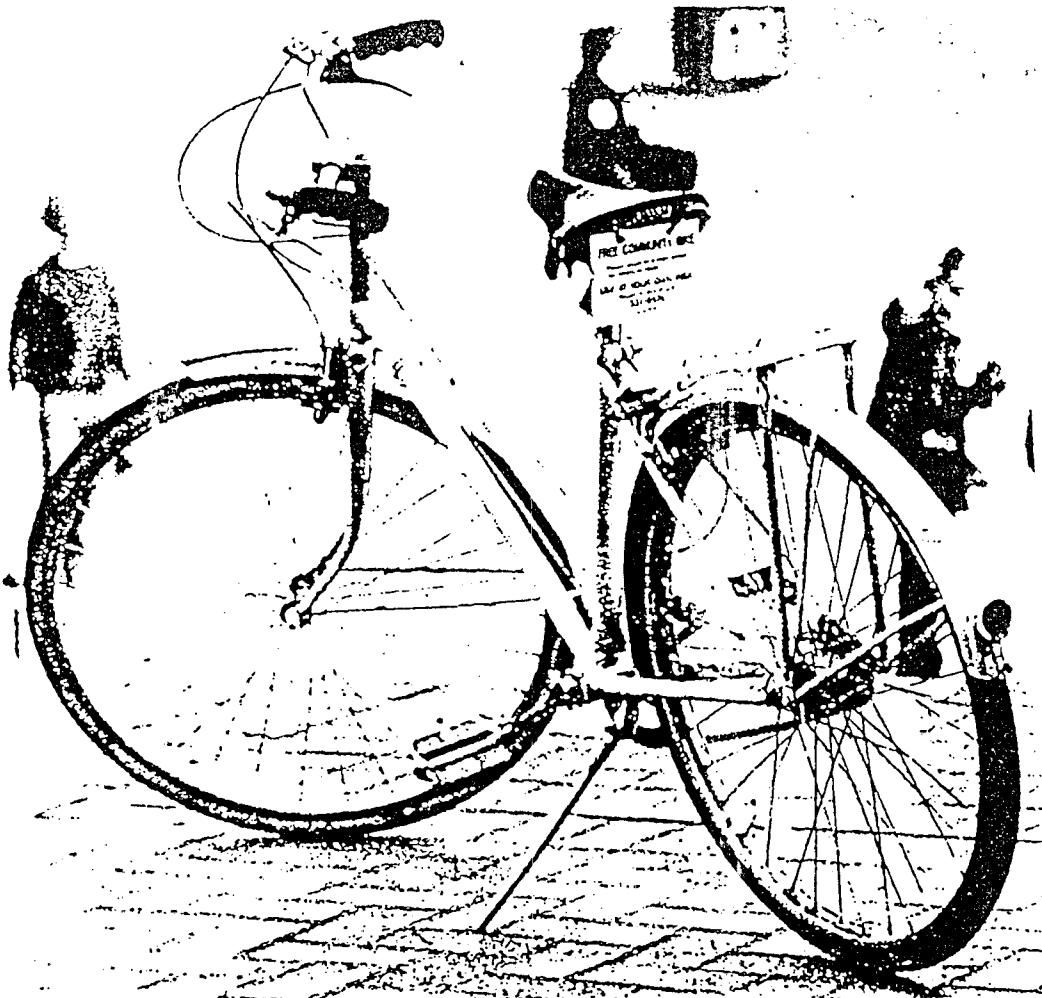
and a new

idea change

a city?

Hop on

and see



Yes, organizers say, some of them may have been stolen, but theft is not a major concern.

"They theoretically could be stolen, but it's tough to do because they're free," says Keating. Besides, "You'd have to be pretty hard up to steal these bikes. They're fixed up and safe to ride, but they're basically clunkers. I guess if someone needs a bike that bad, fine."

"Once there's a critical mass," he adds, "I don't think it's going to be a real problem."

The program is modeled after a project based in Amsterdam. In that Dutch city, though, the bikes are white and the city manages the program, including providing the necessary funding.

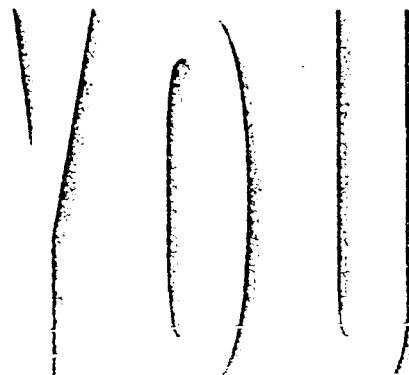
Here, the bikes are mostly garage and storage room donations from citizens. Earl Scheib and Armory Autoworks have chipped in free yellow paint.

Keating said UCAN is seeking corporate sponsors to pick up the tab for a few mechanics to repair and restore the bikes. The work done so far has been by volunteers.

For information on donating a bike, call Joe Keating at 234-2613.

— Bryan Smith

*built for*



W  
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## low they got rolling

It started as a quirky idea — 10 or so community bicycles scattered around Portland for anyone who wanted to use them.

Two months later, the number has grown to 60, with as many as 150 waiting in the wings.

Soon, if Portland's Community Bike program has its way, the city will have 1,000 of the bright yellow bikes.

"It's working great," says Joe Keating of the United Community Action Network, which runs the program. "We're off and running."

Organizers haven't packed the bikes — there's no way they know of to do so — but say they're encouraged that they keep





## Free rides on recycled bikes part of network

■ Advocates hope to get people out of cars by offering bicycles to anyone for trips around town

By EUGENE RASHAD  
of The Oregonian staff

There are more people riding bikes in Portland today than ever before. And if one group of bike advocates has its way, that won't change any time soon.

In fact, it wants people to take one of its refurbished bikes, and ride away. But, like a baton — pass it on to someone else.

The 10 bikes lined in a row in a parking lot are painted yellow. Four of the 10 have baskets attached to the handlebars, and anyone can use them.

"Bikes with the baskets will go the fastest," said Tom O'Keefe.

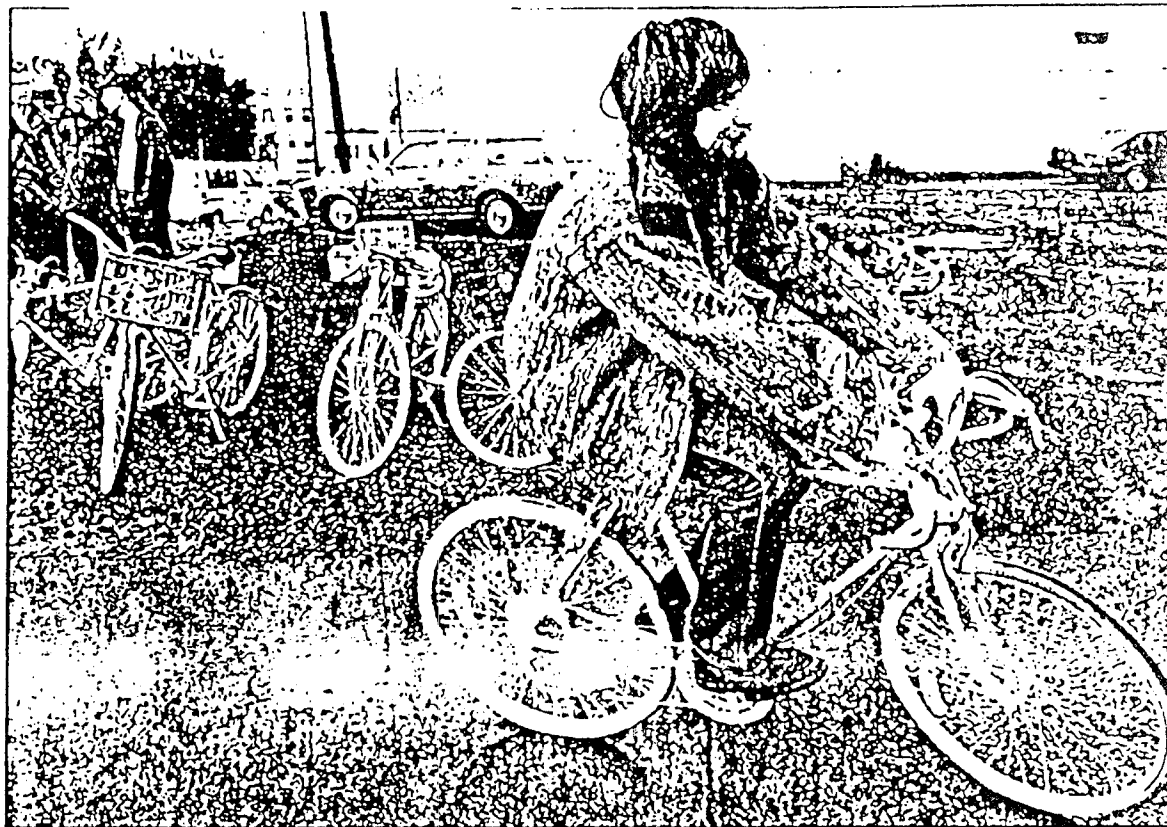
O'Keefe is with United Community Action Network, which kicked off the bicycle giveaway program Friday.

The program works like this: Bikes are donated to the network, they're repaired and painted. Place cards then are attached to the seats that read:

**FREE COMMUNITY BIKE.  
PLEASE RETURN TO BURNSIDE  
STREET FOR REUSE BY OTHERS.  
USE AT YOUR OWN RISK.**

No locks or helmets are given out, but the bikes are free for the community to use. "You can't steal something that's free," said Joe Keating. By not supplying locks, the next person will have easier access. Keating said if a stop is made, leave a note that says "please don't take my community bike, I'll be back in five minutes." The network hopes to remedy the potential problem of theft by having more than 1,000 bikes in circulation.

The idea of the bicycle giveaway came from Amsterdam, said Joe Keating. "It's a livability issue." Amsterdam has a community bike



BOB ELLIS/The O

Above: Hawthorne resident Bill Large hops on one of the free community bikes to ride from Southeast Eighth Avenue over the Burnside Bridge to Powell's Books. Below: Signs on the bikes explain the program.

### BIKES FOR ALL

■ **WHO:** United Community Action Network.

■ **WHAT:** The group repairs old bikes and encourages people to use them for transportation. Participants are asked to wear helmets and observe the law. If a bike is left unattended, the rider should leave a note to let people know the bike is in use. Do not lock the bikes. When possible return the bike to place of origin.

■ **PURPOSE:** To encourage people to pedal around town by putting free bicycles into circulation.

■ **DONATING BIKES:** Community Cycling Center donated and repaired the first fleet of bikes. Earl Scheib Auto Paint Shop painted the bikes. To donate bikes contact the network at 234-2613 or 331-0526.

■ **LEGAL STUFF:** For insurance and liability reasons, the network bears no responsibility for property damage or personal injury linked to use of a bike.

■ **EMERGENCY:** If a bike breaks down, please notify United Community Action Network at 234-2613 or 331-0526.

program which produces community spirit and cooperation.

The group is conducting a door-to-door canvass to get the word out.

The success of the work done by advocates can be measured by the fact that Portland was the host city for 1994 Pro/Bike Pro/Walk conven-

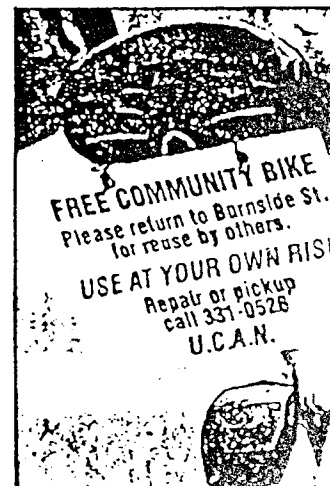
tion. Portland has built a reputation in the last 10 years: It helped that it had a mayor who rode his bike religiously to and from work.

Friday morning, Bill Large was heading downtown to a popular bookstore. The bikes were lined up in a row in a gravel parking lot in

front of Imago Theater on Southeast Eighth Avenue.

Large had heard about the program, walked up and struck a stand with his foot.

He made it to the bookstore. Ten minutes later the was gone. The baton had passed.





Ryan Lloyd, 20, gives a community bike the once-over just ...

... seconds before taking off to visit a friend six blocks away.



he had to haul some boxes home. He'd have to call a cab. Too bad.

He fetched the bike. Set it out near the entrance.

Some ignored it. Others had a notion, lost it.

Overhead, the sky blushed red, bruised purple. The air grew cold as night gathered.

Time passed.

The Goose Hollow crowd drank, laughed, left.

The bike lingered, an after-hours hanger-on, a jilted lover, a lonely chanteuse waiting for a last-chance spin on the asphalt dance floor.

Midnight, three, four in the morning.

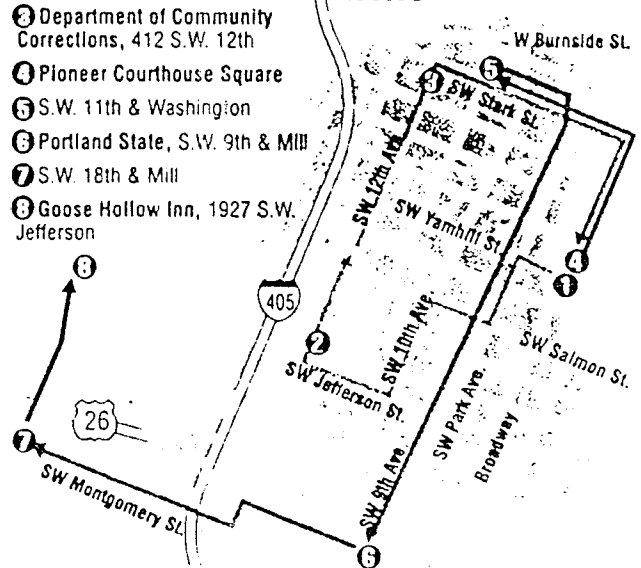
The sky blushed red again — this time the bloom of the other side of day.

Down the downhill slant of Southwest Jefferson, pockmarked by more muscular yellow vehicles, the first foot traffic fell.

The yellow bike, still outside the bar, leaned on its rust-spotted leg, gleaming yellow, awaiting its first passenger, its first trip into the city, its mystery destination.

- ① Pioneer Courthouse Square
- ② Social Security Administration, 1221 S.W. 12th
- ③ Department of Community Corrections, 412 S.W. 12th
- ④ Pioneer Courthouse Square
- ⑤ S.W. 11th & Washington
- ⑥ Portland State, S.W. 9th & Mill
- ⑦ S.W. 18th & Mill
- ⑧ Goose Hollow Inn, 1927 S.W. Jefferson

## Tracking the bike



Tom O'Keefe of the United Community Action Network re-turns two bikes to Portland streets after repairs are made. The bikes are for anyone who wants to use them to get around.



HARLEY SOLTES / SEATTLE TIMES

## Is there such a thing as a free ride? You betcha; Portland rolls out bikes

BY MARLA WILLIAMS  
Seattle Times staff reporter

PORTLAND — Here, you can get a free ride — possibly the next best thing to a free lunch (or maybe better, given America's weight problems).

One hundred slightly battered yellow bicycles have been put on the streets by the nonprofit United Community Action Network. Now anybody and everybody can ride free anywhere and everywhere. Anytime. Nobody locks these bikes up at night.

"No reason to," says Tom O'Keefe, the freewheeling social activist peddling the program. "People can't steal what's free."

Wow. How Dylan (Bob, not Thomas).

And how curious. Something for

nothing, in an era in which it's often more acceptable to receive than to give. Television's "Good Morning America" can't get over it, "Inside Edition" is astounded, and the determinedly drab New York Times reports the news in *color*.

"People are blown away, even hard-nose news types," says the 43-year-old O'Keefe, tucking his graying ponytail under a brand-new cap with the NBC peacock logo. "It's like, *sharing* is some radical new idea."

With '60s-generation sagacity, O'Keefe and others are wrestling '90s raw realities.

"Just using common sense to achieve a common good," says Brian Lacy, 37, who runs Community

PLEASE SEE *Bikes* ON A 2

# The Seattle Times

WEDNESDAY  
DECEMBER 28, 1994

## THE YELLOW BIKE STORY

We thought the best way to share our experience was to simply give a detailed account of what we have done since we decided to kick off the FREE COMMUNITY BIKE PROGRAM in Portland. The following report certainly won't provide you with all the answers but hopefully it can get you off on the right footing.

UCAN is small non-profit which works on environmental and livability issues which effect the City of Portland. We look for things that will improve Portland. The bike program would do just that. Every way we looked at the bike program it seemed to enhance the community of Portland. So we decided to try our luck in setting it up.

We started in early September last year. We contacted a local non-profit cycling center which trains kids to become bike mechanics and they agreed to donate 10 broken down clunkers to us. Steve Gunther, a coordinator for UCAN, allowed us to use his back yard to fix the bikes up. Fixing is basic. We insure that the brakes work and that the tires are sound and we reduce the bikes to single gear bikes. The last is accomplished by removing the derailleur.

The next step was to make the bikes distinguishable. We chose the color yellow. We decided also that the bikes would need signs explaining to the public the purpose of the bikes. We didn't have any funds so it was necessary to contact people to donate their time and services. We contacted two local auto paint shops and a sign making store and they agreed to help.

Well now we had our 10 bikes repaired, painted, with signs identifying them as free community bikes. The signs also indicated that the bikes were to be used at your own risk, to be returned to a main street after use, and for repair to contact UCAN with our number.

The next step was to call a press conference to announce the opening of the project (See Sample Press Release). Fortunately, the press arrived and we received wonderful local TV coverage and *The Oregonian* newspaper ran a great story (See local Newspaper articles). Both the TV stations and *The Oregonian* provided our telephone number for folks who would be interested in donating bikes. Much to our delight the bikes were immediately used by people passing by which provided great photo opportunities

Our telephone began to ring. People had seen the stories and wanted to donate bikes. It appears that there are thousands of old, abandoned bikes in peoples garages and people love the spirit of free community bikes. Steve's back yard was filling up pretty quickly and soon we had accumulated about 75 bikes all in various state of repair and disrepair. It turned out that 50 of the bikes were repairable and the 25 bikes that weren't we cannibalized and turned them over to our local scrap metal dealer.

By this time volunteers were coming forward to help us with the repair cycle. Additionally we began to see the natural alliance between ourselves and the Community Cycling Center (CCC) who had contributed our original bikes. Some of the bikes that were donated were actually too good for the program. CCC agreed to swap these bikes 2 for 1 for older bikes more suitable for community use.

After several work parties in Steve's back yard it was very clear we needed an enclosed warehouse for our operation to continue. So we began a search for some entity to donate a warehouse to the program. We also realized that we needed trucks to move the bikes to and from the painting shops. U-HAUL trucks agreed to provide trucks.

The timing was mid October when we were able to present the 50 freshly painted, repaired, and signed bikes to the city. This brought our total up to 60 bikes. We presented the bikes at Pioneer Square in center city Portland which is a very busy and picturesque place. We, of course, had another press conference. The sight was great - yellow bikes buzzing all over downtown Portland with the media in hot pursuit.

Our visibility was increasing very fast now. City officials began to see the potential of the program and Portland endorsed the program and asked to help (See City Endorsement). Their immediate help came in the form of a warehouse space for us to operate in. The city contacted Multnomah County who agreed to let us use a empty, warm, and dry space.

The Community Cycling Center (See CCC) became co-sponsors of the program and began to figure out how best to sustain and maintain a large fleet of bikes. Our estimate is that it will take 1000 yellow bikes in Portland for the program to reach critical mass. That number is an educated guess but we feel it is about right for people to be able to anticipate the availability of a yellow bike in Portland.

Our fleet was continuing to grow when *The Oregonian* ran another story about the program. It was a great article which featured the day in the life of a free community bike (See local news articles). It truly romanticized the yellow bike and people really began to see what a positive community event was unfolding in front of them. *The New York Times* picked up on the story and ran a wonderful news article and then the *Sunday Times Magazine* also did a piece. At this point "Good Morning America" and *Inside Edition* shot stories and before we knew it more news articles were written and a number of national radio shows picked up our efforts.

That brings us up to date. We have 100 bikes on the street. Our warehouse is filled. We will have another 100 bikes ready for distribution in two weeks bringing our total up to 200 bikes as we march to our critical mass of 1000 bikes.

All of this has been done without financing but we are now at the stage where we must look realistically at raising capital to ensure the success of the program. We are currently preparing a packet for financing from corporate sponsors. We are very optimistic about our chances and we will gladly share our experience with you. Our initial annual budget is in the range of \$56,000.

We are asked frequently about liability. It is possible in this day and age that some people may take advantage of the program. We feel the best solution for this potential risk is to make sure that the sponsoring entity has just enough assets to fund its current operations.

We are continually learning. For example we are finding that our signs are not lasting as long as we would like. So, we are now going to use decals as well as signs for our next group. We are also finding new sources for bikes. The police, Goodwill, and The Salvation Army are excellent sources. We are currently looking for a bigger warehouse space as we are beginning to outgrow our current space. The important thing is to remember that whatever your needs are don't hesitate to ask for help. People and organizations really will get excited about getting involved with your community yellow bike program.

**DATE:** June 10, 1996

**TO:** KELLY KLOSS  
City Clerk

**FROM:** LOWELL R. HODGSON  
Community Services Director

**RE:** GRAB-A-BIKE PROGRAM

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I am supportive of this collaborative effort between the Recreation, Parks & Culture Department and the City R.C.M.P., and would recommend Council support for it on a one-year trial period, to be evaluated at an appropriate time. The cost to the City is nil, yet, the good will is a reflection on the City and all of the sponsors, both public and private. While our city may be much smaller than that of Amsterdam or Portland, this initiative might still meet a real community need, and is worth the trial.

While I might prefer a name other than "Grab-a-Bike", I am not sure I can immediately think of one. However, the term "grab" might have a connotation of taking something you don't intend to return, and so perhaps a word like "borrow" might be better.

**RECOMMENDATION**

THAT Council of The City of Red Deer support the recommendation from the Recreation, Parks & Culture Board, to implement on a trial basis the bicycle loan program, as proposed by the Recreation, Parks & Culture Board and the R.C.M.P.



LOWELL R. HODGSON

:dmg

***COMMENTS:***

We concur with the recommendations of the Recreation, Parks and Culture Board and commend all involved in bringing this program to Red Deer.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager



**DATE:** June 19, 1996  
**TO:** Recreation, Parks and Culture Board  
**FROM:** City Clerk  
**RE:** GRAB-A-BIKE PROGRAM

**FILE**

At the Council Meeting of June 17, 1996, consideration was given to your report dated May 30, 1996, concerning the above. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from the Recreation, Parks and Culture Board dated May 30, 1996, re: Grab-A-Bike Program, hereby agrees as follows:

1. That the Grab-A-Bike Program be pursued by the City Detachment of the R.C.M.P. and the Recreation, Parks and Culture Department in partnership with the corporate and business community, sponsors, the Towne Centre Association and the citizens of Red Deer;
2. That bicycles unclaimed after the statutory 30 day period, be considered as one source of bicycles for the Grab-A-Bike Program,

and as presented to Council June 17, 1996."

On behalf of Council, I wish to extend their congratulations and thanks in bringing this innovative program to Red Deer. I trust you will be keeping Council up to date on the success of same.



Kelly Kloss  
City Clerk

KK/clr

c Director of Community Services  
Recreation, Parks and Culture Manager

**DATE:** May 21, 1996

**TO:** KELLY KLOSS  
City Clerk

**FROM:** MONICA BAST, Chairman  
Recreation, Parks & Culture Board

**RE:** BUSKERS - CITY PARKS

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The Recreation, Parks & Culture Board considered a proposal by the Towne Centre Association to start a program whereby buskers (entertainers) could perform in a select number of park areas. The Board in considering this proposal passed the following resolution at their meeting of May 14, 1996:

"That the Recreation, Parks & Culture Board, having considered the report from the Recreation, Parks & Culture Manager dated May 1, 1996, and correspondence from the Towne Centre Association, hereby support a Busker Program and recommend to City Council that it be approved subject to the conditions and procedures outlined in the Manager's report of May 1, 1996."



MONICA BAST

:ad

- c. Ryan Strader, Inspections/Licensing Manager  
Ken Haslop, Engineering Manager  
Lowell R. Hodgson, Community Services Director  
John Ferguson, General Manager, Towne Centre Association

**DATE:** May 1, 1996

**TO:** RECREATION, PARKS & CULTURE BOARD

**FROM:** DON BATCHELOR  
Recreation, Parks & Culture Manager

**RE:** BUSKERS - CITY PARKS

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The Towne Centre Association has submitted a proposal to encourage buskers (musicians, entertainers, magicians) to set up in a select number of park areas. This type of public entertainment has been very successful in a number of other municipalities, and is intended to provide a program element and public-interest content within certain park areas and the downtown. The attached letter and proposed sign guidelines outline the proposal.

The Recreation, Parks & Culture Department supports these kinds of initiatives in public parks; however, at the same time, specific regulations and standards must be in place from the outset to ensure that the quality of the performances and the entertainment is of interest to the public without causing a nuisance. Buskers do not charge a fee for their performance; however, they do accept unsolicited contributions. These contributions or donations from the public would be at the public's discretion. If a busker program was approved in Red Deer, the intent of the Parks & Public Facilities Bylaw should not be jeopardized. In other words, the ability of the public to quietly enjoy a park area without disruption should be assured.

Outlined below is an approval and operation procedure for buskers to operate in Red Deer that is supported by the Recreation, Parks & Culture Department and the Towne Centre Association:

1. Five locations would be established on a trial basis (to be re-assessed after one season). The locations include: Farmer's Market; southwest corner of Ross Street and Gaetz Avenue; City Hall Park; Bower Ponds; and the Cronquist House. Future plans may consider the Old Court House and Rotary Recreation Park.
2. "Busk Passes" must be obtained from the Town Centre Association by the buskers before being permitted to perform. Issuing passes will only be considered after a busker is interviewed by staff from the Culture Development Section of the Recreation, Parks & Culture Department and the Towne Centre Association.
3. Buskers will only be permitted to perform at the locations outlined in Point #1 above. These sites will be clearly identified with a permanent "Busk Stop" sign. Performances will only be permitted at the exact location of the sign. The buskers must have their Busk Passes on display at all times.

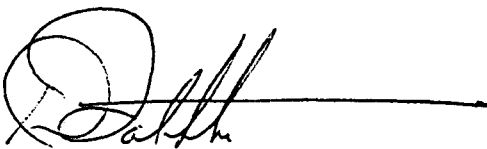
Recreation, Parks & Culture Board  
Page 2  
May 3, 1996

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4. All buskers must obtain a business license from The City of Red Deer.
5. Buskers can only occupy a particular Busk Stop for a maximum of sixty minutes, at which time they must relocate to a different stop. During the sixty minutes at the Busk Stop, however, a busker may entertain in more than one performance, complete with intermission.
6. There shall be no solicitation or fee requested by buskers. Contributions or donations by the public are to be voluntary only.
7. The Towne Centre Association shall apply annually for a Special Events Permit for the five areas (Busk Stops) identified in Point #1 above.
8. Upon issuance of a Special Events Permit and compliance with the conditions outlined above, any Busk Stop location can be used by any busker at any time except the following:
  - Special events as may be identified by the Recreation, Parks & Culture Manager.
  - Between the hours of 11:00 p.m. and 7:00 a.m. as outlined in the Parks & Public Facilities Bylaw.
9. All costs associated with capital infrastructure (i.e., Busk Stop signs) and operations (i.e., permits) shall be the responsibility of the Towne Centre Association.

#### RECOMMENDATION

That the Recreation, Parks & Culture Board support a Busker Program and recommend to City Council that it be approved subject to the conditions and procedures outlined in the Recreation, Parks & Culture Manager's report of May 1, 1996.



DON BATCHELOR

:ad

Att.

- c. John Ferguson, General Manager, Towne Centre Association  
Lowell R. Hodgson, Community Services Director  
Ryan Strader, Inspections/Licensing Manager  
Ken Haslop, Engineering Manager  
Recreation, Parks & Culture Superintendents



# • RED DEER'S • ORIGINAL • BUSINESS DISTRICT •

• TOWNE CENTRE ASSOCIATION • B3, 4901 - 48 ST. • RED DEER, ALTA. • T4N 6M4 • (403) 340-TOWN (8696) • FAX (403) 340-8699 •

April 4th, 1996  
 Lowel Hodgson  
 Dir. Community Services  
 City of Red Deer

Dear Lowel,

The Association wishes to improve the profile, promotion and calibre of Street Busking in our City. To accomplish this, we intend to introduce an audition and permit process, modelled after the highly successful program at the Forks in Winnipeg.

Because we have no authority over public property, our permit program must be in co-operation with the City. Essentially the permit will allow use of specific busking sites in the City. Because the public awareness of such activity is low, we feel strongly that at least two of these sites will require an exception to an existing parks policy.

The sites will be physically identified by the placement of a "Busk Stop", which is nothing more than our hook signs fitted with a special "Busk Stop" sign. Instead of bolt down placement they will have a heavy concrete base attached, making them portable but not easily taken.

Buskers wishing to be part of the program will be required to audition and purchase a "Busk Pass". They will be required to prominently display their "Busk Permit" whenever they perform. This permit identifies our office for complaints, and displays the name of the performer.

This whole process will legitimize the street performer program and gives us control over the kinds of performers on the street. The Busk Stops create regular sites where visitors can expect to see and enjoy performers, and they create another special visual change on our downtown streets. Eventually, we expect to permit entertainers from more than just Red Deer. This will not eliminate any other legally licensed buskers from continuing, nor is it mandatory, except for use of our Busk Stop locations.

In order to encourage buskers to pay the added cost of our program, we must be able to offer them some carrots to regular street busking. The City already has a business

license for buskers, and our fee would be over and above that license fee.

Two prize locations would require an exception to the existing policy in our parks. First is permission to operate a "Busk Stop" in City hall park. The second is to operate a "Busk Stop" at Bower Ponds. We've talked to Cronquist House and they are keenly supportive of locating one in front of their building. Because the pond area is so large and because it is a prime location for audience, we would want a second site near the concession building. This will increase the variety of performers and avoid conflicts between them.

The other sites being considered include, the Farmers Market with permission from the operators, the Old Courthouse with permission from the operators, and a location on Ross Steet, perhaps near either City Roast Coffee, or the Good Food Company.

This program is not a money maker and would only cover the cost of producing and maintaining the signs, production of the permits and passes and media promotion of the attraction.

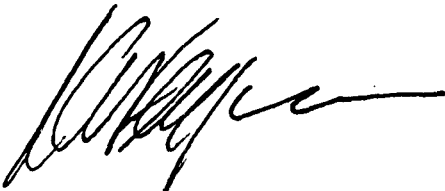
I think we can all agree that professional performers will do nothing except improve the atmosphere of the downtown experience. If we can successfully grow this program, we could all be blessed with highly entertaining professional performance on a regular basis, and create an opportunity for many artists struggling to survive in the highly competitive entertainment world.

We would appreciate a response as soon as possible, so that we can continue to advertise for interested performers, and produce the signs, passes and permits.

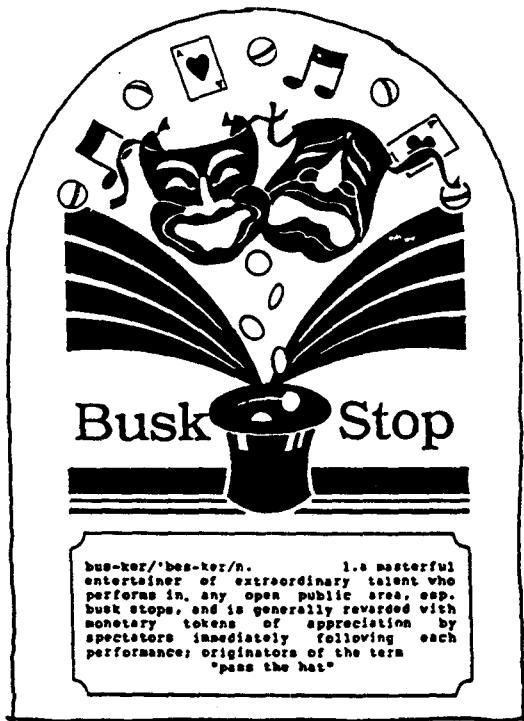
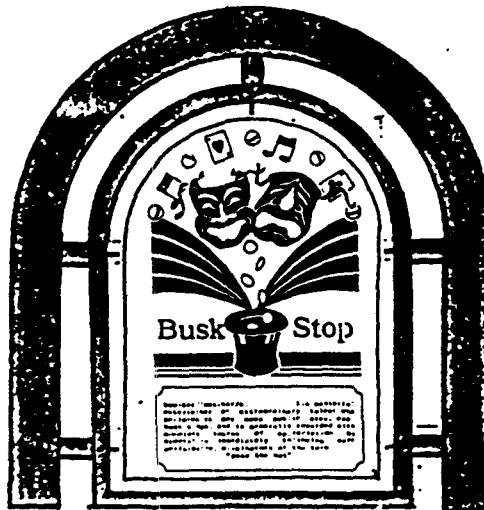
The sign is a 3" metal tube in a hook design, mounted in an 18" X 12" concrete base that has a sand blasted finish. The signwork is commercially produced, and placing and removing of stops is solely the responsibility of the Association.

This program will have no financial impact on the City at all.

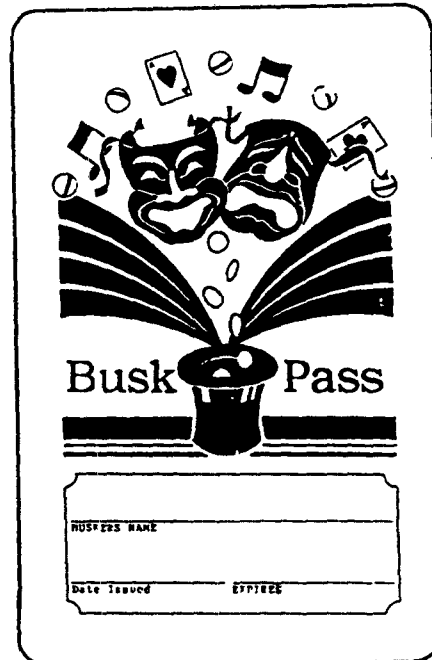
Sincerely yours,  
Towne Centre Association

A handwritten signature in black ink, appearing to read 'John P. Ferguson', with a long horizontal flourish extending to the right.

John P. Ferguson, General Manager.







**JOINT COMMENTS:**

We agree with the value of “street entertainment” in public areas within the community and would encourage its development. There are, however, already a number of opportunities in the community as a result of current City bylaws that allow street entertainment on city sidewalks. As a result, it is really only the City park locations that represent potential to expand the sites available.

While we concur that it may be useful to control how street entertainment is allowed into the parks in order to ensure it is not intrusive to the public, we have some significant differences of opinion on how that process should be managed to ensure that it is not onerous. We agree that any program should deal only with the proposed locations in City Hall Park, at Bower Ponds and the Cronquist House and should not attempt to limit the opportunities already available on City streets.

**MAYOR’S COMMENTS:**

The merit I see in the program recommended by the Recreation, Parks & Culture Board is that it provides for a pilot program which can be administered through the Towne Centre Association and as a result, will only require a minimum of staff time on the part of City staff. The effect of the program is to offer buskers an opportunity to access the parks, which they currently cannot do, for the price of \$25.00 and a brief audition. From my point of view this is not overly onerous and will give us the opportunity to experiment with the program for a period of 1 year, anticipating that there may be requests for the expansion of the program in the parks if it proves successful.

I recommend that the proposed busker program as presented be approved, for City Park locations only, as a pilot project for 1 year to be evaluated at the end of that year.

**CITY MANAGER’S COMMENTS:**

The requirements for this program are a business license, appointment from the Towne Centre Association, an interview, the construction of signs (albeit by the Towne Centre Association), a restriction of one hour (Who is going to enforce this?), the requirement of a *special event permit* by the Towne Centre Association, and restrictions on the hours in which buskers can perform. In my view, this whole process requires too much regulation. I recommend that with one *special event permit* for all three park locations, we allow buskers with a business license, to proceed as they see fit. The marketplace, that is the public, will regulate their actions and if complaints are received, the situation can be reviewed and indeed it would be, after one year under the proposal from the Towne Centre Association.

**DATE:** June 18, 1996  
**TO:** Recreation, Parks and Culture Board  
**FROM:** City Clerk  
**RE:** **BUSKERS - CITY OF RED DEER**

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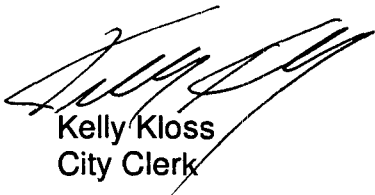
**FILE**

At the Council Meeting of June 17, 1996, consideration was given to your report dated May 21, 1996 concerning the above. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Recreation, Parks and Culture Board dated May 21, 1996, re: Buskers - City Parks, hereby approves a busker program subject to the conditions and procedures as outlined in the report from the Recreation, Parks and Culture Manager dated May 1, 1996, re: Buskers - City Parks, and as presented to Council June 17, 1996."

I have attached hereto for your information, the bylaw and guidelines for street entertainers in the City of Victoria, which were obtained by Councillor Bev Hughes.

I trust that the Board, through City Administration and the Towne Centre Association, will now proceed with the above program. It is Council's understanding that this program will be reviewed in one year and as such, I look forward to that report in due course.



Kelly Kloss  
City Clerk

KK/clr  
attchs.

- c Director of Community Services
- Director of Development Services
- Recreation, Parks and Culture Manager
- Inspections and Licensing Manager
- Towne Centre Association Manager, J. Ferguson

*City of Victoria*

**FILE**

City Manager's Auxiliary Office  
#16 Centennial Square  
Victoria BC V8W 1P7

*Fax: (604) 361-0394*

Downtown Coordinator: (604) 361-0397  
Special Events: (604) 385-5711, Local 2077  
Archives & Records: (604) 361-0375  
Bylaw Office: (604) 361-0215 or 361-0206  
Admin. Office Coordinator 361-0215

## FAX TRANSMISSION COVER SHEET

Date: 1996-06-17  
To: Councillor Bob Hughes @ City of Red Deer  
Fax #: 403-346-6195  
Re: Sheet Entertainment  
Sender: Dan Scorneo 361-0215

YOU SHOULD RECEIVE 8 PAGE(S), INCLUDING THIS COVER SHEET. IF YOU DO NOT RECEIVE ALL THE PAGES, PLEASE CALL (604) 385-5711, Local 2077

As requested,

OK Sam

# CITY OF VICTORIA

**#1 CENTENNIAL SQUARE  
VICTORIA, B.C. V8W 1P6  
361-0227 FAX 385-3592**

**APPLICATION FOR STREET ENTERTAINER'S BUSINESS LICENCE**  
(licence year January 16 to January 15 of the following year)

**Performer's/Group:** \_\_\_\_\_

| Address |        |      |             |
|---------|--------|------|-------------|
| Ste.No. | Street | City | Postal code |

**Telephone Numbers:**

**Daytime:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **Residence:** \_\_\_\_\_

Do you have any objection to your Home Telephone Number being provided to Enquirers regarding your Business? ☐ Yes ☐ No

Number of persons ordinarily engaged in the performance. \_\_\_\_\_

**Full name and full address of individual or members of group:**

**Full name of the Manager and home address:**

**Type of entertainment and description of Repertoire:**

The applicant declares that the above facts are correct, that an application for a business licence as set forth, is hereby made, and that the applicant has complied with all applicable bylaws, regulations or statutes and will comply with all future bylaws and amendments, relating to this application. (THE BACK OF THE APPLICATION MUST ALSO BE SIGNED)

month/day/year      signature of applicant

**LICENCE FEE TO ACCOMPANY APPLICATION**

CITY USE ONLY

FEE: \_\_\_\_\_ CLASS: \_\_\_\_\_ SUB CLASS: \_\_\_\_\_

**BADGE & ACCT.#:**

## STREET ENTERTAINER GUIDELINES 1996

1. All street entertainers are required to have a City of Victoria Business Licence.
2. The Business Licence will be accompanied by an identifying badge which must be worn by the entertainer in a fashion which makes the badge clearly visible.
3. Street entertainers are not permitted to sell tapes, C.D.'s or other merchandise. No provision of personal service (such as face painting or hair wrapping) qualifies as street entertainment. No products may change hands.
4. The cost of an annual licence is \$10.
5. The City reserves the right to limit the maximum number of performers to be included in any one licence.
6. The Business Licence application will include a Code of Conduct to be signed by the applicant.
7. Street entertainers are not permitted to use amplification, "boom boxes", recorded or broadcast music, or other means of increasing the volume of their performances.
8. Entertainers may perform only between the hours of 10:00 a.m. and 10:00 p.m.  
On the lower Causeway, the hours permitted are 10:00 a.m. to 11:00 p.m.
9. Entertainers may play at any one location for a maximum of 2 hours and then must move at least 2 blocks away and may not return to the previous location for at least 3 hours. The entire lower Causeway is considered 1 location.
10. Street Entertainers are not permitted to perform on the Upper Causeway except at the intersections of Wharf & Government Streets and Belleville & Government Streets.
11. The Noise Abatement Bylaw #90-160, section 4(b) applies to performances by street entertainers.
12. The Director of Administration is authorized to revoke licences for cause.
13. PIPERS - because bagpipes produce a sound level which is significantly higher than other unamplified instruments, the following guidelines apply to pipers:
  - a) playing of bagpipes is permitted only at the northwest corner of Belleville and Government on the Upper Causeway.
  - b) only one piper is permitted to play at any one time.
  - c) pipers are not permitted to play at the same time as carillon concerts or special events approved by the City which include music.
  - d) pipers are permitted to play only between 11:00 a.m. and 1:00 p.m., and 5:00 p.m. and 10:00 p.m. on weekdays, and 10:00 a.m. to 10:00 p.m. weekends and statutory holidays.
  - e) Other entertainers may use the location only on weekdays between 10:00 a.m. and 11:00 a.m., and 1:00 p.m. and 5:00 p.m.

### STREET ENTERTAINERS - CODE OF CONDUCT

1. Entertainers will not perform so close to another performer as to interfere with the other's performance.
2. Entertainers must locate themselves in such a way that their audience does not obstruct pedestrian flow or business entrances.
3. Entertainers will respect the right of businesses to operate without undue disturbance by entertainment outside their premises.

The City of Victoria authorizes a number of special events in the downtown area each year.

Street entertainers are expected to respect the space allocated to these approved special events and to move if requested by the City or the event organizer.

I have read the Guidelines and Code of Conduct for Street Entertainers and will comply with them.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Signature of Applicant

NO. 93-85

## A BYLAW OF THE CITY OF VICTORIA

to amend the Street Vendors Bylaw to regulate street entertainers.

Under its statutory powers, including section 18 of the Victoria City Act, 1919 and sections 513 and 582 of the Municipal Act, the Municipal Council of the Corporation of the City of Victoria enacts the following provisions:

1. This Bylaw may be cited as the "STREET VENDORS BYLAW, AMENDMENT BYLAW (NO. 5)".

2. Bylaw No. 89-72, the Street Vendors Bylaw, is amended in section 2 by adding the following definition:

"'street entertainer' (a) means a person who, on a highway, public square or City property, performs in order to provide amusement for the purpose of gain or profit, and (b) includes, without limiting the generality of this definition, a street musician."

3. The Street Vendors Bylaw is further amended by adding the following sections:

"30. (1) The Business Licence Bylaw, excluding sections 26 and 29, applies to the licensing of a street entertainer.

(2) If a provision in sections 30 to 37 conflicts with the Business Licence Bylaw, excluding sections 26 and 29 of that Bylaw, the provision in sections 30 to 37 prevails.

31. No person may carry on the business of a street entertainer unless that person has applied for and obtained a valid street entertainer's licence.

- 2 -

32. (1) In addition to the power to refuse or revoke a licence under the Business Licence Bylaw or any other law, the Council, by the affirmative vote of at least two thirds of its members, may refuse to issue or renew or may revoke a street entertainer's licence if that entertainer has
- (a) obstructed pedestrian traffic while performing as a street entertainer, or
  - (b) caused or allowed the street entertainer's audience to obstruct pedestrian traffic.
- (2) The City's Director of Administration is authorized to suspend any street entertainer's licence for the period that the Director of Administration decides if the licence holder has, in the opinion of the Director of Administration, been guilty of such gross misconduct in respect of the business or in or with respect to the premises named in the street entertainers licence that it warrants a suspension of the licence.
- (3) Any person whose licence has been suspended by the Director of Administration may appeal to City Council which may confirm or set aside the suspension on any terms it thinks fit.
33. A street entertainer may perform only between the hours of 10:00 a.m. and 10:00 p.m. of the same day.



- 3 -

34. While performing, a street entertainer must wear the identification badge that is issued by the City with that street entertainer's licence.
35. The Noise Abatement Bylaw applies to a performance by a street entertainer.
36. The number of street entertainers performing under the authority of one licence is limited to the number shown on that licence.
37. While performing, a street entertainer must
- (a) not be located so closely to another street entertainer so as to interfere with that other street entertainer's performance,
  - (b) not obstruct pedestrian traffic,
  - (c) not cause or allow the obstruction of pedestrian traffic by the street entertainer's audience, and
  - (d) not excessively or unreasonably disturb the operation of another business to which the street entertainer is adjacent.
38. Sections 23 and 24 apply with the necessary modifications to a street entertainer and a street entertainer's goods.
39. A person who contravenes a provision of sections 30 to 38, including a provision of the Business Licence Bylaw and the Noise Abatement Bylaw concerning a street entertainer or a street entertainer's licence, is guilty of an offence and is subject to the

*impairment of  
instrument(s) of  
an licensed performer* ⇒

- 4 -

penalties imposed by this Bylaw or by the Offence Act.

40. The minimum penalty for a contravention of a provision of sections 30 to 38, including a provision of the Business Licence Bylaw and the Noise Abatement Bylaw concerning a street entertainer or a street entertainer's licence, is a fine of \$100.00.
41. (1) A person:
- (a) who is authorized by the Council or under a valid and subsisting contract with the City; and
  - (b) who has reason to believe that any person has committed an offence under sections 30 to 38 of this Bylaw, including an offence under the Business Licence Bylaw or the Noise Abatement Bylaw concerning a street entertainer or a street entertainer's licence,
- may deliver an offence notice to the person believed to have committed the offence.
- (2) An offence notice may be delivered by giving it to the person believed to have committed the offence.
42. (1) An offence notice may indicate the alleged offence and the amount of the voluntary penalty that may be paid to the City in respect of the alleged offence.
- (2) If a voluntary penalty is paid under an offence notice in the amount and within the applicable time period set out

- 5 -

in section 43 before an information has been sworn and a summons issued, a prosecution shall not be instituted in respect of the offence described in the offence notice.

43. (1) The voluntary penalty for a contravention of a provision in sections 30 to 38, including an offence under the Business Licence Bylaw or the Noise Abatement Bylaw concerning a street entertainer or a street entertainer's licence, is
- (a) \$75.00 if paid within 14 days from the date of the parking offence notice;
  - (b) \$85.00 if paid after 14 days but within 45 days from the date of the offence notice;
  - (c) \$100.00 if paid after 45 days from the date of the offence notice."

Passed and received third reading by the Municipal Council the 13th day of May 1993.

Reconsidered and adopted by the Municipal Council the 27th day of May 1993.

"GORD HORTH"

"DAVID TURNER"

DEPUTY CITY CLERK

MAYOR

NO. 94-140

## A BYLAW OF THE CITY OF VICTORIA

to amend the Street Vendors Bylaw to prohibit the use of amplification by street entertainers.

The Municipal Council of The Corporation of the City of Victoria enacts the following provisions:

1. This Bylaw may be cited as the "STREET VENDORS BYLAW, AMENDMENT BYLAW (NO. 7)."
2. Bylaw No. 89-72, the Street Vendors Bylaw, is amended by repealing section 35 and substituting the following section:

"35. (1) The Noise Abatement Bylaw applies to a performance by a street entertainer.

(2) Notwithstanding the provisions of any other Bylaw, no street entertainer may use any amplification, recorded or broadcast music or any other means of increasing the volume of their performance at any time."

Passed and received third reading by the Municipal Council the 23rd day of June 1994.

Adopted by the Municipal Council the 14th day of July , 1994.

"MARK JOHNSTON" "BOB CROSS"

CITY CLERK MAYOR

# *Curtain falls on Busk Stop*

A program to create special spots for street entertainment in downtown Red Deer has been cancelled before it began.

City officials said street entertainers showed no interest in the Busk Stop program which was meant to promote their acts.

Spearheaded by the Downtown Business Association and endorsed by the city in June 1996, the program would have designated four areas as "Busk Stops" — complete with signs and other promotion.

Entertainers would have performed up to one hour at any of the Busk Stops after passing an audition and buying a \$25 Busk Pass.

But Lesia Davis, culture development superintendent with the city, said entertainers rejected the fee and the added regulations.

In later discussions, entertainers told the city they prefer to be self regulating.

The city has now developed general guidelines for entertainers — many of which are already followed, said Davis. For instance, entertainers can't sell merchandise, use amplifiers or obstruct pedestrians or business entrances.

Entertainers still require a \$22 annual business licence from the city, a rule which predates the Busk Stop program. About eight people are licensed.

*Sept 13/97*

**DATE: JULY 31, 1997**

**TO: CULTURAL ADVISORY COMMITTEE, and  
RECREATION, PARKS & CULTURE BOARD**

**FROM: DON BATCHELOR,  
Recreation, Parks & Culture Manger**

**LESIA DAVIS,  
Culture Development Superintendent**

**RE: THE BUSK STOP PROGRAM  
and STREET PERFORMERS IN RED DEER  
(Report for Information)**

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In May, 1996, the Cultural Advisory Committee and the Recreation, Parks & Culture Board reviewed and recommended to City Council, a Busk Stop Program as proposed by John Ferguson of the Red Deer Downtown Business Association. This was a specific initiative of the Downtown Business Association to enhance regular street performers with busk passes and busk stops, etc. City Council approved the Board recommendation to support the initiative on a trial basis to be assessed after one season.

In discussion with John Ferguson, there was virtually no interest expressed by buskers to the Busk Stop Program. Hence, the project has been discontinued and in fact, although approved, was never launched.

At the same time, the Cultural Advisory Committee and the Recreation, Parks & Culture Board discussed the desirability of encouraging, rather than discouraging, street performers as they were seen to be a value-added aspect of our quality of life in Red Deer. To this end, Administration was requested to work with the Inspections & Licensing Department to review the current application of business fees to buskers or street performers, with a possible exemption or lower fee than currently applied.

The current fee applied to street performers applying for a Business Licence in Red Deer is \$22.00 per year. Our Inspections and Licensing Department has indicated that no concerns or negative comments have been raised by the street performers since the fee was instituted; and, in informal discussions with a sampling of street performers, the current licence fee does not seem to be a deterrent. However, performers did express the desire to keep the process as simple as possible, allowing them to be self-regulating in terms of locations, length of performances, etc. Applications are very moderate, with eight (8) street performers currently licensed.

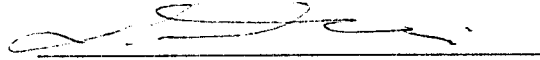
Therefore, we agree that the current applicable fee is fair and reasonable, and that no changes to the fee are required.

In addressing the formerly proposed Busk Stop Program and the Business Licence Fee applied to street performers, and in assessing the climate of street performers in Red Deer and other cities in general, we conclude that street performers in Red Deer are desirous of remaining independent and self-regulating. However for consistency of information in response to inquiries, and for improved customer service, we have prepared some very general guidelines. While supporting the intent of the Parks and Public Facilities Bylaw, we feel these guidelines allow broad flexibility and reflect the current practice. We will be forwarding these guidelines (attached) to our Inspections and Licensing Department for their use in conjunction with providing business licenses for street performers.

This report is submitted for your information.

A handwritten signature in black ink, appearing to read 'D. Batchelor', written over a horizontal line.

D. Batchelor

A handwritten signature in black ink, appearing to read 'L. Davis', written over a horizontal line.

L. Davis

cc: Ryan Strader, Inspections and Licensing Manger  
John Ferguson, Red Deer Downtown Business Association

LD:mak

**CITY OF RED DEER**  
**STREET ENTERTAINER GUIDELINES**

Definition:

“Street Entertainer”:       A person or persons who on a public park, sidewalk, or other public property provides entertainment such as, but not limited to, music, song, dance, or poetry, for payment by voluntary donation.

1. All street entertainers are required to have a City of Red Deer Business Licence in accordance with the fee set by Bylaw 3159/96.
2. The Business Licence shall be carried on the person and shall be shown to the Inspections & Licensing Manager, designate, a Bylaw Enforcement Officer, or Peace Officer on request.
3. Street entertainers are not permitted to sell tapes, C.D.s or other merchandise.
4. Street entertainers are not permitted to use amplification or other means of increasing the volume of their performances.
5. Entertainers may perform only between the hours of 10:00 a.m. and 10:00 p.m.
6. Entertainers must locate themselves in such a way that their audience does not obstruct pedestrian flow or business entrances.
7. Entertainers will respect the right of business to operate without undue disturbance by entertainment outside their premises.
8. The City of Red Deer authorizes a number of special events each year. Street entertainers are expected to respect the space allocated to these approved, special events and to move if requested by the City or the event organizer.

July 31, 1997



79-97

**DATE: JUNE 10, 1997**

**TO: DON BATCHELOR,**  
**Recreation, Parks & Culture Manager**

**FROM: LESIA DAVIS**  
**Culture Development Superintendent**

**RE: BUSKERS AND BUSK STOP PROGRAM**

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In May, 1996, the Cultural Advisory Committee and the Recreation, Parks and Culture Board reviewed the proposal of the Red Deer Downtown Business Association (formerly the Towne Centre Association) regarding a Busk Stop Program. This program was approved by City Council.

Two recommendations relating to the subject came forward from the Recreation, Parks and Culture Board:

1. To support a Busker Program subject to conditions and procedures outlined in the Recreation, Parks and Culture Manager's report of May 1, 1996; Recreation, Parks & Culture Board minutes of May 14, 1996; and approved by City Council on June 18, 1996.
2. To direct Administration to work with the Inspections and Licensing Department of the City of Red Deer to renew the current application of business fees to buskers, with a possible exemption or lower fee than currently applied. (Recreation, Parks and Culture Board minutes of July 9, 1996)

The purpose of this memo is to update the status of the 1996 recommendations.

### **1. The Busk Stop Program**

I met with John Ferguson on May 27, 1997 and discussed with him the Busk Stop program as outlined in his original proposal. There was no interest expressed from the busking community in what was to be an enhanced, high profile busking opportunity.

He and I concur that the program, based on his proposal, and as recommended by the Recreation, Parks and Culture Board (July 19, 1996 meeting) be discontinued.

## STREET ENTERTAINER GUIDELINES

STREET ENTERTAINER: A person or persons who on a public park, sidewalk, or other public property provide(s) entertainment such as, but not limited to, music, song, dance, poetry, for payment by voluntary donation.

1. All street entertainers are required to have a City of Red Deer Business Licence.
2. The Business Licence shall be carried on the person and shall be shown to the Inspections & Licensing Manager, designate, a Bylaw Enforcement Officer, or Peace Officer on demand.
3. Street entertainers are not permitted to sell tapes, C.D.s or other merchandise.
4. The cost of an annual licence is determined annually by the Inspections and Licensing Department.
5. The City reserves the right to limit the maximum number of performers to be included in any one licence.
6. The Business Licence application includes a Code of Conduct to be signed by the applicant.
7. Street entertainers are not permitted to use amplification or other means of increasing the volume of their performances.
8. Entertainers may perform only between the hours of 10:00 a.m. and 10:00 p.m.
9. Entertainers may play at any one location for a maximum of 2 hours and then must move at least 2 blocks away and may not return to the previous location for at least 3 hours.
10. The Noise Bylaw, No. 3153/95, applies to performances by street entertainers.
11. The Manager of Inspections and Licensing is authorized to revoke licences for cause.
12. PIPERS - Because bagpipes produce a sound level which is significantly higher than other unamplified instruments, the following guidelines apply to pipers:
  - a) only one piper is permitted to play at any one time,
  - b) pipers are not permitted to play at the same time as carillon concerts or special events approved by the city which include music.

## STREET ENTERTAINERS - CODE OF CONDUCT

1. Entertainers will not perform so close to another performer as to interfere with the other's performance.
2. Entertainers must locate themselves in such a way that their audience does not obstruct pedestrian flow or business entrances.
3. Entertainers will respect the right of business to operate without undue disturbance by entertainment outside their premises.

The City of Red Deer authorizes a number of special events each year. Street entertainers are expected to respect the space allocated to these approved, special events and to move if requested by the City or the event organizer.

I have read the Guidelines and the Codes of Conduct for Street Entertainers and will comply with them.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

## SCHEDULE "A"

Page 3 of 4

TYPE OF BUSINESSRESIDENTNON-  
RESIDENT

|      |   |        |          |
|------|---|--------|----------|
| 22   | Mall Kiosk - annual fee   |        |          |
|      | (a) up to 500 sq. ft.   | N/A    | 330.00   |
|      | (b) over 500 sq. ft.  | N/A    | 1,000.00 |
| 23   | Massage Clinic  | 110.00 | N/A      |
| 24   | Massage Therapist   | 55.00  | 55.00    |
| 25   | Mobile Vending Unit or Canteen  | 110.00 | 330.00   |
| 26   | Pawnbroker, Second Hand Dealer  | 55.00  | N/A      |
| 27   | Phrenologist, Fortune Teller, Hypnotist,<br>Palmist, Card Reader, Graphologist or other<br>similar occupation   | 220.00 | 550.00   |
| 28   | Photographer  | NIL    | 330.00   |
| 29   | Push Cart Vending Units   | 55.00  |          |
| X 30 | Street Entertainers   | 22.00  | 22.00    |
| 31   | Trade Fair or Trade Show:   |        |          |
|      | (a) No Charge where Red Deer residents<br>and businesses may participate;   |        |          |
|      | (b) Where Red Deer residents and<br>businesses may not participate, the fee<br>will be \$750.00 per annum plus \$330.00<br>for each day the show is in operation. |        |          |

- \* 11 (1) Each license shall be valid for a period of one year from the date of issuance.
- (2) All licenses issued remain the property of the City.
- 12 (1) All licenses issued shall be conspicuously displayed at or near the main entrance of businesses that are carried on at a fixed location.
- \* (2) All licenses issued to businesses that are not carried on at a fixed location shall be carried on the person of the Licensee or in or on the vehicle or apparatus from which such business is carried on and shall be shown to the Manager, his designate, a bylaw enforcement officer, or peace officer upon demand.
- 13 The Manager or his designate may issue concurrent licenses to businesses which carry on their business from several locations, vehicles or apparatus simultaneously.
- 14 (1) A commercial agent representing a company or business and working in conjunction with a person who holds a home occupation license for same may be licensed under that home occupation for a resident license fee as a commercial agent.
- (2) Commercial agents working in conjunction with a person who holds a home occupation license must produce proof of that arrangement satisfactory to the Manager.
- 15 Each additional business operated from a licensed home occupation site will be charged a resident license fee.
- 16 No transfer of a license shall have any effect:
- (a) without the prior written approval of the Manager;
- (b) without the transferee paying therefore a fee of \$10.00.
- 17 No business whether or not licensed under this Bylaw, shall use any highway within the control, management or direction of the City for the purposes of display, advertising, or carrying on any business without first obtaining permission as required by the City.

**DATE:** December 23, 1996

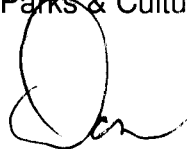
**TO:** LESIA DAVIS  
Culture Development Superintendent

**FROM:** DON BATCHELOR  
Recreation, Parks & Culture Manager

**RE:** BUSKERS

Based on this resolution from the Recreation, Parks & Culture Board, and a similar resolution from the Cultural Advisory Committee, please work with the Licensing & Permit Section of the City to determine the appropriate fee and whether a lower fee would be more appropriate.

In addition, with the poor response to the program in 1996 and in view of the City Manager's comments, please work with the Towne Centre Association to streamline the process for busking. Our involvement should be negligible and it should be quick, easy and economical to busk in Red Deer. Since Council's support of the original program was for a 1-year trial, it would be appropriate for us to work with the Towne Centre Association and for them to submit the revised, simpler busking process in a brief information report to the Recreation, Parks & Culture Board and Council.



DON BATCHELOR

:ad

Atts.

*for hand*

*1:30  
9:30 PM*

*5:05*

*Walter Hare  
A. T. Hare  
12.2.96*

*12.2.96*

*Walter Hare  
Chief of Police  
Red Deer  
12.2.96*

*12.2.96*

*Walter Hare  
12.2.96*

*Walter Hare  
12.2.96*

N. Schnell spoke in support of the prior comments. Following discussion at length between Board members and the administration, a motion as noted hereunder was introduced and passed.

Moved by N. Schnell, seconded by A. Nichols

"That the Recreation Parks & Culture Board, having considered memo from the Culture Development Superintendent dated July 4, 1996 re: Buskers Business License, hereby direct the administration to work with the Inspections and Licensing Department of The City of Red Deer to review the current application of business license fees to buskers, with a possible exemption or lower fee rate than currently applied."

MOTION CARRIED

**.2 Red Deer "U" Bike (Grab-a-Bike)/Council Resolution**

The memo from the City Clerk dated June 19, 1996 concerning the above, was submitted to the Board as information. It is hoped the program will be unveiled August 1<sup>st</sup>. A number of inquiries have been received from municipalities, Alberta Report, AUMA, etc. regarding the program.

**5. NEW BUSINESS**

**.1 Public Art Committee Representative**

Consideration was given to the memo from the Cultural Development Superintendent dated June 25, 1996 concerning appointments to the Public Art Committee. Following is the motion passed in this respect.

- Farmers' Market - Five groups are participating, collectively, through a shared cost basis for one space, one summer student, and rotating highlights.

#### **4.2 Allied Arts Council - New Direction**

Information received.

#### **4.3 Busker Program**

At our May 7th meeting, the Cultural Advisory Committee made a recommendation of support to the Board regarding the busker program proposed by the Towne Centre Association. Following discussions at the last two meetings, the committee felt that busking, in general, is a positive attraction for the downtown area and, as such, barriers to performing should be minimized.

**Motion:** Whereas it was agreed that busking is a positive attraction, especially in the downtown area, the committee recommends to the Recreation, Parks & Culture Board to work through the Inspections and Licensing Department of The City of Red Deer to review the current application of business license fees to buskers, with a possible exemption or lower fee rate than currently applied.

Blaine Newton / Don Wales

CARRIED

### **5. NEW BUSINESS**

#### **5.1 Public Art Committee**

**Motion:** Don Wales to recommend the following for appointment to the Public Art Committee:

|                  |                              |
|------------------|------------------------------|
| Lesia Davis -    | 2-year term, standing member |
| John Ferguson -  | 2-year term, standing member |
| Paul Meyette -   | 2-year term, standing member |
| Hilary Elliott - | 1-year term, member at large |
| Joyce Walsh -    | 3-year term, member at large |

(as recommended by the three standing members)

CARRIED

DATE: June 18, 1996  
TO: Recreation, Parks and Culture Board  
FROM: City Clerk  
RE: BUSKERS - CITY OF RED DEER

\* CAN BUSK ON STREETS

- LAUREL'S LETTER  
- BOARD LETTER  
- MINUTES OF COUNCIL

At the Council Meeting of June 17, 1996, consideration was given to your report dated May 21, 1996 concerning the above. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Recreation, Parks and Culture Board dated May 21, 1996, re: Buskers - City Parks, hereby approves a busker program subject to the conditions and procedures as outlined in the report from the Recreation, Parks and Culture Manager dated May 1, 1996, re: Buskers - City Parks, and as presented to Council June 17, 1996."

I have attached hereto for your information, the bylaw and guidelines for street entertainers in the City of Victoria, which were obtained by Councillor Bev Hughes.

I trust that the Board, through City Administration and the Towne Centre Association, will now proceed with the above program. It is Council's understanding that this program will be reviewed in one year and as such, I look forward to that report in due course.

  
Kelly Kloss  
City Clerk

KK/clr  
attchs.

c Director of Community Services  
Director of Development Services  
Recreation, Parks and Culture Manager  
Inspections and Licensing Manager  
Towne Centre Association Manager, J. Ferguson



**DATE:** May 1, 1996

**TO:** RECREATION, PARKS & CULTURE BOARD

**FROM:** DON BATCHELOR  
Recreation, Parks & Culture Manager

**RE:** BUSKERS - CITY PARKS

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The Towne Centre Association has submitted a proposal to encourage buskers (musicians, entertainers, magicians) to set up in a select number of park areas. This type of public entertainment has been very successful in a number of other municipalities, and is intended to provide a program element and public-interest content within certain park areas and the downtown. The attached letter and proposed sign guidelines outline the proposal.

The Recreation, Parks & Culture Department supports these kinds of initiatives in public parks; however, at the same time, specific regulations and standards must be in place from the outset to ensure that the quality of the performances and the entertainment is of interest to the public without causing a nuisance. Buskers do not charge a fee for their performance; however, they do accept unsolicited contributions. These contributions or donations from the public would be at the public's discretion. If a busker program was approved in Red Deer, the intent of the Parks & Public Facilities Bylaw should not be jeopardized. In other words, the ability of the public to quietly enjoy a park area without disruption should be assured.

Outlined below is an approval and operation procedure for buskers to operate in Red Deer that is supported by the Recreation, Parks & Culture Department and the Towne Centre Association:

1. Five locations would be established on a trial basis (to be re-assessed after one season). The locations include: Farmer's Market; southwest corner of Ross Street and Gaetz Avenue; City Hall Park; Bower Ponds; and the Cronquist House. Future plans may consider the Old Court House and Rotary Recreation Park.
2. "Busk Passes" must be obtained from the Town Centre Association by the buskers before being permitted to perform. Issuing passes will only be considered after a busker is interviewed by staff from the Culture Development Section of the Recreation, Parks & Culture Department and the Towne Centre Association.
3. Buskers will only be permitted to perform at the locations outlined in Point #1 above. These sites will be clearly identified with a permanent "Busk Stop" sign. Performances will only be permitted at the exact location of the sign. The buskers must have their Busk Passes on display at all times.

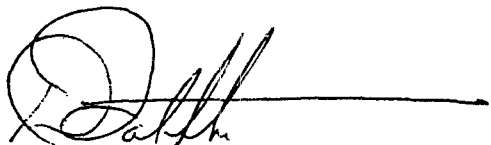
Recreation, Parks & Culture Board  
Page 2  
May 3, 1996

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4. All buskers must obtain a business license from The City of Red Deer.
5. Buskers can only occupy a particular Busk Stop for a maximum of sixty minutes, at which time they must relocate to a different stop. During the sixty minutes at the Busk Stop, however, a busker may entertain in more than one performance, complete with intermission.
6. There shall be no solicitation or fee requested by buskers. Contributions or donations by the public are to be voluntary only.
7. The Towne Centre Association shall apply annually for a Special Events Permit for the five areas (Busk Stops) identified in Point #1 above.
8. Upon issuance of a Special Events Permit and compliance with the conditions outlined above, any Busk Stop location can be used by any busker at any time except the following:
  - Special events as may be identified by the Recreation, Parks & Culture Manager.
  - Between the hours of 11:00 p.m. and 7:00 a.m. as outlined in the Parks & Public Facilities Bylaw.
9. All costs associated with capital infrastructure (i.e., Busk Stop signs) and operations (i.e., permits) shall be the responsibility of the Towne Centre Association.

#### RECOMMENDATION

That the Recreation, Parks & Culture Board support a Busker Program and recommend to City Council that it be approved subject to the conditions and procedures outlined in the Recreation, Parks & Culture Manager's report of May 1, 1996.



DON BATCHELOR

:ad

Att.

**DATE:** July 4, 1996

**TO:** RECREATION, PARKS & CULTURE BOARD

**FROM:** LESIA DAVIS  
Culture Development Superintendent

**RE:** BUSKERS BUSINESS LICENSE

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At our May 7th meeting, the Cultural Advisory Committee made a recommendation of support to the Board regarding the busker program proposed by the Towne Centre Association. Following discussions at the last two meetings, the committee felt that busking, in general, is a positive attraction for the downtown area and, as such, barriers to performing should be minimized.

**Motion:**

Whereas it was agreed that busking is a positive attraction, especially in the downtown area, the committee recommends to the Recreation, Parks & Culture Board to work through the Inspections and Licensing Department of The City of Red Deer to review the current application of business license fees to buskers, with a possible exemption or lower fee rate than currently applied.

Blaine Newton / Don Wales

CARRIED

This is submitted for your consideration.



LESIA DAVIS

LD/lb

c. Cultural Advisory Committee Chair

**TOWNE CENTRE ASSOCIATION  
BUSK STOP PROGRAM**

The purpose of this program is to promote and develop street busking in Red Deers Downtown. This is accomplished by the identification of prime busking locations with signage, the promotion of buskers in our media purchases, and the registration of buskers in the program.

**SITES:**

The association will identify five prime locations in the downtown core for buskers. All sites will be identified by a **"Busk Stop"** sign. These sites will be promoted as prime locations for visitors to see busker performances.

Of course, other locations throughout the core are being used by other buskers, and we will support these performers, but will not advertise or promote non **"Busk Stop"** sites.

Under agreement with landowners and the City, only buskers with a **"Busk Pass"** and license will be permitted to perform at **"Busk Stops"**.

The sites selected for **"Busk Stops"** include;

- City Hall Park
- Corner of Ross and Gaetz
- Bower Ponds
- Farmers Market
- Merchants Market

*- Rotary Rec Park*

All performers must purchase a **"Busk Pass"** in order to utilize the **"Busk Stops"**. Additional stops will be added as demand requires.

**BUSK PASSES:**

The Association will provide **"Busk Passes"** to any performer who has successfully auditioned for the association, for an annual fee of \$20.00.

They will receive a wallet size **"Busk Pass"**, a permit certificate, which must be displayed to the public during all performance, as well as a complete schedule of events for the Downtown area.

Without exception, performances are not to exceed 60 minutes maximum in any one location. At sites like the Farmers Market and Bower Ponds, more than one **"Busk Stop"** will be located to permit a rotational variety of performance.

**DATE:** June 18, 1996  
**TO:** Recreation, Parks and Culture Board  
**FROM:** City Clerk  
**RE:** BUSKERS - CITY OF RED DEER


**FILE COPY**

At the Council Meeting of June 17, 1996, consideration was given to your report dated May 21, 1996 concerning the above. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Recreation, Parks and Culture Board dated May 21, 1996, re: Buskers - City Parks, hereby approves a busker program subject to the conditions and procedures as outlined in the report from the Recreation, Parks and Culture Manager dated May 1, 1996, re: Buskers - City Parks, and as presented to Council June 17, 1996."

I have attached hereto for your information, the bylaw and guidelines for street entertainers in the City of Victoria, which were obtained by Councillor Bev Hughes.

I trust that the Board, through City Administration and the Towne Centre Association, will now proceed with the above program. It is Council's understanding that this program will be reviewed in one year and as such, I look forward to that report in due course.



Kelly Kloss  
City Clerk

KK/clr  
attchs.

- c Director of Community Services
- Director of Development Services
- Recreation, Parks and Culture Manager
- Inspections and Licensing Manager
- Towne Centre Association Manager, J. Ferguson

*City of Victoria*

**FILE**

City Manager's Auxiliary Office  
#16 Centennial Square  
Victoria BC V8W 1P7

**Fax: (604) 361-0394**

*Downtown Coordinator: (604) 361-0397*  
*Special Events: (604) 385-5711, Local 2077*  
*Archives & Records: (604) 361-0375*  
*Bylaw Office: (604) 361-0215 or 361-0206*  
*Admin. Office Coordinator 361-0215*

## FAX TRANSMISSION COVER SHEET

Date: 1996-06-17  
To: Councillor Bob Hughes @ City of Red Deer  
Fax #: 403-346-6195  
Re: Sheet Entertainment  
Sender: Dan Scowles 361-0215

YOU SHOULD RECEIVE 8 PAGE(S), INCLUDING THIS COVER SHEET. IF YOU DO NOT RECEIVE ALL THE PAGES, PLEASE CALL (604) 385-5711, Local 2077

As requested,

OK Simon

## STREET ENTERTAINER GUIDELINES 1996

1. All street entertainers are required to have a City of Victoria Business Licence.
2. The Business Licence will be accompanied by an identifying badge which must be worn by the entertainer in a fashion which makes the badge clearly visible.
3. Street entertainers are not permitted to sell tapes, C.D.'s or other merchandise. No provision of personal service (such as face painting or hair wrapping) qualifies as street entertainment. No products may change hands.
4. The cost of an annual licence is \$10.
5. The City reserves the right to limit the maximum number of performers to be included in any one licence.
6. The Business Licence application will include a Code of Conduct to be signed by the applicant.
7. Street entertainers are not permitted to use amplification, "boom boxes", recorded or broadcast music, or other means of increasing the volume of their performances.
8. Entertainers may perform only between the hours of 10:00 a.m. and 10:00 p.m.  
On the lower Causeway, the hours permitted are 10:00 a.m. to 11:00 p.m.
9. Entertainers may play at any one location for a maximum of 2 hours and then must move at least 2 blocks away and may not return to the previous location for at least 3 hours. The entire lower Causeway is considered 1 location.
10. Street Entertainers are not permitted to perform on the Upper Causeway except at the intersections of Wharf & Government Streets and Belleville & Government Streets.
11. The Noise Abatement Bylaw #90-160, section 4(b) applies to performances by street entertainers.
12. The Director of Administration is authorized to revoke licences for cause.
13. PIPERS - because bagpipes produce a sound level which is significantly higher than other unamplified instruments, the following guidelines apply to pipers:
  - a) playing of bagpipes is permitted only at the northwest corner of Belleville and Government on the Upper Causeway.
  - b) only one piper is permitted to play at any one time.
  - c) pipers are not permitted to play at the same time as carillon concerts or special events approved by the City which include music.
  - d) pipers are permitted to play only between 11:00 a.m. and 1:00 p.m., and 5:00 p.m. and 10:00 p.m. on weekdays, and 10:00 a.m. to 10:00 p.m. weekends and statutory holidays.
  - e) Other entertainers may use the location only on weekdays between 10:00 a.m. and 11:00 a.m., and 1:00 p.m. and 5:00 p.m.

### STREET ENTERTAINERS - CODE OF CONDUCT

1. Entertainers will not perform so close to another performer as to interfere with the other's performance.
2. Entertainers must locate themselves in such a way that their audience does not obstruct pedestrian flow or business entrances.
3. Entertainers will respect the right of businesses to operate without undue disturbance by entertainment outside their premises.

The City of Victoria authorizes a number of special events in the downtown area each year.

Street entertainers are expected to respect the space allocated to these approved special events and to move if requested by the City or the event organizer.

I have read the Guidelines and Code of Conduct for Street Entertainers and will comply with them.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Signature of Applicant

**CITY OF VICTORIA**  
#1 CENTENNIAL SQUARE  
VICTORIA, B.C. V8W 1P6  
361-0227 FAX 385-3592

**APPLICATION FOR STREET ENTERTAINER'S BUSINESS LICENCE**  
(licence year January 16 to January 15 of the following year)

Performer's/Group: \_\_\_\_\_

Address: \_\_\_\_\_  
Ste.No. Street City Postal code

Telephone Numbers:

Daytime: \_\_\_\_\_ Fax: \_\_\_\_\_ Residence: \_\_\_\_\_

~~Do you have an objection to your home telephone number being provided to Enquirers regarding your business?~~ ☐ Yes ☐ No

Number of persons ordinarily engaged in the performance. \_\_\_\_\_

Full name and full address of individual or members of group:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Full name of the Manager and home address:

Type of entertainment and description of Repertoire:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The applicant declares that the above facts are correct, that an application for a business licence as set forth, is hereby made, and that the applicant has complied with all applicable bylaws, regulations or statutes and will comply with all future bylaws and amendments, relating to this application. (THE BACK OF THE APPLICATION MUST ALSO BE SIGNED)

month/day/year signature of applicant

**LICENCE FEE TO ACCOMPANY APPLICATION**

**CITY USE ONLY**

FEE: \_\_\_\_\_ CLASS: \_\_\_\_\_ SUB CLASS: \_\_\_\_\_

BADGE & ACCT.#: \_\_\_\_\_



NO. 93-85

## A BYLAW OF THE CITY OF VICTORIA

to amend the Street Vendors Bylaw to regulate street entertainers.

Under its statutory powers, including section 18 of the Victoria City Act, 1919 and sections 513 and 582 of the Municipal Act, the Municipal Council of the Corporation of the City of Victoria enacts the following provisions:

1. This Bylaw may be cited as the "STREET VENDORS BYLAW, AMENDMENT BYLAW (NO. 5)".
2. Bylaw No. 89-72, the Street Vendors Bylaw, is amended in section 2 by adding the following definition:

"street entertainer" (a) means a person who, on a highway, public square or City property, performs in order to provide amusement for the purpose of gain or profit, and

(b) includes, without limiting the generality of this definition, a street musician."

3. The Street Vendors Bylaw is further amended by adding the following sections:

- "30. (1) The Business Licence Bylaw, excluding sections 26 and 29, applies to the licensing of a street entertainer.
- (2) If a provision in sections 30 to 37 conflicts with the Business Licence Bylaw, excluding sections 26 and 29 of that Bylaw, the provision in sections 30 to 37 prevails.
31. No person may carry on the business of a street entertainer unless that person has applied for and obtained a valid street entertainer's licence.

- 2 -

32. (1) In addition to the power to refuse or revoke a licence under the Business Licence Bylaw or any other law, the Council, by the affirmative vote of at least two thirds of its members, may refuse to issue or renew or may revoke a street entertainer's licence if that entertainer has
- (a) obstructed pedestrian traffic while performing as a street entertainer, or
  - (b) caused or allowed the street entertainer's audience to obstruct pedestrian traffic.
- (2) The City's Director of Administration is authorized to suspend any street entertainer's licence for the period that the Director of Administration decides if the licence holder has, in the opinion of the Director of Administration, been guilty of such gross misconduct in respect of the business or in or with respect to the premises named in the street entertainers licence that it warrants a suspension of the licence.
- (3) Any person whose licence has been suspended by the Director of Administration may appeal to City Council which may confirm or set aside the suspension on any terms it thinks fit.
33. A street entertainer may perform only between the hours of 10:00 a.m. and 10:00 p.m. of the same day.

- 3 -

34. While performing, a street entertainer must wear the identification badge that is issued by the City with that street entertainer's licence.
35. The Noise Abatement Bylaw applies to a performance by a street entertainer.
36. The number of street entertainers performing under the authority of one licence is limited to the number shown on that licence.
37. While performing, a street entertainer must
- (a) not be located so closely to another street entertainer so as to interfere with that other street entertainer's performance,
  - (b) not obstruct pedestrian traffic,
  - (c) not cause or allow the obstruction of pedestrian traffic by the street entertainer's audience, and
  - (d) not excessively or unreasonably disturb the operation of another business to which the street entertainer is adjacent.
38. Sections 23 and 24 apply with the necessary modifications to a street entertainer and a street entertainer's goods.
39. A person who contravenes a provision of sections 30 to 38, including a provision of the Business Licence Bylaw and the Noise Abatement Bylaw concerning a street entertainer or a street entertainer's licence, is guilty of an offence and is subject to the

impairment of  
instrument(s) of  
an licensed performer



- 4 -

penalties imposed by this Bylaw or by the Offence Act.

40. The minimum penalty for a contravention of a provision of sections 30 to 38, including a provision of the Business Licence Bylaw and the Noise Abatement Bylaw concerning a street entertainer or a street entertainer's licence, is a fine of \$100.00.
41. (1) A person:
- (a) who is authorized by the Council or under a valid and subsisting contract with the City; and
  - (b) who has reason to believe that any person has committed an offence under sections 30 to 38 of this Bylaw, including an offence under the Business Licence Bylaw or the Noise Abatement Bylaw concerning a street entertainer or a street entertainer's licence,
- may deliver an offence notice to the person believed to have committed the offence.
- (2) An offence notice may be delivered by giving it to the person believed to have committed the offence.
42. (1) An offence notice may indicate the alleged offence and the amount of the voluntary penalty that may be paid to the City in respect of the alleged offence.
- (2) If a voluntary penalty is paid under an offence notice in the amount and within the applicable time period set out

- 5 -

in section 43 before an information has been sworn and a summons issued, a prosecution shall not be instituted in respect of the offence described in the offence notice.

43. (1) The voluntary penalty for a contravention of a provision in sections 30 to 38, including an offence under the Business Licence Bylaw or the Noise Abatement Bylaw concerning a street entertainer or a street entertainer's licence, is
- (a) \$75.00 if paid within 14 days from the date of the parking offence notice;
  - (b) \$85.00 if paid after 14 days but within 45 days from the date of the offence notice;
  - (c) \$100.00 if paid after 45 days from the date of the offence notice."

Passed and received third reading by the Municipal Council the 13th day of May 1993.

Reconsidered and adopted by the Municipal Council the 27th day of May 1993.

"GORD HORTH"

"DAVID TURNER"

DEPUTY CITY CLERK

MAYOR

NO. 94-140

## A BYLAW OF THE CITY OF VICTORIA

to amend the Street Vendors Bylaw to prohibit the use of amplification by street entertainers.

The Municipal Council of The Corporation of the City of Victoria enacts the following provisions:

1. This Bylaw may be cited as the "STREET VENDORS BYLAW, AMENDMENT BYLAW (NO. 7)."
2. Bylaw No. 89-72, the Street Vendors Bylaw, is amended by repealing section 35 and substituting the following section:

"35. (1) The Noise Abatement Bylaw applies to a performance by a street entertainer.

(2) Notwithstanding the provisions of any other Bylaw, no street entertainer may use any amplification, recorded or broadcast music or any other means of increasing the volume of their performance at any time."

Passed and received third reading by the Municipal Council the 23rd day of June 1994.

Adopted by the Municipal Council the 14th day of July , 1994.

"MARK JOHNSTON" "BOB CROSS"

CITY CLERK

MAYOR

Item No. 6

RPC - 6.064

**DATE:** May 21, 1996  
**TO:** KELLY KLOSS  
City Clerk  
**FROM:** MONICA BAST, Chairman  
Recreation, Parks & Culture Board  
**RE:** BUSKERS - CITY PARKS

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COPY

The Recreation, Parks & Culture Board considered a proposal by the Towne Centre Association to start a program whereby buskers (entertainers) could perform in a select number of park areas. The Board in considering this proposal passed the following resolution at their meeting of May 14, 1996:

"That the Recreation, Parks & Culture Board, having considered the report from the Recreation, Parks & Culture Manager dated May 1, 1996, and correspondence from the Towne Centre Association, hereby support a Busker Program and recommend to City Council that it be approved subject to the conditions and procedures outlined in the Manager's report of May 1, 1996."

  
MONICA BAST

:ad

- c. Ryan Strader, Inspections/Licensing Manager  
Ken Haslop, Engineering Manager  
Lowell R. Hodgson, Community Services Director  
John Ferguson, General Manager, Towne Centre Association

**DATE:** May 1, 1996

**TO:** RECREATION, PARKS & CULTURE BOARD

**FROM:** DON BATCHELOR  
Recreation, Parks & Culture Manager

**RE:** BUSKERS - CITY PARKS

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The Towne Centre Association has submitted a proposal to encourage buskers (musicians, entertainers, magicians) to set up in a select number of park areas. This type of public entertainment has been very successful in a number of other municipalities, and is intended to provide a program element and public-interest content within certain park areas and the downtown. The attached letter and proposed sign guidelines outline the proposal.

The Recreation, Parks & Culture Department supports these kinds of initiatives in public parks; however, at the same time, specific regulations and standards must be in place from the outset to ensure that the quality of the performances and the entertainment is of interest to the public without causing a nuisance. Buskers do not charge a fee for their performance; however, they do accept unsolicited contributions. These contributions or donations from the public would be at the public's discretion. If a busker program was approved in Red Deer, the intent of the Parks & Public Facilities Bylaw should not be jeopardized. In other words, the ability of the public to quietly enjoy a park area without disruption should be assured.

Outlined below is an approval and operation procedure for buskers to operate in Red Deer that is supported by the Recreation, Parks & Culture Department and the Towne Centre Association:

1. Five locations would be established on a trial basis (to be re-assessed after one season). The locations include: Farmer's Market; southwest corner of Ross Street and Gaetz Avenue; City Hall Park; Bower Ponds; and the Cronquist House. Future plans may consider the Old Court House and Rotary Recreation Park.
2. "Busk Passes" must be obtained from the Town Centre Association by the buskers before being permitted to perform. Issuing passes will only be considered after a busker is interviewed by staff from the Culture Development Section of the Recreation, Parks & Culture Department and the Towne Centre Association.
3. Buskers will only be permitted to perform at the locations outlined in Point #1 above. These sites will be clearly identified with a permanent "Busk Stop" sign. Performances will only be permitted at the exact location of the sign. The buskers must have their Busk Passes on display at all times.



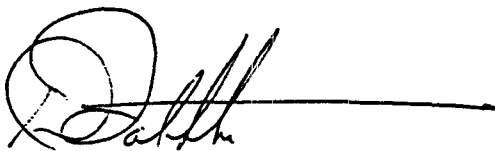
Recreation, Parks & Culture Board  
Page 2  
May 3, 1996

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4. All buskers must obtain a business license from The City of Red Deer.
5. Buskers can only occupy a particular Busk Stop for a maximum of sixty minutes, at which time they must relocate to a different stop. During the sixty minutes at the Busk Stop, however, a busker may entertain in more than one performance, complete with intermission.
6. There shall be no solicitation or fee requested by buskers. Contributions or donations by the public are to be voluntary only.
7. The Towne Centre Association shall apply annually for a Special Events Permit for the five areas (Busk Stops) identified in Point #1 above.
8. Upon issuance of a Special Events Permit and compliance with the conditions outlined above, any Busk Stop location can be used by any busker at any time except the following:
  - Special events as may be identified by the Recreation, Parks & Culture Manager.
  - Between the hours of 11:00 p.m. and 7:00 a.m. as outlined in the Parks & Public Facilities Bylaw.
9. All costs associated with capital infrastructure (i.e., Busk Stop signs) and operations (i.e., permits) shall be the responsibility of the Towne Centre Association.

#### RECOMMENDATION

That the Recreation, Parks & Culture Board support a Busker Program and recommend to City Council that it be approved subject to the conditions and procedures outlined in the Recreation, Parks & Culture Manager's report of May 1, 1996.



DON BATCHELOR

:ad

Att.

- c. John Ferguson, General Manager, Towne Centre Association  
Lowell R. Hodgson, Community Services Director  
Ryan Strader, Inspections/Licensing Manager  
Ken Haslop, Engineering Manager  
Recreation, Parks & Culture Superintendents



• RED DEER'S • **ORIGINAL** • BUSINESS DISTRICT •

• TOWNE CENTRE ASSOCIATION • B3, 4901 - 48 ST. • RED DEER, ALTA. • T4N 6M4 • (403) 340-TOWN (8696) • FAX (403) 340-8699 •

April 4th, 1996  
 Lowel Hodgson  
 Dir. Community Services  
 City of Red Deer

Dear Lowel,

The Association wishes to improve the profile, promotion and calibre of Street Busking in our City. To accomplish this, we intend to introduce an audition and permit process, modelled after the highly successful program at the Forks in Winnipeg.

Because we have no authority over public property, our permit program must be in co-operation with the City. Essentially the permit will allow use of specific busking sites in the City. Because the public awareness of such activity is low, we feel strongly that at least two of these sites will require an exception to an existing parks policy.

The sites will be physically identified by the placement of a "Busk Stop", which is nothing more than our hook signs fitted with a special "Busk Stop" sign. Instead of bolt down placement they will have a heavy concrete base attached, making them portable but not easily taken.

Buskers wishing to be part of the program will be required to audition and purchase a "Busk Pass". They will be required to prominently display their "Busk Permit" whenever they perform. This permit identifies our office for complaints, and displays the name of the performer.

This whole process will legitimize the street performer program and gives us control over the kinds of performers on the street. The Busk Stops create regular sites where visitors can expect to see and enjoy performers, and they create another special visual change on our downtown streets. Eventually, we expect to permit entertainers from more than just Red Deer. This will not eliminate any other legally licensed buskers from continuing, nor is it mandatory, except for use of our Busk Stop locations.

In order to encourage buskers to pay the added cost of our program, we must be able to offer them some carrots to regular street busking. The City already has a business

license for buskers, and our fee would be over and above that license fee.

Two prize locations would require an exception to the existing policy in our parks. First is permission to operate a "Busk Stop" in City hall park. The second is to operate a "Busk Stop" at Bower Ponds. We've talked to Cronquist House and they are keenly supportive of locating one in front of their building. Because the pond area is so large and because it is a prime location for audience, we would want a second site near the concession building. This will increase the variety of performers and avoid conflicts between them.

The other sites being considered include, the Farmers Market with permission from the operators, the Old Courthouse with permission from the operators, and a location on Ross Steet, perhaps near either City Roast Coffee, or the Good Food Company.

This program is not a money maker and would only cover the cost of producing and maintaining the signs, production of the permits and passes and media promotion of the attraction.

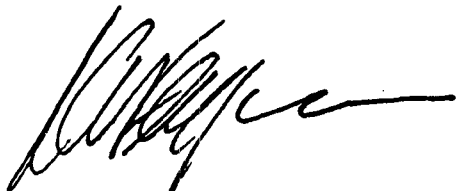
I think we can all agree that professional performers will do nothing except improve the atmosphere of the downtown experience. If we can successfully grow this program, we could all be blessed with highly entertaining professional performance on a regular basis, and create an opportunity for many artists struggling to survive in the highly competitive entertainment world.

We would appreciate a response as soon as possible, so that we can continue to advertise for interested performers, and produce the signs, passes and permits.

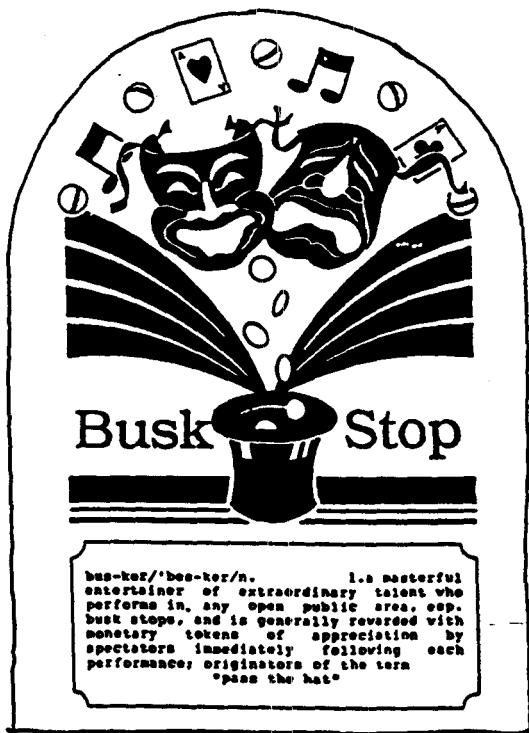
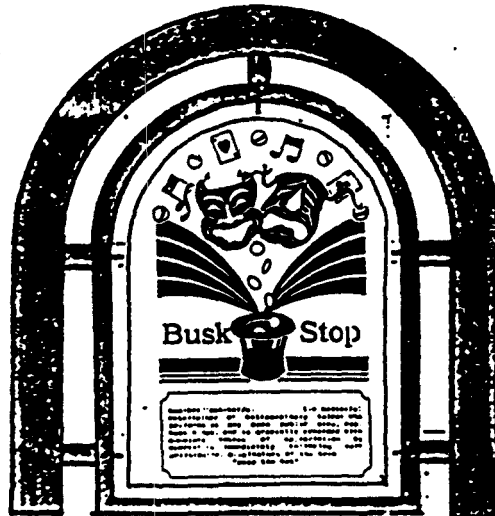
The sign is a 3" metal tube in a hook design, mounted in an 18" X 12" concrete base that has a sand blasted finish. The signwork is commercially produced, and placing and removing of stops is solely the responsibility of the Association.

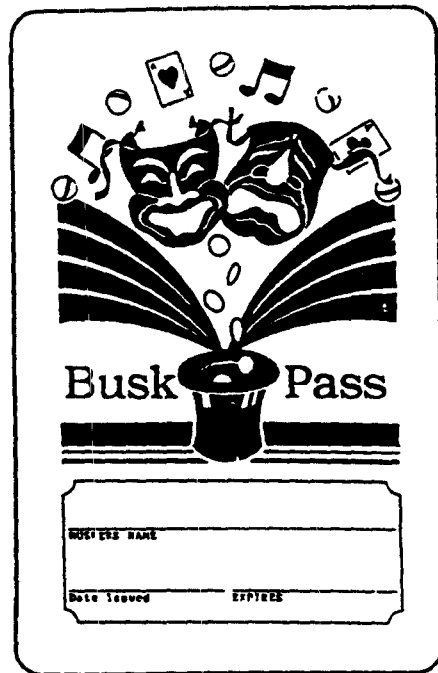
This program will have no financial impact on the City at all.

Sincerely yours,  
Towne Centre Association

A handwritten signature in dark ink, appearing to read 'John P. Ferguson', with a long horizontal flourish extending to the right.

John P. Ferguson, General Manager.





**JOINT COMMENTS:**

We agree with the value of "street entertainment" in public areas within the community and would encourage its development. There are, however, already a number of opportunities in the community as a result of current City bylaws that allow street entertainment on city sidewalks. As a result, it is really only the City park locations that represent potential to expand the sites available.

While we concur that it may be useful to control how street entertainment is allowed into the parks in order to ensure it is not intrusive to the public, we have some significant differences of opinion on how that process should be managed to ensure that it is not onerous. We agree that any program should deal only with the proposed locations in City Hall Park, at Bower Ponds and the Cronquist House and should not attempt to limit the opportunities already available on City streets.

**MAYOR'S COMMENTS:**

The merit I see in the program recommended by the Recreation, Parks & Culture Board is that it provides for a pilot program which can be administered through the Towne Centre Association and as a result, will only require a minimum of staff time on the part of City staff. The effect of the program is to offer buskers an opportunity to access the parks, which they currently cannot do, for the price of \$25.00 and a brief audition. From my point of view this is not overly onerous and will give us the opportunity to experiment with the program for a period of 1 year, anticipating that there may be requests for the expansion of the program in the parks if it proves successful.

I recommend that the proposed busker program as presented be approved, for City Park locations only, as a pilot project for 1 year to be evaluated at the end of that year.

**CITY MANAGER'S COMMENTS:**

The requirements for this program are a business license, appointment from the Towne Centre Association, an interview, the construction of signs (albeit by the Towne Centre Association), a restriction of one hour (Who is going to enforce this?), the requirement of a *special event permit* by the Towne Centre Association, and restrictions on the hours in which buskers can perform. In my view, this whole process requires too much regulation. I recommend that with one *special event permit* for all three park locations, we allow buskers with a business license, to proceed as they see fit. The marketplace, that is the public, will regulate their actions and if complaints are received, the situation can be reviewed and indeed it would be, after one year under the proposal from the Towne Centre Association.

# MEMO

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**Date:** June 10, 1996  
File: 6-201

**To:** KELLY KLOSS  
City Clerk

**From:** RYAN STRADER  
Inspections and Licensing Department

**RE:** SIGN BYLAW

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We have the following comments for Council's consideration concerning the above referenced.

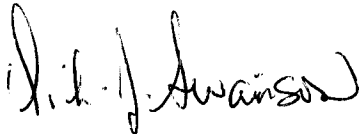
We have found that Section 60 of the Sign Bylaw is not consistent with Section 59. As well, in Section 59, the word "offence" in the heading is misspelled.

The solicitor has recommended the following changes to the Sign Bylaw:

The reference in Section 60 should be to Section 59 and should read:

"The penalty for a second offence shall be \$500.00".

Sincerely,



R. STRADER  
Inspections and Licensing Manager

RS:vs



***Comments:***

We concur with the recommendations of the Inspections and Licensing Manager.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

Item No. 8

DATE: June 11, 1996  
TO: Kelly Kloss, City Clerk  
FROM: Alan Scott, Land and Economic Development Manager  
RE: **NEW WATER AND E.L.&P ALIGNMENT  
LAND EXCHANGE, EASEMENT AND LEASE**

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At the request of the Engineering Department, we have been negotiating for some time, to finalize this land exchange, easement and lease requirement.

We have secured the easement requirement through Nearctic (formerly American Can), and have received approval from Board of Directors for Agrifoods International Cooperative Ltd. (Alpha) in Vancouver, for the requested land exchange easement and lease.

### **RECOMMENDATION**

That Red Deer City Council approve the land exchange, easement and lease of the areas (cross-hatched on the attached plan) subject to the following conditions:

1. (a) Land Exchange - A partial lane closure bylaw for the disposal of part of the lane dividing Agrifoods' Lot A , Lot B, Plan 4925 RS and Lot 3, Plan 6233 RS.  
(b) Lots A, Lot B, Plan 4925 RS and Lot 3, Plan 6233 RS and the lane to be consolidated by plan of survey, into one lot.  
(c) Easement to be granted to The City of Red Deer by Agrifoods to cover the utilities located in the lane.
2. (a) Transfer from Agrifoods to The City of Red Deer for Part of Lots 11 - 13, Plan K, to be utilized by the City for realignment of water line.  
(b) The total area for Lot 2A to be leased by The City of Red Deer to Agrifoods for \$30.00 per annum, plus property taxes.
3. (a) All advertising, legal survey, application and registration fees to be shared on a 50/50 basis.  
(b) Land exchange, easement and lease agreements be to the satisfaction of the City Solicitor.

City Clerk  
Page 2  
June 11, 1996

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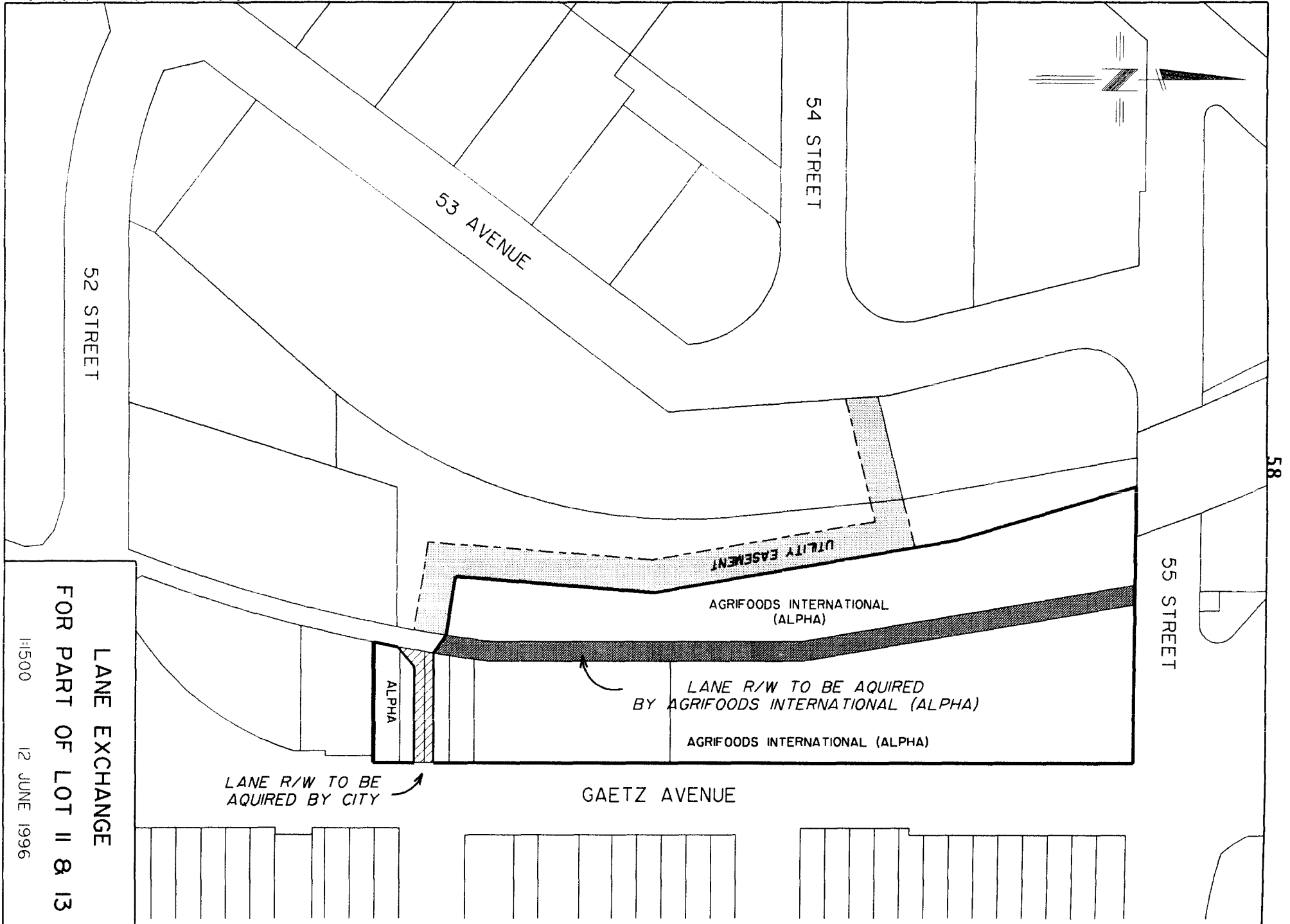
4. The City of Red Deer is prepared to give Agrifoods International Cooperative Ltd. a Right of First Refusal for a five year period for the City owned land west of Agrifoods Lot 3, Plan 6233 RS. Should the City receive a bona fide offer during this five year period, the City would give Agrifoods 30 days notice to exercise their Right of First Refusal.



Alan V. Scott

PAR/mm

Att.



COMMENTS:

We concur with the recommendations of the Land and Economic Development Manager.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

**DATE:** June 19, 1996

**TO:** Land and Economic Development Manager

**FROM:** City Clerk

**RE:** ***NEW WATER AND E. L. & P. ALIGNMENT, LAND EXCHANGE,  
EASEMENT AND LEASE / ROAD CLOSURE BYLAW 3173/96***

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**FILE**

At the Council Meeting of June 17, 1996, consideration was given to your report dated June 11, 1996 concerning the above. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Land and Economic Development Manager dated June 11, 1996, re: New Water and E. L. & P. Alignment, Land Exchange, Easement and Lease, hereby approves the land exchange, easement and lease between The City and Nearctic and Agrifoods International Cooperative Ltd., for lands outlined on the plan included with the above noted report, subject to the following conditions:

- '1. (a) Land Exchange - passage of a partial lane closure bylaw for the disposal of part of the lane dividing Agrifoods' Lot A, Lot B, Plan 4925 RS and Lot 3, Plan 6233 RS.
- (b) Lot A, Lot B, Plan 4925 RS and Lot 3, Plan 6233 RS and the lane to be consolidated by plan of survey, into one lot.
- (c) Easement to be granted to The City of Red Deer by Agrifoods to cover the utilities located in the lane.
2. (a) Transfer from Agrifoods to The City of Red Deer for Part of Lots 11 - 13, Plan K, to be utilized by the City for realignment of water line.
- (b) The total area for Lot 2A to be leased by The City of Red Deer to Agrifoods for \$30.00 per annum, plus property taxes.
3. (a) All advertising, legal survey, application and registration fees to be shared on a 50/50 basis.
- (b) Land exchange, easement and lease agreements be to the satisfaction of the City Solicitor.

Land and Economic Development Manager  
June 19, 1996  
Page 2

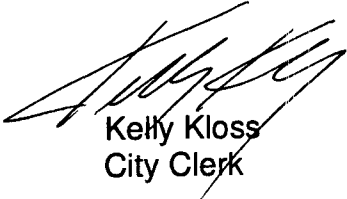
4. The City of Red Deer is prepared to give Agrifoods International Cooperative Ltd. a Right of First Refusal for a five year period for the City owned land west of Agrifoods for Lot 3, Plan 6233 RS. Should the City receive a bona fide offer during this five year period, the City would give Agrifoods 30 days notice to exercise their Right of First Refusal,'

and as presented to Council June 17, 1996."

In addition to the above resolution, Council gave first reading to Road Closure Bylaw 3173/96.

This office will now proceed with the advertising of said Road Closure Bylaw with a Public Hearing to be held July 15, 1996 at the Council Meeting, commencing at 7:00 p.m. or as soon thereafter as Council may determine.

By way of a copy of this memo I will be asking Sandra Ladwig to contact your office with respect to an account number to be charged for this advertising.



Kelly Kloss  
City Clerk

KK/clr  
attchs.

- c Director of Corporate Services
- Director of Development Services
- Director of Community Services
- City Assessor
- City Solicitor
- Council and Committee Secretary, S. Ladwig
- C. Rausch

Item No. 9

**DATE:** June 10, 1996  
**TO:** City Clerk  
**FROM:** Director of Corporate Services  
**RE:** 1996 BUDGET RESOLUTION

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Attached is a 1996 budget summary incorporating the actual requisitions received from other authorities.

**Requested Action**

Council approval.



A. Wilcock, B. Comm., C.A.  
Director of Corporate Services

Att.

*a\96bud\clk 96 bud res jun10 96*



**THE CITY OF RED DEER**  
**REVISED 1996 OPERATING AND CAPITAL BUDGET**

| DESCRIPTION                            | PAGE NO. | 1996 EXPENDITURE | 1996 REVENUE  | NET EXPENITURE (REVENUE) |
|--|----------|------------------|---------------|--------------------------|
| <b><u>TAX SUPPORTED</u></b>            |          |                  |               |                          |
| Assessment & Tax                       | 2000     | \$702,046        | \$101,100     | \$600,946                |
| City Clerk & Elected Officials         | 2100     | 859,227          | 101,000       | 758,227                  |
| City Hall Operations                   | 2200     | 590,976          | 12,294        | 578,682                  |
| Community Services Directorate         | 2400     | 325,151          | 238,058       | 87,093                   |
| Community Services General             | 2500     | 4,750,727        | 1,472,233     | 3,278,494                |
| Corporate Services Directorate         | 2600     | 154,827          | 154,827       | 0                        |
| Development Services Directorate       | 2700     | 185,908          | 185,908       | 0                        |
| Electric Light & Power                 | 2800     | 38,860,350       | 37,868,350    | 992,000                  |
| Emergency Services                     | 2900     | 6,740,374        | 683,042       | 6,057,332                |
| Engineering Administration             | 3000     | 1,365,051        | 531,960       | 833,091                  |
| General City Programs                  | 3100     | 4,382,555        | 40,885,766    | (36,503,211)             |
| Information Technology Services        | 3200     | 1,579,240        | 918,214       | 661,026                  |
| Inspections & Licensing                | 3250     | 956,192          | 924,500       | 31,692                   |
| Land & Economic Developmment           | 3300     | 6,983,473        | 6,781,645     | 201,828                  |
| Mayor & City Manager                   | 3400     | 414,029          | 3,100         | 410,929                  |
| Parking Fund                           | 3450     | 726,745          | 726,745       | 0                        |
| Personnel                              | 3500     | 685,153          | 39,060        | 646,093                  |
| Police                                 | 3600     | 7,477,252        | 902,434       | 6,574,818                |
| Public Works                           | 3800     | 32,286,904       | 26,107,665    | 6,179,239                |
| Recreation, Parks & Culture            | 3900     | 7,383,600        | 2,117,681     | 5,265,919                |
| Social Planning                        | 4000     | 1,970,198        | 1,065,752     | 904,446                  |
| Transit                                | 4100     | 2,867,475        | 1,557,524     | 1,309,951                |
| Treasury Services                      | 4200     | 2,333,724        | 1,202,319     | 1,131,405                |
| <b>TOTAL OPERATING BUDGET</b>          |          | 124,581,177      | 124,581,177   | 0                        |
| <b>MAJOR CAPITAL BUDGET</b>            |          | 15,391,000       | 15,391,000    | 0                        |
| <b>TOTAL OPERATING &amp; CAPITAL</b>   |          | 139,972,177      | 139,972,177   | 0                        |
| <b>REQUISITIONS &amp; OTHER LEVIES</b> |          | 23,965,920       | 23,965,920    | 0                        |
| <b>TOTAL 1997 BUDGET</b>               |          | \$163,938,097    | \$163,938,097 | \$0                      |

**COMMENTS:**

At the time Council approved the budget, a number of the requisitions were still outstanding. Now that we have this information, we respectfully request Council's approval.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager


**DATE:** June 19, 1996  
**TO:** Director of Corporate Services  
**FROM:** City Clerk  
**RE:** *1996 Budget Resolution*

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**FILE**

At the Council Meeting of June 17, 1996, consideration was given to your report dated June 10, 1996 concerning the above. At that meeting the attached resolution was passed.

The decision of Council in this instance is submitted for your information.



Kelly Kloss  
City Clerk

KK/clr

"RESOLVED that Council of The City of Red Deer hereby approves the following 1996 Operating and Capital Budget for The City of Red Deer, as presented to Council June 17, 1996:

**THE CITY OF RED DEER**  
**REVISED 1996 OPERATING AND CAPITAL BUDGET**

| DESCRIPTION                            | PAGE NO. | 1996 EXPENDITURE | 1996 REVENUE  | NET EXPENITURE (REVENUE) |
|--|----------|------------------|---------------|--------------------------|
| <b><u>TAX SUPPORTED</u></b>            |          |                  |               |                          |
| Assessment & Tax                       | 2000     | \$702,046        | \$101,100     | \$600,946                |
| City Clerk & Elected Officials         | 2100     | 859,227          | 101,000       | 758,227                  |
| City Hall Operations                   | 2200     | 590,976          | 12,294        | 578,682                  |
| Community Services Directorate         | 2400     | 325,151          | 238,058       | 87,093                   |
| Community Services General             | 2500     | 4,750,727        | 1,472,233     | 3,278,494                |
| Corporate Services Directorate         | 2600     | 154,827          | 154,827       | 0                        |
| Development Services Directorate       | 2700     | 185,908          | 185,908       | 0                        |
| Electric Light & Power                 | 2800     | 38,860,350       | 37,868,350    | 992,000                  |
| Emergency Services                     | 2900     | 6,740,374        | 683,042       | 6,057,332                |
| Engineering Administration             | 3000     | 1,365,051        | 531,960       | 833,091                  |
| General City Programs                  | 3100     | 4,382,555        | 40,885,766    | (36,503,211)             |
| Information Technology Services        | 3200     | 1,579,240        | 918,214       | 661,026                  |
| Inspections & Licensing                | 3250     | 956,192          | 924,500       | 31,692                   |
| Land & Economic Development            | 3300     | 6,983,473        | 6,781,645     | 201,828                  |
| Mayor & City Manager                   | 3400     | 414,029          | 3,100         | 410,929                  |
| Parking Fund                           | 3450     | 726,745          | 726,745       | 0                        |
| Personnel                              | 3500     | 685,153          | 39,060        | 646,093                  |
| Police                                 | 3600     | 7,477,252        | 902,434       | 6,574,818                |
| Public Works                           | 3800     | 32,286,904       | 26,107,665    | 6,179,239                |
| Recreation, Parks & Culture            | 3900     | 7,383,600        | 2,117,681     | 5,265,919                |
| Social Planning                        | 4000     | 1,970,198        | 1,065,752     | 904,446                  |
| Transit                                | 4100     | 2,867,475        | 1,557,524     | 1,309,951                |
| Treasury Services                      | 4200     | 2,333,724        | 1,202,319     | 1,131,405                |
| <b>TOTAL OPERATING BUDGET</b>          |          | 124,581,177      | 124,581,177   | 0                        |
| <b>MAJOR CAPITAL BUDGET</b>            |          | 15,391,000       | 15,391,000    | 0                        |
| <b>TOTAL OPERATING &amp; CAPITAL</b>   |          | 139,972,177      | 139,972,177   | 0                        |
| <b>REQUISITIONS &amp; OTHER LEVIES</b> |          | 23,965,920       | 23,965,920    | 0                        |
| <b>TOTAL 1996 BUDGET</b>               |          | \$163,938,097    | \$163,938,097 | \$0                      |

Item No. 10

660-012

DATE: June 12, 1996  
TO: City Clerk  
FROM: Director of Development Services  
E 911 Marketing Manager

**RE: REGIONAL E 911 SYSTEM**

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### **INTRODUCTION**

Many issues relating to E 911 have been evolving very rapidly over the last two to three months. We require Council direction on these issues. This document will provide some information on the issues to be discussed.

### **BACKGROUND**

In the 1996/1997 Emergency Services Department budget submitted to Council, the department recommended increasing the number of alarm operators from one per shift to two per shift by July 1997. The additional operator is required because we are reaching a point where service to our customers will suffer. The additional annual cost of this would be approximately \$250,000.

The Alberta Enhanced E 911 Guidelines for Call Answer Operation recommend a response to a call at the Call Answer Centre before two rings (about 10 seconds) 98% of the time. We are presently meeting this guideline 94.5% of the time. This is a significant variation from the guideline. **We do need to remember that this is a guideline, there is no "rule" that says we must achieve this.** The level of service in response time is established by Council. There is some potential liability exposure if we have an incident and it is demonstrated that we are regularly not meeting our established guideline.

### **911 CENTREX SYSTEM**

The present City of Red Deer 911 system is called a special assembly. All the name and location data for our present system lies within the computer at Fire Hall 3. Up until now this has been the best technology available and has served us well. This technology is supported by AGT. At present there are no phone line charges to the City.

AGT has recently developed and is marketing a new 911 system. It is Centrex E911. AGT has told us if we decide to continue to operate our present system they will continue to supply technical support. They have indicated, however, that there will be a line charge assessed in the future to maintain the old system. These charges will be in the order of \$5,000 per month or \$60,000 per year. This additional cost would have to be budgeted in the 1997 Emergency Services Department. The present system which we now have does require some maintenance and will require replacement at some time. We presently need to replace one

City Clerk  
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June 12, 1996

voice recording unit at a cost of \$4,000. We have been told that our file server needs to be rebuilt next year. The original cost of this unit was \$146,000. We have not yet received an estimate of the cost for the rebuild, but it would not be unreasonable to think the cost could be \$20,000 to \$50,000. In addition, experience has shown that maintenance of "obsolete" software becomes increasingly difficult with time.

With the new system proposed by AGT, all the hardware and software rests with AGT and they do all maintenance and upgrading. There is some hardware the City would require to hook to the system. If the City does decide to go with the Centrex system, AGT will buy back the existing City hardware at its depreciated value. The agreement with AGT for E911 would be for a eight year term.

One of the advantages of the Centrex system is that if for some reason either the line is tied up or some other condition prevents, a call from being answered in Red Deer would automatically be forwarded to the back up 911 centre and directed from there to the appropriate emergency service provider. The caller would not even be aware that there was a problem.

AGT has received preliminary CRTC approval to finance this new system through a \$0.42 per telephone line per month charge to the telephone customers in any municipality that wishes to hook up.

It is important that Council provide some direction in this regard. Connection to the Centrex system means that every phone line in the City will have a \$0.42 charge on their monthly phone bill. If we do not hook up we are facing an additional \$60,000 per year to operate the old system. From the time we sign up with AGT it will take approximately six months for the system to be put in place and the charges to start. The interim CRTC approval also allows an additional \$0.44 per line charge to be placed on telephone bills to pay for the call answer service. If Council chose to do this, \$0.37 would be returned to the City to help fund the cost of the call answer system. Council will have an opportunity to advise our citizens of what may be happening and discuss any issues around the financial impact of implementation.

As stated above, under AGT's interim approval, an E 911 call answer facility could garner \$0.37 per month per line it handles. If the City were to contract to service another 38,300 lines in other municipalities, this would generate an additional \$170,000 in revenue annually. This revenue could be used to partially offset the cost of a second alarm operator. It is also, in our mind, a fairer way of collecting the costs of 911 service than solely using the tax base. There are several properties in town that do not pay taxes, but could well need Emergency Services response. AGT charges \$0.07 to collect this money on behalf of the municipality. This means that the monthly charge for a phone line would increase by \$0.86 per month in total.

City Clerk  
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June 12, 1996

### **SYSTEM COSTS**

|                           |                                   |
|---------------------------|-----------------------------------|
| AGT System cost           | \$ 0.42 per line per month        |
| Call Answer location fee* | \$ 0.37 per line per month        |
| AGT administration fee    | <u>\$ 0.07 per line per month</u> |
| <b>TOTAL COST</b>         | <b>\$ 0.86 per line per month</b> |

\* \$0.005 must be remitted as GST

At present the AGT interim approval from CRTC provides for the system costs to be paid through the telephone line levy of \$0.42 per line per month. Our discussions with AGT indicate they are prepared to amend their submission of allowing The City of Red Deer to pay the City portion directly. If Council wishes to pursue this possibility, we would look into our options. Council also has the option of not having AGT collect the Call Answer fee and administration fee. This would mean that our operations would have to continue to be fully funded by the tax base.

### **REGIONAL E 911**

Previously Council has given informal direction to the Administration to pursue the possibility of The City of Red Deer providing 911 service on some type of a regional basis. Meetings have been held and contacts made on that basis. In practical terms, the City can provide regional service only if it is connected to the new Centrex system. If the City is going to have two alarm operators on a shift and is going to use the Centrex system, then an opportunity exists to offer E 911 service to surrounding communities. We believe that we could provide this service with the two operators that we require to meet our own needs for some time into the future. The City has made some initial steps toward this by initiating discussions with communities in the area. On April 11, 1996, representatives of the City met with area community representatives. There was strong interest by area communities for Red Deer providing call answer and dispatch services.

The Centrex technology is such that it does not impose any geographical limitations on communities. Any community in the province can physically offer E 911 service to any other municipality. There are several communities doing this. We have been meeting with a number of municipalities who have expressed interest in E 911 and are interested in what The City of Red Deer has to offer.

We have had discussions with the Councils of the Towns of Innisfail and Blackfalds. We have also had a meeting with the communities within the M.D. of Kneehill. These communities include the M.D. of Kneehill, Towns of Three Hills and Trochu, and the Villages of Linden and Acme.

City Clerk  
Page 4  
June 12, 1996

We have been invited by a group of municipalities in the County of Mountain View to submit a proposal for service and meet with them June 17. The City of Calgary will be our competition that night.

These communities are very anxious to get going and would like to know what The City of Red Deer has to offer. One of the pressing questions we need to answer is how are we going to deliver service; will it be with City staff or a private contractor? Council will recall that the issue of private sector delivery of 911 service was considered over a year ago. The issue was tabled until such time as some of the regional health issues advanced by the Province were clarified. Council also wanted to involve the public in any decision on this matter. This would be a lengthy process and if we wait until that process is concluded, we feel that we will have lost our opportunity to provide services to other communities. They will have signed up with other providers. This issue is particularly important to The Town of Olds who will not work with us if we choose not to use City employees.

We are suggesting that at this time we market the E 911 system on the basis that the services be delivered by City of Red Deer staff. We would enter into contracts of a two to three year duration. During that period, a committee we are proposing as part of our E 911 marketing plan, composed of representative of our customers as well as some type of public input process from within the City, could examine the desirability of considering privatization.

We have completed a cost estimate of an E 911 system which anticipates being able to offer E 911 service to The City of Red Deer and an approximately equal number of lines outside the City. We anticipate that the two operators could handle this load and still have capacity to handle growth in the City of Red Deer for some time into the future. The following table provides some annual operating cost comparisons for various scenarios.

|                        | Existing Staff   | Double Staff     | E 911 Red Deer    | E 911 Region      | Private            |
|------------------------|------------------|------------------|-------------------|-------------------|--------------------|
| Staff costs            | \$266,500        | \$516,500        | \$516,500         | \$576,000         |                    |
| Other                  | \$144,500        | \$214,500        | \$118,500         | \$120,000         | \$381,000          |
| Revenue                |                  |                  | (\$170,000)       | (\$340,000)       | (\$67,800)         |
| <b>Total City Cost</b> | <b>\$411,000</b> | <b>\$730,900</b> | <b>\$465,000*</b> | <b>\$356,000*</b> | <b>\$313,200**</b> |
| AGT Line Charges       | ---              | ---              | \$395,000         | \$395,000         | \$395,000          |
| Total Consumer Cost    | \$411,000        | \$730,900        | \$860,000         | \$751,000         | \$708,200          |

\* There are \$100,000 of one-time start up costs and an increase of \$0.86 per line for telephone customers in Red Deer.



City Clerk  
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June 12, 1996

\*\* This number assumes a high degree of success in their marketing program. We think based on our recent discussions with local communities these numbers may be overly optimistic. The \$0.86 per line charge also applies.

### **TYPE OF SERVICES OFFERED**

Call answer is receiving an emergency call and forwarding to the appropriate emergency responding agency for Fire, Police, or Ambulance and providing ambulance pre-arrival instructions when warranted.

Basic Dispatch is the same as call answer with the addition that a hard copy of the information is sent to the emergency responding agencies dispatch point.

Advanced Dispatch is managing the communications and resources of the responding agency.

The details of these services are outlined on the attached chart.

One of the big advantages The City of Red Deer has is that we have been in the business for over 25 years, have trained staff, and have an excellent track record. Our Alarm Operators are all trained as Emergency Medical Dispatchers. This allows them to give pre-arrival instructions to callers while they are waiting for an ambulance to arrive. If the situation is serious or life threatening, the Alarm Operator will stay on the line giving instructions until the ambulance arrives. This is a service we are offering as a part of our basic call answer service. We believe this to be a significant service we are able to offer because our operators are trained Emergency Dispatch Operators.

### **CALL ANSWER**

This is the basic service and involves answering the call and forwarding to appropriate Fire, Police, or Ambulance agency for that municipality. We would also provide pre-arrival medical instructions to the caller if necessary. This service is being offered for the basic fee of \$0.37 per line per month.

### **BASIC DISPATCH SERVICE**

We have suggested that basic dispatch service would be the same as call answer with the additional service of sending a hard copy of the call information. In this instance we would need some additional computer hardware. This would be at a small cost. The municipalities would be responsible for their own hardware and communication costs. We would in some cases incur some long distance charges for sending the information. We have proposed a flat yearly fee of \$250 for this service.

City Clerk  
Page 6  
June 12, 1996

### **ADVANCED DISPATCH SERVICE**

Provision of advanced dispatch is a complicated issue. We have outlined what a total dispatch would look like. There are many complications. The first is we are not yet sure, depending on the response to call answer, what capacity the alarm operators may have to undertake this. We suggest the fee for our services may be about \$6 to \$7 per telephone line per year. We think that this is a much higher level of service than most municipalities think of when they think "dispatch" and they may, therefore, be more interested in call answer when the matter is fully discussed with them.

A major complicating factor in dispatch is communication. Red Deer operates on a 800 Megahertz radio system. The provincial ambulance is on VHF. Other municipalities operate on various other systems. We are saying the necessary communication costs must be borne by the customer. These costs would be different for different customers depending on the individual situation.

In order for us to market the E 911 system, we must be assured that what we are doing is acceptable to Council and it fits with the vision that Council has. The fact is the situation is unfolding very rapidly. It is our view we must set our direction quickly or accept the fact the we will likely not have the opportunity to market our system regionally. The decisions made to address this situation do not in our view necessarily constrain Council's options with respect to the broader issues around service delivery in the Emergency Services Department.

### **RECOMMENDATIONS**

1. That Council agree at this time to offer call answer and dispatch services to area communities utilizing City of Red Deer employees. During the term of any agreements signed, the City would continue the public process of examining all options for service delivery. This process would include discussion with any communities we are providing service to.
2. That Council authorize the Administration to execute the provisioning agreement for E 911 services with AGT.
3. That Council undertake a public input process to determine how best to pay for E 911 service within the City of Red Deer. The options include use of line charges, continued use of the tax base or a combination of the two.

  
Bryon C. Jeffers, P. Eng.  
Director of Development Services

GAS/BCJ/emg  
Att.

  
Gordon A. Stewart, P. Eng.  
E 911 Marketing Manager

**COMMENTS:**

I concur with the recommendations of the Director of Development Services with respect to the provision of E911 service to both the City and the region. Specifically, I concur with the recommendation that we enter into an agreement with AGT for the provision of Centrex E911 Service. As can be seen from the chart on page 4 of the report, the total consumer cost of using Centrex E911, if we included service to the region, is approximately the same (\$731,000.00 vs \$751,000.00) as the cost without Centrex E911 for the City alone. It should be recognized that Centrex E911 is an enhanced service to that which we presently have. As indicated in the report, if we retain our existing system with double the staff, we anticipate significant costs for upgrading the technology every five years or so, which are impossible to estimate and thus are not included in the \$730,900.00. Because of the urgency outlined by the Director of Development Services, if we wish to offer the service regionally, the decision to proceed must be made immediately.

I would further recommend that the recovery of the cost of the enhanced system be made through the line charges which can be applied by AGT, because as indicated by the Director of Development Services, I believe this is a much fairer system than collecting from the tax base when we know that properties representing approximately 20% of the total assessed value in the City, do not pay taxes. This decision however, could be left until later if Council so prefers.

"H.M.C. DAY"  
City Manager

**FILE**

**DATE:** June 18, 1996  
**TO:** Director of Development Services  
**FROM:** City Clerk  
**RE:** **REGIONAL E911 SERVICES**

---

At the Council Meeting of June 17, 1996, consideration was given to your report dated June 12, 1996 concerning the above. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Development Services and E911 Marketing Manager dated June 12, 1996, re: Regional E911 System, hereby agrees as follows:

1. That the City offer call answer and dispatch services to area communities utilizing City of Red Deer employees. During the term of any agreements signed, the City would continue with the public process of examining all options for service delivery. This process would include discussion with any communities the City is providing service to, and
2. That Council authorize the Administration to execute the provisioning agreement for E911 Services with A.G.T.,

and as presented to Council June 17, 1996."

In addition to the above resolution, the following resolution was introduced:

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Development Services and E911 Marketing Manager dated June 12, 1996, re: Regional E911 System, hereby agrees that recovery for the cost of the E911 service be made through the line charges applied by A.G.T., and as presented to Council June 17, 1996."

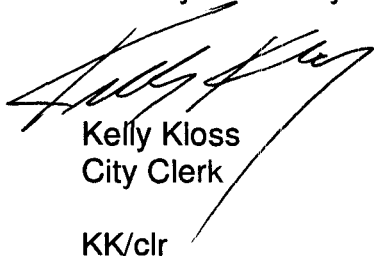
Director of Development Services  
June 18, 1996  
Page 2

Prior to voting on the second resolution, Council tabled same for up to four weeks to allow for additional clarification.

Council would like more information, as follows:

1. Can A.G.T. adjust their system, without going to the CRTC, to charge those places with multi lines only one charge relative to E911?
2. Will the cost to the City be decreased as/when additional communities come on board with The City of Red Deer?
3. Any other information you feel pertinent.

As this matter has been tabled for up to four weeks, a report can be included either on the July 2<sup>nd</sup> or July 15<sup>th</sup> Council Meeting agenda.



Kelly Kloss  
City Clerk

KK/clr

c Gord Stewart,  
E911 Marketing Manager

**LOCAL AUTHORITIES PENSION PLAN BOARD OF TRUSTEES**

3rd Floor Park Plaza, 10611 - 98 Avenue  
Edmonton, Alberta T5K 2P7  
Telephone: (403) 427-2782 Fax: (403) 427-1621

Sandra Weidner  
Chair

Jack Foley  
Vice-Chair

**Members:**

Kenneth Balkwill

Al Bishop

Rick Blakeley

Terry Cavanagh

Christofer Hylton

Margaret Johnson

Tony Krivoblocki

Wayne Layden

William Purdy

Grant Robertson

John Vanderkaay

Richard West

May 16, 1996

Her Worship Gail Surkan  
City of Red Deer  
P.O. Box 5008  
Red Deer, AB T4N 3T4

Dear Mayor Surkan:

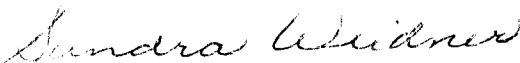
On April 12, 1996, representatives of the Local Authorities Pension Plan (LAPP) Board of Trustees met with the Alberta Urban Municipalities Association (AUMA) Board to discuss the issues involved in taking the LAPP out of statute. The AUMA Board has stated that it supports in principle the reform of the LAPP.

The previous LAPP Board and Government of Alberta had agreed that full responsibility for the LAPP should be transferred to employers and employees. The government provided for this agreement in section 15 of Schedule I of the Public Sector Pensions Plan Act. The LAPP Board of Trustees will be making a decision at the end of this year on whether to take the LAPP out of statute.

The LAPP Board of Trustees believes that it is now in a position to implement the establishment of the LAPP outside of statute and is recommending to each municipal council that it pass a resolution at its next or subsequent meeting supporting the change in governance. The LAPP Board of Trustees will be making the same recommendation to all employers who participate in the LAPP. Attached is a brief paper outlining the reasons for your municipal council to support the transfer to stakeholders.

Representatives of the Local Authorities Pension Plan Board of Trustees would be pleased to meet with your municipality to answer questions prior to or at the time your council considers the resolution.

Yours truly,



Sandra Weidner  
Chair

/bj

Att.

cc: John Mattison, AUMA

Alberta Urban Municipalities

AND

THE LOCAL AUTHORITIES PENSION PLAN

On April 12, 1996, representatives of the Local Authorities Pension Plan (LAPP) Board of Trustees met with the Alberta Urban Municipalities Association (AUMA) Board to discuss the issues involved in taking the LAPP out of statute. The AUMA Board has stated that it supports in principle the reform of the LAPP. The following is a background document on the LAPP's move to independence.

## **PUBLIC SECTOR PENSION PLANS ACT**

Section 15 of Schedule 1 of the Public Sector Pension Plans Act provides for the Government of Alberta to transfer full responsibility for the LAPP to plan stakeholders. The government is of the view that employers and employees should take over full responsibility for the Plan.

Section 15 provides for the LAPP Board of Trustees to terminate the Plan by resolution passed by 75% of Board members representing employers, employees and retirees. The resolution must also have the support of a majority of the employer and employee Board Members.

Section 15 also requires employer approval to develop the new LAPP and have costs paid from the LAPP Fund. A majority of employers who employ at least 50% of the Plan's participants must agree. Once such approval is received the LAPP will be re-established pursuant to the laws of the Province of Alberta (Employment Pension Plans Act) and the federal laws of Canada (Income Tax Act).

The LAPP Board of Trustees plans to have the re-established LAPP in effect by January 1, 1998.

The LAPP Board of Trustees has been consulting with employers and employees on this matter since November of 1995 and has asked all employers to have their respective Boards approve motions of support.

We ask that each that each municipal council give its approval at its next meeting.

## **PLAN FINANCES**

As at December 31, 1995, there was \$5.4 billion in the LAPP pension fund. The LAPP Board of Trustees is currently having a valuation of the plan done to determine the outstanding obligations of the fund. This valuation will be completed by the end of July 1996.

Preliminary indications from the Plan's Actuary are that the LAPP is close to being fully funded.

Moving closer to being fully funded is important, as the Government of Alberta no longer guarantees any of the benefits provided by the public sector pension plans, including the LAPP.

## **AUMA REPRESENTATION ON THE LAPP BOARD OF TRUSTEES**

The LAPP Board of Trustees has 14 members - 6 representing employers, 6 representing employees, 1 representing retirees and 1 representing the Crown. AUMA has 2 employer representatives (one is for a four year term and one for a two year term) and municipal employees have 2 members on the Board. Municipal employees are also represented by an out-of-scope employee representative on the Board. AUMA's representatives on the Board are Bill Purdy (892-2699) and Terry Cavanagh (496-8148).



The AUMA representation on the Board corresponds roughly to the number of employees municipalities have in the LAPP and ensures that the views of the municipalities are well represented on any matter which comes before the Board. As well, such representation enables municipalities to influence and direct any future changes the LAPP might make to meet changing employer and employee needs.

The LAPP Board of Trustees believes any changes which might be needed to the LAPP can be more readily made once the LAPP is out of statute.

## **MUNICIPAL PARTICIPATION IN THE LAPP**

Municipal employees account for approximately 30% of the Plan's 81,000 participating employees. Many of the municipal employees are long serving and have a significant stake in the LAPP. As the LAPP Pension Fund moves closer to being fully funded, there is greater security of benefits.

Participation in the LAPP provides for increased mobility amongst the approximate 130 municipalities who participate in the Plan.

LAPP contributions represent about 30% of total employer benefit costs. This portion of employer benefit costs are administered on behalf of municipalities to the highest standards under the direction of the Board of Trustees. The Board is responsible to employers and employees participating in the LAPP and to members receiving pensions.

## **LAPP PLAN ADMINISTRATION**

Alberta Pensions Administration (APA) administers the LAPP on behalf of the Board. APA is one of the largest pension plan administrators in Canada and has been involved in pension administration for over 40 years. Administration costs are below average in comparison to similar pension plan administrators in Canada.

## **LAPP INVESTMENT FUND**

The LAPP Investment Fund is invested by the Investment Management Division (IMD) of Alberta Treasury. IMD invests the LAPP Pension Fund under an investment policy which was developed by the LAPP Board of Trustees with assistance from professional advisors.

In 1995 the total fund returned 17.4%. Over a four year period ending December 31, 1995, the fund returned 10.4% per year.

## **FUTURE LAPP BOARD MAKE-UP**

The Board is composed of twelve employer and employee members, representing municipal governments and the health and education sectors in approximate proportion to the numbers of employees each sector has in the LAPP.

It is intended that each sector will continue to be represented in proportion to the number of employees it has in LAPP.

**SUMMARY**

It is the view of the Government of Alberta that LAPP employers and employees should take full responsibility for the plan.

Given:

- a) that the LAPP finances are now in excellent condition;
- b) that the Plan is efficiently administered by APA which provides quality low cost administration;
- c) that Plan funds are effectively managed by professional money managers and monitored by the Board on a regular basis;
- d) that moving out of statute will enable the LAPP to be more responsive to the needs of employers and employees; and
- e) that the Public Sector Pension Plans Act provides for the Government of Alberta to transfer responsibility to stakeholders;

the LAPP Board of Trustees recommends that each municipal council pass a resolution in the form attached.

## **RESOLUTION**

### **Reform of the Local Authorities Pension Plan**

WHEREAS the Local Authorities Pension Plan has provided municipal employees with a secure and effective retirement plan for many years;

AND WHEREAS legislative reforms in the past several years have greatly enhanced the level of participation of employers and employees in the management and operations of the Local Authorities Pension Plan;

AND WHEREAS the Government of Alberta has expressed a desire to remove itself completely from the administration of the Local Authorities Pension Plan;

AND WHEREAS the Local Authorities Pension Plan and its Board of Trustees have evolved to a point where a legislated relationship with the provincial government is no longer necessary;

AND WHEREAS section 15 of the Public Sector Pension Plans Act requires a clear indication of support from participating employees and employers in order to re-establish the plan pursuant to the laws of the Province of Alberta and the federal laws of Canada applicable thereto;

THEREFORE BE IT RESOLVED that the \_\_\_\_\_

1. formally endorse the termination of the Local Authorities Pension Plan as a statutory pension plan,
2. agree to its re-establishment as a non-statutory pension plan, and
3. agree to charging the costs incurred in taking the LAPP out of statute to the LAPP fund.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Administrator

Date: \_\_\_\_\_

**DATE:** June 6, 1996

**TO:** Kelly Kloss  
City Clerk

**FROM:** Grant Howell                      Alan Wilcock  
Personnel Manager                      Director of Corporate Services

**RE:** Local Authorities Pension Plan

---

The Alberta Urban Municipalities Association has requested that Council support, through resolution, the change of the Local Authorities Pension Plan from a statutory pension plan to a non-statutory pension plan. In simpler terms, the recommendation is to change from a plan which is governed by its own bill (statute) to a plan that is subject to the same rules and regulations that all other pension plans must abide by under the Employee Pension Plans Act.

## **BACKGROUND**

The Local Authorities Pension Plan was established by The Province in 1962 to provide pension coverage for municipal workers and other "local authorities" such as the health and education (other than university academic) sectors. Because it was established under statute, there was no requirement to fund the plan in the same way that non-statute plans had to be funded. Contributions were taken into general revenues and payments were guaranteed by the government. There were several other public sector plans, of varying types and with differing benefits, that were incorporated by statute and administered using the same funding philosophy. They included the Public Service Pension Plan, the Public Service Management Pension Plan, the Special Forces Pension Plan and the Universities Academic Pension Plan. The City of Red Deer joined the Local Authorities Pension Plan in 1967.

In 1981, the government decided that it needed to fund its growing pension liability. \$1.1 billion was set aside, with the acknowledgement that a further approximately \$1 billion was required to fully fund the five plans. However, the economy deteriorated sharply in 1982 and that funding was never put in place. This did not present a particular problem to participants, as the practice of taking contributions into general revenue and guaranteeing payment of pensions continued.

In 1991, the government announced fundamental changes to the way public sector pensions would be administered. After more than a year of working to decide how to separate the plans in terms of value (contributions less benefits) each of the plans was assessed an actuarially based unfunded liability. In 1992, Alberta Treasury announced "an agreement" where the members of the plans would pick up the largest share of the unfunded liability and the plans would move toward independence from government. The government agreed to pick up a small portion of the unfunded liability, which

caused some consternation in that, prior to this date, they retained sole authority over the required rate of contributions to the plan and guaranteed the payment of pensions. It was felt by most that the government should have brought the plans to a "zero balance" (i.e. no unfunded liability) before transferring them to separate bodies.

Legislation was passed in December of 1993 which incorporated the reform process. It established a Board of Trustees to provide overall management of the Plan during a transition period, but kept the trusteeship of the fund under the Provincial Treasurer until pension reform is complete. The Province's Investment Management Division has retained the responsibility for managing the five billion dollar (June, 1995) fund through this transition period.

## **THE PROPOSAL**

The general direction of Local Authorities Pension Plan reform is to place this plan under the Employee Pension Plans Act, removing it from political influence. Specifically it recommends that The City of Red Deer:

1. formally endorse the termination of the Local Authorities Pension Plan as a statutory pension plan,
2. agree to its re-establishment as a non-statutory pension plan, and
3. agree to charging the costs incurred in taking the LAPP out of statute to the LAPP fund.

The proposal to change from a statutory plan to a non-statutory plan is a good one. If the five public sector plans had been under the Employee Pension Plans Act from the beginning, there would not have been a crisis in funding. Alberta's pension legislation is among the best in Canada and it makes sense to have our plan governed by that legislation.

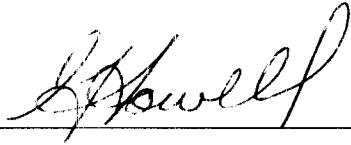
It also makes sense to pay for the transition of the plan from the funding itself, as it is reasonable to distribute that cost among the beneficiaries of the change.

With respect to the administration of the fund, the Board of Trustees will have the option to remain with Alberta Pensions Administration or to choose their own administrator when reform is complete. Currently, the Province is providing very competent service at a very reasonable rate. We are getting a good deal and reasonable rates of return on our large fund.

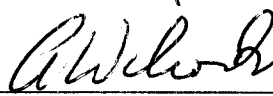
Board makeup is the only area of minor concern. The Alberta Urban Municipalities Association is represented by two elected officials, neither of whom are or can be plan members. If a major thrust of taking the plan out of statute is to lessen political influence on the plan, it would be better to have at least one administrator as part of the municipal employer representation on the Board.

**RECOMMENDATIONS:**

- 1, That Council pass the attached resolution
2. That Council suggest to the AUMA that municipal corporations include one administrator in their representation on the Board of Trustees.



Grant Howell  
Personnel Manager



Alan Wilcock, B. Com., CA  
Director of Corporate Services

/rg

***COMMENTS:***

We fully concur with the recommendations of the Director of Corporate Services and Personnel Manager.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

DATE \_\_\_\_\_

TO:

☐

DIRECTOR OF COMMUNITY SERVICES

☒

DIRECTOR OF CORPORATE SERVICES

☐

DIRECTOR OF DEVELOPMENT SERVICES

☐

CITY ASSESSOR

☐

E. L. &amp; P. MANAGER

☐

ENGINEERING DEPARTMENT MANAGER

☐

FIRE CHIEF

☐

INFORMATION TECHNOLOGY SERVICES MANAGER

☐

INSPECTIONS AND LICENSING MANAGER

☐

LAND AND ECONOMIC DEVELOPMENT MANAGER

☒

PERSONNEL MANAGER

☐

PUBLIC WORKS MANAGER

☐

R.C.M.P. INSPECTOR

☐

RECREATION, PARKS &amp; CULTURE MANAGER

☐

SOCIAL PLANNING MANAGER

☐

TRANSIT MANAGER

☐

TREASURY SERVICES MANAGER

☐

PRINCIPAL PLANNER

☐

CITY SOLICITOR

☐

\_\_\_\_\_

FROM:

CITY CLERK

RE:

Local Authorities Pension Plan

\_\_\_\_\_

Please submit comments on the attached to this office by June 7, 1996  
for the Council Agenda of June 17, 1996.

"KELLY KLOSS"  
City Clerk

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL



**THE CITY OF RED DEER**

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4

FAX: (403) 346-6195

City Clerk's Department  
(403) 342-8132 FAX (403) 346-6195

June 19, 1996

Alberta Urban Municipalities Association  
8712 - 105 Street  
Edmonton, AB T6E 5V9

**FILE**

Dear Sirs:

**RE: LOCAL AUTHORITIES PENSION PLAN**

At the City of Red Deer's Council Meeting held June 17, 1996, consideration was given to the attached correspondence from the Local Authorities Pension Plan Board of Trustees, dated May 16, 1996. At that meeting, the following resolution was passed:

"WHEREAS the Local Authorities Pension Plan has provided municipal employees with a secure and effective retirement plan for many years; and

WHEREAS legislative reforms in the past several years have greatly enhanced the level of participation of employers and employees in the management and operations of the Local Authorities Pension Plan; and

WHEREAS the Government of Alberta has expressed a desire to remove itself completely from the administration of the Local Authorities Pension Plan; and

WHEREAS the Local Authorities Pension Plan and its Board of Trustees have evolved to a point where a legislated relationship with the provincial government is no longer necessary; and

WHEREAS section 15 of the Public Sector Pension Plans Act requires a clear indication of support from participating employees and employers in order to re-establish the plan pursuant to the laws of the Province of Alberta and the federal laws of Canada applicable thereto;

... / 2



*a delight  
to discover!*

THEREFORE BE IT RESOLVED that Council of The City of Red Deer:

1. formally endorse the termination of the Local Authorities Pension Plan as a statutory pension plan;
2. agree to its re-establishment as a non-statutory pension plan, and
3. agree to charging the costs incurred in taking the LAPP out of statute to the LAPP fund."

Subsequent to the above resolution, the following additional resolution was passed relative to representation of municipal corporations on the Board of Trustees.

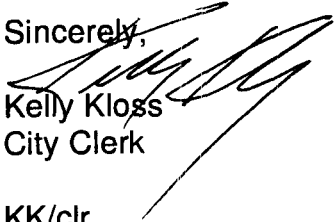
"RESOLVED that Council of The City of Red Deer, having considered correspondence from the Local Authorities Pension Plan Board of Trustees dated May 16, 1996, re: Reform of Local Authorities Pension Plan, hereby recommends to the Alberta Urban Municipalities Association that municipal corporations include one administrator in the representation of the Board of Trustees for the Local Authorities Pension Plan, and as presented to Council June 17, 1996."

For your information, I have attached the administrative comments that were presented to City Council concerning this issue.

I trust that you will now be investigating the possibility of including one administrator on the Board of Trustees for the Local Authorities Pension Plan.

If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,



Kelly Kloss  
City Clerk

KK/clr  
attchs.

c     Director of Corporate Services  
       Personnel Manager

**THE CITY OF RED DEER**

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4

FAX: (403) 346-6195

City Clerk's Department  
(403) 342-8132 FAX (403) 346-6195

June 19, 1996

**FILE**

Local Authorities Pension Plan  
Board of Trustees  
3<sup>rd</sup> Floor, Park Plaza  
10611 - 98 Avenue  
Edmonton, AB T5K 2P7

Att: Sandra Weidner, Chair

Dear Ms. Weidner:

At the City of Red Deer's Council Meeting held June 17, 1996, consideration was given to your letter dated May 16, 1996 concerning the Local Authorities Pension Plan. At that meeting the following resolution was passed:

"WHEREAS the Local Authorities Pension Plan has provided municipal employees with a secure and effective retirement plan for many years; and

WHEREAS legislative reforms in the past several years have greatly enhanced the level of participation of employers and employees in the management and operations of the Local Authorities Pension Plan; and

WHEREAS the Government of Alberta has expressed a desire to remove itself completely from the administration of the Local Authorities Pension Plan; and

WHEREAS the Local Authorities Pension Plan and its Board of Trustees have evolved to a point where a legislated relationship with the provincial government is no longer necessary; and

WHEREAS section 15 of the Public Sector Pension Plans Act requires a clear indication of support from participating employees and employers in order to re-establish the plan pursuant to the laws of the Province of Alberta and the federal laws of Canada applicable thereto;

... / 2



*a delight  
to discover!*

Local Authorities Pension Plan  
Board of Trustees  
June 19, 1996  
Page 2

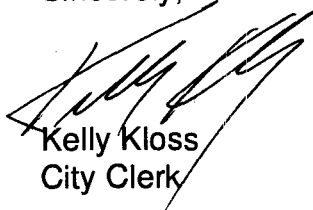
THEREFORE BE IT RESOLVED that Council of The City of Red Deer:

1. formally endorse the termination of the Local Authorities Pension Plan as a statutory pension plan;
2. agree to its re-establishment as a non-statutory pension plan, and
3. agree to charging the costs incurred in taking the LAPP out of statute to the LAPP fund."

For your information, I have attached a copy of the administrative report that was presented to Council relative to this issue. One area of minor concern addressed by the Administration, was the Board make up. The Alberta Urban Municipalities Association is represented by two elected officials, neither of whom are or can be members. If a major thrust of taking the plan out of the statute is to lessen political influence on the plan, it would be better to have at least one administrator as part of the municipal employer representation. As a result of this concern, Council agreed to suggest to the Alberta Urban Municipalities Association that municipal corporations include one administrator in their representation on the Board of Trustees of the Local Authorities Pension Plan.

Thank you for the opportunity to comment on this matter. If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,



Kelly Kloss  
City Clerk

KK/clr  
attchs.

c     Director of Corporate Services  
      Personnel Manager

Environment  
CanadaEnvironnement  
Canada

Prairie and Northern Region  
200, 4999 - 98 Avenue  
Edmonton, Alberta  
T6B 2X3

June 5, 1996

Mr. Wayne Pander and Mr. Don Bachelor  
The Environmental Advisory  
City of Red Deer  
4914 - 48th Avenue  
Box 5008  
Red Deer, Alberta  
T5N 3T4

Dear Mr. Pander and Mr. Bachelor:

I would like to extend my congratulations to your Environmental Advisory Board for your outstanding efforts in protecting our environment here in western Canada.

Your Board demonstrated outstanding commitment and care for the preservation and conservation of the environment. Your efforts have successfully facilitated environmental responsibility and positive action within your community.

It is with great pleasure that we see your accomplishments recognized nationally through the **1996 Canadian Healthy Environment Awards**. It is our hope that your achievements will serve as an inspiration for other municipalities to undertake similar efforts towards protecting and conserving the environment.

Yours sincerely,

Jim Vollmershausen  
Regional Director General



JUN - 7 1996

CITY OF RED DEER

**DATE:** June 18, 1996

**TO:** Environmental Advisory Board

**FROM:** City Clerk

**RE:** 1996 CANADIAN HEALTHY ENVIRONMENT AWARD

**FILE**

At the June 17<sup>th</sup>, 1996 Council Meeting, Mr. Wayne Pander presented the 1996 Canadian Healthy Environment Award to Council. Mr. Pander recently received this award in Ottawa on the City's behalf.

Council's thanks are extended to the Environmental Advisory Board and the City Staff in bringing this positive recognition to Red Deer.



Kelly Kloss  
City Clerk

KK/clr

c Director of Community Services  
Recreation, Parks and Culture Manager

Item No. 3

# ST. MARY'S

---

 6 MCMILLAN AVE., RED DEER, AB., T4N 5X8 • PHONE: 347-3114 FAX: 346-5115
 

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May 22, 1996

Kelly Kloss, City Clerk  
 City of Red Deer  
 4914 48 Avenue  
 Red Deer, Alberta  
 T4N 3T4

Dear Mr. Kloss:

May we get the parking regulations changed on the 39th Street service road in front of St. Mary's Church? Over the past several weeks it has been brought to our attention that many of our parishioners have been receiving parking tickets when parked on the north side of the above-mentioned service road. We realize that there is to be no parking along that particular area, although this is the first time we have ever been made aware of such a problem.

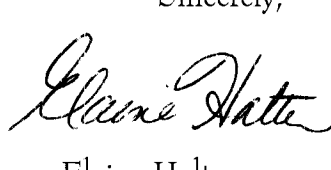
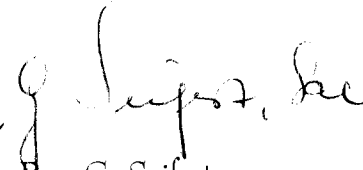
We have found that two way traffic is still possible with vehicles parked on either side. Also we have found that though the width of the service road does not change - from Maxwell Avenue to McMillan Avenue parking is permitted on both sides, but only on the south side of the road from McMillan Avenue west to Mitchell Avenue.

We request that the signs be removed to allow parking on both sides along the full length of the service road. If this is not feasible, we request that parking be permitted from 8:00 a.m. to 1:00 p.m. on Sundays. If you have some reluctance in granting this approval on a permanent basis then perhaps you would consider a six month trial period.

We would prefer that approval be given at an administrative level based on the above logic. However, if this is not possible we would like to appear before Council.

In the event there are any questions concerning this request please contact Councillor Volk who is aware of our problem.


Sincerely,

Elaine Halter  
 Parish Council

Rev. G. Seifert  
 Pastor

CC: Jason Volk  
 Ryan Strader, By-law and Inspections Manager  
 Inspector Scott Sutton



MAY 30 1996

CITY OF RED DEER

# fire chief memorandum

---

**Date:** 06/05/96

**To:** CITY CLERK

**From:** Fire Chief

**RE: PARKING RESTRICTION, 39 STREET ADJACENT ST. MARY'S  
CHURCH**

---

As indicated in the attached memo from the Chief Safety Codes Officer, the No Parking requirements on the north side of this Service Road are to meet the requirements of the Alberta Building Code. As the Alberta Building Code is a Provincial statute, this requirement cannot be ammended by an Administrative or Council resolution.



**Robert Oscroft**

**Fire Chief/General Manager**

**c.c. Director Development Services**

**RCMP Inspector**

**Public Works Manager**

**Inspections and Licensing Manager**



DATE: June 5, 1996

TO: Fire Chief

FROM: Fire Prevention

RE: PARKING RESTRICTION - 39 Street adjacent to St. Mary's Church

In response to the letter from Elaine Halter, I wish to offer the following information for your consideration.

- The area of roadway in question is 8 meters in width.
- If vehicles are parked on one side only, the roadway is reduced to 6 meters.
- This roadway provides the only access to the St. Mary's Church parking lot which is on the east side of the Church.
- This portion of the roadway is marked "No Parking" on the north side so as to comply with the emergency access requirements of the Alberta Building Code which reads as follows.

"A portion of a roadway or yard provided as a required access route for fire department use shall:

- have a clear width of not less than 6 meters.
  - be connected to a public thoroughfare.
- To have parking on both sides would reduce the roadway to much less than the required 6 meters.



Ken Webster  
Fire Marshal

**DATE:** June 12, 1996

**TO:** City Clerk

**FROM:** Ken Webster,  
Chief Safety Codes Officer

**RE: ST. MARY'S CHURCH / SAFETY CODE / ACCESS REQUIREMENTS**

---

As previously stated, the roadway in question is part of the required Fire Department access routes.

Because of the size and type of occupancy of St. Mary's Church, access requirements are more demanding than for single family dwellings.

See the attached excerpts from the Alberta Building Code:

Section 3.2.5.5. describes buildings which are more than 600 m<sup>2</sup> which is the case for St. Mary's Church.

Section 3.2.5.6(1) requires that access routes be located within 3 to 15 metres of the principal entrance. This only applies to buildings described in Section 3.2.5.5.

Section 3.2.5.6(2)(c) covers the requirements for access routes in the case of single family dwellings. The required distance in this case is not more than 45 metres. This requirement can be met from 39 Street (i.e. approx. 32 metres from 39 Street to front entry of the houses facing 39 Street) hence, there is no parking restriction along the service road fronting the houses.

Section 3.2.5.7. describes Access Route Design in which is included the clear 6 metre width requirement.

"Ken Webster"  
Chief Safety Codes Officer

### 3.2.5.5. Access Routes

(1) Every *building* which is more than 3 storeys in *building height* or more than 600 m<sup>2</sup> in *building area* shall be provided with access routes for fire department vehicles

- (a) to the *building* face having a principal entrance, and
- (b) except for Group B, Division 1 *major occupancies*, to each *building* face having access openings for fire fighting as required in Articles 3.2.5.1. and 3.2.5.2. (See Appendix A.).

### 3.2.5.6. Location of Access Routes

(1) Access routes required by Article 3.2.5.5. shall be located so that the principal entrance and every access opening required by Articles 3.2.5.1. and 3.2.5.2. are located not less than 3 m and not more than 15 m from the closest portion of the access route required for fire department use, measured horizontally from the face of the *building*.

(2) Access routes shall be provided to every *building* so that

- (a) for *buildings* provided with a fire department connection, a fire department pumper vehicle can be located adjacent to the hydrants described in Article 3.2.5.16.,
- (b) for *buildings* not provided with a fire department connection, a fire department pumper vehicle can be located so that the length of the access route from a hydrant to the vehicle plus the unobstructed path of travel for the fire fighter from the vehicle to the *building* is not more than 90 m, and
- (c) the unobstructed path of travel for the fire fighter from the vehicle to the *building* is not more than 45 m.

(3) The unobstructed paths of travel for the fire fighter required by Sentence (2) from the vehicle to the *building* shall be measured from the vehicle to the fire department connection provided for the *building*, except that where no such connection is provided, the paths of travel shall be measured to the principal entrance of the *building*.

(4) Where a portion of a *building* is completely cut off from the remainder of the *building* so that there is no access to the remainder of the *building*, the access routes required by Sentence (2) shall be located so that the unobstructed path of travel from the vehicle to one entrance of each such portion is not more than 45 m.

(5) Compliance with this Article is not required for an existing *building* in which construction was started before May 31, 1981 and for which access routes were neither required nor provided at the time of construction.

### 3.2.5.7. Access Route Design

(1) A portion of a roadway or yard provided as a required access route for fire department use shall

- (a) have a clear width of not less than 6 m, unless it can be shown that lesser widths are satisfactory,
- (b) have a centreline radius of not less than 12 m,
- (c) have an overhead clearance of not less than 5 m,
- (d) have a change of gradient of not more than 1 in 12.5 over a minimum distance of 15 m,
- (e) be designed to support the expected loads imposed by fire fighting equipment and be surfaced with concrete, asphalt or other material designed to permit accessibility under all climatic conditions,
- (f) have turnaround facilities for any dead-end portion of the access route more than 90 m, and
- (g) be connected with a public thoroughfare. (See Appendix A.)

### 3.2.5.8. Water Supply

(1) Except as required in Sentence (3) and except for a *building* that is neither more than 3 storeys in *building height* nor more than 600 m<sup>2</sup> in *building area*, a *building* shall have a supply of water available for fire fighting purposes not less than the quantity derived from the following formula.



**Protected "A"**

Red Deer City Detachment  
P.O. Bag 5033  
Red Deer, Alberta  
T4N 6A1

Your file      Votre référence

Our file      Notre référence

City Clerk's Department  
City of Red Deer  
4914 - 48 Avenue  
Red Deer, Alberta  
T4N 3T4

June 6, 1996


Dear Sir:

**RE: PARKING RESTRICTION - 39 Street  
Adjacent to ST. MARY'S CHURCH**

---

I have reviewed the parking situation in this regard and feel that parking should only be allowed on one side of the street and not both sides.

Because of the narrow street, there is no room for two vehicles to meet and pass. Which ever way the signing goes, we will enforce appropriately.

  
(M.A. WILLIAMS) Sgt.  
N.C.O. i/c Traffic Section  
Red Deer City Detachment

/cf

DATE: June 11, 1996

TO: City Clerk

FROM: Engineering Department Manager

**RE: PARKING RESTRICTION - 39 STREET ADJACENT TO ST. MARY'S CHURCH**

---

According to our files, the south 39 Street Service Road, immediately adjacent to St. Mary's Church, was designated as one-way eastbound in 1970. In 1973, it was converted back to a two-way operation. We have no further details in our files.

Based on public complaints in 1976, the Traffic Advisory Committee removed the parking on the north side of the service road immediately adjacent to the Church. This action was taken as the driving surface was deemed to be not wide enough for two-way traffic with parking on both sides. It is 30 ft wide, and vehicles parked on both sides of the road require 16 ft of space. With parking on both sides of the road, the remaining travel lane width is 14 ft, which is not wide enough to support two directions of travel at a reasonable speed. When driving adjacent to parked vehicles, a minimum travel lane width is 10 ft each.

The 30 ft road width with parking on both sides is sometimes tolerable where light traffic and parking conditions prevail. When two opposing vehicles need to pass, there is usually vacant parking space in the immediate vicinity for one vehicle to pull off, allowing the other vehicle to pass by.

Since traffic at this location is usually light, the 30 ft road width may be tolerable for two-way operation with parking permitted on both sides at most times. However, during Church functions, traffic and parking demand is heavy. In this circumstance, there would be no vacant parking space for through vehicles to temporarily drive into and one of the opposing vehicles would likely have to backup. Depending on how close the parked vehicles are to the curb, there may be barely enough room for two vehicles to pass under an almost stopped condition.

St. Mary's Church has recently expanded which has increased the demand on service road parking. It is unlikely that the service road will operate satisfactorily as a two-way road with parking on both sides under these heavy conditions.

City Clerk  
Page 2  
June 11, 1996

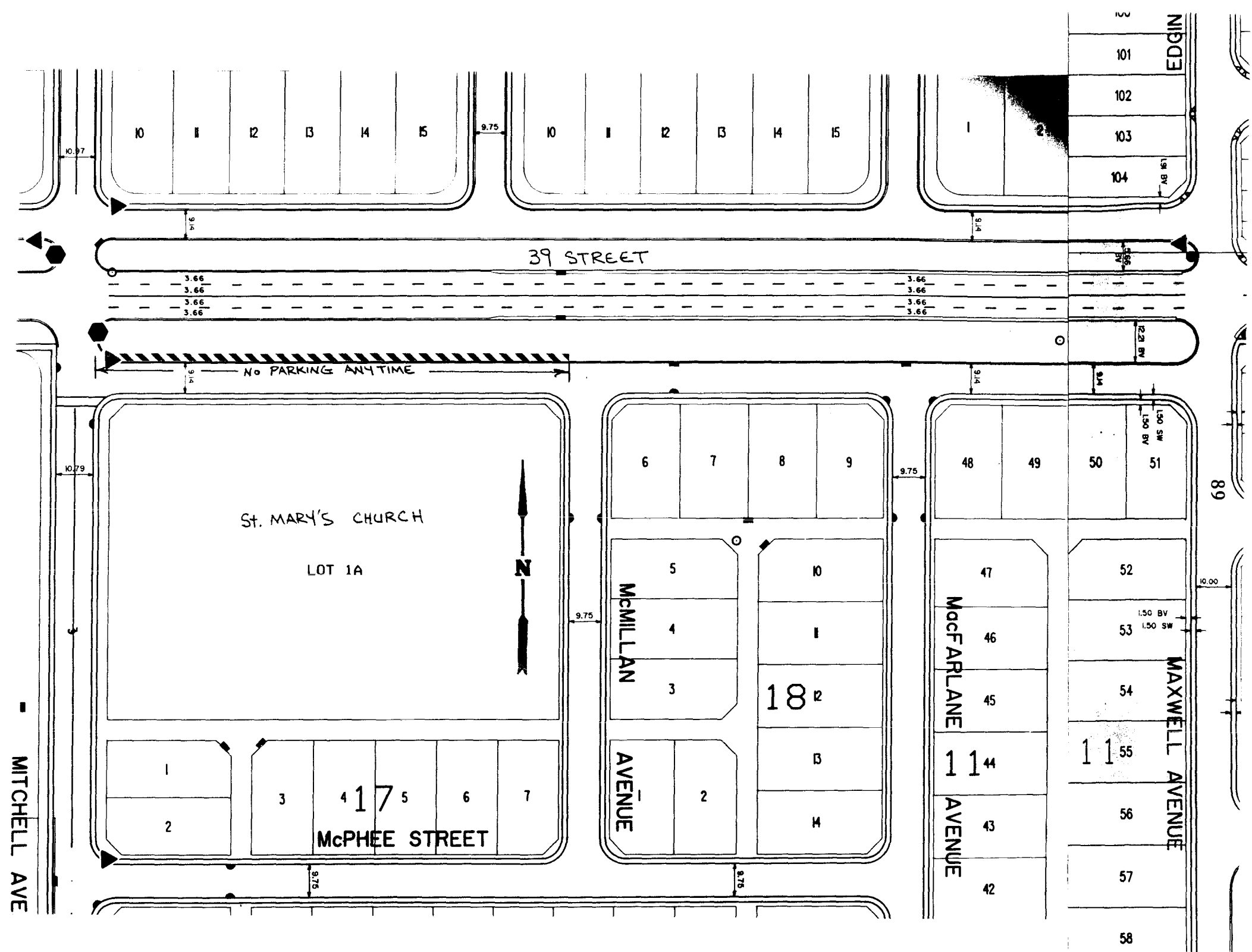
**RECOMMENDATION**

In view of the above, we would respectfully recommend that the existing "NO PARKING ANYTIME" zone on the north side of the 39 Street Service Road, immediately adjacent to St. Mary's Church, be left as is.

A handwritten signature in black ink, appearing to read "Ken G. Haslop".

Ken G. Haslop, P. Eng.  
Engineering Department Manager

CYL/emg



**COMMENTS:**

I concur with the recommendations of the Engineering Department Manager and in particular with the comments of the Fire Department with respect to Code requirements. We recommend that Council retain the "no parking" on the south side of 39 Street service road.

"H.M.C. DAY"  
City Manager



*St. Mary's Parish*

6 McMillan Ave.

RED DEER - ALBERTA  
T4N 5X9**FILE****Submitted To City Council****Date:** *June 17/96*

June 17, 1996

Kelly Kloss, City Clerk  
City of Red Deer  
4914 48 Avenue  
Red Deer, AB  
T4N 3T4

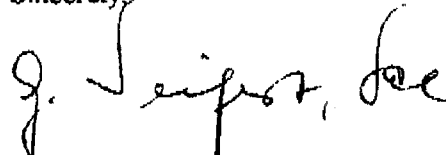
Dear Mr. Kloss:

Thank you for investigating the possibility of changing the parking regulations for the north side of the 39 Street service road located north of our parking lot.

In view of the information and comments received from your office last Friday, we withdraw our request to allow parking on both sides of the above-mentioned service road.

Thank you again for your information and assistance.

Sincerely,

Rev. G. Seifert, SAC  
Pastor

*St. Mary's Parish*  
6 McMillan Avenue  
Red Deer, Alberta, T4N 5X8  
Phone (403) 347-3114  
FAX (403) 346-5115

**Fax**

---

If you do not receive all pages please call back immediately: (403) 347-3114

If you have received this FAX in error, please notify us immediately and return the original fax to us by mail at our expense.

Date: *June*  
To: *City of Red Deer*  
Attention: *Kelly Kloss, City Clerk*  
Fax No. *346-6195*  
From: *St. Mary's Parish*  
Number of Pages - including this cover sheet: *2*  
Comments:

*Re Request to change parking  
regulations.*

---

DATE: MAY 27, 1996

TO: DIRECTOR OF COMMUNITY SERVICES  
DIRECTOR OF CORPORATE SERVICES  
X DIRECTOR OF DEVELOPMENT SERVICES  
CITY ASSESSOR  
E. L. & P. MANAGER  
ENGINEERING DEPARTMENT MANAGER  
X FIRE CHIEF (EMERGENCY SERVICES)  
INFORMATION TECHNOLOGY SERVICES MANAGER  
INSPECTIONS AND LICENSING MANAGER  
LAND AND ECONOMIC DEVELOPMENT MANAGER  
PERSONNEL MANAGER  
X PUBLIC WORKS MANAGER  
X R.C.M.P. INSPECTOR  
RECREATION, PARKS & CULTURE MANAGER  
SOCIAL PLANNING MANAGER  
TRANSIT MANAGER  
TREASURY SERVICES MANAGER  
PRINCIPAL PLANNER  
CITY SOLICITOR

FROM: CITY CLERK

RE: Parking Restriction - 39 Street adjacent to St. Mary's Church

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

---

Please submit comments on the attached to this office by June 10, 1996 for the Council Agenda of June 17, 1996.

"Kelly Kloss"

City Clerk



## THE CITY OF RED DEER

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4

FAX: (403) 346-6195

FILE No.  
**FILE**

City Clerk's Department  
(403) 342-8132 FAX (403) 346-6195

May 31, 1996

St. Mary's  
Mrs. Elaine Halter, Parish Council  
Rev. G. Seifert, Pastor  
6 McMillan Avenue  
Red Deer, AB T4N 5X8

Dear Sir/Madam:

I am in receipt of your letter dated May 22, 1996 re: Parking Restrictions on 39<sup>th</sup> Street.

This item will be discussed and possibly a decision made at the meeting of Red Deer City Council on June 17, 1996.

Your request has been circulated to City administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday, June 14, 1996.

In the event you wish to be present at the Council meeting, would you please telephone our office on June 14<sup>th</sup> and we will advise you of the approximate time that Council will be discussing this item. Council meetings begin at 4:30 p.m., and adjourn for the supper hour at 6:00 p.m., reconvening at 7:00 p.m. When arriving at City Hall, please enter City Hall at the park side entrance and proceed to the Council Chambers on the second floor.

If you have any questions in the meantime, please do not hesitate to contact the writer.

Sincerely,

KELLY KLOSS  
City Clerk

KK/fm



BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

*a delight  
to discover!*

**THE CITY OF RED DEER**

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4

FAX: (403) 346-6195

City Clerk's Department  
(403) 342-8132 FAX (403) 346-6195

June 19, 1996

**FILE**

St. Mary's Parish  
6 McMillan Avenue  
Red Deer, AB T4N 5X8

Att: Reverend G. Seifert

Dear Reverend:

**RE: PARKING REGULATIONS FOR THE NORTH SIDE OF 39 STREET SERVICE  
ROAD, ADJACENT TO ST. MARY'S CHURCH**

This is to confirm your letter of June 17, 1996 wherein you requested that the above agenda item be withdrawn from Council's consideration.

If we can be of any further assistance, please do not hesitate to contact the undersigned.

Sincerely,

Kelly Kloss  
City Clerk

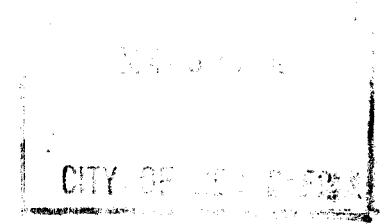
KK/clr

c Director of Development Services  
Fire Chief  
Inspector Sutton

*a delight  
to discover!*

Item No. 4

May 28, 1996



The City of Red Deer  
P.O. Box 5008  
Red Deer, Alberta  
T4N 3T4

Attention: City Clerk  
Parkland Community Planning Services  
City Council

Dear Sir or Madam;

**RE: PARKING ON CORNETT DRIVE ADJACENT TO COSGROVE CRESCENT EAST**

We received a letter from your Mr. Chi Y. Lee dated May 13, 1996 concerning the parking in front of our home at 254 Cornett Drive. The parking was pulled for 28 meters east and west of Cosgrove Crescent due to the lack of visibility caused by the curve in Cornett Drive and the vehicles parking on the north side.

We agree that this corner is tricky unless caution is exercised when entering Cornett Drive. It is also has high pedestrian traffic early in the morning and in the mid afternoon as a result of students using the bus stop on the south side of Cornett Drive. So, we agree that safety is an important issue at this and many intersections throughout Red Deer.

After supposedly checking conditions (when and for how long?), the City decided to pull the parking north and south of Cosgrove Crescent. This removes parking on the street in front of the homes of several of your tax payers. You then mentioned we could park in our garages or on our parking pads at the back. We can still park on the street if we choose to use Cosgrove Crescent or other parts of Cornett Drive. Why would we park our car in front of someone else's home on Cornett Drive? This is bound to cause a few problems. We do not have a parking pad or a garage. We can park on Cosgrove but it means a fair walk to either door of our house and the vehicles are out of sight from any window in our house. Cosgrove Crescent is poorly lit in this area. This makes the vehicles we park there targets for vandalism.

As far as whether the changes are right or whether they are beneficial to motorists and residents in the area, we have our doubts. How did you come to the conclusion that pulling the parking was the best solution for all involved? We doubt much thought was put into it. What bothers us the most is that you arrived at a conclusion to an issue without involving the people that are the most affected by the conclusion. That is just poor management. People buy into change better when they have had a say in what the change should be. If you involved your voting tax payers in the area we could have offered other solutions and most likely created a win/win situation for most of the people involved.

Some alternatives might have been:

1. Slow traffic through the area and warn of the blind intersection.
2. 3 way yield or stop.
3. Convex mirror.
4. Any combination of the above.

I am sure that the others concerned have even better ideas than these.

2.

You have made a decision that affects us directly without asking how we felt or if we had any ideas about the issue. The parking restriction probably makes our house less desirable to potential buyers. We know it would have made a difference to us. Will we get a discount in our tax rate for the inconvenience it causes? What about our vehicles, are you going to light the corner better or do we just live with any vandalism that occurs? We already have to cut the hedges to your specifications do we still have to take care of a city side walk that we cannot park in front of anymore? The front of our place is now virtually inaccessible to anyone but the mailman. If your new rules stay in effect the house needs to be turned 90 degrees to the East to make the front something other than a bathroom for every dog in the community.

As you can see the issue is a little more complicated than just arbitrarily pulling parking from a few tax payers. We hope you will see fit to reopen the issue and have all the people affected by the change involved in the solution. If anything it will allow us to put ourselves in each others shoes as well as come up with a solution that is less adversarial. We look forward to working together with the city to bring this issue to a close.



Regards

Mark & Colleen Flette  
254 Cornett Dr.  
Red Deer, Alta.  
346-0687

Mark and Colleen Flette  
254 Cornett Drive  
Red Deer, Alberta  
T4P 2W2

E. Lisa Marshall  
266 Cornett Drive  
Red Deer, Alberta  
T4P 2Y3

Sandra Taylor  
268 Cornett Drive  
Red Deer, Alberta  
T4P 2Y3

Terry Guhl  
264 Cornett Drive  
Red Deer, Alberta  
T4P 2Y3

Karen Lynn Carter  
270 Cornett Drive  
Red Deer, Alberta  
T4P 2Y3

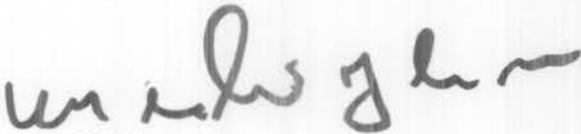
Dear

**RE: PARKING ON CORNETT DR. ADJACENT TO COSGROVE CRES. EAST**

We have received motorists complaint that visibility at the Cosgrove Crescent east and Cornett Drive intersection is restricted. This is due to the road curve and vehicles parking on the north side of Cornett Drive.

After checking the conditions out on the road, the City will improve safety by restricting parking for a distance of approximately 28 meters on the north side of Cornett Drive, both east and west of Cosgrove Crescent east. This removes on-street parking in front of several residential houses with parking garages or parking pads at the back. On street parking is still available on Cosgrove Crescent and other parts of Cornett Drive.

As you are one of the residents affected, we want to keep you informed. We trust the safety improvement will be beneficial to the motorists and residents in the area. If you need further information, please do not hesitate to call us at 342-8158.



Chi Lee

c: City Clerk

Parkland Community Planning Services





**Protected "A"**

Red Deer City Detachment  
P.O. Bag 5033  
Red Deer, Alberta  
T4N 6A1

Your file      Votre référence

Our file      Notre référence


Kelly KLOSS  
City of Red Deer  
4914 - 48 Avenue  
Red Deer, Alberta  
T4N 3T4

May 9, 1996

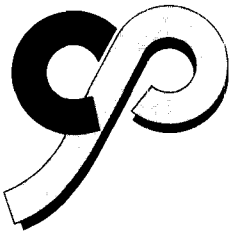
**RE: Brian & Kerria SMITH**  
**Parking of Vehicles on Cornett Drive**

I do agree with the SMITH's in this regard. I feel it would be safer to have no parking on the north side of Cornett Drive at the corner of Cosgrove for at least two vehicle lengths from the standard corner restrictions.

I do not have any statistics in regards to motor vehicle accidents at this corner due to vehicle parking in the past.

  
(M.A. WILLIAMS) Sgt.  
N.C.O. i/c Traffic Section  
Red Deer City Detachment

/cf



**PARKLAND  
COMMUNITY  
PLANNING  
SERVICES**

Suite 500, 4808 Ross Street  
Red Deer, Alberta T4N 1X5  
Phone: (403) 343-3394  
FAX: (403) 346-1570

**DATE:** June 7, 1996

**TO:** KELLY KLOSS, CITY CLERK

**FROM:** TONY LINDHOUT, PLANNER

**RE:** PARKING ON CORNETT CRES. ADJACENT TO COSGROVE CRES.

**Background Information**

The issue of parked vehicles, poor visibility and traffic congestion on Cornett Drive has been previously identified as a problem by some area residents. Most recently, during a community public meeting regarding a multiple family development proposed for the corner of 30th Avenue and Cornett Drive, residents made mention of the traffic visibility problem at the Cosgrove Crescent & Cornett Drive intersection.

The City Engineering Department has determined that this intersection presents a safety concern and therefore have implemented a parking ban at this corner location. Traffic exiting from Cosgrove Crescent and wishing to turn either right or left onto Cornett Drive were experiencing difficulty seeing on-coming west bound traffic on Cornett Drive when there were vehicles parked along the north side of Cornett Drive. Compounding the situation is the fact that Cornett Drive is a curved roadway at this location thereby adding to the visibility problem. Many of the residents fronting the north side of Cornett Drive have either garages and/or a parking area at the rear of their property.

**Recommendation**

Due to this situation being a safety issue, a reasonable solution must be found. The parking ban certainly appears to resolve the visibility problem but, it comes at the expense of an inconvenience to those local residents who can no longer park in front of their homes. If this solution creates undue hardship for some area residents, and if Council is unable to satisfactorily resolve this matter, it is recommended that a community meeting be held to explain and discuss with affected residents the situation, circumstances, and solutions considered and undertaken. This contact with area residents could be facilitated through the Clearview Meadows Community Association.

Tony J. Lindhout, ACP, MCIP  
PLANNER

- c.c. - Director of Community Services  
- Director of Development Services  
- RCMP Inspector

DATE: June 11, 1996

TO: City Clerk

FROM: Engineering Department Manger

**RE: PARKING ON CORNETT DRIVE ADJACENT TO COSGROVE  
CRESCENT EAST**

---

The City has received complaints from motorists that visibility at the Cosgrove Crescent east and Cornett Drive intersection is restricted and that turning onto Cornett Drive is unsafe. This is due to the road curve and vehicles parking on the north side of Cornett Drive. A copy of the most recent complaint from Mr. and Mrs. Brian Smith is attached.

This intersection was checked in the field on two different occasions by different Engineering Department staff. Both confirmed the existence of a sight distance problem.

At the same time we checked to see if alternate access was available to rear portions of the affected properties. There is a single car garage behind each of the four townhouse units immediately east of the intersection. There is a red shale parking pad behind the single house (the present complainant, Mr. Flette) immediately west of the intersection. Parking is available around the corner on both sides of Cosgrove Crescent. Other than the existence of a bus zone, parking is also available across the street on the south side of Cornett Drive.

In view of the safety concern and potential for liability claims should a vehicle or pedestrian accident occur, parking was removed for approximately 28 m on the north side of Cornett Drive, both east and west of Cosgrove Crescent. As parking was to be removed in front of four townhouses and one single family home, a letter was sent to each affected resident in advance with the intent of keeping them informed and explaining the reasons for the removal.

Complaints were subsequently received from three of the residents. All are concerned about the removal of parking, the potential lost in property value, and the potential for vandalism if their vehicle is not parked in front of their house. One agreed the removal is necessary for safety reasons. One suggested the installation of three-way yield signs. Mr. Flette indicated he just returned from an out-of-town trip. He was upset that he was not consulted first, and raised other solutions.

City Clerk  
Page 2  
June 11, 1996

Subsequent to the parking removal, we again checked the intersection on Thursday evening, June 6, 1996. Residents appeared to be adapting to the new parking restriction. On the north side of Cornett Drive, vehicles were parked according to the new signs. Across the street, on the south side of Cornett Drive, the curb spaces were mainly vacant. Around the corner, only three of the six available parking stalls on Cosgrove Crescent, between Cornett Drive and the back lane, were occupied.

The three alternatives suggested in Mr. Flette's letter are not, in our opinion, feasible for the following reasons:

1. Slow traffic through the area and warn of the blind intersection.

The problem, as confirmed in the field, is that vehicles on Cosgrove Crescent are not able to see approaching Cornett Drive vehicles. Slowing the Cornett Drive traffic or warning of the blind intersection would not improve the visibility.

2. Install three-way yield or stop signs.

The addition of stop or yield signs on Cornett Drive will be of help only if Cornett Drive traffic stops. Our experience with similar three-way stop situations on collector roads indicates that the installation of stop signs does result in non-compliance. Motorists do not expect to be stopped on a collector and particularly in this case where this intersection is relatively close to 30 Avenue. This creates another hazardous situation. Cosgrove Crescent motorists should be able to see approaching Cornett Drive traffic regardless of stop signs on Cornett Drive.

3. Convex Mirror

Convex mirrors are ineffective because

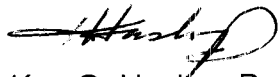
- a. It distorts the normal view of the road and the actual distance of the approaching traffic. The distorted view of a curve makes it particularly difficult for motorists to judge the speed and distance of approaching vehicles.
- b. The mirror is subject to vandalism. Constant maintenance is required to keep the mirror clear of dirt, dust, and vandalism. It subjects the City to liability claims if an accident occurred at the time the mirror was not fully maintained.

City Clerk  
Page 3  
June 11, 1996

### **RECOMMENDATION**

City Administration acted without community involvement in this matter, as we believe our action was necessary to promote the safety of those motorists and pedestrians using the intersection. There is also the matter of potential liability claim should the City be aware of a problem and fail to act. Sight distance is a problem and there would appear to be other areas of parking available. We believe that parking removal is the best action to take at this location. We would, therefore, respectfully recommend to Council that the parking restriction be continued.

We do not believe that a community meeting is necessary or appropriate. This matter is one of technical judgment and public safety, which is not usually negotiated with the community unless there are a number of options to consider. We have outlined the reasons for the parking removal both in writing and verbally to the residents, and there is little more we can do to satisfy their concern of loss of parking in front of their five residences.



Ken G. Haslop, P. Eng.  
Engineering Department Manager

CYL/emg

c. RCMP Inspector  
c. Principal Planner

Atten: Mr. Kelly Kloss  
 C/O City of Red Deer  
 4914-48 Avenue  
 Red Deer, AB T4N 3T3

April 27, 1996

Dear Mr. Kloss,

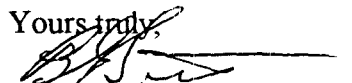
We were wondering if you could forward this letter to the right councilman or department for the changes that we would like to see implemented.

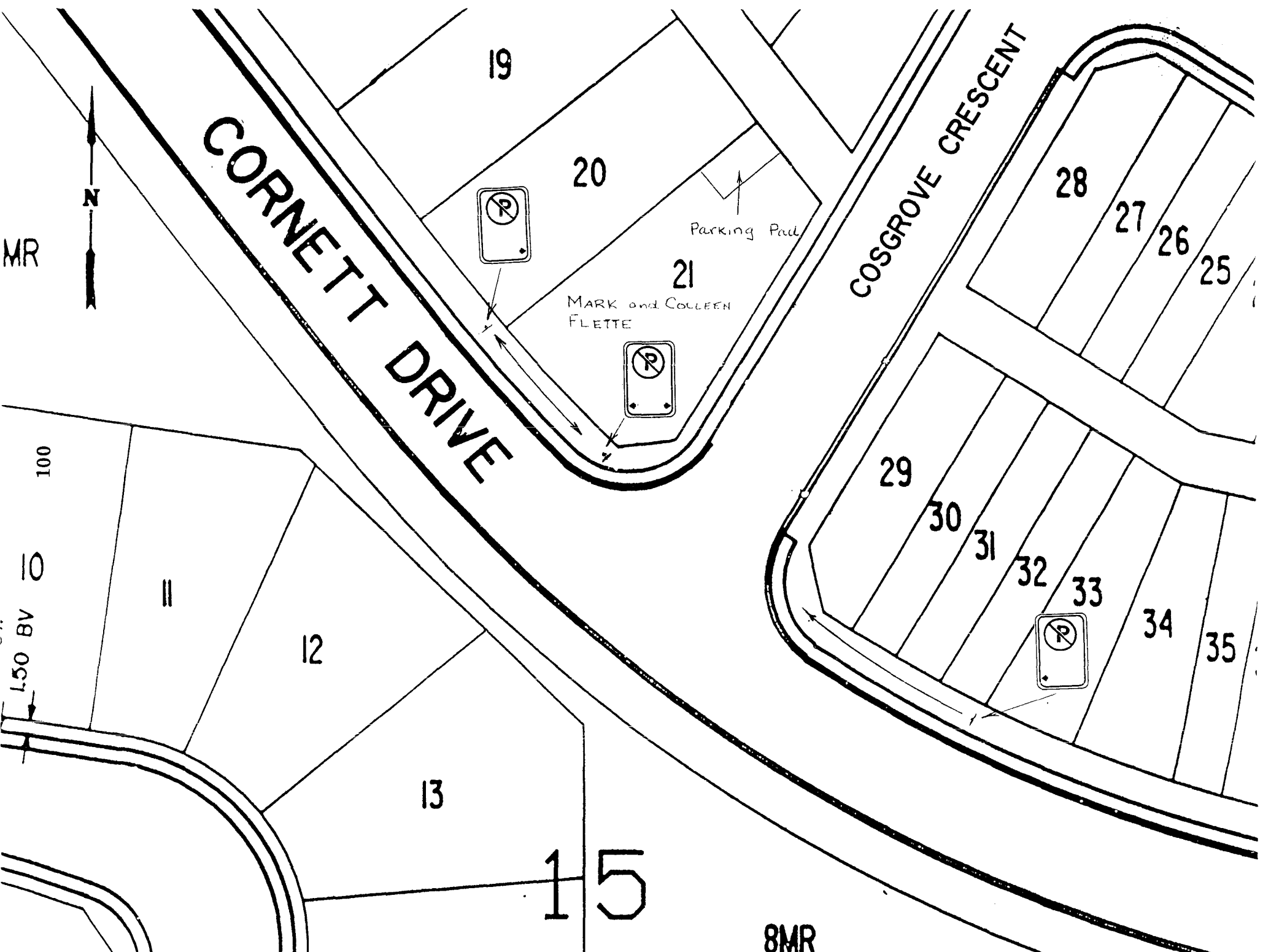
We are having trouble seeing traffic coming when we are pulling out from Cosgrove Crescent onto Cornett Drive because of the vehicles parked on the north side of the street on Cornett Drive. Since Cornett Drive has such a curve in it, and with the vans and half tons parked there, we have to almost pull out onto the street to see if any vehicles are coming. If an accident were to happen, we would be at fault for pulling out when unsafe to do so.

We have noticed that the townhouses that are on Cornett Drive all have garages for them, yet the townhouses behind them do not. It appears there was a reason for that. Could the City not make changes forcing the tenants either to use their garages or to park on the south side of the street on Cornett Drive? Cornett Drive is such a busy street, since it is the only entrance on the east side to Clearview, and is used by probably 90% of the people that work at Michener Centre. And when the new townhouses get built on Cornett Drive & 30th Avenue, it's only going to get worse.

We hope that everyone concerned will give this matter their fullest and earliest attention.

Yours truly,

  
 Brian & Kerria Smith  
 101-91 Cosgrove Crescent  
 Red Deer, AB T4P 2Z6



CORNETT DRIVE

COSGROVE CRESCENT

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MARK and COLLEEN  
FLETTE

Parking Pad

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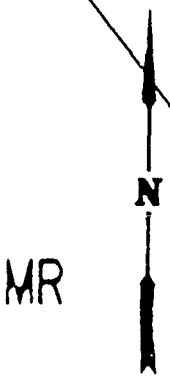
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8MR



1.50 BV  
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**COMMENTS:**

As can be seen from the attached reports, we have received a number of complaints with respect to safety at the intersection of Cornett Drive and Cosgrove Crescent. Council will recall that at a recent Council Meeting to discuss the development to the south of Cornett Drive, this matter was raised by a number of the participants in Council Chambers. As outlined by the Engineering Department Manager, the situation was reviewed and it was found that with the perspective of our primary concern, which is public safety, there would appear to be only one feasible solution, and that is to eliminate parking as indicated. The affected people were advised in advance of this action.

I concur with the comments of the Engineering Department Manager that the other proposed solutions are not altogether practical and we concur with his recommendation that the parking restrictions remain. It has been suggested by Parkland Community Planning that a community meeting be held. I see no merit in this as we already know a significant number of members of the community are requesting the action. Further, a community meeting has great merit where there are a range of solutions to a problem, and a compromise can be reached. However, in this case the issue is a matter of safety and not an issue that is amenable to compromised solutions.

For Council's information, residents are required under the Land Use Bylaw to provide space for off-street parking for two vehicles when the development of the property affected is approved by the Municipal Planning Commission or the Development Officer. This condition was met. A review in the field indicated that there is in fact off-street parking available on site. While this may represent some inconvenience to the residents, it does represent the solution for which the Land Use Bylaw was designed.

"H.M.C. DAY"  
City Manager





# THE CITY OF RED DEER

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4

FAX: (403) 346-6195

City Clerk's Department  
(403) 342-8132 FAX (403) 346-6195

June 19, 1996

Mark and Colleen Flette  
254 Cornett Drive  
Red Deer, AB T4P 2W2

Dear Mr. & Mrs. Flette:

**RE: PARKING ON CORNETT DRIVE ADJACENT TO COSGROVE CRESCENT  
(EAST)**

At the City of Red Deer's Council Meeting held June 17, 1996, consideration was given to your letter dated May 28, 1996, concerning the above topic. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Mark and Colleen Flette dated May 28, 1996, re: Parking on Cornett Drive Adjacent to Cosgrove Crescent, hereby agrees to retain the parking restriction of approximately 28 metres on the north side of Cornett Drive, both east and west of Cosgrove Crescent east, and as presented to Council June 17, 1996."

For your information, I have included the administrative comments that were presented to Council at the noted meeting. I appreciated the time you took to express your concerns to me, Mrs. Flette, in our telephone conversation of June 17<sup>th</sup>. Arriving at a solution that is acceptable to all those affected, can be difficult, however, our main motivation in this instance was that of public safety.

If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,

  
Kelly Kloss  
City Clerk

attchs.

c Director of Development Services  
Insp. S. Sutton  
Principal Planner



RED DEER

*a delight  
to discover!*

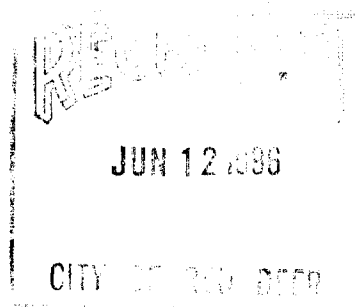


## RED DEER CHAMBER OF COMMERCE

3017 - 50th AVENUE, RED DEER, ALBERTA, CANADA T4N 5Y6 PHONE (403) 347-4491 FACSIMILE (403) 343-6188

June 7, 1996

Mayor Gail Surkan & Council  
City of Red Deer  
P.O. Box 5008  
Red Deer, Alberta T4N 3T4



Dear Mayor Surkan and Council:

### **RE: RED DEER INDUSTRIAL AIRPORT AUTHORITY**

The Airport Committee formed by the Chamber of Commerce with representation from the City, the County and the business community passed the following resolution unanimously at a meeting held May 28th, 1996.

**Der/Hillman - That we proceed with the establishment of the Red Deer Airport Authority. This Authority will consist of nine(9) members appointed equally by the City of Red Deer, the County of Red Deer and the business community. The Authority will be incorporated under the Laws of Alberta and will establish a constitution and by-laws based on provincial guidelines to be ratified by the stakeholders. The Red Deer Airport Authority will own the airport and be responsible for the operation and maintenance of this facility with financial support from the City, County and business sector for a fixed term. The first priority of the Authority will be to negotiate the purchase of this facility from Transport Canada, subject to appropriate terms and conditions. Carried.**

The Ad-Hoc Committee of the Red Deer Chamber of Commerce will supply the new authority with the financial information and forecasts available to assist them in the preparation of budgets and for long range financial planning.

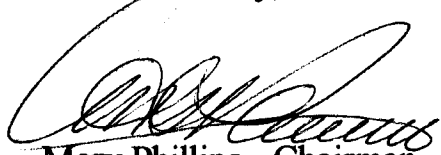


The immediate task will be for the stakeholders to select members from the community to serve on the Red Deer Airport Authority. Once this has been accomplished the Ad-Hoc Committee of the Red Deer Chamber will be dissolved.

Members of the Ad-Hoc Committee will be available at your council meeting June 17th, to answer any questions or supply additional information you require.

We trust that Council will approve the actions of the committee and thank you for your co-operation in this very important matter that will assure the future of airport service in Central Alberta.

Yours sincerely,

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

Merv Phillips - Chairman  
Airport Ad-Hoc Committee

MP:jdf



## RED DEER CHAMBER OF COMMERCE

3017 - 50th AVENUE, RED DEER, ALBERTA, CANADA T4N 5Y6 PHONE (403) 347-4491 FACSIMILE (403) 343-6188

### AIRPORT COMMITTEE 1995

|                           |   |                   |
|---------------------------|---|-------------------|
| Pat Henry                 | Chamber of Commerce<br>3017 Gaetz Avenue<br>T4N 5Y6   | 347-4491/343-6188 |
| Dennis Cooper             | Sky Wings Aviation<br>Box 190, Penhold<br>T0M 1R0     | 886-5191/886-4279 |
| Bill Haldane              | Haldane Appraisals<br>4920 Gaetz Ave<br>T4N 4A8       | 346-3351/347-1475 |
| Don Oszli                 | Burrington Heywood<br>#500, 4911 51 Street<br>T4N 6V4 | 347-2226/343-6140 |
| Herb Der                  | Parkland Savings<br>601, 4901 48 St<br>T4N 6M4        | 343-0144/347-6686 |
| Gary Hillman              | Hillman Air<br>Box 580, Penhold<br>T0M 1R0            | 886-4187/886-5682 |
| Merv Phillips             | Tango Productions<br>R.R.#4<br>T4N 5E4                | 886-4712/886-4712 |
| Lorne McLeod              | County of Red Deer<br>4758 32 Street<br>T4N 0M8       | 350-2150/346-9840 |
| Al Scott<br>Bryon Jeffers | City of Red Deer<br>P.O. Box 5008<br>T4N 3T4          | 342-8105/346-6195 |

\*\*\*\*\*

#### Resource:

|             |   |          |
|-------------|---|----------|
| Larry Brown | Red Deer Industrial Airport<br>City of Red Deer<br>P.O. Box 5008<br>T4N 3T4 | 886-4388 |
|-------------|---|----------|

#### OUR MISSION

TO STIMULATE SUSTAINABLE ECONOMIC GROWTH IN THE BUSINESS COMMUNITY OF RED DEER AND AREA

DATE: June 11, 1996

TO: City Clerk

FROM: Director of Development Services

**RE: RED DEER INDUSTRIAL AIRPORT - AIRPORT AUTHORITY**

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The writer, Mr. A. Scott (Land and Economic Development Manager), and Mr. G. Stewart (Public Works Manager) were present at the meeting when the resolution being considered was drafted.

We would like to preface our comments by commending Mr. Phillips and other members of the Committee for their hard work to date. Considerable time and energy has been expended reaching this point.

We would support the resolution presented in principle. The formation of an Authority to own and operate the Airport has considerable merit. Before a final decision can be made on this issue, there are a number of details that must be finalized. These include:

- ◆ What is the exact amount of financial contribution expected from the City and for what term? We would presume that the amount would be similar to that shown by the Chamber in their last presentation. Including reserve contributions, we recall this number to be in the order of \$150,000. As this agenda item reached us late, we did not have time to confirm this figure, the Authority would need to confirm the nature of the contributions from the County and the private sector as well.
- ◆ Leases that the City presently holds with various tenants at the Airport would have to be transferred to the Authority as a condition of their purchase of the Airport from Transport Canada.
- ◆ The disposition of buildings presently owned by the City would have to be determined.
- ◆ As the City would be a major funder of the Authority, it may be wise to provide for some form of financial accountability to the City.

City Clerk  
Page 2  
June 11, 1996

We would suggest that if the resolution forwarded by the Chamber is generally acceptable, that Council proceed with the process of selecting its representatives; and the other parties could do so as well. This group, when assembled, could continue with resolution of the details mentioned above and with formalization of the Authority.

We would be pleased to assist Council and the Chamber Committee in any way possible.

### **RECOMMENDATION**

It is respectfully recommended that Council support in principle the resolution forwarded by the Chamber of Commerce Airport Authority Committee. Such support would be conditional on the satisfactory resolution of all outstanding issues. We would further recommend that Council proceed with the process to select three representatives to form part of the Authority. When all members are appointed, they can work on the outstanding issues.



Bryon C. Sellers, P. Eng.  
Director of Development Services

BCJ/emg


c. Land and Economic Development Manager  
c. Public Works Manager

**COMMENTS:**

We concur with the recommendations of the Director of Development Services that there are still a significant number of outstanding issues. We believe these issues can best be addressed by the representatives that Council will appoint to the proposed authority. When the final details are available, a further report will be presented to Council prior to any final ratification of the proposal. By approving the attached resolution in principle, Council has indicated that if the issues can be resolved, they are supportive in this direction.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

DATE: JUNE 7, 1996  
TO: DIRECTOR OF COMMUNITY SERVICES  
DIRECTOR OF CORPORATE SERVICES  
X DIRECTOR OF DEVELOPMENT SERVICES  
CITY ASSESSOR  
E. L. & P. MANAGER  
ENGINEERING DEPARTMENT MANAGER  
FIRE CHIEF (EMERGENCY SERVICES)  
INFORMATION TECHNOLOGY SERVICES MANAGER  
INSPECTIONS AND LICENSING MANAGER  
 LAND AND ECONOMIC DEVELOPMENT MANAGER  
PERSONNEL MANAGER  
PUBLIC WORKS MANAGER  
R.C.M.P. INSPECTOR  
RECREATION, PARKS & CULTURE MANAGER  
SOCIAL PLANNING MANAGER  
TRANSIT MANAGER  
TREASURY SERVICES MANAGER  
PRINCIPAL PLANNER  
CITY SOLICITOR

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

FROM: CITY CLERK  
RE: Airport Authority

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Please submit comments on the attached to this office by Monday, June 10, 1996 for the Council Agenda of June 17, 1996.

"Kelly Kloss"  
City Clerk



**THE CITY OF RED DEER**

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4

FAX: (403) 346-6195

City Clerk's Department  
(403) 342-8132 FAX (403) 346-6195

June 19, 1996

Red Deer Chamber of Commerce  
3017 - 50 Avenue  
Red Deer, AB T4N 5Y6

Att: Airport Ad Hoc Committee  
Merv Phillips, Chairman

Dear Sir:

**RE: RED DEER INDUSTRIAL AIRPORT AUTHORITY**

At the City of Red Deer's Council Meeting held June 17, 1996, consideration was given to your correspondence dated June 7, 1996, concerning the above. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from the Red Deer Chamber of Commerce Airport Ad Hoc Committee dated June 7, 1996, re: Red Deer Industrial Airport Authority, hereby supports in principle the resolution forwarded by the Chamber of Commerce Airport Ad Hoc Committee, as outlined in the above noted letter, subject to the following conditions:

1. Satisfactory resolution of all outstanding issues,
2. The appointment of three representatives from The City to form part of the Authority
3. A further report being presented to Council for final ratification of the proposal,

and as presented to Council June 17, 1996."

Once all the outstanding issues have been resolved, I trust that you will be presenting a further report to Council for final ratification, as directed above.

... / 2

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to discover!*

Red Deer Chamber of Commerce  
Airport Ad Hoc Committee  
June 19, 1996  
Page 2

Council will be reviewing the appointment of City representatives at a future meeting and once the appointments have been made, this office will be advising you of same.

On behalf of Council, please accept their thanks for the Committee's efforts in making the Authority a reality.

If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,



Kelly Kloss  
City Clerk

KK/clr

c     Director of Development Services  
       Land and Economic Development Manager  
       Public Works Manager

**DATE:** June 19, 1996

**TO:** Director of Development Services

**FROM:** City Clerk

**RE: RED DEER INDUSTRIAL AIRPORT AUTHORITY**

---

**FILE**

At the Council Meeting of June 17, 1996, one clause in the resolution passed by Council relative to the Airport Authority, eluded to The City appointing three representatives to same. Council informally discussed the matter of appointments. It was suggested that Bev Hughes be appointed as one of the representatives. No direction was given relative to the other two representative positions and as such we are looking to you for recommendations you may have with respect to these appointments.

This matter will be presented to the Tuesday, July 2, 1996, Council Meeting and as such, ask for your recommendations by June 25, 1996.



Kelly Kloss  
City Clerk

KK/clr

Item No. 1

**BYLAW NO. 3163/A-96**

Being a Bylaw to amend Bylaw No. 3163/96, The Sign Bylaw of the City of Red Deer,

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE CITY OF RED DEER, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

Bylaw No. 3163/96 is hereby amended as follows:

- 1 That the word "Offenses" in the heading located above section 59 be replaced with the word "Offences".
- 2 That section 60 be amended by deleting same in its entirety and replacing it with the following:

"60 The penalty for a second offence shall be \$500.00."

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      A.D. 1996.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      A.D. 1996.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      A.D. 1996.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      A.D. 1996.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**BYLAW NO. 3172/96**

Being a Bylaw to close a portion of road in The City of Red Deer as described herein.

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CITY OF RED DEER, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1 The following portion of roadway in The City of Red Deer is hereby closed:

"All that portion of Edgar Industrial Crescent as Shown on Plan 912-0791, lying within

- a) Lot 6, Block 2, Plan \_\_\_\_\_ and containing 0.223 ha (0.55 acres), more or less
- ii) Lot 10 PUL, Block 3, Plan \_\_\_\_\_, and containing 0.001 ha (0.002 acres), more or less
- iii) Lot 8, Block 3, Plan \_\_\_\_\_, and containing 0.001 ha (0.002 acres), more or less
- iv) Lot 5 PUL, Block 2, Plan \_\_\_\_\_, and containing 0.010 ha (0.02 acres), more or less,

containing 0.232 ha (0.574 acres), more or less, excepting thereout all mines and minerals."

2 Bylaw 3166/96 is hereby repealed.

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      A.D. 1996.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      A.D. 1996.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      A.D. 1996.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      A.D. 1996.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**DATE:** June 19, 1996

**TO:** Transportation Advisory Committee

**FROM:** City Clerk

**RE:** **APPOINTMENT OF RED DEER COLLEGE STUDENT  
REPRESENTATIVE**

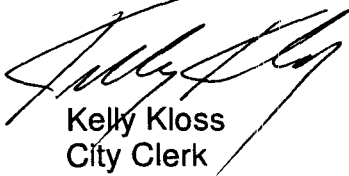
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**FILE**

At the City of Red Deer's Council Meeting held June 17, 1996, Council was advised that Andrea Mullen has resigned her position on the Transportation Advisory Committee as she is no longer a student at Red Deer College. As such, Benjamin Richards was appointed by the following resolution as the new Red Deer College Student Representative.

"RESOLVED that Council of The City of Red Deer hereby agrees to appoint Benjamin Richards to the Transportation Advisory Board as the Red Deer College Representative, to fill the unexpired term of Andrea Mullen, with said term to expire October 1997."

By way of a copy of this memo, I will be asking the secretary for the Transportation Advisory Committee to commence forwarding all agendas and relative documents to Mr. Richards.



Kelly Kloss  
City Clerk

KK/clr

c Director of Development Services  
Director of Community Services  
Council and Committee Secretary, C. Adams  
C. Rausch, Committee Directory

RDC Student's Association President,  
Mr. Curtis Van Hyfte

Mr. Ben Richards  
80 Card Crescent  
Red Deer, AB T4P 2E3

## **ADDITIONAL**

## **AGENDA**

\*\*\*\*\*

FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL

**MONDAY, JUNE 17, 1996**

COMMENCING AT **4:30 P.M.**

\*\*\*\*\*

1. City Clerk - Re: Ad Hoc Cat Control Committee - Review /  
Request to Table Matter for Up To Six Weeks

.. 1

2. *Transportation Advisory Committee -  
RDC Students' Association representative*
3. *3.73/96 - Road Closure Bylaw  
(Partial Lane Recharge (Rogers Island))*

## ITEM NO. 1                      ADDITIONAL AGENDA

**DATE:**        June 17, 1996**TO:**            City Council**FROM:**        City Clerk**RE:**            **CAT CONTROL AD HOC COMMITTEE - REVIEW**

---

At the Council Meeting of May 6, 1996, the issue of "cat control" was tabled to the June 17, 1996 Council Meeting.

As the report has not yet been finalized for presentation to City Council, it is requested that a further tabling motion be passed.

***RECOMMENDATION:***

That consideration of "cat control" be tabled for a period of up to six weeks.



Kelly Kloss  
City Clerk

KK/clr

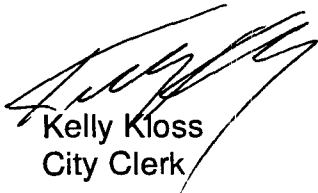


**FILE**

**DATE:** June 19, 1996  
**TO:** Inspections and Licensing Manager  
**FROM:** City Clerk  
**RE:** CAT CONTROL AD HOC COMMITTEE - REVIEW

At the Council Meeting of June 17, 1996, the issue of 'cat control' was tabled to the Tuesday, July 2, 1996 Council Meeting.

We will now be placing the relevant reports on the noted agenda.



Kelly Kloss  
City Clerk

KK/clr

c Alberta Animal Control Services, Att: Bev

DATE: June 13, 1996  
TO: Kelly Kloss, City Clerk  
FROM: Peter Robinson, Land and Appraisal Coordinator  
RE: **PARTIAL LAND CLOSURE BYLAW**

---

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

As part of the easement requirement obtained from Agrifoods Internation Cooperative Ltd., a partial lane closure is required (as indicated cross-hatched on the attached plan).

**RECOMMENDATION**

That Red Deer City Council approve the partial lane closure bylaw, described as follows:

"All that portion of lane shown on Plan 4925 RS lying within Plan of Survey 962\_\_\_\_\_, and containing 1323 square metres more or less."

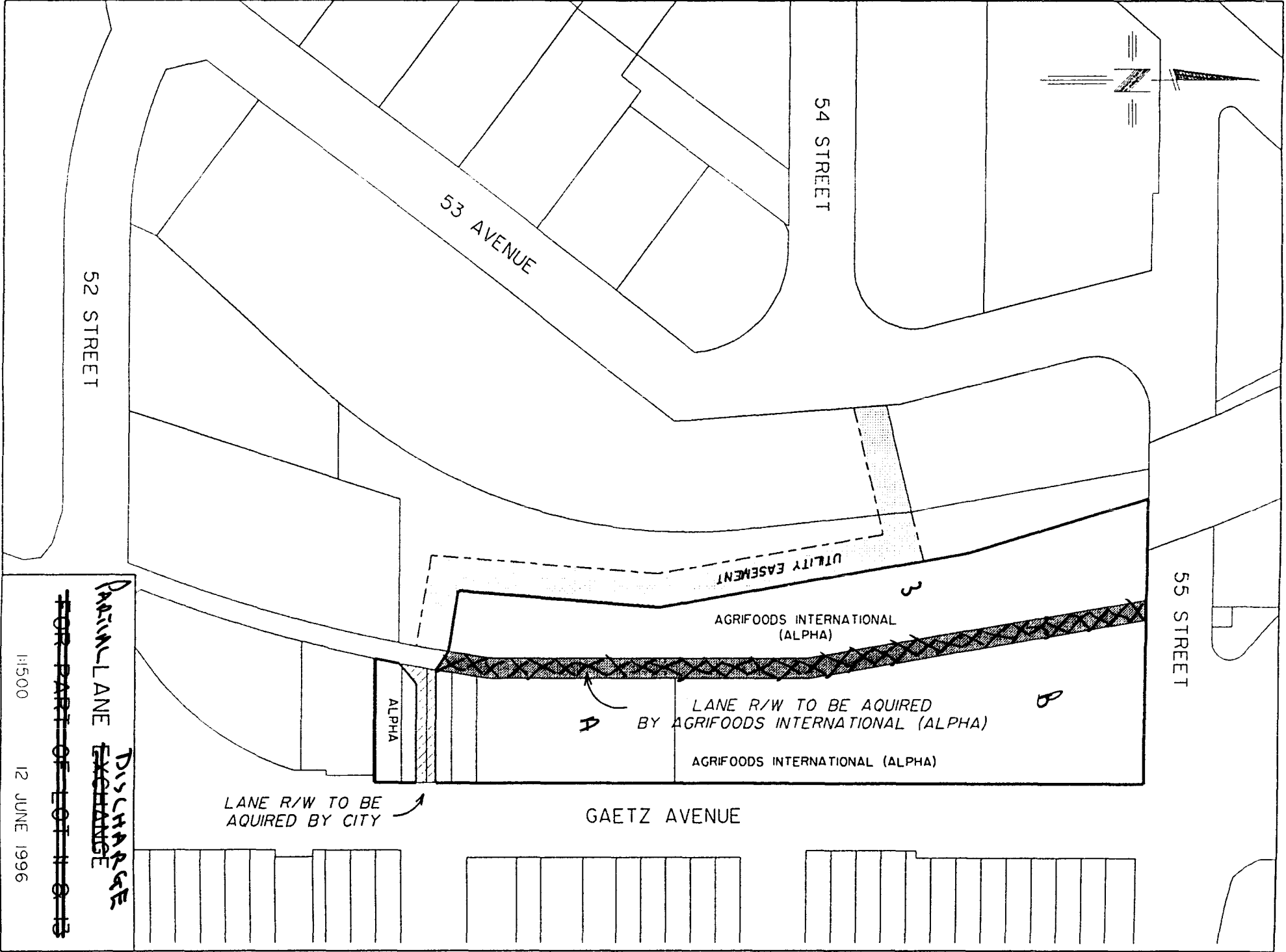


Peter A. Robinson, CRA, A.M.A.A.

PAR/mm

Att.

c: A. Scott, Land and Econ. Dev. Manager



~~FOR PART OF LOT 11-0-13~~

DISCHARGE

1:1500

12 JUNE 1996