



City Council Meeting Agenda

Monday, June 26, 2023 - Council Chambers, City Hall

Call to Order: 10:30 AM

1. Closed Meeting (to last approximately 30 minutes)

1.1. Motion to go into Closed Meeting

1.1.a. Permanent Shelter Verbal Report - FOIP Sections 21(1) Disclosure harmful to intergovernmental relations, 23(1) Local public body confidences and 24(1)(a) Advice from officials

1.2. Motion to Revert to Open Meeting

2. Points of Interest

3. Consent Agenda

3.1. June 26,, 2023 Consent Agenda

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3.1.a. Confirmation of the Minutes of the June 12, 2023 Regular Council Meeting

(Pages 4 - 21)

3.1.b. 2022 Operating Variance Report

(Pages 22 - 35)

3.1.e. Land Use Bylaw 3357/I-2023. Site Exception at 6970 Taylor Drive (First Reading Only)

(Pages 59 - 79)

4. Reports

4.1. Debt Policy Review

(Pages 80 - 83)

5. Adjournment



June 26, 2023

June 26, 2023 Consent Agenda

Prepared by: Jennifer Hankey, Corporate Meeting Administrator
Department: Legal and Legislative Services

Proposed Resolutions

Resolved that Council of The City of Red Deer having considered the Consent Agenda from Legal & Legislative Services hereby approves the following Minutes and Reports:

- Confirmation of the Minutes of the June 12, 2023 Regular Council Meeting
- 2022 Operating Variance Report
- 2022 Capital Information and Expenditure Variance Report
- 2022 Reserve Report

Resolved that Council of The City of Red Deer having considered the Consent Agenda from Legal & Legislative Services hereby approves the following Bylaw:

- Bylaw 3357/I-2023
 - FIRST READING: That Bylaw 3357/I-2023 (an amendment to the Land Use Bylaw for a site exception at 6970 Taylor Drive) be read a first time



UNAPPROVED - MINUTES

**of the Red Deer City Council Regular Meeting,
held on, Monday, June 12, 2023
commenced at 10:31 AM**

Present:

Mayor Ken Johnston
Councillor Kraymer Barnstable (via videoconference)
Councillor Bruce Buruma
Councillor Michael Dawe
Councillor Victor Doerksen
Councillor Cindy Jefferies
Councillor Lawrence Lee
Councillor Dianne Wyntjes

City Manager, Tara Lodewyk
General Manager Corporate & Employee Services, Lisa Perkins
General Manager Development Services, Erin Stuart
General Manager Community Services, Sarah Tittlemore
Chief of Staff, Sean McIntyre (via videoconference)
Municipal Policing Services Manager, Bart Rowland
Parks & Public Works Manager, Greg Sikora
Innovation & Partner Support Supervisor, Jessie Smith
City Planning & Growth Manager, Emily Damberger
Planner, Jerreck Connors

Acting City Clerk, Jennifer Hankey
Committees Coordinator, Rebecca Derwanz
Legislative Assistant, Valeriia Svitla
Executive Assistant, Caitlin Partridge

Absent:

Councillor Vesna Higham



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1. MOTION TO RESUME CONSIDERATION

Moved by Councillor Cindy Jefferies, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby agrees to resume consideration of a Closed Meeting re: Advice from Officials - FOIP Section 24(1)(a) Advice from Officials and 27(1)(a) Privileged information, postponed from the May 1, 2023 Regular Council Meeting

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham

MOTION CARRIED

2. CLOSED MEETING

2.1. Motion to go into a Closed Meeting

Moved by Councillor Bruce Buruma, seconded by Councillor Michael Dawe

Resolved that Council of The City of Red Deer hereby agrees to enter into a Closed Meeting of Council on Monday, June 12, 2023 at 10:32 a.m. and hereby agrees to exclude the following:

- All members of the media;
- All members of the public;
- And all non-related staff members

to discuss the following:

- Advice from Officials - FOIP Section 24(1)(a) Advice from Officials and 27(1)(a)



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ABSENT: Councillor Vesna Higham

MOTION CARRIED

2.1.a. Advice from Officials - FOIP Section 24(1)(a) Advice from Officials and 27(1)(a) Privileged information

The following people were in attendance:

Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

City Manager Tara Lodewyk, General Manager Corporate & Employee Services Lisa Perkins, General Manager Development Services Erin Stuart, General Manager Community Services Sarah Tittlemore, Chief of Staff Sean McIntyre, Legal & Legislative Services Manager Michelle Baer, City Solicitor Natasha Wirtanen, Recreation Superintendent Barb Mckee, Corporate Communications Manager Tara Shand

Acting City Clerk Jennifer Hankey, Committees Coordinator Rebecca Derwanz, Legislative Assistant Valeriia Svitla, Executive Assistant Caitlin Partridge

Council recessed at 11:57 p.m. and reconvened at 12:00 p.m.

2.2. Motion to Revert to Open Meeting

Moved by Councillor Bruce Buruma, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on June 12, 2023 at 12:03 p.m.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes



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3. MOTION TO ADD TO THE AGENDA

Moved by Councillor Lawrence Lee, seconded by Councillor Bruce Buruma

Resolved that Council of The City of Red Deer hereby agrees to add consideration of:

- Closed Meeting - Land Matter - FOIP Sections 16 Disclosure harmful to business interests of a third party, 23(1) Local public body confidences 24(1)(a) Advice from Officials, 25 Disclosure harmful to economic and other interests of a public body.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham

MOTION CARRIED

Moved by Councillor Cindy Jefferies, seconded by Councillor Lawrence Lee

Resolved that Council of The City of Red Deer hereby agrees to add consideration of:

- Closed Meeting - Permanent Shelter - Verbal Report - FOIP Sections 21(1) Disclosure harmful to intergovernmental relations, 24(1)(a) Advice from officials

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham



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Moved by Councillor Cindy Jefferies, seconded by Councillor Bruce Buruma

Resolved that Council of The City of Red Deer hereby agrees to enter into a Closed Meeting of Council on Monday, June 12, 2023 at 12:05 p.m. and hereby agrees to exclude the following:

- All members of the media;
- All members of the public;
- And all non-related staff members

to discuss the following:

- Land Matter - FOIP Sections 16 Disclosure harmful to business interests of a third party, 23(1) Local public body confidences 24(1)(a) Advice from Officials, 25 Disclosure harmful to economic and other interests of a public body

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham

MOTION CARRIED

4.1.a. Land Matter - FOIP Sections 16 Disclosure harmful to business interests of a third party, 23(1) Local public body confidences 24(1)(a) Advice from Officials, 25 Disclosure harmful to economic and other interests of a public body

The following people were in attendance:

Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes



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Assistant Valeriia Svitla, Executive Assistant Caitlin Partridge

Council recessed at 12:30 p.m. and reconvened at 1:00 p.m.

4.2. Motion to Revert to Open Meeting

Moved by Councillor Lawrence Lee, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on June 12, 2023 at 1:03 p.m.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham

MOTION CARRIED

5. REPORTS

5.1. Annual Policing Plan Update & Crime Stats - Q4 Reporting for 2022

Superintendent Holly Glassford presented this Item

Moved by Councillor Lawrence Lee, seconded by Councillor Dianne Wyntjes

Resolved that Council of the City of Red Deer having considered the report Quarterly Community Policing Report dated June 12, 2023 hereby receives the report as information.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes



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Councillor Victor Doerksen left the meeting at 1:57 p.m. and returned at 1:59 p.m.

Moved by Councillor Cindy Jefferies, seconded by Councillor Lawrence Lee

Resolved that Council of The City of Red Deer having considered the report from Parks and Public Works dated June 12, 2023 re: Review of Integrated and Accessible Transportation Policy hereby approves revised Council Policy PS-A-2.2 Integrated and Accessible Transportation.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham

MOTION CARRIED

Council recessed at 2:33 p.m. and reconvened at 2:40 p.m.

5.3. Council Governance Process Policy # GP-D-2.3: Municipal Features Naming

Moved by Councillor Dianne Wyntjes, seconded by Councillor Lawrence Lee

Resolved that Council of The City of Red Deer hereby agrees to resume consideration of the Municipal Features Naming Policy postponed from the May 15, 2023 Regular Council Meeting

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham



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Resolved that Council of The City of Red Deer hereby amends the motion by adding the following “as amended (by removing Section 7 in its entirety)” to the end of the motion.

IN FAVOUR: Councillor Kraymer Barnstable, Councillor Michael Dawe,
Councillor Victor Doerksen

OPPOSED: Mayor Ken Johnston, Councillor Bruce Buruma, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham

MOTION TO AMEND DEFEATED

Council recessed at 3:28 p.m. and reconvened at 3:36 p.m.

The original motion was then back on the floor:

Moved by Councillor Lawrence Lee, seconded by Councillor Bruce Buruma

Resolved that Council of The City of Red Deer having considered the report from Community Services and Corporate & Employee Services dated May 15, 2023 re: Municipal Features Naming Policy hereby approves Council Policy GP-D-2.3 Municipal Features Naming.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable,
Councillor Bruce Buruma, Councillor Michael Dawe,
Councillor Cindy Jefferies, Councillor Lawrence Lee,
Councillor Dianne Wyntjes

OPPOSED: Councillor Victor Doerksen

ABSENT: Councillor Vesna Higham

MOTION CARRIED



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- Change of Start time for the July 10, 2023 Regular Council Meeting
- Resolved that Council of The City of Red Deer hereby agrees to change the start time of the July 10, 2023 Regular Council Meeting from 10:30 a.m. to 9:30 a.m.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham

MOTION CARRIED

Moved by Councillor Bruce Buruma, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer having considered the Consent Agenda from Legal & Legislative Services hereby approves the following Bylaw:

- Bylaw 3357/H-2023
- FIRST READING: That Bylaw 3357/H-2023 (an amendment to the Land Use Bylaw to rezone 3937 50 St from R1A to C5) be read a first time

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham

MOTION CARRIED

7. REPORTS (CONTINUED)

Moved by Councillor Victor Doerksen, seconded by Councillor Dianne Wyntjes



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ABSENT: Councillor Vesna Higham

MOTION CARRIED

The vote for Item 5.3 was recalled due to an error in voting:

Moved by Councillor Lawrence Lee, seconded by Councillor Bruce Buruma

Resolved that Council of The City of Red Deer having considered the report from Community Services and Corporate & Employee Services dated May 15, 2023 re: Municipal Features Naming Policy hereby approves Council Policy GP-D-2.3 Municipal Features Naming.

IN FAVOUR: Mayor Ken Johnston, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

OPPOSED: Councillor Kraymer Barnstable, Councillor Victor Doerksen

ABSENT: Councillor Vesna Higham

MOTION CARRIED

8. CLOSED MEETING

8.1. Motion to go into a Closed Meeting

Moved by Councillor Bruce Buruma, seconded by Councillor Michael Dawe

Resolved that Council of The City of Red Deer hereby agrees to enter into a Closed Meeting of Council on Monday, June 12, 2023 at 4:23 p.m. and hereby agrees to exclude the following:

- All members of the media;
- All members of the public;



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IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham

MOTION CARRIED

8.1.a. Land Matter - FOIP Sections 16 Disclosure harmful to business interests of a third party, 23(1) Local public body confidences 24(1)(a) Advice from Officials, 25 Disclosure harmful to economic and other interests of a public body

The following people were in attendance:

Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

City Manager Tara Lodewyk, General Manager Corporate & Employee Services Lisa Perkins, General Manager Development Services Erin Stuart, General Manager Community Services Sarah Tittlemore, Chief of Staff Sean McIntyre, Corporate Communications Manager Tara Shand, City Solicitor Natasha Wirtanen, Legal and Legislative Services Michelle Baer, Engineering Services Manager Russ Watts

Acting City Clerk Jennifer Hankey, Committees Coordinator Rebecca Derwanz, Legislative Assistant Valeriia Svitla, Executive Assistant Caitlin Partridge

8.2. Motion to Revert to Open Meeting

Moved by Councillor Dianne Wyntjes, seconded by Councillor Bruce Buruma

Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on June 12, 2023 at 4:33 p.m.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor



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Council recessed at 4:33 p.m. and reconvened at 5:01 p.m.

9. PUBLIC HEARINGS

Councillor Bruce Buruma declared a conflict of interest and recused himself from Item 9.1. at 5:01 p.m.

9.1. NW MASP Bylaw 3213/A-2023, Kentwood NE NASP 3217/A-2023 and Land Use Bylaw 3357/C-2023. Kingsgate Amendments

Mayor Ken Johnston declared open the Public Hearing for NW MASP Bylaw 3213/A-2023, Kentwood NE NASP 3217/A-2023 and Land Use Bylaw 3357/C-2023 at 5:02 p.m.

Zef Ordman and Shane Stafford, Project Manager with Stantec spoke to the Item

Mayor Ken Johnston declared the Public Hearing closed at 5:29 p.m.

9.1.a. Consideration of Second Reading of Bylaw 3213/A-2023

Moved by Councillor Kraymer Barnstable, seconded by Councillor Lawrence Lee

SECOND READING: That Bylaw 3213/A-2023 (an amendment to the Northwest Major Area Structure Plan) be read a second time.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Bruce Buruma, Councillor Vesna Higham

MOTION CARRIED

9.1.b. Consideration of Third Reading of Bylaw 3213/A-2023



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Councillor Michael Dawe, Councillor Victor Doerksen,
Councillor Cindy Jefferies, Councillor Lawrence Lee,
Councillor Dianne Wyntjes

ABSENT: Councillor Bruce Buruma, Councillor Vesna Higham

MOTION CARRIED

9.1.c. Consideration of Second Reading of Bylaw 3217/A-2023

Moved by Councillor Kraymer Barnstable, seconded by Councillor Lawrence Lee

SECOND READING: That Bylaw 3217/A-2023 (an amendment to the Neighbourhood Area Structure Plan) be read a second time.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Bruce Buruma, Councillor Vesna Higham

MOTION CARRIED

9.1.d. Consideration of Third Reading of Bylaw 3217/A-2023

Moved by Councillor Kraymer Barnstable, seconded by Councillor Lawrence Lee

THIRD READING: That Bylaw 3217/A-2023 be read a third time.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes



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9.1.e. Consideration of Second Reading of Bylaw 3357/C-2023

Moved by Councillor Kraymer Barnstable, seconded by Councillor Lawrence Lee

SECOND READING: That Bylaw 3357/C-2023 (an amendment to the Land Use Bylaw to rezone portions of 8040-50 Avenue) be read a second time

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Bruce Buruma, Councillor Vesna Higham

MOTION CARRIED

9.1.f. Consideration of Third Reading of Bylaw 3357/C-2023

Moved by Councillor Kraymer Barnstable, seconded by Councillor Lawrence Lee

THIRD READING: That Bylaw 3357/C-2023 be read a third time.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Bruce Buruma, Councillor Vesna Higham

MOTION CARRIED

Councillor Bruce Buruma returned to the meeting at 5:40 p.m.

10. CLOSED MEETING



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Resolved that Council of The City of Red Deer hereby agrees to enter into a Closed Meeting of Council on Monday, June 12, 2023 at 5:42 p.m. and hereby agrees to exclude the following:

- All members of the media;
- All members of the public;
- And all non-related staff members

to discuss the following:

- Land Matter - FOIP Sections 16 Disclosure harmful to business interests of a third party, 23(1) Local public body confidences 24(1)(a) Advice from Officials, 25 Disclosure harmful to economic and other interests of a public body
- Permanent Shelter - Verbal Report - FOIP Sections 21(1) Disclosure harmful to intergovernmental relations, 24(1)(a) Advice from officials

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham

MOTION CARRIED

10.1.a Land Matter - FOIP Sections 16 Disclosure harmful to business interests of a third party, 23(1) Local public body confidences 24(1)(a) Advice from Officials, 25 Disclosure harmful to economic and other interests of a public body

The following people were in attendance:

Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes



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Acting City Clerk Jennifer Hankey, Committees Coordinator Rebecca Derwanz, Legislative Assistant Valeriia Svitla, Executive Assistant Caitlin Partridge

10.1.b Permanent Shelter - Verbal Report - FOIP Sections 21(1) Disclosure harmful to intergovernmental relations, 24(1)(a) Advice from officials:

Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

City Manager Tara Lodewyk, General Manager Corporate & Employee Services Lisa Perkins, General Manager Development Services Erin Stuart, General Manager Community Services Sarah Tittlemore, Chief of Staff Sean McIntyre, Corporate Communications Manager Tara Shand, City Solicitor Natasha Wirtanen, Legal and Legislative Services Michelle Baer, Capstone Project Manager Cory Edinga, Land & Economic Development Manager John Sennema, City Planning & Growth Manager Emily Danforth, Engineering Services Manager Russ Watts & Healthy Communities Supervisor Ryan Veldkamp, Corporate Marketing Supervisor Jill Hanes

Acting City Clerk Jennifer Hankey, Committees Coordinator Rebecca Derwanz, Legislative Assistant Valeriia Svitla, Executive Assistant Caitlin Partridge

10.2. Motion to Revert to Open Meeting

Moved by Councillor Dianne Wyntjes, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on June 12, 2023 at 6:37 p.m.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham

MOTION CARRIED



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pursuant to FOIP Sections 24(1)(a) Advice from Officials and 27(1)(a) Privileged information hereby accepts the report as information.

IN FAVOUR: Mayor Ken Johnston, Councillor Bruce Buruma, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

OPPOSED: Councillor Kraymer Barnstable, Councillor Michael Dawe, Councillor Victor Doerksen

ABSENT: Councillor Vesna Higham

MOTION CARRIED

Moved by Councillor Lawrence Lee, seconded by Councillor Victor Doerksen

Resolved that Council of The City of Red Deer having considered the Closed Report from Land & Economic Development June 12, 2023 re: Land Matter hereby receives the Council Report into the corporate record and directs Administration to the following in accordance to Section 70 of the Municipal Government Act:

1. to advertise for a minimum of two weeks The City has received an offer for sale of the lands at 5436 47 Street in Capstone, for multi-family development, which may be subject to rental guarantees, based on a market rental rate, and a residential incentive program that will reduce the land sale price by \$250,000; and
2. upon expiry of the 60-day petition period, bring this matter back to Council for final approval.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes



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Report, pursuant to FOIP Sections 21(1) Disclosure harmful to intergovernmental relations, 24(1)(a) Advice from officials hereby accepts the presentation into the corporate record

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham

MOTION CARRIED

12. ADJOURNMENT

Moved by Councillor Bruce Buruma, seconded by Councillor Michael Dawe

Resolved that Council of The City of Red Deer hereby agrees to adjourn the Monday, June 12, 2023 Regular Council Meeting of Red Deer City Council at 6:43 p.m.

IN FAVOUR: Mayor Ken Johnston, Councillor Kraymer Barnstable, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Vesna Higham

MOTION CARRIED

MAYOR

CITY CLERK



**Audit Committee Decision -
June 21, 2023**

DATE: June 21, 2023
TO: City Clerk
FROM: Councillor Kraymer Barnstable, Chair Audit Committee
SUBJECT: Audit Committee Decision - Forward to Council

At the June 21, 2023 meeting of the Audit Committee, the following motions were introduced and passed:

Resolved that the Audit Committee having considered the Consent Agenda from Legal & Legislative Services hereby approves the following Reports and forwards the information to council:

- 2022 Reserve Report
- December 2022 Variance Analysis

Resolved that the Audit Committee having considered the report dated June 21, 2023 re: Debt Policy Review hereby receives the report as information and forwards to Council for consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read 'K. Barnstable'.

Councillor Kraymer Barnstable
Chair, Audit Committee

c: Ray MacIntosh, Acting General Manager Corporate and Employee Services



April 19, 2023

December 2022 Variance Analysis

Prepared by Kelsey Holland, Financial Analyst
Department Financial Services

Report Summary

A report for information.

This report provides highlight information on the December 2022 operating variance analysis, which compares budget to actual revenues, expenditures, and other transfers for the entire organization and explains any significant variances.

Key Messages

- Overall, the total budgeted surplus was \$20 million, which would be transferred to reserve accounts. By the end of 2022, our actual total surplus was \$13 million, which is less than planned, but still an overall surplus to our reserves.
- The main trends causing variances in 2022 were due to the general economic downturn as it relates to the impacts from the pandemic and rising costs due to inflation. Approximately \$13.8 million of unfavourable variances related to decreased revenue and approximately \$8.5 million of unfavourable variances related to increased costs due to inflationary pressures.

Proposed Resolution

The Audit Committee received the report as information.

Background

Operating variances are reported four times a year: April, July, September, and December.

Operating variance analysis reports are a compilation of variance analyses received from divisions and departments which report on the differences between budget and projected year-end revenues, expenditures, and other transfers.



The purpose of variance reports is to provide leadership with information on why there are differences from the budget and to assess if there should be changes made in operations to address those differences. Budgets in future years may also be revised based on the findings in the variance reports.

Analysis

The December 31, 2022, operating variance analysis shows impacts of the general economic downturn as it relates to the impacts from the pandemic and rising costs due to inflation. Overall, the total budgeted surplus was \$20 million, which would be transferred to reserve accounts. By the end of 2022, our actual total surplus was \$13 million, which is less than planned, but still an overall surplus to our reserves. Specific significant variances are noted in more detail below.

Revenue Operating Variances

The City budgeted for revenues of \$363.1 million. Actual year-end revenues are \$347.2 million, resulting in an \$15.9 million unfavourable variance.

2022 Budgeted Revenue	2022 Actual Revenue	Variance (Favourable)/Unfavourable
\$363.1 million	\$347.2 million	\$15.9 million

Significant variances are summarized as follows:

Favourable Variance (in thousands)	Explanation
\$1,928	increase in Reaching Home and Outreach and Support Services Initiative (OSSI) grant funding (tax-supported)
\$961	ATCO franchise fee higher than expectation based on prior year's percentage (tax-supported)
\$855	increase in Alberta Relief for Shortfalls for Transit Operators (RESTOR) grant funding (self-supported)
\$848	increase in 9-1-1 wireless grant funding (tax-supported)



Unfavourable Variar (in thousands)	Explanation
\$8,916	less land sales due to budgeting (self-supported)
\$2,075	less than budgeted Provincial transmission revenue; partially offset with favourable variance in transmission cost. The difference will be balanced out over time by rider refund or charge (utility-supported)
\$1,680	less investment income than expected due to loss on bond sales (long-term interest) and interest being allocated to deferred revenue balances (short-term interest) (tax/self/utility-supported)
\$1,605	water consumption less than forecasted (utility-supported)
\$1,127	less residential and commercial electric, light and power transmission revenues due to lower consumption (utility-supported)
\$954	reduced transit revenue due to reduction in service levels and reduced transit advertising revenue due to pandemic (tax-supported)
\$818	less recreation admissions, memberships, and registrations due to pandemic (tax-supported)
\$810	less photo radar revenue than expected (tax-supported)
\$777	decrease in landfill revenue due to lower tonnages (utility-supported)
\$731	reduced parking revenue due to vandalization and removal of ticket dispensers, free downtown parking, initiative parkade closures due to gate issues (tax-supported)
\$619	less residential and commercial electric, light and power distribution revenues due to lower consumption because of pandemic restrictions in the first part of the year (utility-supported)
\$592	less parking and provincial fine revenue (tax-supported)



\$500	decrease in commercial garbage revenue due to decrease in accounts (utility-supported)
-------	--

Expenses Operating Variance

The City budgeted for expenses of \$395.4 million. Actual expenses at year-end are \$394.9 million, resulting in a \$0.5 million favourable variance. The net variance of our revenues and expenses is \$15.3 million unfavourable.

2022 Budgeted Expenses	2022 Actual Expenses	Variance (Favourable)/Unfavourable
\$395.4 million	\$394.9 million	(\$0.5 million)

Significant variances are summarized as follows:

Favourable Variance (in thousands)	Explanation
\$9,603	decrease in salary expenses due to staff vacancies, reassignment pay and various salary developments (tax/self/utility-supported)
\$1,447	tangible capital asset depreciation (offset by equity transfers) (tax/self/utility-supported)
\$1,428	less land for resale due to budgeting error (self-supported)
\$1,316	carryforward of Economic Leader initiative grants to organizations (tax-supported)
\$1,208	less debenture payments and interest due to less borrowing than expected (tax-supported)
\$1,020	less contracted services related to annexation and police governance review carried forward (tax-supported)
\$642	less contracted services related to electric, light, and power due to shift in work plans (utility-supported)

³ It is noted that when garbage revenue decreases, recycling revenue increases.

⁴ This variance is due to multiple engineering projects that required debenture funding, but borrowing hasn't happened yet. This is because projects were deferred, are still ongoing, are waiting for a Final Acceptance Certificate, and/or are



\$465	declining number of commercial garbage accounts and less tonnage at landfill, resulting in lower costs to manage (utility-supported)
\$445	carryforward of Environmental Master Plan and Integrated Housing initiative (tax-supported)
\$419	less contracted services costs for bridge and road maintenance due to increased use of internal crews (tax-supported)
\$407	more than budgeted Provincial transmission cost. The difference will be balanced out over time by rider refund or charge (utility-supported)
\$352	less contracted services costs for photo radar due to less tickets issued than expected (offset with reduced revenue) (tax-supported)
\$327	reduced commissionaire and towing costs related to parking (tax-supported)
\$303	storm utility implementation on hold and decrease in insurance costs due to new valuation (utility-supported)

Unfavourable Variar (in thousands)	Explanation
\$2,837	higher than projected RCMP contract costs (tax-supported)
\$2,332	salary pool benefit costs, including sick leave, medical and dental and worker's compensation benefits greater than anticipated (tax/self/utility-supported)
\$2,169	greater than budgeted Kinsmen Arena environmental liability due to total budget for remediation recorded in 2023, however, accrual is required in 2022 as per Public Sector Accounting Standards (tax-supported)
\$2,000	budgeted vacancy factor (offset by favourable salary vacancies in other financial statement sections) (tax/self/utility-supported)
\$1,634	additional grants to organizations due to increase in Reaching Home and Outreach and Support Services Initiative (OSSI) grant funding received (tax-supported)
	additional protective services related overtime and salary costs



\$1,106	9-1-1 wireless grant transferred to capital (tax-supported)
\$1,085	additional fuel and part expenses due to inflated costs (self-supported)
\$950	tangible capital asset depreciation (offset by equity transfers) (tax/self/utility-supported)
\$838	additional transportation and fleet related contracted services due to higher rates for rental equipment and more equipment repairs than expected (tax/self-supported)
\$442	unplanned software maintenance costs relating to budget software (tax-supported), originally budgeted as a capital purchase rather than a cloud-based application
\$410	increase in electric, light, and power related salary costs due to delays in filling vacancies, resulting in more overtime, as well as effect of pandemic pay (utility-supported)

Internal Transfers Operating Variance

The City budgeted for internal transfers of \$46.0 million. Actual internal transfers at year-end are \$59.1 million, resulting in a \$13.1 million favourable variance. All internal transfers followed policy 5358-CP Inter-Entity Transactions.

2022 Budgeted Transfers	2022 Actual Transfers	Variance (Favourable)/Unfavourable
(\$46.0 million)	(\$59.1 million)	(\$13.1 million)

Significant variances are summarized as follows:

Favourable Variance (in thousands)	Explanation
\$7,234	transfers from operating to capital
\$4,911	contributed assets (offset with unfavourable contributed asset revenue)
\$1,089	internal revenues (offset with individual department variances)



\$336	tangible capital asset amortization (offset with favourable amortization expenses – see expenses table above)
-------	---

Contributed Assets Operating Variance

The City budgeted for contributed assets of \$6.6 million. Actual contributed assets at year-end are \$1.7 million, resulting in a \$4.9 million unfavourable variance.

2022 Budgeted Contributed Assets	2022 Actual Contributed Assets	Variance (Favourable)/Unfavourable
\$6.6 million	\$1.7 million	\$4.9 million

Significant variances are summarized as follows:

No significant favourable variances.

Unfavourable Variance (in thousands)	Explanation
\$2,779	less than budgeted contributed storm infrastructure
\$1,328	less than budgeted contributed public works infrastructure
\$538	less than budgeted contributed wastewater infrastructure

Reserve Transfers Operating Variance

The City budgeted for transfers to reserves of \$20.3 million. Actual transfers to reserves at year-end are \$13.2 million, resulting in a \$7.1 million unfavourable variance.

Reserve transfers are summarized as follows (in thousands):

Funding Type	Budgeted Deficit/(Surplus)	Actual Deficit/(Surplus)	Variance (Favourable)/Unfavourable
Tax	\$13,582	\$15,419	\$1,837



Electric, light, and power	(\$4,632)	(\$843)	\$3,789
Equipment Fund (Fleet)	(\$5,574)	(\$5,309)	\$265
Net Transfers from/(to) Reserves	(\$20,320)	(\$13,215)	\$7,106

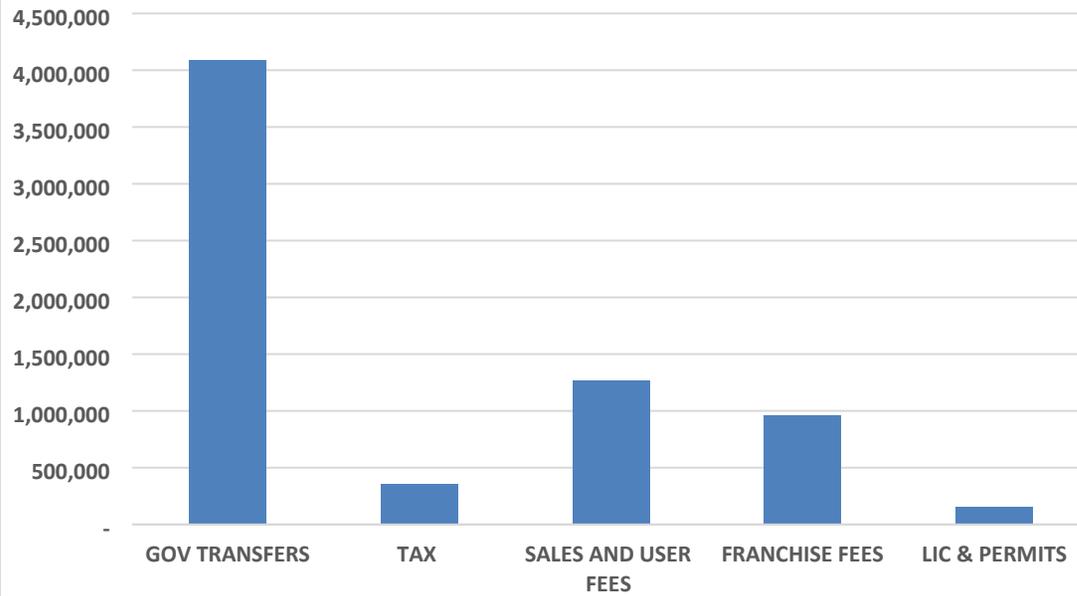
Revenue Variance Graphs

Please note that the scales for each chart vary due to the nature of the data.

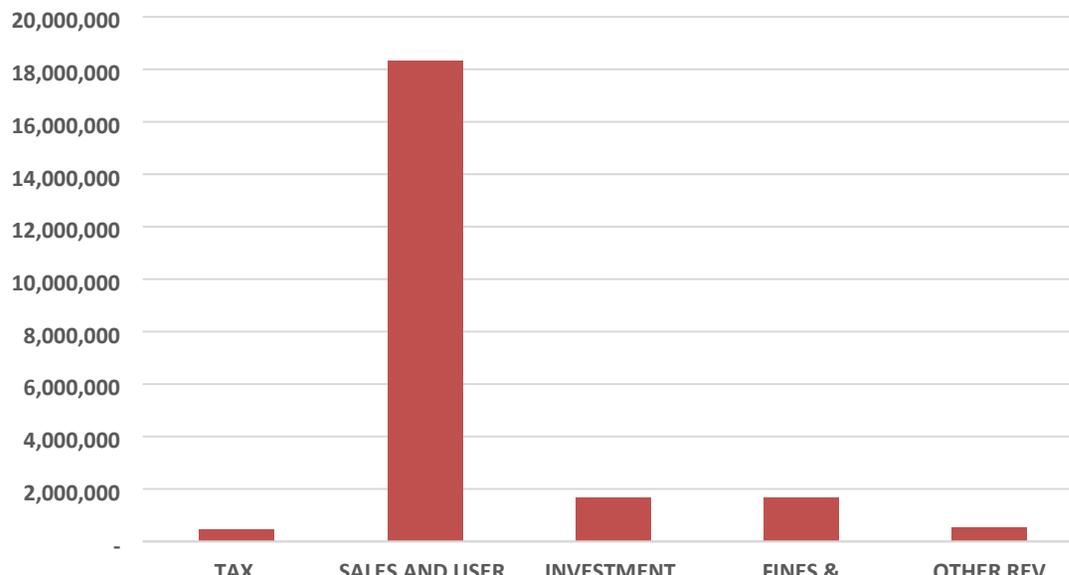
Please note that due to audit requirements, the year-end variance report is presented with the Financial Statement categories (not on a department level, as the other quarterly variance reports are).



Significant Favourable Variances - Revenue

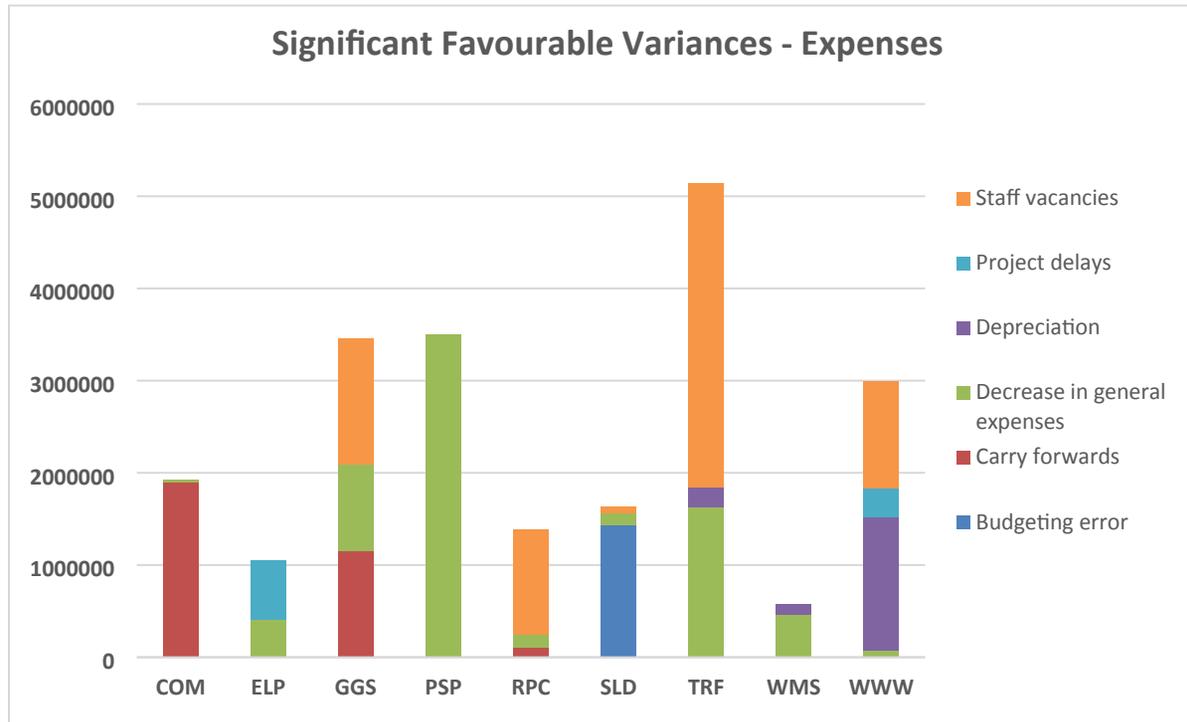


Significant Unfavourable Variances - Revenue



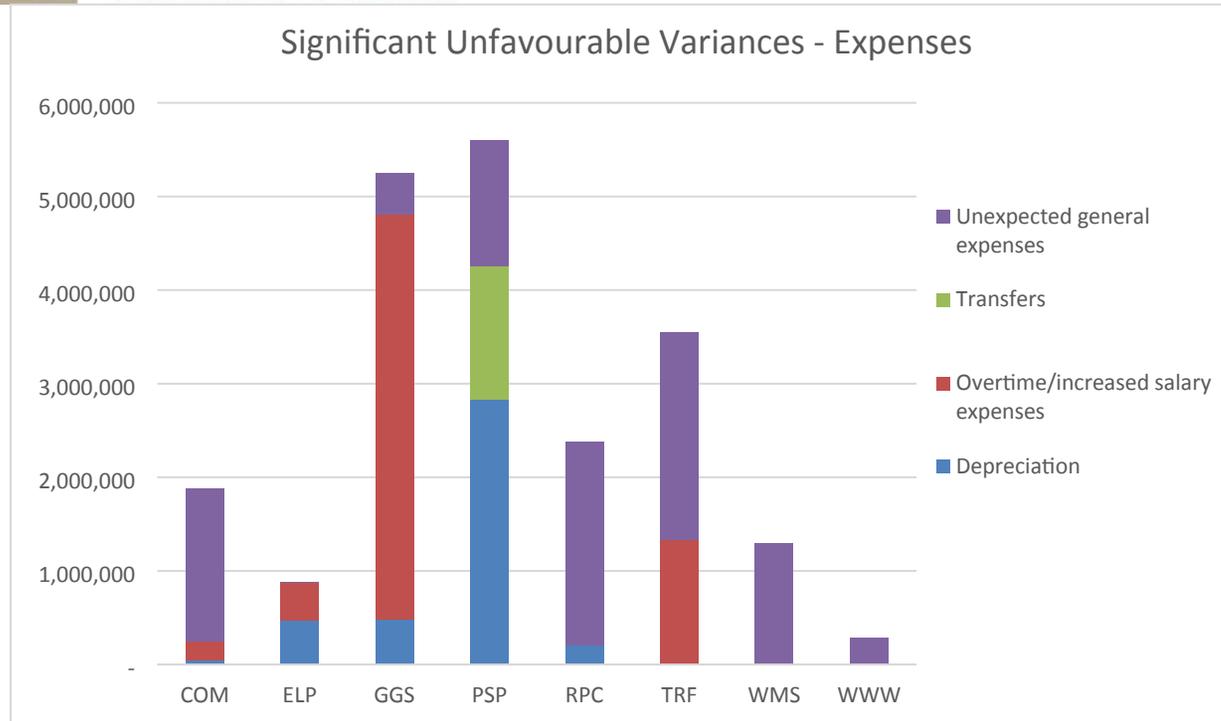


Please note that due to audit requirements, the year-end variance report is presented with the Financial Statement categories (not on a department level, as the other quarterly variance reports are).



Legend:

- COM – Community services
- ELP – Electric, light, and power
- GGS – General government services
- PSP – Protective services and parking
- RPC – Recreation, parks, and culture
- SLD – Subdivision, land, and development
- TRF – Transportation and fleet
- WMS – Waste management services
- WWW – Water and wastewater



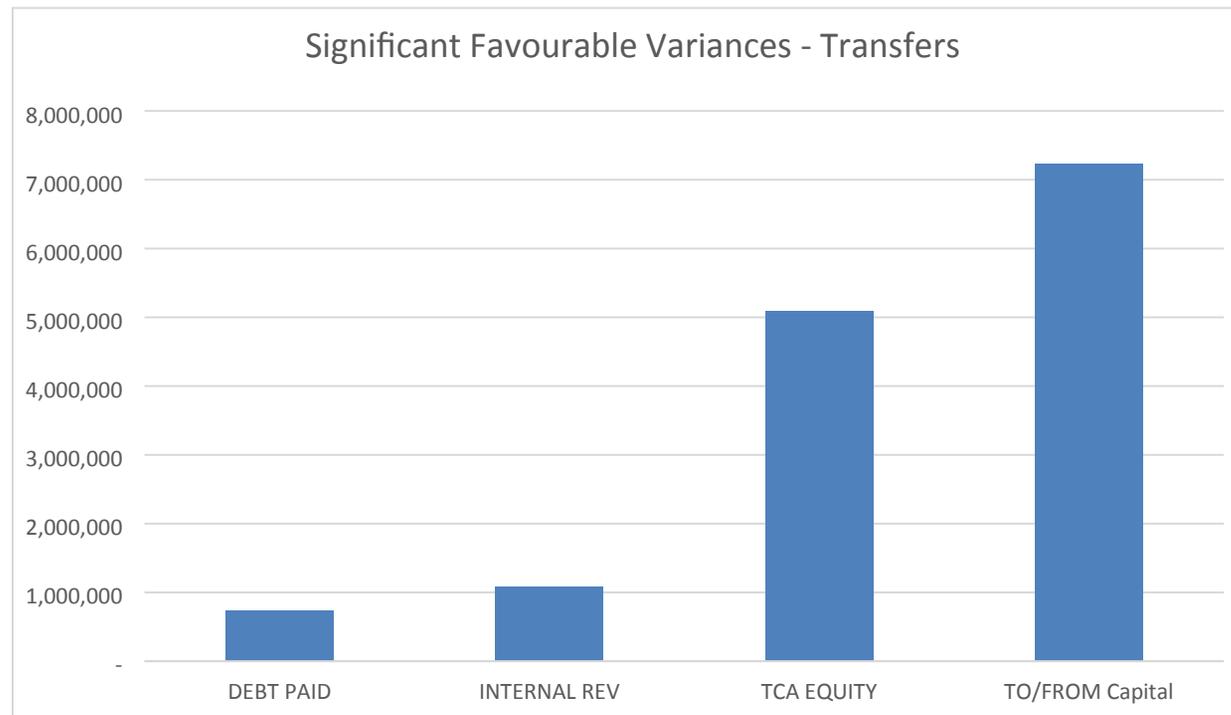
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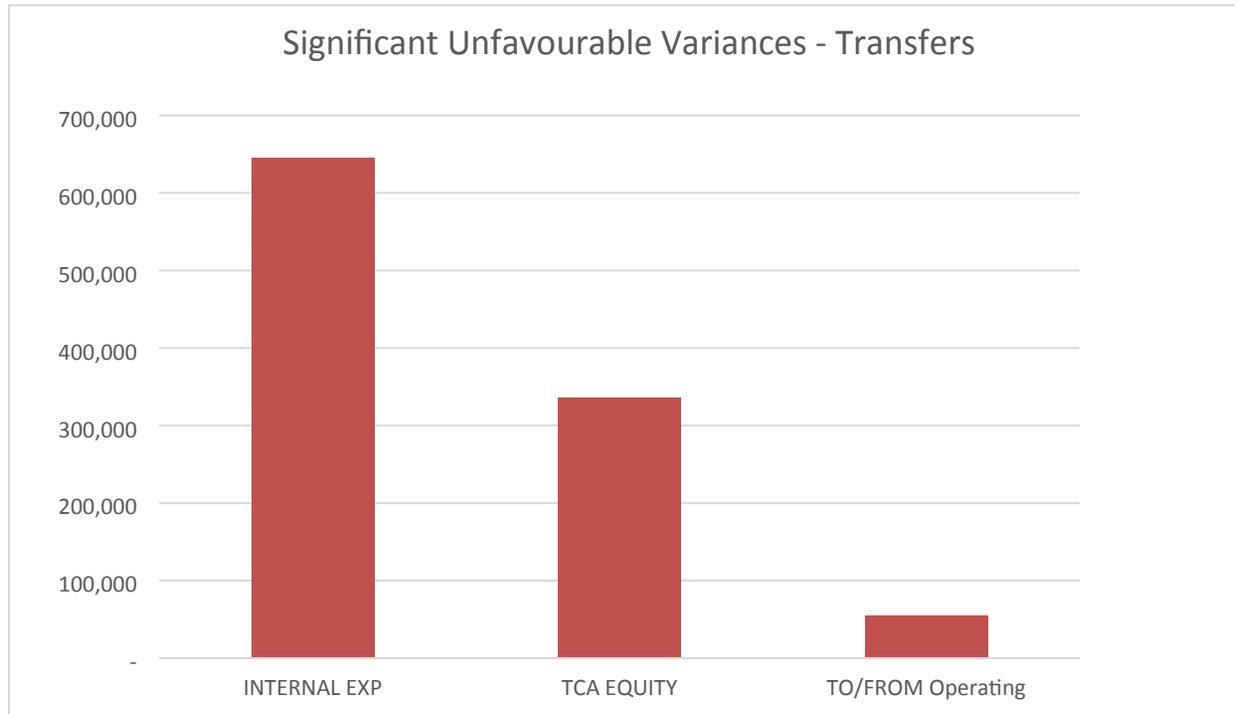
Please note that the scales for each chart vary due to the nature of the data.

Please note that due to audit requirements, the year-end variance report is presented with the Financial Statement categories (not on a department level, as the other quarterly variance reports are).



Legend:

- Debt Paid - Transfers related to debenture payments
- TCA Equity (Tangible Capital Asset Equity) - Transfers related to amortization and contributed assets
- Internal Rev (Internal Revenue) - Transfers related to costs charged to internal departments (such as printing revenue, labour recovery, fleet revenue, etc.)
- To/From Capital - Transfers related to proper capitalization and funding of capital jobs



Legend:

- TCA Equity (Tangible Capital Asset Equity) - Transfers related to amortization and contributed assets.
- Internal Exp (Internal Expenses) - Transfers related to costs charged to internal departments (such as printing costs, labour charges, fleet expenses, etc.)
- To/From Operating - Transfers related to reallocations of operating revenues and expenses.



June 21, 2023

Capital Information and Expenditure Variance Report

Prepared by Tracy Huynh, Financial Analyst
Department Financial Services

Report Summary

This report is provided to demonstrate compliance with the requirements of the Municipal Government Act (MGA) and Council policies. Where actual project costs have exceeded the budget, Council approval is required for the additional expenditures and related funding source(s).

Key messages:

- 246 Capital Projects were closed in 2022.
- For completed capital projects, 87% of the total budget allocated was expended.
- The City is in compliance with the MGA and Council policy for 2022

Proposed Resolution

The Audit Committee receive the report as information.

Rationale for Recommendation

1. The report complies with City of Red Deer policies.

Each step in the analysis informs Council of Administration's compliance with the policies and the policy statements listed therein.

- a. Council Policy 5320.02-C, Capital Budget Contingency - "Capital projects based on this policy will be reported to Council on an annual basis concurrent with the submission of the annual audited report to Council or as soon after as

Background

This report provides transparency in reporting compliance with the MGA and with Council policies.

Legislative Context

MGA 245 states “Each council must adopt a capital budget for each calendar year by January 1 of that calendar year.”

MGA 248(1) states “A municipality may only make an expenditure that is

(a) included in an operating budget, interim operating budget or capital budget or otherwise authorized by the council,

(b) for an emergency, or

(c) legally required to be paid.”

MGA 268.1(b) “A municipality must ensure that...the actual revenues and expenditures of the municipality compared with the estimates in the operating or capital budget approved by council are reported to council as often as council directs.”

Strategic Alignment

Council Policy 5320.02-C, Capital Budget Contingency

Council Policy 5320.03-C, Capital Budget Funding

Analysis

Municipal Government Act (MGA) Requirements:

MGA 248 (1)

A municipality may only make an expenditure that is (a) included in an operating budget, interim operating budget, capital budget or otherwise authorized by the council, (b) for an emergency, or (c) legally required to be paid.

The City is compliant with MGA section 248 (1)

In \$'000s

Year	Budgeted Expenditures	Actual Expenditures	Variance (Favourable) / Unfavourable
2019	120,388	94,675	(25,713)
2020	114,964	93,309	(21,655)
2021	130,459	114,561	(15,898)
2022	105,576	104,549	(1,026)

There were no expenditures made during the year that were outside of Council approval.

Project	Amount funded from Contingency
City Hall Art	\$50,000
City Hall 2 nd Floor Renovations	\$50,000
Total	\$100,000

Capital Budget Funding Policy - 5320.03-C

Policy Statement 1 - Transfers between Projects

The City Manager can transfer up to \$50,000 between capital projects.

The City is compliant with this policy statement for the following transactions.

These represent transfers which were made in the year 2022 irrespective of the year in which the participating projects were initiated and approved as long as the four-year limitation rule (see Policy Statement 4) did not require them to be closed.

Project	Transfer Amount
2016 Fleet Purchases - Unit 10120	\$11,095
Purchase Three Phase Reel Trailer - Unit 10181TR	\$50,000
Sorenson Parkade Sign & Access - light installation	\$8,027

The following project exceeds the \$50,000 threshold during 2022:

Project	Transfer Amount
Next Gen 911	\$253,636

The purpose of this transfer was to consolidate the previously approved capital funding for Next Generation 9-1-1 project for which the City is receiving 9-1-1 Wireless Grant funding. Council was informed of the intent to use these funds in the February 14, 2022 Regular Council meeting. Four projects were consolidated into one for more efficient tracking and use of funding. Council approved this transfer during the May 1, 2023 regular Council meeting.

Policy Statement 2 - Project Additions / Deletions

Actual costs and funding of operating expenses approved in capital or capital approved in operating will be transferred to the appropriate budget.

2022 Municipal Party Capital Work	\$246,925
2022 Waste Water Infrastructure	\$160,482
Facility Management - Buildings	\$152,698
Other projects combined (78)	\$1,224,776
Total Transfers	\$3,034,147

Policy Statement 3 - Project Cancellation

Projects that are cancelled will return any excess funding to the original funding source and departments will provide an explanation for the cancellation.

The City is compliant with this policy statement.

Project	Reason	Funding Returned
Accounts Payable Automation	Will not complete within project deferral limitation period	Yes
Financial Governance, Risk, and Compliance Software	Will not complete within project deferral limitation period	Yes

Policy Statement 4 - Project Deferral Limitation

Budgeted projects not completed within 4 years of the last budgeted expenditure require action.

- a. If total expenses are within 0%-25% of total approved expenses, unused funding to be returned to original funding source(s) in same proportion as funds applied. The job will be closed and if the project is a requirement in the future, a new request must be submitted for Council approval. Departments are to supply an explanation for deferral.
- b. If total expenses are within 26%-50% of total approved expenses the responsible department will write a report explaining the project expenses to date and the plans for completing the project. Department will suggest a recommendation to Council for approval and resulting action.
- c. If total expenses are within 51%-99.99% of total approved expenses the responsible department will write a report outlining the plans for completing the project. The department will suggest a recommendation to Council for approval and resulting action.

The City is compliant with this policy statement.

There were 5 projects identified with all 5 projects closed in 2022.

Policy Statement 5 - Funding Source Change

Funding source changes may occur within the capital budget provided:

- a. The funding change is the result of a discrepancy between the submitted 'capital budget detail' and the 'capital plan' which requires correction.
- b. The funding change is the result of the capital project being ineligible for the original noted funding source.
- c. The funding change is the result of the original funding source becoming unavailable. Or,
- d. The funding change is the result of information which makes a different funding source more feasible.

The City is compliant with this policy statement.

Project	Original Funding Source	Revised Funding Source	Amount	Reason
Parking Ramp Repair	Parking Reserve	CPR	\$ 76,350.00	C
Parkade Pigeon Access	Parking Reserve	CPR	\$ 50,900.00	C
Central Intermediate School Project	MSI	ICIP	\$ 1,838,162.00	D
Riverside Drive Parking Areas	CCBF	CPR	\$ 100,000.00	D
2021 Fleet/Garage Shop Equipment	Fleet Reserve	CPR	\$ 47,000.00	D
Bus Cold Storage	PTIF/Greentrip	CPR	\$ 16,759.82	B
4 Handi Vans	Replacement (Fleet) Reserve	CCBF	\$ 231,697.07	D
Central Intermediate School Project	MSI	CPR	\$ 2,765,338.00	C
Design Plan - 911 Emergency Communications Center	MSI	CPR	\$ 295,734.00	C
	MSI	ICIP	\$ 323,210.00	C
CAD Refresh	CCBF	CPR	\$ 875,944.00	B

Policy Statement 6 - Completed Capital Projects

Requires that completed projects with surplus balances, after transfers, are to return excess funding to their original funding sources. Completed projects with a deficit balance, after transfers, will have additional funding requested through Council approval.

The City is compliant with this policy statement.

This review is done for the project / job budget and actual amounts and is not based on annual cash flows. This can only be done at the completion of the capital project / job.

In \$ '000s

Year	# of Projects	Budget	Actual	Variance (Favourable) / Unfavourable
2019	948	447,778	262,196	(185,582)
2020	208	100,497	91,239	(9,258)
2021	151	109,269	106,184	(3,085)
2022	246	94,139	81,880	(12,259)

There were no unfavourable variances greater than \$50,000.

Unused funds were returned to the original funding source in compliance with the policy statement.

In \$ '000s

Funding Source Type	# of Projects Closed	Approved Budget	Actual Expenditures	Variance (Favourable)/Unfavourable
Customer/Developer Funded	109	1,155	1,155	0
Reserves and Grants	137	92,987	80,725	(12,259)
TOTAL	246	94,139	81,880	(12,259)



2022 Reserve Report

Prepared by Kelsey Holland, Financial Analyst
Department Financial Services

Report Summary

A report for information only.

This report provides highlight information on the reserves for 2022 and outlines the major transactions that have occurred within the reserves throughout the year.

Key Messages

- All reserve accounts are in compliance with the Reserve policy, except for the Operating Reserve - Tax Supported (ORTS), which is not in compliance with the minimum balance requirement. As per policy GP-F-2.0, in the event the uncommitted ORTS balance falls below the minimum, a strategy will be adopted to achieve the minimum balance over a period not to exceed four years.
- ORTS has declined by approximately \$18 million during the year due to carryforwards (\$6 million), Council resolutions (\$9 million), and overall operating deficit (\$3 million).

Proposed Resolution

The Audit Committee received the report as information.

Background

This report provides information on the significant transactions that have occurred in the reserves during 2022.

This report is in accordance with policy GP-F-2.0 Reserves (policy version updated as of 2023), which states that each year the City Manager will prepare a reserve report for Council.

Analysis

The table below shows the ending reserve balances for 2021 and 2022, as well as the increase or decrease during 2022.

Reserve Summary:

Reserve	Balance 2021	Balance 2022	Change Increase/(Decrease)
OPERATING RESERVE - TAX SUPPORTED	27,620,820	8,897,123	(18,723,696)
CAPITAL PROJECTS - TAX SUPPORTED RESERVE	17,025,963	14,501,471	(2,524,492)
SPECIFIC PURPOSE RESERVES	4,839,858	5,064,988	225,131
MUNICIPAL PARKLAND RESERVE (CAPITAL)	6,371,269	6,430,093	58,824
TOTAL TAX-SUPPORTED RESERVES	55,857,909	34,893,676	(20,964,233)
CAPITAL ASSET REPLACEMENT RESERVES (FLEET)	43,970,103	46,988,941	3,018,838
LAND DEVELOPMENT RESERVE (LAND BANK)	53,649,192	58,566,669	4,917,477
OFFSITE RESERVES	(30,344,764)	(33,218,856)	(2,874,092)
TOTAL SELF SUPPORTED RESERVES	67,274,530	72,336,754	5,062,224
POWER RESERVES	30,830,453	24,750,632	(6,079,821)
WATER RESERVES	10,926,715	8,402,532	(2,524,183)
WASTEWATER RESERVES	19,544,338	22,728,385	3,184,047
SOLID WASTE MANAGEMENT RESERVES	18,672,544	18,721,864	49,320
TOTAL UTILITY SUPPORTED RESERVES	79,974,050	74,603,413	(5,370,637)
TOTAL RESERVES	203,106,489	181,833,842	(21,272,647)

Tax-Supported:

The most significant change in reserves was in the ORTS balance; there was a decrease of \$18.7 million in 2022. This was due to carryforwards (\$6 million), Council resolutions (\$9 million), and overall operating deficit (\$3 million). At the end of 2022, the ORTS is not in compliance with the minimum balance requirement. As per policy GP-F-2.0, in the event the uncommitted ORTS balance falls below the minimum, a strategy will be adopted to achieve the minimum balance over a period not to exceed four years.

The Capital Projects - Tax Supported Reserve (CPR) decreased by \$2.5 million in 2022 with the main reason for change being the funding of capital projects exceeding the operating contributions to CPR. CPR does not have a minimum balance requirement.

Self-Supported:

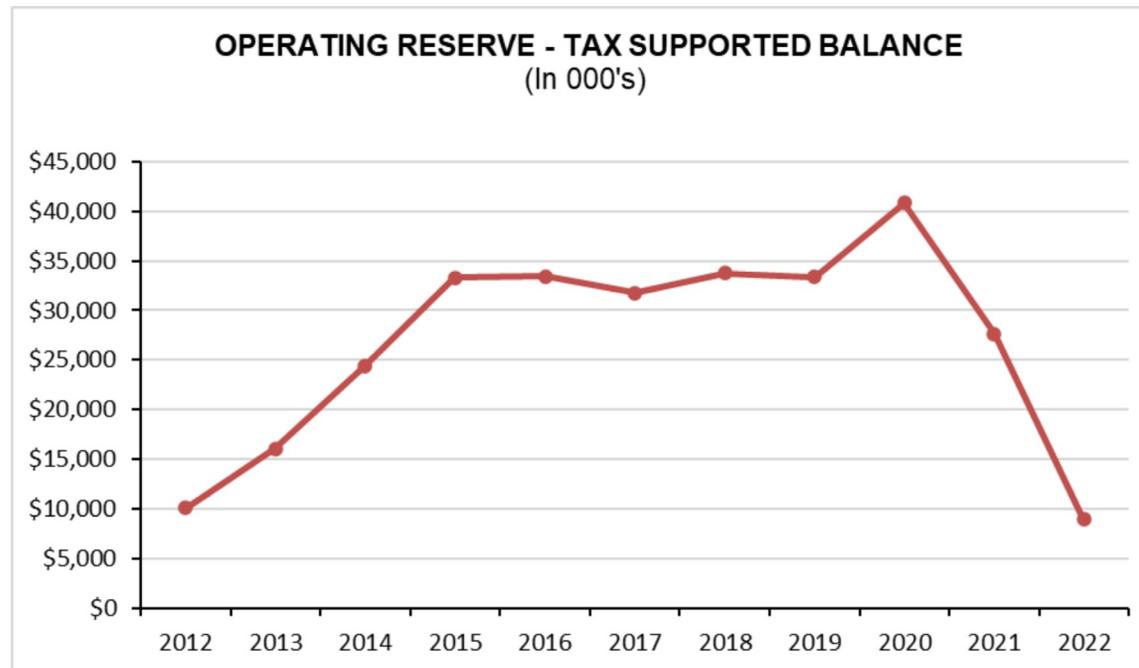
Utility-Supported:

The main transactions causing decreases in the utility-supported reserves were funding of capital projects, as well as dividends provided to tax-supported operations. At the end of 2022, all the utilities reserves were well above the minimum balance requirements.

Additional detailed information for each reserve is provided in the following pages.

Appendix A - Reserve Details

Operating Reserve - Tax Supported (ORTS)



Purpose: To manage one-time, unexpected emergent financial needs and should not be used to address ongoing pressures or base budget items. Unexpected financial needs would include accidents or disasters beyond the support of insurance proceeds, changes in regulation requiring spending or urgent matters deemed by Council requiring funding, as examples.

Funding: Annual surplus from tax supported operations.

Minimum Balance: The uncommitted ORTS shall have a minimum balance of 10% and a target balance of 20% of total budgeted operating expenses, excluding non-cash amortization expenses.

- Total budgeted operating expenses for 2022, less amortization: \$319,732,000
 - Minimum threshold for 2022 (10%): \$31,973,200
 - Target threshold for 2022 (20%): \$63,946,400

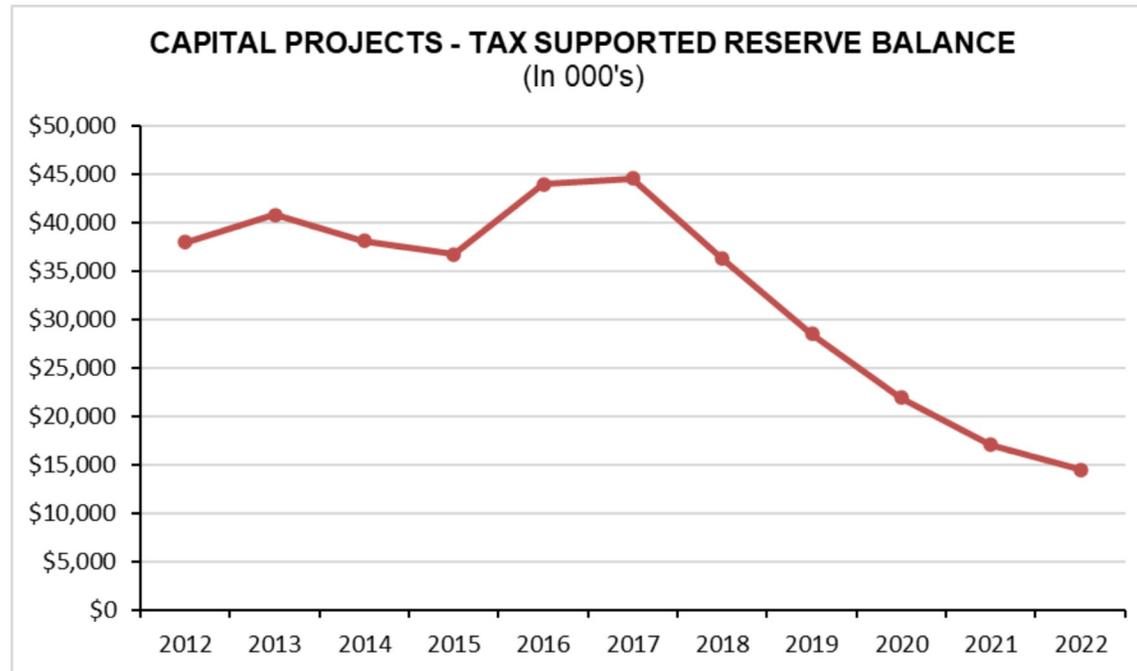
The Operating Reserve - Tax Supported did not meet the minimum or target balance

contingent funds or appropriated items that are no longer required for their original purpose. Other reserve account balances will be reassessed and where appropriate, amounts transferred to the uncommitted ORTS.

Significant transactions:

Decrease/(Increase)	Explanation
\$6,307K	Carryforwards
\$4,786K	Ongoing Council resolutions
\$4,507K	One-time Council resolutions
\$2,950K	Close operating surplus/deficit to reserves
\$300K	Provincial treatment facility - 50% of offsite levies
\$129K	Transfers from reserves
\$4K	Miscellaneous
(\$261K)	Interest true-up

Capital Projects - Tax Supported Reserve (CPR)



Purpose: Funds new tax supported capital assets, typically less than \$1 million in value. The reserve is not intended to fund all tax supported capital projects.

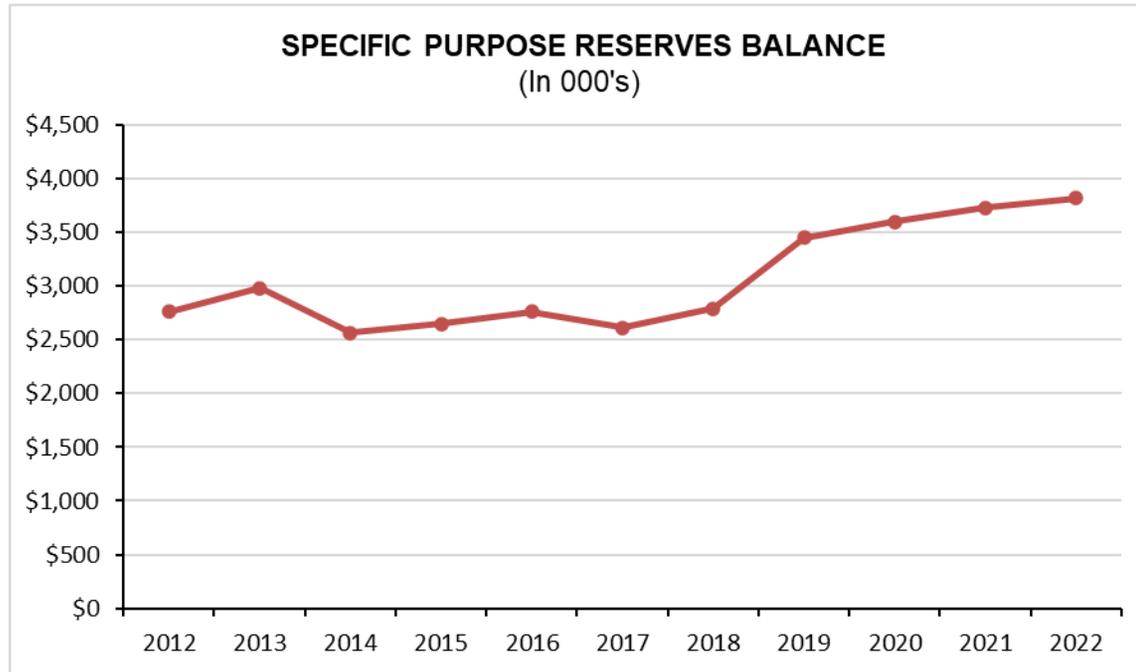
Funding: A percentage of estimated tax revenues along with annual contributions from operations for growth, amenities, and support cost allocations.

Minimum Balance: None

Significant transactions:

Decrease/(Increase)	Explanation
\$14,527K	Capital project funding
\$317K	Operating items funded by CPR
(\$129K)	Miscellaneous
(\$564K)	ITS Technology refresh transfer
(\$1,246K)	Fleet Growth
(\$1,367K)	Crown Paying

Specific Purpose Reserves



Purpose: Funds specific projects or initiatives and may contain sub-categories such as Public Art, Perpetual Care and/or Wetland Enhancement.

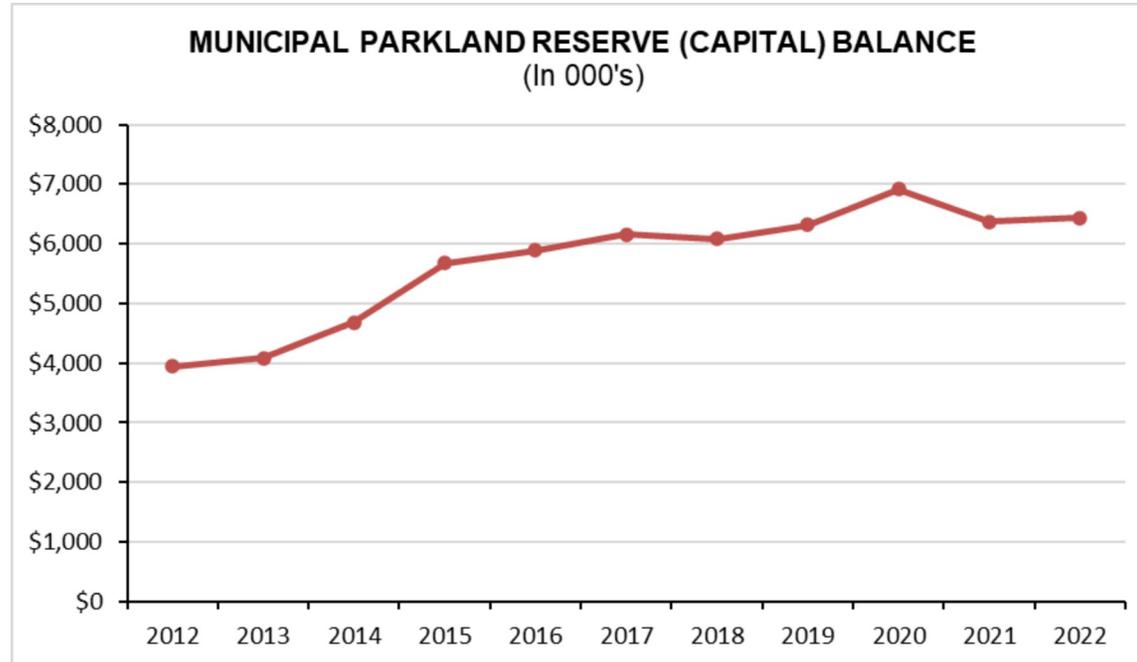
Funding: Various operating and capital activities related to each specific purpose.

Minimum Balance: None

Significant transactions:

Decrease/(Increase)	Explanation
(\$226K)	Close operating surplus/deficit to reserves
(\$9K)	Interest true-up

Municipal Parkland Reserve (Capital)



Purpose: To fund public parks, public recreation areas, school board purposes, or to separate areas of land that are used for different purposes.

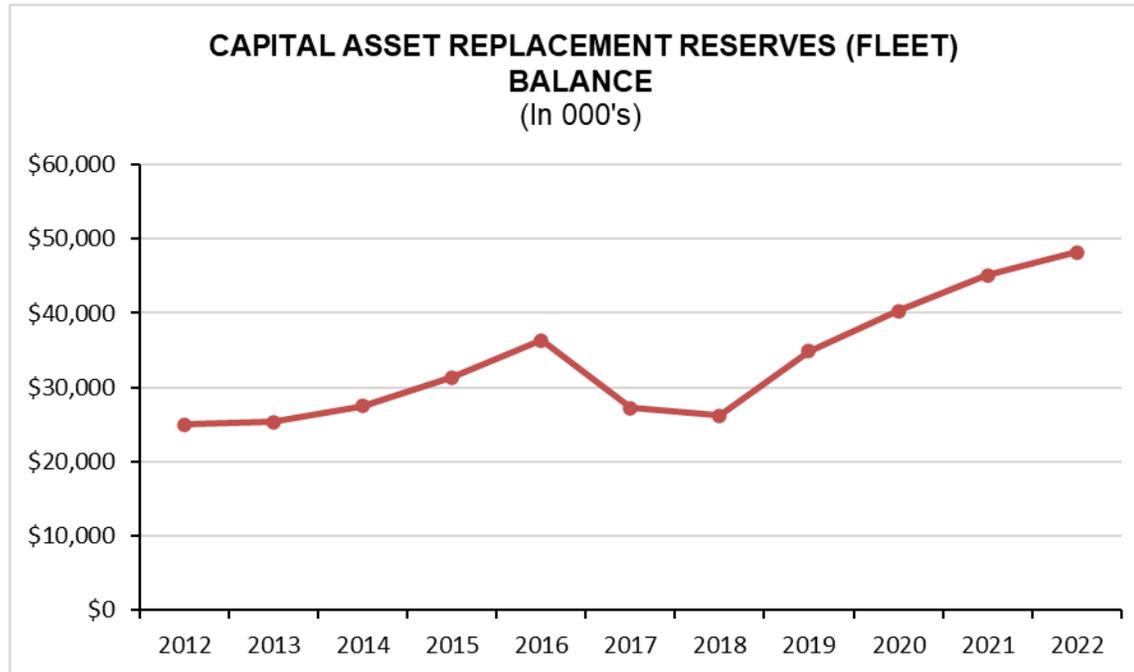
Funding: Developer levies and sale of municipal reserve lands.

Minimum Balance: None

Significant transactions:

Decrease/(Increase)	Explanation
(\$59K)	Interest true-up

Capital Asset Replacement Reserve (Fleet)



Purpose: Funds the replacement of equipment, vehicle, and fleet assets.

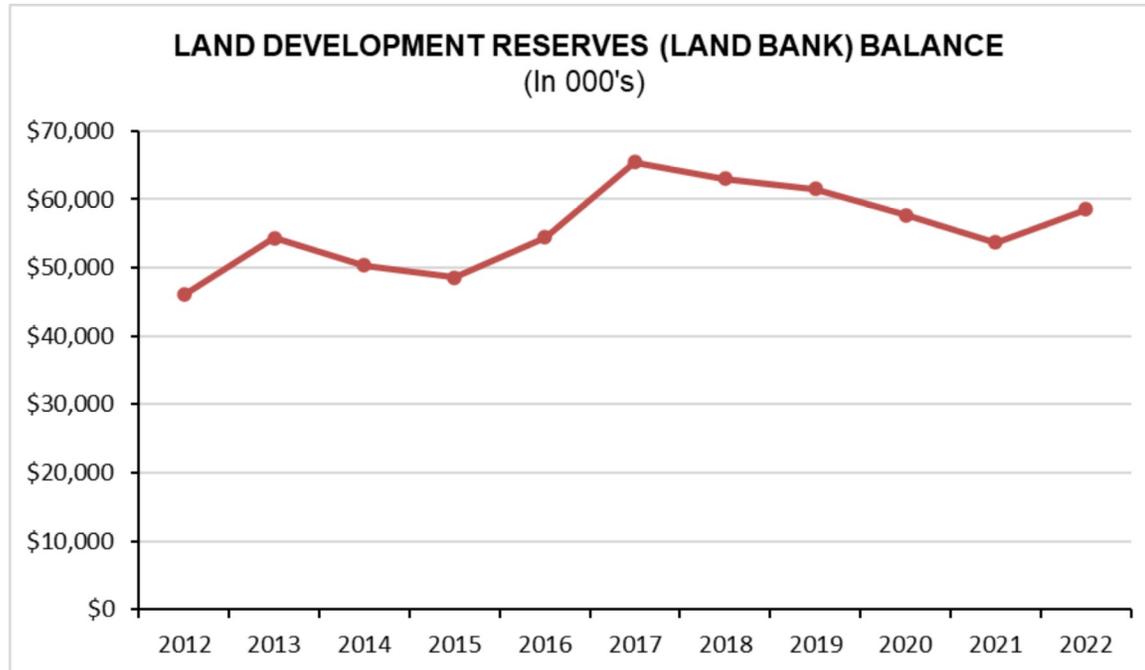
Funding: Annual surpluses from fleet and equipment operations as well as fuel markups, depreciation transfers, and proceeds on sale of equipment.

Minimum Balance: None

Significant transactions:

Decrease/(Increase)	Explanation
\$2,296K	Funding capital projects
(\$120K)	Miscellaneous
(\$167K)	Fuel mark-up revenue
(\$449K)	Interest true-up
(\$593K)	Close operating surplus/deficit to reserves
(\$3,985K)	Depreciation

Land Development Reserves (Land Bank)



Purpose: Manages the long-term fiscal sustainability of the Land Bank. The balance in the Reserve represents the appropriated accumulated surplus of the Land Bank over time. This Reserve is only intended to stabilize the Land Bank over long periods of time and is not to support any other activities, including tax-supported operations. This Reserve is backed by land held for resale inventory and cash.

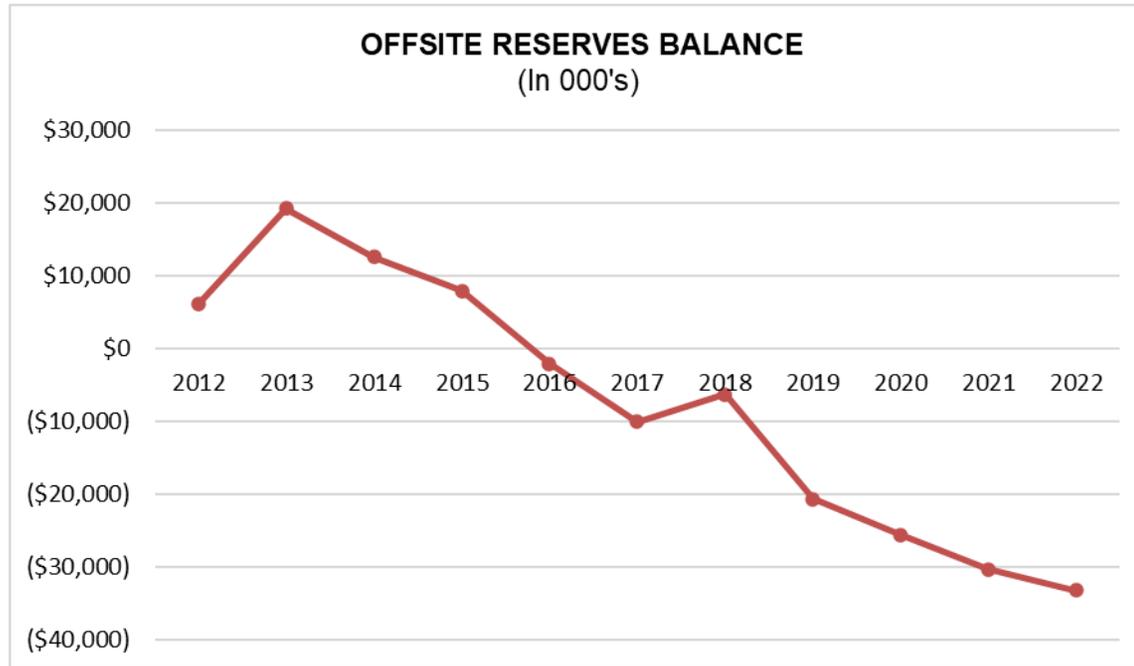
Funding: Annual surplus from subdivision activities.

Minimum Balance: None

Significant transactions:

Decrease/(Increase)	Explanation
(\$4,917K)	Close operating surplus/deficit to reserves

Offsite Reserves



Purpose: Funds offsite development according to the Offsite Levy Bylaw. Reserve deficit balances will be repaid through future offsite levies paid.

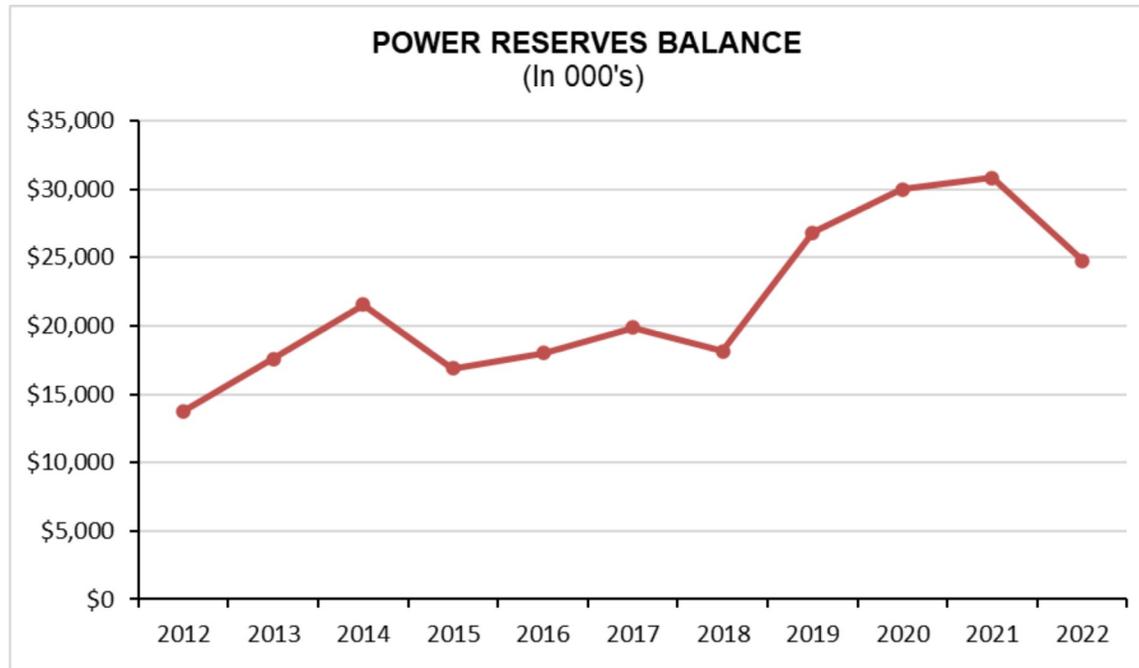
Funding: Offsite levies from developers.

Minimum Balance: None

Significant transactions:

Decrease/(Increase)	Explanation
\$3,522K	Debenture principal
\$507K	Debenture interest
\$26K	Miscellaneous
(\$300K)	Provincial treatment facility - 50% of offsite levies
(\$881K)	Deferred revenue adjustment

Power Reserves



Purpose: Fees collected by The City from the power service are transferred to reserve, and withdrawals will be made for respective capital design, construction, rate stabilization and operations of the power utility.

Funding: Annual surpluses from electric light and power operations, depreciation and interest.

Minimum Balance: A Working Capital minimum amount equal to approximately 45 days of operations will be set aside in the respective operating reserves to be used to fund operations through below budget revenue periods and for unplanned expenditures.

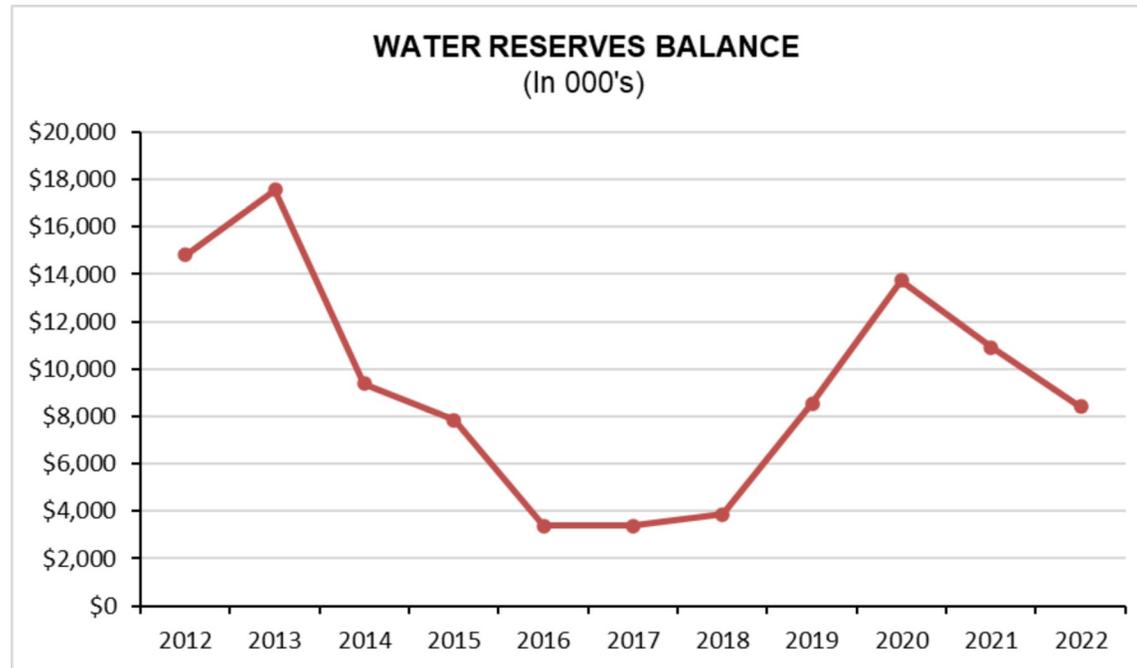
- Total budgeted operating expenses for 45 days of operations: \$6,183,043

The Power Reserve meets the minimum balance requirements for 2022.

Significant transactions:

Decrease/(Increase)	Explanation
\$6,923K	Funding capital projects

Water Reserves



Purpose: Fees collected by The City from the water service are transferred to reserve, and withdrawals will be made for respective capital design, construction, rate stabilization and operations of the water utility.

Funding: Annual surpluses from water utility operations, depreciation and interest.

Minimum Balance: A Working Capital minimum amount equal to approximately 45 days of operations will be set aside in the respective operating reserves to be used to fund operations through below budget revenue periods and for unplanned expenditures.

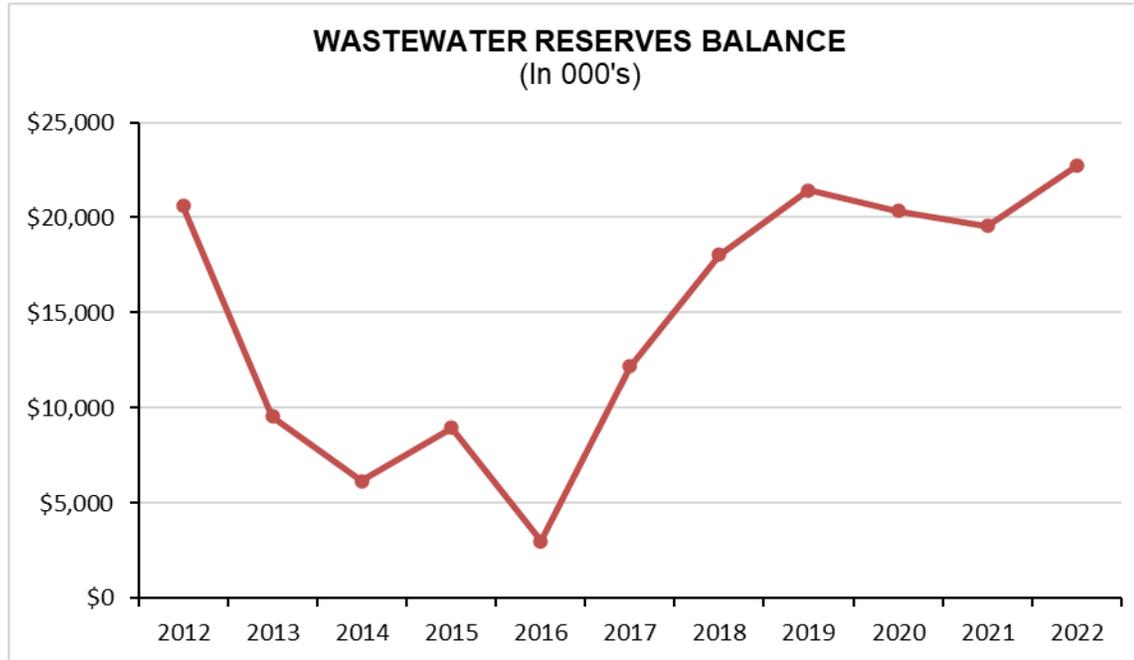
- Total budgeted operating expenses for 45 days of operations: \$1,900,672

The Water Reserve meets the minimum balance requirements for 2022.

Significant transactions:

Decrease/(Increase)	Explanation
\$11,335K	Funding capital projects

Wastewater Reserves



Purpose: Fees collected by The City from the wastewater service are transferred to reserve, and withdrawals will be made for respective capital design, construction, rate stabilization and operations of the wastewater utility.

Funding: Annual surpluses from wastewater utility operations, depreciation and interest.

Minimum Balance: A Working Capital minimum amount equal to approximately 45 days of operations will be set aside in the respective operating reserves to be used to fund operations through below budget revenue periods and for unplanned expenditures.

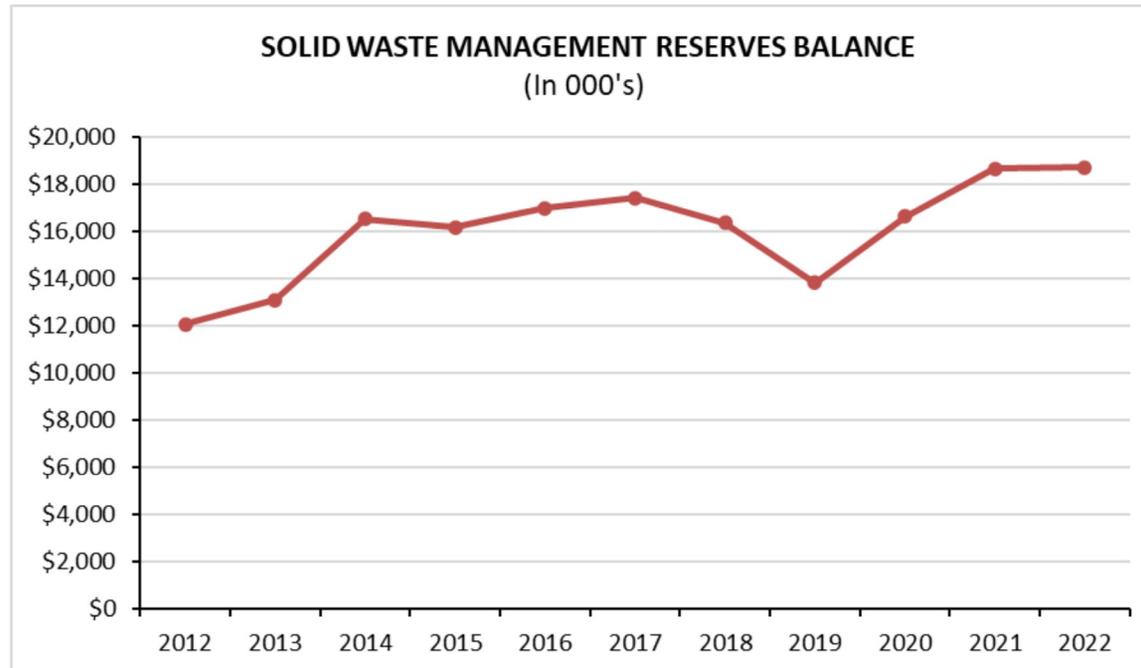
- Total budgeted operating expenses for 45 days of operations: \$1,966,238

The Wastewater Reserve meets the minimum balance requirements for 2022.

Significant transactions:

Decrease/(Increase)	Explanation

Solid Waste Management Reserves



Purpose: Fees collected by The City from the solid waste management service are transferred to reserve, and withdrawals will be made for respective capital design, construction, rate stabilization and operations of the solid waste management utility.

Funding: Annual surpluses from waste management operations, depreciation and interest.

Minimum Balance: A Working Capital minimum amount equal to approximately 45 days of operations will be set aside in the respective operating reserves to be used to fund operations through below budget revenue periods and for unplanned expenditures.

- Total budgeted operating expenses for 45 days of operations: \$1,811,036

The Solid Waste Management Reserve meets the minimum balance requirements for 2022.

Significant transactions:

Decrease/(Increase)	Explanation
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Appendix B - Carryforward Details

Division	Item Description	Amount
City Manager	Mayor and City Manager Caucus	\$20,000
City Manager	Indigenous Relations	\$20,000
Community Services	One-Time Covid Expense Funding	\$27,156
Community Services	One-Time Covid Expense Funding	\$102,634
Community Services	One-Time Covid Expense Funding	\$30,143
Community Services	Stormwater Outfalls - public land dispositions	\$34,800
Community Services	Stormwater Utility Implementation	\$5,402
Community Services	Stormwater Utility Implementation	\$95,160
Community Services	Community Agency COVID sustainability	\$200,000
Community Services	Community Safety Strategy Sustainability	\$100,000
Community Services	Downtown Identity Project 2021	\$105,000
Community Services	Energy Education Grant	\$21,475
Community Services	Environmental Master Plan	\$36,473
Community Services	Integrated Housing	\$100,000
Corporate & Employee Services	Event Hosting & Outgoing Sponsorship	\$98,050
Corporate & Employee Services	Bi-Annual Volunteer Appreciation Awards	\$20,000
Corporate & Employee Services	Risk Management Framework	\$20,000
Corporate & Employee Services	Western Grant	\$2,450,000
Dev & Protective Services	Growth/Annexation	\$603,500
Dev & Protective Services	Police Review Implementation	\$315,787
Dev & Protective Services	Special Event Road Closure subsidy	\$27,000
Dev & Protective Services	Public Participation - Animal License	\$17,519
Dev & Protective Services	Brownfield Work	\$32,553
Dev & Protective Services	Event Strategy Phase 2	\$38,800
Dev & Protective Services	Economic Leader Initiatives Program/Leading Forward	\$1,594,943
Dev & Protective Services	Event Hosting & Outgoing Sponsorship	\$166,100
Office of Mayor & Council	Bi-Annual Mayor's Recognition Awards	\$25,000
	Total	\$6,307,495

Appendix C - Council Resolution Details

Description	One-Time	Ongoing
2021 & 2022 COVID Expenses	\$245,000	-
2022 - City Vision and Community Plan (MDP Update)	\$150,000	-
2022 - Red Deer Airport - Capital Request	\$2,037,500	-
2022 - Red Deer Airport Authority - Annual Operating Grant	\$313,690	-
2022 FAR - Emergency Services Overtime (Includes reversal of CS)	-	\$1,200,000
2022 RCMP Contract Settlement shortfall	-	\$2,366,619
C.R Apr 12, 2021 Council Representation on FCM Committees	-	\$4,500
C.R Mar 14, 2022 GH Dawe Community Centre - impact of construction	(\$61,009)	\$251,238
C.R Nov 15, 2021 Council Representation on FCM Committees	\$6,000	-
C.R Sept 16, 2021 Early Payment to Red Deer Airport in FY21	(\$1,082,500)	-
C.R. Dec 7, 2020 EMS Dispatch Contract	\$1,200,000	-
C.R. Feb, 14 2022 Free Parking Meter Bag Program	\$113,000	-
C.R. Jan, 10 2022 Operating Cost for Permanent Shelter	\$20,000	-
C.R. Jan, 31 2022 Proposed Neighborhood Mitigation Strategy	\$273,300	-
C.R. Jun 20, 2022 Grant to Central Alberta Sports Association	\$75,000	-
Community Agency COVID Sustainability Grant	\$200,000	-
BRO-500012 (Change from Ongoing to Onetime)	\$251,238	(\$251,238)
Cost Savings - Annual Report	(\$6,000)	-
Environmental Initiatives Program Specialist	\$1,237	-
G.H. Dawe Community Centre Project 2021-2023 Adjustment	\$128,410	-
Government of Alberta Biology Casework Fees	-	\$200,000
Increase in Tax Adjustments from Appeal Losses	\$250,000	\$250,000
National Day for Truth and Reconciliation Named Holiday	-	\$230,000
Penalty Revenue Reduction	\$300,000	-
PS3280 Asset Retirement Obligations	\$100,000	-
RBGRS Operating Grant 2022	\$300,000	-
Reversal of Cost savings for 2021 Bi-Annual Volunteer Appreciation	-	\$10,000
Reverse RBGRS Operating Grant (2021 & 2022)	(\$300,000)	-
Social Diversion Service Delivery Model for Red Deer	-	\$525,235
Total	\$4,506,936	\$4,786,354



June 26, 2023

Land Use Bylaw 3357/I-2023

6970 Taylor Drive Site Exception to allow for a Multiple Family Building and an Assisted Living Facility

Prepared by Christi Fidek, Senior Planner
Department City Planning & Growth

Report Summary and Recommendations

The City has received an application for a site exception, a Land Use Bylaw amendment, at 6970 Taylor Drive to allow for consideration of a Multiple Family Building and an Assisted Living Facility as discretionary uses on the site. This application is a prioritized fast-track application supporting The City's housing initiatives.

Council is the approving authority on all *Land Use Bylaw (LUB)* amendments.

Administration supports First Reading of Bylaw 3357/I-2023 to facilitate a Multiple Family Building and an Assisted Living Facility at 6970 Taylor Drive.

Proposed Resolution

That Bylaw 3357/I-2023 be read a first time.

If first reading is given, this Bylaw will be advertised with a Public Hearing to be held at the Monday July 24, 2023 Council Meeting.

Rationale for Recommendation

1. The application complies with the Strategic Direction of The City, and aligns with CHHIP and the draft *Land Use Bylaw*.

The application is in alignment with the *2023-2026 Strategic Plan*, the *Municipal Development Plan* and *CHHIP*. The site exception aligns with what is proposed in the current draft of the C4 district under the *LUB* Update project.

2. Administration supports the application.

Administration views the proposal as a suitable use for the site as future C4 proposed zoning will replace the site exception requirement.

Background

An external application has been submitted for a site exception to allow for a Multiple Family Building (apartment) and an Assisted Living Facility (apartment with services to residents) to be considered as uses at 6970 Taylor Drive. Currently the site is within the C4 Commercial (Major Arterial) District; this is not proposed to change. A site exception will retain the existing zoning and allow for additional uses on the site. If approved, the site exception will accommodate a future Multiple Family Building and an Assisted Living Facility.

The site is located within the Golden West neighbourhood, and is currently used for industrial storage. A phase 1 environmental site assessment will be required prior to development of the site due to the current and past use of the site.

Surrounding parcels to the west and north are within the Industrial (Business Service) District and are used for light industrial purposes. Off-site nuisances, such as noise, odours, dust, and fumes are not permitted within the District. Across Taylor Drive to the east is a manufactured home park within the R4 Residential (Manufactured Home) District. Directly south of the site is an Assisted Living Facility also within the C4 District.

The existing Assisted Living Facility to the south (6960 Taylor Drive) is approved under a 2013 site exception. At that time, that site and the subject site (6970 Taylor Drive) were one parcel. In 2020, 6960 Taylor Drive was subdivided from the subject site. The existing site exception for 6960 Taylor Drive applies to both sites, though it contains conditions that are not relevant to the subject site. This is why a new site exception has been proposed. As part of the proposed bylaw, the existing site exception for 6960 Taylor Drive has been reworded to reflect

There are no land use constraints limiting development of residential units on the site.

Copies of the C4 District, the site exception for the existing Assisted Living Facility, and maps are included in Appendix A.

Prior Council Direction

On May 1, 2023, Council directed City Administration to prioritize zoning and permitting processes for housing initiatives. See Appendix B.

Strategic Alignment

The *2023-2026 Strategic Plan* is The City's primary visioning document that provides priorities and direction to help Council make decisions. Focus areas of the plan include goals to create a thriving, engaged and connected city. This is done through allowing appropriate development while ensuring the community has had opportunity to be heard by Council. The proposed bylaw aligns with the *Strategic Plan*.

The *Municipal Development Plan (MDP)* provides broad policy direction for future growth and development within the City. It contains policies to encourage developments that promote pedestrian accessibility, mixed use housing types and forms, and intensification of land use where there is capacity. The proposed bylaw aligns with the policies in the *MDP*.

See Appendix C for excerpts from the *2023-2026 Strategic Plan* and the *MDP*.

Related Policies

Taylor Drive Planning and Development Guidelines

The *Taylor Drive Planning and Development Guidelines* were created to guide development along the west side of Taylor Drive between 67 Street and 65 Avenue. Future development of the site will be reviewed for alignment with the existing guidelines.

Land Use Bylaw Site Exception Criteria

In 2021, Council amended the *Land Use Bylaw* to include criteria to clarify when site exceptions are appropriate - applications must be for unique or innovative developments or where there are unusual site constraints (see Appendix A). The application does not satisfy the criteria. It does align with the proposed future C4 District within the larger *LUB Review* project. This is further discussed in the Analysis section below.

Neighbourhood Planning and Design Standards

The *Neighbourhood Planning and Design Standards (NPDS)* were created as a guidebook to good

Stakeholder Consultation

The application was referred to several City departments, all concerns have been mitigated.

Details of the applications were also circulated to landowners within 100m of the site, 108 in total. Administration received one letter with concerns of residential development close to industrial development. The letter is attached in Appendix D.

Analysis

The application is compatible with neighbouring developments. The existing Assisted Living Facility to the south has not been negatively affected by adjacent industrial developments and it is expected that the subject site can accommodate a similar type of development. The uses are compatible as the District does not allow for uses that create off-site nuisances. In addition, the site is within proximity to transit and several services accessible by City sidewalks.

The application aligns with the existing strategic direction.

Site Exception Criteria and Land Use Bylaw Review

The C4 District is expected to undergo several changes when the new *LUB* is adopted. The current draft of the new *LUB* lists Apartments (previously Multiple Family Building) and Supportive Living Accommodation (previously Assisted Living Facility) as permitted uses in the C4 District. This means that, if adopted, landowners will be able to directly apply for development and building permits without first being required to rezone or apply for a site exception.

Because the application aligns with the future C4 district, Administration is supportive of the site exception in the short-term. After adoption of the new *LUB*, the site exception may no longer be required and the use will be conforming in the C4 District.

Financial

There are no direct financial or budget implications as a result of the recommendations.

Appendices

- Appendix A - Land Use Bylaw Excerpts
- Appendix B - Previous Council Resolution
- Appendix C - Guiding Policies, Objectives, and Regulations
- Appendix D - Letter of Concern

BYLAW NO. 3357/I-2023

Being a Bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of The City of Red Deer as described herein.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

Bylaw No. 3357/2006 is hereby amended as follows:

1. Section 8.22.2(e)(vi) is deleted and replaced with the following:
2. Multiple Family Building, Assisted Living Facility, Day Care Facility or Day Care Adult on Lot 12, Block, Plan 202 2069 (6950 Taylor Drive and 6960 Taylor Drive), subject to a maximum height of six storeys and that each building shall contain commercial uses on the ground floor, the commercial component shall not exceed three storeys and the applicant must provide a residential noise impact statement outlining measures to mitigate noise impacts from the adjacent industrial area
3. Section 8.22.2(e) is amended by adding the following as a new subsection (xxii):
Multiple Family Building or Assisted Living Facility or a combination thereof on Lot 1, Block 9, Plan 042 2888 (6970 Taylor Drive), subject to a maximum height of six storeys.
4. The "Land Use District M8p" contained in "Schedule A" of the Land Use Bylaw is hereby amended in accordance with Map 8/2023 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this day of 2023.

READ A SECOND TIME IN OPEN COUNCIL this day of 2023.

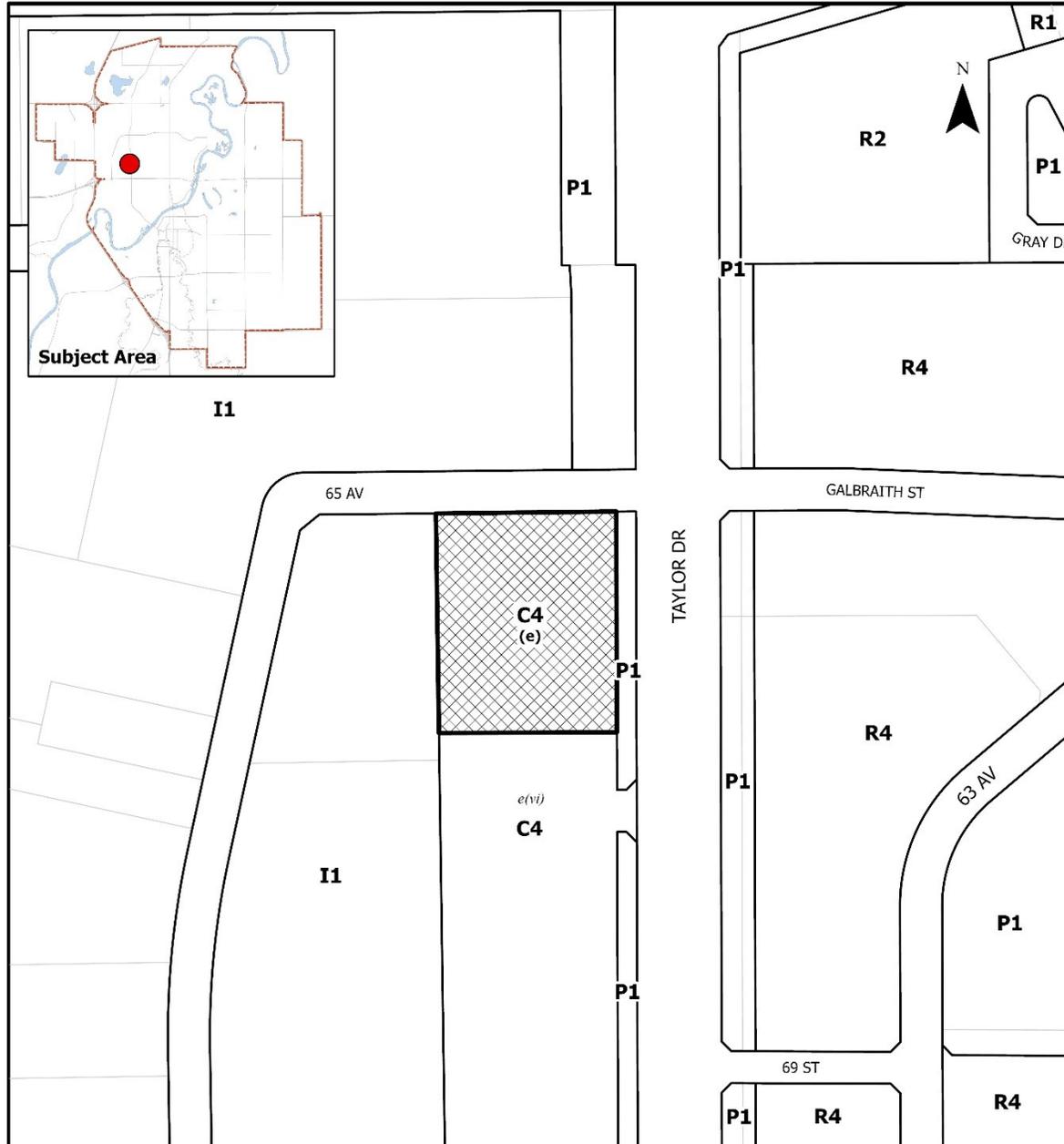
READ A THIRD TIME IN OPEN COUNCIL this day of 2023.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2023.

Schedule "A"



Proposed Amendment to Land Use Bylaw 3357/2006



Add Site Exception and Remove Site Exception:

Appendix A

Land Use Bylaw Excerpts

5.6 C4 Commercial (Major Arterial) District

General Purpose

The general purpose of this District is to facilitate the development of the primary location for trade and service related to automotive transportation and the automobile traveller, and other commercial land uses which are built at low densities, in planned centres, generally, to serve the city and the region, as a whole.

1. C4 Permitted and Discretionary Uses Table**(a) Permitted Uses**

- (i) ¹Building Sign
- (ii) Commercial recreation facility.
- (iii) Commercial service facility.
- (iv) ²Freestanding Sign.
- (v) ³Merchandise Sales and/or Rentals (minimum floor area for a building or a comprehensively designed group of buildings – 929.0m² (there is no minimum floor area for the units within the building(s)))
- (vi) Restaurant.
- (vii) Service and repair of goods traded in the C4 District.
- (viii) ⁴DELETED
- (ix) ⁵Office

(b) Discretionary Uses

- (i) Above ground storage tanks for motor fuel products including propane and used oil.
- (ii) Accessory building or use subject to section 3.5.
- (iii) ⁶Billboard Sign;
- (iv) Dangerous goods occupancy.
- (v) Drinking establishment (adult entertainment prohibited and subject to section 5.7(8)).
- (vi) Drinking establishment (adult entertainment permitted and subject to section 5.7(8)).
- (vii) ⁷Dynamic Fascia Sign; and
- (viii) ⁸Dynamic Freestanding Sign.
- (ix) Funeral Home.

¹ 3357/B-2018
² 3357/B-2018³ 3357/L-2018, 3357/L-2020⁴ 3357/B-2018⁵ 3357/I-2020⁶ 3357/B-2018

City of Red Deer Land Use Bylaw 3357/2006

(x) ¹Health and Medical Services

(b) Discretionary Uses *continued*

- (xi) Hotel, motel or hostel.
- (xii) ²Merchandise Sales and/or Rentals (no minimum floor area for a building or unit within the building)
- (xiii) ³Outdoor display or sale of goods.
- (xiv) ⁴Deleted
- (xv) Transportation, communication or utility facility.
- (xvi) Warehouse.
- (xvii) ⁵Outdoor storage.
- (xviii) ⁶Gaming or Gambling Establishment subject to section 5.7 (1) (g)
- (xix) ⁷Cannabis Retail Sales

2. C4 Commercial (Major Arterial) District Regulations

(a) Table 5.6 C4 Regulations

Regulations	Requirements
⁸ Floor Area Maximum	One third of site area ⁹ Office area – 4,645m ²
Building Height Maximum	Three storeys
Front Yard Minimum	15.0 m
Side Yard Minimum	Nil, when there is a constructed lane 3.8 m on one side when there is no constructed lane 3.0 m when it abuts a street
Rear Yard Minimum	3.0 m
Landscaped Area Minimum	40% of minimum front yard, however, if it is determined by the Development Authority that landscaping is required elsewhere on the site, then 15 % of the site area may be required to be provided
Parking	Subject to section 3.1 and 3.2
Loading Spaces Minimum	One opposite each loading door with a minimum of one per building, subject to section 5.7(3)
Site Area	Minimum 1393 m ² Maximum 4.0 ha
Frontage	Minimum 30.0 m

¹ 3357E/2011

² 3357/L-2018, 3357/S-2019, 3357/L-2020

³ 3357/E-2006

⁴ 3357/G-2016, 3357/B-2018

⁵ 3357/E-2006

⁶ 3357/J-2007

⁷ 3357/P-2018

City of Red Deer Land Use Bylaw 3357/2006

- (b) C4 District is subject to any applicable commercial regulations listed within section 5.7.

3. C4 Commercial (Major Arterial) Site Development

- (a) The relationship of the use to adjacent residential areas will be a factor in considering the size, site plan and architectural treatment of the building.

8.22 Exceptions Respecting Land Use

1. General Regulations

- (a) An exception to the uses and/or regulations of a District or this Bylaw may be approved by Council on a site specific basis when a proposed Development, because of its unique characteristics or innovative ideas or because of unusual site constraints, can only proceed if an exception to the provisions of this Bylaw is approved.
- (b) Exceptions to the uses and/or regulations of a District shall not be sought:
 - (i) if a redistricting to another District could achieve the same result either with or without relaxations of this Bylaw; or
 - (ii) to regulate matters that are typically addressed by conditions imposed by the Subdivision or Development Authorities.
- (c) An applicant for an exception to the uses and/or regulations of a District shall, as part of the application for the exception, submit a written statement indicating why, in the applicant's opinion, an exception is necessary and why the proposed Development cannot proceed without an exception.

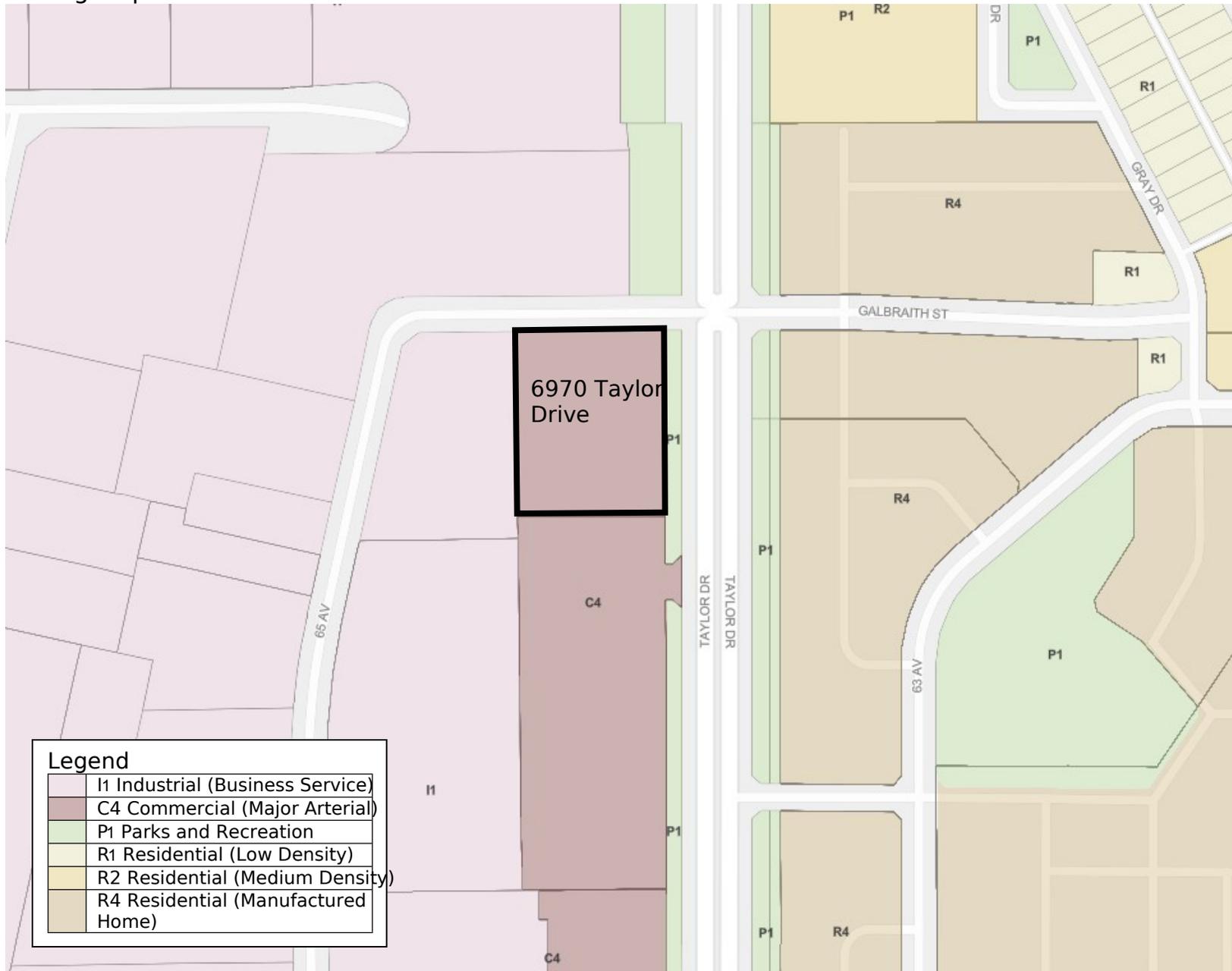
2. Areas Specifically Designated for a Particular Use

- (e) On those sites, or portions thereof herein listed, the following uses may be allowed as discretionary uses:
 - (vi) Multiple Family Building, Assisted Living Facility, Day Care Facility, and Day Care Adult on Lot 9, Block 1, Plan 042 2888 (6791 65th Ave) subject to a maximum height of six storeys as discretionary uses and that each building shall contain commercial uses, as a minimum, on the ground floor. The commercial component shall not exceed three storeys. A residential noise impact statement is required outlining the measures to be taken to mitigate noise impacts from the adjacent industrial area.

Location Map



Zoning Map



Appendix B

Previous Council Resolution

Resolved that Council of The City of Red Deer having considered the report from Community Services dated May 1, 2023 re: Housing Asset Development Recommendations hereby

1) supports in principle 'Surplus Land' as an enabling action and directs City Administration to bring back a report to Council by Q4 of 2024 with a list of identified potentially suitable surplus lands and/or buildings that The City may have for the purposes affordable housing, and that identifies any implications for The City.

2) supports in principle 'Financial Incentives' as an enabling action and directs City Administration to explore options related to CMHC's new "Housing Accelerator Fund", and direct City Administration to present a tax-supported financial incentives program to Council in November 2023 to be considered as part of mid-cycle budget review.

3) supports in principle 'Property Tax Exemptions' as an enabling action and directs City Administration to bring back a report to Council in November 2024 as part of the next budget debate regarding an equitable granting program in lieu of property tax exemptions to incentivize non-Alberta Social Housing Corporation properties that provide affordable housing.

4) supports in principle 'Land Designations' as an enabling action and directs City Administration to develop a full business case regarding land designation that outlines financial feasibility and any risks to The City's Land Bank and bring back to Council by Q4 2024.

5) supports in principle 'Fast Track Development Permits' and directs City Administration to prioritize zoning and permitting processes for affordable housing and permanent supportive housing applications

6) supports in principle 'Waive Municipal Fees' and directs City Administration to ensure that municipal fees are an eligible expense in the tax-supported financial incentives program that will be presented to Council in November 2023 as part of mid-cycle budget review

Resolved that Council of The City of Red Deer having considered the report from Community Services dated May 1, 2023 re: Housing Asset Development Recommendations hereby endorses the following administrative actions:

III. Zoning Restrictions: Reduction of barriers for affordable housing through the development of a new Land Use Bylaw for Council's review in 2023.

IV. Conversion of Commercial Buildings: Encourage applicants to consider exploring the conversion of commercial buildings into affordable housing options when it is feasible to do so.

Appendix C

Guiding Policies, Objectives, and Regulations

2023-2026 Strategic Plan

Thriving City

A thriving local economy, driven by a healthy business community and vibrant downtown is paramount, while continuing to protect and enhance the environment.

Engaged and Connected City

Council engages with citizens in ways that build strong, respectful, and collaborative relationships. Citizens feel valued and included in decisions about their city.

Municipal Development Plan

7.4 Promote Urban Design That Encourages Pedestrian Accessibility

The City shall promote urban design that encourages pedestrian accessibility by providing functional and attractive pedestrian linkages connecting: • residential neighbourhoods with the trails system and adjacent community services and • commercial developments with the public sidewalk system

10.4 Housing Forms

The City shall encourage the creation of a wide variety of housing forms. This may include dwelling units in combination with compatible non-residential uses, live-work units and secondary suites.

12.10 Revitalization of Older Commercial Centres

The City should encourage the revitalization and adaptive reuse of underutilized or vacant commercial centres for future mixed use developments.

Taylor Drive Planning and Development Guidelines

Property Orientation - The east portion of the properties currently owned by Don Adams Welding and L-7 Inc. are proposed to be designated to commercial use (C4) in accordance with the City of Red Deer MDP. The are proposed to be redesignated to commercial is shown approximately east of the bold line on the attached map and development will be oriented to Taylor Drive...

Community Housing and Homelessness Integrated Plan

Priority 3 Housing Options

Appendix D

Letter of Concern



CITY PLANNING & GROWTH DEPARTMENT

Comment Sheet

6970 Taylor Drive Site Exception

We invite you to provide feedback regarding the proposed *Land Use Bylaw* amendment. Your feedback is important to us.

Collection & Release of Your Information: The City is collecting your information and comments to be included in a report submitted to Council that will form part of the public record. Personal information will not be redacted. The personal information on this form is collected under the authority of the Municipal Government Act Section 3 and is protected under the provisions of the Freedom of Information & Protection of Privacy (FOIP) Act. The City will seek to balance the dual objectives of open government and protection of privacy. If you have questions about the collection and use of this information, please contact the Manager of City Planning & Growth at The City of Red Deer, 4914- 48 Ave, Red Deer, AB 403-304-8383.

Please provide comments by 4:30 PM, Friday, May 19, 2023

Contact Information (please print) Unsigned or anonymous letters or emails that do not provide a proper name for the party sending the comments will not be accepted as there is no way for Council to properly weigh the contents.

Name: Laurel Matthews

Mailing Address: 1034 - 7050 GRAY DR Postal Code: T4P 1B9

Phone #: 403-901-4722 E-mail Address: laurelm.gh@gmail.com

General Comments

Unless this change is for specific housing such as additional senior residences I would disagree with putting other residential buildings in this location. The site is backed by industrial lots and to the front is a busy road (Taylor Dr) which does not make this location suitable.

CUNIC - etc) The lot in question is too small for individual housing and not overly attractive for multiple unit housing for families.

That said, the view even for seniors isn't the greatest - who wants to look over an industrial area?

Please Note:

- Submissions from the public will appear on the Council Agenda in the same format that they were received. No personal information will be redacted.
- Anyone who submits materials marked "in confidence" or "confidential" will be contacted by Administration who will explain that materials cannot be submitted "in confidence" or "confidentially" as all material submitted for Council consideration must form part of the public record. The submitter will be given the option to withdraw their submission, submit a revised submission prior to the deadline or have their original submission included in the Agenda with the notation that the submission is not "confidential".
- Unsigned or anonymous letters or emails that do not provide a proper name for the party sending the email will not be accepted as there is no way for Council to properly weigh the contents of the letter.
- Administration may withhold a public submission from the Council Agenda if, after consulting legal counsel, they conclude the submission contains hate speech, discriminatory language, or defamatory language. Administration shall contact the party making a submission that is being withheld under this section and advise them that the submission is being withheld and that if the party wants to make submissions to Council that they, or their delegate, can attend the Public Hearing to present their comments directly to Council during the Public Hearing.

Comments can be submitted by one of the following methods.

- Email: christi.fidek@reddeer.ca
- Complete the enclosed Comment Sheet and mail to: Attn Christi Fidek, City Planning & Growth,



June 26, 2023

Debt Policy Review

Prepared by: Ray MacIntosh, Chief Financial Officer
Department: Financial Services

Report Summary and Recommendations

During the 2023/2024 budget debate and approval, Council had passed a resolution to review the debt policy. Essentially a review on how appropriate the self restriction of 75% of what the Province will allow to borrow.

This report explores the rationale for a self-imposed restriction. The long-term financial plan, once completed, will guide a series of financial polices and decisions of which a change in how we approach debt as a lever to fund important infrastructure may need to be re-examined. Based on risk management principles, Administration recommends the limit of 75% of provincial debt limits remain unchanged at this time.

This report was presented to the Audit Committee on June 21, 2023.

Rationale for Recommendation

1. Self imposed debt limitations is based on risk management.

Integrated Risk Management Framework recognizes financial as a risk category to be mitigated.

2. Replacement values of existing facilities is expensive.

Unused debt is reserved for contingency and emergencies.

3. Audit Committee support

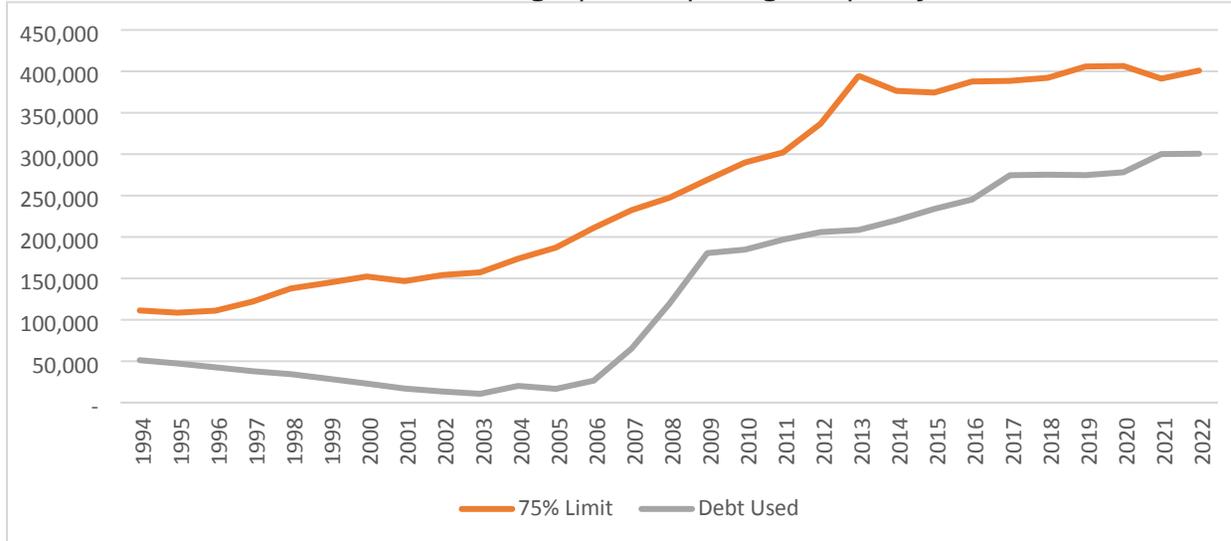
The report and recommendation was presented at the June 21, 2023, Audit Committee, and has their support.

Proposed Resolution

Resolved that Council of The City of Red Deer having considered the report from Financial Services dated June 26, 2023 re: Debt Policy Review hereby accepts the report as information.

Background

The 2022 debt limit is \$528,028 million giving a policy limit of \$396,021 million. The debt used by the end of 2022 is \$296,652 million. A graph comparing the policy debt limit to actual debt used is below.



Provincial regulation also limits the debt service (annual debt payments) of a municipality. This limit is 0.25 times the annual revenue. Again, total revenue excludes capital grants and donated assets.

The current Council policy does not place any additional restrictions on debt service limits.

Prior Council/Committee Direction:

Direction arising from the minutes of the November 28, 2022, budget meeting:

“Resolved that Council of the City of Red Deer having considered the 2023-2024 Multi Year Budget dated November 28 – December 5, 2022, hereby directs Administration to review the Debt Policy and return to Council by Q4 2023.”

A report at the October 19, 2022 Audit Committee meeting also dealt with a review of the Debt Policy. The report recommended that no changes be made to the policy at this time and that a long term financial plan would be undertaken to review the use of debt.

Strategic Alignment:

The City of Red Deer’s 2023-2026 Strategic Plan cites Financial Stability as one of the key guiding principles. In part, it states:

“The City takes good care of public dollars. Sound fiscal management is demonstrated in all areas of the

Analysis

Why would a municipal Council decide upon a self-restricted debt limit beyond what Provincial regulation would allow? The strategy that some municipalities choose to follow is based on risk management. To fully use the entire amount of debt allowed by the Province is to ignore the risk that some event, or priority arises that could then not be addressed with debt. In essence, using the entire mortgage limit provided by a bank, and leaving nothing left for the just-in-case.

What is a reasonable limit?

Council is not suggesting eliminating a self-imposed debt limit. The question is rather, what is a reasonable limit? How much breathing space, just-in-case funding, is rational? Right now, the policy sets aside 25%, but is that a good number?

The City's Integrated Risk Management Framework provides guidance on risk, creating a risk resilient organization, and financial as a risk category. The Framework states "This includes the ability to provide services and amenities to residents in a fiscally responsible manner." Leaving debt capacity is directly related to risk management and the ability to recover from a disastrous event, or to provide capacity to procure an asset the municipality cannot do without.

An example may help clarify the rationale for retaining 25% of a total debt limit. Currently, the City's 25% of provincial debt limit is equal to \$132,007 million. If the City were to require the complete replacement of the water treatment plan, or to build a new plant, using the current estimated replacement of our existing water treatment plant is \$156,286 million, In this case, 25% of the debt limit is not sufficient; 30% of the total debt limit would be required. This assumes of course that the municipality has used the entire 75% of the policy limit on other priorities.

Impacts of increased use of debt

Any new debt will have the impact the next year on making debt payments. However, depending on the nature of the asset constructed or purchased is the ongoing operations of that new asset. This could be ongoing maintenance, like what we would do for a new road (snow removal, patching, re-topping) or could be much more intense, like operating a new arena requiring personnel, facility operations, utilities or retirement obligations. These new operations require funding and is beyond the new loan payments.

What Others Are Doing

Below is a sample list of what other municipalities are doing (or not) when it comes to debt limits.

Municipality	Provincial Limit	Self Imposed Limit	Prov. Limit Actual Used	Policy Limit Actual Used
City of Calgary	2 times revenue	1.6 times revenue	33% of Prov. limit	41% of policy limit
City of Edmonton	2 times revenue	21% of revenue	11% of Prov. Limit	53% of policy limit
City of Lethbridge	1.5 times revenue	None	32% of Prov. limit	N/A

2 times revenue. The Government Finance Officers Association (GFOA) does not provide guidance on self-imposed debt restrictions.

Alternate Options Considered:

Increase the policy debt limit from 75% of the provincial amount allowed.

Benefits:

- Increased capacity to borrow for capital priorities of the community.

Disadvantages:

- Increases the amount to annually service the debt.
- Increases the operational needs to maintain the asset built or purchased, in turn requiring an increase in tax and/or fees.

Do not adjust the existing policy debt limit.

Benefits:

- Maintains a “reserve” balance of debt for unforeseen priorities or emergencies.
- Reduces debt service payments and related annual operational costs associated with new assets.

Disadvantages:

- Limits Council’s ability to structure the use of debt for community needs.

Recommended Option

Administration recommends that the debt policy not be amended at this time. An upcoming long-term financial plan will review the use of debt and any self-imposed limitations.