

DATE: March 15, 1994  
 TO: All Departments  
 FROM: City Clerk  
 RE: PLEASE POST FOR THE INFORMATION OF EMPLOYEES

**FILE**

SUMMARY OF DECISIONS

\*\*\*\*\*

FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL  
 TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL,  
 MONDAY, MARCH 14, 1994,  
 COMMENCING AT 4:30 P.M.

\*\*\*\*\*

- (1) Confirmation of the Minutes of the Regular Meeting of February 28, 1994.  
 Confirmation of the Minutes of the Special Meeting of March 7, 1994

PAGE

(2) **UNFINISHED BUSINESS**

- 1) City Clerk - Re: Land Use Bylaw Amendment 2672/J-94/Rezoning of Part  
 of Lot 5 MR, Plan 812-1748, from Road to R4 and P1/Northwood Estates  
 Mobile Home Park Expansion .. 1

DECISION - BYLAW AMENDMENT GIVEN 3RD READING

- 2) Mayor's Recognition Awards Committee - Re: Mayor's Recognition Awards  
 Bylaw Amendment 3054/A-94/Withdrawal .. 3

DECISION - AGREED TO WITHDRAW PROPOSED AMENDMENT  
 TO THE BYLAW

- 3) Capri Centre - Re: Land Use Bylaw Amendment 2672/I-94/Request to withdraw Rezoning Application from C4 to C2 .. 4

DECISION - AGREED TO WITHDRAWAL OF REZONING REQUEST

(3) **PUBLIC HEARINGS**

(4) **REPORTS**

- 1) Public Works Manager - Re: Rate Changes to Various City Services resulting from 1994 Operating Budget Approval .. 5

DECISION - AGREED TO RATE CHANGES

- 2) Land & Economic Development Manager - Re: Application to Purchase by Minute Maids/Sound Source/Lot 1, Blk. 2, Plan 892-2959/Riverside Light Industrial Park .. 12

DECISION - AGREED TO PURCHASE SUBJECT TO CONDITIONS

- 3) Red Deer Regional Planning Commission - Re: Industrial District Review/Committee Appointment .. 15

DECISION - CONSIDERED REPORT AND APPOINTED ALDERMAN STATNYK TO COMMITTEE

- 4) Director of Community Services - Re: Red Deer Public Library/Expansion Project .. 16

DECISION - REPORT RECEIVED AS INFORMATION

- 5) Director of Financial Services - Re: Prepayment of Property Taxes/Tax Discount Bylaw Amendment 2899/A-94 .. 17

DECISION - BYLAW GIVEN 3 READINGS

- 6) Land & Economic Development Manager - Re: Disposal of Municipal Reserve/Lot 8 (City Reserve), Block 4, Plan 5879 HW .. 18

DECISION - AGREED TO DISPOSAL OF MUNICIPAL RESERVE LANDS

- 7) Public Works Manager - Re: Rate Changes to Various City Services from 1994 Operating Budget Approval/Utility Bylaw Amendment 2960/C-94. 20

DECISION - BYLAW GIVEN 3 READINGS

- 8) Red Deer Regional Planning Commission - Re: Response to Questionnaire on Planning Advisory Service .. 31

DECISION - RECEIVED AS INFORMATION

- 9) City Commission/Directors - Re: Canada-Alberta Infrastructure Works Program .. 42

DECISION - AGREED TO PROPOSED PROJECT LIST

- 10) Director of Financial Services - Re: 1994 Budget Resolution Approving Budget Summary .. 46

DECISION - APPROVED 1994 OPERATING AND MAJOR CAPITAL BUDGETS

- 11) Director of Engineering Services - Re: Red Deer Solid Waste Disposal Site Expansion Project .. 48

DECISION - APPOINTED ALDERMAN VOLK TO ADVISORY COMMITTEE REVIEWING PROJECT

- 12) Public Works Manager - Re: Snow and Ice Control .. 50

DECISION - RECEIVED AS INFORMATION

- 13) Finance & Audit Committee - Re: 1993 Accounts Receivable Write-Offs53

DECISION - APPROVED 1993 ACCOUNTS RECEIVABLE WRITE-OFFS

- 14) Land & Economic Development Manager - Re: Major Continuous Corridor/Taylor Drive Right-of-Way/Ross Street South to South City Limits/Road Closure Bylaws: A) 3107/94/Ross Street to 43 Street B) 3108/94/43 Street to 32 Street C) 3109/94/32 Street to South City Limits .. 59

DECISION - APPROVED DISPOSAL OF MUNICIPAL RESERVE LANDS

(5) **CORRESPONDENCE**

- 1) Convention Marketing Consortium - Re: Marketing Program/Update . . 67

DECISION - RECEIVED AS INFORMATION

- 2) City Clerk - Re: Towne Centre Association 1993 Annual Report and Audited Financial Statement .. 69

DECISION - RECEIVED AS INFORMATION

- 3) Waskasoo Regional Services Board - Re: Costs/Wastewater Treatment Plant .. 76

DECISION - AGREED THAT NO CHANGES BE MADE TO 1994 OPERATING COSTS

- 4) One Stop Licence Shop - Re: A-Board Signs .. 81

DECISION - REQUEST FOR TEMPORARY SIGNAGE RELAXATION DENIED

(6) **PETITIONS & DELEGATIONS**

(7) **NOTICES OF MOTION**

- 1) City Clerk - Re: Alderman Lawrence/Disconnection of Power to Residences .. 88

DECISION - AGREED TO FORM COMMITTEE TO REVIEW POLICIES

(8) **WRITTEN ENQUIRIES**

(9) **BYLAWS**

- 1) 2672/J-94 - Land Use Bylaw Amendment/Rezoning of Part of Lot 5 MR, Plan 812-1748, from Road to R4 and P1, to accommodate an expansion of the Northwood Estates Mobile Home Park - 3rd reading .. 1

DECISION - BYLAW GIVEN 3RD READING

- 2) 2899/A-94 - Tax Discount Bylaw Amendment/Prepayment of Property Taxes - 3 readings .. 17  
.. 96

DECISION - BYLAW GIVEN 3 READINGS

- 3) 2960/C-94 - Utility Bylaw Amendment/Rate Changes - 3 readings .. 20  
.. 98

DECISION - BYLAW GIVEN 3 READINGS

- 4) 3107/94 - Road Closure Bylaw/Ross Street to 43 Street - 1st reading. . 59  
.. 100

DECISION - BYLAW GIVEN 1ST READING

- 5) 3108/94 - Road Closure Bylaw/43 Street to 32 Street - 1st reading .. 59  
.. 102

DECISION - BYLAW GIVEN 1ST READING

- 6) 3109/94 - Road Closure Bylaw/32 Street to South City Limits - 1st  
reading .. 59  
.. 103

DECISION - BYLAW GIVEN 1ST READING

### ADDITIONAL AGENDA ITEMS

- 1) Appointment of Deputy Mayor

DECISION - APPOINTED AS DEPUTY MAYOR ALDERMAN  
STATNYK MARCH 16-23, 1994

- 2) Personnel Manager - Re: Memorandum of Agreement CUPE

DECISION - RATIFIES THE AGREEMENT BETWEEN THE  
CITY AND CUPE

3) Personnel Manager - Re: 1994 Salary Treatment for Exempt Employees

DECISION - AGREED TO REPORT REDUCING SALARY AND BENEFITS A NET 3.59% FOR 1994

4) City Clerk - Re: 1994 Court of Revision/Bylaw 3103/94

DECISION - AGREED TO APPOINTMENT OF ALDERMAN SCHNELL, ALDERMAN LAWRENCE, DON WILSON, MURRAY PARKER AND DICK KRUIHOF TO 1994 COURT OF REVISION

**A G E N D A**

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Committee of the Whole

- 1) Administrative Matter
- 2) Committee Appointments

UNFINISHED BUSINESSNO. 1

DATE: March 2, 1994  
TO: City Council  
FROM: City Clerk  
RE: LAND USE BYLAW AMENDMENT 2672/J-94

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At the Council Meeting of February 28, 1994, first and second readings were given to Land Use Bylaw Amendment 2672/J-94.

Land Use Bylaw Amendment 2672/J-94 provides for the rezoning of part of Lot 5 MR, Plan 812-1748, from Road to R4 and P1, to accommodate an expansion of the Northwood Estates Mobile Home Park.

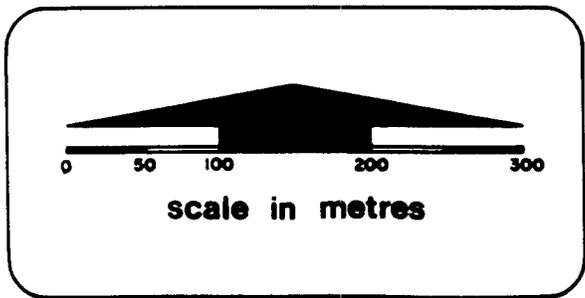
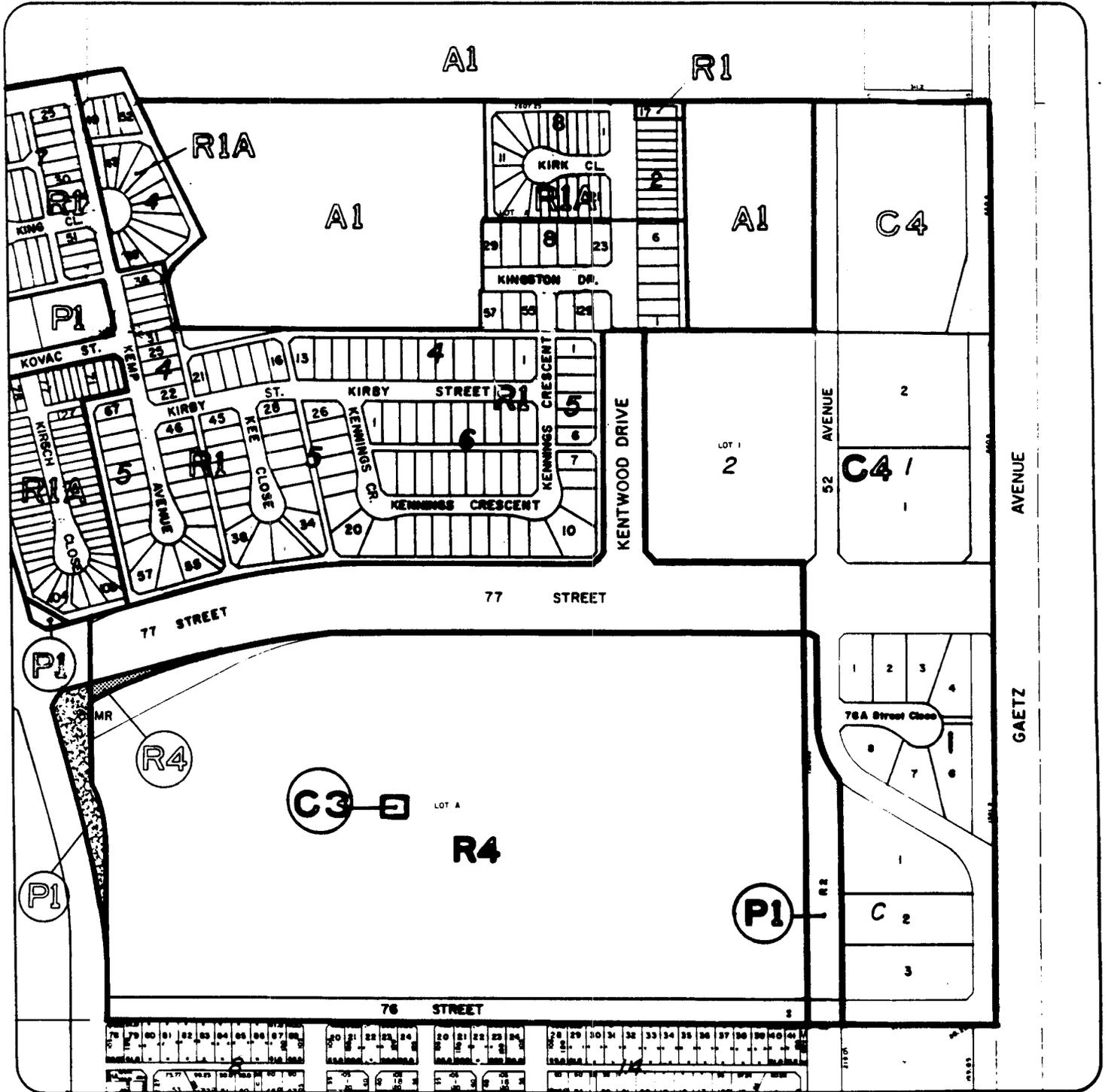
Third reading of the above noted bylaw amendment is presented to Council for consideration.



Kelly Kloss  
City Clerk

# City of Red Deer --- Land Use Bylaw Land Use Districts

## F14



**Revisions :** MAP NO. 7/94  
(BYLAW No. 2672/J-94)

Change from ROAD to R4  & P1 .

**DATE: MARCH 1, 1994**

**TO: LAND AND ECONOMIC DEVELOPMENT MANAGER**

**FROM: CITY CLERK**

**RE: REQUEST TO PURCHASE PART OF LOT 5 MR, PLAN 812-1748,  
S.E. CORNER 77 STREET AND NORTHEY AVENUE  
(NORTHWOOD ESTATES)**

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At the Council Meeting of February 28, 1994, consideration was given to your report dated February 14, 1994 concerning the above topic and at which meeting the following motions were passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Land and Economic Development Manager dated February 14, 1994, re: Request to Purchase Part of Lot 5 MR, Plan 812-1748, S.E. Corner 77 Street and Northey Avenue (Northwood Estates), hereby agrees that said request be approved subject to the following conditions:

1. Sale price to be \$16,500 per acre, final price to be established based on registered plan of survey.
2. The portion of Lot 5 MR purchased must be consolidated with Lot A, Plan 782-1023 by plan of survey at purchaser's cost.
3. Approval of sale of municipal reserve by City Council.
4. A minimum of 5.0 metres to be provided by cul de sac to storage area.
5. Purchaser to confirm with City Electric Light and Power re: engineering design, all costs to be paid by purchaser.
6. Parks Manager to approve exact configuration of parcel to be sold, at time of subdivision.
7. All costs related to the subdivision including advertising, posting, etc. shall be the responsibility of the purchaser.

Land and Economic Development Manager

March 1, 1994

Page 2

8. The area purchased to be fenced in a detail similar to existing on-site fencing, satisfactory to the Development Officer.
9. Common area (3.05 m) at rear of properties within fenced area to be maintained by applicant.
10. The applicant will be responsible for all on site/off site costs and charges as indicated by The City of Red Deer Engineering Department prior to commencement of development.
11. The applicant will plant additional trees along 77 Street to provide higher level of screening and noise attenuation for the site.
12. Subject to all approving authorities.
13. Passage of the necessary Land Use Bylaw Amendment.
14. Land Sale Agreement satisfactory to the City Solicitor,

and as presented to Council February 28, 1994."

"RESOLVED that Council of The City of Red Deer having considered the report from the Land and Economic Development Manager dated February 14, 1994, re: Request To Purchase Part of Lot 5 MR, Plan 812-1748 (Northwood Estates), hereby approves the disposal of municipal reserve lands described as follows:

'All that portion of Lot 5 MR, Plan 812-1748 lying east of the northerly production of the most westerly boundary of Lot A, Plan 782-1023, containing .469 hectares more or less, excepting thereout all mines and minerals',

and as presented to Council February 28, 1994."

Land and Economic Development Manager  
March 1, 1994  
Page 3

In addition to the above resolutions, first and second readings only were given to Land Use Bylaw Amendment 2672/J-94, a copy of which is attached hereto. It is anticipated that third reading of this bylaw will be given by Council at its meeting of March 14, 1994.

This office will now proceed with the Disposal of Municipal Reserve as required by legislation. I trust you will be contacting the applicant and advising him of Council's decision in this instance.



KELLY KLOSS  
City Clerk

KK/clr  
Attch.

cc: Director of Engineering Services  
Director of Community Services  
Bylaws and Inspections Manager  
E. L. & P. Manager  
Fire Chief  
Red Deer Regional Planning Commission  
Council and Committee Secretary - Sandra \*

\* Please prepare the necessary documents for Disposal of Municipal Reserve \*

**BYLAW NO.2672/J-94**

Being a Bylaw to amend Bylaw No.2672/80, the Land Use Bylaw of the City of Red Deer.

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

That By-law No. 2672/80 be amended as follows:

1. The Use District Map as referred to in Section 1.4 is hereby amended in accordance with the Use District Map No. 7/94, attached hereto and forming part of the By-law.
2. This By-law shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this            day of            A.D. 1994.

READ A SECOND TIME IN OPEN COUNCIL this            day of            A.D. 1994.

READ A THIRD TIME IN OPEN COUNCIL this            day of            A.D. 1994.

---

MAYOR

---

CITY CLERK

# SNELL & OSKUND SURVEYS (1979) LTD.

BRANCH OFFICE  
PO. BOX 1930  
ROCKY MOUNTAIN HOUSE  
ALBERTA T0M 1T0  
OFFICE PHONE: (403) 845-4646  
FAX: (403) 845-4535  
B. HAAGSMA A.L.S. (RES.) 845-4980

LAND SURVEYORS AND PROFESSIONAL ENGINEERS

SUBDIVISION, MUNICIPAL, OILFIELD  
SURVEYS AND REPORTS  
SPECIAL ATTENTION TO URBAN,  
RURAL AND OILFIELD SURVEYS

HEAD OFFICE  
PO. BOX 610  
4826 - 47TH STREET  
RED DEER, ALBERTA T4N 5G6  
OFFICE PHONE: (403) 342-1255  
FAX: (403) 343-7025  
G. OSKUND A.L.S. PENG. (RES.) 346-6342  
D. VANDENBRINK A.L.S. PENG. (RES.) 886-2474  
G. ROSS A.L.S. (RES.) 342-0046

February 16, 1994  
Our File: 412-002

City of Red Deer  
Box 5008  
Red Deer, AB  
T4N 3T4

ATTN: Pete Robinson, Land Dept.

Dear Sir:

Re: Disposal of Reserve - Lot 5MR, Plan 812 1748  
Northwood Estates

Further to our recent telephone conversation enclosed is a sketch illustrating the area of Lot 5MR being disposed of. The following description can be used for the disposal.

ALL THAT PORTION OF LOT 5MR, PLAN 812 1748 LYING EAST OF THE  
NORTHERLY PRODUCTION OF THE MOST WESTERLY BOUNDARY OF LOT A,  
PLAN 782 1023.  
CONTAINING .469 HECTARES MORE OR LESS.

Yours truly,

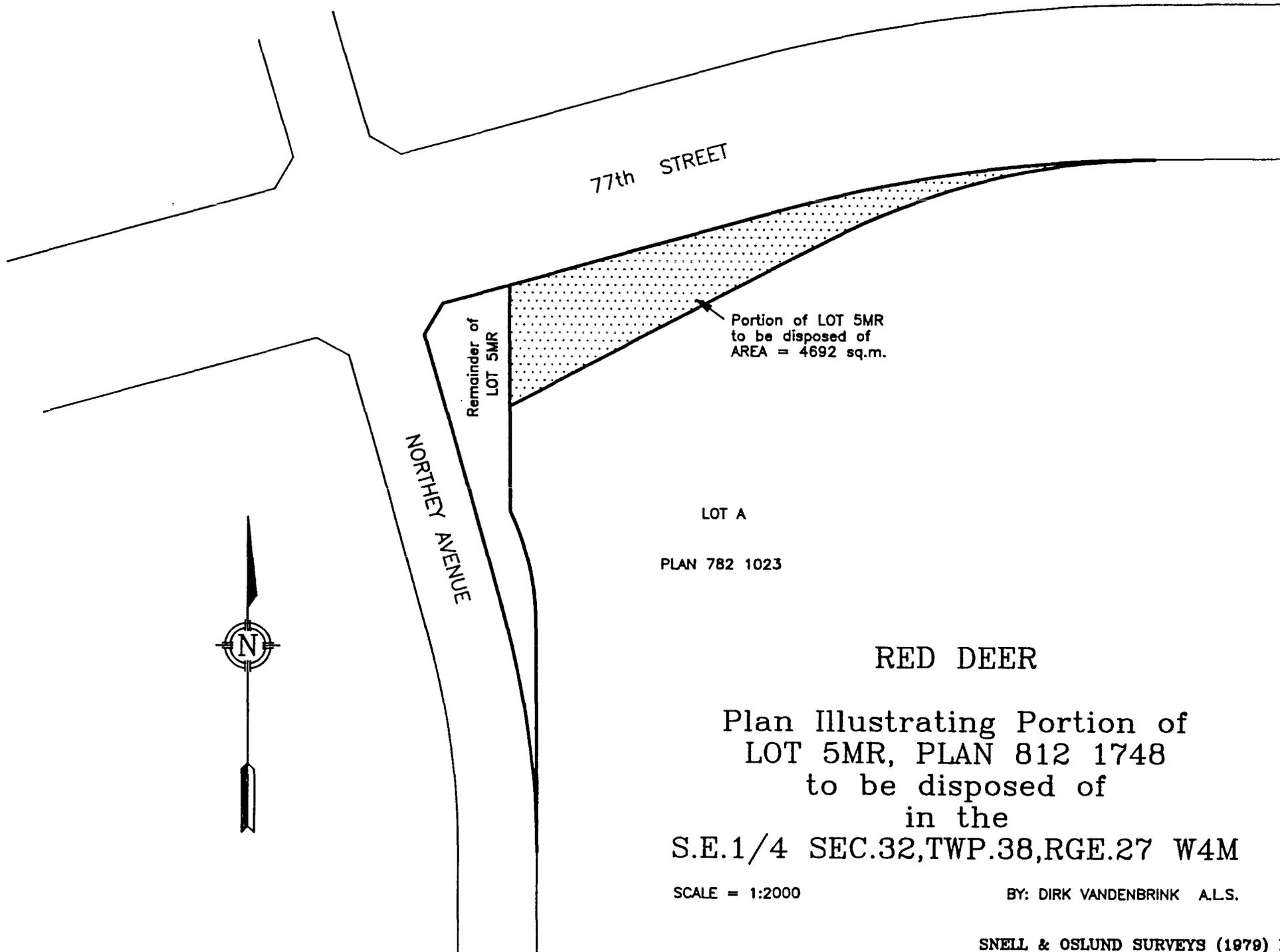
SNELL & OSKUND SURVEYS(1979) LTD.



Dick VandenBrink, A.L.S., P.Eng.

lb/DV  
enc

The City Of Red Deer	
Date:	94-02-16
Name:	
Rec'd By:	



LOT A  
PLAN 782 1023

### RED DEER

Plan Illustrating Portion of  
LOT 5MR, PLAN 812 1748  
to be disposed of  
in the  
S.E.1/4 SEC.32,TWP.38,RGE.27 W4M

SCALE = 1:2000

BY: DIRK VANDENBRINK A.L.S.

DATE: February 14, 1994

TO: K. Kloss, City Clerk

FROM: A. Scott, Land and Economic Development Manager

RE: **REQUEST TO PURCHASE PART OF LOT 5 MR, PLAN 812-1748  
SE CORNER 77 ST. AND NORTHEY AVE. (NORTHWOOD ESTATES)**  
(map attached)

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Canadian Heritage Homes, a Division of Lansdowne Equity Ventures Ltd., owners of Northwood Estates, have requested the City consider selling to them 1.16 acres more or less out of Lot 5 MR to be consolidated with their present holdings.

We have circulated their request to the various City departments and have received positive comments back (attached). Some departments raised concerns which were passed on to Canadian Heritage Homes. In their reply to these concerns, we feel they can adequately be addressed.

An inhouse appraisal of municipal reserve land would indicate the \$16,500 per acre offered is a fair estimate of land value.

### **Recommendation**

We would recommend Council of The City of Red Deer approve this sale subject to the following conditions:

1. Sale price to be \$16,500 per acre, final price to be established based on registered plan of survey.
2. The portion of Lot 5 MR purchased must be consolidated with Lot A, Plan 782-1023 by plan of survey at purchaser's cost.
3. Approval of sale of municipal reserve by City Council.
4. A minimum of 5.0 metres to be provided by cul de sac to storage area.
5. Purchaser to confirm with City Electric Light and Power re: engineering design, all costs to be paid by purchaser.
6. Parks Manager to approve exact configuration of parcel to be sold, at time of subdivision.

City Clerk  
Page 2  
February 15, 1994

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7. All costs related to the subdivision including advertising, posting, etc., shall be the responsibility of the purchaser.
8. The area purchased to be fenced in a detail similar to existing on-site fencing, satisfactory to the Development Officer.
9. Common area (3.05 m) at rear of properties within fenced area to be maintained by applicant.
10. The applicant will be responsible for all on site/off site costs and charges as indicated by The City of Red Deer Engineering Department prior to commencement of development.
11. The applicant will plant additional trees along 77 Street to provide higher level of screening and noise attenuation for the site.
12. Subject to all approving authorities.
13. Land sale agreement satisfactory to the City Solicitor.



Alan V. Scott

PAR/mm

Enc.

c: W. Lees, Land Supervisor

DATE: January 19, 1994

TO: Director of Engineering Services  
Director of Community Services  
Land and Economic Development Manager  
Bylaws and Inspections Manager  
Electric Light and Power Manager  
Fire Chief  
Red Deer Regional Planning Commission

FROM: Land Appraiser

RE: **LOT 5 MR, PLAN 812-1748 (0.838 HA - 2.07 ACRES)**  
**S.E. CORNER 77 STREET - NORTHEY AVENUE (NORTHWOOD ESTATES)**

---

Would you please review the attached letter and advise us of your comments and/or recommendations.

Just to elaborate on this proposal, we bring to your attention the following comments relative to these mobile home trailer park lots.

1. Trees along Northey Avenue within Lot 5 MR will remain untouched and this area will not be part of the purchase.
2. Two lots will be eliminated for the cul de sac (marked A).
3. Two lots will be created in the current storage area (marked B).
4. Five additional lots will be created (area marked C).
5. A lane will be installed from the cul de sac to the storage area (marked D).

Thank you.



Peter Robinson, CRA, A.M.A.A.

PAR/mm

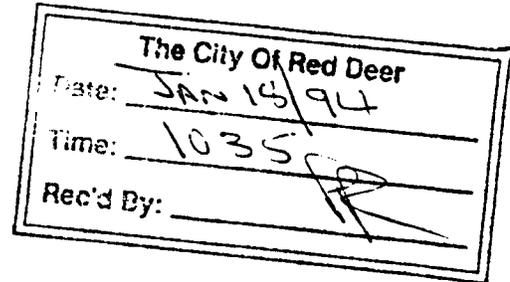
c: W. Lees, Land Supervisor

# Canadian Heritage Homes

A Division of Lansdowne Equity Ventures Ltd.

#295, 2880 Glenmore Trail S.E.  
 Calgary, Alberta T2C 2E6  
 (403) 279-9702  
 Fax. (403) 236-1539

January 11, 1994



Mr. William (Bill) Lees  
 Land & Economic Development Department  
 The City of Red Deer  
 P.O. Box 5008  
 RED DEER, Alberta  
 T4N 3T4

Dear Mr. Lees:

**Re: Request to Purchase - Part of Lot 5 MR, Plan 812-1748,  
 SE 1/4 Sec. 32, Twp. 38, Rge. 27, W.4M.  
Northwood Estates Mobile Home Park Consolidation, Red Deer, AB.**

Further to your letter of November 24, 1992, addressed to Mr. Marvin D. Allen , (copy attached), Lansdowne Equity Ventures Ltd. hereby advises that we wish to proceed with the purchase of the above-noted lands and agree to the following:

- 1) Lansdowne agrees on the land value of ~~\$16,500~~ <sup>\$16,500.00 VE</sup> per acre for 1.16 acres more or less, as will be defined by Snell & Oslund Survey on their final report, and or by the City of Red Deer authority.
- 2) A new detailed proposed boundary, as shown on copies attached. The purpose is to enhance the present storage and parking area in the park, as well as adding some additional lots. The area requested will be consolidated with Lot A, Plan 782-1023.
- 3) Lansdowne agrees that the heavily treed area along Northey Avenue not be included.
- 4) Lansdowne will comply that the proposed intersection must not affect intersection visibility clearance.
- 5) Lansdowne will comply that a fence be installed along the new property line to the satisfaction of the Development Officer.
- 6) Lansdowne will comply with the portion of the Municipal Reserve lot be

officially cancelled and sold at market value, in accordance with City policy and provincial legislation.

- 7) Lansdowne to provide necessary plans for Council approval and approval by all necessary approving authorities.

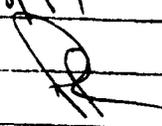
Lansdowne wish to thank you in advance for the information given to date, and look forward to finalizing this transaction in a prompt and expedient manner.

Yours very truly,

**LANSDOWNE EQUITY VENTURES LTD.**

  
Victor Forigo  
Operations Manager

VF:bc  
encl:

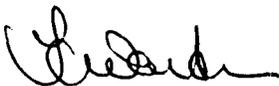
The City Of Red Deer	
Date:	JAN 19/94
Time:	1035
Rec'd By:	

DATE: January 21, 1994  
TO: Land Appraiser  
FROM: Streets and Utilities Engineer  
RE: **LOT 5 MR, PLAN 812-1748  
NORTHWOOD ESTATES**

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As requested in your memo of January 19, 1994, we have reviewed the proposal and have the following comments:

1. The developer will be required to pay the off-site levy charges on the parcel of land being purchased.
2. The developer should be aware that 77 Street will eventually be widened to four lane, and that traffic volumes will increase significantly as the northwest part of the City develops. We would suggest that the developer consider additional tree planting along 77 Street to provide a higher level of screening and noise attenuation for the site.



Tom C. Warder, P. Eng.  
Streets and Utilities Engineer

SS/cy

CS-4.269

**DATE:** January 24, 1994

**TO:** PETER ROBINSON  
Land Appraiser

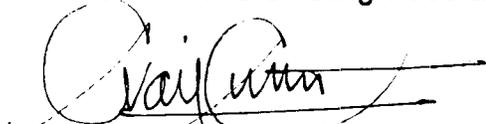
**FROM:** CRAIG CURTIS  
Director of Community Services

**RE:** LOT 5 M.R., PLAN 812-1748  
LANSDOWNE EQUITY VENTURES LTD. (NORTHWOOD ESTATES)  
Your memo of January 19, 1994 refers.

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I have discussed the proposal by Lansdowne Equity Ventures Ltd. with the Parks and Recreation & Culture Managers. We would support the sale of a portion of Lot 5 M.R. subject to the following conditions:

1. The exact configuration of the parcel to be sold would be subject to the approval of the Parks Manager at the time of subdivision.
2. All costs related to the required subdivision would be the responsibility of the applicant.
3. Advertising and posting on site of the proposed sale of Municipal Reserve would be the responsibility of applicant.
4. All proceeds from the sale of the property would be credited to the Public Reserve Trust Fund.
5. The new east, west and north property lines shall be fenced to a fencing detail similar to existing on-site fencing, satisfactory to the Development Officer. The fencing installation and maintenance shall be the responsibility of the applicant.
6. The common area (3.05m) at the rear of properties shall be within the fenced area and maintained by the applicant.
7. The existing treed area would be excluded from the land sale.

  
CRAIG CURTIS

DB/ad

DATE: January 19, 1994

TO: Director of Engineering Services  
Director of Community Services  
Land and Economic Development Manager  
Bylaws and Inspections Manager  
Electric Light and Power Manager  
Fire Chief  
Red Deer Regional Planning Commission

FROM: Land Appraiser

RE: **LOT 5 MR, PLAN 812-1748 (0.838 HA - 2.07 ACRES)**  
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1. Trees along Northey Avenue within Lot 5 MR will remain untouched and this area will not be part of the purchase.
2. Two lots will be eliminated for the cul de sac (marked A).
3. Two lots will be created in the current storage area (marked B).
4. Five additional lots will be created (area marked C).
5. A lane will be installed from the cul de sac to the storage area (marked D).

Thank you.



Peter Robinson, CRA, A.M.A.A.

PAR/mm

c: W. Lees, Land Supervisor

Support the sale of  
this parcel subject to  
conditions as outlined  
in Canadian Heritage Homes  
letter of January 11, 1994



DATE: 21 January 1994 FILE NO. 94-1610

TO: P. Robinson  
Land Appraiser

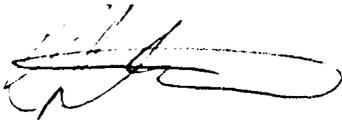
FROM: Bylaws and Inspections Manager

RE: **LOT 5 MR, PLAN 812-1748 (0.838 HA - 2.07 ACRES)**  
**S.E. CORNER 77 STREET - NORTHEY AVENUE (NORTHWOOD**  
**ESTATES)**

---

In response to your memo of January 19, 1994, we wish to advise that we have no objections to the proposed sale of the above referenced lot.

Yours truly,



R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/vs

DATE: January 24, 1994

TO: Peter Robinson  
Economic Dev. & Land

FROM: Daryle Scheelar  
E. L. & P.

RE: Northwood Estates - Trailer Court  
Proposed Subdivision  
2 Lots Eliminated - 7 Lots Created  
E. L. & P. File #94-013

---

E. L. & P. would have no objection to the above mentioned proposal. It would be our intention to supply and/or upgrade the primary power only. The owner/contractor would be responsible for the secondary services, street lighting and meter cabinet changes.

Prior to E. L. & P. estimating our charges the owner/contractor is asked to provide the following:

1. An electrical distribution plan showing the proposed electrical servicing for all new lots and street lighting as well as all other new utilities services.
2. A site plan showing the existing primary alignment in relationship to all proposed changes and new construction.
3. A grade plan indicating all grade changes above or near E. L. & P.'s existing underground alignments and above ground plant.
4. A proposed construction schedule outlining the various stages of construction.

Upon receiving the above information E. L. & P. will complete our cost estimate. We would recommend that the developer/consultant contact our office directly with any questions or comments they have concerning electrical design.

It should be noted that AGT/Shaw Cable are to be contacted directly concerning their requirements.



Daryle Scheelar,  
Distribution Engineer

RL/jjd

Attachment

p.c. Victor Forigo, Lansdowne Equity

DATE: January 25, 1994  
TO: Peter Robinson, CRA, A.M.A.A.  
Land Appraiser  
FROM: Fire Marshal  
RE: LOT 5 MR, PLAN 812-1748 (NORTHWOOD ESTATES)

=====

This proposed subdivision is not acceptable to this department because of improper emergency vehicle access to storage area "D".

The drawing submitted to this department indicates a 3 meter access with a sharp curve at the west end. This department requires a minimum 5 meter access to storage area "D". This is less than the 6 meter width required by City guidelines for lanes.

If you require any further information please contact the writer.

  
Cliff Robson  
Fire Marshal

CR/co



**RED DEER  
REGIONAL PLANNING COMMISSION**

2830 BREMNER AVENUE, RED DEER,  
ALBERTA, CANADA T4R 1M9

Telephone: (403) 343-3394  
Fax: (403) 346-1570

DIRECTOR: W. G. A. Shaw, ACP, MCIP

**MEMORANDUM**

**TO:** Peter Robinson, Land Appraiser

**DATE:** January 28, 1994

**FROM:** Frank Wong, Planning Assistant

**RE: LOT 5 MR, PLAN 812 1748  
S.E. CORNER 77 STREET - NORTHEY AVENUE (NORTHWOOD ESTATES)**

Please be advised that we have no objection to the sale of a portion of the above noted land subject to the following:

- Redesignation of the land to R4 — *FR 214/74 FRANK WONG ADVISED REDESIGNATION NOT NECESSARY AFTER TOWN OF H.M. C.U.B. ALREADY HAS IT ZONED R-4.*
- Disposition of Municipal Reserve by Council
- Consolidation of subject land with Lot A, Plan 782 1023

Sincerely,

*ACCORDING TO FRANK THERE IS A  
DRAWING ERROR THAT WILL BE CORRECTED  
AT TIME OF SALE/CONSOLIDATION.*

*Frank Wong*

Frank Wong  
Planning Assistant

FW/eam

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINT EARTH No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIL • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBIJRNE • VILLAGE OF DONALDA • VILLAGE OF ELNORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLLENWOLD • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS • SUMMER VILLAGE OF BURNSTICK LAKE

January 28, 1994

Victor Forigo,  
Canadian Heritage Homes  
Div. of Lansdowne Equity Ventures Ltd.  
#295, 2880 Glenmore Trail S.E.  
Calgary, Alberta  
T2C 2E6

Dear Sir:

**RE: YOUR REQUEST TO PURCHASE PART OF  
LOT 5MR, PLAN 812-1748, NORTHWOOD ESTATES**

Your request has been circulated to various City departments, and the following are concerns which have been raised, to which we would appreciate your response:

1. Engineer's concerns (attached)
2. Community Services concerns (attached)
3. E.L. & P. Manager's concerned (copy attached, c. directly to you)
4. Fire Marshall's concerns (attached)

Please note that the other departments your request was circulated to you are in agreement with this sale.

Therefore, it would be appreciated if you would kindly respond directly to me with your replies to the above. Until we hear from relative to the attached concerns, we can take this matter no further.

Sincerely,



Peter A. Robinson, CRA, A.M.A.A.  
Land Appraiser  
PAR/pr  
Encl.

c. W. Lees

COPY

# Canadian Heritage Homes

A Division of Lansdowne Equity Ventures Ltd.

#295, 2880 Glenmore Trail S.E.  
 Calgary, Alberta T2C 2E6  
 (403) 279-9702  
 Fax: (403) 236-1539

February 09, 1994

Mr. Peter A. Robinson, CRA, A.M.A.A.  
 The City of Red Deer  
 P.O. Box 5008  
 RED DEER, Alberta  
 T4N 3T4

Dear Sir:

**Re: Purchase Part of Lot 5MR, Plan 812-1748**  
**Northwood Estates, Red Deer, Alberta**

We are in receipt of your letter of January 28, 1994, and thank you for your prompt response.

- 1) In response to the letter of Streets and Utilities, Engineering Division, we will comply.
- 2) Regarding the Director of Community Services, we will comply.
- 3) We will contact the E.L. & P. File #94-013, to begin the Electrical Engineering design, immediately after acquisition of the land.
- 4) Regarding the Fire Marshall's concerns, Mr. Gillis of Snell & Osland Survey will change the access to the storage area to 5 M, as requested.

We trust the above meets with your approval and thank you for your early attention to this matter.

Yours very truly,

**LANSDOWNE EQUITY VENTURES LTD.**

  
 Victor Florigo  
 Site Superintendent

Commissioners' Comments

We concur with the recommendation of the Land & Economic Development Manager.

"G. SURKAN"  
 Mayor  
 "H.M.C. DAY"  
 City Commissioner



**DATE: MARCH 15, 1994**  
**TO: RED DEER REGIONAL PLANNING COMMISSION**  
**FROM: CITY CLERK**  
**RE: LAND USE BYLAW AMENDMENT 2672/J-94**

---

At the Council Meeting of March 14, 1994, third and final reading was given to Land Use Bylaw Amendment 2672/J-94.

Land Use Bylaw Amendment 2672/J-94 provides for the rezoning of Part of Lot 5 MR, Plan 812-1748, from Road to R4 and P1, to accommodate an expansion of the Northwood Estates Mobile Home Park.

I trust that you will now provide this office with the necessary amended page of the Land Use Bylaw, in due course, so we may circulate same.



**KELLY KLOSS**  
City Clerk

KK/clr  
Attch.

**DATE: MARCH 15, 1994**  
**TO: LAND AND ECONOMIC DEVELOPMENT MANAGER**  
**FROM: CITY CLERK**  
**RE: LAND USE BYLAW AMENDMENT 2672/J-94**

---

At the Council Meeting of March 14, 1994, third and final reading was given to Land Use Bylaw Amendment 2672/J-94, a copy of which is attached hereto.

Land Use Bylaw Amendment 2672/J-94 provides for the rezoning of Part of Lot 5 MR, Plan 812-1748, from Road to R4 and P1, to accommodate an expansion of the Northwood Estates Mobile Home Park.

Trusting you will find this satisfactory.



KELLY KLOSS  
City Clerk

KK/clr  
Attch.

NO. 2

**DATE: March 3, 1994**  
**TO: City Council**  
**FROM: Mayor's Recognition Awards Committee**  
**RE: Amendment - Bylaw 3054/A-94**

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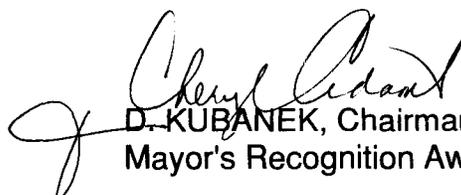
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At the February 17, 1994 meeting of the Mayor's Recognition Awards Committee, further consideration was given to the proposed Bylaw Amendment 3054/A-94.

Concern was raised by members of the Selection Committee on other issues regarding wording and interpretation of same. Considering this, the Awards Committee passed the following motion.

"That the Mayor's Recognition Awards Committee agree to withdraw from City Council proposed Bylaw Amendment 3054/A-94 pending review of various interpretations of the definitions contained therein."

At this time, we would request Council's consideration in approving withdrawal of the proposed Bylaw Amendment 3054/A-94 as submitted to Council January 31, 1994.

  
D. KUBANEK, Chairman  
Mayor's Recognition Awards Committee

Commissioners' Comments

We concur with the recommendations of the Mayor's Recognition Awards Committee.

"G. SURKAN"  
Mayor

"H.M.C. DAY"  
City Commissioner

**DATE: FEBRUARY 2, 1994**  
**TO: MAYOR'S RECOGNITION AWARDS COMMITTEE**  
**FROM: CITY CLERK**  
**RE: PROPOSED BYLAW AMENDMENT 3054/A-94**

---

At the Council Meeting of Monday, January 31, 1994, consideration was given to your report dated January 25, 1994 concerning the above.

At the above noted meeting, Council agreed that consideration of second and third readings of said bylaw be held in abeyance until a further report is received from the Mayor's Recognition Awards Committee.

Trusting you will find this satisfactory.



KELLY KLOSS  
City Clerk

KK/clr

**DATE: JANUARY 20, 1994**  
**TO: MAYOR'S RECOGNITION AWARDS COMMITTEE**  
**FROM: CITY CLERK**  
**RE: MAYOR'S RECOGNITION AWARDS BYLAW AMENDMENT 3054/A-94**

---

At the Council Meeting of January 17, 1994, consideration was given to your report dated January 10, 1994 concerning the above, and at which meeting first reading was given to Bylaw 3054/A-94 which amends the Mayor's Recognition Awards Bylaw. Attached hereto is a copy of the aforementioned Bylaw.

It is my understanding that the Committee wishes to review once again the definition of "resident" prior to Council giving the Bylaw second and third readings. With regard to the definition of "resident", some questions were raised by Council:

1. If a person lived outside the City of Red Deer, would a home and/or business address be acceptable?
2. Would an address such as R.R. #1, Penhold, Alberta be acceptable as they would be located in close proximity to Red Deer, whereas another person who had a Red Deer address may actually live further away from Red Deer than Penhold?
3. Should the definition of "resident" be calculated based on living within a certain radius of Red Deer?

I trust that once you have reviewed this matter a further report will be forwarded to this office so that same can be included on the January 31, 1994 Council Agenda. If you have any questions or concerns, please do not hesitate to call.



KELLY KLOSS  
City Clerk

KK/clr  
Encls.

cc: Pat Shaw

NO. 6

**DATE:** January 10, 1994  
**TO:** CITY COUNCIL  
**RE:** MAYOR'S RECOGNITION AWARDS BY-LAW NO. 3054/91

The intent of the Mayor's Recognition Awards Program is to recognize residents of Red Deer who have made significant contributions to the well-being of the community through volunteer efforts or who have enhanced Red Deer's image through their achievements or accomplishments.

In early 1993, as part of its ongoing desire to ensure that the Program remains functional, the Mayor's Recognition Awards Committee struck a sub-committee to review the residency clause of the By-law.

Under the existing "definitions" section of By-law No. 3054/91, a resident is defined as "a person who resides within the boundaries of the City". In the case of a "team" under the "Athletics" category, a team "must have a Red Deer mailing address for its members to be eligible". The review committee determined that these definitions did not allow recognition in some specific instances where the by-law as originally designed, had intended.

For example, individuals living in the County who volunteer countless hours in the City are currently excluded because of the residency clause. A Red Deer resident on a national "team" which trains in another part of Canada for several months of the year, would not qualify because the "team" would not have a Red Deer mailing address.

As a result of the review by the sub-committee and further consideration by the Mayor's Recognition Committee, the Committee agreed to recommend to City Council, a change in the residency clause. Resident in the context of the proposed amendment to the By-law means "a person who resides within the boundaries of the City, or has a Red Deer mailing address". The existing and proposed changes have been set out in the attached information.

**RECOMMENDATION:**

That Council approve the new definition of "resident" and that By-law No. 3054/A-94 be approved, effective February 1, 1994. The changes would then apply to nominations received in 1994 for presentations to be made at the Mayor's Recognition Awards Ceremony to be held in June of 1995.

We would request that Council give three readings to this By-law at the January 17th Council Meeting in order to allow for effective transition.

DIANE KUBANEK, Chairman  
Mayor's Recognition Awards Committee

**EXISTING**

2(5) "Resident means a person who resides within the boundaries of the City;

**PROPOSED**

2(5) "Resident" means a person who:

- a) resides within the boundaries of the City of Red Deer; or
- b) has a Red Deer mailing address."

**Appendix A - Athletics  
Page 1 of 3**

1(1) To be eligible, individual candidates shall be resident in the City of Red Deer for a minimum of six (6) months immediately prior to the competition for which they are nominated.

(2) In the case of a team, the team must have a Red Deer mailing address for its members to be eligible. (Team members need not necessarily be residents of Red Deer.)

1(1) To be eligible, individual candidates shall be a resident for a minimum of 6 months immediately prior to the competition for which they are nominated.

(2) In the case of a team:

- a) which has maintained a Red Deer mailing address for not less than 6 months prior to the nomination, its members whether or not residents of Red Deer shall be eligible; and
- b) which does not have a Red Deer mailing address, each of its members who is a resident for 6 months during the year of the achievement, shall be eligible.

**EXISTING**

**PROPOSED**

**Appendix B - Fine & Performing Arts**

**Page 1 of 2**

1(1) To be eligible, individual candidates shall be resident in the City of Red Deer for a minimum of six (6) months immediately prior to nomination.

1(1) To be eligible, individual candidates shall be a resident for a minimum of 6 months prior to the nomination.

**Appendix C - Citizenship**

**Page 1 of 2**

1(1) To be eligible, candidates shall be resident in the City of Red Deer for a minimum of six (6) months immediately prior to nomination.

1(1) To be eligible, candidates shall be a resident for a minimum of 6 months immediately prior to the nomination.

**Appendix D - Mayor's Special**

**Page 1 of 1**

Candidates shall be resident in the City of Red Deer for a minimum of six months immediately prior to nomination and resident in the City at the time the service or achievement occurred.

To be eligible, candidates shall be a resident for a minimum of 6 months immediately prior to the nomination.

**Commissioners' Comments**

We concur and recommend Council give the amending bylaw three readings at this meeting. This would expand the eligibility under the bylaw to include both examples noted in the report.

"G. SURKAN", Mayor

"H.M.C. DAY", City  
Commissioner

BYLAW NO. 3054/91

OFFICE CONSOLIDATION

MAYOR'S RECOGNITION AWARDS BYLAW

BYLAW NO. 3054/91

Being a bylaw of The City of Red Deer to establish the Mayor's Recognition Awards Committee.

WHEREAS the Municipal Council of The City of Red Deer desires to establish a committee for the purpose of recognizing achievement and volunteer service by individuals or groups of individuals who, through their efforts and/or accomplishments, have enhanced the image of or made a significant contribution to the community of Red Deer;

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

1. This Bylaw may be cited as the "Mayor's Recognition Awards Bylaw".

2. DEFINITIONS

In this Bylaw, unless the context otherwise requires:

(1) "Awards Committee" means the Mayor's Recognition Awards Committee appointed by Council under this Bylaw;

(2) "City" means The City of Red Deer, in the Province of Alberta;

(3) "Council" means the Municipal Council of the City elected pursuant to the provisions of the Local Authorities Election Act;

(4) "Mayor" means the Mayor of the City;

(5) "Resident" means a person who resides within the boundaries of the City;

(6) "Selection Committee" means the Ad Hoc Committee appointed annually by the Mayor under this bylaw to review the nominations and select the award recipients;

(7) "Volunteer" means a person who provides a service for which no salary is paid, but who may recover out-of-pocket expenses;

(8) "Year" means a calendar year.

3. A Mayor's Recognition Awards Committee in and for the City is hereby established.

## 4. APPOINTMENT OF MEMBERS

- (1) The Awards Committee shall consist of one (1) member of Council and six (6) citizens-at-large, appointed by Council.
- (2) All members appointed shall be residents.
- (3) The Mayor shall appoint one (1) staff member to serve as the Program Co-ordinator to assist the Awards Committee.
- (4) Secretarial and clerical support services for the Awards Committee and the Selection Committee shall be provided by City staff.

## 5. TERMS OF OFFICE

- (1) At the Statutory Meeting of Council following the passage of this Bylaw, Council shall appoint seven (7) persons as members of the Awards Committee, four (4) of whom shall serve for terms of two (2) years, and three (3) of whom shall serve for terms of one (1) year.
- (2) At the statutory meeting of Council in October of each year thereafter, Council shall appoint persons to fill the vacancies of persons whose terms of office shall have expired, and such appointments shall be for terms of two (2) years with the exception that the member of Council shall be appointed annually.
- (3) In the event a vacancy on the Awards Committee occurs at any time other than the expiration of the term for which that person is appointed, the person appointed by Council to fill such vacancy shall hold office for the remainder of the unexpired term of the member being replaced.
- (4) A retiring member shall be eligible for reappointment but no member shall hold office for a term to exceed four (4) consecutive years. Retiring members who have held office for four (4) consecutive years will be eligible for reappointment after a one (1) year absence from the Awards Committee.

## 6. TERMINATION OF MEMBERSHIP

- (1) Any member of the Awards Committee who is absent from three (3) consecutive meetings of the Awards Committee, unless such absence is caused by illness or authorized by resolution of the Awards Committee entered upon its minutes, shall forfeit such membership, and another person shall be appointed in the place of such member for the remainder of the member's term of office. Any member forfeiting membership may be eligible for reappointment in the future but shall not be eligible for reappointment for the unexpired portion of the term so forfeited.

- (2) Any member of the Awards Committee may resign at any time upon sending written notice to Council.
- (3) Any member may be removed from the Awards Committee by Council at any time.
- (4) Any member who ceases to be a resident shall be disqualified from membership on the Awards Committee.

## 7. MEETINGS

- (1) The Mayor shall fix the date upon which the first meeting of the Awards Committee shall be held each year.
- (2) At the first meeting in each year, following the appointment of members by Council, the Awards Committee shall elect from its membership, the Chairman and Vice-Chairman.
- (3) The Awards Committee shall hold in each year, such meetings as may be determined by the Committee.

## 8. QUORUM AND VOTING

- (1) Four (4) members shall constitute a quorum.
- (2) All members, including the Chairman, shall vote on all matters before the Awards Committee.
- (3) In the event of a tie vote, the resolution shall be deemed defeated.

## 9. AWARDS COMMITTEE POWERS & DUTIES

- (1) The Awards Committee shall ensure that the achievements and dedication of citizens of the City are appropriately recognized under four (4) categories:
  - (a) Athletics
  - (b) Fine and Performing Arts
  - (c) Citizenship
  - (d) Mayor's Special Award

Posthumous nominations cannot be accepted.

- (2) The criteria for the four (4) categories shall be as outlined in the Appendices A, B, C, and D attached hereto and forming part of this Bylaw.
- (3) The Awards Committee shall:
  - (a) promote the awards;
  - (b) advertise and/or give notice a minimum of three (3) times a year that the Awards Committee is accepting nominations from the public for awards;
  - (c) receive nominations on the forms contained in Appendices E to H attached hereto and forming part of this Bylaw;
  - (d) acknowledge the nominations and advise the nominators of the date upon which the nominations will be processed;
  - (e) recommend to the Mayor on appointments to the Selection Committee. The appointment, structure and duties of the Selection Committee shall be as outlined in Appendix I attached hereto and forming part of this Bylaw;
  - (f) arrange for review of the nominations by the Selection Committee;
  - (g) advise the nominators of the decision of the Selection Committee with respect to their nominees;
  - (h) arrange for and conduct a presentation ceremony by June 30th of each year;
  - (i) prepare a list of award recipients and send invitations/announcements;
  - (j) prepare citations/certificates and arrange for awards for presentation at the annual presentation ceremony;
  - (k) prepare appropriate news releases and advertise the presentation ceremony;
  - (l) submit to Council a statement covering the total estimated cost of the awards presentation for budget purposes, not later than September 30th of each year;
  - (m) prepare and submit an Annual Report to Council by September 30th of each year;
  - (n) maintain a permanent record of all awards;

- (o) retain all nomination forms received for three (3) years, at which time they shall be offered to the Red Deer and District Museum and Archives;
- (p) invite the Citizen of the Year, Group of the Year, Sportsman of the Year, Athlete of the Year and Artist of the Year to attend the presentation ceremony as guests.

10. Neither the Awards Committee nor any member thereof shall have any power to pledge the credit of the City in connection with any matters, nor shall the Awards Committee nor any member thereof have any power to authorize any expenditure to be charged against the City, without Council's approval.

11. MINUTES

(1) The Awards Committee shall ensure that a minute book is kept, and that minutes of the meetings of the Awards Committee are recorded therein by the secretary. Copies of all minutes shall be filed with the City Clerk's office.

12. Bylaw No. 2993/89 is hereby repealed.

13. This Bylaw shall come into full force and effect upon Third Reading.

READ A FIRST TIME IN OPEN COUNCIL this 3 day of September A.D. 1991

READ A SECOND TIME IN OPEN COUNCIL this 3 day of September A.D. 1991

READ A THIRD TIME AND FINALLY PASSED IN OPEN COUNCIL this 3 day of September A.D. 1991.

  
 \_\_\_\_\_  
 MAYOR

  
 \_\_\_\_\_  
 CITY CLERK

BYLAW NO. 3054/91

ATHLETICS AWARD

**PURPOSE:** To recognize an individual or team placing first in a national event or competition or first, second or third in an international event or competition and which event or competition has been sanctioned by the respective national or international governing body of the particular sport.

1. GENERAL INFORMATION

- (1) To be eligible, individual candidates shall be resident in the City of Red Deer for a minimum of six (6) months immediately prior to the competition for which they are nominated.
- (2) In the case of a team, the team must have a Red Deer mailing address for its members to be eligible. (Team members need not necessarily be residents of Red Deer.)
- (3) Candidates may have competed at an amateur or professional level.
- (4) Candidates shall be considered for an award only in the year immediately following the year in which the achievement occurred. Nominations for a specific achievement will not be considered in any other year.
- (5) Nominations shall be considered only on the basis of standing in an event or competition as opposed to achievement or service to the sport.
- (6) There is no limit to the number of awards that may be presented in this category in a given year.

2. CATEGORIES

(1) **Individual**

Definitions

- **INDIVIDUAL EVENT:** A single activity contest  
(example: a 50 m free style swim)
- **INDIVIDUAL COMPETITION:** A multiple activity contest made up of more than one (1) event  
(example: a swim meet)

- (a) Candidates shall be considered for an award if they have placed
- first in a national event or competition, OR
  - first, second or third in an international event or competition sanctioned by a national or international governing body in the particular sport.
- (b) Individuals shall attain a higher standing in an event or competition in a given sport to be eligible for subsequent awards.

(2) **Team**

Definitions

- **TEAM EVENT:** A single activity contest with two (2) or more participants  
(example: a 200 m freestyle relay swim)
- **TEAM COMPETITION:** A multiple activity contest with two (2) or more participants made up of more than one event  
(example: a hockey tournament)

- (a) Two (2) or more individuals constitute a team.
- (b) Candidates shall be considered for an award if they have placed
- first in a national event or competition, OR
  - first, second or third in an international event or competition sanctioned by a national or international governing body in the particular sport.
- (c) Teams meeting the above criteria shall be eligible to receive the award on more than one occasion.

BYLAW NO. 3054/91

FINE AND PERFORMING ARTS AWARD

**PURPOSE:** To recognize an individual or group gaining national or international acceptance or recognition of outstanding achievement in one (1) or more of the arts. The recognition may be for (a) a specific achievement, or (b) a series of accomplishments over time.

It is the intent of this award to recognize individuals and groups of individuals as opposed to institutions, organizations or programs in which they may be participating.

1. GENERAL INFORMATION

Definitions

- **ARTS:** For the purpose of this award, includes literary, visual, performing, film, video and architectural arts.
- **GROUP:** Two (2) or more individuals assembled together and having some common purpose  
(example: Barbershop Quartet 1991)

- 3054/A-92
- (1) To be eligible, individual candidates shall be resident in the City of Red Deer for a minimum of six (6) months immediately prior to nomination.
  - (2) In the case of a group, the group must have a Red Deer mailing address for its members to be eligible.
  - (3) Candidates may hold amateur or professional status.
  - (4) Candidates may be considered for an award:
    - (a) in the year immediately following the year in which the specific achievement occurred; OR
    - (b) in recognition of a series of accomplishments over time.
  - (5) Nominations shall be considered on the basis of acceptance or recognition of outstanding achievement in one (1) or more of the arts.
  - (6) There is no limit to the number of awards that may be presented in this category in a given year.

BYLAW NO. 3054/91

CITIZENSHIP AWARD

PURPOSE: To recognize:

- 3054/A-92 (a) Distinguished Voluntary Service which has had a significant impact in the community of Red Deer, as a whole; OR
- 3054/A-92 (b) Continuous Voluntary Service, over a minimum of fifteen (15) years, in an area of volunteer endeavor which has an identifiable benefit to the community of Red Deer as a whole.

FOR RECOGNITION OF DISTINGUISHED VOLUNTARY SERVICE, OR CONTINUOUS VOLUNTARY SERVICE

1. GENERAL INFORMATION

Definition

- VOLUNTEER: A person who provides a service for which no salary is paid, but who may recover out-of-pocket expenses.

3054/A-92 (1) To be eligible, candidates shall be resident in the City of Red Deer for a minimum of six (6) months immediately prior to nomination.

(2) Candidates shall be individuals.

(3) A maximum of twenty (20) awards may be presented in this category in a given year.

2. DISTINGUISHED VOLUNTARY SERVICE

3054/A-92 (1) The distinguished voluntary service shall be identified as having a significant impact in the community of Red Deer, as a whole.

3. CONTINUOUS VOLUNTARY SERVICE

3054/A-92 (1) The continuous voluntary service shall be in an area of volunteer endeavor which has an identifiable benefit to the community of Red Deer as a whole.

(2) Candidates shall have undertaken the continuous voluntary service for a minimum of fifteen (15) years.

(3) The voluntary service shall be **continuous** and may occur in more than one (1) area of endeavor.

BYLAW NO. 3054/91

MAYOR'S SPECIAL AWARD

PURPOSE: To recognize an individual whose service or achievement at the local, provincial, national or international level has been of singular significance and whose accomplishments are not adequately described within the framework of the criteria for the Athletics, Fine and Performing Arts or Citizenship categories.

The Mayor's Special Award is the highest possible recognition from The City of Red Deer. Nominees shall be individuals who have demonstrated any of the following:

- Humanitarianism
- Exceptional achievement in a profession, sport or the arts
- An act of heroism or bravery

3054/A-92

Candidates shall be resident in the City of Red Deer for a minimum of six months immediately prior to nomination, and resident in the City at the time the service or achievement occurred.

The Mayor's Special Award may not necessarily be presented each year. On occasion more than one (1) award may be presented in a given year.

# Mayor's Recognition Awards

NOMINATION FORM

NOMINATION FORM



Please read the nomination form carefully, select the correct category for your nominee (candidate), and provide information as requested. Type or print clearly. IN ORDER FOR THE NOMINATION TO BE CONSIDERED, ALL SECTIONS OF THIS FORM RELEVANT TO THE NOMINEE MUST BE COMPLETED. Posthumous nominations cannot be accepted. For further information, please telephone 342-8154.

Name of Individual Nominee OR  
Team/Group Representative:

Mr.   
Mrs.   
Miss   
Ms.

(Usual First Name)

(Last)

Address: \_\_\_\_\_

(Postal Code)

Telephone: (Business) \_\_\_\_\_

(Residence) \_\_\_\_\_

Name of Team/Group Nominated: (If applicable) \_\_\_\_\_

Date of Achievement: (If applicable) \_\_\_\_\_

Nominated by: \_\_\_\_\_

(Please Print Name)

Address: \_\_\_\_\_

(Postal Code)

Telephone: (Business) \_\_\_\_\_

(Residence) \_\_\_\_\_

Signature of Nominator: \_\_\_\_\_

Seconder to Nomination: \_\_\_\_\_

(Please Print Name)

Address: \_\_\_\_\_

(Postal Code)

Telephone: (Business) \_\_\_\_\_

(Residence) \_\_\_\_\_

Signature of Seconder: \_\_\_\_\_

Is the Nominee aware of this Nomination?  Yes  No

*(Nominator or Seconder may not be a member of the Nominee's immediate family)*

MAIL COMPLETED FORM TO:

OR

DELIVER COMPLETED FORM TO:

Mayor's Recognition Awards Program  
Selection Committee  
Box 5008  
Red Deer, Alberta T4N 3T4

Mayor's Office  
City Hall  
4914 - 48 Avenue  
Red Deer, Alberta

**DEADLINE DATE FOR NOMINATIONS IS JANUARY 31**

## ATHLETICS AWARD CATEGORY

**The athletics award shall recognize an individual or team placing first in a national event or competition or first, second or third in an international event or competition and which event or competition has been sanctioned by the respective national or international governing body of the particular sport.**

"Team" means two or more individuals.

To be eligible: **Individuals** shall be resident in the City of Red Deer for a minimum of 6 months immediately prior to the competition for which they are nominated.

A **Team** shall have a Red Deer mailing address.

Does this nomination meet the residency requirements noted above?  Yes  No

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Nomination is for: (Check one)  Individual  
 Team (include typed list of members, their current addresses and telephone numbers)

Name of Competition (A multiple activity contest) Entered: \_\_\_\_\_

Identify the Level of Competition: (Check one)  National  
 International

Name of Event (A single activity contest) Entered: (If applicable) \_\_\_\_\_

Class or Division (If applicable) \_\_\_\_\_

Date Held: \_\_\_\_\_  
(Day) (Month) (Year)

Location: \_\_\_\_\_  
(City) (Province) (Country)

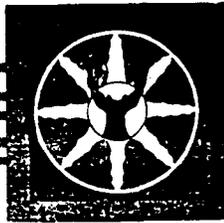
Final Placing of Nominee: (Please indicate if nominee set a new Canadian or World record)

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



# Mayor's Recognition Awards

NOMINATION FORM



NOMINATION FORM

Please read the nomination form carefully, select the correct category for your nominee (candidate), and provide information as requested. Type or print clearly. IN ORDER FOR THE NOMINATION TO BE CONSIDERED, ALL SECTIONS OF THIS FORM RELEVANT TO THE NOMINEE MUST BE COMPLETED. Posthumous nominations cannot be accepted. For further information, please telephone 342-8154.

Name of Individual Nominee OR  
Team/Group Representative: \_\_\_\_\_  
Mr.  \_\_\_\_\_  
Mrs.  \_\_\_\_\_  
Miss  \_\_\_\_\_  
Ms.  \_\_\_\_\_  
(Usual First Name) (Last)

Address: \_\_\_\_\_  
(Postal Code)

Telephone: (Business) \_\_\_\_\_ (Residence) \_\_\_\_\_

Name of Team/Group Nominated: (If applicable) \_\_\_\_\_

Date of Achievement: (If applicable) \_\_\_\_\_

Nominated by: \_\_\_\_\_  
(Please Print Name)

Address: \_\_\_\_\_  
(Postal Code)

Telephone: (Business) \_\_\_\_\_ (Residence) \_\_\_\_\_

Signature of Nominator: \_\_\_\_\_

Secunder to Nomination: \_\_\_\_\_  
(Please Print Name)

Address: \_\_\_\_\_  
(Postal Code)

Telephone: (Business) \_\_\_\_\_ (Residence) \_\_\_\_\_

Signature of Secunder: \_\_\_\_\_

Is the Nominee aware of this Nomination?  Yes  No

*(Nominator or Secunder may not be a member of the Nominee's immediate family)*

**MAIL COMPLETED FORM TO:**  
Mayor's Recognition Awards Program  
Selection Committee  
Box 5008  
Red Deer, Alberta T4N 3T4

**OR**

**DELIVER COMPLETED FORM TO:**  
Mayor's Office  
City Hall  
4914 - 48 Avenue  
Red Deer, Alberta

**DEADLINE DATE FOR NOMINATIONS IS JANUARY 31**

## FINE AND PERFORMING ARTS AWARD CATEGORY

**The fine and performing arts award shall recognize an individual or group gaining national or international acceptance or recognition of outstanding achievement in one or more of the arts. It is the intent of this award to recognize individuals or groups of individuals as opposed to institutions, organizations or programs in which they may be participating.**

"Arts", for the purpose of this award, includes literary, visual, performing, film, video and architectural arts.

"Group" means two or more individuals assembled together and having some common purpose.

To be eligible: **Individuals** shall be resident in the City of Red Deer for a minimum of 6 months immediately prior to nomination.

**Groups** shall have a Red Deer mailing address.

Does this nomination meet the residency requirements noted above?  Yes  No

---

**Nomination is for:** (Check one)  **Individual**  
 **Group**

**Recognition is for:** (Check one)  **A Specific Achievement**  
 **A Series of Accomplishments Over Time**

**Name the art form in which recognition has been achieved:** \_\_\_\_\_

**Date and location of specific achievement:** (If applicable) \_\_\_\_\_  
(Day) (Month) (Year) (Location)

**It is the nominator's responsibility to develop a convincing case for this award. Please describe the activities and achievements, including events and dates. You may address the activities and achievements under any or all of the following categories:**

- Achievement as an artist
- Successful participation in competitions, exhibitions, performances or commissions
- Awards or scholarships

**Please provide a brief biography of the nominee:**

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**FINE AND PERFORMING ARTS**

**Biography of Nominee** (Continued)

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**Achievement as an Artist:**

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**Successful participation in Competitions, Exhibitions, Performances or Commissions:**

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**Awards or Scholarships:**

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*Additional pages may be used to complete your submission. Supporting documentation may be attached. Please DO NOT forward any originals. This nomination becomes the property of The City of Red Deer. The Selection Committee reserves the right to assign a nomination to any alternate category provided the nominator agrees to the re-assignment.*

# Mayor's Recognition Awards

3054/A-92  
Appendix G-1  
Page 1 of 2

NOMINATION FORM

NOMINATION FORM



Please read the nomination form carefully, select the correct category for your nominee (candidate), and provide information as requested. Type or print clearly. IN ORDER FOR THE NOMINATION TO BE CONSIDERED, ALL SECTIONS OF THIS FORM RELEVANT TO THE NOMINEE MUST BE COMPLETED. Posthumous nominations cannot be accepted. For further information, please telephone 342-8154.

Name of Individual Nominee OR  
Team/Group Representative:

Mr.   
Mrs.   
Miss   
Ms.

(Usual First Name)

(Last)

Address: \_\_\_\_\_

(Postal Code)

Telephone: (Business) \_\_\_\_\_

(Residence) \_\_\_\_\_

Name of Team/Group Nominated: (If applicable) \_\_\_\_\_

Date of Achievement: (If applicable) \_\_\_\_\_

Nominated by: \_\_\_\_\_

(Please Print Name)

Address: \_\_\_\_\_

(Postal Code)

Telephone: (Business) \_\_\_\_\_

(Residence) \_\_\_\_\_

Signature of Nominator: \_\_\_\_\_

Seconder to Nomination: \_\_\_\_\_

(Please Print Name)

Address: \_\_\_\_\_

(Postal Code)

Telephone: (Business) \_\_\_\_\_

(Residence) \_\_\_\_\_

Signature of Seconder: \_\_\_\_\_

Is the Nominee aware of this Nomination?  Yes  No

*(Nominator or Seconder may not be a member of the Nominee's immediate family)*

MAIL COMPLETED FORM TO:

OR

DELIVER COMPLETED FORM TO:

Mayor's Recognition Awards Program  
Selection Committee  
Box 5008  
Red Deer, Alberta T4N 3T4

Mayor's Office  
City Hall  
4914 - 48 Avenue  
Red Deer, Alberta

**DEADLINE DATE FOR NOMINATIONS IS JANUARY 31**



# Mayor's Recognition Awards

NOMINATION FORM

NOMINATION FORM



Please read the nomination form carefully, select the correct category for your nominee (candidate), and provide information as requested. Type or print clearly. IN ORDER FOR THE NOMINATION TO BE CONSIDERED, ALL SECTIONS OF THIS FORM RELEVANT TO THE NOMINEE MUST BE COMPLETED. Posthumous nominations cannot be accepted. For further information, please telephone 342-8154.

Name of Individual Nominee OR  
Team/Group Representative:

Mr.   
Mrs.   
Miss   
Ms.

\_\_\_\_\_ (Usual First Name)

\_\_\_\_\_ (Last)

Address: \_\_\_\_\_

\_\_\_\_\_ (Postal Code)

Telephone: (Business) \_\_\_\_\_

(Residence) \_\_\_\_\_

Name of Team/Group Nominated: (If applicable) \_\_\_\_\_

Date of Achievement: (If applicable) \_\_\_\_\_

Nominated by: \_\_\_\_\_

\_\_\_\_\_ (Please Print Name)

Address: \_\_\_\_\_

\_\_\_\_\_ (Postal Code)

Telephone: (Business) \_\_\_\_\_

(Residence) \_\_\_\_\_

Signature of Nominator: \_\_\_\_\_

Secunder to Nomination: \_\_\_\_\_

\_\_\_\_\_ (Please Print Name)

Address: \_\_\_\_\_

\_\_\_\_\_ (Postal Code)

Telephone: (Business) \_\_\_\_\_

(Residence) \_\_\_\_\_

Signature of Secunder: \_\_\_\_\_

Is the Nominee aware of this Nomination?  Yes  No

*(Nominator or Secunder may not be a member of the Nominee's immediate family)*

MAIL COMPLETED FORM TO:

OR

DELIVER COMPLETED FORM TO:

Mayor's Recognition Awards Program

Mayor's Office

Selection Committee

City Hall

Box 5008

4914 - 48 Avenue

Red Deer, Alberta T4N 3T4

Red Deer, Alberta

**DEADLINE DATE FOR NOMINATIONS IS JANUARY 31**

# CITIZENSHIP AWARD CATEGORY

## CONTINUOUS VOLUNTARY SERVICE

(Minimum of 15 years)

**The continuous voluntary service award shall recognize an individual in an area of volunteer endeavour which has an identifiable benefit to the community of Red Deer as a whole. The volunteer service shall be continuous, over a minimum of 15 years, and may have occurred in more than one area of endeavour.**

"Volunteer" means a person who provides a service for which no salary is paid, but who may recover out-of-pocket expenses.

To be eligible: Candidates shall be **Individuals** and shall be resident in the City of Red Deer for a minimum of 6 months immediately prior to nomination.

Does this nomination meet the residency requirements noted above?  Yes  No

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It is the nominator's responsibility to develop a convincing case for this award. Please highlight the nominee's qualifications for the award. Information should include:

- A brief history of the individual
- Years of service to the community
- Detailed description of the volunteer service including, dates, names of individuals or groups
- A description of the identifiable benefit of the volunteer service on the community of Red Deer
- Special achievements
- Previous recognition received

---

*Additional pages may be used to complete your submission. Supporting documentation may be attached. Please DO NOT forward any originals. This nomination becomes the property of The City of Red Deer. The Selection Committee reserves the right to assign a nomination to an alternate category provided the nominator agrees to the re-assignment.*

# Mayor's Recognition Awards

3054/A-92  
Appendix H  
Page 1 of 3

NOMINATION FORM



NOMINATION FORM

Please read the nomination form carefully, select the correct category for your nominee (candidate), and provide information as requested. Type or print clearly. IN ORDER FOR THE NOMINATION TO BE CONSIDERED, ALL SECTIONS OF THIS FORM RELEVANT TO THE NOMINEE MUST BE COMPLETED. Posthumous nominations cannot be accepted. For further information, please telephone 342-8154.

Name of Individual Nominee OR  
Team/Group Representative: \_\_\_\_\_  
Mr.   
Mrs.   
Miss   
Ms.  \_\_\_\_\_  
(Usual First Name) (Last)  
Address: \_\_\_\_\_  
(Postal Code)  
Telephone: (Business) \_\_\_\_\_ (Residence) \_\_\_\_\_

Name of Team/Group Nominated: (If applicable) \_\_\_\_\_

Date of Achievement: (If applicable) \_\_\_\_\_

Nominated by: \_\_\_\_\_  
(Please Print Name)

Address: \_\_\_\_\_  
(Postal Code)

Telephone: (Business) \_\_\_\_\_ (Residence) \_\_\_\_\_

Signature of Nominator: \_\_\_\_\_

Secunder to Nomination: \_\_\_\_\_  
(Please Print Name)

Address: \_\_\_\_\_  
(Postal Code)

Telephone: (Business) \_\_\_\_\_ (Residence) \_\_\_\_\_

Signature of Secunder: \_\_\_\_\_

Is the Nominee aware of this Nomination?  Yes  No

*(Nominator or Secunder may not be a member of the Nominee's immediate family)*

MAIL COMPLETED FORM TO:  
Mayor's Recognition Awards Program  
Selection Committee  
Box 5008  
Red Deer, Alberta T4N 3T4

OR

DELIVER COMPLETED FORM TO:  
Mayor's Office  
City Hall  
4914 - 48 Avenue  
Red Deer, Alberta

**DEADLINE DATE FOR NOMINATIONS IS JANUARY 31**

## MAYOR'S SPECIAL AWARD CATEGORY

**The Mayor's Special Award shall recognize an individual whose service or achievement at the local, provincial, national or international level has been of singular significance and whose accomplishments are not adequately described within the framework of the criteria for the Athletics, Fine and Performing Arts or Citizenship categories. The service or achievement may have occurred in any given year.**

To be eligible: Candidates shall be **Individuals** and shall be resident in the City of Red Deer for a minimum of 6 months immediately prior to nomination, and resident in the City at the time the service or achievement occurred.

Does this nomination meet the residency requirements noted above?  Yes  No

Nomination is for: (Check one)

- Humanitarianism
- Exceptional achievement in a profession, sport, or the arts
- An act of heroism or bravery

It is the nominator's responsibility to develop a convincing case for this award.

Description of Accomplishment:

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Date of Accomplishment: \_\_\_\_\_  
(Day) (Month) (Year)

Place of Accomplishment: \_\_\_\_\_  
(City) (Province) (Country)



BYLAW NO. 3054/91

SELECTION COMMITTEE

1. APPOINTMENT AND STRUCTURE

- (1) With the exception of the Mayor's Special Award, the Selection Committee shall operate as a quasi-judicial body at arm's length from the Awards Committee, Council and the Mayor. Membership on the Selection Committee shall remain anonymous, and its decisions are final. In the case of a candidate for the Mayor's Special Award, the Selection Committee shall seek ratification by the Mayor.
- (2) The Selection Committee shall consist of five (5) members appointed by the Mayor.
- (3) A quorum shall consist of all members. All members shall vote, unless a conflict of interest is declared, and in the event of a tie vote the motion shall be lost. In the event of a declared conflict of interest by one or more of the members, a quorum shall consist of the remaining members.
- (4) Members shall be appointed by January 1st of each year for one (1) year terms to expire on December 31st.
- (5) In the event a vacancy on the Selection Committee occurs at any time other than the expiration of the term for which that person is appointed, the person appointed by the Mayor to fill such vacancy shall hold office for the remainder of the term.
- (6) Any member of the Selection Committee may resign at any time upon sending written notice to the Mayor, and any member of the Selection Committee may be removed from office by the Mayor.
- (7) Retiring members shall be eligible for reappointment, but no member shall hold office for a term to exceed four (4) consecutive years. Retiring members who have held office for four (4) consecutive years will be eligible for reappointment after a one (1) year absence from the Selection Committee.
- (8) At least one (1) member from the previous Selection Committee shall be reappointed each year.
- (9) Candidates for membership on the Selection Committee shall be residents and any member who ceases to be a resident shall be disqualified for membership.

2. DUTIES

The Selection Committee shall:

- (1) Receive from the Awards Committee the nominations which have been submitted by the public;
- (2) Review all nominations and make a selection of the award recipients by March 1st of each year. The Selection Committee reserves the right to assign a nomination to an alternate category provided the nominator agrees to the reassignment;
- (3) Seek ratification by the Mayor, of its candidate(s) for the Mayor's Special Award;
- (4) Notify the Awards Committee of the names of the award recipients and provide a brief written description of the nature of each award;
- (5) Return all documentation on the awards to the Awards Committee.

**DATE: MARCH 15, 1994**  
**TO: MAYOR'S RECOGNITION AWARDS COMMITTEE**  
**FROM: CITY CLERK**  
**RE: BYLAW 3054/A-94**

---

At the Council Meeting of March 14, 1994, consideration was given to your report dated March 3, 1994 concerning the above topic and at which meeting the following motion was passed:

"RESOLVED that Council of The City of Red Deer, hereby agrees that Bylaw 3054/A-94, a proposed amendment to the Mayor's Recognition Awards Bylaw, be abandoned and as presented to Council March 14, 1994."

The decision of Council in this instance is submitted for your information. Trusting you will find this satisfactory.



KELLY KLOSS  
City Clerk

KK/clr

cc: Pat Shaw  
Cheryl Adams

NO. 3

# CAPRI CENTRE

3310 - 50TH AVENUE, RED DEER, ALBERTA T4N 3X9  
(403) 346-2091 FAX (403) 346-4790 1-800-662-7197 (ROOM RESERVATIONS ONLY)

March 8, 1994

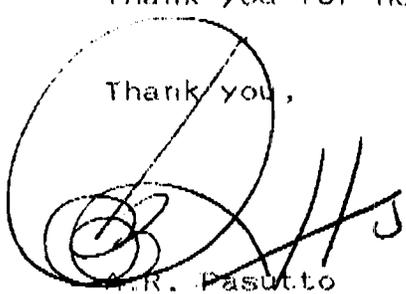
The City of Red Deer  
P.O. Box 5008  
Red Deer, Alberta  
T4N 3T4

ATTENTION: Ryan Strader

Further to our conversation of this afternoon we wish to withdraw our request for a zone change (C4 to C2) here at the Capri Centre.

Thank you for helping us achieve our goals in this area.

Thank you,



M.R. Pasutto

## Commissioners' Comments

We recommend that Land Use Bylaw Amendment 2672/I-94 be withdrawn by resolution.

"G. SURKAN"  
Mayor

"H.M.C. DAY"  
City Commissioner

DATE: MARCH 4, 1994  
TO: CITY COUNCIL  
FROM: DOWNTOWN PLANNING ADVISORY COMMITTEE  
RE: **CAPRI CENTRE - LAND USE BYLAW AMENDMENT 2672/I-94  
REZONING FROM C4 TO C2.**

---

At the March 1, 1994 meeting of the Downtown Planning Advisory Committee, members of the Committee agreed that the Capri Centre rezoning as a "district shopping centre" is in conflict with the present and future plans for downtown Red Deer. The following motion was introduced and passed unanimously:

"THAT the Downtown Planning Advisory Committee recommend to City Council that rezoning of the Capri Centre from C4 to C2 is not appropriate as it is contrary to the Committee's efforts to establish the Downtown as the administrative and business centre of the City, and its Downtown Concept Plan recommendation that the City maintain the downtown as the professional and public sector office centre of Red Deer through the control of office development and the provision of an environment conducive to an efficient business office community."

Respectfully submitted to City Council for their consideration at the upcoming Public Hearing to be held on March 28, 1994.



ALDERMAN R. SCHNELL  
CHAIRMAN  
DOWNTOWN PLANNING ADVISORY COMMITTEE



# CAPRI CENTRE

3310 - 50TH AVENUE • RED DEER, ALBERTA T4N 3X9  
(403) 346-2091 FAX (403) 346-4790 1-800-682-7197 (ROOM RESERVATIONS ONLY)

March 2, 1994

The City of Red Deer  
P.O. Box 5008  
Red Deer, Alberta  
T4N 3L4

ATTENTION: Ezen Strader

Further to our conversation of this afternoon we wish to withdraw our request for a zone change (C4 to C2) here at the Capri Centre.

Thank you for helping us achieve our goals in this area.

Thank you,



R. Casati



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

March 14, 1994

Capri Centre  
3310 - 50 Avenue  
Red Deer, Alberta  
T4N 3X9

Att: Mr. A. R. Pasutto

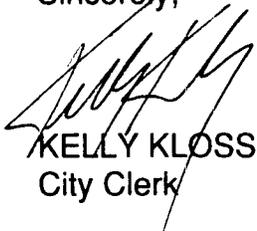
Dear Sir:

At the City of Red Deer Council Meeting held on Monday, March 14, 1994, consideration was given to your letter dated March 8, 1994 relative to withdrawing your request for a zone change to the Capri Centre from C4 to C2. At the above noted meeting, Council passed the following motion:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from the Capri Centre dated March 8, 1994, re: Withdrawal of Rezoning Request, hereby agrees that Land Use Bylaw Amendment 2672/I-94 be abandoned and as presented to Council March 14, 1994."

In accordance with the above resolution, no further action will be taken relative to this rezoning. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



KELLY KLOSS  
City Clerk

KK/clr

cc: Director of Engineering Services  
Director of Community Services  
Bylaws and Inspections Manager  
Principal Planner  
City Assessor  
Fire Chief  
Council and Committee Secretary - Sandra



*a delight  
to discover!*

R E P O R T SNO. 1

FILE: gord\memos\ratechng.bud

**DATE:** March 3, 1994

**TO:** City Clerk

**FROM:** Public Works Manager

**RE: RATE CHANGES TO VARIOUS CITY SERVICES RESULTING FROM  
1994 OPERATING BUDGET APPROVAL**

---

When presenting the proposed Public Works Department 1994 Operating Budget to Council, we indicated an anticipated rate increase for concrete work of 3%. The reason for the rate increase is increased concrete cost and additional payroll charges. The work done under underground permits is for utility companies, e.g. the Water and Wastewater Section of the Public Works Department, E.L. & P. AGT, Northwestern Utilities and Shaw Cable.

Council approval is requested for the following rates.

**UNDERGROUND PERMIT REGULATIONS**1. ASPHALTIC PAVEMENT

The rates for this section remain unchanged.

4. CONCRETE AREAS

These rates will increase 3% in accordance with 1994 budget.

	Current	Increased
per square metre for sidewalks	\$ 87.96	\$ 90.60
per lineal metre for curb and gutter	\$ 91.80	\$ 94.55
per square metre for boulevard areas or separate sidewalks	\$ 60.65	\$ 62.47

In addition, it is requested that a minimum charge of \$500 for any repair be incorporated. The reason for the minimum charge is that the cost to replace one metre or five metres of concrete after a utility installation is almost the same.

March 3, 1994  
City Clerk  
Page 2 of 2

5. BOULEVARD AREAS

The rates for this section remain unchanged.

**APPLICATION FOR SIDEWALK AND/OR CURB CROSSING**

Rates for this area remain unchanged.

**RECOMMENDATION:**

It is respectfully requested that Council approve these rates.



Gordon Stewart, P. Eng.  
Public Works Manager

CB/blm

Att.

c Parks Manager  
Director of Engineering Services  
Director of Financial Services

**THE CITY OF RED DEER****UNDERGROUND PERMIT REGULATIONS**

APPROVED BY CITY COUNCIL ON FEBRUARY 16, 1993

**AUTHORITY**

Under the authority of The City of Red Deer's Traffic By-law 2800, Section 100.3, all persons excavating within a City of Red Deer road right of way, shall first obtain a permit to do so from the City's Engineering or Public Works Departments. Further, by policy of the City's Engineering or Public Works Departments, no persons, other than those working for or authorized in writing by the utility company, will be issued an Underground Permit.

**MAINTENANCE OF UTILITY CUTS, BARRICADES, AND LIGHTS**

The Permit holder shall be responsible for the maintenance of the excavated area during construction and for a maximum period of seven days after The City of Red Deer has been advised that all work on the excavation has been completed, inspected, and a standard proctor density of 100% has been recorded for the backfill material.

In addition, the Permit holder shall erect and maintain adequate barricades, signs, and lights during the entire period of his operation. This period shall be from the commencement of work until a maximum of seven days after notification has been received by the City.

In the event that the barricades and/or lights are removed, damaged, or destroyed while under the Permit holder's responsibility, and if it is found necessary for the City to re-establish such barricades and/or lights, this work will be done at the expense of the Permit holder.

If final repairs have not been completed, i.e. pavement replacement, within seven days, the City will assume responsibility for maintenance of the excavated area, including barricades, signs, and lights.

**OTHER UTILITIES**

The Permit holder shall be responsible for checking the location of other utilities and facilities in the working area, either below or above ground, as related to the following agencies:

Northwestern Utilities Ltd.  
 Alberta Government Telephones  
 Shaw Cablesystems Ltd.  
 City's Electric, Light, and Power Department  
 City's Water and Wastewater (Public Works Department)  
 City's Parks Department

Post-It™ brand fax transmittal memo 7671		# of pages > 5
To <i>Kelly Klass</i>	From <i>Cheryl</i>	
Co.	Co. <i>PW</i>	
Dept.	Phone #	
Fax #	Fax #	

Underground Permit Regulations  
Page 2

**LIABILITY**

The Permit holder undertakes and agrees to indemnify and save harmless The City of Red Deer from, of, and against any and all liabilities and claims for damages of any nature and kind, or any judgements related thereto, caused to persons or property by reasons of his activities upon City property, roads, rights of way, easements, or utility lots.

**BACKFILL REQUIREMENTS FOR EXCAVATIONS**

The applicant shall backfill and compact excavations, as outlined under the items hereinafter listed. Upon removal of excess material from the area, the applicant shall request, through the City's Engineering Department, an inspection of his completed work.

**NOTE:** Fill crete should only be used with permission of the Public Works Department, because of the frost penetration associated with it.

1. **ASPHALTIC PAVEMENT**

A Record of Pavement Cut Form is to be completed for every excavation and returned to The City of Red Deer, Public Works Department.

Pavement shall be cut by approved mechanical means to form a straight vertical edge. The trench shall be left at a minimum of 1 m wide. Pavement fragments and unsuitable excavated material shall be removed from the site area and disposed of at the Sanitary Landfill Site. Excavations shall be backfilled and compacted with suitable excavated material, as approved by the Director of Engineering Services. Crushed gravel meeting the following gradation requirements may be used.

**SIEVE SIZE**

**PERCENTAGE PASSING BY WEIGHT**

20 mm	100
12.5 mm	70-100
4.75 mm	46- 60
1.18 mm	25- 45
0.30 mm	10- 25
0.075 mm	2- 12

Backfill material shall be placed in layers not exceeding 150 mm after compaction. Compaction shall be carried out by approved mechanical methods to a depth of 1 m below finished road grade, to obtain a minimum density of 100% Standard Proctor Density at optimum moisture content. Material below the top 1 m shall be compacted to 95% Standard Proctor Density at optimum moisture content. The backfill shall be placed to an elevation flush to the existing

Underground Permit Regulations  
Page 3

roadway. The above work shall be carried out by the Permit holder at no expense to The City of Red Deer. Should density test results reveal that compaction does not meet required densities, the City shall recompact the deficient portions and charge the Permit holder at the rate shown below, under additional subgrade compaction.

The Permit holder will not be allowed to undertake any asphalt pavement restorations. City crews will arrange to have the pavement replaced at a charge to the Permit holder as follows:

First 50 mm compacted lift	\$22.95/sq m
First 75 mm compacted lift	\$28.65/sq m
First 100 mm compacted lift	\$31.50/sq m
Each additional 50 mm compacted lift	\$21.00/sq m
Each additional 75 mm compacted lift	\$26.75/sq m
Additional subgrade compaction	\$17.70/sq m

2. **GRAVEL OR OILED SURFACES**

Unsuitable excavated material shall be removed from the site area and disposed of at the Sanitary Landfill Site. Excavations shall be backfilled with suitable excavated material, as approved by the Director of Engineering Services. Crushed gravel meeting the gradation requirements, as specified in Item 1 - Asphaltic Pavement, may be used. Backfill material shall be placed in layers not exceeding 150 mm after compaction. Should density test results reveal that compaction does not meet required densities, the City shall recompact the deficient portions and charge the Permit holder at the rate shown on Section 1, as additional subgrade compaction. Compaction shall be carried out by approved mechanical methods to a depth of 1 m below finished road grade, to obtain a minimum density of 100% Standard Proctor Density at optimum moisture content. Material below the top 1 m shall be compacted to 95% Standard Proctor Density at optimum moisture content. The backfill shall be placed to an elevation flush to the existing roadway. The above work shall be carried out by the Permit holder at no expense to The City of Red Deer. The City of Red Deer crews will arrange to have the surface re-oiled at a charge to the Permit holder of \$4 per square metre.

3. **UNIMPROVED OR UNDEVELOPED AREAS**

Excavations shall be backfilled with select non-organic material and adequately compacted so no trench settlement occurs. The trenches shall be left in a state at least equivalent to the original condition. The Permit holder will be responsible to correct any and all deficiencies causing trench settlement. Failure to correct the deficiencies will result in The City of Red Deer taking the necessary corrective measures and charging the costs back to the Permit holder.

Underground Permit Regulations  
Page 4

4. CONCRETE AREAS

Concrete shall be cut by approved mechanical means to form a straight vertical edge. Concrete waste, debris, and unsuitable excavated trench material shall be removed from the site area and disposed of at the Sanitary Landfill Site. Granular material meeting the gradation requirements in Item 1 shall be placed and compacted by approved mechanical methods to a depth of 1 m below top of concrete, to obtain a minimum density of 97% Standard Proctor Density at optimum moisture content.

Material below the top 1 m shall be compacted to 95% Standard Proctor Density at optimum moisture content. The backfill shall be placed to an elevation flush to the original elevation of the concrete works prior to excavation. The City of Red Deer crews will arrange to have the concrete replaced at a charge to the Permit holder of \$87.96 per square metre for sidewalks and \$91.80 per lineal metre for curb and gutter and \$60.65 per square metre for concrete in boulevards or separate sidewalks. The Permit holder will not be allowed to undertake any concrete repairs.

5. BOULEVARD AREAS

a. Grassed

The Parks Department will undertake the cultivation and repair at a cost to the Permit holder of \$11.40 per square metre for sod and \$6.70 per square metre for seed. The decision to sod will be at the sole discretion of The City of Red Deer.

**NOTE:** The square metre charge will be based upon the total area which requires repair. It is, therefore, to the advantage of the Permit holder to confine the work to as small an area as possible, and to carefully rake any clay or other material from turf, beyond the bounds of the excavations, before vacating the site.

Should extra work be required by the Parks Department, all work will be charged to the Permit holder at cost, plus administration charges.

Minimum charge for any single job shall be \$100.

b. Trees and Shrubs

If tree and shrub planting must be disturbed, the applicant is required to advise the Parks Manager. The plantings will be transplanted or replaced by City Park's crews or by a landscaping contractor. Any costs associated with the protection, repair, transplanting, or replacing of trees and shrubs will be charged to the permit holder. Topsoil compaction on turf area and around trees will be considered as damage which must be repaired.

Underground Permit Regulations  
Page 5

**NOTE:** Any work undertaken by the Permit holder found to be deficient or defective will result in The City of Red Deer taking the necessary measures to correct the deficiencies at the Permit holder's expense.

**COMPACTION TESTING**

The Permit holder shall arrange to obtain the services of an approved geotechnical soils testing firm to conduct moisture/density tests at no expense to The City of Red Deer. The results of the testing shall be forwarded to the City's Engineering Department.

Frequency of testing shall be a minimum of 1 moisture/density test of every 150 lin m of construction. No less than 1 compaction test will be required, unless otherwise approved by the City's Engineering Department, for each construction section less than 150 m.

**ISSUANCE OF UNDERGROUND PERMITS**

Underground Permits will only be issued to companies or agencies owning the utility. Permits will not be issued to subcontractors doing work for the utility company or agency unless the owner of the utility undertakes and agrees to be responsible for all obligations of the Permit holder and to make payment of all funds for which the Permit holder is responsible under the terms of these regulations.

Requests for Permits can be made at the City's Engineering or Public Works Departments. In the cases where excavation will be for new construction or major repairs in arterial roads or bus routes, we will require plans and a schedule of work to be done before the City will approve the Permit. This must be submitted one week prior to the planned work startup, so that the Public Works Department can schedule road closures and detours, if necessary. The Parks Department will determine potential damage or conflict with trees and shrubs and impact of compaction on them. A work order must be signed for this work. Prior approval of alignment does not constitute approval of an Underground Permit.

**SIGNING**

Permit holders must adequately sign any construction on City property indicating to the general public the name of the agency undertaking the work.

**Commissioners' Comments**

We concur with the recommendations of the Public Works Manager.

"G. SURKAN"  
Mayor

"H.M.C. DAY"  
City Commissioner

NO. 2

DATE: March 4, 1994

TO: Mayor Surkan and Members of Council

FROM: Alan Scott, Land and Economic Development Manager

RE: **APPLICATION TO PURCHASE BY MINUTE MAIDS/SOUND SOURCE  
LOT 1, BLOCK 2, PLAN 892-2959  
RIVERSIDE LIGHT INDUSTRIAL PARK**

The Minute Maids/Sound Source DJ Services have made application for an option to purchase Lot 1, Block 2, Plan 892-2959, consisting of 0.52 acre, in Riverside Light Industrial Park. Their intention is to construct a 1700 sq. ft. warehouse to store their equipment, with an office as an ancillary use, which is a permitted use under the Land Use Bylaw.

Their offer of \$19,000 is equivalent to \$36,538/acre. The reason for this offer being significantly below our asking price of \$75,000/acre is due to the utility rights-of-way in favour of Calgary Power and The City of Red Deer, which restricts the developable area of the site to 0.16 acre. An inhouse appraisal confirms the offer as being at market value, based on discounting the undevelopable land to 25% of our asking price, as shown below:

0.36 acre of encumbered land @ \$18,750 =	\$ 6,750
0.162 acre of unencumbered land @ \$75,000 =	12,150
	\$19,000
Sale Price (rounded to)	\$19,000

### **Recommendation**

We recommend that Council approve the sale of Lot 1, Block 2, Plan 892-2959 to The Minute Maids/Sound Source DJ Services, subject to the following conditions:

1. The purchase price be \$19,000;
2. The purchaser to enter into a standard Option and Land Sale Agreement satisfactory to the City Solicitor;
3. The purchaser to conform with all requirements of the City of Red Deer Land Use Bylaw.



Alan V. Scott

HT/mm  
Att.

SOUND SOURCE  
D.J. SERVICES

77 HUGET CRESCENT  
RED DEER, ALBERTA  
T4N 6N3  
342-6340

February 22, 1994

LAND & ECONOMIC DEVELOPMENT DEPARTMENT  
CITY HALL  
4914 - 48 AVENUE  
P.O. BOX 5008  
RED DEER, AB. T4N 3T4

DEAR SIR:

THE MINUTE MAIDS/SOUND SOURCE WISH TO MAKE AN OFFER TO PURCHASE A LOT IN RIVERSIDE LIGHT INDUSTRIAL PARK: LOT 1 BLOCK 2 PLAN 892-2959 SIZE .52 AC (.21)HA.

THE LAND WOULD BE USED AS A STORAGE FACILITY AS WELL AS AN OFFICE AND A PARKING AREA FOR VEHICLES.

A SINGLE STOREY WOODEN FRAME BUILDING WITH A CONCRETE BLOCK BACK WALL WOULD BE BUILT.

OUR OFFER OF \$19,000.00 WOULD BE SUBJECT TO OUR OBTAINING FINANCING FOR THE PROJECT AS WELL AS A RELAXATION FROM TRANS ALTA UTILITIES.

WE WOULD LIKE TO USE YOUR 90 DAY OPTION TO PURCHASE PLAN.

ENCLOSED IS A 5% OF SALE PRICE DEPOSIT CHEQUE OF \$950.00.

SINCERELY;



STEVE SIDERITSCH  
OWNER/MANAGER

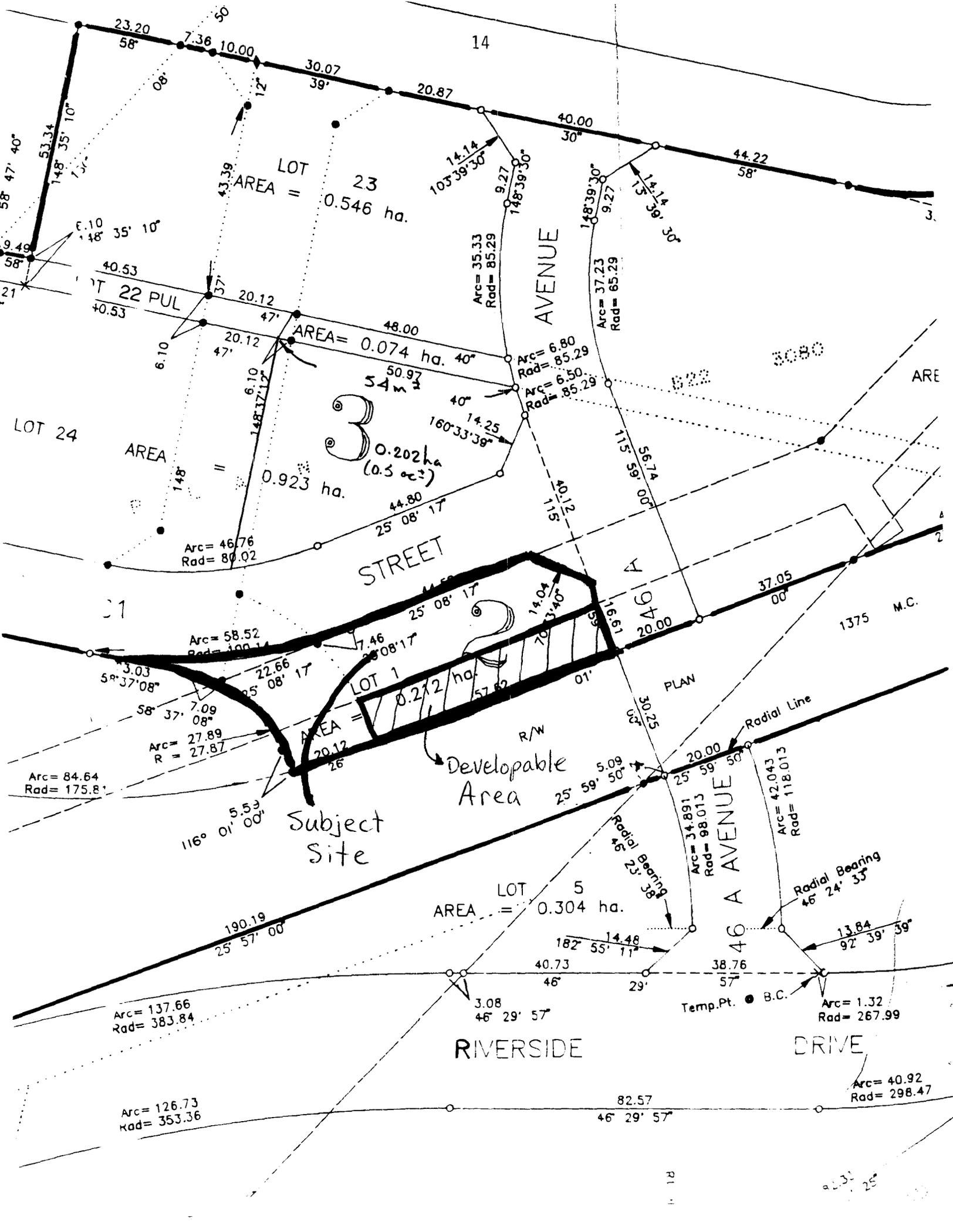
Commissioners' Comments

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

"G. SURKAN"  
Mayor  
"H.M.C. DAY"  
City Commissioner

The City Of Red Deer	
Date:	94.02.23
Time:	2:45 pm
Rec'd By:	

*Cheque for \$950 given to Penny.*



LOT 23  
AREA = 0.546 ha.

AREA = 0.074 ha. 40°  
54m

3  
0.202 ha  
(0.5 ac.)  
0.923 ha.

STREET

LOT 1  
AREA = 0.272 ha.

Developable Area

Subject Site

LOT 5  
AREA = 0.304 ha.

46 A AVENUE

RIVERSIDE DRIVE

DRIVE

PLAN

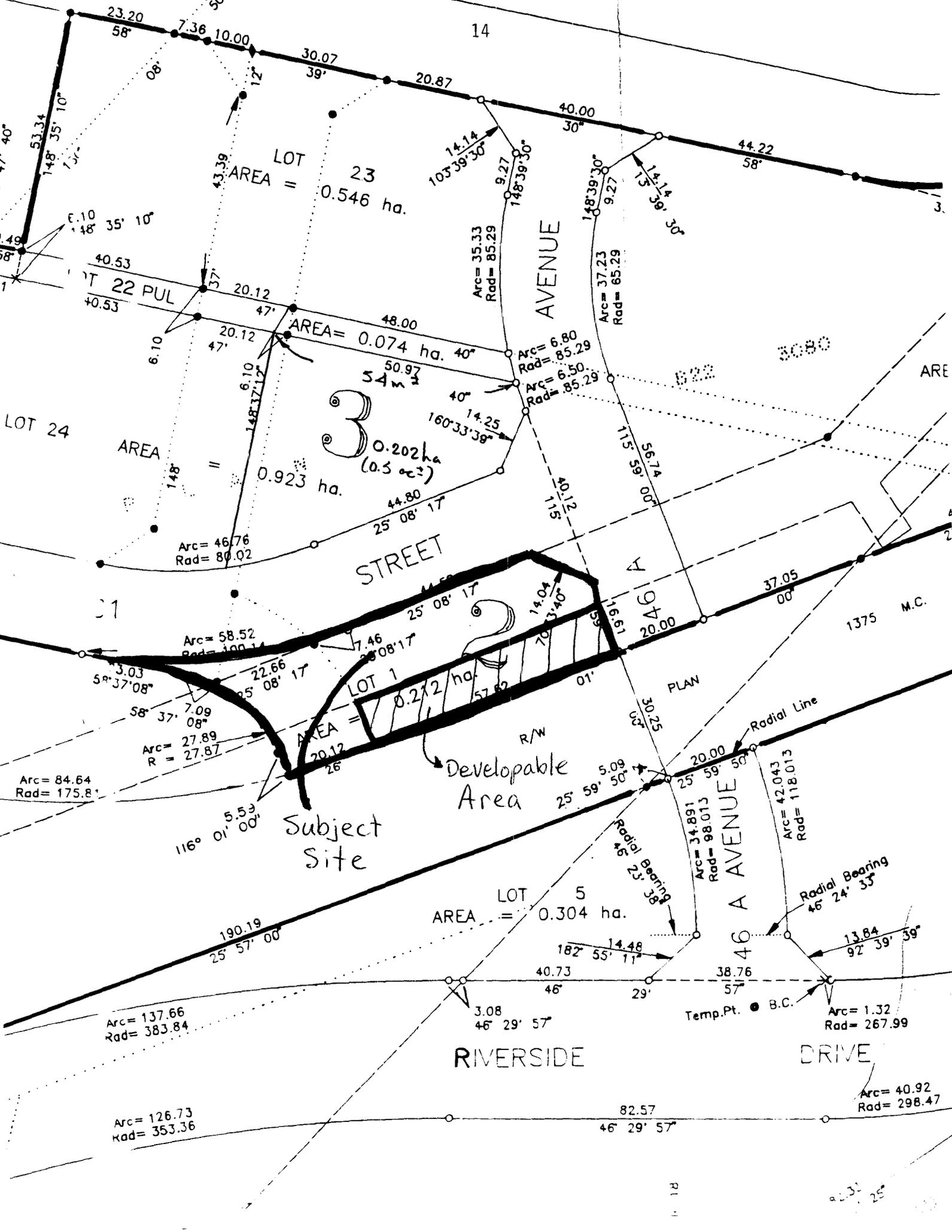
R/W

Radial Line

Radial Bearing

Radial Bearing

Temp.Pt. B.C.



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**DATE: MARCH 15, 1994**

**TO: LAND AND ECONOMIC DEVELOPMENT MANAGER**

**FROM: CITY CLERK**

**RE: APPLICATION TO PURCHASE BY MINUTE MAIDS/SOUND SOURCE  
(LOT 1, BLOCK 2, PLAN 892-2959, RIVERSIDE LIGHT INDUSTRIAL  
PARK)**

---

At the Council Meeting of March 14, 1994, consideration was given to your report dated March 4, 1994 concerning the above. At the above noted meeting, the following motion was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Land and Economic Development Manager dated March 4, 1994, re: Application to Purchase by Minute Maids/Sound Source (Lot 1, Block 2, Plan 892-2959, Riverside Light Industrial Park), hereby approves said purchase subject to the following conditions:

1. The purchase price be \$19,000;
2. The purchaser to enter into a standard Option and Land Sale Agreement satisfactory to the City Solicitor;
3. The purchaser to conform with all requirements of the City of Red Deer Land Use Bylaw,

and as presented to Council March 14, 1994."

The decision of Council in this instance is submitted for your information and appropriate action. I trust you will now advise the applicant of Council's decision.



KELLY KLOSS  
City Clerk

KK/clr

cc: Director of Financial Services  
Director or Engineering Services  
City Assessor  
Principal Planner



**RED DEER  
REGIONAL PLANNING COMMISSION**

NO. 3

DIRECTOR: W. G. A. Shaw, ACP, MCIP

2830 BREMNER AVENUE, RED DEER,  
ALBERTA, CANADA T4R 1M9

Telephone: (403) 343-3394  
Fax: (403) 346-1570

**MEMORANDUM**

**TO:** Mayor Gail Surkan

**DATE:** March 2, 1994

**FROM:** Paul Meyette, Principal Planner

**RE: INDUSTRIAL DISTRICTS REVIEW**

Red Deer City Council has requested that the Red Deer Regional Planning Commission review the City's Industrial Land Use Districts. This would involve a review of the standards and uses allowed in the I1 and I2 Industrial Districts.

In order to conduct this review, we will be contacting owners and developers of industrial land to sit on the review committee as well as representatives of the real estate industry. Since this is a Council initiative, we would also appreciate the appointment of a member of Council to this committee.

Council has requested that this review be completed within 8 weeks, so the committee will meet a maximum of four times commencing in mid-March.



Paul Meyette, ACP, MCIP  
PRINCIPAL PLANNER, CITY SECTION

PM/eam

Commissioners' Comments

Council's direction is requested.

"G. SURKAN", Mayor  
"H.M.C. DAY", City Commissioner

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTTLER No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINT EARTH No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIL • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTTLER • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURN • VILLAGE OF DONALDA • VILLAGE OF ELNORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLINWOLD • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS  
SUMMER VILLAGE OF BURNSTICK LAKE

**DATE: MARCH 15, 1994**  
**TO: PRINCIPAL PLANNER**  
**FROM: CITY CLERK**  
**RE: INDUSTRIAL DISTRICTS REVIEW**

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At the Council Meeting of March 14, 1994, consideration was given to your report dated March 2, 1994 concerning the above. At this meeting the following motion was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Red Deer Regional Planning Commission dated March 2, 1994, re: Industrial Districts Review, hereby agrees to appoint Alderman Statnyk to the Industrial Districts Review Committee, and as presented to Council March 14, 1994."

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



KELLY KLOSS  
City Clerk

KK/clr

cc: Alderman Statnyk

**DATE:** February 28, 1994

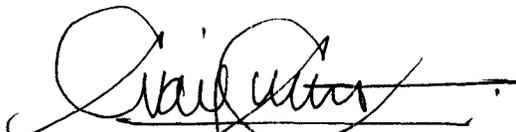
**TO:** KELLY KLOSS  
City Clerk

**FROM:** CRAIG CURTIS  
Director of Community Services

**RE:** RED DEER PUBLIC LIBRARY:  
EXPANSION PROJECT

---

1. The design of the library expansion into the historic Armoury building was completed in early January, and put out to public tender. The low bid falls within the construction budget, and the project will be awarded to Felco Construction, a local contractor. The architects, Group<sup>2</sup> Architects, deserve considerable credit for the design and tendering of the project.
2. The Red Deer Public Library Board has almost completed its fundraising under the leadership of Hazel Flewwelling. City Council's approval of the project was based on the condition that fundraising (including government grants) would make up half the construction budget. It is estimated that fundraising will reach a total of \$1,240,000 by the end of April. This project has received enormous support in the community, and donors include six local service clubs and four foundations, as well as participation by the Provincial and Federal governments.
3. The Board will be in a position to award the construction contract following approval of the City's 1994 Budget. The Board will be proceeding based on the following assumptions:
  - That the City's share of the capital cost in the sum of \$1,250,000 will be funded through a loan from reserves (re: Waskasoo Park Operating Fund) and not debentures. The budget shows capital funding in allocations for the project in 1994 and 1995. However, Felco Construction can incur cost savings if the construction period is reduced. Consequently, the City's share of the capital cost may be totally utilized during 1994.
  - That the loan payments over ten years and increased operating costs will be funded through increases in the library mill rate levy of 10% per annum over the period 1994-1996, as outlined in the budget documents.



CRAIG CURTIS

Commissioners' Comments

For Council's information, the 10% per annum increase in the library mill rate levy results in an additional \$100,000.00 per annum on the library requisition.

"G. SURKAN", Mayor  
"H.M.C. DAY", City Commissioner

- ad
- c. Hazel Flewwelling  
Barbara Scammell, Chairman, Red Deer Public Library Board  
Dean Frey, Director of Library Services

**DATE: MARCH 15, 1994**  
**TO: DIRECTOR OF COMMUNITY SERVICES**  
**FROM: CITY CLERK**  
**RE: RED DEER PUBLIC LIBRARY: EXPANSION PROJECT**

---

At the Council Meeting of March 14, 1994, consideration was given to your report dated February 28, 1994 concerning the above. At this meeting it was agreed that same be filed.

On behalf of Council, I ask that you extend thanks to all parties involved in this project, especially Hazel Flewwelling who headed up the fund raising campaign.

Trusting you will find this satisfactory.



KELLY KLOSS  
City Clerk

KK/clr

cc: Director of Library Services  
Hazel Flewwelling

NO. 5

**DATE: February 24, 1994**

**TO: City Clerk**

**FROM: Director of Financial Services**

**RE: PREPAYMENT OF PROPERTY TAXES**

---

Property taxpayers wanting to prepay their property taxes and receive a discount are given two options:

- pay before April 1st and receive a discount calculated at 4% per annum from the date of payment, or January 1st, whichever is later, to June 30th, or
- pay in 10 equal monthly instalments from July 31st a monthly instalment calculated based on 1/12 of 90% of the prior year's taxes. The balance is payable by the taxpayer by June 30th.

It would be more convenient to the taxpayer if 12 consecutive monthly payments were collected starting July 31st, with the final payment due the following June 30th based on the balance owing. The City now has access to a system capable of incorporating this change with little extra administrative work for the City. It would reduce the work of the cashiers around June 30th because they would not be required to process these payments for taxpayers on the plan.

It is recommended to Council the proposed change be implemented effective July 31, 1994 for prepayment of 1995 property taxes. It would provide more convenience to the taxpayers at little or no additional cost to the City.

### Recommendation

Council approval of Bylaw 2899/A-94.



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

AW/jt

c. City Assessor  
Tax Supervisor

### Commissioners' Comments

We concur with the recommendation of the Director of Financial Services.

"G. SURKAN"  
Mayor

"H.M.C. DAY"  
City Commissioner

**DATE: MARCH 15, 1994**  
**TO: DIRECTOR OF FINANCIAL SERVICES**  
**FROM: CITY CLERK**  
**RE: PREPAYMENT OF PROPERTY TAXES**

---

At the Council Meeting of March 14, 1994, consideration was given to your report dated February 24, 1994 concerning the above and at which meeting Bylaw 2899/A-94 was passed.

Bylaw 2899/A-94 provides for the prepayment of property taxes over 12 consecutive months, beginning July 31 with the final payment due the following June 30. A copy of said bylaw, as passed, is attached hereto.

This office will now be proceeding with updating the office consolidation copy of said bylaw. Trusting you will find this satisfactory.



KELLY KLOSS  
City Clerk

KK/clr  
Attchs.

cc: City Assessor

NO. 6

DATE: February 25, 1994

TO: K. Kloss, City Clerk

FROM: A. Scott, Land and Economic Development Manager

RE: **BYLAW TO DISPOSE OF CITY RESERVE  
LOT 8 (CITY RESERVE), BLOCK 4, PLAN 5879 HW  
SHADED YELLOW ON ATTACHED MAP**

This lot was originally utilized as a railway spur line, and was abandoned years ago. The sale of this lot to adjacent land owners was approved by Council on September 27, 1993. We have signed and sealed agreements for sales of land, and lease agreements identified and outlined in red.

In attempting to register the new plan at Land Titles Office in Edmonton, we were informed that regardless of previous uses (rail spur line), the Title reads Lot 8 "City Reserve", and as such is classified by Land Titles Office as a Municipal Reserve.

Therefore, we respectfully request that Council of The City of Red Deer pass a resolution authorizing the disposal of:

"LOT 8 (CITY RESERVE), BLOCK 4, PLAN 5879 HW CONTAINING 0.246 HA.  
MORE OR LESS."



Alan V. Scott

PAR/mm

Att.

c: W. Lees, Land Supervisor

Commissioners' Comments

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

"G. SURKAN"  
Mayor

"H.M.C. DAY"  
City Commissioner

PLAN 2024 E.O.

19

CAL...  
7' in water

F  
PLAN 5120 HW

PLAN 5879 HW

54th ST.

Light of Way  
40°09'E 353.9  
357.1

54 AVENUE  
N 28°11'E

LEASE

10

CITY RESERVE  
ASSUMED SALES

533 HWY

53 AVENUE  
PLAN 1061 E.O.

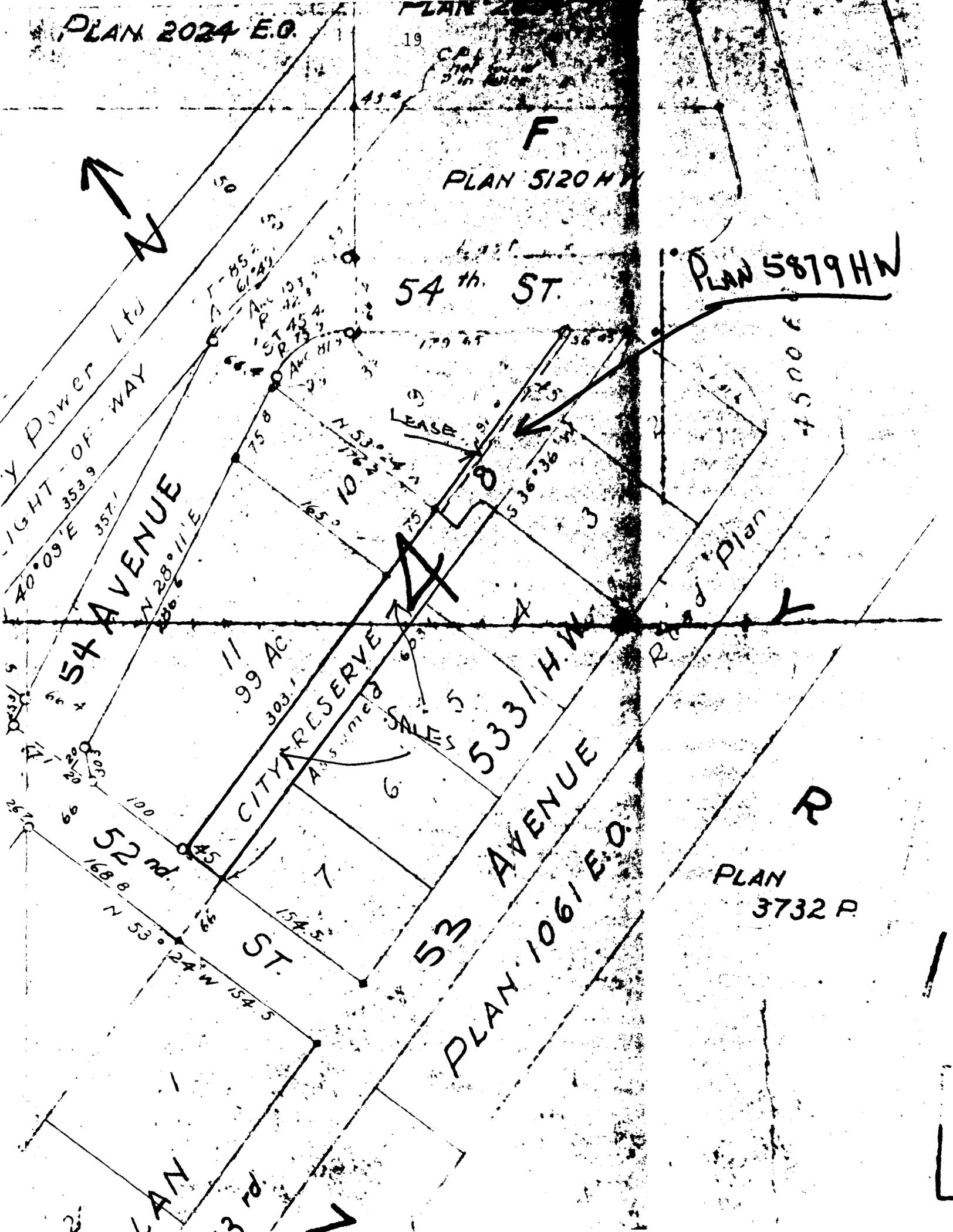
R  
PLAN 3732 P

ST.

PLAN

3rd

V





# North Alberta Land Registration District

## LAND TITLE SEARCH

SEARCH DATE: 20/10/1993

<b>LINC</b>	<b>SHORT LEGAL</b>	<b>TITLE NUMBER</b>
0016 511 009	5879HW;4;8	137Y150

### LEGAL DESCRIPTION

PLAN 5879HW  
 BLOCK FOUR (4)  
 LOT EIGHT (8) (CITY RESERVE)  
 EXCEPTING THEREOUT: PART, SUBDIVIDED UNDER PLAN 8420286  
 EXCEPTING THEREOUT ALL MINES AND MINERALS

**ATS REFERENCE:** 4;27;38;17;NE

**ESTATE:** FEE SIMPLE

**MUNICIPALITY:** CITY OF RED DEER

**D.C.T. ISSUED:** YES

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
137Y150	17/06/1954		\$66	

### OWNERS

THE CITY OF RED DEER.  
 OF RED DEER  
 ALBERTA

ENCUMBRANCES, LIENS & INTERESTS		
REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
NO REGISTRATIONS		

TOTAL INSTRUMENTS: 000 \*END OF SEARCH 20/10/1993\* SR# - SANU0227 /CBURNES

*utilized by  
 mailing  
 21  
 10/10*

**DATE: MARCH 15, 1994**  
**TO: LAND AND ECONOMIC DEVELOPMENT MANAGER**  
**FROM: CITY CLERK**  
**RE: DISPOSAL OF CITY RESERVE:**  
**LOT 8 (CITY RESERVE), BLOCK 4, PLAN 5879 HW**

---

At the Council Meeting of March 14, 1994 consideration was given to your report dated February 25, 1994, concerning the above. At this meeting the following motion was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Land and Economic Development Manager dated February 25, 1994, re: Bylaw to Dispose of City Reserve, Lot 8 (City Reserve), Block 4, Plan 5879 HW, hereby approves the disposal of Municipal Reserve Lands described as follows:

'LOT 8 (CITY RESERVE), BLOCK 4, PLAN 5879 HW,  
CONTAINING 0.246 HA. MORE OR LESS, EXCEPTING  
THEREOUT ALL MINES AND MINERALS',

and as presented to Council March 14, 1994."

The decision of Council in this instance is submitted for your information. This office will now proceed with the necessary advertising for the disposal of said reserve. Trusting you will find this satisfactory.

  
KELLY KLOSS  
City Clerk

KK/clr

cc: Council and Committee Secretary - Sandra

NO. 7

FILE: gord\memos\ratechnng.by1

**DATE:** March 2, 1994

**TO:** City Clerk

**FROM:** Public Works Manager

**RE: RATE CHANGES TO VARIOUS CITY SERVICES FROM 1994 OPERATING BUDGET APPROVAL**

---

Council approval is respectfully requested for a change in rates to Bylaw 2960/A-92 Schedule A and Sections 24 and 26.

It should be noted that most of the rates have not changed. The rates requiring an increase are due to adjusted labour and equipment rates. Other than the concrete work, the increase is less than 1%. In addition, rates for hydrant maintenance and removing water from a hydrant have been added.

### **Schedule "A"**

#### Water Rates

Treasury Services has already submitted the increased rates to Council.

#### Miscellaneous Rates

1. New service connection - no change.
2. Additional fee for winter construction of service - no change.
3. Temporary water for construction purposes - no change.
4. Disconnection of service (water kill) - no change.
5. Turn off or on for repairs or line testing

The average increase is .76%, due to adjusted labour and equipment costs.

#### 6. Other charges

Construction of a manhole	no change
Cutting and replacing pavement	include water service renewal
Replacing/tunnelling sidewalks and replacing curb	increase 3%
Landscaping repairs	no change

... 2

March 2, 1994  
 City Clerk  
 Page 2 of 3

7. Clearing plugged sewer

The averaged increase is .8%, due to adjusted labour and equipment costs. The rate for use of a power auger (\$85.00) and service jet (\$98.00) is being deleted. We believe that only one rate should be necessary to clear a plugged sewer.

11. Meter test

The requested increase is .85%, due to adjusted labour costs.

12. Televiser sewer lines - no change.

13. Private fire hydrant inspection/maintenance

This is an addition to the schedule. The City is requested to do the inspections due to a lack of private contractors being available.

14. Use of designated fire hydrants to obtain water

This is an addition to the schedule. Private companies requested being able to obtain water from a fire hydrant rather than obtaining it from the Water Treatment Plant.

24. After hours calls and

26. Service call

The average increase is .76%, due to adjusted labour and equipment costs.

**Schedule "B"**

Sewer Rates

No increases are required for the rates.

**Schedule "D"**

No increases are required for the rates.

February 11, 1994  
City Clerk  
Page 3 of 3

The proposed changes, where applicable, are shown in **bold** print on the attached pages, which are pages 2, 3, 4 and 5 of Schedule A and pages 15 and 16 of the current bylaw. The current rate is shown in brackets ( ).

**RECOMMENDATION:**

It is respectfully requested that Council approve these rates and give three readings to a bylaw amendment.



Gordon Stewart, P. Eng.  
Public Works Manager

CB/blm

Att.

c     Director of Financial Services  
       Director of Engineering Services

**SCHEDULE A****MISCELLANEOUS RATES**

## 1. New service connection

	FROM MAIN IN STREET	FROM MAIN IN LANE
(a) Basic charge for 1" (25 mm) water and 6" (150 mm) sanitary	\$3 715.00	\$3 115.00
(b) Basic charge for 1" (25 mm) water	\$3 270.00	\$2 670.00
(c) Basic charge for 6" (150 mm) sanitary sewer	\$3 270.00	\$2 670.00
(d) Basic charge for 4" (100 mm) storm sewer	\$3 270.00	\$2 670.00
(e) Basic charge for 1" (25 mm) water main, 150 mm sanitary and 4" (100 mm) storm sewer	\$4 000.00	\$3 400.00
(f) Dual service upon approval	\$4 320.00	N/A
(g) Water service renewal upon approval Extra charge for	\$3 500.00	N/A

## Larger water service:

1.5" (38 mm)	220.00
2" (50 mm)	750.00

**SCHEDULE A**

4"	(100 mm)	2 170.00
6"	(150 mm)	3 000.00
8"	(200 mm)	3 640.00

Larger sanitary or storm sewer:

8"	(200 mm)	120.00
10"	(250 mm)	180.00
12"	(300 mm)	250.00
15"	(375 mm)	400.00
18"	(450 mm)	610.00
21"	(525 mm)	920.00

- |    |  |                |                  |
|----|--|----------------|------------------|
| 2. | Additional fee for winter construction of service<br>(Nov. 15 - May 15)  | Lane<br>Street | 645.00<br>900.00 |
| 3. | Temporary water supply for construction purposes includes 5/8" (16 mm) water meter with up to 4000 cubic feet consumption. (consumption in excess of 4000 cubic feet will be billed at current rate) |                | 50.00            |
| 4. | Disconnection of service (water kill)<br><br>up to 50 mm in size   |                | 1 020.00         |

**SCHEDULE A**

	over 50 mm in size	2 500.00	
5.	Turn water off or on for repairs or line testing		
	(a) during regular working hours	<b>30.35</b>	(30.15)
	(b) after regular working hours	<b>94.40</b>	(93.60)
6.	Other Charges		
	Construction of manhole	2 230.00	
	Cutting and replacing pavement -		
	(a) Single or double service 3" (75 mm) and under	1 720.00	
	(b) Single or double service over 3" (75 mm)	2 200.00	
	(c) Triple service 3" (75 mm) and under	2 295.00	
	(d) Triple service over 3" (75 mm)	2 770.00	
	(e) For service kill 3" (75 mm) and under	310.00	
	(f) For service kill over 3" (75 mm)	450.00	
	<b>(g) For water service renewal</b>	<b>800.00</b>	
	Replacing and/or tunnelling sidewalks -		
	(a) Single or double service residential	<b>1 185.00</b>	(1 150.00)
	(b) Single or double service commercial	<b>2 653.00</b>	(2 576.00)
	(c) Triple service residential	<b>1 579.00</b>	(1 533.00)
	(d) Triple service commercial	<b>3 049.00</b>	(2 960.00)

**SCHEDULE A**

Replacing curb only -		
	(a) Single or double service	<b>856.00</b> (831.00)
	(b) Triple or dual service	<b>1 118.00</b> (1 085.00)
	Landscaping Repairs	105.00
7.	Clearing plugged sewer	
	(a) During regular working hours	<b>53.95</b> (53.55)
	(b) After regular working hours	<b>94.40</b> (93.60)
8.	Repairs to water meters	At cost
9.	Thawing water service	At cost
10.	Repair to damaged stand pipe	At cost
11.	Meter Test	<b>47.20</b> (46.80)
12.	Televise sewer lines	
	(a) Service (regular hours only)	108.00
	(b) Mains (regular hours only)	2.00/m

- 13. Private fire hydrant maintenance**
- |   |                      |
|---|----------------------|
| <b>(a) Spring inspection (Mar. 2 - June 30)</b> | <b>25.00/hydrant</b> |
| <b>(b) Fall inspection (Aug. 1 - Oct. 31)</b>   | <b>25.00/hydrant</b> |
| <b>(c) Winter Inspection (Nov. 1 - Mar. 1)</b>  | <b>50.00/hydrant</b> |
| <b>(d) Damage evaluation</b>                    | <b>20.00/hydrant</b> |
| <b>(e) Paint</b>                                | <b>60.00/hydrant</b> |
- 14. Use of designated fire hydrant to obtain water 40.00/month**

estimated and the account rendered based upon such method as the Treasurer considers to be fair and equitable.

- (2) Where it has been determined by the City that the meter is not recording the consumption of a utility, and authorized City employee, with reasonable notice to the consumer, must be allowed to enter the premises to replace the meter.

#### After Hours Calls

- 24<sup>1</sup> Notwithstanding anything herein provided, if a meter is required to be installed or connected, or should a utility service be required to be disconnected or reconnected, or should a service call requested, be required after 4:00 p.m. or before 7:30 a.m., Monday through Friday, or on a Saturday, Sunday, or statutory or civic holiday, a fee of **\$94.40** (\$93.60) shall be paid by the consumer.

#### Disconnection/Reconnection

- 25 (1) A consumer shall pay a disconnection service charge of \$21.00, which may be added to his account for any service call which is made for the purpose of discontinuing a utility service, pursuant to:
- (a) Section 12 of this bylaw; or,
  - (b) at the owner's request, for whatever reason, to have services discontinued.

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<sup>1</sup>2960/A-93

- (2) Where a service call is made for the purpose of restoring services, a reconnection service charge of \$21.00 may be assessed, as follows:
- (a) to the consumer's account where utility services were previously discontinued pursuant to Section 12; or
  - (b) to the owner's account where utility services were previously discontinued at the owner's request.

#### Service Call

- 26<sup>1</sup> When a consumer requests that a City employee attend at his premises with respect to any matter relating to the supply of utility services or the servicing of the same, and for any reason whatsoever the City employee is unable to enter the said premises, or if the call is for failure of service not attributable to the City Utility service, the consumer shall pay a fee of **\$30.35** (\$30.15).

#### Testing or Calibration on Disputed Meter Reading

- 27 (1) A consumer who disputes a meter reading shall give written notice to the City. Following receipt of written notice:
- (a) a power meter situated on the consumer's premises shall be tested or calibrated by the Department of Consumer and Corporate Affairs. In the event that the said meter is found to be accurate within the limits prescribed from time to time by the said Department,

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<sup>1</sup> 2960/B-89, 2960/D-91, 2960/B-92, 2960/A-93

Commissioners' Comments

We concur with the recommendation of the Public Works Manager. Council should note that the adjustments in labor rates are due almost entirely to changes in U.I.C., C.P.P., L.A.B. and Blue Cross payment rates.

"G. SURKAN"  
Mayor

"H.M.C. DAY"  
City Commissioner

**DATE: MARCH 15, 1994**

**TO: PUBLIC WORKS MANAGER**

**FROM: CITY CLERK**

**RE: RATE CHANGES TO VARIOUS CITY SERVICES RESULTING  
FROM 1994 OPERATING BUDGET APPROVAL/UNDERGROUND  
PERMIT REGULATIONS**

---

At the Council Meeting of March 14, 1994, consideration was given to your report dated March 3, 1994 concerning the above and at which meeting the following motion was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Public Works Manager dated March 3, 1994, re: Rate Changes to Various City Services Resulting from 1994 Operating Budget Approval, hereby approves said rate changes as outlined in the above noted report, and as presented to Council March 14, 1994."

The decision of Council in this instance is submitted for your information and appropriate action. I trust you will now proceed with amending the Underground Permit Regulations.



KELLY KLOSS  
City Clerk

KK/clr

cc: Director of Engineering Services  
Director of Financial Services  
Parks Manager

**DATE: MARCH 15, 1994**  
**TO: PUBLIC WORKS MANAGER**  
**FROM: CITY CLERK**  
**RE: RATE CHANGES TO VARIOUS CITY SERVICES FROM 1994  
OPERATING BUDGET APPROVAL**

---

At the Council Meeting of March 14, 1994, consideration was given to your report dated March 2, 1994 concerning the above topic. At the noted meeting, Utility Bylaw Amendment 2960/C-94 was passed, a copy of which is attached hereto.

This office will now proceed with updating the Consolidated Copy of said Bylaw. Trusting you will find this satisfactory.



KELLY KLOSS  
City Clerk

KK/clr  
Attch

cc: Director of Financial Services  
Director of Engineering Services



**RED DEER  
REGIONAL PLANNING COMMISSION**

2830 BREMNER AVENUE, RED DEER,  
ALBERTA, CANADA T4R 1M9

NO. 8

DIRECTOR: W. G. A. Shaw, ACP, MCIP

Telephone: (403) 343-3394  
Fax: (403) 346-1570

March 3, 1994

RED DEER, City of  
P.O. Box 5008  
Red Deer, Alberta  
T4N 3T4

ATTENTION: MR. KELLY KLOSS, CITY CLERK

Dear Mr. Kloss:

**RE: RESPONSE TO QUESTIONNAIRE ON PLANNING ADVISORY SERVICE**

Please express the Commission's thanks to Council for their response to the questionnaire on planning advisory services and our further appreciation for the timely return of the questionnaire, especially as the deadline was advanced. A separate letter highlights the collective municipal desires expressed in the responses, and includes a summary of responses to each question.

Like yourselves, a strong majority of municipalities desire the regional delivery system of municipal planning advice to continue. We appreciate your continued support of this system.

When potential changes to the Planning Act are made public in the next few weeks, future actions to assist and direct the evolution of the regional delivery system will be more clearly known. We purpose to keep close communication with you to assist our preparations of a revised operational strategy, which will be geared to provide the level of planning services your municipality desires.

Sincerely,

W.G.A. Shaw, ACP, MCIP  
Director

WGAS/js

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTNER No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINT EARTH No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIL • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTNER • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURNE • VILLAGE OF DONALDA • VILLAGE OF ELNORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLINWOLD • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS • SUMMER VILLAGE OF BURNSTICK LAKE



**RED DEER  
REGIONAL PLANNING COMMISSION**

2830 BREMNER AVENUE, RED DEER,  
ALBERTA, CANADA T4R 1M9

Telephone: (403) 343-3394  
Fax: (403) 346-1570

DIRECTOR: W. G. A. Shaw, ACP, MCIP

March 1, 1994

Mayor Gail Surkan  
City of Red Deer  
Box 5008  
Red Deer, Alberta  
T4N 3T4

Dear Mayor Surkan:

**RE: MUNICIPAL RESPONSES TO THE QUESTIONNAIRE ON PLANNING ADVISORY SERVICES**

I am enclosing herewith the summary report on the above captioned topic that was presented to the Commission members at their February 28 meeting. Also included are the responses to each question.

A very strong majority of municipalities (80%) prefer a regional delivery system of planning advice. As well, 81% of municipalities desire the Commission to process and advise on subdivisions, with 72% preferring that the Red Deer Regional Planning Commission remain as subdivision approving authority. This provides the Commission a clear mandate upon which to follow up.

The total funds willing to be budgeted by municipalities for planning, together with revenues from subdivision process services and other (minor) sources indicates a future staff level ranging from 11 to 13, with opportunity for additional staff through supplementary contracts. While this is slightly less staff than earlier anticipated, it certainly appears that the regional delivery system can remain workable and effective.

We require further information from the Province, including proposed changes to the Planning Act, in order to meaningfully commence an operational strategy for an evolving municipal planning advisory service from a regional commission. Actions are now underway to prepare this strategy which likely could include service contracts with municipalities, effective April 1995. Consultation with communities will be a part of this strategy process. It is possible that a draft business plan will be available for Commission consideration in late April, with service contracts being scheduled for finalization in June.

Sincerely,

W.G.A. Shaw, ACP, MCIP  
Director

WGAS/js

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLER No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINT EARTH No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIL • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLER • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURNE • VILLAGE OF DONALDA • VILLAGE OF ELNORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLLENWOLD • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS • SUMMER VILLAGE OF BURNSTICK LAKE



## M E M O R A N D U M

**DATE:** February 24, 1994

**TO:** Executive Committee  
Commission Members  
Commission Staff

**FROM:** Bill Shaw, Director  
Red Deer Regional Planning Commission

**SUBJECT: MUNICIPAL RESPONSES TO QUESTIONNAIRE ON PLANNING ADVISORY SERVICES**

Attached hereto are the results to date from the 35 municipalities which have responded (87.5% of the 40 municipalities in the RDRPC [after March 31, 1994]). For various reasons the Summer Village of Jarvis Bay and Gull Lake, the Village of Delburne, the Town of Stettler and the M.D. of Clearwater were unable to respond in time.

### Summary Highlights of Responses

1. A very strong majority (80%) of municipalities prefer a regional delivery service of planning advice.
2. A very strong majority (76%) of municipalities feel the Province should partially fund planning delivered through regional systems, while another 6% feel the Province should pay as it uses the system.
3. On average, municipalities feel the Province should contribute 33% of municipal funding (ie: \$1 for each \$3 municipal), in that the Province must be involved to ensure planning stability and consistency, as planning benefits all Alberta and the quality of life of its residents.
4. A strong majority (72%) of municipalities want the Commission to be their subdivision approving authority.
5. A very strong majority (81%) of municipalities would contract the Commission to process and advise on subdivisions.
6. Opinion is split on whether participation in a regional commission should be mandatory or optional (49% and 51% respectively).
7. A strong majority (70%) feel that a regional commission should have a role in intermunicipal planning matters as well as advising on municipal planning.

#### MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLETT No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINTEARTH No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIL • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLETT • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURNE • VILLAGE OF DONALDA • VILLAGE OF ELNORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLLENWOLD • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS • SUMMER VILLAGE OF BURNSTICK LAKE

**MEMO**  
**FEBRUARY 24, 1994**  
**PAGE 2 OF 2**

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Potential Finances

Responses indicate that in 1995/96 the Commission could expect the following funding from municipalities.

\$ 465,000 budgeted for planning services\*  
\$ 185,000 subdivision fees  
 \$ 650,000 total \*\*

\* While this does not represent "secure" funding (ie: a municipality requests less service than budgeted) other municipalities have indicated over \$60,000 may be available for project work.

\*\* This total will be augmented with Provincial funds (the final year of Provincial contributions) as well as miscellaneous and interest revenue and operating capital.

Preliminary Funding Overview

	94/95	95/96	96/97	97/98
Revenue	\$1,267,000	\$ 825,000	\$ 702,000	\$ 740,000
Reserve	<u>95,000</u>	<u>71,000</u>	<u>48,000</u>	<u>19,000</u>
	\$1,362,000	\$ 896,000	\$ 750,000	\$ 759,000
Expenditures	\$1,291,000	\$ 848,000	\$ 741,000	\$740,000
No. of Staff	17	13	11	11

## QUESTIONNAIRE RESULTS

The following are results of the questionnaire circulated by the Commission to municipalities in January 1994. Four municipalities (County of Paintearth, Towns of Castor and Coronation, Village of Halkirk) have been excluded from the analysis since they will become part of the Palliser Regional Planning Commission on April 1, 1994.

This will leave 40 municipalities in the Red Deer Regional Planning Commission. Of the 40, 35 returned questionnaires by February 23, 1994. **This represents a 87.5% response.**

The responses to each question are provided below. For each question the 'totals' do not always equal 35 because not all questions were answered or were applicable depending on responses to earlier questions.

**1. Your preference for a municipal planning advisory service system is:**

- Regional                      28 of 35 or 80%
- Independent                5 of 35 or 14%
- Pooled                        2 of 35 or 6%

**2. Page 3 of the options paper generally describes optional regional delivery systems. If you choose or had to use a regional system, the option which most closely coincides with your preference is:**

- There were a variety of responses that will require a "hybrid" operational strategy.

**3. If your municipality became its own subdivision approving authority, either by choice or as required by legislation, but new legislation allowed you to assign subdivision approving authority to a regional commission, would your municipality:**

- have Council/MPC be authority      9 of 32 or 28%
- Contract authority to Commission    23 of 32 or 72%

**4. If your municipality became its own subdivision approving authority, would the municipality:**

- Process subdivision on own            5 of 32 or 16%
- Contract Commission                26 of 32 or 81%\*
- Pool with others                        1 of 32 or 3%

(\*Note: Potential \$185,000 per year subdivision fee revenues)

5. ***Under new legislation, there no longer may be mandatory participation in regional planning commissions. This would require a commission to enter a contract with a municipality in order to provide certainty on funding and manpower availability. What length of contract would your municipality initially be prepared to enter:***

- |               |                 |
|---------------|-----------------|
| • three years | 15 of 30 or 50% |
| • two years   | 14 of 30 or 47% |
| • as needed   | 1 of 30 or 3%   |

6. ***What 'contract' arrangement would your municipality prefer if you contracted planning services from a regional commission:***

- There were a variety of responses which will require further consultation with municipalities to determine the most suitable means of receiving fees for services (likely will result in contracts with each municipality).

7. ***What is the approximate amount your municipality would budget yearly for planning services from a regional commission, including membership fee, guaranteed contract time and additional time.***

- potential total is approximately \$465,000\*
- possible supplementary funds about \$60,000\*\*

(Note: \* assumes \$20,000 for 5 municipalities which have not yet responded;

\*\* budgeted additions by 5 municipalities for possible projects, etc.)

8. ***Do you feel regional commissions should have:***

- |   |                 |
|---|-----------------|
| • only a municipal advisory function              | 10 of 33 or 30% |
| • municipal and intermunicipal advisory functions | 23 of 33 or 70% |

9. ***If new legislation so permitted, which of the following services would your municipality possibly be interested in the commission undertaking for you on a cost recovery basis:***

Of the 35 municipal responses to date, interest in other services are:

- 22 municipalities in subdivision approving authority
- 16 municipalities in building inspection
- 13 municipalities in property assessment
- 12 municipalities in basic engineering consulting
- 11 municipalities in environmental assessment
- 4 municipalities in regional economic development promotion
- 2 municipalities in tourism promotion

In addition, 23 support services which integrate provincial and municipal planning where the Province pays its portion of the service costs.

10. ***As in the past, in order to promote communication and cooperation among communities, municipal participation in a regional commission should be:***

- mandatory 17 of 35 or 49%
- optional 18 of 35 or 51%

11. ***The Province should continue to partially finance the regional planning system in Alberta:***

- agree Province partly finance 25 of 33 or 76%
- disagree Province partly finance 6 of 33 or 18%
- other (Province pay as uses) 2 of 33 or 6%

12. ***If your response to question 11 was 'agree', the Province's contribution should be what percentage of municipal funding:***

- 2 of 22 or 9% stated 10% provincial share
- 3 of 22 or 14% stated 20% provincial share
- 4 of 22 or 18% stated 25% provincial share
- 4 of 22 or 18% stated 33% provincial share
- 9 of 22 or 41% stated 50% provincial share

## QUESTIONNAIRE RESPONSE TO QUESTION #11

**Agree that the Province should continue to partially finance the regional planning system in Alberta.**

### WHY

1. Because of the benefit to the Province, as a whole, of a well planned community.
2. It is not only a responsibility of the Provincial government but also in their best interest.
3. We need a regional system to keep the conformity of planning within the Province.
4. Good planning of communities as a "preventative" measure is in the best interest of the Province.
5. If municipalities are required to follow certain procedures re: subdivision, building, etc. it should not be the financial responsibility of the municipality.
6. In order to maintain continuity between adjacent municipalities and ensure sound planning on a regional basis.
7. Certain issues between the Province and municipalities often require a facilitator. There should be some agency available to access to ensure planning continuity in the Province of Alberta.
9. It is to the Province's advantage to look organized. If they expect to do this then they should contribute.
10. The Province should continue to fund so that rules and regulations can be set to keep planning consistent throughout the Province.
11. Can a planning commission be self sufficient without Provincial assistance?
12. If the Province continues to regulate, then they should share in the cost of their regulations.
13. Many studies and information is done through planning commissions for the Provincial Government.
14. Planning decisions affect the quality of life for all Alberta residents, even if they appear local. The Province must be involved to ensure stability and consistency.
15. It is in the interests of the provincial government and the people of Alberta generally to have a land use planning regime. A provincial contribution to the base service of a regional planning entity would help ensure continued recognition of the importance of such planning. The base planning service is available not only to participating municipalities but to private citizens within those participating municipalities. It is important to allow citizens an alternative source of information and advice for planning matters which is independent from the local municipal government. By contributing funds the province can legitimately ensure the regional planning service will be available to citizens directly.

... continued

**Agree that the Province should continue to partially finance the regional planning system in Alberta.**

**WHY**

16. We believe that the Province should partially finance the responsibility to ensure that planning is consistent and equitable and meets Provincial guidelines and objectives.
17. The government is trying to "regionalize" everything else, but "deregionalize" planning commissions. Good planning on a regional basis benefits the whole of Alberta, not just the individual municipalities.
18. To protect provincial planning interests (eg: transportation, environmental management, water management, etc.)
19. If the Province is making Provincial legislation and policy in the planning area, which must be adhered to and policed by municipalities (then they should partially finance).
20. If participation is mandatory provincial assistance would be necessary to hold the Commission together.

**NOTE: There were 7 municipalities that agreed but had no further comments.**

**Disagree that the Province should continue to partially finance the regional planning system in Alberta.**

**WHY**

1. We feel that planning should be user pay and when the need arises for planning, the user should contract the work to the private sector. Their vote would be for private enterprise.
2. Pay for service as needed.
3. If they request information, they should have to pay for it.
4. Services not required.
5. The Province could purchase services on a cost recovery basis to the RDRPC, the same as the municipality would.
6. Provincial participation should be at a provincial planning level, as an appeal body and as a Provincial policy making body.

**Note: One municipality disagreed but had no comment.**

**QUESTIONNAIRE RESPONSE -  
FUTURE OPTIONS**

MUNICIPALITY	SERVICE PREFERENCE			RPC SUBDIVISION CONTRACT		BUDGET
	REGIONAL	INDEPENDENT	POOLED	PROCESS	AUTHORITY	\$
County of Lacombe No. 14	R			Y	N	24,000
County of Mountain View No. 17		R		NA	NA	12,000
County of Red Deer No. 23		R		NA	NA	2,000
County of Stettler No. 6		R		N	N	Ø
M.D. of Clearwater No. 99		E		NE	NE	E 10,000
City of Red Deer	R			Y	N	+ 185,000
Town of Blackfalds	R			Y	Y	+ 9,000
Town of Bowden	R			Y	Y	1,000
Town of Carstairs	R			Y	Y	5,000
Town of Didsbury	R			Y	Y	20,000
Town of Eckville	R			Y	Y	3,700
Town of Innisfail	R			Y	Y	25,000
Town of Lacombe	R			Y	N	+ 13,000
Town of Olds	R			Y	Y	+ 20,000
Town of Penhold	R			Y	Y	6,600
Town of Rocky Mountain House	R			N	N	40,000
Town of Stettler	E			YE	NE	E 6,000
Town of Sundre	R			Y	Y	12,000
Town of Sylvan Lake	R			Y	Y	45,000
Village of Alix	R			Y	Y	2,400
Village of Bentley	R			Y	Y	3,500
Village of Big Valley	R			Y	Y	1,500
Village of Botha			R	N	N	400
Village of Caroline	R			Y	Y	+ 2,000
Village of Clive	R			Y	N	1,500
Village of Cremona	R			Y	Y	1,000
Village of Delburne	E			YE	YE	E 1,000
Village of Donalda			R	N	N	Ø
Village of Elnora	R			Y	Y	1,500
Village of Gadsby		R		N	N	Ø
Village of Mirror	R			Y	Y	1,000
S. V. of Birchcliff	R			Y	Y	1,500
S.V. of Burnstick Lake	R			YE	YE	100
S.V. of Gull Lake	E			YE	YE	E 1,500
S.V. of Half Moon Bay	R			Y	Y	1,500
S.V. of Jarvis Bay	E			YE	YE	E 1,500
S.V. of Norglenwold	R			Y	Y	1,500
S.V. of Rochon Sands	R			Y	Y	800
S.V. of Sunbreaker Cove	R			Y	Y	1,500
S.V. of White Sands		R		Y	N	Ø
<b>TOTAL</b>						<b>\$465,000</b>
		R - RESPONSE E - ESTIMATED		Y - YES N - NO E - ESTIMATED NA - NOT APPLICABLE		E - EST. + - ADDTNL FUNDS POSSIBLE

FEBRUARY 25, 1994

Commissoners' Comments

Submitted for Council's information. As indicated in the letter, Council will be apprised of the developments as they occur.

"G. SURKAN"  
Mayor

"H.M.C. DAY"  
City Commissioner



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

March 15, 1994

Red Deer Regional Planning Commission  
2830 Bremner Avenue  
Red Deer, Alberta  
T4R 1M9

Att: W.G.A. Shaw, Director

Dear Mr. Shaw:

RE: MUNICIPAL RESPONSES TO THE QUESTIONNAIRE ON PLANNING  
ADVISORY SERVICES

---

At the City of Red Deer Council Meeting held Monday, March 14, 1994, consideration was given to your letter dated March 3, 1994 concerning the above topic and at which meeting, Council agreed that same be filed.

On behalf of Council, thank you for the information relative to the questionnaire. We look forward to further updates as developments progress.

Sincerely,

KELLY KLOSS  
City Clerk

KK/clr



*a delight  
to discover!*

**DATE: MARCH 16, 1994**

**TO: CITY COMMISSIONERS  
DIRECTORS**

**FROM: CITY CLERK**

**RE: CANADA-ALBERTA INFRASTRUCTURE WORKS PROGRAM**

---

At the Council Meeting of March 14, 1994, consideration was given to your report dated March 7, 1994 concerning the above topic, and at which meeting the following motion was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the City Commissioner and Directors dated March 7, 1994, re: Canada - Alberta Infrastructure Works Program, hereby approves the proposed Infrastructure Works Program Project List and Assignment of Priorities as outlined in the above noted report and as presented to Council March 14, 1994."

The decision of Council in this instance is submitted for your information and appropriate action. This office will be forwarding a letter to Mr. Kowalski outlining the approved list.

Trusting you will find this satisfactory.



KELLY KLOSS  
City Clerk

KK/clr



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

March 16, 1994

The Honourable Ken Kowalski  
 Minister of Economic Development  
 and Tourism  
 408 Legislature Building  
 10800 - 97 Avenue  
 Edmonton, Alberta  
 T5K 2B6

Dear Mr. Kowalski:

**RE: CANADA-ALBERTA INFRASTRUCTURE WORKS PROGRAM**

---

At the March 14, 1994 City of Red Deer Council Meeting, Council approved the Infrastructure Works Program Project and Assignment of Priorities as listed in the attached document. This list is preliminary as we will be making a formal application to the Province once we have received the necessary forms from your office.

The City of Red Deer looks forward to participating in this exciting new program.

Sincerely,



KELLY KLOSS  
 City Clerk

KK/clr  
 Atch.

cc: City Commissioner  
 Director of Financial Services  
 Director of Community Services  
 Director of Engineering Services



*a delight  
 to discover!*

NO. 9

**DATE:** March 7, 1994  
**TO:** City Clerk  
**FROM:** City Commissioner  
Directors  
**RE:** CANADA-ALBERTA INFRASTRUCTURE WORKS PROGRAM

---

Under the above program the project cost sharing for Red Deer is:

City share	\$ 3,988,021
Provincial share	3,988,021
Federal share	3,988,021
Total	\$ 11,964,063

It will be necessary for Red Deer to submit a list of proposed projects to be funded under the program to the Province. The Province will then advise the City whether the list was approved so the City can commence work on the projects.

In order for the City to prepare an application to obtain project approvals it will be necessary for Council to approve a list of projects for submission along with the priority assigned by Council.

The City Commissioner and Directors have agreed to the attached list of projects for the consideration of Council. The list was compiled from the budgets approved by Council along with other projects that have not yet been submitted to Council.

The assignment of priority to projects on the attached list was done as follows:

Description	Priority			
	1	2	3	4
<ul style="list-style-type: none"> <li>• Projects preliminarily approved by Council in an Infrastructure Plan subject to the Provincial Business Plans and Federal Program Guidelines</li> <li>- Budget Year</li> </ul>	1994	1995	1996	After 1996 or not yet considered by Council

City Clerk  
Re: Canada-Alberta Infrastructure Works Program  
March 7, 1994  
Page 2

It is proposed the City share of the program costs would come from reallocation of existing funding within the City's Ten Year Infrastructure Program.

The total cost of projects on the attached list is slightly in excess of the funding available. The project costs are only estimates, however, and could be subject to revision once more detailed design work and tendering is done.

**Action Requested**

Council approval of the proposed project list and assignment of priorities.



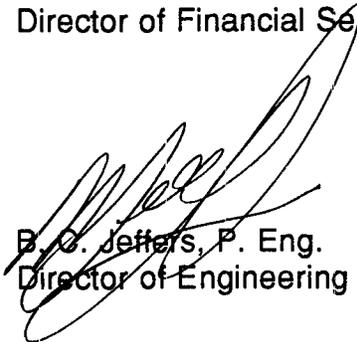
H. Michael C. Day  
City Commissioner



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



Craig Curtis  
Director of Community Services



B. G. Jeffers, P. Eng.  
Director of Engineering Services

AW/jt

Att.

PATH: alan\memos\infrastr.pri

Commissioners' Comments

We concur with the recommendation of the City Commissioner and Directors.

"G. SURKAN"  
Mayor  
"H.M.C. DAY"  
City Commissioner

**THE CITY OF RED DEER  
PROPOSED SUBMISSIONS  
FOR THE CANADA-ALBERTA INFRASTRUCTURE WORKS PROGRAM  
(IN THOUSANDS OF \$)**

PROJECT DESCRIPTION	PRIORITY				TOTAL
	#1	#2	#3	#4	
<b>Public Works:</b>					
Garage roof	\$134.0				\$134.0
Reconstruct 57ave. Wilson - Wells	321.6				321.6
Road/Drainage repair 42 ave. south of 77 st	30.6				30.6
Sidewalk repair	100.0	507.4	507.4	507.4	1,622.2
Crown Paving	200.0	200.0	200.0	200.0	800.0
<b>Bridge Maintenance:</b>					
Str. 2 - Channel bottom, slope	10.3				10.3
Str. 5 - half cell testing	11.0				11.0
Str 6 - structural monitoring	7.8	12.1	6.2	6.5	32.6
St 18 - Seal longitudinal cracks	10.3				10.3
St 21 - girder pockets,bearing seats	15.5				15.5
Str 5 - deck repairs		98.9			98.9
Str 21 - seal cracks, apply sealer		85.7			85.7
Str 22 - repair curbs, seal		7.6			7.6
Str 13 - deck, joint sealers			13.5		13.5
Str 14 - penetrating sealer			5.4		5.4
Str 18 - penetrating sealer			8.8		8.8
Str 19 - corrosion repair			80.0		80.0
Str. 24 - penetrating sealer				30.3	30.3
Additional requirements		68.9			68.9
<b>Municipal Airport:</b>					
2310 sq. m. x 50mm road repair	29.5				29.5
Fire hydrant installation	47.0				47.0
Roadway Repair/Replacement		15.0			15.0
Taxiway & Ramp Overlay			30.0		30.0
Sanitary Line Repairs				30.0	30.0
Reroof Adm. wing, roof drain repairs				40.0	40.0
<b>Water Utility</b>					
Water main replacement program	100.0	100.0	100.0	100.0	400.0
Water Pumping Station (East Hill)		1,450.0			1,450.0
Mountview Water Feeder Main		180.0			180.0
Mountview Water Pumping Station			137.0		137.0
Glendale Water Pumping Station				140.0	140.0
Replace Filter Media - Water Plant				200.0	200.0
Plant expansion				500.0	500.0
Dewatering Plant filter replacement				700.0	700.0
<b>Sewer Utility</b>					
Sanitary Sewer Twinning - 55st.				1,000.0	1,000.0
Sewage Plant sludge to land - Lagoon #13	250.0				250.0
Sanitary Trunk river syphon				500.0	500.0
Main replacement program	100.0	100.0	100.0	100.0	400.0

**THE CITY OF RED DEER  
PROPOSED SUBMISSIONS  
FOR THE CANADA-ALBERTA INFRASTRUCTURE WORKS PROGRAM  
(IN THOUSANDS OF \$)**

PROJECT DESCRIPTION	PRIORITY				TOTAL
	#1	#2	#3	#4	
Great Chief Park:					
Renovate Fastball #1 dugouts		10.0			10.0
Renovate football field			90.0		90.0
Lions Campground:					
Replace parking pads			50.0		50.0
Three Mile Bend:					
Roads/parking lot		26.0			26.0
Waskasoo Park:					
45km. asphalt trails	21.5	15.0	15.0	10.0	61.5
Anders Park:					
Tennis courts - resurface			21.0		21.0
Normandeau:					
Tennis courts - resurface	22.5				22.5
West Park:					
Tennis courts - resurface		21.0			21.0
Old Court House Com. Arts Centre:					
Reroofing - gravel sections			25.0		25.0
Dawe Community Centre:					
Combined Services:					
Major roof repairs			23.0		23.0
Exterior painting			20.0		20.0
Recreation Centre:					
Outdoor pool tank	550.0				550.0
Parking lot resurface & curb stops			32.0		32.0
Red Deer Arena					
Resurface parking lot, east		57.0			57.0
Legion Track:					
Reline lanes			25.0		25.0
Memorial Centre					
Resurface City parking lot			25.0		25.0
Community Shelters:					
Repair West Park shelter			48.0		48.0
Repair Mountview shelter				66.0	66.0
Heritage Ranch:					
Reroof Visitors Centre, barn & tack		25.0			25.0
Red Deer Arena - major maintenance				1,500.0	1,500.0
<b>TOTALS</b>	<b>\$1,961.6</b>	<b>\$2,979.6</b>	<b>\$1,562.3</b>	<b>\$5,630.2</b>	<b>\$12,133.7</b>

NO. 10

**DATE: January 31, 1994**  
**TO: City Clerk**  
**FROM: Director of Financial Services**  
**RE: 1994 BUDGET RESOLUTION**

---

Attached is a listing of the budget amounts after Council review. Council approval is respectfully requested for a resolution approving the attached summary.

The gross expenditures on the summary include provision for requisitions from other authorities in the amount of \$25,160,428. When the requisitions are known, a mill rate bylaw will be brought back to Council for approval to authorize the property tax levy. This is anticipated to be late April.

The budget approved by Council reflects a 0% increase in the total municipal portion of the property taxes and in the business taxes (excluding growth).

**Recommendation**

A Council resolution approving the attached 1994 Budget summary.



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

AW/jt

Att.

**THE CITY OF RED DEER  
1994 OPERATING AND MAJOR CAPITAL BUDGETS  
AS OF MARCH 8, 1994**

FUNCTION	1994 GROSS EXPENDITURE	1994 GROSS REVENUE	1994 NET BUDGET
<b>OPERATING BUDGETS:</b>			
General City Programs	\$28,266,961	\$62,240,664	(\$33,973,703)
City Commissioners	397,538	3,100	394,438
Elected Officials & City Clerk	813,193	75,600	737,593
Personnel	531,500	40,000	491,500
Financial Services Directorate	218,823	218,823	0
Treasury Services	2,498,437	1,257,918	1,240,519
City Assessor	684,988	95,600	589,388
Computer Services	1,152,805	361,000	791,805
City Hall Operation	626,402	16,508	609,894
Parking Fund	933,138	933,138	0
By-laws and Inspections	857,586	802,600	54,986
Police	7,175,227	810,656	6,364,571
Fire and Ambulance	6,970,799	638,854	6,331,945
Engineering Administration	1,625,716	557,405	1,068,311
Public Works	31,635,906	25,342,783	6,293,123
Transit System	2,836,804	1,441,100	1,395,704
Community Services Director	213,104	213,104	0
Community Services- General	3,086,452	1,376,164	1,710,288
Social Planning	1,978,852	1,291,595	687,257
Parks	3,083,956	1,015,666	2,068,290
Recreation and Culture	3,606,158	1,664,785	1,941,373
Land and Economic Development	5,921,397	5,712,009	209,388
Electric, Light & Power	41,086,640	40,093,310	993,330
<b>TOTAL OPERATING BUDGETS</b>	<b>146,202,382</b>	<b>146,202,382</b>	<b>0</b>
<b>MAJOR CAPITAL BUDGET</b>	<b>13,178,000</b>	<b>13,178,000</b>	<b>0</b>
<b>TOTAL OPERATING AND CAPITAL BUDG</b>	<b>\$159,380,382</b>	<b>\$159,380,382</b>	<b>\$0</b>

Commissioners' Comments

We concur with the recommendation of the Director of Financial Services.

"G. SURKAN"  
Mayor

"H.M.C. DAY"  
City Commissioner

**DATE: MARCH 15, 1994**  
**TO: DIRECTOR OF FINANCIAL SERVICES**  
**FROM: CITY CLERK**  
**RE: 1994 BUDGET RESOLUTION**

---

At the Council Meeting of March 14, 1994, consideration was given to your report dated January 31, 1994 concerning the above topic and at which meeting the following motion was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Financial Services dated January 31, 1994, re: 1994 Budget Resolution, hereby approves the 1994 Operating and Major Capital Budgets as summarized in the above noted report and as presented to Council March 14, 1994."

The decision of Council in this instance is submitted for your information and appropriate action. Thank you for your perseverance with regard to the 1994 Budget.

Trusting you will find this satisfactory.



KELLY KLOSS  
City Clerk

KK/clr

NO. 11

660-040M

DATE: March 8, 1994

TO: City Clerk

FROM: Director of Engineering Services

**RE: RED DEER SOLID WASTE DISPOSAL SITE  
EXPANSION PROJECT**

---

This report is prepared to update Council on the current status of the Solid Waste Disposal Facility project. As Council is aware, we are actively considering expansion of our present site to the section of land immediately east of the present site.

On Thursday, January 27, 1994, the City held another meeting with the landowners in the immediate vicinity of the proposed expansion to our solid waste disposal facility. The purpose of the meeting was to inform the landowners in the area on several issues. These included

- status of the hydrogeological investigations to date,
- description of the processes involved in acquiring County and Health Unit approval for the site,
- discuss the concept of a committee being formed, to provide input into the application being prepared for the Health Unit, and
- respond to questions raised by those people present.

The meeting was the best attended of all held to date, with 40+ people attending. While strong concern about the site still remains and many issues must still be addressed, there was generally positive feedback about the clarity and content of information presented. The majority of the people attending were also very happy to see the formation of the committee alluded to earlier. The residents in the area remain very concerned about the project, which is understandable. It is hoped that the committee will be able to address some of the concerns voiced.

As stated earlier, the Advisory Committee will be formed to review our design work that will comprise a part of our submission to the Red Deer Health Unit. The committee makeup has not been completely finalized as yet, but will be made up much as indicated below:

- 2 stakeholders (landowners in immediate area)
- 1 City Council member
- 1 County Council member
- 1 Red Deer Health Unit member
- 1 Alberta Environment member

City Clerk  
 Page 2  
 March 8, 1994

- 1 Environmental Advisory Board member
- 1 Chamber of Commerce member
- 2 City staff members
- 1 Consultant member
- 1 Chairperson (to be determined by the City)

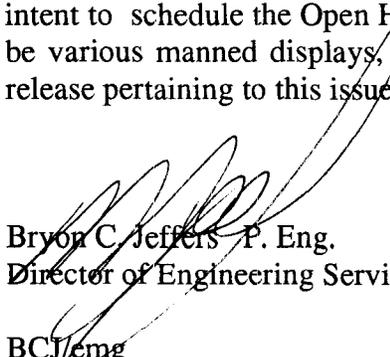
Not all prospective members have been contacted as yet, so the makeup may change somewhat. While it is recognized that the interests and goals of the different members will be widely divergent, and we may not be able to completely satisfy the concerns of all, we are sure that the committee will be an effective vehicle for bringing to the table, the various concerns and objections that exist around the project. This will enable us to identify and address the various concerns in our application to the Health Unit.

Council is respectfully requested to nominate a member of Council to sit on this committee. It is difficult to accurately gauge the time commitment involved. We are estimating that there will be five or six meetings of approximately three hour duration. The committee will probably operate over the next five months or so. The commitment required will be heavy during this period.

We would also advise that redesignation of a portion of the section of land is required to allow a solid waste site to be considered as a discretionary use. This process is underway, and on February 15, 1994, we received first reading of a by-law from the County Council for the appropriate redesignation. A public hearing will be held and consideration of second and third reading will be held in mid-April.

For the information of Council, we would advise that we have, to date, spent approximately \$285,000 on this project. These monies are about evenly split between land costs and engineering fees.

We would also advise Council that it is our intent to host an Open House in the City in the very near future to allow City residents to review and comment on our plans to date. It would be our intent to schedule the Open House from 3:00 p.m. - 8:00 p.m. on a weekday. The format would be various manned displays, questionnaires, and information handouts. There will be a press release pertaining to this issue released within a day or two of this Council meeting.

  
 Bryon C. Jeffers P. Eng.  
 Director of Engineering Services

BCJ/emg  
 c.c. Mary Stewart

Commissioners' Comments

Council's direction is requested.

"G. SURKAN"  
 Mayor  
 "H.M.C. DAY"  
 City Commissioner

**DATE: MARCH 15, 1994**  
**TO: DIRECTOR OF ENGINEERING SERVICES**  
**FROM: CITY CLERK**  
**RE: RED DEER SOLID WASTE DISPOSAL SITE EXPANSION PROJECT**

---

At the Council Meeting of March 14, 1994, consideration was given to your report dated March 8, 1994 concerning the above topic. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Engineering Services dated March 8, 1994, re: Red Deer Solid Waste Disposal Site, Expansion Project, hereby appoints Alderman Volk, to the Advisory Committee reviewing the above noted project, and as presented to Council March 14, 1994."

The decision of Council in this instance is submitted for your information and appropriate action. Trusting you will find this satisfactory.



KELLY KLOSS  
City Clerk

KK/clr

cc: Alderman Volk  
Public Works Manager

**FAXED**  
Mar 8/94NO. 12

FILE: gord\memos\snowfall.cc

**DATE:** February 28, 1994  
**TO:** City Clerk  
**FROM:** Public Works Manager  
**RE: SNOW AND ICE CONTROL**

---

As Council is aware, we have had an unusually large amount of snow in 1994. The records from the weather station at Penhold indicate a snowfall of 60.7 centimetres for the month of January. Our gauges at the Wastewater Treatment Plant showed a snowfall of 77 centimetres in the city. The record snowfall for the month of January is 67 centimetres, recorded in 1974. The majority of the snow fell in the first two weeks of the month.

The following is a list of the snow and ice activities undertaken during this period of time:

1. On January 7, a decision was made to start removing snow on the designated snow routes. This was done by signing the streets to remove parking and blading the snow to the center of the street with graders. The snow was then loaded into trucks by snow blowers and hauled to snow dumps by truck. This activity is undertaken using both City and private equipment. This activity proceeded until January 21.
2. On January 17, a snow route emergency was declared and the snow routes put into effect. During the next 48 hours, all primary snow route streets were plowed and had the snow removed.
3. Following this, in response to complaints, a few of the very worst residential streets were plowed. At this time we only plowed about half the snow on the streets to keep windrows to a minimum height.
4. The temperature started to climb, which softened the snow and many City streets started to become impassable.

February 28, 1994

City Clerk

Page 2 of 3

5. On the morning of January 31, the decision was made to plow all the residential streets in the City and windrow to the north and east sides. On that date, the Public Works Department received between 600 and 700 calls related to snow and ice conditions.
6. The plowing started in Sunnybrook and worked from there east and west towards the north. Originally we had hoped to complete the plowing in that week. The amount of snow on the streets and the number of street signs available to remove parking did not allow us to accomplish this.
7. On February 7, the temperature dropped to -30°C and plowing operations were suspended for two days until February 9. The road conditions were not as severe during this time since the cold conditions had frozen the snow and allowed it to support traffic. Plowing was resumed on Wednesday, February 9 and completed by Friday, February 11.
8. After this time, there was some clean-up to do and plowing of streets not originally taken down to pavement.

The costs for the snow and ice control for the period January 1 to February 16 are as follows:

Miscellaneous Snow and Ice Control	\$ 9 054
Snow Plowing and Shovelling Sidewalks	30 213
Snow Removed	\$223 621
Sanding	147 703
Snow Plowing Residentials	101 000
Snow Plowing Other Areas	<u>\$103 583</u>
<b>Total</b>	<b>\$615 174</b>

... 3

February 28, 1994

City Clerk

Page 3 of 3

Since that time, an additional \$42 090 has been spent on snow and ice operations. The total snow and ice costs to February 25, 1994 are \$657 263.

Once we have completed the January to March season, we will be bringing a report back to Council estimating costs for the entire year.

Subsequent to this major event, we have had meetings among our staff and with other departments to see how we can do this better.

We will continue to analyze this and will bring a report back to Council along with a review of our snow and ice policies.

### **RECOMMENDATION**

It is respectfully recommended that this report be received by Council as information.



Gordon Stewart, P. Eng.

Public Works Manager

/blm

c Director of Engineering Services

### **Commissioners' Comments**

Submitted for Council's information.

"G. SURKAN"

Mayor

"H.M.C. DAY"

City Commissioner

**DATE: MARCH 15, 1994**  
**TO: PUBLIC WORKS MANAGER**  
**FROM: CITY CLERK**  
**RE: SNOW AND ICE CONTROL**

---

At the Council Meeting of March 14, 1994, consideration was given to your report dated February 28, 1994 concerning the above. At this meeting it was agreed that said report be filed.

Thank you for providing Council with this updated information.



KELLY KLOSS  
City Clerk

KK/clr

cc: Director of Financial Services

NO. 13

DATE: MARCH 9, 1994  
TO: CITY COUNCIL  
FROM: FINANCE & AUDIT COMMITTEE  
RE: **1993 ACCOUNTS RECEIVABLE WRITE-OFFS.**

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---

The members of the Finance & Audit Committee, at their meeting of Tuesday, March 8, 1994, passed the following motion recommending 1993 accounts receivable write-offs:

"THAT the Finance & Audit Committee recommend to City Council approval of the 1993 Accounts Receivable Write-Offs in the amount of \$178,713.44, which were examined by said Committee on March 8, 1994."

The 1993 write-offs have increased by 15% over the average write-offs for the last five years due to the fact that the City changed credit bureaus in 1992, and the new credit bureau was reluctant to write off many accounts until it had an opportunity to collect them.

Also, included in reserves at December 31, 1993, was a provision of \$49,631 for the Woodward's utility account, which was subsequently determined that \$18,364 will be recovered, and \$31,267 will be included with the 1994 write-offs.

The above recommendation is forwarded to Council for approval.

*S. Ludwig*  
for MAYOR GAIL SURKAN  
Chairman  
Finance & Audit Committee

**DATE: February 24, 1994**  
**TO: Finance and Audit Committee**  
**FROM: Director of Financial Services**  
**RE: 1993 ACCOUNTS RECEIVABLE WRITE-OFFS**

---

The report from the Treasury Services Manager is requesting approval for write-offs of accounts receivable in 1993 of \$178,713.44.

The 1993 write-offs have increased by \$22,798 or 15% over the average write-offs for the last five years.

Much of the increase for 1993 was due to write-offs for general accounts. The reason for this increase is that the City changed credit bureaus in 1992 and the new credit bureau was reluctant to write off many accounts until it had an opportunity to work on them. As a result, for 1993 the credit bureau has had experience and a larger write-off list has resulted.

Included in reserves at December 31, 1993, was a provision of \$49,631 for the Woodward utility account. It has subsequently been determined that \$18,364 will be recoverable and \$31,267 will be included with the 1994 write-offs.

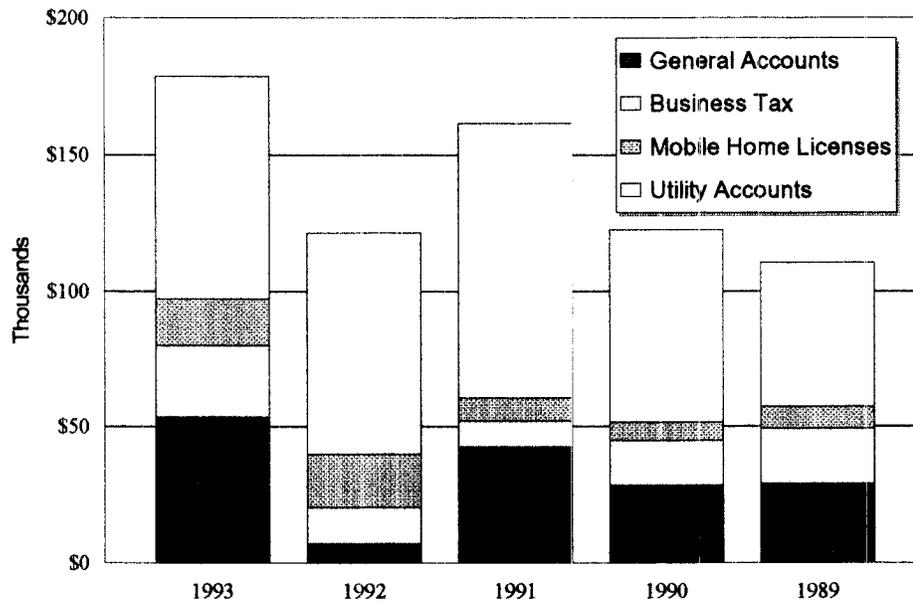
If the Committee agrees with the proposed write-offs, they will be submitted to Council for approval without the detailed listing of accounts to be written off.



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

AW/jt

## ACCOUNTS RECEIVABLE WRITE-OFFS 1989 TO 1993



**DATE:** January 5, 1994

**TO:** A. WILCOCK  
Director of Financial Services

**FROM:** D. NORRIS  
Treasury Services Manager

**RE:** 1993 ACCOUNTS RECEIVABLE WRITE-OFFS

Attached are listings of general, business tax, mobile home and utility accounts receivable recommended for write off in the 1993 financial year which will require Council approval.

Shown below is a summary of the accounts recommended for write off in 1993, along with comparative figures for the previous four years:

	Recommended Write-Off 1993	Prior Years' Write-Offs			
		1992	1991	1990	1989
General Accounts	\$ 53,301.74	\$ 6,831.84	\$ 42,428.22	\$ 28,119.70	\$ 28,887.32
Business Tax	26,558.27	13,331.66	9,479.06	16,539.53	20,313.45
Mobile Home Licenses	17,237.70	19,562.85	8,618.71	6,747.42	8,017.61
Utility Accounts	81,615.73	81,648.25	100,921.92	71,070.33	53,090.65
Total	\$ 178,713.44	\$ 121,374.60	\$ 161,447.91	\$ 122,476.98	\$ 110,309.03
% of Total Billings	.28	.19	.27	.24	.24

- 1) The general accounts write-off for 1993 is up from previous years. \$27,086 or 51% of the general accounts recommended for write off are ambulance billings.
- 2) Business tax write-offs of \$26,558 represent accounts where the businesses have closed operations without paying the current year's tax. When all attempts by City staff to collect the accounts have failed (usually in the form of attempted seizure of assets by the Sheriff) the accounts are turned over to the Credit Bureau and recommended for write off at the following year end.

....2

Director of Financial Services  
 January 5, 1994  
 Page 2

- 3) Mobile home license write-offs of \$17,238 represent accounts where the occupants have terminated their residency without paying the current year's license fee in total.
- 4) The utility account write-offs of \$81,616 represent businesses that have ceased operations for one reason or another, and people who have moved away from the City.

The 1993 utility write-off breakdown is as follows:

	Commercial	Residential	Total
Recommended Write-Off	\$ 22,203	\$ 59,413	\$ 81,616
Number of Accounts Represented	26	600	626
Revenue Produced in 1993	\$ 31,600,000	\$ 18,100,000	\$ 49,700,000
Write-Off as % of Revenue	.07	.33	.16

The following table summarizes the write-offs and reserves for 1993:

	1993 Write-Offs	1992 Reserve Provided	1993 Reserve Required	Charge to 1993 Operations (1-2+3)	Comparable 1992 Charge
General	\$ 53,302	\$ 127,554	\$ 57,763	\$ (61,489)	\$ 95,856
Business Tax	26,558	26,789	19,992	19,761	25,934
Mobile Homes	17,238	2,917	7,595	21,916	20,164
Utility Accounts	81,616	111,928	125,044	94,732	145,633
	\$ 178,714	\$ 269,188	\$ 210,394	\$ 119,920	\$ 287,587

Director of Financial Services  
January 5, 1994  
Page 3

The Reserve Required figures include two significant accounts which represented potential write-offs in a future year - \$75,656 in Utilities for Woodward's (\$49,631) and Food City (\$26,025). The Woodward's account is being pursued through the Courts and the Food City account is secured on the tax roll.



D. G. Norris  
Treasury Services Manager

DGN/jt

**DATE: MARCH 15, 1994**  
**TO: FINANCE AND AUDIT COMMITTEE**  
**FROM: CITY CLERK**  
**RE: 1993 ACCOUNTS RECEIVABLE WRITE-OFFS**

---

At the Council Meeting of March 14, 1994, consideration was given to your report dated March 9, 1994 concerning the above topic. At this meeting, the following motion was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Finance and Audit Committee dated March 9, 1994, re: 1993 Accounts Receivable Write-Offs, hereby approves the 1993 Accounts Receivable Write-Offs in the amount of \$178,713.44, as presented to Council March 14, 1994."

The decision of Council in this instance is submitted for your information. I trust you will find this satisfactory.



KELLY KLOSS  
City Clerk

KK/clr

cc: Director of Financial Services  
Treasury Services Manager  
Utility Billings Supervisor  
Bylaws and Inspections Manager  
Fire Chief

NO. 14

DATE: March 3, 1994

TO: K. Kloss, City Clerk

FROM: A. Scott, Land and Economic Development Manager

RE: **MAJOR CONTINUOUS CORRIDOR  
TAYLOR DRIVE RIGHT-OF-WAY  
ROSS STREET SOUTH TO SOUTH CITY LIMITS**  
(Please see attached maps)

A legal survey has recently been completed to register the alignment of Taylor Drive and subdivision of various City owned lands affected by this alignment. To facilitate the registration of this legal survey plan, City Council's approval is required for the numerous road closures and disposition of reserves as indicated on the attached maps.

The following land descriptions are submitted for City Council's approval:

<b>MAP "A" ROAD CLOSURES - ROSS STREET TO 43 STREET</b>	
<b>Map Index</b>	<b>Description</b>
1	All that portion of 45 Street as shown on Plan 3143 NY lying within Plan _____ containing 0.150 ha. more or less.
2	All that portion of 52 Avenue as shown on Plan 4850 EO lying within Plan _____ containing 0.66 ha. more or less.
3	All that portion of 52 Avenue as shown on Plan 3732 P lying within Plan _____ containing 0.052 ha. more or less.
4	All that portion of 45 Street as shown on Plan 5365 NY lying within Plan _____ containing 0.043 ha. more or less.
5	All that portion of 44 Street Crescent as shown on Plan 5365 NY lying within Plan _____ containing 0.076 ha. more or less.
6	All that portion of 45 Street as shown on Plan 5365 NY lying within Plan _____ containing 0.003 ha. more or less.
7	All that portion of 45 A Avenue as shown on Plan 5365 NY lying within Plan _____ containing 0.093 ha. more or less.
8	All that portion of Road as shown on Plan 932-1030 lying within Plan _____ containing 0.198 ha. more or less.

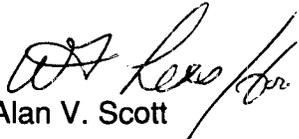
<b>MAP "A" ROAD CLOSURES - ROSS STREET TO 43 STREET</b>	
<b>Map Index</b>	<b>Description</b>
9	All that portion of 54 Avenue as shown on Plan 4386 HW lying within Plan _____ containing 0.231 ha. more or less.
10	All that portion of 54 Avenue as shown on Plan 922-3734 lying within Plan _____ containing 0.002 ha. more or less.
11	All that portion of 49 Street as shown on Plan 1034 KS containing 0.406 ha. more or less.

<b>MAP "A" DISPOSITION OF RESERVES - ROSS STREET TO 43 STREET</b>	
<b>Map Index</b>	<b>Description</b>
12	Lot R, Block 2, Plan 4173 MC containing 0.064 ha. more or less.
13	Lot R3, Plan 5365 NY containing 0.033 ha. more or less.
14	Lot R4, Plan 5365 NY containing 0.249 ha. more or less.
15	Lot R5, Plan 5365 NY containing 0.135 ha. more or less.
16	Lot R, Block 8, Plan 5551 KS containing 0.116 ha. more or less.
17	Block R, Plan 1034 KS containing 0.434 ha. more or less.
18	All that portion of Lot 14 MR, Block 6, Plan 832-2364 lying within Plan _____ containing 0.079 ha. more or less.

<b>MAP "B" ROAD CLOSURES - 43 STREET TO 32 STREET</b>	
<b>Map Index</b>	<b>Description</b>
1	All that portion of 39 Street lying within the limits of Plan _____ containing 0.048 ha. more or less.
2	West Park Drive, Plan 852-0354 containing 3.85 ha. more or less.  <b>*Note:</b> West Park Drive being closed from 43 Street to 32 Street, that portion of West Park Drive existing on west and south side of Proform Tower (old brewery building) to be registered by new Taylor Drive Right-of-Way Plan as shown as Map B1.

MAP "C" DISPOSITION OF RESERVES - 43 STREET TO 32 STREET	
Map Index	Description
1	Lot 3 MR, Plan 852-0534 containing 0.026 ha. more or less.
2	Lot 4 MR, Plan 852-0534 containing 0.861 ha. more or less.
3	Lot 5 MR, Plan 852-0534 containing 3.00 ha. more or less.
4	Lot 6 MR, Plan 852-0534 containing 1.90 ha. more or less.
5	Lot 7 MR, Plan 852-0534 containing 0.275 ha. more or less.
6	Remainder of Lot 8 MR, Plan 852-0534 containing 0.683 ha. more or less.

MAP "D" ROAD CLOSURE - 32 STREET TO SOUTH CITY LIMITS	
Map Index	Description
1	All that portion of Railway Street as shown on Plan 5326 HW contained within Lot 6 MR, Plan _____ and containing 0.247 ha. more or less.  <b>*Note:</b> No disposition of Reserves on Map "D".

  
Alan V. Scott

AVS/mm

Att.

Commissioners' Comments

We concur with the aforementioned road closures and disposal of reserves.

"G. SURKAN"  
Mayor

"H.M.C. DAY"  
City Commissioner

62

AREA 18

54th AVENUE

LOT 2A

PLAN 1ST L.S.

LOT 16

PLAN 922 3172

LOT 18 H.L. PLAN 922 6308

LOT 18A

PLAN 922 3172

TAYLOR DRIVE

AREA 17

PLAN 822 2384

7

49th STREET

AREA 11

PLAN 1388 U.S.

7

PLAN 4888 U.S.

TAYLOR DRIVE

50th STREET EXTENSION

49th STREET EXTENSION

47th STREET

ROAD PLAN 922 3728

PLAN 8221 U.S.

8

AREA 10

PLAN 8221 U.S.

AREA 16

AREA 15

AREA 9

AREA 8

U.S. S/V PLAN 922 6288

PERMIT NO. 4478 A.L.

PLAN 922 6287

PLAN 922 6287

8

AREA 7

PLAN 922 6287

AREA 6

AREA 5

AREA 4

PLAN 922 6287

AREA 14

AREA 13

AREA 12

AREA 3

AREA 1

PLAN 3148 U.S.

PLAN 972 6281

PLAN 3148 U.S.

52nd

AVENUE (KINGSMILL)

PLAN 3148 U.S.

PLAN 3148 U.S.

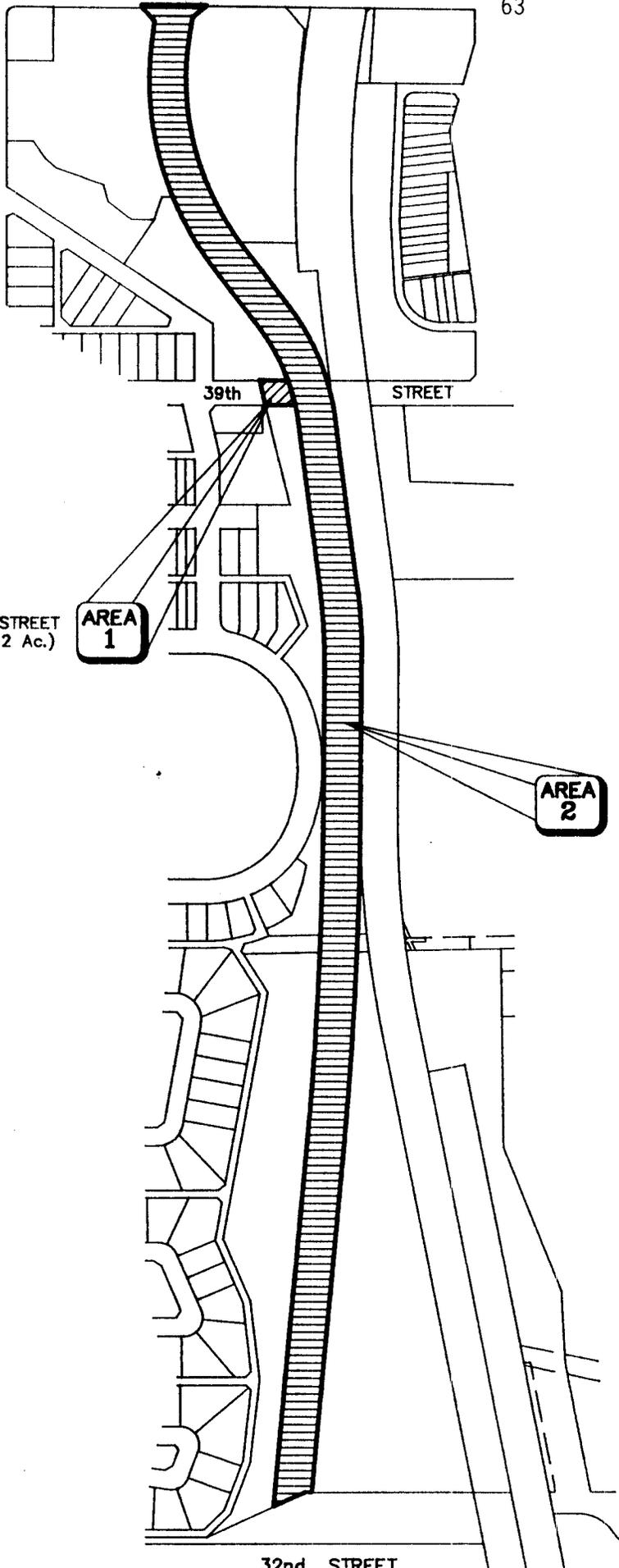
45th STREET

44A STREET

MAP "A"

43rd STREET

63



PART OF 39th STREET  
0.048 ha (0.12 Ac.)

**AREA  
1**

**AREA  
2**

WEST PARK DRIVE,  
PLAN 852 0534  
3.85 ha (9.51 Ac.)



MAP "B"

ROADS AFFECTED  
BY THIS SURVEY

Bemoco Land Surveying Ltd.  
21,7895-49th Avenue  
Red Deer, Alberta

File No: R-005-93

32nd STREET

43rd STREET

64

PROFORM

39th

STREET

AREA 1

NEW ROAD DEDICATION  
BY PLAN 942 ———  
AND PLAN 942 ———

32nd STREET



MAP B1

NEW ROADS

Bemoco Land Surveying Ltd.

21,7895-49th Avenue

Red Deer, Alberta

File No: R-005-93

**AREA 6**

REMAINDER OF LOT 8 MR  
PLAN 852 0534  
0.683 ha ( 1.69 Ac.)

**AREA 5**

LOT 7 MR, PLAN 852 0534  
0.275 ha (0.68 Ac.)

39th

STREET

LOT 4 MR, PLAN 852 0534  
0.861 ha (2.13 Ac.)

**AREA 2**

**AREA 1**

LOT 3 MR, PLAN 852 0534  
0.026 ha (0.06 Ac.)

LOT 6 MR, PLAN 852 0534  
1.90 ha (4.69 Ac.)

**AREA 4**

LOT 5 MR, PLAN 852 0534  
3.00 ha (7.41 Ac.)

**AREA 3**

32nd STREET



MAP "C"

**MUNICIPAL RESERVE LOTS  
AFFECTED BY THIS SURVEY**

Bemoco Land Surveying Ltd.  
21,7895-49th Avenue  
Red Deer, Alberta

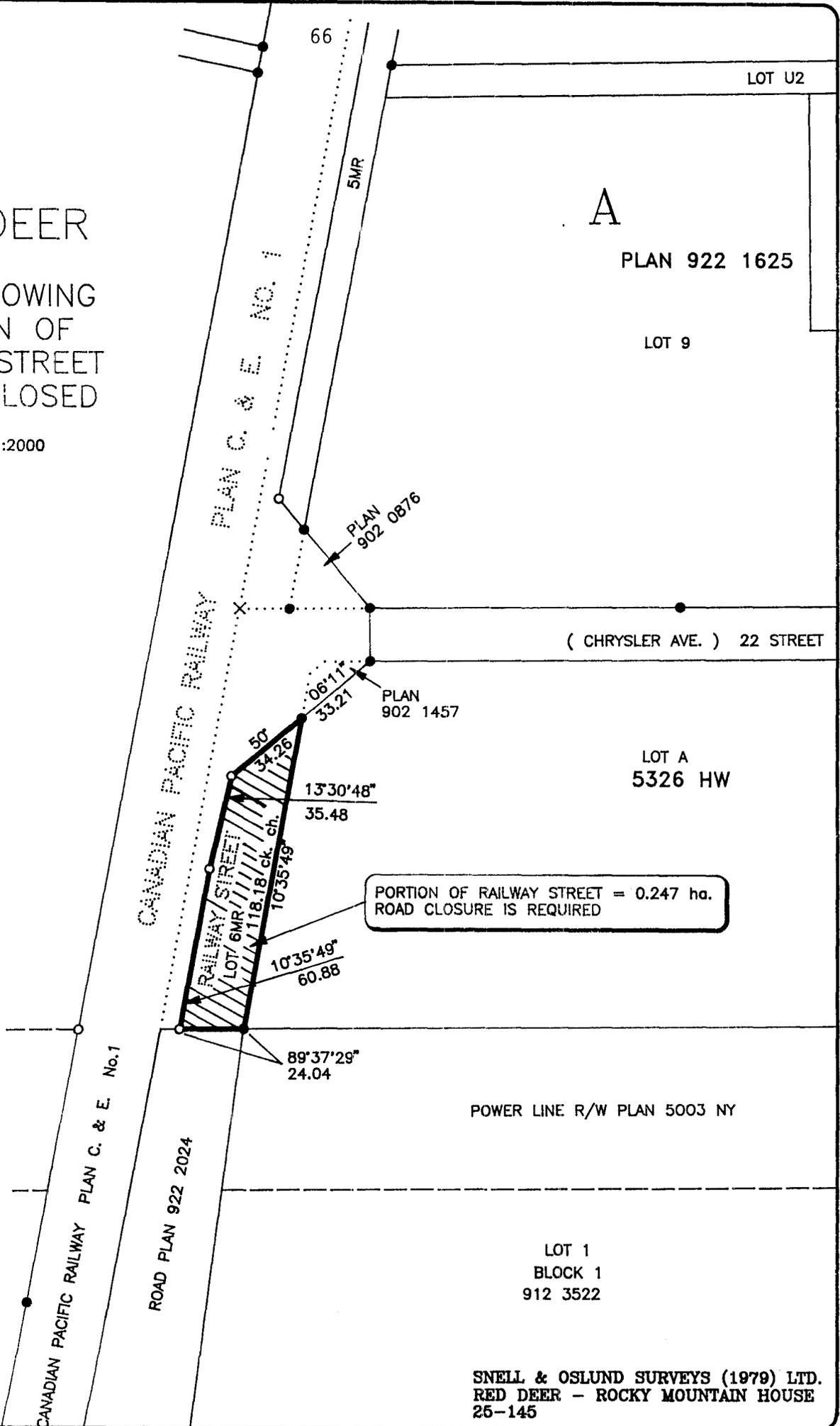
File No: R-005-93

# RED DEER

PLAN SHOWING  
PORTION OF  
RAILWAY STREET  
TO BE CLOSED

SCALE = 1:2000

MAP "D"



**DATE: MARCH 15, 1994**

**TO: LAND AND ECONOMIC DEVELOPMENT MANAGER**

**FROM: CITY CLERK**

**RE: MAJOR CONTINUOUS CORRIDOR/TAYLOR DRIVE RIGHT-OF-WAY/  
ROSS STREET SOUTH TO SOUTH CITY LIMITS**

Consideration was given to your report dated March 3, 1994 concerning the above topic. At this meeting the following resolution was passed with regard to the disposition of reserves:

"RESOLVED that Council of The City of Red Deer, having considered report from the Land and Economic Development Manager dated March 3, 1994, re: Major Continuous Corridor, Taylor Drive Right-of-Way, Ross Street South to South City Limits, Disposition of Reserves, hereby approves the disposal of the Municipal Reserve Lands described as follows:

a)	Lot R, Block 2, Plan 4173 MC containing 0.064 ha. more or less, excepting thereout all mines and minerals.
b)	Lot R3, Plan 5365 NY containing 0.033 ha. more or less, excepting thereout all mines and minerals.
c)	Lot R4, Plan 5365 NY containing 0.249 ha. more or less, excepting thereout all mines and minerals.
d)	Lot R5, Plan 5365 NY containing 0.135 ha. more or less, excepting thereout all mines and minerals.
e)	Lot R, Block 8, Plan 5551 KS containing 0.116 ha. more or less, excepting thereout all mines and minerals.
f)	Block R, Plan 1034 KS containing 0.434 ha. more or less, excepting thereout all mines and minerals.
g)	All that portion of Lot 14 MR, Block 6, Plan 832-2364 lying within Plan _____ containing 0.079 ha. more or less, excepting thereout all mines and minerals.
h)	Lot 3 MR, Plan 852-0534 containing 0.026 ha. more or less, excepting thereout all mines and minerals.
i)	Lot 4 MR, Plan 852-0534 containing 0.861 ha. more or less, excepting thereout all mines and minerals.
j)	Lot 5 MR, Plan 852-0534 containing 3.00 ha. more or less, excepting thereout all mines and minerals.
k)	Lot 6 MR, Plan 852-0534 containing 1.90 ha. more or less, excepting thereout all mines and minerals.
l)	Lot 7 MR, Plan 852-0534 containing 0.275 ha. more or less, excepting thereout all mines and minerals.
m)	Remainder of Lot 8 MR, Plan 852-0534 containing 0.683 ha. more or less, excepting thereout all mines and minerals.

Land and Economic Development Manager

March 14, 1994

Page 2

In addition to the above resolution being passed, first reading was given to the following Road Closure Bylaws:

Bylaw 3107/94 - Ross Street to 43 Street Road Closures

Bylaw 3108/94 - 43 Street to 32 Street Road Closures

Bylaw 3109/94 - 32 Street to South City Limits Road Closures

Copies of the above noted Bylaws are attached hereto. This office will now proceed with the necessary advertising for the Disposal of Municipal Reserve and for a Public Hearing with regard to the Road Closure Bylaws. The Public Hearing for the Road Closure Bylaws will be set for Monday, April 25, 1994 at 7:00 p.m. or as soon thereafter as Council may determine.

Trusting you will find this satisfactory.



KELLY KLOSS  
City Clerk

KK/clr  
Attchs.

cc: Director of Engineering Services  
Principal Planner  
Council and Committee Secretary - Sandra

C O R R E S P O N D E N C ENO. 1

February 28, 1994

Mayor Surkan &  
Members of Council

Dear Mayor Surkan and Council:

The Convention Marketing Consortium is a partnership made up of the Westerner Exposition Association, major hotels in Red Deer (the Black Knight Inn, Capri Centre and the North Hill Inn) and the Red Deer Visitor and Convention Bureau. We have been working as a team for over a year, with the shared goal of bringing major new conventions, trade shows and events to Red Deer.

Our success in this endeavour will benefit not only the partners, but a wide variety of other businesses and organizations in our community. Attracting one three day convention with 400 delegates will result in \$225,000 in delegate spending in our community. These new dollars will be spent on hotel rooms, restaurant meals, shopping and a wide variety of services.

Our marketing program is a long term initiative, due to the nature of the business we seek to attract. However, we are pleased to report the following progress:

- initial contact has been made with over 150 provincial associations and organizations.
- a high quality convention package, including a video, brochure and information on specific properties, has been developed as a introduction to Red Deer.
- more than 40 sales calls have been made, to follow up initial contacts where there is good potential to bring an event to Red Deer.
- an opportunity has been provided for out of town decision makers to visit Red Deer and view our facilities first hand.
- plans are underway to hold receptions in Edmonton and Calgary, to familiarize more people with what our city has to offer.
- work is underway on development of several bid proposals for events with 200 or more delegates.

.../2

February 28, 1994

Page 2

We feel that the initial, and perhaps most difficult, stage of this marketing program has been completed. We are very confident, based on the work done to date, that there are excellent opportunities for Red Deer in the current marketplace. Our ability, and our commitment, to work together as a team, has been strengthened. The reaction to this team approach has already been very positive.

We look forward to Council's continued support of this important marketing initiative, through your approval of the Visitor Bureau's financial contribution to the partnership, and through your own involvement as part of our team effort.

Sincerely,



David Will  
Chairman  
CONVENTION MARKETING CONSORTIUM

Commissioners' Comments

Submitted for Council's information.

"G. SURKAN"  
Mayor

"H.M.C. DAY"  
City Commissioner

NO. 2

DATE: March 8, 1994  
TO: City Council  
FROM: City Clerk  
RE: TOWNE CENTRE ASSOCIATION 1993 ANNUAL REPORT AND AUDITED  
FINANCIAL STATEMENT

---

The Municipal Government Act and City Bylaw 2827/83, being the Downtown Business Revitalization Zone Bylaw, requires that the Board of the Downtown Business Revitalization Zone Association submit, on or before March 1 in each year, its Annual Report for the preceding year. That report is to include a summary of the years activities and a completed audited Financial Statement of its affairs, with a Balance Sheet and a Revenue and Expenditure Statement.

Enclosed hereafter are the documents as submitted by the Towne Centre Association.



Kelly Kloss  
City Clerk

Commissioners' Comments

Submitted for Council's information.

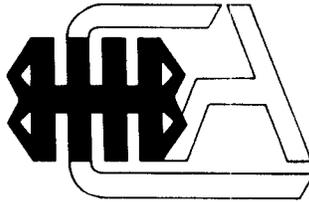
"G. SURKAN"  
Mayor

"H.M.C. DAY"  
City Commissioner

**TOWNE CENTRE ASSOCIATION  
OF RED DEER**

**FINANCIAL STATEMENTS**

**DECEMBER 31, 1993**



# BURRINGTON, HEYWOOD, HOLMES, HILLS, BLAIR & WADE

CHARTERED ACCOUNTANTS  
RED DEER — ROCKY MOUNTAIN HOUSE

- \* K. W. HEYWOOD, B. Comm., C.A.
- \* M. B. HOLMES, C.A.
- \* I. G. HILLS, C.A.
- \* P. J. BLAIR, B. Comm., C.A.
- \* C. S. WADE, B. Comm., C.M.A., C.A.
- \* D. G. OSZLI, B. Comm., C.M.A., C.A.

TELEPHONES  
RED DEER 347-2226  
FAX 343-6140  
ROCKY 845-3226  
FAX 845-5666

## AUDITORS' REPORT

To the Members of  
Towne Centre Association of Red Deer

We have audited the Balance Sheet of Towne Centre Association of Red Deer as at December 31, 1993 and the Statements of Operations and Changes in Cash Position for the year then ended. These financial statements are the responsibility of the company's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the company as at December 31, 1993 and the results of its operations and the changes in its cash position for the year then ended in accordance with generally accepted accounting principles.

Chartered Accountants

Red Deer, Alberta  
February 6, 1994

## TOWNE CENTRE ASSOCIATION OF RED DEER

BALANCE SHEET  
DECEMBER 31, 1993

ASSETS		1993	1992
<b>CURRENT ASSETS</b>			
Cash		\$ 7,332	\$ 3,862
Accounts receivable		4,848	6,716
Prepaid expenses		1,029	449
		<u>13,209</u>	<u>11,027</u>
<b>FIXED ASSETS (Note 2)</b>		<u>31,194</u>	<u>22,418</u>
		<u><u>\$ 44,403</u></u>	<u><u>\$ 33,445</u></u>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Accounts payable		\$ 6,799	\$ 4,262
Advance on 1994 BRZ		10,000	--
Term debt due within one year		-	3,000
<b>TOTAL LIABILITIES</b>		<u>16,799</u>	<u>7,262</u>
<b>MEMBERS' EQUITY</b>			
<b>UNEXPENDED EARNINGS, BEGINNING OF YEAR</b>		26,183	21,467
<b>EXCESS REVENUE/(EXPENSES)</b>		<u>1,421</u>	<u>4,716</u>
<b>UNEXPENDED EARNINGS, END OF YEAR</b>		<u>27,604</u>	<u>26,183</u>
		<u><u>\$ 44,403</u></u>	<u><u>\$ 33,445</u></u>

On Behalf of the Board:

  
 \_\_\_\_\_ Director

  
 \_\_\_\_\_ Director

**TOWNE CENTRE ASSOCIATION OF RED DEER**

**STATEMENT OF OPERATIONS  
YEAR ENDED DECEMBER 31, 1993**

	Actual 1993	Budget 1993	Actual 1992
<b>REVENUE</b>			
BRZ Tax	\$ 108,994	\$ 88,000	\$ 107,436
City Fee - Environmental Maintenance	41,751	44,700	41,068
City grant - Christmas decorations	7,500	6,200	5,665
Sales from Association Programs	85	--	2,681
Federal and Provincial Grant	2,505	15,000	--
Miscellaneous income	4,055	4,200	--
Gain on disposal of assets	(140)	--	400
	<u>164,750</u>	<u>158,100</u>	<u>157,250</u>
<b>EXPENSES</b>			
Organization	48,405	35,889	47,970
Design	13,510	13,350	12,834
Promotions	59,352	68,725	50,294
Environmental maintenance	36,565	43,767	36,053
Economic redevelopment	5,497	5,438	5,383
	<u>163,329</u>	<u>167,169</u>	<u>152,534</u>
<b>EXCESS REVENUE/(EXPENSES)</b>	<u>\$ 1,421</u>	<u>\$ (9,069)</u>	<u>\$ 4,716</u>

**TOWNE CENTRE ASSOCIATION OF RED DEER**  
**STATEMENT OF CHANGES IN CASH POSITION**  
**YEAR ENDED DECEMBER 31, 1993**

	1993	1992
<b>CASH PROVIDED BY (USED FOR)</b>		
<b>OPERATIONS</b>		
Excess revenue/(expenses)	\$ 1,421	\$ 4,716
Add (deduct) non-cash items		
Depreciation	14,420	11,844
Loss (gain) on disposal of asset	140	(400)
	<u>15,981</u>	<u>16,160</u>
Net changes in non-cash working capital		
Accounts receivable	1,868	1,501
Prepaid expenses	(580)	(6)
Deferred income	10,000	--
Accounts payable	2,537	(282)
Cash from operating activities	<u>29,806</u>	<u>17,373</u>
<b>FINANCING</b>		
Repayment of term debt	<u>(3,000)</u>	<u>(3,000)</u>
Cash (used for) financing activities	<u>(3,000)</u>	<u>(3,000)</u>
<b>INVESTMENTS</b>		
Proceeds from sale of asset	-	400
Purchase of fixed assets	<u>(23,336)</u>	<u>(11,617)</u>
Cash (used for) investment activities	<u>(23,336)</u>	<u>(11,217)</u>
<b>INCREASE IN CASH</b>	<b>3,470</b>	<b>3,156</b>
<b>CASH, BEGINNING OF YEAR</b>	<b>3,862</b>	<b>706</b>
<b>CASH, END OF YEAR</b>	<b><u>\$ 7,332</u></b>	<b><u>\$ 3,862</u></b>

**TOWNE CENTRE ASSOCIATION OF RED DEER**

**NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 1993**

**1. SIGNIFICANT ACCOUNTING POLICIES**

- a) The association is a non-profit organization. Its unexpended earnings are not available for distribution to the members.
- b) The company provides for depreciation using the following rates and methods:

Furniture and equipment	- 20% straight line
Leasehold improvements	- 20% straight line
Kiosks	- 20% straight line
Vehicles	- 30% declining balance
Signs	- 20% straight line
Stage	- 20% straight line

**2. FIXED ASSETS**

	1993			1992
	Cost	Accumulated Depreciation	Net Book Value	Net Book Value
Furniture and equipment	\$ 41,025	\$ 37,145	\$ 3,880	\$ 8,490
Leasehold improvements	2,282	1,630	652	1,108
Kiosks	15,683	3,137	12,546	140
Signs	9,910	3,964	5,946	7,927
Stage	6,054	1,211	4,843	--
Vehicles	9,700	6,373	3,327	4,753
	<b>\$ 84,654</b>	<b>\$ 53,460</b>	<b>\$ 31,194</b>	<b>\$ 22,418</b>



# 1993 TOWNE CENTRE ASSOCIATION ANNUAL REPORT

**A SUMMARY OF  
ASSOCIATION ACTIVITY IN  
PROJECTS, EC. DEVEL.  
& FINANCES**



**Prepared By: TOWNE CENTRE ASSOCIATION  
#B3, 4901 - 48 ST. RED DEER  
ALBERTA, T4P 2L7  
Ph. 340-8696 Fax 340-8699**

## **DOWNTOWN BRZ FACTS**

- TOTAL EMPLOYMENT	6700 (est)
- OFFICE SPACE	2.1 mil. sq ft
- RETAIL SPACE	1.0 mil. sq ft
- OFFICE VACANCY	25% (est)
- RETAIL VACANCY	3.5% (est)
- RES. POPULATION	3800
- RENTAL UNITS	1675
- APT. VACANCY	3.5%
- PARKING SPACES	7100



## CHAIRMAN'S REPORT

### by Herb Der

At the outset of my chairmanship of the Association, in concert with the Board, there was a definite need felt that Association activity must be more visible. There exists an apparent apathy regarding the Association. As a result of this, we undertook to invest the members tax dollars in areas that had visible benefit to downtown.

Our 1992 undertaking included;

1. Complete an Association 10th Anniversary book that illustrated growth since '84.
2. Replace the old KIOSK units with more substantial metal units, and install new decorative signage on Gaetz and 48 St.
3. Initiate the historical statute program.
4. Construct the "Streetcar Stage", and continue with our most successful public events. (Teddy Bear Promenade, Car Show, Air Show Night etc)

I am pleased to report that all of these projects have been completed or begun, during 1993.

Much credit must go to our manager, John Ferguson, who works very tenaciously in dealing with our objectives, with the public, our members and City Hall. As chairman and as a board, we were unable to assist John to the degree preferred in many areas that require Board support. This was a result of new responsibilities and workloads for myself and all the members of the Board.

I feel that we should continue to pursue some of our outstanding initiatives which may for one reason or another have been placed on the backburner. A priority in my view is continuation of the highly visible Street Scape program. Begun in the mid eighties, it is on hold due to the financial realities of public funding. Realizing that merely beautifying the street does not revitalize the core alone, it is critical to maintaining a bright, progressive image of the core area, which can result in attracting both customers and investors to the downtown. It also supports existing businesses in their efforts to upgrade the inventory of buildings we already have. These steps, as part of our partnership, will discourage further deterioration witnessed in many City Centers throughout North America.

We must continue to prioritize our initiatives in attracting multi-family development downtown, including whatever potential the City's west yards might provide as a future neighborhood.

The long term project of developing a "tourist" attraction, with the historical statute project requires annual commitment of funding in order to be accomplished. A major fund raising campaign to move this project forward should be given serious consideration.

As chairman, I continue to feel strongly that our programs must continue on a course of visible projects as compared to media promotion which generally supports only a minority of our business membership. We must continue our education and communication efforts for both our members and the general public to ensure maximum support and awareness of the Association's activity and value. I would like to see much more involvement by the 550 members of the Association, and particularly in the non-retail, legal, medical and financial professions.

Parking and taxation on parking lots continue to be an on-going priority for the Association. The ultimate goal is the rationalization of existing and future parking, including development of a centrally located multi-level parking facility. As we continue to bring options and concepts forward on parking, the businesses, property owners and the City's Economic Development Department must deal with the task of redeveloping the vacant Bay property, which will likely include the Zellers building before year end 1994. Even though these are major losses for the downtown, they also provide major opportunities for the future. We can take advantage of the unique skills our manager has in bringing forward various concepts and options for the creative re-use of these properties. This will include producing a model for the marketing use of these properties to investors.

The Association must continue to focus on what is achievable with known resources including our own finances and whatever other government and private sector funding can be attracted. As part of this financial planning, I suggest the Association begin banking a percentage of money each year for the future. Projects are expensive but we can become a major contributor if we begin a fund today. The success of the KIOSKS and Street Signage projects has generated a lot of interest and positive feedback from both the public and our members and should continue as a do-able part of the Street Scape program.

During '92 I served on the City's "Strategic Marketing Task Force", and among other things raised downtown issues with that group. Task Force recommendations were accepted by the City and include specific core issues such as the electrical grid and completion of the Downtown Concept Plan Review. In addition the Task Force clearly indicated to Council that *"it is important to preserve the integrity of the downtown area, as numerous other studies have indicated"*, and that the *"Central Business District showcases the social and cultural heart of the city and significantly contributes to the community's quality of life"*.

I also sat on the city's zoning review committee and raised the issue of assessment on downtown parking lots, the proliferation of office space outside of C1 zoning and other concerns.

In conclusion, as our mission statement says, we should continue *"to promote, plan and guide" Red Deer's central Business district and "provide a healthy atmosphere for business development, and social and cultural improvements, while promoting a positive public perception."*

Herb Der, Chairman  
September 20, 1993.

### 1994 Association Objectives Established at the '93 Board Retreat

#### SHORT TERM ISSUES:

- Establish a Bay Property task force, and produce more than one conceptual design for re-use of the property.
- Establish a Plaza Development Committee and produce more than one design concept for the development of a public plaza space.
- Ensure that all Kiosk spaces have signage, either rented or TCA owned.
- Initiate fund raising program to support TCA initiatives.

- Initiate a Board "Council Lobby" Committee to expand co-operation on downtown issues.

#### MEDIUM TERM

- Continuation of the Streetscape Program.
- Continue Development of the "GHOSTS" program
- Resolve Off Street Bus Terminal problem.
- Promote development of residential sites.

## MANAGERS ANNUAL REPORT

1993 began with one of the best budget years in the 10 year history of the BRZ. This enabled the Association to embark on some 10th Anniversary Projects, that have received very favorable response since completion.

### EVENTS

The Association hosted seven events in '93 including,

- World Theatre Day Parade in March
- Dennis McKnight Seminar in February
- Annual Towne Centre Car Show in June
- Meet the Air Show Stars in July
- Concert and Birthday Party in City Hall Park in August
- Co-sponsor for the Mid-Week Music Series during August
- Teddy Bear Promenade in August.

In Total, it's estimated that these events attracted 12,000 people to the downtown core.

The Board as recommended by retailers in the downtown area did not do any direct retail promotion events. Retailers told the Board in 1992 that the Association should focus on the promotion of activity downtown while the retailers took care of retail promotion.

### PROJECTS

The Association sponsored four major projects in '93, including,

- The metal advertising KIOSKS.
- New Street promotion signs
- the 10th Anniversary downtown book
- Funding and grant support for the first downtown statue

The Anniversary book has received outstanding response and is being used to promote development and investment in our downtown. The new Kiosks and street signs have improved the image and character of Gaetz Avenue and 48 St., and the Ghosts project has almost completed 100% funding for the first bronze statue.

### ECONOMIC DEVELOPMENT

The office has provided design concepts for 7 properties downtown in '93 including:

- Sambuca Sams
- Tom Sawyers
- Rob Rae
- Kresge's property
- Homespun Gallery
- Red Deer Lodge Hotel
- Club Cafe

All of these projects were completed except Rob Rae and the Kresge property which we hope will be done by March/April of '94.

### PLANNING

The Association has been active in the downtown concept plan review, and submitted proposals for the Festival Project being promoted by a local arts collaboration.

The Concept plan is proceeding and we hope to have completion by summer '94. The Festival proposal did not receive much support and enthusiasm waned quickly.

The Association was visibly present at a number of activities outside downtown, including the Red Deer International Airshow, Rebels Booster Club Bar B Q, Hospital Teddy Bear Picnic, KG 25th Anniversary Party, Winterfest, Museum Christmas events, St. John Ambulance Crane Event, Baywatch Blowout in Sylvan Lake, participation in the Westerner Off Site Program, as well as others throughout the City.

Part of our '94 projects included building the Street Car Stage, and this unit has proven very popular and was even featured in the Westerner Parade.

All of this combined with the day to day operation of the Association which included operating the downtown litter program and the programming of the City's Christmas Decorations has made for a very full year.

### NEXT

As we enter 1994, we are faced with some new challenges and opportunities for the downtown. By year end, the BAY, Kresges, and Zellers will have all left the core. This creates some significant vacancy in the downtown and while Kresges will undergo redevelopment immediately, the Bay and Zellers could become major problems.

Everyone downtown must do an excellent job of promoting themselves and the downtown area. The Association will focus a lot of energy in recruiting business and investment to downtown. We will continue with some projects that will ensure that some momentum in the Streetscape program continues.

Almost all event programming will rely on Association support as the city continues to fight costs in an effort to keep taxes at zero increase. With all the economic change occurring, the cost of success will be a little higher and the demand on the Association activity will be even greater. The board of Directors is hoping to achieve an 11th successful year without increasing financial support from its members.

As manager I am excited about the challenges ahead and I look forward to working with the new board members as well as our membership of over 550 businesses.

John P. Ferguson, General Manager

## DOWNTOWN GROWTH AND MARKETS

### KEY OBJECTIVES TO THE 21st CENTURY

#### NEW BUSINESSES:

Amos & Andes  
Birkenstock  
Canyon Sportswear  
Central Alberta Art & Drafting  
Frenchy's  
Gallery on Ross  
Great Canadian Superstore  
Hideaway Music Productions  
Homespun Gallery  
Looney Store  
Okie Cards & Confections

#### NEW OWNERS

Good Food Company  
Kapp's Hobby House  
Ovation Catering

#### EXPANSIONS:

Canadian Computer Training Centre  
Club Cherry  
Country Cupboards  
Leslie's Ladies Wear  
Monsieur Wongs/Sambuca Sams  
Red Deer Lodge Hotel  
Saverna Nash Books  
Sims Battle Brewster Insurance  
Wei's Western Wear

#### DEVELOPMENT OBJECTIVES:

- Introduction of a Festival Marketplace
- Construction of multi-family housing
- Increase of Specialty Retail
- Increase in entertainment/cultural business
- Capture of growing contract professionals market
- Development of Career Education and Continuing Education facilities

#### PUBLIC SECTOR

- Completion of the 'GHOSTS' Heritage Statute Project
- Development of a permanent PLAZA (Olympic Plaza)
- Development of a Public Art Gallery
- Completion of the Downtown Landscape Program

#### SERVICE CHANGES

- Improvement of utility services in the core
- Resolution of the Electrical Grid Issue
- Completion of an effective short and long term parking plan that supports growth and development
- Increase economic development priorities in the core.
- Ensure that core area taxation is equitable and competitive
- Resolve the off street transit terminal issue.



## ANNUAL FINANCIAL STATEMENT

prepared by: **BURRINGTON, HEYWOOD**

**TOWNE CENTRE ASSOCIATION OF RED DEER**

**BALANCE SHEET**  
DECEMBER 31, 1993

	ASSETS	
	1993	1992
<b>CURRENT ASSETS</b>		
Cash	\$ 7,332	\$ 3,862
Accounts receivable	4,848	6,716
Prepaid expenses	1,029	449
	13,209	11,027
<b>FIXED ASSETS (Note 2)</b>	31,194	22,418
	\$ 44,403	\$ 33,445
	LIABILITIES	
	1993	1992
<b>CURRENT LIABILITIES</b>		
Accounts payable	\$ 6,799	\$ 4,282
Advance on 1994 BRZ	10,000	-
Term debt due within one year	-	3,000
	16,799	7,282
MEMBERS' EQUITY		
UNEXPENDED EARNINGS, BEGINNING OF YEAR	26,183	21,467
EXCESS REVENUE/(EXPENSES)	1,421	4,716
UNEXPENDED EARNINGS, END OF YEAR	27,604	26,183
	\$ 44,403	\$ 33,445

On Behalf of the Board:

Director

Director

BURRINGTON, HEYWOOD, HOLMES, HILLS, BLAIR & WADE, Chartered Accountants

**TOWNE CENTRE ASSOCIATION OF RED DEER**

**STATEMENT OF OPERATIONS**  
YEAR ENDED DECEMBER 31, 1993

	Actual 1993	Budget 1993	Actual 1992
<b>REVENUE</b>			
BRZ Tax	\$ 106,894	\$ 88,000	\$ 107,436
City Fee - Environmental Maintenance	41,751	44,700	41,068
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	164,750	158,100	157,250
<b>EXPENSES</b>			
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Design	13,510	13,350	12,834
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Environmental maintenance	36,565	43,767	36,053
Economic redevelopment	5,497	5,438	5,383
	163,329	167,169	152,534
<b>EXCESS REVENUE/(EXPENSES)</b>	\$ 1,421	\$ (9,069)	\$ 4,716

BURRINGTON, HEYWOOD, HOLMES, HILLS, BLAIR & WADE, Chartered Accountants

**TOWNE CENTRE ASSOCIATION OF RED DEER**

**STATEMENT OF CHANGES IN CASH POSITION**  
YEAR ENDED DECEMBER 31, 1993

	1993	1992
<b>CASH PROVIDED BY (USED FOR) OPERATIONS</b>		
Excess revenue/(expenses)	\$ 1,421	\$ 4,716
Add (deduct) non-cash items		
Depreciation	14,420	11,844
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	15,981	16,160
Net changes in non-cash working capital		
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Prepaid expenses	(580)	(6)
Deferred income	10,000	-
Accounts payable	2,537	(282)
	29,806	17,373
<b>CASH FROM OPERATING ACTIVITIES</b>	29,806	17,373
<b>FINANCING</b>		
Repayment of term debt	(3,000)	(3,000)
	(3,000)	(3,000)
<b>CASH (used for) FINANCING ACTIVITIES</b>	(3,000)	(3,000)
<b>INVESTMENTS</b>		
Proceeds from sale of asset	-	400
Purchase of fixed assets	(23,336)	(11,817)
	(23,336)	(11,217)
<b>CASH (used for) INVESTMENT ACTIVITIES</b>	(23,336)	(11,217)
<b>INCREASE IN CASH</b>	3,470	3,156
<b>CASH, BEGINNING OF YEAR</b>	3,962	706
<b>CASH, END OF YEAR</b>	\$ 7,332	\$ 3,862

BURRINGTON, HEYWOOD, HOLMES, HILLS, BLAIR & WADE, Chartered Accountants

**TOWNE CENTRE ASSOCIATION OF RED DEER**

**NOTES TO FINANCIAL STATEMENTS**  
DECEMBER 31, 1993

1. SIGNIFICANT ACCOUNTING POLICIES

a) The association is a non-profit organization. Its unexpended earnings are not available for distribution to the members.

b) The company provides for depreciation using the following rates and methods:

Furniture and equipment	- 20% straight line
Leasehold improvements	- 20% straight line
Kiosks	- 20% straight line
Vehicles	- 30% declining balance
Signs	- 20% straight line
Stage	- 20% straight line

2. FIXED ASSETS

	1993			1992		
	Cost	Accumulated Depreciation	Net Book Value	Cost	Accumulated Depreciation	Net Book Value
Furniture and equipment	\$ 41,025	\$ 37,145	\$ 3,880	\$ 8,490	\$ 8,490	-
Leasehold improvements	2,282	1,630	652	1,108	1,108	-
Kiosks	15,883	3,137	12,546	140	-	140
Signs	9,910	3,964	5,946	7,927	-	7,927
Stage	6,054	1,211	4,843	-	-	-
Vehicles	9,700	6,373	3,327	4,753	-	4,753
	\$ 84,654	\$ 53,460	\$ 31,194	\$ 22,418	-	-

BURRINGTON, HEYWOOD, HOLMES, HILLS, BLAIR & WADE, Chartered Accountants



**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

March 15, 1994

Towne Centre Association  
B3, 4901 - 48 Street  
Red Deer, Alberta  
T4P 2L7

Att: John Ferguson

Dear Sir:

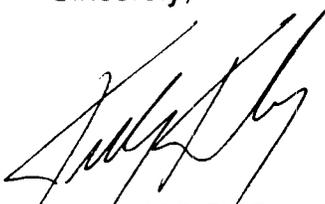
RE: TOWNE CENTRE ASSOCIATION 1993 ANNUAL REPORT AND AUDITED  
FINANCIAL STATEMENT

---

At the City of Red Deer Council Meeting held on March 14, 1994, consideration was given to the above and same was received as information.

Thank you for presenting this information to Council. I wish you all the best for a successful 1994.

Sincerely,



KELLY KLOSS  
City Clerk

KK/clr



*a delight  
to discover!*


**WASKASOO REGIONAL SERVICES BOARD**

P.O. BOX 920  
4758 - 32 STREET, RED DEER, ALBERTA 347-3364



NO. 3

25 February 1994

Mayor Surkan and City Council  
City of Red Deer  
Box 5008  
Red Deer, Alberta  
T4N 3T4

Re: Costs - Wastewater Treatment Plan

Dear Mayor Surkan and Council:

At the last meeting of the above Board, the costs as prepared by Gord Stewart of your Engineering Department were presented for their information and approval.

The Board passed a resolution indicating that the Board is unable to pay these increased costs and is asking that your budget be rolled back to 1993 levels. The increase of \$10,800.00 for the year just will not be affordable to our customers.

The Board would suggest that the three areas of increase, taken from the estimate of operating costs, that could be reduced are:

- #2 Salaries;
- #6 Hourly Wage Personnel; and
- #12 Equipment and Furnishings.

Also, in Gordon's explanation letter, the Capital Projects should be reconsidered or, it is suggested, these amounts be taken from the profit picture #14.

We have paid \$10,600 for the month of January and have on hand the February statement in like amount. We are enclosing our cheque in the amount of \$7,900 to reflect the amounts of \$9,700/month, equal to 1993 prices.

We would appreciate receiving your confirmation of this adjustment.

Yours truly,

**WASKASOO REGIONAL SERVICES BOARD**

Lorne McLeod  
Administrator

LM/ejg  
Enclosure

*Rec'd [Signature] C.D.*

DATE: March 9, 1994  
 TO: City Clerk  
 FROM: Director of Engineering Services  
 RE: **WASKASOO REGIONAL SERVICES BOARD**

---

We have reviewed the correspondence from the Waskasoo Regional Services Board dated February 25, 1994. The Board has expressed strong concern over the increase in the City's charge to them for treatment of sewage from the regional line.

By agreement, the Board is obligated to pay 5.583% of the annual fixed costs of operating the plant, and a percentage of the variable costs of plant operation. This latter percentage is determined by comparing the "board" sewage flow to the total flow passing through the plant. Our procedure has been to forward to the Board, early in the year, a preliminary estimate of their costs based on the approved budget and determine a monthly fee for the year. As the Board is charged on our actual costs, there is an adjustment made at year end.

The Board has expressed concern over increases in three areas; salaries, hourly wage personnel, and equipment and furnishings. In the case of the first two, there are increases as a result largely of adjustments to UIC, CPP, LAB, and Blue Cross rates and some staff re-allocation. These are costs over which we have little control, and they must be passed on to the Board. The third item, "equipment and furnishings" is poorly titled, but includes the cost of a major contract item; hauling sludge from our lagoons and placing it on farm land. This item alone constitutes the increase in this year's charges over 1993.

The Board has not acknowledged that many of the accounts, such as Travel, Equipment Rental - Internal, Contractual Services, and Construction and Maintenance Supplies have gone down in 1994.

Attached for the information of Council are two pages of cost information. Page 1 shows the 1993 budgeted and actual figures and page 2 indicates the budget figures for 1994. In summary these figures show the following:

YEAR	BUDGET	MONTHLY CHARGE	ACTUAL	REBATE
1993	\$116,800.00	\$9,700.00	\$106,271.16	\$10,528.84
1994	\$126,441.91	\$10,500.00	---	---

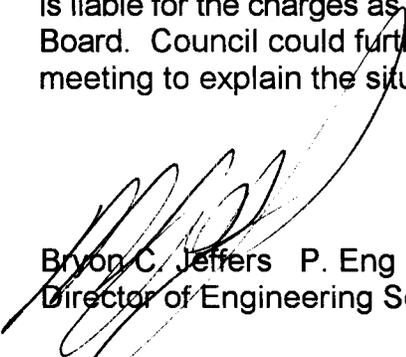
City Clerk  
Page 2  
March 9, 1994

If the Board was to apply the credit from 1993 to their estimated charge in 1994, the resultant monthly charge for 1994 would be approximately \$9,700, the same as it was for 1993.

The costs have gone up, in total for 1994, because of the sludge to land contract. We can appreciate the Board's concern, we are all facing financial constraints. This is, however, a legitimate cost of operating the Wastewater Treatment Plant and the Board should pay its share. The "sludge to land" contract does not occur each year, so barring unforeseen expenses, the Board should experience a reduction in their share of the costs next year.

### **RECOMMENDATION**

It is respectfully recommended that this report be sent to the Board. It is further recommended that the correspondence indicate that it is the City's opinion that the Board is liable for the charges as outlined in the accompanying data, and that already sent to the Board. Council could further indicate that the writer would be pleased to attend a Board meeting to explain the situation if they so desire.



Bryon C. Jeffers P. Eng  
Director of Engineering Services

BCJ/emg  
c.c. Public Works Manager

## WASKASOO REGIONAL SERVICES BOARD - WASTEWATER TREATMENT PLANT

## 1993 ACTUAL OPERATING COSTS

				BOARD'S
				SHARE
1. Salaries (4202-0000-110)	\$93,768	\$79,423	5.583%	\$4,434.20
2. Travel (4202-0000-211)	\$2,135	\$661	5.583%	\$36.91
3. Telephone and Alarm Fees (4202-0000-217)	\$715	\$0	5.583%	\$0.00
4. Equipment Rental Internal (4202,4205,4208-0000-463)	\$56,670	\$30,670	5.583%	\$1,712.28
5. Stationery and Supplies (4202-0000-511)	\$1,020	\$638	5.583%	\$35.65
6. Hourly Wage Personnel (4205,4208-0000-120,4208-0000-122)	\$729,602	\$693,278	5.583%	\$38,705.73
7. Equipment Rental External (4208-0000-265)	\$2,260	\$0	5.583%	\$0.00
8. Contractual Services a) Grit Removal *	\$3,065	\$3,065	5.312%	\$162.81
(4208-0000-279) b) Other	\$151,713	\$97,165	5.583%	\$5,424.73
9. City Utilities a) \$384,639.54 @ 60%	\$260,760	\$230,784	5.583%	\$12,884.66
(4208-0000-461) b) \$384,639.54 @ 40% *	\$173,840	\$153,856	5.312%	\$8,172.82
10. Construction & Maintenance Supplies (2-4208-0000-530/1) (2-4205-0000-530)	\$120,620	\$123,152	5.583%	\$6,875.55
11. Natural Gas a) \$62,617.72 @ 60%	\$41,292	\$37,571	5.583%	\$2,097.57
(2-4208-0000-543) b) \$62,617.72 @ 40% *	\$27,528	\$25,047	5.312%	\$1,330.50
12. Equipment and Furnishings (2-4208-0000-762)	\$139,930	\$139,910	5.583%	\$7,811.17
13. Public Works Administration Overhead (4202-0000-761)	\$39,542	\$39,542	5.583%	\$2,207.63
14. Franchise Fees (4202-0000-761)	\$257,549	\$257,549	5.583%	\$14,378.96
<b>Total</b>				<b>\$106,271.16</b>

Amount Paid 1993 - 2 x \$9900, 10 x \$9700 - Total \$116,800

(\$116,800.00)

Balance

(\$10,528.84)

## WASKASOO REGIONAL SERVICES BOARD - WASTEWATER TREATMENT PLANT

## ESTIMATE OF 1994 OPERATING COSTS

DESCRIPTION	1994 BUDGET	FIXED PERCENTAGE	BOARD'S 1994 ESTIMATED SHARE
1. Salaries (4202-0000-110)	\$104,570	5.583%	\$5,838.14
2. Travel (4202-0000-211)	\$1,915	5.583%	\$106.91
3. Telephone and Alarm Fees (4202-0000-217)	\$715	5.583%	\$39.92
4. Equipment Rental Internal (4202,4205,4208-0000-463)	\$53,760	5.583%	\$3,001.42
5. Stationery and Supplies (4202-0000-511)	\$1,040	5.583%	\$58.06
6. Hourly Wage Personnel (4205,4208-0000-120,4208-0000-122)	\$744,230	5.583%	\$41,550.36
7. Equipment Rental External (4208-0000-265)	\$2,260	5.583%	\$126.18
8. Contractual Services a) Grit Removal * (4208-0000-279) b) Other	\$3,065 \$126,585	4.469% 5.583%	\$136.97 \$7,067.24
9. City Utilities a) \$434,600 @ 60% (4208-0000-461) b) \$434,600 @ 40% *	\$260,760 \$173,840	5.583% 4.469%	\$14,558.23 \$7,768.91
10. Construction & Maintenance Supplies (2-4208-0000-530/1) (2-4205-0000-530)	\$106,700	5.583%	\$5,957.06
11. Natural Gas a) \$70,000 @ 60% (2-4208-0000-543) b) \$70,000 @ 40% *	\$42,000 \$28,000	5.583% 4.469%	\$2,344.86 \$1,251.32
12. Equipment and Furnishings (2-4208-0000-762)	\$355,200	5.583%	\$19,830.82
13. Public Works Administration Overhead (4202-0000-761)	\$39,937	5.583%	\$2,229.68
14. Franchise Fees (4202-0000-761)	\$261,075	5.583%	\$14,575.82
<b>Total</b>			<b>\$126,441.91</b>

Credit Forward from 1993

(\$10,528.84)

Balance

\$115,913.07

Estimate 1994 - \$126,441.91 less (\$10,528.84) = \$115,913.07/12 - \$9,700

\*Note: Using 283,063 GPD  $283,063 \times 100$   
 $\frac{\quad}{6,334,457} = 4.469\%$

Commissioners' Comments

We concur with the recommendation of the Director of Engineering Services and recommend that the Director of Engineering Services personally attend a meeting of the Board to accurately explain the changes.

"G. SURKAN", Mayor

"H.M.C. DAY", City Commissioner

03/02/94

DATE March 2, 1994

TO:

- DIRECTOR OF COMMUNITY SERVICES
- DIRECTOR OF ENGINEERING SERVICES
- DIRECTOR OF FINANCIAL SERVICES
- BYLAWS & INSPECTIONS MANAGER
- CITY ASSESSOR
- COMPUTER SERVICES MANAGER
- LAND & ECONOMIC DEVELOPMENT MANAGER
- E.L. & P. MANAGER
- ENGINEERING DEPARTMENT MANAGER
- FIRE CHIEF
- PARKS MANAGER
- PERSONNEL MANAGER
- PUBLIC WORKS MANAGER
- R.C.M.P. INSPECTOR
- RECREATION & CULTURE MANAGER
- SOCIAL PLANNING MANAGER
- TRANSIT MANAGER
- TREASURY SERVICES MANAGER
- PRINCIPAL PLANNER
- CITY SOLICITOR
- \_\_\_\_\_

FROM:

CITY CLERK

RE: WASKASOO REGIONAL SERVICES BOARD

Please submit comments on the attached to this office by March 7, 1994

for the Council Agenda of March 14, 1994

  
C. SEVCIK  
City Clerk

DATE Mar 2/94

TO:

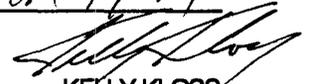
- DIRECTOR OF COMMUNITY SERVICES
- DIRECTOR OF ENGINEERING SERVICES
- DIRECTOR OF FINANCIAL SERVICES
- BYLAWS & INSPECTIONS MANAGER
- CITY ASSESSOR
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- TREASURY SERVICES MANAGER
- PRINCIPAL PLANNER
- CITY SOLICITOR
- \_\_\_\_\_

FROM:

CITY CLERK

RE: Washtenaw Regional Services Board

Please submit comments on the attached to this office by March 7/94  
for the Council Agenda of March 14/94

  
KELLY KLOSS  
City Clerk

 ACKNOWLEDGE



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

March 15, 1994

Waskasoo Regional Services Board  
 P.O. Box 920  
 4758 - 32 Street  
 Red Deer, Alberta  
 T4N 0M8

Dear Board Members:

**RE: COST - WASTEWATER TREATMENT PLANT**

---

At the City of Red Deer Council Meeting held Monday, March 14, 1994, consideration was given to your correspondence dated February 25, 1994, concerning the above. At this meeting, the following motion was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from the Waskasoo Regional Services Board dated February 25, 1994, re: Costs - Wastewater Treatment Plant, hereby agrees as follows:

1. That no changes be made to the 1994 Wastewater Treatment Plant Operating Costs Budget.
2. That no changes be made to the requirement that the Waskasoo Regional Services Board pay 5.583% of the annual fixed cost of operating the Wastewater Treatment Plant and a percentage of the variable costs of said plant operation.
3. That the Director of Engineering Services be directed to personally attend a meeting of the Waskasoo Regional Services Board to explain the 1994 Wastewater Treatment Plant Operating Costs Budget,

and as presented to Council March 14, 1994."

... / 2



*a delight  
to discover!*

Waskasoo Regional Services Board  
March 15, 1994  
Page 2

As outlined in the above noted resolution, no changes were made to the 1994 Wastewater Treatment Plant Budget. Attached hereto for your information are the documents which appeared on the Council Agenda of March 14, 1994. These will help to explain the rationale for the Plant's 1994 Budget. In addition to this information, our Council recommended that the City's Director of Engineering Services, Mr. Bryon Jeffers, attend a future Waskasoo Regional Services Board meeting to expand further on this topic.

By way of a copy of this letter, I will be asking the Director of Engineering Services to contact your Administrator to determine a satisfactory time for him to attend one of your meetings.

As can be seen from the report from the Director of Engineering Services, your monthly 1994 charge is \$10,500. If the credit that has accrued to your account from 1993 is applied to 1994 costs, your monthly charge would be \$9700. You may wish to discuss with Mr. Jeffers some of the alternatives that are available to you in applying this credit.

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

Sincerely,



KELLY KLOSS  
City Clerk

KK/clr  
attchs.

cc: Director of Engineering Services  
Director of Financial Services  
Public Works Manager



- Land Titles
- Motor Vehicle Licenses
- Personal & Lien Searches
- Corporate Searches
- Vital Statistics
- Driver Testing
- Hunting & Fishing Licenses
- Etc.

Bay 2, Lion Plaza  
7710 Gaetz Avenue, Red Deer, AB  
T4N 2A5  
341-STOP 341-FAXX

NO. 4

City Council  
P.O. Box 5008  
Red Deer, Alberta  
T4N 3A1

Attention: City Clerk

Re: Notice of Appeal: signage bylaw violation

One Stop Licence Shop recently opened in Lion Plaza (7710 – Gaetz Avenue) one-half block east of the former Motor Vehicles Branch. Upon opening, I and my staff remarked on the large number of cars entering the Motor Vehicles' parking lot, finding the office closed, and returning up 77 Street to Gaetz Avenue.

The closure of the Motor Vehicles Branch was advertised locally, but it is clear that many people did not attend to the ads. Similarly, my business is well-advertised on signage at my location, but it is equally clear that many people have not yet made the connection between private licence issuing offices like One Stop Licence Shop and the former Alberta government issuing offices. They drive away frustrated from the Motor Vehicles' parking lot.

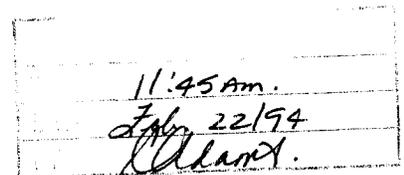
In an effort to assist their search for licencing services, I have been placing small (2 x 3') A-board signs advertising "Licences Available Here" on Lion Plaza property along 77 Street. These have been placed at least 14' back from the curb and are removed at the end of each business day. These have clearly helped people discover where they can have their licences renewed. Many people entering our business have indicated this.

Very recently, however, I have been made aware that a single complaint has been registered against my A-board signs. I encourage you to support my claim to maintain this signage in its present form and use for a period of time in the interest of public information. It is not obtrusive or unaesthetic. I have canvassed all other businesses in Lion Plaza and have their support for the continued use of my signage. They rightly feel that One Stop Licence Shop, because of the nature of its business, draws many clients to the mall and provides valuable exposure for their businesses.

I trust that we may encourage your support for a temporary relaxation (of approximately 6 months) of the regulations governing outdoor signage of the sort I am using. This period of time will, I believe, be sufficient enough to alert people to the closure of the Motor Vehicles Branch and the availability of licences nearby. I also understand that regulations governing portable signage have been relaxed in the downtown core and other areas of the city, and I, like many other business people, encourage you to extend this opportunity to other parts of the city.

Sincerely,

Cheryl Davis  
Owner, One Stop Licence Shop



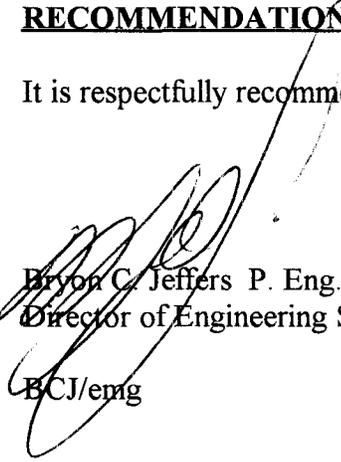
DATE: March 7, 1994  
TO: City Clerk  
FROM: Director of Engineering Services  
**RE: ONE STOP LICENSE/A-BOARD SIGNS**

---

The Engineering Services Division has reviewed the request from the applicant. There are many new businesses that have started in Red Deer over the years. These businesses make themselves known to their customers by legal signing and advertising. Allowing each of these businesses to place A-Board signs in the vicinity of their business could lead to a clutter of signs.

**RECOMMENDATION**

It is respectfully recommended that the request from One Stop Licence Shop be denied.



Bryon C. Jeffers P. Eng.  
Director of Engineering Services

BCJ/emg

CS- 4.295

**DATE:** March 2, 1994

**TO:** KELLY KLOSS  
City Clerk

**FROM:** CRAIG CURTIS  
Director of Community Services

**RE:** ONE STOP LICENSE/A-BOARD SIGNS  
Your memo of February 22, 1994 refers.

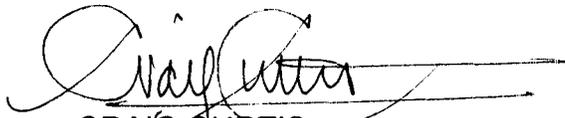
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I have discussed the request of the One Stop License Shop with the Parks Manager, and we are opposed to the placement of a temporary A-Board sign on the north boulevard of 77 Street.

City Council has been consistent in the past in denying similar types of requests, as they would detract from the landscape appearance on boulevards, and may establish an undesirable precedent. As an alternative, the One Stop License Shop should consider placing a sign on the former Motor Vehicle Branch site, either on their property or on their building, subject to Provincial approval. There is also a suitable area on the Lions Plaza site for more effective signage.

RECOMMENDATION

That City Council deny the request of the One Stop License Shop to place an A-frame sign on the 77 Street boulevard.

  
CRAIG CURTIS

DB/ad

DATE: 9 March 1994

FILE NO. 94-1660

TO: City Clerk

FROM: Bylaws and Inspections Manager

RE: **TEMPORARY SIGNS**

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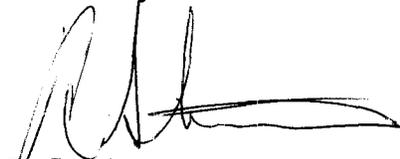
In response to your memo regarding the above referenced subject, we have the following comments for Council's consideration.

The type of sign that the applicant is using is not permitted under the City Sign Bylaw, except as allowed by City Council. Currently they are allowed in C1, C1A (on public property), and I1 (on private property), except adjacent to arterial roads.

It should be noted that a permanent sign, advertising this business, is located on-site. We have received two complaints regarding this location, one from a resident of Kentwood and one from a business inquiring as to whether or not these signs were legal.

Recommendation: That the application be denied.

Yours truly,



R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/vs



**RED DEER  
REGIONAL PLANNING COMMISSION**

2830 BREMNER AVENUE, RED DEER,  
ALBERTA, CANADA T4R 1M9

DIRECTOR: W. G. A. Shaw, ACP, MCIP

Telephone: (403) 343-3394  
Fax: (403) 346-1570

---

**MEMORANDUM**

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**TO:** City Clerk

**DATE:** March 2, 1994

**FROM:** Paul Meyette, Principal Planner

**RE: ONE STOP LICENSE SHOP (LION'S PLAZA)  
A-BOARD SIGNS**

---

The One Stop License Shop is requesting permission to place a temporary A-Board sign along 77th Street; it is pointed out that when people entering the former Motor Vehicle Branch located west of Lion's Plaza find it closed, they do not know what alternative sites are available for license purchase. In order to provide direction to prospective license purchasers, the One Stop License Shop is requesting permission to use A-Board signs.

**COMMENTS**

At the present time, the One Stop License Shop has four A-Board signs around the Lion's Plaza property. Two of the A-Boards face 77th Street while the other two face 52nd Avenue. The signs facing 52nd Avenue appear to be located on private property while the other two facing 77th Street are located on the City boulevard. The signs facing 52 Street are located opposite the exit from the former Alberta Motor Vehicle Branch.

As Council may be aware, City bylaws do not allow A Board signs to be located in a C4 area in order to avoid a cluttered appearance and to avoid driver distraction.

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MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTTLER No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINTEARTH No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIL • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTTLER • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURNE • VILLAGE OF DONALDA • VILLAGE OF ELNORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLIEWOLD • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS • SUMMER VILLAGE OF BURNSTICK LAKE

City Clerk  
March 2, 1994

Page 2

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## RECOMMENDATIONS

Planning staff recommend that any request to place A-Board signage on 77th Street be denied. We have no objections to a single temporary A-Board sign (maximum three months) located on private property facing onto 52 Street. The 52nd Street location has limited traffic and therefore would not add to driver distraction. A sign at this location would provide some notice to former patrons of the Alberta Motor Vehicle Branch that an alternative licensing outlet is located in the Lion's Plaza. As a permanent solution, over the next 3 months planning staff suggest that the owner construct permanent signage which meets the bylaw requirements.



Paul Meyette, ACP, MCIP  
PRINCIPAL PLANNER, CITY SECTION

PM/eam

cc. Director of Community Services  
Director of Engineering Services  
Bylaw and Inspections Manager

Commissioners' Comments

We concur with the administration that this application be denied. As pointed out the signs are illegal and are generating complaints in the area. Further should this operator be allowed signage, we anticipate that other licensing operators would want similar concessions. The most reasonable alternative would be for all of the license operators to request permission of the Province to post their addresses on the closed Motor Vehicle Branch building. It should be noted that there is a pylon sign on the Lions Business Plaza property so that individual tenants may advertise their business.

"G. SURKAN"

Mayor

"H.M.C. DAY"

City Commissioner

DATE: February 22, 1994

TO:     ✓ X     DIRECTOR OF COMMUNITY SERVICES  
          ✓ X     DIRECTOR OF ENGINEERING SERVICES  
                  DIRECTOR OF FINANCIAL SERVICES  
          X     BYLAWS & INSPECTIONS MANAGER  
                  CITY ASSESSOR  
                  COMPUTER SERVICES MANAGER  
                  LAND AND ECONOMIC DEVELOPMENT MANAGER  
                  E.L. & P. MANAGER  
                  ENGINEERING DEPARTMENT MANAGER  
                  FIRE CHIEF  
                  PARKS MANAGER  
                  PERSONNEL MANAGER  
                  PUBLIC WORKS MANAGER  
                  R.C.M.P. INSPECTOR  
                  RECREATION & CULTURE MANAGER  
                  SOCIAL PLANNING MANAGER  
                  TRANSIT MANAGER  
                  TREASURY SERVICES MANAGER  
          ✓ X     PRINCIPAL PLANNER  
                  CITY SOLICITOR

FROM:           CITY CLERK  
                  RE:    ONE STOP LICENSE/A-BOARD SIGNS

---

Please submit comments on the attached to this office by March 7, 1994, for the Council Agenda of March 14, 1994.

KELLY KLOSS  
City Clerk

DATE Feb 22/94

TO:

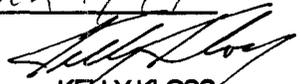
- DIRECTOR OF COMMUNITY SERVICES
- DIRECTOR OF ENGINEERING SERVICES
- DIRECTOR OF FINANCIAL SERVICES
- BYLAWS & INSPECTIONS MANAGER
- CITY ASSESSOR
- COMPUTER SERVICES MANAGER
- LAND AND ECONOMIC DEVELOPMENT MANAGER
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- SOCIAL PLANNING MANAGER
- TRANSIT MANAGER
- TREASURY SERVICES MANAGER
- PRINCIPAL PLANNER
- CITY SOLICITOR
- \_\_\_\_\_

FROM:

CITY CLERK

RE: One Stop Licence  
A-Board Signs

Please submit comments on the attached to this office by March 7/94  
for the Council Agenda of March 14/94

  
KELLY KLOSS  
City Clerk

  
\_\_\_\_\_  
ACKNOWLEDGE



## THE CITY OF RED DEER

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

FAX: (403) 348-6195

City Clerk's Department (403) 342-8132

February 28, 1994

Ms. Cheryl Davis  
One Stop Alberta Licence Shop  
Bay 2, Lion Plaza  
7710 Gaetz Avenue  
Red Deer, Alberta  
T4N 2A5

Dear Ms. Davis:

Further to my letter of February 23, 1994, please accept my apologies for the confusion of dates. Hereafter is the correct information and dates.

This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on Monday, March 14, 1994. Council meetings begin at 4:30 p.m., and adjourn for the supper hour at 6:00 p.m., reconvening at 7:00 p.m.

In the event you wish to be present at the Council meeting, would you please telephone our office on Friday, March 11, 1994, and we will advise you of the approximate time that Council will be discussing this item.

Would you please enter City Hall on the park side entrance when arriving, and proceed up to the second floor Council Chambers.

This request has been circulated to City administration for comments, and should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday, March 11, 1994.

If you have any questions in the meantime, please do not hesitate to contact the writer.

Yours sincerely,



Kelly Kloss  
City Clerk



RED DEER

*a delight  
to discover!*

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

February 23, 1994

Ms. Cheryl Davis  
One Stop Alberta Licence Shop  
Bay 2, Lion Plaza  
7710 Gaetz Avenue  
Red Deer, Alberta  
T4N 2A5

Dear Ms. Davis:

I acknowledge receipt of your letter, February 22, 1994, re: Notice of Appeal/Signage Bylaw Violation.

This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on Monday, February 28, 1994. Council meetings begin at 4:30 p.m., and adjourn for the supper hour at 6:00 p.m., reconvening at 7:00 p.m.

In the event you wish to be present at the Council meeting, would you please telephone our office on Friday, February 25, 1994, and we will advise you of the approximate time that Council will be discussing this item.

Would you please enter City Hall on the park side entrance when arriving, and proceed up to the second floor Council Chambers.

This request has been circulated to City administration for comments, and should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday, February 25, 1994.

If you have any questions in the meantime, please do not hesitate to contact the writer.

Yours truly,

Kelly Kloss  
City Clerk

**RED DEER***a delight  
to discover!*



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

March 15, 1994

One Stop Licence Shop  
 Bay 2 Lions Plaza  
 7710 Gaetz Avenue  
 Red Deer, Alberta  
 T4N 2A5

Att: Cheryl Davis

Dear Ms. Davis:

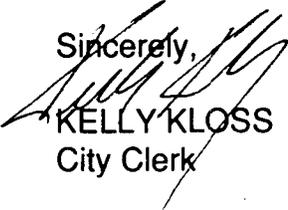
At the City of Red Deer Council Meeting held on Monday, March 14, 1994, consideration was given to your correspondence concerning a request to allow temporary signs on boulevards in the vicinity of your business. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from One Stop Licence Shop, re: Notice of Appeal: Signage Bylaw Violation, Request for Temporary Signage Relaxation, hereby agrees that said request be denied, and as presented to Council March 14, 1994."

As outlined in the above resolution, Council did not approve your request, however, did suggest you contact our Bylaws and Inspections Manager, Mr. Ryan Strader, to determine if there are other forms of temporary signage which you could utilize, that would fall within the requirements of our current Sign Bylaw.

Thank you for taking the time to make your presentation to Council. If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,

  
 KELLY KLOSS  
 City Clerk

KK/clr

cc: Director of Engineering Services  
 Director of Community Services  
 Bylaws and Inspections Manager  
 Principal Planner



*a delight  
 to discover!*

NOTICES OF MOTIONNO. 1

DATE: March 2, 1994  
TO: City Council  
FROM: City Clerk  
RE: NOTICE OF MOTION - ALDERMAN LAWRENCE - DISCONNECTION OF  
POWER TO RESIDENCES

---

At the Council Meeting of February 28, 1994, the following Notice of Motion was submitted by Alderman Lawrence relative to the above topic.

"WHEREAS the disconnection of power to the residences of Red Deer is causing hardship to residents;

THEREFORE BE IT RESOLVED that the City review its present disconnection policies."

This is submitted for Council's consideration.



Kelly Kloss  
City Clerk

KK/ds

**DATE: March 4, 1994**  
**TO: City Clerk**  
**FROM: Director of Financial Services**  
**RE: UTILITY COLLECTIONS**  
**ALDERMAN LAWRENCE - NOTICE OF MOTION**

---

Council was previously advised at the last meeting the procedure for utility collections was:

- The customer is advised when a utility bill is sent with unpaid arrears that the service would be subject to disconnection if not paid.
- When an account is 60 days in arrears a notice is sent advising the service will be disconnected unless payment is made.
- Utility employees make a number of attempts to contact the customer by telephone to advise the service will be disconnected.
- If a customer makes satisfactory arrangements to pay the utility account, the disconnection is not implemented.
- If the customer does not make arrangements to pay the account, then:
  - in freezing conditions a load limiter is put on the service that allows operation of:
    - a furnace
    - a fridge and
    - a freezer and
    - possibly some lights, but not
      - a stove
      - most microwaves
      - all of the furnace, fridge, freezer and lights at one time.
  - if too many electrical appliances are used the load limiter would trip, requiring the customer to reset.
  - in non-freezing conditions the power service would be disconnected.

City Clerk  
 March 4, 1994  
 Page 2

- After a load limiter is installed or service is disconnected, if a customer makes arrangements to pay the account, the service would be restored.

A customer is requested to contact the Utilities staff when a connection notice is sent. If the customer does not contact Utilities staff, then the staff will contact the customer to have the customer suggest payment arrangements. If the customer suggests suitable arrangements and pays according to the arrangements, no further action is taken.

If the payment arrangements are not acceptable, then staff will recommend a payment arrangement. If the customer will not agree to an arrangement, then a cutoff would occur.

If the City has been advised life support systems are at an address, the power will not be disconnected. In other situations, if it appears an individual's health is at risk, no cutoff would be made. Utilities staff do exercise compassion in determining whether a cutoff should be made.

When it appears appropriate, the customer would be advised to investigate the budgeting service offered by Alberta Consumer and Corporate Affairs. This has been a free service provided by the Provincial Government.

The City of Red Deer procedure for cutoffs and deposits was compared with Northwestern Utilities' procedures. The only significant differences were:

<b>Procedure</b>	<b>Northwestern Utilities</b>	<b>City of Red Deer</b>
• Delivery of disconnection notices	• Personally delivered	• Mailed
• Payment of arrears upon delivery of disconnection notice	• Can be collected by: - person that delivers notice - cutoff crewman	• Payment made to City Hall
• Period allowed when disconnection notice is given to pay before disconnection	• 48 hours	• Seven days
• Service disconnected -	• must pay - arrears - deposit (if none previously) - connection fee to reconnect.	• Same as Northwestern Utilities but may allow deposit to be paid in installments.

City Clerk  
March 4, 1994  
Page 3

The Utilities staff administer 25,000 utility accounts. Because of budget restraint, they have been required to perform this work with reduced staff. In an average month about 4% of these accounts have a 60 day arrears balance for which collection action is required.

Graph #1 shows the number of utility accounts that were 60 days in arrears for each month in 1992 and 1993.

Graph #2 shows the total accounts that were 60 days in arrears for each month in 1992 and 1993 and the total number of service cutoffs that occurred for these accounts.

You can see from Graphs #1 and #2 that:

- the number of accounts 60 days in arrears increased by 12% in 1993
- the number of accounts 60 days in arrears that were cut off averaged about 8%. The actual number of cutoffs increased 20% in 1993.

Graphs #3 and #4 detail the information on Graph #1 between residential accounts and non-residential accounts.

Graphs #5 and #6 show information on the number of accounts written off each year and the dollar value of the writeoffs.

As the graphs disclose, utility collections staff have to handle an increasing workload without additional staff. They have to make decisions many times when customers are in difficult circumstances. Most customers are honest but for one reason or another have experienced difficult times. On the other hand, there are always the customers who lie or mislead. For example, one customer said she needed power for a heatlamp for her baby. Utility staff, of course, were concerned that a human baby was at risk. They subsequently discovered, however, the "baby" was a baby iguana.

I did call a customer that Alderman Lawrence mentioned in Council to determine her concerns. I then had a discussion with Northwestern Utilities. Based on these contacts, I do not consider any significant changes in our collection procedures are required. The only differences in what the City is doing compared with Northwestern Utilities was detailed earlier.

City Clerk  
March 4, 1994  
Page 4

As indicated, I have done a review of our collection procedures and do not consider any significant changes are necessary.

Council has reviewed collection procedures a number of times in the past and have agreed with them.



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

AW/jt

Atts.

*PATH: alan\memos\utilcoll.clk*

Commissioners' Comments

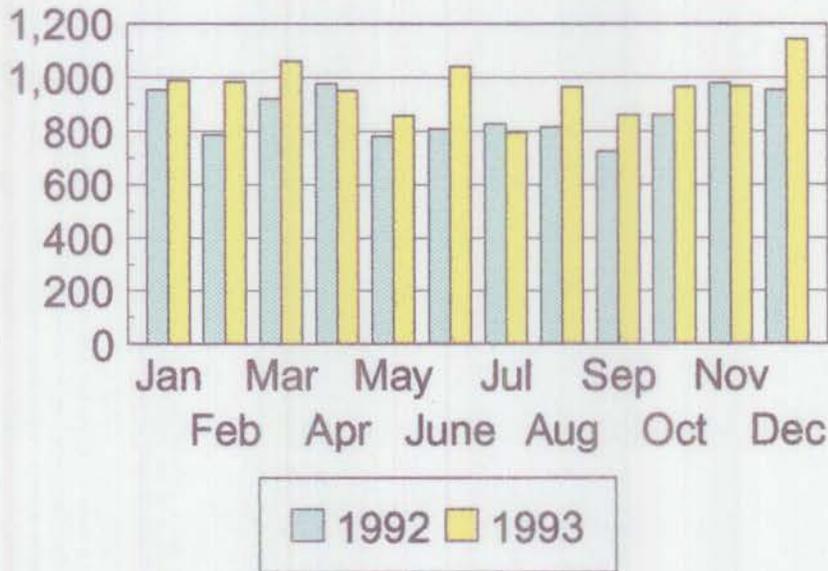
As Council can see from the attached material, our policy regarding disconnection is very similar to Northwestern Utilities, the other major similar utility. Council's direction is requested with regard to the establishment of a Council committee. An alternate which might be effective is to request Northwestern Utilities to sit down with us to share views on not only their written policy, but also their guidelines for implementation to ensure that there is reasonable compatibility to the customer.

"G. SURKAN"  
Mayor

"H.M.C. DAY"  
City Commissioner

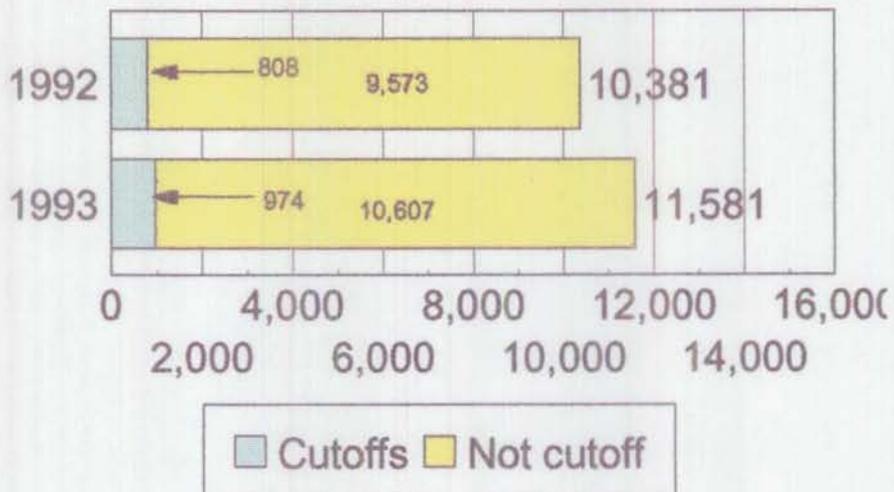
**GRAPH #1**

**UTILITY ACCOUNTS 60 DAYS IN ARREARS**



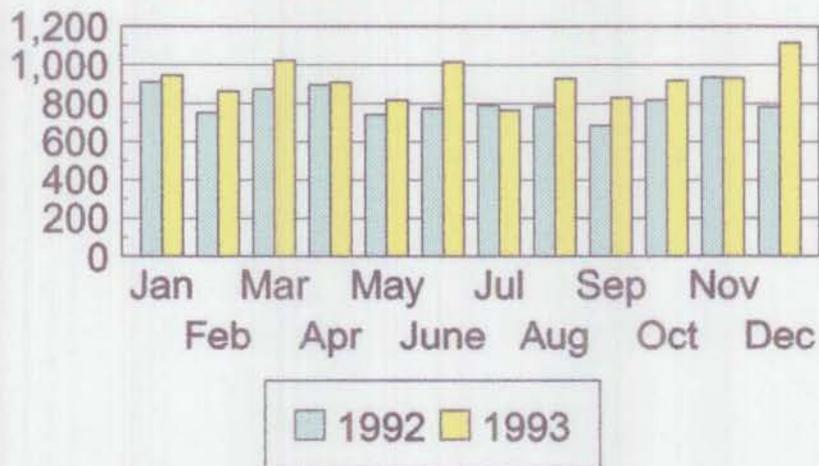
**GRAPH #2**

**ACCOUNTS WITH 60 DAY ARREARS AND THOSE ACCOUNTS CUTOFF**



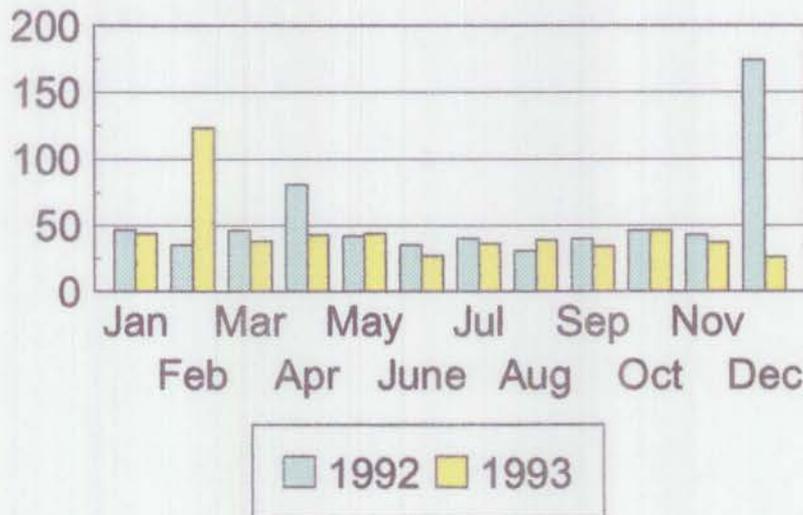
**GRAPH #3**

**RESIDENTIAL UTILITY ACCOUNTS  
60 DAYS IN ARREARS**



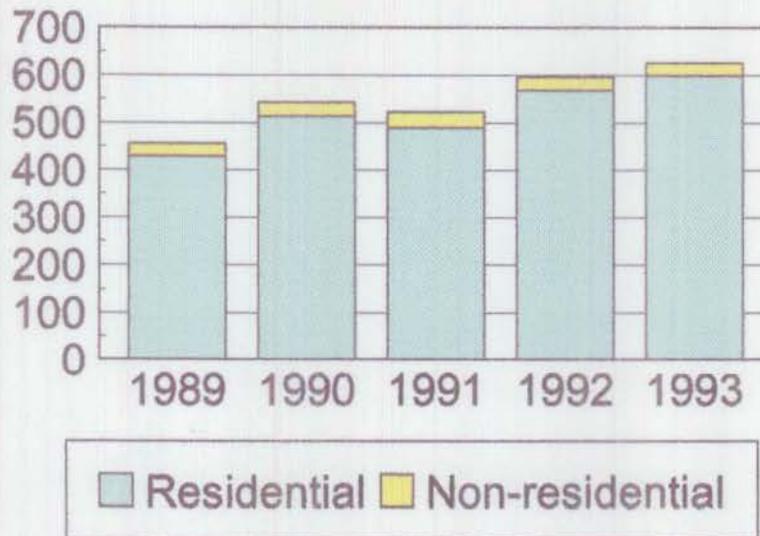
**GRAPH #4**

**NON-RESIDENTIAL UTILITY ACCOUNTS  
60 DAYS IN ARREARS**



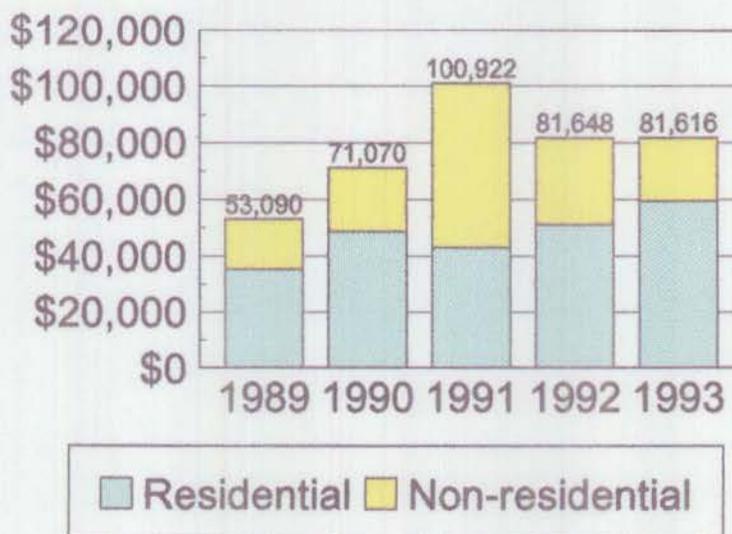
**GRAPH #5**

**UTILITY ACCOUNTS WRITTEN OFF  
1989 TO 1993**



**GRAPH #6**

**\$ VALUE OF UTILITY ACCOUNTS WRITTEN OFF**



Notice of Motion / FEB 28<sup>th</sup> / 94  
Whereas Lawrence ~~Lawrence~~ Lawrence

The disconnection of Power to  
the Residence of Ref. Case is causing  
hardship to residence.

Therefore be it resolved

That the City renew its present  
disconnector policies

ald Lawrence

**DATE: MARCH 15, 1994**  
**TO: ALDERMAN DAN LAWRENCE**  
**FROM: CITY CLERK**  
**RE: NOTICE OF MOTION: DISCONNECTION OF POWER TO RESIDENCES**

---

At the Council Meeting of March 14, 1994, consideration was given to the above topic and at which meeting the following motion was passed:

"WHEREAS the disconnection of power to the residences of Red Deer is causing hardship to residents;

THEREFORE BE IT RESOLVED that The City review its present disconnection policies.

Council further agrees as follows:

- a) That any costs associated with the advertising of Public Hearings be charged to the Utility Department;
- b) That Alderman Lawrence, Alderman Statnyk and Alderman Campbell-Cardwell be appointed as the Committee to review said policies."

As the initiator of the above resolution, it is my understanding that you will be assuming the chairmanship of this Committee. In this regard I trust that you will be convening the first meeting of this Committee so as to determine what direction is to be followed.

If you require resource personnel, the Treasury Services Manager, Doug Norris, would be available to assist. In addition, if you require secretarial services, Council and Committee Secretary, Cheryl Adams, would be assigned to this Committee.

Trusting you will find this satisfactory. If you have any questions, please do not hesitate to contact the undersigned.



KELLY KLOSS  
City Clerk

KK/clr

cc: Director of Financial Services  
Treasury Services Manager  
Utility Billing Supervisor  
Council and Committee Secretary - Cheryl Adams

## BYLAW NO. 2899/A-94

Being a Bylaw to amend Bylaw 2899/86, the Tax Discount Bylaw of The City of Red Deer.

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

1 Section 3 of Bylaw 2899/86 is deleted and the following substituted therefor:

"3 A person who is the owner or purchaser of any assessed land or improvements thereon shown on the assessment roll of The City of Red Deer is hereby granted the right to prepay their taxes on such land and improvements in 12 monthly instalments commencing on the 31st day of July of the year prior to the year in which the taxes will become due, and continuing on the last day of each and every month thereafter to and including the 30th day of June in the year in which the taxes are due. The amount of each monthly instalment herein provided shall be 1/12 of the taxes levied on the said land and improvements in the year in which the first monthly instalment is made. The final payment on June 30th shall be equal to the balance still owing on the current year's property taxes."

2 Section 5 of Bylaw 2899/86 is deleted and the following substituted therefor:

"5 When all 10 payments up to and including April 30th have been remitted to the City on the last day of each month in accordance with the pre-authorized cheque payment plan, then the City shall allow a discount on the amount of the taxes paid up to and including April 30th based on interest calculated from the date of each prepayment to the 30th day of June in the year when the taxes are due so as to yield a minimum annual interest rate on the prepayments received by the City at the rate of 4% per annum."

2            This Bylaw shall come into full force and effect on July 1, 1994.

READ A FIRST TIME IN OPEN COUNCIL this            day of            , 1994.

READ A SECOND TIME IN OPEN COUNCIL this            day of            , 1994.

READ A THIRD TIME IN OPEN COUNCIL this            day of            , 1994.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**BYLAW NO. 2960/C-94**

Being a Bylaw to amend Bylaw No. 2960/88, The Utility Bylaw of The City of Red Deer.

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

- 1 Bylaw No. 2980/88 is hereby amended as follows:
  - (a) by deleting therefrom Sections 5, 6, 7, and 11, of Schedule "A" and substituting in their place and stead the attached Sections 5, 6, 7 and 11.
  - (b) by adding to Schedule "A" the attached Sections 13 and 14.
  - (c) by deleting the figure, "\$93.60" from Section 24, and substituting in its place and stead the figure "\$94.40".
  - (d) by deleting the figure, "\$30.15" from Section 26, and substituting in its place and stead the figure "\$30.35".

2 This Bylaw shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this	day of	A.D. 1994.
READ A SECOND TIME IN OPEN COUNCIL this	day of	A.D. 1994.
READ A THIRD TIME IN OPEN COUNCIL this	day of	A.D. 1994.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

5.	Turn water off or on for repairs or line testing	
	(a) during regular working hours	30.35
	(b) after regular working hours	94.40
6.	Other Charges	
	Construction of manhole	2 230.00
	Cutting and replacing pavement -	
	(a) Single or double service 3" (75 mm) and under	1 720.00
	(b) Single or double service over 3" (75 mm)	2 200.00
	(c) Triple service 3" (75 mm) and under	2 295.00
	(d) Triple service over 3" (75 mm)	2 770.00
	(e) For service kill 3" (75 mm) and under	310.00
	(f) For service kill over 3" (75 mm)	450.00
	(g) For water service renewal	800.00
	Replacing and/or tunnelling sidewalks -	
	(a) Single or double service residential	1 185.00
	(b) Single or double service commercial	2 653.00
	(c) Triple service residential	1 579.00
	(d) Triple service commercial	3 049.00
	Replacing curb only -	
	(a) Single or double service	856.00
	(b) Triple or dual service	1 118.00
	Landscaping Repairs	105.00
7.	Clearing plugged sewer	
	(a) During regular working hours	53.95
	(b) After regular working hours	94.40
	(c) Power auger	85.00
	(d) Sewer jet (regular hours only)	98.00
11.	Meter Test	47.20
13.	Private fire hydrant maintenance	
	(a) Spring inspection (Mar. 2 - June 30)	25.00/hydrant
	(b) Fall inspection (Aug. 1 - Oct. 31)	25.00/hydrant
	(c) Winter inspection (Nov. 1 - Mar. 1)	50.00/hydrant
	(d) Damage evaluation	20.00/hydrant
	(e) Paint	60.00/hydrant
14.	Use of designated fire hydrant to obtain water	40.00/hydrant

**BYLAW NO. 3107/94**

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

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

- 1 The following portions of roadways in The City of Red Deer are hereby closed.
  - a) All that portion of 45 Street as shown on Plan 3143 NY lying within Plan \_\_\_\_\_ containing 0.150 ha. more or less.
  - b) All that portion of 52 Avenue as shown on Plan 4850 EO lying within Plan \_\_\_\_\_ containing 0.66 ha. more or less.
  - c) All that portion of 52 Avenue as shown on Plan 3732 P lying within Plan \_\_\_\_\_ containing 0.052 ha. more or less.
  - d) All that portion of 45 Street as shown on Plan 5365 NY lying within Plan \_\_\_\_\_ containing 0.043 ha. more or less.
  - e) All that portion of 44 Street Crescent as shown on Plan 5365 NY lying within Plan \_\_\_\_\_ containing 0.076 ha. more or less.
  - f) All that portion of 45 Street as shown on Plan 5365 NY lying within Plan \_\_\_\_\_ containing 0.003 ha. more or less.
  - g) All that portion of 45 A Avenue as shown on Plan 5365 NY lying within Plan \_\_\_\_\_ containing 0.093 ha. more or less.
  - h) All that portion of Road as shown on Plan 932-1030 lying within Plan \_\_\_\_\_ containing 0.198 ha. more or less.
  - i) All that portion of 54 Avenue as shown on Plan 4386 HW lying within Plan \_\_\_\_\_ containing 0.231 ha. more or less.
  - j) All that portion of 54 Avenue as shown on Plan 922-3734 lying within Plan \_\_\_\_\_ containing 0.002 ha. more or less.
  - k) All that portion of 49 Street as shown on Plan 1034 KS containing 0.406 ha. more or less.

2 This Bylaw shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this      day of      A.D. 1994.

READ A SECOND TIME IN OPEN COUNCIL this      day of      A.D. 1994.

READ A THIRD TIME IN OPEN COUNCIL this      day of      A.D. 1994.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK



**BYLAW NO. 3109/94**

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

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

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

"All that portion of Railway Street as shown on Plan 5326 HW contained within Lot 6 MR, Plan \_\_\_\_\_ and containing 0.247 ha. more or less."

2 This Bylaw shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this day of A.D. 1994.

READ A SECOND TIME IN OPEN COUNCIL this day of A.D. 1994.

READ A THIRD TIME IN OPEN COUNCIL this day of A.D. 1994.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK