



# City Council Meeting Agenda

Monday, August 21, 2023 - Council Chambers, City Hall

Call to Order: 10:30 AM  
Recess: 12:30 PM to 1:00 PM

## **1. Closed Meeting (to last approximately 2 hours)**

### 1.1. Motion to go into Closed Meeting

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

1.1.b. Council Representation on Alberta Municipalities Board of Directors - FOIP Section 17(1) Disclosure harmful to personal privacy

1.1.c. Permanent Shelter Update - FOIP Sections 21(1) Disclosure harmful to intergovernmental relations, 23(1) Local public body confidences, 24(1)(a) Advice from Officials

### 1.2. Motion to Revert to Open Meeting

## **2. Points of Interest**

## **3. Consent Agenda**

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3.1. Confirmation of the July 24, 2023 Regular Council Meeting Minutes  
(Pages 4 - 15)

3.2. Council Representation on Alberta Municipalities Board of Directors  
(Pages 16 - 30)

- 3.3. Red Deer Hosting of Alberta Municipalities Conference and Trade Show  
(Pages 31 - 34)
- 3.4. Land Use Bylaw Amendment 3357/J-2023 Omnibus Amendment (First Reading Only)  
(Pages 35 - 48)
- 3.5. Land Use Bylaw Amendment 3357/M-2023. To rezone 2950 Bremner Avenue from DC(1) to C5) (First Reading Only)  
(Pages 49 - 57)

#### **4. Report**

- 4.1. 2024 Council Schedule  
(Pages 58 - 59)

#### **5. Closed Meeting**

- 5.1. Motion to go into Closed Meeting
  - 5.1.a. Introduction of a new Code of Conduct Bylaw – FOIP23(1)(a) Advice from Officials, 23(1)(a) Local public body confidences
- 5.2. Motion to Revert to Open Meeting

#### **6. Adjournment**



August 21, 2023

## August 21, 2023 Consent Agenda

Prepared by: Valeriia Svitla, Legislative Assistant  
Department: Legal and Legislative Services

### **Proposed Resolutions**

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

- Confirmation of the Minutes of the July 24, 2023 Regular Council Meeting
- Council Representation on Alberta Municipalities Board of Directors
- Red Deer Hosting of Alberta Municipalities Conference and Trade Show

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

- Bylaw 3357/J-2023  
FIRST READING: That Bylaw 3357/J-2023 (an omnibus amendment to the Land Use Bylaw) be read a first time
- Bylaw 3357/M-2023  
FIRST READING: That Bylaw 3357/M-2023 (an amendment to the Land Use Bylaw to rezone 2950 Bremner Avenue from DC(1) to C5) be read a first time



**UNAPPROVED - MINUTES**

**of the Red Deer City Council Regular Meeting,  
held on, Monday, July 24, 2023  
commenced at 10:30 AM**

**Present:**

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

City Manager, Tara Lodewyk  
General Manager Community Services, Sarah Tittlemore  
General Manager Protective Services, Ken McMullen  
General Manager, Mike Olesen  
Acting General Manager Corporate & Employee Services, Karen Smilar  
Acting General Manager Development Services, John Sennema  
Chief of Staff, Sean McIntyre  
Manager of Safe & Healthy Communities, Kristin Walsh  
Business Excellence Manager, Tricia Hercina  
City Planning & Growth Manager, Emily Damberger  
Innovation and Partner Supports Supervisor, Jesse Smith  
Supervisor of Safe & Healthy Communities, Bobby-Jo Stannard  
Safe & Healthy Communities Supervisor, Ryan Veldkamp  
Corporate Marketing Supervisor, Jill Hanes

Acting City Clerk, Jennifer Hankey  
Committees Coordinator, Rebecca Derwantz  
Legislative Assistant, Valeriia Svitla



**1. CONSENT AGENDA**

**1.1. July 24, 2023 Consent Agenda**

Moved by Councillor Bruce Buruma, seconded by Councillor Dianne Wyntjes

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

- Confirmation of the Minutes of the July 10, 2023 Regular Council Meeting
- Confirmation of the Minutes of the July 18, 2023 Special Council Meeting
- Change of Date Request for November 17, 2023 Combative Sports Event

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

**ABSENT:** Councillor Kraymer Barnstable

MOTION CARRIED

**2. REPORTS**

**2.1. Red Deer Recovery Summit**

Moved by Councillor Lawrence Lee, seconded by Councillor Bruce Buruma

Resolved that Council of The City of Red Deer having considered the report from Community Services dated July 24, 2023 re: Red Deer Recovery Summit hereby approves the receipt of \$50,000 as one-time operating revenue/expenses for the period of March 10, 2023 to July 31, 2024

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

**ABSENT:** Councillor Kraymer Barnstable

MOTION CARRIED



**2.2. Sponsorship Policy Update**

Moved by Councillor Lawrence Lee, seconded by Councillor Victor Doerksen

Resolved that Council of The City of Red Deer having considered the report from Community Services, Business Excellence dated July 24, 2023 re: Sponsorship Policy Update hereby approves the updated version of Council Policy PS-A-2.6 (Sponsorship Policy)

Council recessed at 11:45 a.m. and reconvened at 11:54 a.m.

Prior to consideration of the motion, the following amendments were introduced:

Moved by Councillor Bruce Buruma, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer hereby agrees to amend the resolution by adding 'Business Corporate Social Responsibility' to Purpose (1) a. between 'achieving their' and 'business objectives'

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

**ABSENT:** Councillor Kraymer Barnstable

MOTION TO AMEND CARRIED

Moved by Councillor Bruce Buruma, seconded by Councillor Lawrence Lee

Resolved that Council of The City of Red Deer hereby agrees to amend the resolution by adding to Section 4 (9) 'Sponsorship Agreement remain confidential as per FOIP procurement policies'.

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

**ABSENT:** Councillor Kraymer Barnstable

MOTION TO AMEND CARRIED



Moved by Councillor Dianne Wyntjes, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer hereby agrees to amend the resolution by deleting \$200,000 in Section 4(8) and replacing with '\$100,000'

**IN FAVOUR:** Mayor Ken Johnston, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Cindy Jefferies, Councillor Dianne Wyntjes

**OPPOSED:** Councillor Vesna Higham, Councillor Lawrence Lee

**ABSENT:** Councillor Kraymer Barnstable

MOTION TO AMEND CARRIED

Councillor Kraymer Barnstable joined the meeting at 12:08 p.m.

The original motion, as amended, was then back on the floor:

Moved by Councillor Bruce Buruma, seconded by Councillor Kraymer Barnstable

Resolved that The City of Red Deer having considered the report from Community Services, Business Excellence dated July 24, 2023 re: Sponsorship Policy Update hereby approves the updated version of Council Policy PS-A-2.6 (Sponsorship Policy) as amended

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

MOTION CARRIED

**3. MOTION TO ADD TO THE AGENDA**

Moved by Councillor Victor Doerksen, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby agrees to add consideration of the following to the Closed Meeting Agenda:



- Land Matter - FOIP Sections 16 Disclosure harmful to business interests of a Third party, 23(1) Local public body confidences 24(1)(a) Advice from Officials
- Code of Conduct Matter - FOIP Sections 17 Disclosure harmful to personal privacy, 23 Local public body confidences and 24 Advice from Officials

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

MOTION CARRIED

Councillor Kraymer Barnstable left the meeting at 12:22 p.m.

Council recessed at 12:22 p.m. and reconvened at 1:00 p.m.

**4. REPORTS (CONTINUED)**

**4.1. Community Informed: Diversity & Inclusion Plan**

Councillor Victor Doerksen left the meeting at 1:49 p.m. and returned at 1:51 p.m.

Council recessed at 2:02 p.m. and reconvened at 2:09 p.m.

Councillor Kraymer Barnstable returned to the meeting at 2:09 p.m.

Moved by Councillor Cindy Jefferies, seconded by Councillor Dianne Wyntjes

Resolved that the Council of the City of Red Deer having considered the report from Community Services, Safe and Healthy Communities dated July 24, 2023 re: Diversity and Inclusion Plan hereby:

1. receives the Community Informed: Diversity & Inclusion Plan as information, and acknowledges the important role government plays in the leadership of this work; and
2. directs Administration to develop a proposed implementation strategy for our organization that honours the City's leadership role within the community

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



MOTION CARRIED

Council recessed at 3:03 p.m. and reconvened at 3:12 p.m.

Councillor Kraymer Barnstable left the meeting at 3:09 p.m.

**5. CLOSED MEETING**

**5.1. Motion to go into a Closed Meeting**

Moved by Councillor Dianne Wytjies, seconded by Councillor Lawrence Lee

Resolved that Council of The City of Red Deer hereby agrees to enter into a Closed Meeting of Council on Monday, July 24, 2023 at 3:14 p.m. and hereby agrees to exclude the following:

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

to discuss the following:

- Permanent Shelter Verbal Report - FOIP Sections 21(1) Disclosure harmful to intergovernmental relations, 23(1) Local public body confidences and 24(1)(a) Advice from officials
- Land Matter - FOIP Sections 16 Disclosure harmful to business interests of a Third party, 23(1) Local public body confidences 24(1)(a) Advice from Official Disclosure harmful to economic and other interests of a public body
- Code of Conduct Matter - FOIP Sections 17 Disclosure harmful to personal privacy, 23 Local public body confidences and 24 Advice from Officials

**IN FAVOUR:** Mayor Ken Johnston, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Vesna Higham, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wytjies

**ABSENT:** Councillor Kraymer Barnstable

MOTION CARRIED



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

The following people were in attendance:

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

City Manager Tara Lode ~~City~~ General Manager Mike Olesen, General Manager Community Services Sarah Tittlemore, General Manager Protective Services Ken McMullen, Acting General Manager Corporate & Employee Services Karen Smilar, Acting General Manager Development Services John Sennema, Chief of Staff Sean McIntyre, Legal & Legislative Services Manager Michelle Baer, Manager of Safe & Healthy Communities Kristin Walsh, Safe & Healthy Communities Supervisor Ryan Veldkamp, Corporate Marketing Supervisor Jill Hanes, Land Coordinator Wade Martens

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

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

The following people were in attendance:

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

City Manager Tara Lode ~~City~~ General Manager Mike Olesen, General Manager Community Services Sarah Tittlemore, General Manager Protective Services Ken McMullen, Acting General Manager Corporate & Employee Services Karen Smilar, Acting General Manager Development Services John Sennema, Chief of Staff Sean McIntyre, Legal & Legislative Services Manager Michelle Baer

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

Councillor Cindy Jefferies declared a conflict of interest and recused herself from item 5.1. 3:45 p.m.



5.1.c. Code of Conduct Matter – FOIP Sections 17 Disclosure harmful to personal privacy, 23 Local public body confidences and 24 Advice from Officials

The following people were in attendance:

Mayor Ken Johnston, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Vesna Higham, Councillor Lawrence Lee, Councillor Dianne Wyntjes

City Manager Tara Lode, General Manager Protective Services Ken McMullen, Acting General Manager Corporate & Employee Services Karen Smilar, Legal & Legislative Services Manager Michelle Baer

Acting City Clerk Jennifer Hankey

Council recessed at 4:30 p.m. and reconvened at 5:01 p.m.

**5.2. Motion to Revert to Open Meeting**

Moved by Councillor Lawrence Lee, seconded by Councillor Victor Doerksen

Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on July 24, 2023 at 5:01 p.m.

**IN FAVOUR:** Mayor Ken Johnston, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Vesna Higham, Councillor Lawrence Lee, Councillor Dianne Wyntjes

**ABSENT:** Councillor Kraymer Barnstable, Councillor Cindy Jefferies

MOTION CARRIED

Councillor Cindy Jefferies returned to the meeting at 5:02 p.m.

**6. PUBLIC HEARINGS**

**6.1. Land Use Bylaw Amendment 3357/I-2023. Site Exception at 6970 Taylor Drive**

Mayor Ken Johnston declared open the Public Hearing for Land Use Bylaw Amendment 3357/I-2023 - Site Exception at 6970 Taylor Drive at 5:03 p.m.

Councillor Kraymer Barnstable returned to the meeting at 5:07 p.m.



Mayor Ken Johnston declared the Public Hearing closed at 5:08 p.m.

**6.1.a. Consideration of Second Reading of Bylaw 3357/I-2023**

Moved by Councillor Lawrence Lee, seconded by Councillor Dianne Wyntjes

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

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

MOTION CARRIED

**6.1.b. Consideration of Third Reading of Bylaw 3357/I-2023**

Moved by Councillor Lawrence Lee, seconded by Councillor Dianne Wyntjes

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

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

MOTION CARRIED

**7. CLOSED MEETING**

**7.1. Motion to go into a Closed Meeting**

Moved by Councillor Dianne Wyntjes, seconded by Councillor Lawrence Lee

Resolved that Council of The City of Red Deer hereby agrees to enter into a Closed Meeting of Council on Monday, July 24, 2023 at 5:15 p.m. and hereby agrees to exclude the following:

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



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- And all non-related staff members

to discuss the following:

- Code of Conduct Matter – FOIP Sections 17 Disclosure harmful to personal privacy, 23 Local public body confidences and 24 Advice from Officials

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

**ABSENT:**

MOTION CARRIED

Councillor Cindy Jefferies declared a conflict of interest and recused herself from item 7.1. 5:17 p.m.

7.1.a. Code of Conduct Matter – FOIP Sections 17 Disclosure harmful to personal privacy, 23 Local public body confidences and 24 Advice from Officials

The following people were in attendance:

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

City Manager Tara Lode, General Manager Mike Olesen, General Manager Protective Services Ken McMullen, Acting General Manager Corporate & Employee Services Karen S, Legal & Legislative Services Manager Michelle Baer

Acting City Clerk Jennifer Hankey

Councillor Kraymer Barnstable left the meeting at 5:20 p.m and didn't return.

## 7.2. Motion to Revert to Open Meeting

Moved by Councillor Dianne Wyntjes, seconded by Councillor Lawrence Lee

Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on July 24, 2023 at 5:26 p.m.

**IN FAVOUR:** Mayor Ken Johnston, Councillor Bruce Buruma, Councillor



Michael Dawe, Councillor Victor Doerksen, Councillor Vesna Higham, Councillor Lawrence Lee, Councillor Dianne Wyntjes

**ABSENT:** Councillor Kraymer Barnstable, Councillor Cindy Jefferies

MOTION CARRIED

Councillor Cindy Jefferies returned to the meeting at 5:30 p.m.

**8. BUSINESS ARISING FROM CLOSED MEETING**

Moved by Councillor Victor Doerksen, seconded by Councillor Michael Dawe

Resolved that Council of The City of Red Deer having considered the closed meeting report pursuant to FOIP Sections 24(1)(a) Advice from Officials and 25 Disclosure harmful to economic and other interests of a public body re: Land Matter hereby agree to Option 1

**IN FAVOUR:** Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Vesna Higham, Councillor Cindy Jefferies, Councillor Lawrence Lee, Councillor Dianne Wyntjes

**OPPOSED** Mayor Ken Johnston

**ABSENT** Councillor Kraymer Barnstable

MOTION CARRIED

Councillor Cindy Jefferies declared a conflict of interest and recused herself at 5:31 p.m.

Moved by Councillor Victor Doerksen, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the July 24, 2023 Investigation Report in the matter of a public complaint filed against Councillor Cindy Jefferies under the Council Code of Conduct Bylaw hereby:

1. accepts the July 24, 2023 Investigation Report and the finding that Councillor Cindy Jefferies did breach Section 7.1. Code of Conduct Bylaw;
2. resolves to impose no sanctions since this matter was adjudicated and been deemed 'concluded' by Elections Alberta;
3. authorizes Administration to publish the entire Investigation Report and appendices subject to compliance with the Freedom of Information and Protection of Privacy Act and



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4. directs Administration to publish all Candidates Campaign Disclosure Statement Financial Statement - Form 26 on The City of Red Deer webpage for a period of 4 y post-election.

**IN FAVOUR:** Mayor Ken Johnston, Councillor Bruce Buruma, Councillor Michael Dawe, Councillor Victor Doerksen, Councillor Vesna Higham, Councillor Lawrence Lee, Councillor Dianne Wyntjes

**ABSENT:** Councillor Kraymer Barnstable, Councillor Cindy Jefferies

MOTION CARRIED

**9. ADJOURNMENT**

Moved by Councillor Bruce Buruma, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby agrees to adjourn the Monday July 24, 2023 Regular Council Meeting of Red Deer City Council at 5:35 p.m.

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

**ABSENT:** Councillor Kraymer Barnstable, Councillor Cindy Jefferies

MOTION CARRIED

\_\_\_\_\_  
MAYOR

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



## Council Representation on Alberta Municipalities Board of Directors

Prepared by: Colin Connon, Research, Policy, and Council Administration Specialist  
Department: Office of the Mayor and Council

### **Report Summary and Recommendations**

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Red Deer City Council has not had representation on the Alberta Municipalities (formerly Alberta Urban Municipalities Association) Board of Directors since 2016/17.

Participating on a committee provides an opportunity to influence the direction of policy and programs. In addition, a Director will gain greater awareness of key initiatives to bring back to The City of Red Deer.

It is recommended that Council endorse Councillor \_\_\_\_\_ to seek election to the position of Director, Cities up to 500,000 population on the Alberta Municipalities Board of Directors.

### **Proposed Resolution**

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Resolved that Council of The City of Red Deer having considered the Closed Report from the Office of the Mayor and Council dated August 21, 2023 re: Council Representation on Alberta Municipalities (AM) Board of Directors hereby endorse the nomination of Councillor \_\_\_\_\_ to seek election to the position of Director, Cities up to 500,000 population on the Alberta Municipalities Board of Directors.

### **Rationale for Recommendation**

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- 1. Representation on the Alberta Municipalities Board of Directors advances Red Deer's voice within a provincial forum.**
- 2. Representation on the Alberta Municipalities Board of Directors enhances City Council's awareness of provincial issues and initiatives.**
- 3. The cost to the City of Red Deer is minimal.** Total cost is up to \$1000 to cover election related expenses. Travel and participation in meetings as an Alberta Municipalities Board Director is reimbursed directly by Alberta Municipalities.

## **Background**

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The Alberta Municipalities Board of Directors is made up of elected officials from across the province. Red Deer falls in the category of Cities up to 500,000 population, where there are two designated Director positions (2-year terms) and a Vice President position (1-year term) up for election at the 2023 Annual Meeting and Trade Show.

There are monthly regular board meetings and board members are expected to serve on at least one Board committee. Election to the board will require a minimum commitment of 9 hours of meeting time per month, plus preparation time. Board members are also encouraged to visit their zone members during their two-year term.

To run as Vice President or President, a Council endorsement is required by Alberta Municipalities. To run for the Board of Directors, Alberta Municipalities does not require a Council resolution; however, City of Red Deer Councillors have historically sought endorsement from their colleagues, and it is required to enable campaign spending as per Council Policy GP-C-2.3. This will also allow the potential for a successful Director to let their name stand as a Vice President.

### **Strategic Alignment**

Engaged and Connected City (Strategic Plan)

- Lasting and meaningful relationships with other orders of government.

### **Timelines and Impending Deadlines**

Applications for Alberta Municipalities Board of Directors must be submitted by September 2023.

Alberta Municipalities Board of Directors elections will occur September 29, 2023, at the annual convention and trade show.

## **Analysis**

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### **Financial**

As per Council Policy GP-C-2.3 up to \$1000 will be provided from 150.7381 to cover election related expenses if an election is required for participation on external boards a Councillor has been formally appointed to by Council.

**Appendix A:** 2023 Alberta Municipalities Candidate Information and Nomination Package

# 2023 Alberta Municipalities Board Elections

## Candidate Information and Nomination Package



 **Alberta  
Municipalities**  
Strength  
In Members

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## Introduction

The 2023 Alberta Municipalities Board elections will be held during the Association's Annual Convention on September 29, 2023.

This package provides information to individuals interested in participating in the nomination and election for Board positions. Prospective Board candidates are encouraged to contact [Returning Officer](#) for further information on the role and responsibilities of a Board Member.

## Positions Available

The following Board positions are up for election this year:

- President - two-year term
- Director, Cities up to 500,000 - two-year term (2 positions)
- Director, Towns East - two-year term
- Director, Villages South - two-year term
- Director, Villages West - one-year term (By-election)
- Director, Summer Villages - two-year term
- Vice-President, Cities up to 500,000 - one-year term
- Vice-President, Towns - one-year term
- Vice-President, Villages and Summer Villages - one-year term

## Board Role and Responsibilities

The role of the Board is to provide informed leadership for Alberta Municipalities on behalf of Association policies and initiatives. Each Board member is responsible for advancing the interests of the Association programs, issues and policies. Key Board responsibilities include:

- Developing and evaluating the specific advocacy programs and services of the Association.
- Ensuring that the powers, duties and functions of the Association are appropriately carried out.
- Carrying out the powers, duties and functions expressly given to it under legislation and the Bylaws and policies of the Association.
- Monitoring and influencing government legislation, programs and policies which impact the membership.
- Ensuring effective, credible relations in respect of advocacy are maintained with member municipalities, provincial government and other organizations.
- Apprising the membership of significant national and provincial trends and/or issues that affect local governments and taking action to ensure their interests are known to decision makers.
- Monitoring, as the sole shareholder, the Association's interest in the Alberta Municipal Services Corporation (AMSC).
- Establishing a mandate for itself and for Administration on an annual basis and approving a business plan to achieve its mandate.

## Eligibility

Complete details on standing for election are outlined in the Association’s Election Procedures Handbook generally those eligible to stand in an election must:

- be an elected official of a Regular Member in good standing,
- submit a completed nomination in the form prescribed by the Returning Officer,
- be nominated by at least two other elected representatives of Regular Members in good standing
- for President or Vice-President positions, have the nomination approved by a motion of the council nominee’s municipality.

## Ideal Board Member Profile

Alberta Municipalities seeks committed Board members with high ethical standards and an interest in the best interests of the Association and its members. Experience serving on public/private sector or not-for-profit boards is desirable. While not required, other desirable competencies include:

- Board Governance
- Municipal Governance/Operations
- Business Administration/Management
- Legal/Regulatory
- Human Resources
- Accounting/Financial
- Risk Management
- Public Relations/Media
- Information Technology
- Strategic Planning

## Time Commitment

Below is the estimated amount of time necessary for an individual to fulfill their role as a Board member. Board members are also expected to attend additional retreats, meetings, or education sessions as required from time to time.

Boards members are encouraged to visit their zone members during their two-year term and email their zone members twice per year.

Regular Scheduled Board Meetings	Board meetings are held monthly, except for July. Meetings begin at 9:00 am (allow 5-6 hours per meeting). <b>*Please note that the first meeting of the new Board will commence immediately following the close of Conventions.</b>
Board Member Orientation Session	New Board Members are required to attend orientation sessions prior to the October 2023 Board meeting (allow 3 -5 hours).

In addition, each Board member is expected to serve on at least one Board committee. The current Board committees are:

Executive Committee	Committee meetings are held monthly and begin at 9:00 am (allow 4-6 hours per meeting).
Municipal Governance Committee	Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).
Sustainability and Environment Committee	Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).
Safe and Healthy Communities Committee	Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).
Infrastructure Committee	Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).
Small Communities Committee	Committee meetings are held three times per year and begin at 9:00 am (allow 4-6 hours per meeting).
Economic Strategy Committee	Committee will meet a minimum of twice per year. Meetings begin at 9:00 am (allow 4-6 hours per meeting).
Human Resources Committee	Committee will meet a minimum of twice per year. Meetings begin at 9:00 am (allow 4-6 hours per meeting).
Audit and Finance Committee	Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).
Investment Advisory Committee	Committee will meet a minimum of twice per year. Meetings begin at 9:00 am (allow 4-6 hours per meeting).

## Member Engagement

As a member-driven organization, Alberta Municipalities thrives on consistent and genuine member engagement. Given this, Board members are expected to utilize the tools and resources provided by the Association to engage with the members within their respective zones.

Board members are encouraged to visit their zone members during their two-year term and email their members twice per year.

## Honoraria and Expenses

Board members are entitled to receive honoraria for their service on the Board, committee, or task force. They are also reimbursed for expenses incurred on Association's business in accordance with the Association's policy. Board members also receive an allowance for professional development.

## Nomination Papers

Nomination Papers for each Board position are provided in Appendices B, C and D.

## Nomination Deadline

**The deadline for receipt of nomination documents is 11:59 p.m., Thursday, September 21, 2023.**

Your nomination documents must be submitted by email to [ReturningOfficer@abmunis.ca](mailto:ReturningOfficer@abmunis.ca)

## Appendix A - Electoral Zones

Towns East	Towns West	Towns South	Villages East	Villages West	Villages South
Athabasca	Barrhead	Banff	Alliance	Alberta Beach	Acme
Bashaw	Beaverlodge	Bassano	Amisk	Alix	Arrowwood
Blackfalds	Bentley	Bow Island	Andrew	Bawlf	Barnwell
Bon Accord	Bowden	Canmore	Boyle	Berwyn	Barons
Bonnyville	Calmar	Cardston	Chauvin	Big Valley	Beiseker
Bruderheim	Devon	Carstairs	Chipman	Bittern Lake	Carbon
Castor	Drayton Valley	Claresholm	Clyde	Breton	Carmangay
Coronation	Eckville	Coaldale	Consort	Caroline	Champion
Daysland	Edson	Coalhurst	Czar	Clive	Coutts
Elk Point	Fairview	Cochrane	Edgerton	Delburne	Cowley
Gibbons	Falher	Crossfield	Forestburg	Donalda	Cremona
Hardisty	Fox Creek	Crowsnest Pass	Glendon	Donnelly	Delia
Innisfail	Grimshaw	Diamond Valley	Halkirk	Edberg	Duchess
Killam	High Level	Didsbury	Heisler	Elnora	Empress
Lac La Biche County	High Prairie	Drumheller	Holden	Girouxville	Foremost
Lamont	Hinton	Fort Macleod	Hughenden	Hay Lakes	Glenwood
Legal	Jasper	Hanna	Innisfree	Hines Creek	Hill Spring
Millet	Manning	High River	Irma	Nampa	Hussar
Morinville	Mayerthorpe	Improvement District	Kitscoty	Rosalind	Kananaskis
Mundare	McLennan	No. 9 (Banff National	Lougheed	Rycroft	Improvement District
Ponoka	Onoway	Park)	Mannville	Spring Lake	Linden
Provost	Peace River	Irricana	Marwayne	Warburg	Lomond
Redwater	Penhold	Magrath	Myrnam		Longview
Sedgewick	Rainbow Lake	Milk River	Paradise		Milo
Smoky Lake	Rimbey	Nanton	Valley		Morrin
Stettler	Rocky	Nobleford	Ryley		Munson
St. Paul	Mountain	Okotoks	Veteran		Rockyford
Tofield	House	Olds	Vilna		Rosemary
Trochu	Sexsmith	Oyen	Waskatenau		Standard
Two Hills	Slave Lake	Picture Butte			Stirling
Vegreville	Spirit River	Pincher Creek			Warner
Vermilion	Stony Plain	Raymond			Youngstown
Viking	Swan Hills	Redcliff			
Wainwright	Sylvan Lake	Redwood Meadows			
	Thorsby	Stavelly			
	Valleyview	Strathmore			
	Wembley	Sundre			
	Westlock	Taber			
	Whitecourt	Three Hills			
		Vauxhall			
		Vulcan			
<b>Cities up to 500,000</b>			<b>Cities over 500,000</b>		
Airdrie		Lethbridge	Calgary		<i>All Summer Villages vote for the Summer Village Director and for the Vice-President Villages and Summer Villages</i>
Beaumont		Lloydminster	Edmonton		
Brooks		Medicine Hat			
Camrose		MD of Mackenzie No. 23			
Chestermere		Red Deer			
Cold Lake		Regional Municipality of Wood Buffalo			
Fort Saskatchewan		St. Albert			
Grande Prairie		Spruce Grove			
Lacombe		Strathcona County			
Leduc		Wetaskiwin			

# Appendix B

## Part A - Nomination Paper for Board of Directors

We, the undersigned, duly nominate \_\_\_\_\_ of  
 \_\_\_\_\_ NAME  
 \_\_\_\_\_ MUNICIPALITY \_\_\_\_\_ POSITION ON COUNCIL

- as a candidate in the election to be held for a two-year term for the office of:
- Cities up to 500,000 Directors (two to be elected by Cities up to 500,000 voting delegates)
  - Towns East Director (one to be elected by Towns East voting delegates)
  - Villages South Director (one to be elected by Villages South voting delegates)
  - Summer Villages Director (one to be elected by Summer Villages voting delegates)
- as a candidate in the By-election to be held for a one-year term for the office of:
- Villages West Director (one to be elected by Villages West voting delegates)

<b>NOMINATORS</b>		
To be signed by two (2) elected officials from Association member municipalities of the relevant classification. Should the signatories not be elected officials from Association member municipalities of the relevant classification, the nomination will be disqualified.		
_____ PRINT NAME	_____ SIGNATURE	_____ MUNICIPALITY
_____ PRINT NAME	_____ SIGNATURE	_____ MUNICIPALITY

**The candidate's biography is included with this Nomination Paper (please check)**

**The nomination deadline is 11:59 p.m., Thursday, September 21, 2023**  
**Completed nomination documents are to be submitted by email to [ReturningOfficer@ab.ca](mailto:ReturningOfficer@ab.ca)**

# Appendix B

## PART B - Candidate's Acceptance

<b>CANDIDATE'S ACCEPTANCE</b>		
CANDIDATE'S NAME	CANDIDATE'S SIGNATURE	CANDIDATE'S EM
<p>By signing this form, I declare that:</p> <ol style="list-style-type: none"> <li>1. I am eligible to be elected to the office,</li> <li>2. I will carry out the duties and responsibilities of the office if elected,</li> <li>3. I will be bound by the Association's Policy BD010 - Board Member Ethics, Code of Conduct and Conflict of Interest and the disclosure provisions of Articles 8 and 9 of the Association's Bylaws</li> <li>4. I authorize the Association to publish my biography in Association publications including, but not limited to, the Association's website and The Weekly.</li> </ol>		

<p><b>Please check one of the following:</b></p> <p><input type="checkbox"/> I will be attending the Convention in-person</p> <p><input type="checkbox"/> I will be attending the Convention virtually</p>
--

# Appendix C

## Part A - Nomination Paper for President

We, the undersigned, duly nominate \_\_\_\_\_ of  
 \_\_\_\_\_ NAME  
 \_\_\_\_\_ MUNICIPALITY \_\_\_\_\_ POSITION ON COUNCIL  
 as a candidate in the election to be held for a two-year term for the office of President.

### NOMINATORS

To be signed by two (2) elected officials from Association member municipalities of the relevant classification. Should the signatories not be elected officials from Association member municipalities of the relevant classification, the nomination will be disqualified.

_____ PRINT NAME	_____ SIGNATURE	_____ MUNICIPALITY
_____ PRINT NAME	_____ SIGNATURE	_____ MUNICIPALITY

### APPROVED BY MOTION OF COUNCIL

To be signed by the City Clerk/Municipal Secretary of the candidate's municipality confirming, through checking the minutes of Council, that the candidate's nomination has been approved.

_____ COUNCIL MEETING DATE	_____ MUNICIPALITY	_____ CITY CLERK/MUNICIPAL SECRETARY SIGNATURE
-------------------------------	-----------------------	---

**The candidate's biography is included with this Nomination Paper (please check)**

**The nomination deadline is 11:59 p.m., Thursday, September 21, 2023  
 Completed nomination documents are to be submitted by email to [Returning Officers](#)**

# Appendix C

## PART B - Candidate's Acceptance

<b>CANDIDATE'S ACCEPTANCE</b>		
CANDIDATE'S NAME	CANDIDATE'S SIGNATURE	CANDIDATE'S EMAIL
<p>By signing this form, I declare that:</p> <ol style="list-style-type: none"> <li>1. I am eligible to be elected to the office,</li> <li>2. I will carry out the duties and responsibilities of the office if elected,</li> <li>3. I will be bound by the Association's Policy BD010 - Board Member Ethics, Code of Conduct and Conflict of Interest and the disclosure provisions of Articles 8 and 9 of the Association's Bylaws and</li> <li>4. I authorize the Association to publish my biography in Association publications including, but not limited to, the Association's website and The Weekly.</li> </ol>		

<p><b>Please check one of the following:</b></p> <p><input type="checkbox"/> I will be attending the Convention in-person</p> <p><input type="checkbox"/> I will be attending the Convention virtually</p>
--

# Appendix D

## Part A - Nomination Paper for Vice-President

We, the undersigned, duly nominate \_\_\_\_\_ of

NAME

\_\_\_\_\_ MUNICIPALITY

\_\_\_\_\_ POSITION ON COUNCIL

as a candidate in the election to be held for a one-year term of:

- Vice-President, Cities up to 500,000
- Vice President, Towns
- Vice-President, Villages and Summer Villages

### NOMINATORS

To be signed by two (2) elected officials from Association member municipalities of the relevant classification. Should the signatories not be elected officials from Association member municipalities of the relevant classification, the nomination will be disqualified.

\_\_\_\_\_ PRINT NAME

\_\_\_\_\_ SIGNATURE

\_\_\_\_\_ MUNICIPALITY

\_\_\_\_\_ PRINT NAME

\_\_\_\_\_ SIGNATURE

\_\_\_\_\_ MUNICIPALITY

### APPROVED BY MOTION OF COUNCIL

To be signed by the City Clerk/Municipal Secretary of the candidate's municipality confirming, through checking the minutes of Council, that the candidate's nomination has been approved.

\_\_\_\_\_ COUNCIL MEETING DATE

\_\_\_\_\_ MUNICIPALITY

\_\_\_\_\_ CITY CLERK/MUNICIPAL SECRETARY SIGNATURE

**The candidate's biography is included with this Nomination Paper (please check)**

**The nomination deadline is 11:59 p.m., Thursday, September 21, 2023**  
**Completed nomination documents are to be submitted by email to [ReturningOfficer@](#)**

# Appendix D

## PART B - Candidate's Acceptance

<b>CANDIDATE'S ACCEPTANCE</b>		
CANDIDATE'S NAME	CANDIDATE'S SIGNATURE	CANDIDATE'S EMAIL
<p>By signing this form, I declare that:</p> <ol style="list-style-type: none"> <li>1. I am eligible to be elected to the office,</li> <li>2. I will carry out the duties and responsibilities of the office if elected,</li> <li>3. I will be bound by the Association's Policy BD010 - Board Member Ethics, Code of Conduct and Conflict of Interest and the disclosure provisions of Articles 8 and 9 of the Association's Bylaws and</li> <li>4. I authorize the Association to publish my biography in Association publications including, but not limited to, the Association's website and The Weekly.</li> </ol>		

<p><b>Please check one of the following:</b></p> <p><input type="checkbox"/> I will be attending the Convention in-person</p> <p><input type="checkbox"/> I will be attending the Convention virtually</p>
--



# Alberta Municipalities

## Strength In Members

Connect

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Edmonton, AB T6E 6E6  
780.433.4431 ■ 310.MUNI

[abmunis.ca](http://abmunis.ca)





August 21, 2023

## Hosting of 2024 Alberta Municipalities Conference and Trade Show

Prepared by Tara Shand, Corporate Communications Manager  
Department Community and Public Relations

### **Report Summary**

---

This report is provided to City Council with the intent to seek endorsement for hosting of the Alberta Municipalities Conference and Trade Show every three years on an ongoing basis starting in 2024 in Red Deer.

Budget approvals for this event would be brought forward in each multi year budget as one-time costs.

### **Proposed Resolution**

---

Resolved that Council of The City of Red Deer having considered the report from Community and Public Relations dated August 21, 2023, re: Red Deer Hosting of Alberta Municipalities Conference and Trade Show hereby endorses The City of Red Deer hosting the Alberta Municipalities Conference and Trade Show every three years starting in 2024.

### **Rationale for Recommendation**

---

Administration recommends City Council approve hosting the Alberta Municipalities Conference and Trade Show on a three-year rotational basis starting in 2024 with any necessary budget requests and/or implications brought back to City Council as part of the regular budget process.

This recommendation is made with the following in mind:

1. Hosting AM is an opportunity to showcase our community as an event hosting destination. This is consistent with our major events strategy.
2. It allows us to demonstrate our leadership within Alberta Municipalities and build relationships with our municipal partners.
3. It is good for economic development. The conference draws approximately 1,000 delegates. The total economic impact of the 2018 AUMA Conference and Trade Show was \$2,072,583.

## **Background**

---

The Alberta Municipalities Annual Convention and Trade Show is an annual event that brings together more than 1,000 leaders from across the province of Alberta.

The City of Red Deer hosted its first convention and trade show in 1991 and again in 2018. In 2018 it was deemed a success by trade-show organizers, attendees, and The City of Red Deer. The conference brought with it economic development opportunities within the City of Red Deer.

### **Why host the conference?**

In 2018, The total economic impact of the 2018 AUMA Conference and Trade Show was \$2,072,583. The economic impact was determined through Destinations International Event Impact Calculator. The Ministry of Economic Development, Trade and Tourism completed a model on The City's behalf. Red Deer's strategic location within the province makes the city ideally situated to host meetings and conferences such as AUMA. The 2018 conference and trade show involved:

- 1,128 registered delegates.
- Delegate partners/guests in attendance but no tracking of actual numbers by AUMA.
- Trade show consisted of 148 booth spaces (10' x 10' each) with 332 trade show booth workers in Red Deer.
- 700 guests attended "A Red Deer Affair" - The City's host night.
- 60 AUMA staff, FMAV staff (the contracted production company) and contractors in Red Deer.

According to AUMA's 2018 Convention Satisfaction Survey results:

- 91 per cent of those in attendance rated their level of satisfaction with Red Deer's Conference as satisfied or very satisfied, i.e. access, space, service, etc.
- 96 per cent of those attending "A Red Deer Affair" (The City's host night) rated their level of satisfaction as satisfied or very satisfied.

### **What is a host municipality responsible for?**

In the past, each host municipality was responsible for sponsorship of at least \$40,000 and hosting of a municipal reception. The host city must also provide for shuttle transportation between hotels and the meeting facility. The City organizes this shuttle service, but Alberta Municipalities cover costs associated with the service. The host city is responsible for:

- Municipal Reception Host Night
- Transportation Coordination
- Community Promotions
- Local Context and Knowledge

**What is Alberta Municipalities responsible for?**

The conference and tradeshow are the responsibility of Alberta Municipalities, including but not limited to venue, logistics, tradeshow vendors, conference agenda and cost. The host municipality partners with Alberta Municipalities to provide local context and host a municipal reception as part of the conference.

**What will the 2024 Conference look like?**

We do not yet have a schedule of events for the full conference in 2024 as Alberta Municipalities is in the planning stages. We are working in partnership with Alberta Municipalities as we plan for a municipal reception during the 2024 Alberta Municipalities Conference and Tradeshow.

At this time, have the following details related to the 2024 conference and tradeshow:

- In 2024, the conference runs September 23 until 27.
- The City of Red Deer will host a municipal reception on Thursday, September 26, 2024.
- We have budgeted approximately \$110,000 for the event in 2024, and anticipate costs would be similar each year, if City Council proceed with a decision to host future conferences.
- The host night will be held at Red Deer Casino Special Events Centre.

**Financial Considerations**

More information will be shared with City Council as information is shared with us from Alberta Mall. Budget requests associated with the conference in 2024 are already approved. In 2023, City Council approved \$150,000 for hosting of the 2024 AM Conference and Tradeshow (\$40,000 one-time in 2023 and \$110,000 one-time in 2024) The funding is used for promotional costs, booking, logistics.

There would be no further budget requests in advance of 2024. If Council supports hosting the conference on a regular rotational basis, Administration, would be building the expenses into our budget to come from reserves. The amount would be similar each year (approximately \$150,000) unless Council or AM changed the expectations or deliverables of the host.



Dear Ms. Lodewyk,

Bringing municipal leaders together to discuss common challenges is at the core of what Alberta Municipalities does, and our events are a key component to our success. The Alberta Municipalities Annual Convention and Trade Show is our signature event, bringing together more than 1,000 leaders from across the province.

In 2018 we hosted our first Convention and Trade Show in Red Deer and, from our perspective, it was a huge success. While there were learning opportunities, it was clear that the City of Red Deer and its local business partners have the capacity to host this event moving forward.

As we prepared for our Conventions in 2024, 2025 and 2026, an RFP/application process was presented to the Cities of Red Deer, Calgary, and Edmonton, to have them confirm their interest for their respective year. Through their application, along with hosting the 2018 Convention, it was clear that Red Deer met the hosting criteria, which includes sufficient Convention space, hotel room minimums, available support staff, and host reception financial commitments.

Based on this process, the Alberta Municipalities Board of Directors approved Red Deer as a host for 2024, along with 2027, and then continuing a three-year rotation alongside Edmonton and Calgary moving forward.

We would like to request that the City Council endorse hosting the Alberta Municipalities and Trade Show on an ongoing basis. This would insert Red Deer into a three-year rotation along with the City of Edmonton and the City of Calgary, starting in 2024 - which has already been approved by council.

I look forward to hearing the outcome of this request, and we cannot wait to be back in your city in 2024. If you have any questions or concerns, please do not hesitate to contact me at any time.

A handwritten signature in blue ink, appearing to read "Dan Rude", is positioned above the typed name.

Dan Rude  
CEO  
Alberta Municipalities



August 21, 2023

# Land Use Bylaw Amendment 3357/J-2023 Omnibus Amendment

Prepared by Jerreck Connors, Planner  
Department City Planning and Growth

## **Report Summary and Recommendations**

---

City Administration has initiated this omnibus Land Use Bylaw (LUB) amendment to provide City staff and the public with clear interpretation and increased flexibility in implementing the LUB.

The proposed omnibus amendment aims to improve clarity and consistency in a number of areas including:

1. Clarifying Development Permit requirements for when Change of Use occurs
2. Outlining how Temporary Buildings and Shipping Containers are included under Accessory Buildings for Permitted/Discretionary Use purposes
3. Clarifying variance permissions for Accessory Building widths in Residential Areas
4. Removing walkout marking requirements for NASPs and ARPs
5. Clarifying setback variance margin of error applies post-build only for builder's error that may appear on an RPR, and align with practice of applying to all Accessory Buildings not just Garages.
6. Identifying that stairs leading to/from a balcony, deck, or similar structure already projecting into the rear yard may have an additional 1.5m projection
7. Adding flexibility to how site exceptions are considered and evaluated
8. Adding that laser projection signs fall under 'Dynamic Signs' definition for regulating purposes
9. Performing assorted alignment edits to match department practices and/or other legislation (e.g. aligning Landfill/Wastewater setback variance request requirements updates to Provincial regulations, outlining criteria for how Development Officers decide when Change of Use applications avoid requiring a permit)
10. Performing minor text cleanups

Administration supports first reading to the proposed Land Use Bylaw amendments.

## Proposed Resolution

---

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

If first reading is given, this Bylaw will be advertised with a Public Hearing to be held at the Monday, September 18, 2023 Council Meeting.

## Rationale for Recommendation

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### 1. The amendment improves efficiency in the application of the LUB.

The proposed amendments clarify several definitions and regulations which reduces interpretation errors, and clearly outlines application requirements to avoid confusion regarding submission expectations.

### 2. The amendment better aligns the LUB with standard practices and other pieces of legislation.

The proposed amendments help align departmental practices providing more transparency to applicants, and additional adjustments are made to in conformance with Provincial legislation.

## Background

---

City Administration has initiated this Land Use Bylaw (LUB) amendment to provide City staff and the public with a clear interpretation and implementation of the LUB. The proposed amendments were identified by Administration where the LUB could be improved to reduce red tape, align with other regulations, and reflect new development trends. This omnibus addresses the needs of external applicants with immediate development needs.

### Strategic Alignment

The application supports the Municipal Development Plan policies by creating positive economic environments, promoting a vision focused on quality of life through land use policies and encouraging more efficient use of land.

See Appendix A for more information.

### Stakeholder Consultation

The amendment has been referred to several City departments and all comments have been considered and are reflected in the proposed Bylaw.

Public consultation was not conducted as it is not a typical practice for Omnibus bills, which serve as a form of 'clean up' to the land Use Bylaw, generally seeking to better tie the Bylaw wording with the practices, services, and legislative requirements performed by Administration. Regardless of this practice, the public will have an opportunity to weigh in on the Omnibus as part of a scheduled Public Hearing to occur on ~~Monday~~ **September 18, 2023**.

## **Analysis**

---

The proposed amendments are focused on aligning practices and bringing increased clarity to the Land Use Bylaw. This allows for improved efficiency for staff and a more business-friendly approach for customers.

A detailed breakdown of the Bylaw changes and corresponding rationale is included in Appendix B to this report.

### **Financial**

There are no direct financial or budget implications because of the proposed recommendations.

### **Regulatory and Compliance**

Apart from providing clarity to definitions and regulations, there are no legal implications from approving the proposed bylaw.

## **Appendices**

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Appendix A - Strategic Alignment

Appendix B - Existing and Proposed Bylaw Comparison

**BYLAW NO. 3357/J-2023**

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

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

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

1. Section 1.2(2)(u) is deleted and replaced with the following:

“(u) a change of use of a Building or part of a Building from a Permitted Use to another Permitted Use within the same District, where the uses are similar, there is no increase in the intensity of the use of land or a Building, and the use does not require a variance; this does not apply to Dwelling Units in the C1 District due to parking requirements that must be satisfied.”

2. The definition of “Accessory Building” in section 1.3 is deleted and replaced with the following:

“**Accessory Building** means a secondary Building on a Site, the use of which is subordinate and naturally incidental to that of the Principal Building on the same Site and may include Temporary Buildings.”

3. The definition of “Temporary Building” in section 1.3 is deleted and replaced with the following:

“**Temporary Building** means a Building or Structure used on a temporary basis, without a below grade foundation, and may include a shipping container.”

4. The definition of “Call Centre” in Section 1.3 is amended to read as follows:

“**Call Centre** means a minimum 1398 facility with more than 50 employees who provide information on sales, goods and services, take orders for sales, goods and services, or provide technical after sales support to customers, by telephone, e-mail or other telecommunication technologies, but does not include other office uses.”

5. Section 1.4(3)(g)(i) is deleted in its entirety.

6. Section 2.7(1)(j) is amended to read:

“May, where the test set out in section 2.7(i) is met, approve, with or without conditions, a variance related to the following regulations:”

and a new subsection is added as follows:

“(ix) maximum width of Accessory Buildings in Residential districts;”

7. Section 2.24(1) is deleted and replaced with the following:

“If an applicant for a Development Permit on a Site wholly or partially situated within a Landfill/Wastewater Treatment Plant setback submits a report from a professional engineer addressing the criteria for a variance stipulated in the Guideline for Setback Reviews published by the Department of Environment and Parks, as amended, the Development Authority or Subdivision Authority has discretion to vary the setback.”

8. Section 3.5(4)(d) is deleted in its entirety;

and a new Section 3.5(6) is added as follows:

“(6) Where after being built an Accessory Building or detached Garage is identified on a Real Property Report (RPR) to have been built in an error of not less than 90% or more than 10% of the required setback distance, and provided the structure does not encroach on an easement, it is deemed to still be compliant with the corresponding setback regulation subsection.”

9. Section 4.1.2(1)(a)(ii) is deleted and replaced with the following:

“(ii) Detached Dwelling Unit with mandatory front attached Garage”

10. ‘Table 4.4 R2 Regulations’ in Section 4.4(2)(d) shall have the requirements of ‘Building Height Maximum’ amended to read as follows:

“2 storeys with a maximum total height of 10.0 m measured from the average of the lot grade except:

- Multiple family building as per subsection 4.4 (1)(b)(xiii)
- 3 storeys for an Assisted Living Facility”

11. Section 4.7(5)(a)(ii) is amended to read as follows:

“(ii) Rear Yard: a canopy, eaves, or chimney that projects not more than 1.5 m over or on a minimum Rear Yard, an unenclosed veranda, balcony, steps, or barrier-free ramp, that projects not more than 3.0 m over or on a minimum Rear Yard, or steps leading to or from a balcony, deck, or similar structure that project not more than 1.5 m over the maximum permitted projection of the structure.”

12. Section 8.22(1)(b) is deleted in its entirety;

and Section 8.22(1)(c) is deleted and replaced with the following:

“(c) An applicant for an exception to the uses or regulations of a District must as part of the application for the exception, submit a written statement indicating why, in the applicant’s opinion:

- (i) an exception is necessary and the proposed Development cannot proceed without an exception;
- (ii) redistricting to another District cannot achieve the same result, with or without relaxations of this Bylaw; or
- (iii) the exception cannot be addressed by conditions imposed by the Subdivision or Development Authorities.”

13. The definition of “Dynamic” in Section 11.5 is amended to read as follows:

**“Dynamic** means components of a Sign that move or appear to move or change and includes, but is not limited to, displays incorporating technology or methods allowing the image on the Copy Area to change, such as rotating panels, LED lights manipulated through digital input, laser projection, or digital ink.”

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

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

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

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

\_\_\_\_\_  
MAYOR

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

## APPENDIX A

---

### Strategic Alignment

#### Municipal Development Plan

##### 3.2 Guiding Principles

1. Promote a vision focused on the quality of life for residents and the sustainability of Red Deer through the use of land use policies, development guidelines and procedures.

##### 5.17 Efficiency of Land Use

The City should promote intensification of the urban areas by ensuring its design guidelines and specifications encourage the efficient use of land.

##### 6.2 Creating a Positive Business Environment

The City should foster a competitive business climate through policies and actions that help maintain competitive operating costs and streamline approval processes and timelines.

## APPENDIX B

### Existing and Proposed Bylaw Comparison

*Italics* - indicate new text added

~~Strikethrough~~ - indicates text removed

<b>Adjustments to Align with Department Practices or Other Legislation</b>			
<b>Bylaw Item</b>	<b>Existing</b>	<b>Proposed</b>	
1.	<p>1.2(2)(u)</p> <p>(u) A change of use of a Building or part of a Building from a Permitted Use to another Permitted Use within the same District that does not require a variance, except Dwelling Units in the C1 District due to parking requirements that must be satisfied.</p>	<p>1.2(2)(u)</p> <p>(u) a change of use of a Building or part of a Building from a Permitted Use to another Permitted Use within the same District, <i>where the uses are similar, there is no increase in the intensity of the use of land or a Building, and the use</i> that does not require a variance; <i>this does not apply to</i> except Dwelling Units in the C1 District due to parking requirements that must be satisfied.</p>	<p>Text amendment on the parameter of parts being e development some. This provides that does on what looking at, and consistency b</p>
5.	<p>1.4(3) Establishment of Districts - District Delineation Rules</p> <p>(g) Notwithstanding the foregoing, the permitted and discretionary uses for any parcel of land shall be subject to such restrictions or limitations as may be contained in any Area Structure Plan or Area Redevelopment Plan which applies to that parcel. The following examples of how this principle is intended to operate:</p>	<p>1.4(3) Establishment of Districts - District Delineation Rules</p> <p>(g) Notwithstanding the foregoing, the permitted and discretionary uses for any parcel of land shall be subject to such restrictions or limitations as may be contained in any Area Structure Plan or Area Redevelopment Plan which applies to that parcel. The following examples of how this principle is intended to operate:</p> <p style="text-align: center;"><i>(i) DELETED</i></p>	<p>Section 1.4(3) walkouts are NASPs and ARP. This provides for common practice necessitate m Existing ARP v. Affected as remove just s of employing clause, which</p>

Item No. 3.4.

	<p>(i) in an R1 District, a two-storey home with a walkout basement is, by implication a permitted use. However, if a statutory Plan for a particular area shows two-storey homes with walkout basements being allowed only on certain designated R1 parcels, then the permitted use for the parcels where two-storey homes with walkout basements are not shown on the plan shall be deemed to be restricted so as not to allow two-storey homes with walkout basements on those parcels, or</p>		
<p>7.</p>	<p>(2.24) Applications Within Landfill/Wastewater Treatment Plant Setback Areas</p> <p>(1) For a subject parcel wholly or partially situated within a Landfill/Wastewater Treatment Plant Setback, The Development Authority or Subdivision Authority will determine if it supports a variance. If a variance is supported, the Development Authority or Subdivision Authority will seek to vary the Landfill/Wastewater Treatment Plant Setback in accordance with the Subdivision and Development Regulations. The decision to seek consent to vary</p>	<p>(2.24) Applications Within Landfill/Wastewater Treatment Plant Setback Areas</p> <p><i>(1) If an applicant for a Development Permit on a Site wholly or partially situated within a Landfill/Wastewater Treatment Plant setback submits a report from a professional engineer addressing the criteria for a variance stipulated in the Guideline for Setback Reviews published by the Department of Environment and Parks, as amended, the Development Authority or Subdivision Authority has discretion to vary the setback.</i></p>	<p>Rewrite proposed made in 2022  <i>Related to Sub Regulation Section</i>          granting authority Development setback variance provided that the Department Guideline for</p>

	<p>Landfill/Wastewater Treatment Plan Setback will be at the discretion of the Development Authority or Subdivision Authority.</p>		
<p>12.</p>	<p>8.22 Exceptions Respecting Land Use          1. General Regulations</p> <p>(b) Exceptions to the uses and/or regulations of a District shall not be sought:</p> <p>(i) if a redistricting to another District could achieve the same result either with or without relaxations of this Bylaw; or</p> <p>(ii) to regulate matters that are typically addressed by conditions imposed by the Subdivision or Development Authorities.</p> <p>c) An applicant for an exception to the uses and/or regulations of a District shall, as part of the application for the exception, submit a written statement indicating why, in the applicant's opinion, an exception is necessary and why the proposed Development cannot proceed without an exception.</p>	<p><del>8.22 Exceptions Respecting Land Use</del>          1. General Regulations</p> <p><i>(b) DELETED</i></p> <p><i>(c) An applicant for an exception to the uses or regulations of a District must, as part of the application for the exception, submit a written statement indicating why, in the applicant's opinion:</i></p> <p><i>(i) an exception is necessary and the proposed Development cannot proceed without an exception;</i></p> <p><i>(ii) redistricting to another District cannot achieve the same result, within or without relaxations of this Bylaw; or</i></p> <p><i>(iii) the exception cannot be addressed by conditions imposed by the Subdivision or Development Authorities.</i></p>	<p><del>Text adjustment</del>          8.22(1)(b) and 8.22(1)(c) reg flexibility to h explored by b to make a cas to help aid Co proceed, rath put upon Cou wording of 'sh</p> <p>The benefit is more discreti presented ap area' under th determine ho</p>

<b>Changes to Accessory Buildings and Accessory Structures</b>			
2.	<p>(Definition)</p> <p><b>Accessory Building</b> means a secondary building on a site, the use of which is subordinate and incidental to that of the principal building and includes a garage, carport, greenhouse, playhouse, treehouse, tool shed, garden shed or workshop but does not include a temporary building.</p>	<p>(Definition)</p> <p><b>Accessory Building</b> means a secondary Building on a Site, the use of which is subordinate and <i>naturally incidental</i> to that of the Principal Building and includes a garage, carport, greenhouse, playhouse, treehouse, tool shed, garden shed or workshop but does not include a temporary building <i>on the same Site and may include Temporary Buildings.</i></p>	<p>The key property which District use is allowed is <i>permitted use</i> of Accessory Building. <i>Administrative opportunity to align with which Review by eligible Accessory Building</i></p>
3.	<p>(Definition)</p> <p><b>Temporary Building</b> means a building without any foundation below grade and includes a soft-sided or other structure designed to serve as a temporary garage, storage shelter or greenhouse, but does not include an "Accessory Building"</p>	<p>(Definition)</p> <p><b>Temporary Building</b> means a Building <i>and structure used on a temporary basis without a below grade foundation, and may include a shipping container.</i> without any foundation below grade and includes a soft-sided or other structure designed to serve as a temporary garage, storage shelter or greenhouse, but does not include an "Accessory Building".</p>	<p>The key property of the Accessory Building is <i>By item # and only shipping container.</i> <i>Administrative opportunity to align with which Review by eligible Temporary Building</i></p>
6.	<p>2.7 Development Officer's Decision on Permit Applications</p> <p>(1) The Development Officer:</p> <p>(j) May where the test set out in Section 2.7(i) is met, approve, without or without conditions a variance related to the following regulations:</p>	<p>2.7 Development Officer's Decision on Permit Applications</p> <p>(1) The Development Officer:</p> <p>(j) May where the test set out in Section 2.7(i) is met, approve, without or without conditions a variance related to the following regulations:</p>	<p>Fixing a typo read as 'with' 'without or with' Adding subclauses and codify Decisions considering variance Accessory Building 7(3)(a)(ii)</p>

Item No. 3.4.

			<i>(ix) maximum width of Accessory Buildings in Residential districts;</i>
8.	<p>3.5(4)(d)</p> <p>3.5(4) A private garage, or carport, in addition to the other provisions of this section and section 3.11 shall comply with the following:</p> <p>(d) notwithstanding section 3.5(4)(a), (b) and (c), a garage which is within the following tolerances of the requirements therein stated shall be deemed to comply with those subsections namely: The distance: not less than 90% or more than 10% of the required distance, provided the garage does not encroach on an easement.</p>	<p><del>3.5(4)(d)</del> <b>DELETED</b></p> <p><del>3.5(6)</del></p> <p><i>Where after being built an Accessory Building or detached Garage is identified on a Real Property Report (RPR) to have been built in an error of not less than 90% or more than 10% of the required setback distance (and provided the structure does not encroach on an easement), it is deemed to still be compliant with the corresponding setback regulation subsection."</i></p>	<p>Practice has been as a form of 'only for after written, the practice and allowance during</p> <p>Proposed is a of the regulation to better capture beyond Garage well.</p>
11.	<p>4.7(5) Residential District Regulations Projections over Yards</p> <p>(a)(ii) Rear Yard: a canopy, eaves, chimney which projects not more than 1.5 m over or on a minimum Rear Yard, and an unenclosed veranda, balcony, steps, or barrier-free ramp which projects not more than 3.0 m over or on a minimum Rear Yard.</p>	<p>4.7(5) Residential District Regulations Projections over Yards</p> <p>(a)(ii) Rear Yard: a canopy, eaves, chimney which projects not more than 1.5 m over or on a minimum Rear Yard, and an unenclosed veranda, balcony, steps, or barrier-free ramp which projects not more than 3.0 m over or on a minimum Rear Yard.</p> <p><i>Steps leading to/from a balcony, deck, or similar structure may project up to an additional 1.5 m over the maximum projection of the structure.</i></p>	<p>Amending the allow for step beyond the 3 balcony, deck Rear Yard. Adjustment is with a comm by Development <i>Steps</i></p>

<b>Assorted Regulation Cleanups</b>			
4.	<p>(Definition)</p> <p><b>Call Centre</b> means a minimum 15,000.0 ft<sup>2</sup> facility with more than 50 employees who provide information on sales, goods and services, takes orders for sales, goods and services, and/or provide technical after sales support to customers by telephone, e-mail or, other telecommunication technologies but does not include other office uses.</p>	<p>(Definition)</p> <p><b>Call Centre</b> means a minimum 13,000.0 ft<sup>2</sup> facility with more than 50 employees who provide information on sales, goods and services, takes orders for sales, goods and services, and/or provide technical after sales support to customers by telephone, e-mail or, other telecommunication technologies but does not include other office uses.</p>	<p>Adjusting the to metric to k rest of the La</p>
9.	<p>4.1.2(1) R1WS Permitted and Discretionary Uses Table</p> <p>(a)(ii) Detached Dwelling Unit with mandatory front attached garage subject to section 4.1.2(2)(b)</p>	<p>4.1.2(1) R1WS Permitted and Discretionary Uses Table</p> <p>(a)(ii) Detached Dwelling Unit with mandatory front attached garage subject to section 4.1.2(2)(b)</p>	<p>Section 4.1.2 in its entirety Removing wo</p>
10.	<p>4.4 R2 Residential (Medium Density District)</p> <p>2(d) Building Height Maximum:</p> <p>2 storeys with a maximum total height of 10.0 m measured from the average of the lot grade except:</p> <ul style="list-style-type: none"> <li>▪ Multiple family building as per subsection 4.4 (1)(b)(xi)</li> <li>▪ 3 storeys for an Assisted Living Facility</li> </ul>	<p>4.4 R2 Residential (Medium Density District)</p> <p>2(d) Building Height Maximum:</p> <p>2 storeys with a maximum total height of 10.0 m measured from the average of the lot grade except:</p> <ul style="list-style-type: none"> <li>▪ Multiple family building as per subsection 4.4 (1)(b)(xi)(<del>xiii</del>)</li> <li>▪ 3 storeys for an Assisted Living Facility</li> </ul>	<p>Previous ame subsections t subsequent s brings cross-r correct subse</p>

<p>13.</p>	<p>11.5 Sign Definitions</p> <p><b>Dynamic</b> means components of a sign that move or appear to move or change, and includes any display that incorporates a technology or method allowing the image on the sign to change such as rotating panels, LED lights manipulated through digital input, or digital ink.</p>	<p>11.5 Sign Definitions</p> <p><b>Dynamic</b> means components of a sign that move or appear to move or change, and includes any display that incorporates a technology or method allowing the image on the sign to change such as rotating panels, LED lights manipulated through digital input, <i>laser projection</i>, or digital ink.</p>	<p>Laser projection image onto a sign. Purposes of public advertisement of interest. Designated sign has been asked to review recent proposed sign by explicitly defining Dynamic sign.</p>
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August 21, 2023

## Land Use Bylaw Amendment 3357/M-2023 Proposal to Rezone 2950 Bremner Ave from DC(1) to C5

Prepared by Dayna Facca, Senior Planner  
Department City Planning and Growth

### **Report Summary and Recommendations**

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This report is for Council to consider approving a Land Use Bylaw amendment to rezone 2950 Bremner Ave from Direct Control District (1) to C5 - Commercial (Mixed Use) District.

Planning administration supports the rezoning application because it is compatible with the surrounding area and aligns with City policy and administration recommends Council approval.

### **Proposed Resolution**

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

If first reading is given, this Bylaw will be advertised with a Public Hearing to be held at the Monday, September 18, 2023 Council Meeting.

### **Rationale for Recommendation**

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**1. The application complies with the Municipal Development Plan.**

The Municipal Development Plan includes policies encouraging the revitalization and adaptive reuse of underutilized or vacant commercial centres.

**2. The proposed rezoning is compatible with the surrounding area.**

Both the DC(1) district and C5 district allow a similar mix of land uses.

**3. Administration has no concerns with the application.**

The proposed rezoning was referred to City administration and no concerns were raised.

**4. DC(1) district is scheduled to be reviewed as part of the next phase of the Land Use Bylaw review.**

There is the possibility that the DC(1) district could convert to a conventional commercial district after its review.

## **Background**

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The subject site is located along Bremner Avenue and contains the Red Deer Advocate office building. Surrounding land use districts include Direct Control District (1), C4 - Commercial (Major Arterial) District, and R3 - Residential (Multiple Family) District. Surrounding uses include educational (career college), medical, residential, office, and recreational. A location map can be found in Appendix A.

The DC(1) district came in effect in 1980 when it replaced the Special Uses (SU) designation of the previous Land Use Bylaw. It was last reviewed and updated in 2015 (Bylaw 3357/G-2015).

An application has been received to rezone 2950 Bremner Ave from Direct Control District (1) to C5 - Commercial (Mixed Use) District. The applicant does not have a specific use proposed for the site at this time.

### **Strategic Alignment**

The 2023-2026 Strategic Plan is divided into three key focus areas: Thriving City, Community Health & Wellbeing, and Connected & Engaged City. These focus areas contain aspirational goals and outcomes to achieve by 2026. The application is consistent with Thriving City because it promotes the reuse of a vacant property, supports a business-friendly approach.

### **Related Policies**

The Municipal Development Plan (MDP) includes policies encouraging the intensification of land use, mixed use developments, and pedestrian friendly improvements along major corridors. The subject site is located one block east of Gaetz Avenue.

The MDP also includes policies encouraging the revitalization and adaptive reuse of underutilized or vacant commercial centres for future mixed use developments. The subject site is currently vacant and the proposed rezoning is to a commercial mixed use district.

### **Stakeholder Consultation**

The application was referred to City administration and external agencies. No concerns were raised.

The application was not referred to landowners for comment. This is a fast-track application with the key criteria being compatibility with the surrounding neighbourhood. Landowners within 100m of the proposed rezoning will have the opportunity to comment as part of the public hearing notification.

## **Analysis**

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The DC(1) district allows a variety of land uses ranging from recreation, institutional, office, residential, medical, and entertainment. The proposed application to rezone 2950 Bremner from DC(1) to C5 is compatible with the area as the C5 district also includes a variety of similar land uses. Refer to Appendix C for a comparison between DC(1) and C5.

There are development regulations that will change if the site is rezoned to C5. This includes an increase in building height (from 3 storeys to 4 storeys), a reduction to building setbacks, different landscaping requirements. The development regulations in the DC(1) district were specific to the development character of the area i.e. large building setbacks with enhanced landscaping in the front yard and along side yards adjacent to roads. However, if a new development is proposed in the future, the redesign will consider the existing character of the area and Administration will review this at the development permit stage.

The next phase of the Land Use Bylaw review will include an analysis of the Direct Control Districts. There is the possibility that the DC(1) district could convert to a conventional commercial district. However, until the actual analysis is complete and proposed amendments are adopted, the current DC(1) district will apply to surrounding properties.



**BYLAW NO. 3357 / M – 2023**

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

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

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

1. The land shown cross-hatched on the map attached as Schedule “A” and forming part of this Bylaw (“Map 12/2023”) is redesignated from Direct Control District No. 1 DC (1) to C5 – Commercial (Mixed Use) District.
  
2. The “Land Use District Map M12” contained in Schedule “A” of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map 12/2023 attached hereto as Schedule “A” and forming part of this bylaw.

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

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

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

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

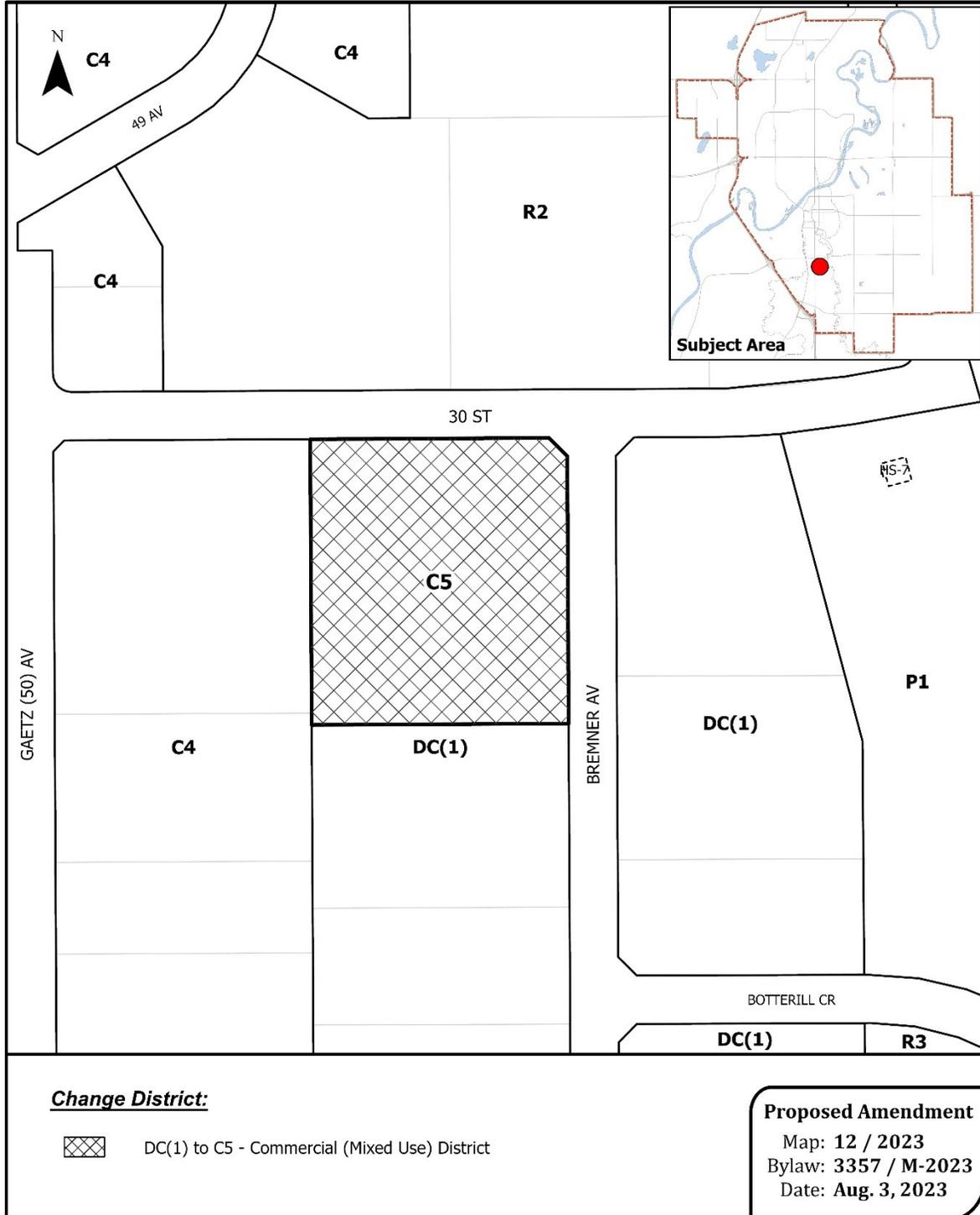
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MAYOR

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

Schedule "A"



Proposed Amendment to Land Use Bylaw 3357/2006



Appendix A – Location Map



  
2950 Bremner Ave



#### Appendix B – History of Direct Control District No. 1

The DC(1) district came in effect in 1980 when it replaced the Special Uses (SU) designation of the previous Land Use Bylaw. The purpose of the DC(1) district was to:

- Provide an inventory of land for special light industrial or commercial uses which did not seem to be adequately accommodated by other land use districts. Special development was determined by the quality of peculiarity or distinguishing characteristics.
- Protect the large single tenant buildings and the unique development regulations. Unique development regulations being large landscaped front yards and restricted parking to the rear or side yard.

In 1994, Council directed the Red Deer Regional Planning Commission (RDRPC) to review the future uses within the DC(1) district and prepare a report for Council. The RDRPC report is attached to the Council agenda as Appendix One. Council considered the report and directed RDRPC to prepare a land use bylaw amendment incorporating the recommendations outlined in the report.

In October 1994, Council approved Bylaw 2672/W-94 which incorporated recommendations suggested by the Red Deer Regional Planning Commission (RDRPC). The bylaw included permitted and discretionary uses, and development regulations for Direct Control District No. 1 – DC(1).

In 2015, an application was received to amend the DC(1) district to include Commercial Service Facility as a use. In reviewing the application, the Planning department comprehensively examined the DC(1) district and recommended additional amendments (Bylaw 3357/G-2015).

## Appendix C – Comparison between DC(1) and C5

<b>DC(1) Permitted Uses</b>	<b>C5 Permitted Uses</b>
Accessory use or building	Building Sign
Building Sign	Day care facility
Commercial recreation facility	Dwelling units above the ground floor
Freestanding Sign	Freestanding Sign
Institutional service facility	Health and medical services
Merchandise Sales and/or Rentals (indoor only) excluding motor vehicles and fuel	Home occupations which, in the opinion of the Development Officer, will not generate traffic
Restaurants (no drive-through windows)	Live work unit
Service and repair of goods traded in this district	Merchandise Sales and/or Rentals excluding motor vehicles, fuel and all uses where the primary focus is adult orientated merchandise and/or entertainment
Transportation, Communication or Utility Facility	Multiple Family Building
Royal Canadian Legion	Multi-attached Building
Red Deer Advocate	Restaurant without drive-through
	Show Home or Raffle Home
	Office
<b>DC(1) Discretionary Uses</b>	<b>C5 Discretionary Uses</b>
Gaming or gambling establishment	Accessory building or use
Offices limited to the existing buildings along Bremner Avenue	Assisted living facility
Commercial service facility	Commercial entertainment facility
Assisted living facility	Commercial recreation facility
Multiple family building	Commercial service facility
Dwelling units above the ground floor	Drinking establishment (adult entertainment prohibited)
Health and medical services	Dynamic Fascia Sign
Commercial entertainment facility	Dynamic Freestanding Sign
Show Home or Raffle Home	Hotel, motel or hostel
	Parking lot/parking structure
	Place of worship or assembly
	Public and quasi-public buildings
	Transportation, communications, or utility facility
	Outdoor display or sale of goods
	Restaurant with drive-through
	Sale of fuel

DC(1) Development Regulations		C5 Development Regulations	
Site Area Minimum	As approved by the Development Authority to meet the intent of the district	Residential Floor Area Minimum	37.0 m <sup>2</sup> per dwelling unit
Parking	Subject to sections 3.1 & 3.2, no front yard parking	Office Area Maximum	930m <sup>2</sup>
Front Yard Minimum	18.0 m	Site Coverage	Residential: Maximum 80% (includes parking structures and accessory buildings)  Commercial: Minimum one third of site area (ground floor)
Building Height Maximum	3 storeys	Building Height	Multiple family, mixed use, commercial or public building: ▪ maximum 4 storeys  Multi-attached building: ▪ minimum 2 storeys; ▪ maximum 2½ storeys
Landscaping	Entire front yard except for access roadways and walkways. Side yards adjacent to a road are to be landscaped	Landscaped Area Minimum	15% of site area
		Parking Spaces	Subject to sections 3.1 & 3.2
		Design Criteria	Subject to section 5.6.1 (4)



August 21, 2023

## Approval of Council Meeting Dates for 2024

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

### Report Summary & Recommendation:

That Council pass a resolution to adopt the 2024 Schedule of Council Meeting dates.

### Proposed Resolution

Resolved that Council of The City of Red Deer having considered the report from Legal & Legislative Services dated August 21, 2024 hereby approves the Council meeting dates for as follows:

#### Council Meeting Dates

Monday	January 8, 2024	Regular Council Meeting 10:30 AM
Monday	January 22, 2024	Regular Council Meeting 10:30 AM
Monday	February 5, 2024	Regular Council Meeting 10:30 AM
Tuesday	February 20, 2024	Regular Council Meeting 10:30 AM
Monday	March 4, 2024	Regular Council Meeting 10:30 AM
Monday	March 18, 2024	Regular Council Meeting 10:30 AM
Tuesday	April 2, 2024	Regular Council Meeting 10:30 AM
Monday	April 15, 2024	Regular Council Meeting 10:30 AM
Thursday	April 18, 2024	Regular Council Meeting/Agency Day 1:00 PM
Monday	April 29, 2024	Regular Council Meeting 10:30 AM
Monday	May 13, 2024	Regular Council Meeting 10:30 AM
Monday	May 27, 2024	Regular Council Meeting 10:30 AM
Monday	June 24, 2024	Regular Council Meeting 10:30 AM
Monday	July 8, 2024	Regular Council Meeting 10:30 AM
Monday	July 22, 2024	Regular Council Meeting 10:30 AM
Tuesday	August 6, 2024	Regular Council Meeting 10:30 AM
Tuesday	September 3, 2024	Regular Council Meeting 10:30 AM
Monday	September 16, 2024	Regular Council Meeting 10:30 AM
Thursday	September 19, 2024	Regular Council Meeting/Agency Day 1:00 PM

Tuesday	October 1, 2024	Regular Council Meeting 10:30 AM
Tuesday	October 15, 2024	Regular Council Meeting 10:30 AM
Monday	October 28, 2024	Organizational Meeting/ 10:30 AM Regular Council Meeting
Tuesday	November 12, 2024	Regular Council Meeting 10:30 AM
Monday-Friday	November 18-22, 2024	Multi-Year Budget 10:00 AM to 4:30 PM
Monday	December 2, 2024	Regular Council Meeting 10:30 AM
Monday	December 16, 2024	Regular Council Meeting 10:30 AM

### **Rationale for Recommendation:**

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#### **1. Number of City Council meetings remains the same.**

23 meetings are scheduled for 2024. City Council meetings are proposed to be held Monday every two weeks, with the exception of weeks with a Monday statutory holiday when the City Council meeting will be held on the following Tuesday. Each month has a minimum of 2 City Council meetings scheduled except June and August.

#### **2. Two Agency meetings**

Scheduled for April 18, 2024 and September 19, 2024 with start times of 1:00 PM.

#### **3. Start time for City Council meetings remains at 10:30 AM**

To ensure matters are completed within the mandatory 8 - hour meeting limitation. City Council - Budget Review is scheduled to occur from 10:00 AM to 4:30 PM each year of budget.

#### **4. Public, Media and Corporate Calendars**

Approval of the meeting schedule enables updating of Corporate calendars and The City of Red Deer website for the public and media.

### **Background:**

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Each year Council sets the dates of the Council meeting, including budget meetings, for the upcoming year. The proposed meeting dates take into consideration Council Members potential attendance at the following:

2024 FCM Convention: June 6 - 9, 2024: Calgary, AB

2024 AM Convention: September 25 - 27, 2024: Red Deer, AB

### **Discussion:**

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The following Regular Council Meetings were not included in the two week schedule:

1. Regular Council Meeting scheduled for June 10, 2024 due to the potential of Members attending FCM Conference.
2. Regular Council Meeting scheduled for August 20, 2024 due to summer break.
3. Regular Council Meeting scheduled for November 18, 2024 due to Multi-Year Budget Meetings.