

A G E N D A

For the meeting of RED DEER CITY COUNCIL, to be held in the Council Chambers, City Hall, MONDAY, MARCH 1st, 1982, commencing at 4:30 p.m.

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- (1) Confirmation of the February 15th, 1982 minutes.

(2) UNFINISHED BUSINESS

- |    |   |       |
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Committee of the Whole

- (1) Personnel Committee Recommendations
- (2) Possible Land Acquisition

UNFINISHED BUSINESSNO. 1

February 22, 1982.

TO: City Council

FROM: City Clerk

RE: Road Closure Bylaw No. 2740/81

The above noted road closure bylaw pertains to a closure of a portion of Howlett Ave. north of 60 Street Hill.

Council will recall that at the meeting of February 15, 1982, second reading only was given to the said Bylaw as an adjacent property owner, Mr. Mike Huzinek, expressed some objections to the closure, stating there would be no access to the southern portion of his lot (Lot 8) if it were subdivided.

This matter is brought forward at this time for further consideration of Council and additional comments from the Administration follow hereafter.

R. Stollings  
City Clerk

## RED DEER REGIONAL PLANNING COMMISSION

4920-59 STREET

P.O. BOX 5002

RED DEER, ALBERTA, CANADA. T4N 5Y5

## DIRECTOR:

Robert R. Cundy M.C.I.P.

TELEPHONE: (403) 343-3394

Your File No.

Our File No.

February 22nd, 1982

Mr. R. Stollings  
City Clerk  
City of Red Deer  
P.O. Box 5008  
RED DEER, Alberta

Dear Sir:

RE: ROAD CLOSURE BYLAW 2740/81

Your letter of 17th February 1982 refers.

1. At its meeting on 15th February, City Council gave second reading to the above bylaw, which relates to the closure of a portion of Howlett Avenue.

During the Public Hearing for the bylaw, Mr. M. Huzinec, the owner of Lot 8 abutting Howlett Avenue, objected to the closure, as he stated that there would be no access to the southern portion of his lot, if it were subdivided. (refer attached plan).

2. The subdivision of lots 1-10 surrounding Haliburton Crescent was approved by the Subdivision Committee of the Red Deer Regional Planning Commission on 20th January 1979 subject to:

"6. The owner is to sign an agreement with the City of Red Deer and the said agreement is to be registered against proposed Lot 8 by caveat in favour of the City whereas the legal and physical access shall be limited to Haliburton Crescent with no physical or legal access permitted to Howlett Avenue or alternatively the Municipal Reserve (Lot R11) to be extended south adjacent to the boundary of proposed Lot 8 (five feet in width) to prohibit physical and legal access to Lot 8."

The City subsequently entered into an agreement in this regard (copy attached).

...../2

## MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER—TOWN OF BLACKFALDS—TOWN OF BOWDEN—TOWN OF CARSTAIRS—TOWN OF CASTOR—TOWN OF CORONATION—TOWN OF OIDSBURY—TOWN OF ECKVILLE  
TOWN OF INNISFAIR—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 DELBURN  
VILLAGE OF DONALDA—VILLAGE OF ELMORA—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 NORGLINWOLD—SUMMER VILLAGE OF ROCHON SANDS—SUMMER VILLAGE OF WHITE SANDS—COUNTY OF LACOMBE No. 14  
COUNTY OF MOUNTAIN VIEW No. 17 —COUNTY OF PAINTEARTH No. 18 —COUNTY OF RED DEER No. 23 —COUNTY OF STETTLER No. 6 —IMPROVEMENT DISTRICT No. 10

Mr. R. Stollings  
February 22nd, 1982  
Page two

3. From the above it is clear that the subdivision was approved subject to Lot 8 only having access from Haliburton Crescent. To enforce this condition a barrier has been in place at 60th Street for over a year. It is possible to subdivide Lot 8 into two lots, both with access from the crescent. However, in order to achieve a satisfactory design the existing garage would probably have to be relocated.

It is therefore recommended that the road closure be approved, as proposed.

Yours truly,

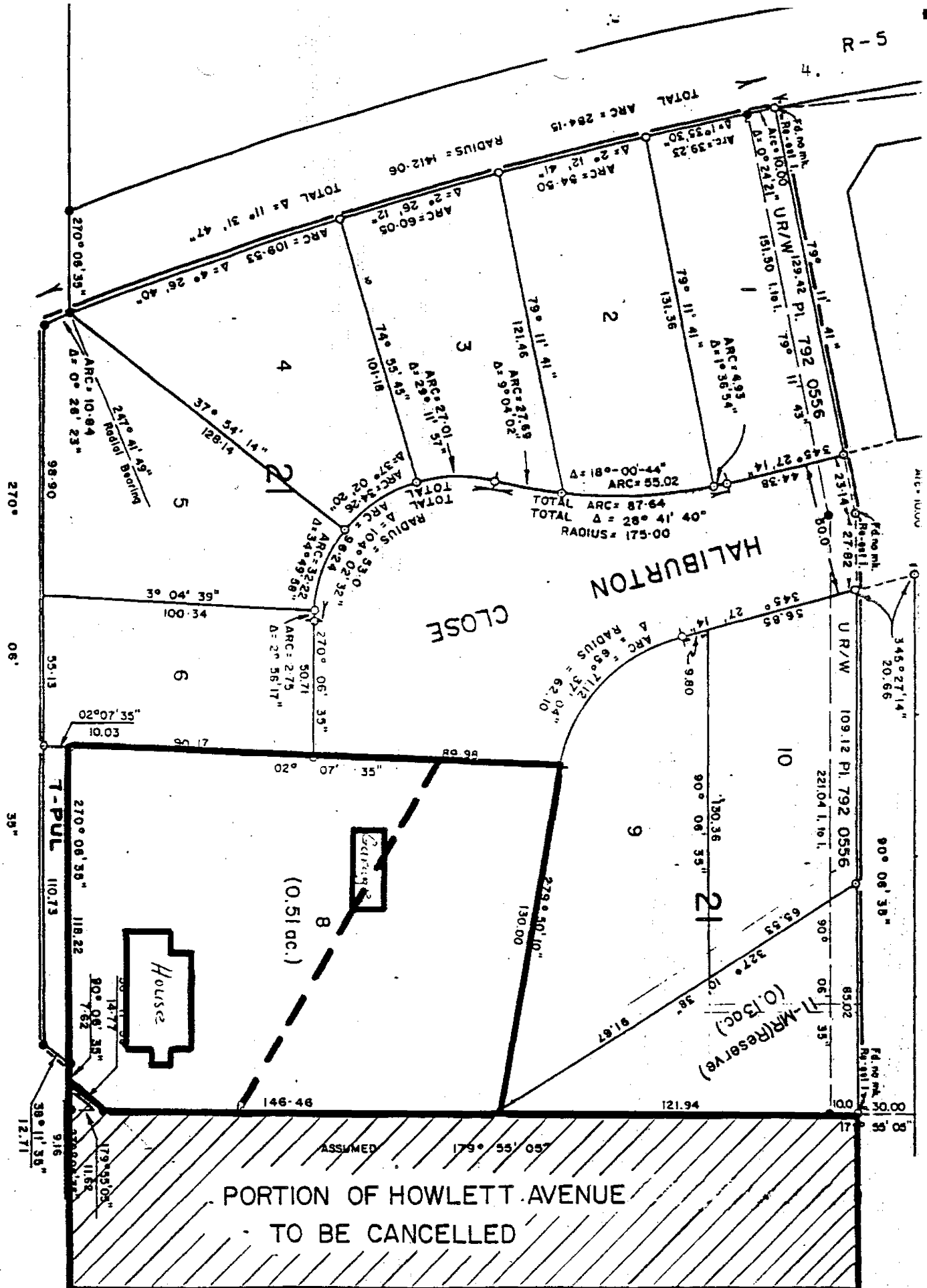


CRAIG CURTIS, M.C.I.P.  
ASSOCIATE PLANNER  
CITY PLANNING SECTION

CC/lt  
Enclosure

c.c. - Mr. B. Jeffers  
City Engineer

60th STREET



THIS AGREEMENT made this 17 day of MAY, A.D. 1979. <sup>5.</sup>

B E T W E E N:

MIKE HUZINEC and ANNIE HUZINEC, both  
of the City of Red Deer, in the  
Province of Alberta,

(hereinafter called "Huzinec")

OF THE FIRST PART

- and -

THE CITY OF RED DEER, a municipal  
corporation pursuant to the laws  
of the Province of Alberta,

(hereinafter called "the City")

OF THE SECOND PART

WHEREAS, a proposal has been made to the Red Deer Planning  
Commission for subdivision of the following described lands, namely:

Plan Red Deer 792 0555, Block Twenty-one (21),  
Lot One (1) (W $\frac{1}{2}$  20-38-27-W.4th)  
Excepting Thereout All Mines and Minerals  
(hereinafter called "the said lands");

AND WHEREAS the proposal has been approved subject to certain  
conditions relating to restriction of existing road access;

AND WHEREAS Huzenic is the equitable owner of a portion of  
the said lands which shall be affected by the change in existing  
road access as outlined in red on the plan attached hereto as  
Schedule "A" to this Agreement and to be described as follows:

Plan Red Deer \_\_\_\_\_, Block \_\_\_\_\_,  
Lot Eight (8) (W $\frac{1}{2}$  20-38-27-W.4th)  
Excepting Thereout All Mines and Minerals  
(hereinafter called "the Huzinec lands");

NOW THEREFORE WITNESSETH that in consideration of the mutual

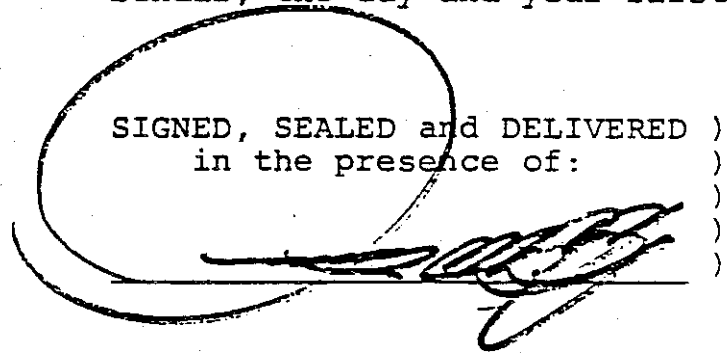
COPY

covenants and agreements herein contained and the sum of One (\$1.00) Dollar now paid by the City of Red Deer to Huzinec, (the receipt whereof is hereby acknowledged) the Parties agree as follows:

1. Huzinec hereby agrees that existing road access to the Huzinec lands from Howlett Avenue (63rd Avenue) shall be closed and that from and after closing of such access, all access to the Huzinec lands shall be from Haliburton Crescent.

IN WITNESS WHEREOF the Parties of the First Part have hereunto set their hands and seals and the City of Red Deer has hereto affixed its seal duly attested by its authorized officers in that behalf, the day and year first above written.

SIGNED, SEALED and DELIVERED )  
in the presence of: )



Amra Huzinec

Michael Huzinec

THE CITY OF RED DEER

Per: \_\_\_\_\_

Per: \_\_\_\_\_

64th AVENUE (Original Road Allowance)

47

Unregistered Plan by Gille Ostlund, A.L.S. 1970

Addition to 64th Avenue

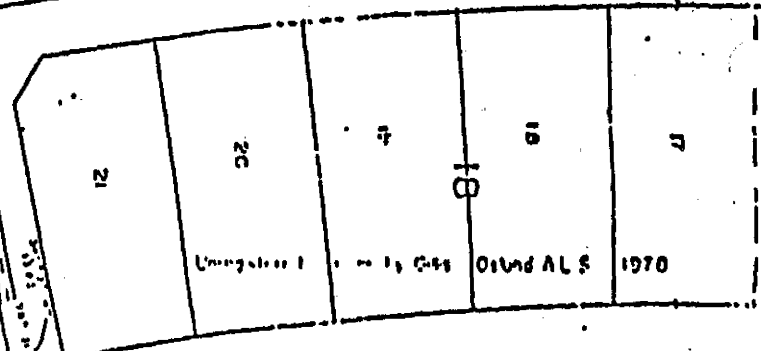
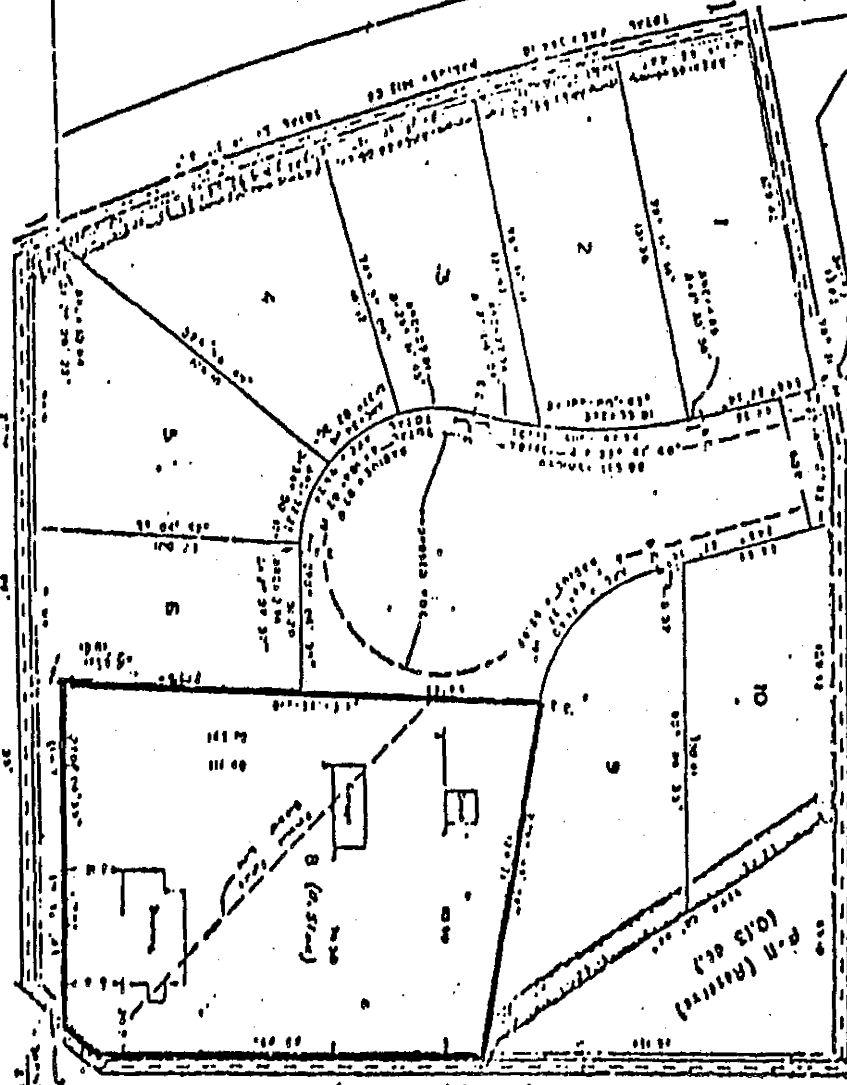
R-5 (Reserve)

Block 1  
PLAN 4527 AP

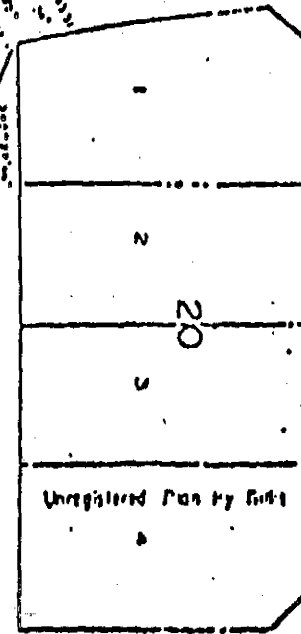
EC:11  
ST. DEER RESERVE  
APPROVED AS SHOWN ON  
APPLICATION FOR  
1970

64th Avenue  
1970 R.S.

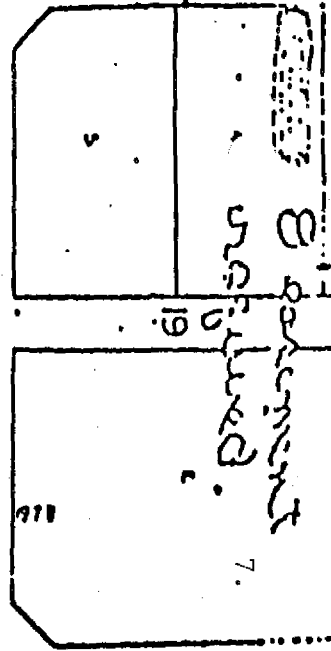
63rd AVENUE



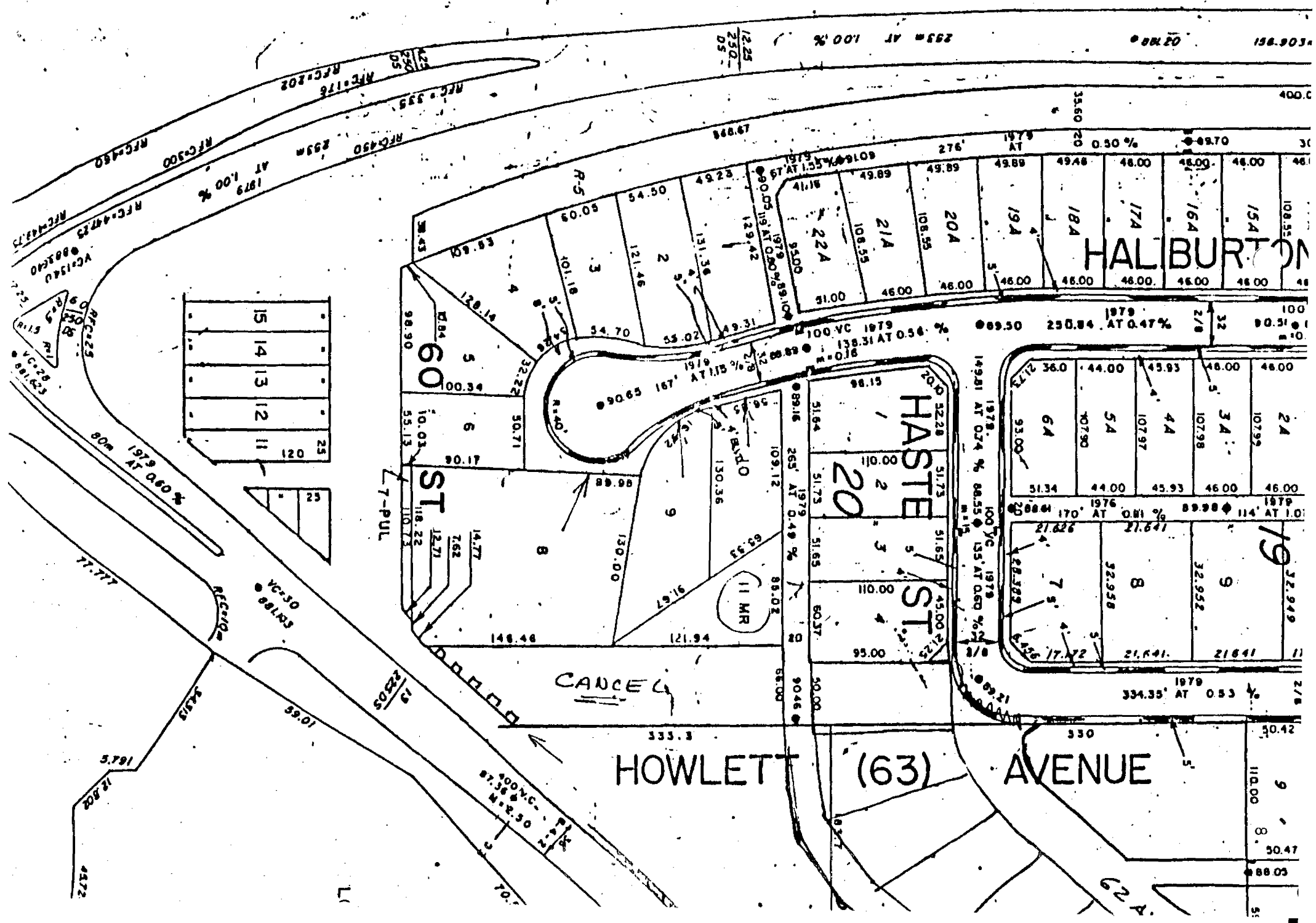
HALIBURTON CRESCENT



HASTE STREET



Unregistered  
1970



HALBURTON

HASTE

ST

HOWLETT (63) AVENUE

CANCEL

ST

7-PUL

L

Commissioners' comments

In view of the attached report of the Planners, we recommend Council proceed with third reading of the closure bylaw.

"R.J. McGHEE"  
Mayor

"M.C. DAY"  
City Commissioner

NO. 2

February 22, 1982.

TO: City Council

FROM: City Clerk

RE: Shelter Engineers - Checkmate Court Apartments

The following correspondence and reports appeared upon the December 21, 1981 and February 15, 1982 Council agendas and both times tabled at the request of the applicant.

This item is again brought forward for Council's consideration at this time.

R. Stollings  
City Clerk

Encl.


**SHELTER ENGINEERS**

December 3, 1981

Job No: 2315

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

Attention: Mr. P. Holloway  
Assistant Development Officer  
Building Inspector

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Dear Sir:

Re: Checkmate Court Apartments  
4902 - 37 Street, Red Deer, Alberta  
Lot 2, Block 5, Plan 792-2189

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Further to receipt of your letter of November 9, 1981, we are pleased to make the following application to the City Clerks Department with regard to the proposed commercial use as deemed related to the building.

The Owner, as a result of polling prospective tenants, has learned that it would be a benefit to have the main floor space designated for the use by commercial tenants, thereby providing a service deemed related to the building.

Our proposal is to enclose a space to the north and the main floor. See the attached drawing outlining the proposed use for the space. The proposed use is drycleaning, professional, and beauty salon.

We have designated 31 stalls for visitor parking as related to the building apartment units and we are of the opinion that the use of these stalls for both the apartment dwellings and the day-time services provided in the commercial space will be complimentary and overlapping.

.../2

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**Shelter Engineering Limited**

ESTABLISHED AS:  
C. C. PARKER, WHITTAKER & COMPANY LIMITED (1963)  
WHITTAKER, LECKIE & COMPANY LIMITED (1973)

17225 - 102 AVENUE  
EDMONTON, ALBERTA  
T5S 1J8

PHONE: (403) 483-0105

We are enclosing three sets of information and we would very much appreciate your immediate consideration with regard to our proposal. I suggest that you contact us should there be any additional requirements that you feel would be necessary to meet the wishes of the City of Red Deer. However if you feel that what has been submitted is satisfactory, we would ask that you pass this on to the City Clerks Department.

Yours truly,

SHELTER ENGINEERING LIMITED



G.K. Leckie, P. Eng.  
Project Engineer

GKL/wia

Enclosure

**Shelter Engineering Limited**

December 14, 1981

TO: City Clerk  
FROM: City Engineer  
RE: Checkmate Courts

The Engineering Department would offer the following comments concerning the above request.

The matter of parking is of some concern. We do not feel that the use of thirty-one (31) apartment stalls would necessarily be "complimentary and overlapping." The Building Inspection Branch could comment further on this as they will know the number of stalls available.

While the tenants certainly could use the services requested, so could anyone, especially the category - professional - we do not therefore consider them related. Accordingly, they could cause an increase in traffic in the area.

While not related to this request, we presently have a situation with the owner of this property. The developer of this property approached the City for permission to fence in a City laneway (unconstructed). This request was denied by the Engineering Department because of utility complications. In spite of this instruction, the developer constructed the fence enclosing the laneway within the fence and also placing portions of the fence on Elk's property. As the fence was partially constructed before we heard of this, we have given the developer three (3) options; take out an encroachment agreement, lease the land from the City or buy the land. Any of the above options must be approved in writing by the Elks. To date we have received no response from the developer.

While this issue is not related, we consider it worthy of noting.

Submitted for the information of Council.

B. C. Jeffers, P. Eng.  
City Engineer

BCJ/emg  
cc - RDRPC  
cc - Development Officer  
cc - City Assessor

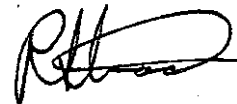
December 10, 1981

TO: City Clerk  
FROM: Development Officer/Building Inspector  
RE: CHECKMATE COURT

In response to your memo on the above subject, we have the following comments for Councils consideration.

The applicant is requesting Council rezone the site to allow commercial uses on the ground floor of an apartment building. The use mentioned would be useful to the apartment dwellers and the adjacent residential district. However, in the adjacent C4 district facing Gaetz Avenue various property owners have made similar requests, which we have not supported as they appear in the C1 use table. With space available in the C1 district and the likely chance that other apartment complexes would request a similar approval we cannot support his request.

Accordingly, we recommend the application be denied.



R. Strader  
Development Officer/  
Building Inspector

RS/lrs

## RED DEER REGIONAL PLANNING COMMISSION

4920-59 STREET

P.O. BOX 5002

RED DEER, ALBERTA, CANADA. T4N 5Y5

## DIRECTOR:

Robert R. Cundy M.C.I.P.

TELEPHONE: (403) 343-3394

Your File No. \_\_\_\_\_

Our File No. \_\_\_\_\_

December 14, 1981

Mr. R. Stollings,  
City Clerk  
City of Red Deer  
Box 5008  
Red Deer, Alta.

Dear Sir:

Re: Checkmate Court Apartments  
4902 - 37 Street  
Lot 2, Block 5, Plan 792-2189

Shelter Engineering Limited are in essence requesting an amendment to the Land Use By-law in order to accommodate a beauty salon, a dry cleaning establishment, and professional offices in conjunction with the apartment building on the above mentioned property.

There are several significant reasons for not approving the proposal.

1. The provision of professional offices at this location is in direct conflict with:
  - (a) Council's policy "... to strengthen the Downtown as the business and administrative center of the City," and
  - (b) Council's policy which states "... professional offices will be encouraged to remain and locate in the city center with limited dispersion to planned shopping areas."
2. In order to be economically viable, the proposed uses will have to draw upon a much larger population than the immediate apartment. The accessibility and visibility of the proposal to the general public is somewhat restricted.
3. Enclosing this portion of the building to create commercial floor space will adversely affect the supply of parking space. About 20 parking spaces will be eliminated by converting this parking area into commercial space. Not only will 20 spaces be lost, but the proposed uses will create a demand for additional parking.

It should be noted that parking requirements have changed since

pg. 2

## MEMBERS OF COMMISSION

CITY OF RED DEER—TOWN OF BLACKFALDS—TOWN OF CARSTAIRS—TOWN OF CASTOR—TOWN OF CORONATION—TOWN OF DIDSBURY—TOWN OF ECKVILLE—TOWN OF INNISFAIR  
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 BOWDEN—VILLAGE OF CAROLINE—VILLAGE OF CREMONA—VILLAGE OF DELBURN  
VILLAGE OF DONALDA—VILLAGE OF ELMORA—VILLAGE OF GADSBY—VILLAGE OF MIRROR—SUMMER VILLAGE OF GULL LAKE—SUMMER VILLAGE OF HALF MOON BAY  
SUMMER VILLAGE OF ROCHON SANDS—SUMMER VILLAGE OF WHITE SANDS—COUNTY OF LACOMBE No. 14—COUNTY OF MOUNTAIN VIEW No. 17  
COUNTY OF PAINTERTH No. 18—COUNTY OF RED DEER No. 23—COUNTY OF STETTNER No. 6—IMPROVEMENT DISTRICT No. 10

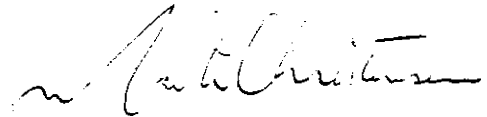
pg. 2

this development was approved. When the apartment complex was first approved in August 1978, 216 stalls were required and provided. Present regulations require 274 parking spaces for a similar apartment building.

4. An amendment to the Land Use By-law allowing commercial space in this apartment will lead to further pressures for similar treatment in other buildings throughout the City. The fragmentation of this sector of the commercial environment, is not desirable.

With the above factors in mind, it is strongly recommended that the request to amend the Land Use By-law to accommodate the proposed uses of beauty salon, dry cleaning establishment and professional offices, be denied.

Yours truly,



Monte Christensen,  
ASSOCIATE PLANNER  
CITY SECTION

MC/cc

Commissioners' comments

We concur fully with the comments of the administration that to approve this application would not only adversely affect the site in question, but could have far reaching effects on other properties. We, therefore, recommend this application be denied.

"R.J. McGHEE"  
Mayor

"M.C. DAY"  
City Commissioner

City Clerk's comments

At 3 p.m. February 25th, 1982, we received a further verbal request from Shelter Engineers to have this application set over until further notice.

We advised the applicant that we would recommend Council set this application over until such time as a new application was made, and this procedure appears to be satisfactory to them. We, therefore, recommend this application be tabled indefinitely pending a new application from the applicant.

"R. STOLLINGS"  
City Clerk

NO. 3

February 18, 1982

TO: CITY CLERK

FROM: CITY TREASURER

RE: NORTHWESTERN UTILITIES FRANCHISE TAX

At the Council meeting of February 15, 1982 a question was asked on the above.

1. Why is the Municipal Franchise Tax shown separately on the N.W.U. gas bill.
2. How much does the City receive for the franchise tax.

I should explain first what is the Municipal Franchise Tax.

In lieu of levying property taxes on the transmission and distribution system of N.W.U., the City of Red Deer agreed on September 24, 1945 to levy a 5% franchise tax on the gross receipts from the sale of natural gas within Red Deer. The date of commencement of supply of natural gas to Red Deer was August 22, 1947.

The percentage appears to have been amended from 5% to the following effective September 1, 1967:

1. 7 3/4% of gross receipts from sale of gas to domestic and commercial customers and industrial customers served under Rate No. 1 General Rate or Rate No. 2 Optional.
2. 3% of gross receipts from sale of gas to industrial customers served under Rate No. 3 - Optional High Load Factor Rate.

...2

...2

The above franchise rates were reviewed by Council in May, 1978 and were continued.

In 1981 the City received \$821,830 in franchise taxes from N.W.U. If property taxes had been levied instead of a franchise fee, \$69,000 would have been received.

If the City had discontinued the franchise tax and levied property taxes in 1981, the municipal property tax rate would have been 9% higher.

In discussions with a N.W.U. representative it was indicated the reason the Municipal Franchise Tax is now shown separately on the utility bill is due to a P.U.B order. Other taxes are not shown because P.U.B. has not ordered they be disclosed. Apparently, if N.W.U. did show the Federal excise tax in a similar manner it could result in higher excise taxes. N.W.U. is working on a method of allowing a customer to determine the excise tax. When this will be implemented is not known.



A. Wilcock, B. Comm., C.A.  
City Treasurer

AW/jm

Commissioners' comments

The above is submitted for the information of Council.

"R.J. McGHEE"  
Mayor

"M.C. DAY"  
City Commissioner

NO. 4

February 24, 1982

TO: CITY COUNCIL

Re: Arts Centre - 1982 Seven Year Plan

City Council, at its meeting of February 15th, 1982, passed the following resolution:-

Moved by Alderman Pimm, seconded by Alderman Kokotailo

"RESOLVED that Council of The City of Red Deer having considered correspondence from the Red Deer College and reports from the Administration regarding an Arts Centre at the College, hereby agree as follows:

1. That an amount of financial support be included in the year 1983 of the proposed 1982/1983 Seven Year Plan
2. That a working committee be struck consisting of the Mayor and two members of Council to ascertain with the College the terms, conditions and level of financial contribution and to report back to Council March 1, 1982,
3. That any expenditures for the Arts facility at the College be approved in the context of overall recreation department priorities without adversely affecting other much needed facilities contained in the Seven Year Plan."

In accordance with the above decision, Council appointed Alderman Moffat and Alderman Pimm as the members of Council to serve on the Working Committee referred to in item number two of the resolution.

As directed by Council, the Committee met with representatives of the College, headed by Dr. Forbes, on Friday afternoon, February 19th, 1982.

The discussion centered around the community needs that could be associated with the proposed facility. A review of the information for space requirements indicated as follows:-

-2-

## (a) The Architects outline of September, 1981

Net Area	4,760 sq. ft.	Gross Area	6,760 sq. ft.
(with the addition of more rehearsal space)			
Net Area	7,000 sq. ft.	Gross Area	9,950 sq. ft.

## (b) The information as shown on the Council Agenda

Gross Area	15,236 sq. ft.
------------	----------------

This increase is largely due to an additional rehearsal studio of 6,000 sq. ft.

The Theatre and the School of Music will be designed for a total Gross Area of approximately 65,700 sq. ft.

It was our understanding at our Friday meeting, that approximately 2,000 sq. ft. could be considered as "overlap" in the School of Music area. Also, the need for kitchen facilities in the community portion could be reviewed. There may be one or two other areas that could be considered as duplication or subject to review. If these were considered then the committee felt the 15,236 sq. ft. gross area could be reduced to between 10,000 and 12,000 sq. ft.

The committee then calculated what might be considered a reasonable approach in obtaining these additional facilities of 10,000 to 12,000 sq. ft. The following approach was taken:-

6,000 sq. ft. @ \$100.00 per sq. ft. (current bldg. costs)	\$ 600,000
6,000 sq. ft. @ \$ 50.00 per sq. ft. (specialized costs)	300,000
Contribution to upgrading within the facility	<u>100,000</u>
Total	<u>\$1,000,000</u>

By matching these provisions, of \$1,000,000 additional facilities of 10,000 to 12,000 sq. ft. could be provided.

The committee also considered the requests from the Recreation Board in arriving at the following set of recommendations for Council's consideration:-

1. That a total sum of \$1,000,000 be provided in the Seven Year Plan in the year 1984.
2. That these funds be provided to the College for their Arts Centre project on September 1, 1983.
3. That an agreement regarding community use be drafted and subject to agreement with the various community organizations.
4. That an appropriate operations committee be formed related to the operation of the facility.

-3-

It is realized that this is a very brief outline, but our committee feels, while not satisfying all the needs that may be desired, it does provide additional community facilities.

D. MOFFAT  
Alderman

L. PIMM  
Alderman

R. McGHEE  
Mayor

February 18, 1982.

TO: City Council

FROM: City Clerk

RE: Proposed 1982/1988 Seven Year Plan

At the Council meeting of February 15, 1982, the following resolution was passed pertaining to certain aspects of the Seven Year Plan.

"THAT Council of the City of Red Deer hereby agree to table the following matters relative the Seven Year Plan, for consideration at a special meeting of Council, the date to be determined by the administration:

1. The column for 1982, Table 8
2. Columns 1983-1988, Table 8
3. Design of projects proposed for 1983
4. Recreation Centre renovations and addition
5. Proposed Recreation Complex - Red Deer College Site."

The above is submitted as a reminder for the information of Council.

R. Stollings  
City Clerk

CS/ds

Commissioners' comments

In view of the report on the City Centre, Council may wish to establish a date to consider the remaining items on the Seven Year Plan.

"R.J. McGHEE"  
Mayor

"M.C. DAY"  
City Commissioner

NO. 5

February 24th, 1982

TO: CITY COUNCIL

FROM: CITY COMMISSIONER

RE: POLICY DOCUMENT

As Council will recall, the following Notice of Motion was presented to the November 9th, 1981 meeting of Red Deer City Council:-

"WHEREAS Members of Council agree that all persons having dealings with The City of Red Deer be treated fairly, equally and as consistently as possible, and

WHEREAS official or formal policy statements issued by Red Deer City Council are normally developed or established by way of budget approval or passage of bylaws, and

Whereas policy areas outside the purview of budget and for bylaws are usually deemed to be Council's most recent resolution of a given subject or topic, and

WHEREAS occasionally there may be difficulty in determining the most recent resolution of a given subject or topic, and

WHEREAS no comprehensive policy document for The City of Red Deer presently exists:

NOW THEREFORE BE IT RESOLVED that Council of The City of Red Deer agrees as follows:-

- (1) That the Administration of The City of Red Deer be requested to prepare a brief report on the anticipated action necessary to prepare a comprehensive policy document, such report to indicate the estimated costs of such work, who could undertake same and the anticipated time necessary to compile such document."

The Administration has now had an opportunity to review the proposal and formulate some thoughts with respect to the preparation of such a document.

It may be of interest to Council to note that in 1967, City Council passed the following resolutions on May 15th and June 5th, respectively:-

TO: City Council

(2)

February 24th, 1982

"That Council of The City of Red Deer, having reviewed the recommendations of the City Auditor, do hereby resolve that the Administration together with the City Auditor and City Solicitor prepare for Council's consideration, recommendations of Financial Policies to be reviewed annually and set out in a policy manual format."

"(1) That where policies regards any sphere of City administration or Council jurisdiction are not now aligned into an inclusive policy statement, they be organized into a comprehensive policy statement file; these to be based on established policies and any formulated by Council over the past five years.

(2) That upon completion of these policy statement files Council gradually carry out a review of all policies, to ensure that they are satisfactory for Red Deer's present municipal governing needs."

As a result of these resolutions, the Treasury Department did draft a Financial Policy Manual, but to the best of our knowledge, it was never developed beyond the draft stage. In a similar manner, a number of other Departments have developed policy manuals through the years, but in most cases, these manuals are not complete and contain not only Council policy but Administrative policy as well.

Although these documents would be useful in assisting the formulation of an all encompassing Council policy document, it would seem imperative that a review of the Council minutes be undertaken to ensure that all policies which were adopted and recorded, are incorporated. We must also realize that not all Council policy has been formulated by resolution, but that, in fact, some has been developed by simple verbal request or statement made in Council. An example of this is the policy allowing for Council approval of subdivision design, which arose from a statement put forth by Council, but was never formally adopted by resolution.

Because of the intricate nature of this undertaking, it would seem essential that someone from the City Clerk's Department, who has developed a special sensitivity for Council resolutions and Council dealings, be responsible for researching the minutes, and assisting with the documentation of the policies.

As witnessed by the past attempts of staff to document some form of policy manual, the current proposal could prove an arduous task for the City Clerk's Department in conjunction with their regular duties, and I would, therefore, recommend that Council allocate some funds to enable the City

TO: City Council

(3)

February 24th, 1982

Clerk to hire someone to undertake certain aspects of this work. I would recommend a sum of Ten Thousand Dollars (\$10,000) be allocated. The type of individual we envisage would be someone knowledgeable in local government affairs, who would be willing to work for an honorarium. This individual would be closely monitored and supervised by the City Clerk.

It is essential that Council establish some guideline as to how far back the minutes should be researched and it would be our recommendation that this review encompass the past five (5) years, only. In establishing such a guideline, Council must recognize that the document which will be developed, will not be complete, initially. We must, therefore, ensure that any future policies will be incorporated in a systematic fashion and that any policies which we have been unable to find during the research period, but which, since that time, have come to light, will be recorded. In this manner, and over a period of time, the document should become virtually complete. It must also be recognized that some of the existing policies may be outdated and may require revision or repeal, while still others may have been superseded by more current policy. These should be recognized and dealt with at the time of the review.

We anticipate that the initial research and documentation of existing policies by the City Clerk's Department, with some outside assistance, and encompassing the past five years, only, would take an estimated twelve (12) months to complete. In conjunction with the development of the policy manual, we would develop a further policy to ensure that once completed, the manual would be systematically updated.

Council's direction with respect to the development of such a Policy Manual, would be appreciated.

Respectfully submitted,

H. MICHAEL C. DAY,  
City Commissioner

NO. 6

November 10, 1981.

TO: Council

FROM: City Clerk

RE: Westerner Exposition Site Piper Creek Diversion

The following reports appeared upon the November 9, 1981, Council agenda at which time a resolution was introduced as noted hereunder.

"RESOLVED that Council of the City of Red Deer having considered report dated November 2, 1981 from the City Engineer re: Westerner Exposition Site Piper Creek Diversion, hereby approve the request from the developers of the Petroleum Business Park located immediately south of the Exhibition Site, to dispose of surplus top soil in the Piper Creek Area between the Landfill Site and the Exhibition Site, and which work will involve the cleanup of the dead fall in the creek channel, diversion of a small portion of the creek alignment, and placement of topsoil in the old creek channel to the grades and specifications required by the Engineering Department, said work to be done by the developer at no cost to the City of Red Deer and subject to receipt of approval from all approving authorities, and as recommended to Council November 9, 1981 by the City Engineer and the City Commissioners."

Prior to voting on the above motion, Council agreed that same be tabled for further information as to the methods of completing the rechanneling of the creek, the plans for sloping and finishing the existing landfill site and the screening of the landfill site from the property to the west, as well as proximity of the proposed alterations to the storm water retention ponds.

A more detailed report has been prepared by the Engineering Department and same is included herewith for consideration of Council.

R. Stollings  
City Clerk

RS/ds  
Encl.

November 2, 1981

TO: City Clerk  
FROM: City Engineer  
RE: Westerner Exposition Site  
-----  
Piper Creek Diversion

The Engineering Department has been presented with a request from the developers of the Petrolia Business Park which is located immediately south of the Exhibition Site, to dispose of surplus topsoil in the Piper Creek area between the landfill site and the Exhibition Site. The work involves the clean up of the deadfall in the creek channel, diversion of a small portion of the creek alignment, and placement of topsoil in the old creek channel to the grades and specifications required by the Engineering Department. All work would be done by the developer this fall at no cost to the City of Red Deer.

The end result will be an expanded exhibition site area that will be usable for surface parking, campground, or other similar facilities. The Exhibition Board is aware of the proposal and has indicated their approval in principle by the attached letter.

The Department of Environment has been contacted relative to the creek realignment and have not indicated any problems. A permit to construct still has to be submitted to them however.

A sketch has been prepared and is attached hereto, outlining the proposed work.

We would recommend that this project proceed as it benefits both the exhibition site and the developer and will be completed at no cost to the City.

B. C. Jeffers, P. Eng.  
City Engineer

KGH/emg  
attach

July 31, 1901

Macbeth Construction Ltd.  
4913 - 45th Street  
Red Deer, Alberta

Attention: Mr. John Macbeth

Dear Sir:

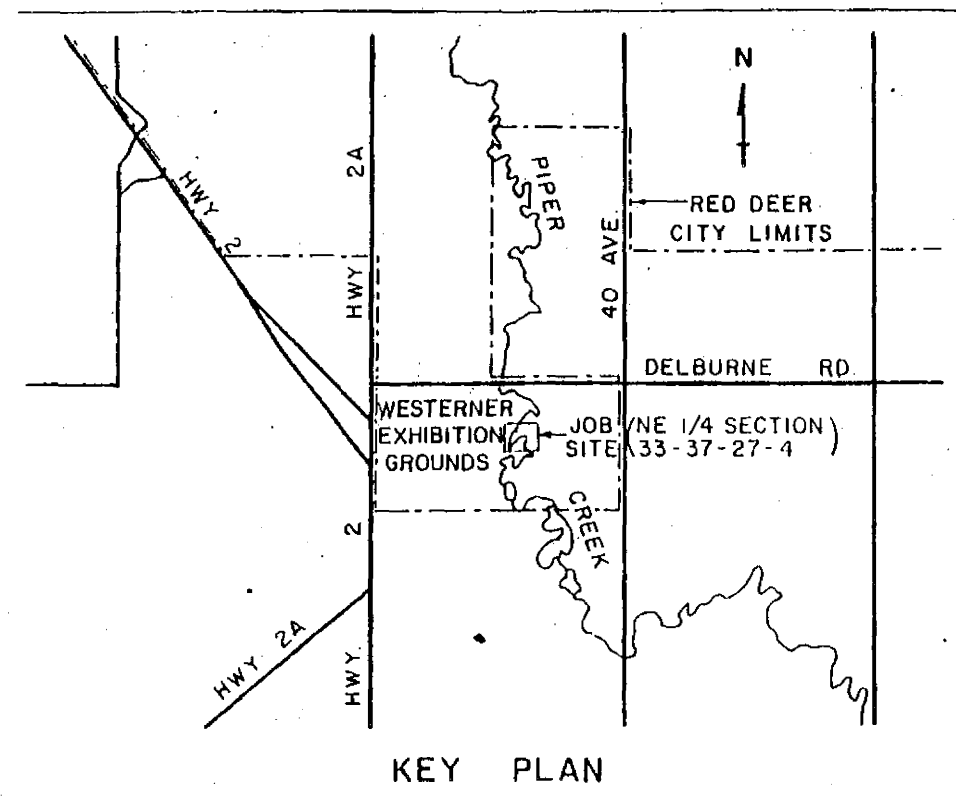
The Board approved your proposal to divert, clear and fill the creek area as outlined on the map re Proposed River Creek Re-alignment subject to approval of regulatory authority.

Thanking you for your interest in our site.




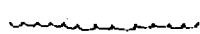
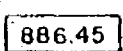
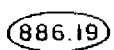
Yours truly,

Ernie Macleod  
President

Er:at



## LEGEND

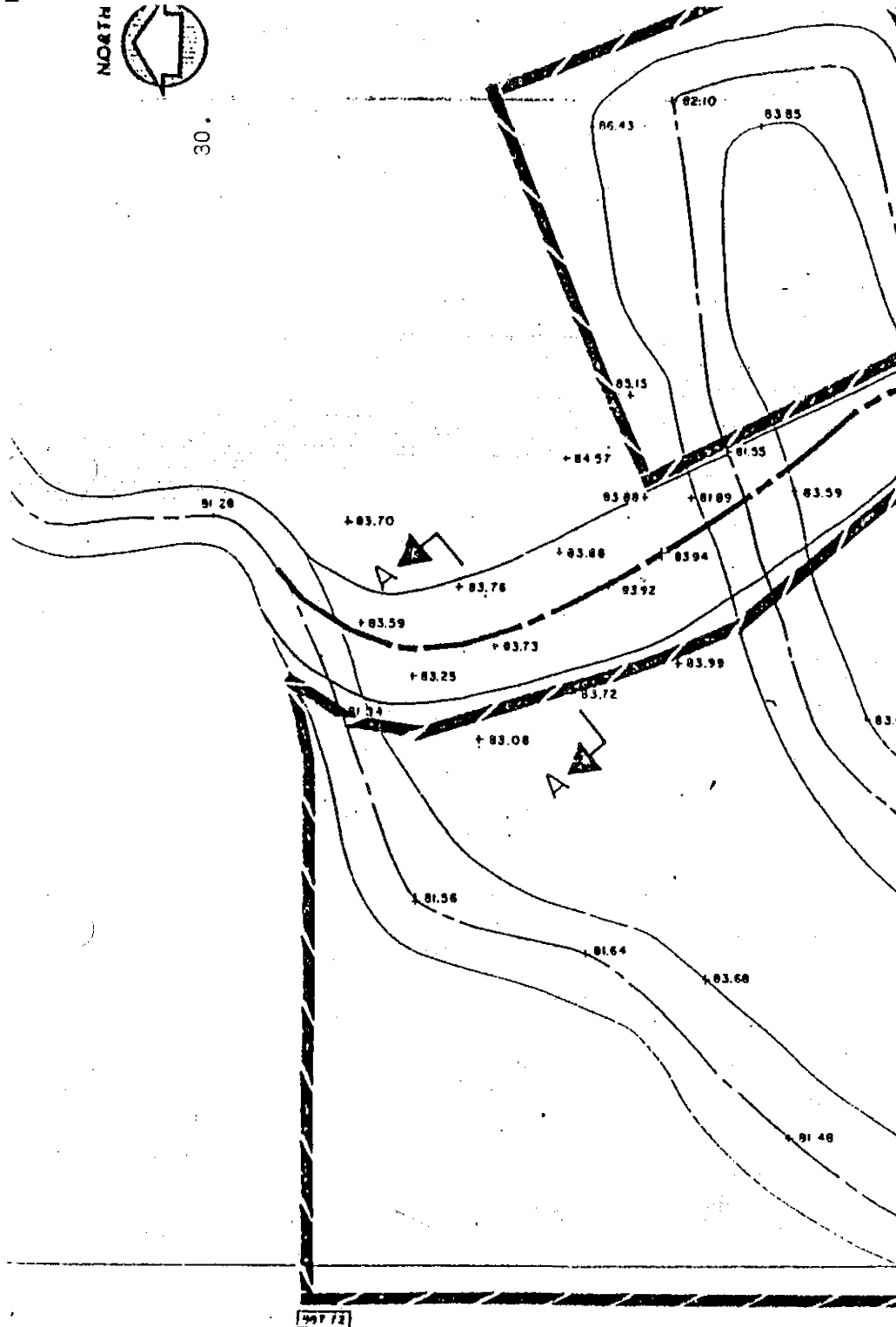
	EXISTING $\mathcal{C}$ OF CREEK
	PROPOSED $\mathcal{C}$ REALIGNMEN
	AREA TO BE FILLED
	LIMIT OF CLEARING
+ 83.36	SPOT ELEVATION
	EXISTING SITE ELEVATION
	PROPOSED FINAL ELEVAT

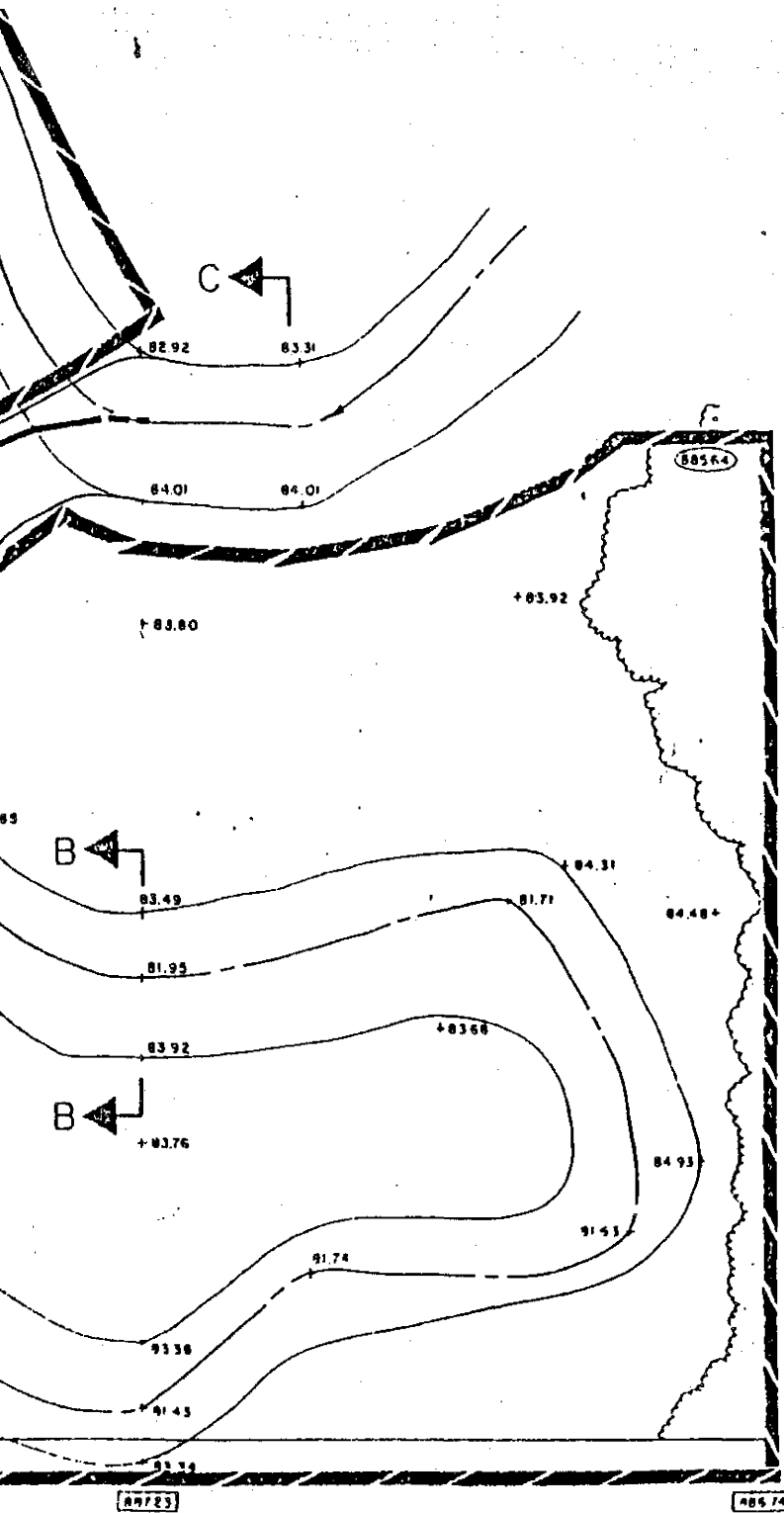
## NOTE

ALL SIDE SLOPES TO BE 3:1



30.





NE 1/4 35-37-27-4

24.56  
LINE

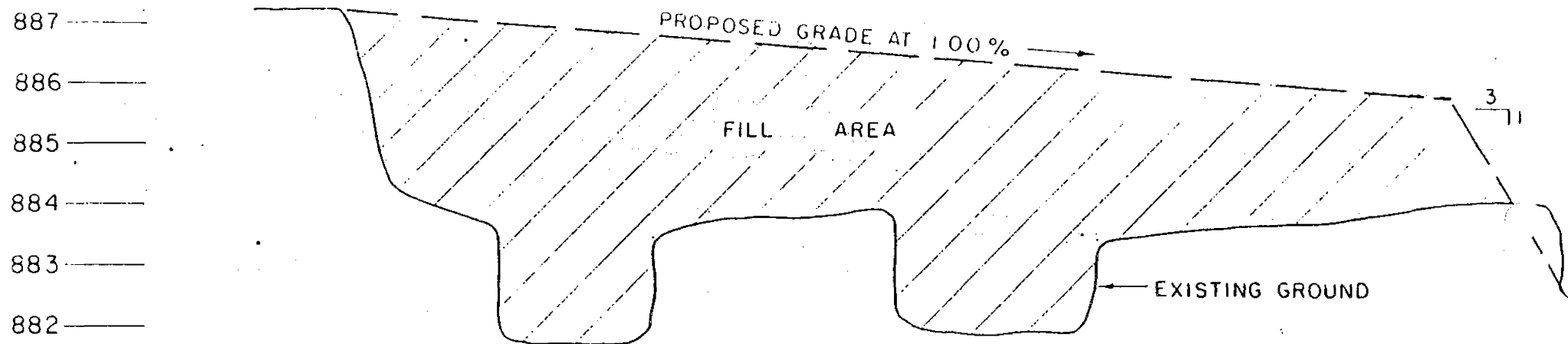
AM723

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C

434134



SECTION C-C

SCALE

H 1:500

V 1:100

Commissioners' comments

In the past, the City has provided the use of City lands for disposal of clean fill. where it will provide a direct benefit for the City, i.e. Riverside Light and heavy industrial areas. It is our opinion this will provide improvement to the area and as such should be approved by Council.

"R. J. MCGHEE"  
Mayor

"M. C. DAY"  
City Commissioner

February 25, 1982

TO: City Clerk

FROM: City Engineer

RE: Soil for Landfill Site  
----- Creek Diversion - Filling of Low Area on Westerner Site

Attached hereto are the comments of the Parks Superintendent and the Water & Sewer Superintendent regarding the above two (2) items.

With respect to supplying soil to the landfill site, it is noted that the material being offered is not ideal but is adequate for our needs. The price quoted of \$1.00/metre is reasonable. This item was placed before Council at their review of the landfill site budget and an expenditure of \$20,000 was approved. This would provide us with 20,000 m<sup>3</sup> of cover material.

With respect to the creek diversion, we would have no objections to this provided the following conditions are met:

1. diversion of the creek at no cost to the City
2. filling of low lands at no cost to the City
3. approval of Alberta Environment to diversion of creek
4. prior approval by Parks Department of area to be filled
5. prior approval by Parks Department of detailed plans indicated how filled area is to be landscaped

B. C. Jeffers, P. Eng.  
City Engineer

BCJ/emg  
attach

February 22, 1982

TO: City Engineer

FROM: Parks Superintendent

RE: Offer of Soil From John MacBeth

Some time ago Mr. MacBeth offered soil from his site south of the Westerner to:

- 1) the landfill site
- 2) the Piper Creek lowlands between the Westerner and Landfill Site.

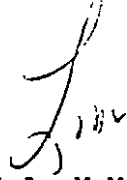
I have discussed the landfill site with Mr. Higgins of our Public Works section and he advises that the available soil is not suitable for landscaping (topsoil) and that he has made other budget provision for necessary topsoiling and seeding of the completed areas of the landfill site in 1982. This will include all of the east creek bank which has been damaged through the landfill operation. Mr. Higgins feels, however, that he could use 20,000 cubic meters of fill material on the site. This could be used as "cover" soil, and Mr. MacBeth would deliver at a cost of \$1.00 per cubic metre. If Council is agreeable to that, a sum of \$20,000 must be provided in the 1982 landfill operating budget.

In the matter of the filling of the unsightly lowlands and diversion of the Creek to create a trailer park as an extension of the Westerner operation, the Recreation Director and myself have no objection to this, provided that the finished landscaping is good, and providing that only the area of lowland which is untreed be involved, so that no loss of trees will occur. It is our understanding that should Council agree to this project, the Westerner will provide detailed plans to show how the area will be treated and landscaped, how the existing creek will be effected, and that we would have opportunity to comment on such plans before the work proceeds.

...2

The City Commissioner wishes your comments to come before Council at its meeting of Monday, March 1, 1982.

Submitted for your consideration.

A handwritten signature in dark ink, appearing to read 'L.A. McMurdo', is positioned above the printed name.

L.A. McMurdo,  
Parks Superintendent

LAM/mp

cc: Don Moore  
L. Gillespie

February 2, 1982

TO: Lloyd McMurdo  
Parks Superintendent

FROM: Bill Higgins  
Water & Sewer Superintendent

RE: Solid Waste Disposal Site - Landscaping  
Further to our site meeting January 26, 1982, I would like to make the following comments.

In my 1982 budget, I have asked for funds to topsoil approximately fifteen to twenty acres of area, which is now at finished grade (this is where the snow dump is now). There is more than adequate good quality black dirt on site for this. As discussed, this black dirt will be moved with buggies and levelled with a dozer prior to you landscaping it.

With regards to the creek area which we looked at, I can see no reason at this time to spend money in this area. Perhaps once a plan is prepared showing what this area will be used for, we could consider this area.

I met with John MacBeth January 27, 1982, to discuss with him the possibility of disposing of approximately 60,000 cubic meters of poor quality mixed sand and topsoil. John advised me that he has had discussions with representatives of the City and the Westerner regarding wasting some of this material in the low creek area for a future trailer site. At the same time, he would like to take approximately 20,000 cubic meters across the creek to the land fill for cover dirt. This he said he would do for \$1.00 per cubic meter. Although this material would work for cover material, it would not be the best, as it is quite porous and would allow precipitation to filter through it into the garbage. I am not sure what kind of driving surface it would make for the vehicles to back over (likely not much worse than what we are using now).

Should John MacBeth get permission to divert the creek and deposit waste material in the low area, and should Council wish to give me an additional \$20,000, then I would be agreeable to this suggestion.

Would you please pass my comments on to Bryon Jeffers along with yours.

*Bill Higgins*  
W. E. Higgins  
Water & Sewer Supt.

WEH/sv  
cc. L. Gillespie

Commissioners' comments

We concur with the comments of the City Engineer and recommend Council endorse the conditions outlined.

"R.J. McGHEE"  
Mayor

"M.C. DAY"  
City Commissioner

NO. 7

*February 22, 1982.*

*TO: City Council*

*FROM: City Clerk*

*RE: Red Deer Coliseum*

*At the Council meeting of February 15, 1982, a motion was moved tabling the above matter for consideration at the March 1, 1982 meeting.*

*Accordingly, this matter is brought forward for consideration of Council at this time.*

*R. Stollings  
City Clerk*

REPORTS

39.

NO. 1

February 19, 1982.

TO: City Council

FROM: Parking Commission

RE: City Leased Parking Stalls

As City Council may be aware the City has been leasing parking stalls at the rate of \$25.00 per stall to the following:

1. Associate Clinic - 8 stalls situated on Lot R, Plan 5164 K.S.,  
4728 Ross Street
2. Knox Presbyterian Church - 1 stall on Lot R, Plan 5164 K.S.,  
4718 Ross Street.

The Parking Commission at its meeting held on Wednesday, February 17, 1982, reviewed this matter and agreed that the rate be increased from \$25.00 to \$30.00 per stall per month. A review of other stalls leased in the downtown area by the private sector would indicate that this is the going rate.

Accordingly, we would recommend that Council ratify the increase proposed in this instance.

Respectfully submitted,

  
R.L. Dale, Chairman,  
Parking Commission

NO. 2

February 19, 1982.

TO: City Council

FROM: Parking Commission

RE: Lease Lot 3, Block 5, Plan 5427 R.S.  
A. Clive Matthew Professional Corporation and William G. Craig  
Professional Corporation  
Formerly the A.M.A. Property

The attached letter dated February 5, 1982, from A. Clive Matthew requesting an amendment to Clause 4 of the lease agreement pertaining to Lot 3, Block 5, Plan 5427 R.S. received consideration of the Parking Commission at its meeting held on Wednesday, February 17, 1982.

The Parking Commission at the aforementioned meeting agreed to recommend to Council of the City of Red Deer that Clause 4 of the said agreement be changed to specify that only 25% of the lots need to be provided for customer parking. The Parking Commission feels that the request of A. Clive Matthew is not an unreasonable request as their customer requirements are not as high as in the case of the A.M.A.

The above recommendation of the Parking Commission is submitted to Council for ratification.

Respectfully submitted,

\_\_\_\_\_  
R.L. Dale, Chairman,  
Parking Commission

Encl.

*A. Clive Matthew Professional Corporation*

5914 GAETZ AVENUE, RED DEER, ALBERTA T4N 4C3

41.

February 5, 1982

The Mayor & Council  
City of Red Deer  
Red Deer, Alberta

ATTENTION: MR. ROBERT STOLLINGS, CITY CLERK

Dear Sir:

RE: ASSIGNMENT OF CITY OF RED DEER AND ALBERTA MOTOR ASSOCIATION PARKING  
LEASE, LOT 3, BLOCK 5, PLAN 5427RS TO A CLIVE MATTHEW PROFESSIONAL  
CORPORATION AND WILLIAM G. CRAIG PROFESSIONAL CORPORATION.

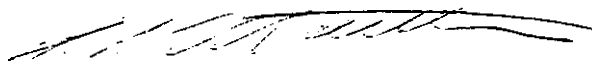
The writer wished to thank the Mayor and Council for approving  
the assignment of the lease to the new owners.

We note that Clause 4 of the agreement indicates that 50 % of  
the stalls leased be designated for customer parking. We would point  
out that the A.M.A. had some 12000 members in Central Alberta who placed  
heavy demands on the lot. We understand that the lease with the Triumph  
Building next door only requires that 20 % of the stalls be designated  
for customer parking.

It would be appreciated if the Mayor and Councillers would  
consider according our building similar treatment to the Triumph Building  
since it now has a similar use.

We would therefore respectfully request that Clause 4 of the  
lease be amended to read 25 %.

Yours very truly



A. Clive Matthew  
Professional Corporation

ACM/mhc

## RED DEER REGIONAL PLANNING COMMISSION

4920-59 STREET

P.O. BOX 5002

RED DEER, ALBERTA, CANADA. T4N 5Y5

DIRECTOR:

NO. 3

Robert R. Cundy M.C.I.P.

TELEPHONE: (403) 343-3394

Your File No.

Our File No.

February 17, 1982

ALL MUNICIPAL ADMINISTRATORS - RURAL AND URBAN  
WITHIN THE RED DEER REGIONAL PLANNING COMMISSION AREA

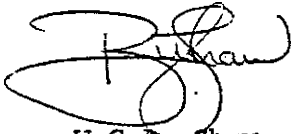
Dear Sir/Madam:

Re: Commission Response on Regional Planning System Study

Please find enclosed herewith the response of the members of the Red Deer Regional Planning Commission to "A Summary of Preliminary Findings" of the Regional Planning System Study. The comments of the Commission are included within the two attachments, which were unanimously accepted by the members of the Commission at their February 15, 1982 Commission Meeting. These comments are being forwarded to the Alberta Planning Board for their consideration during their review of the Regional Planning System Study.

Should you have any questions with regards to this topic and the Commission's response, please do not hesitate to contact the Director, Mr. R. Cundy, or the undersigned.

Yours truly,



W.G.A. Shaw, M.C.I.P.

Senior Planner

Regional Planning &amp; Research Section

WGAS/vl

Encls.

## MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER—TOWN OF BLACKFALDS—TOWN OF BOWDEN—TOWN OF CARSTAIRS—TOWN OF CASTOR—TOWN OF CORONATION—TOWN OF DIOSBURY—TOWN OF ECKVILLE  
TOWN OF INNISFAIR—TOWN OF LACOMBE—TOWN OF OLDS—TOWN OF PENHOLD—TOWN OF ROCKY MOUNTAIN HOUSE—TOWN OF STETTLE—TOWN OF SUNORE—TOWN OF SYLVAN LAKE  
VILLAGE OF ALIX—VILLAGE OF BENTLEY—VILLAGE OF BIG VALLEY—VILLAGE OF BOTHRA—VILLAGE OF CAROLINE—VILLAGE OF CLIVE—VILLAGE OF CREMONA—VILLAGE OF DELBURN  
VILLAGE OF DONALDA—VILLAGE OF ELMORA—VILLAGE OF GAOSBY—VILLAGE OF HALKIRK—VILLAGE OF MIRROR—SUMMER VILLAGE OF BIRCHCLIFF—SUMMER VILLAGE OF GULL LAKE  
SUMMER VILLAGE OF HALF MOON BAY—SUMMER VILLAGE OF NORGLENWOLD—SUMMER VILLAGE OF ROCHON SANDS—SUMMER VILLAGE OF WHITE SANDS—COUNTY OF LACOMBE No. 14  
COUNTY OF MOUNTAIN VIEW No. 17 —COUNTY OF PAINT EARTH No. 18 —COUNTY OF RED DEER No. 23 —COUNTY OF STETTLE No. 6 —IMPROVEMENT DISTRICT No. 10

Mayor's comments

The comments referred to above are available in the City Clerk's office should any member of Council wish to view same. As Council representative on the Red Deer Regional Planning Commission, I have been present during the discussions and have made my views known.

"R.J. MCGHEE"  
Mayor

February 5th, 1982

MEMORANDUM

TO: CITY COMMISSIONER  
FROM: RECREATION SUPERINTENDENT  
RE: TENDERS FOR ARENA RINK BOARD SYSTEM

Tenders for replacement of the rink boards closed on January 26th, 1982. Seven tenders were received and the quotations range from \$71,539 to \$89,908. Following is a list of the bidders and corresponding quotations:

- |  |           |
|--|-----------|
| (a) Hunterwood Developments Ltd.<br>Red Deer, Alberta          | \$ 71,539 |
| (b) Ellis Construction Limited<br>Lacombe, Alberta             | \$ 72,563 |
| (c) The House Doctor<br>Red Deer, Alberta                      | \$ 77,595 |
| (d) A. Grieb Construction Co. Ltd.<br>Red Deer, Alberta        | \$ 79,450 |
| (e) Griffin Construction<br>Red Deer, Alberta                  | \$ 79,800 |
| (f) Duncan S. Gillespie and Associates<br>Thunder Bay, Ontario | \$ 82,987 |
| (g) Robinson Builders Ltd.<br>Headingley, Manitoba             | \$ 89,908 |

The attached report from Mr. Harold Jeske, Facilities Manager, was reviewed and it was agreed to recommend that the tender be awarded to Hunterwood Developments Limited, Red Deer, Alberta for the sum of \$71,539, provided you are satisfied that a letter of credit is acceptable. Should you feel that a bond is required, then the Board would recommend that the contract be awarded to Ellis Construction Limited of Lacombe in the amount of \$72,563.

Would you please obtain advance approval of City Council for this expenditure. The budgetted sum is \$78,540. I would recommend approval of the contract sum of \$71,896 plus 5 per cent contingency of \$3,594 or a total of \$75,490.

DON MOORE

DM:pw

Attachment

February 2nd, 1982

MEMORANDUM

TO: DON MOORE  
FROM: HAROLD JESKE  
RE: TENDERS FOR ARENA RINK BOARD SYSTEM

Tenders for replacement of the rink boards closed on January 26th, 1982. Seven tenders were received and the quotations range from \$71,539 to \$89,908. Following is a list of the bidders and corresponding quotations:

(a) Hunterwood Developments Ltd. Red Deer, Alberta	\$ 71,539
(b) Ellis Construction Limited Lacombe, Alberta	\$ 72,563
(c) The House Doctor Red Deer, Alberta	\$ 77,595
(d) A. Grieb Construction Co. Ltd. Red Deer, Alberta	\$ 79,450
(e) Griffin Construction Red Deer, Alberta	\$ 79,800
(f) Duncan S. Gillespie and Associates Thunder Bay, Ontario	\$ 82,987
(g) Robinson Builders Ltd. Headingley, Manitoba	\$ 89,908

Hunterwood Developments Ltd. of Red Deer were the low bidders for this project at \$71,539. Because I was not familiar with this contractor, I did some research into this company's past performance.

Hunterwood Developments has been in business since 1979. From this time until present, they have been involved in a variety of construction projects. Some of their more recent projects and performance ratings are stated below.

I. Project - Renovations to Gasoline Station.

Purchaser - Turbo Resources Ltd.

Value of Project - \$20,000.

Contact - Rod Bantle - 342-2384.

Rating - Quality of work was excellent.

- Would recommend for further work.

II. Project - Renovations to Showroom.

Purchaser - Allied T.V. and Appliance Service Ltd.

Value of Project - \$16,000.

II. Project - Renovations to Showroom (Cont'd.)Contact - Ron Scott - 347-1727.Rating - Did a good job.

- Work completed on schedule.

- Satisfied with work and would rehire.

III. Project - Renovations to Facility Washrooms.Purchaser - D.N.D. C.F.B. Penhold.Value of Project - \$140,000.Contact - Ken Parker - 246-2218.Rating - No problems, excellent performance.

- Job Superintendent co-operative.

- Complied with requirements asked for.

- Would recommend for further work.

IV. Project - Pump Kiosk.Purchaser - City of Red Deer.Value of Project - \$62,000.Contact - Pat Grainger.Rating - Fairly good work.

- Owner is conscientious.

- Would rehire.

V. Project - Outdoor Rink Boards.Purchaser - Alberta Housing and Public Works.Value of Project - \$19,000.Contact - Pete Chapman.Rating - Quite satisfactory.

- Nature of job required a lot of fabrication.

- Work completed on schedule.

- Would rehire again.

- Have done other jobs for them as well.

Other projects undertaken by this contractor are:

- (a) Micro Film Facility for the Federal Government. This is a new job and is only about 5% complete. Project location is Drumheller, Alberta.
- (b) Maintenance Garage for Alberta Housing and Public Works. This project is complete and the cost was \$220,000. Project location is Stettler, Alberta.

In 1981, Hunterwood Developments Ltd. constructed ten (10) houses in Red Deer. Some were built on speculation and some were custom built.

Although this company has not had any experience in fabricating and installing indoor dasher board systems, they do have experience in a variety of construction projects. It should be mentioned that this particular project is somewhat specialized and someone unfamiliar with it may run into problems. Nevertheless, this contractor has a good record and as indicated above, is highly regarded. This company cannot provide a performance bond because he has not been in business long enough to qualify. He will, however, provide an "irrevocable letter of credit" for 50% of the contract value to guarantee performance and payment of materials and labor, which according to the City Engineer, would be acceptable.

The second low bidder, Ellis Construction Limited, is an established contractor known to us and who will provide bonding.

Our tender document did not specify a bonding requirement, therefore the cost of bonding must be borne by the City. The cost is:

Hunterwood Developments Ltd.      approximately \$357.00

Ellis Construction Limited      approximately \$390.00

In light of the foregoing, serious consideration will have to be given to both of these tenders.

*H. J. McGhee*  
HAROLD

HJ/hg

Commissioners' comments

We would concur with the recommendations that the City accept the tender of Hunterwood Developments Ltd. and provide a total sum of \$75,490.00 for this project which shall include the costs of an irrevocable letter of credit and a 5% contingency sum.

"R.J. McGHEE"  
Mayor

"M.C. DAY"  
City Commissioner

NO. 5

February 23, 1982

TO: City Clerk  
FROM: City Engineer  
RE: Offsite Charges  
----- Major Thoroughfare Levy -----

The Engineering Department recently submitted a recommended rate change for the above based on detailed analysis of the construction costs for the major arterial network.

Due to an administrative oversight, the resolution for Council's consideration as required by Section 89 of the Planning Act, was not prepared for the February 15, 1982 meeting.

Accordingly, we re-submit the summary table for the offsite assessments including the required resolution of Council as previously drafted by the City Solicitor.

This information is presented for Council's consideration at the March 1, 1982 meeting.

B. C. Jeffers, P. Eng.  
City Engineer

KGH/emg  
attach

"WHEREAS pursuant to Section 75 of The Planning Act 1977, Section 49.  
16.4.4 subparagraph (a) the Land Use Bylaw authorize the Development Officer  
to require as a condition of the issuance of a Development Permit, that the  
applicant enter into an agreement to pay for or construct a public roadway to  
give access to a developer.

AND WHEREAS pursuant to Section 89 of The Planning Act, 1977, a  
subdivision authority may, at the request of City Council, impose a condition that  
the applicant for a subdivision enter into an agreement with the Council of the  
City respecting all or any of the following, namely:

1. to construct or pay for the construction of a public roadway required to give access to the subdivision.
2. to install or pay for the installation of utilities that are necessary to serve the subdivision, and
3. to pay an off-site levy or redevelopment levy imposed by bylaw,

AND WHEREAS Council of the City of Red Deer desires the subdivision  
approving authority to impose the conditions hereinbefore recited,

NOW THEREFORE BE IT RESOLVED that the Subdivision Committee of the  
Red Deer Regional Planning Commission be and here is requested by the Council of  
The City of Red Deer to require that the applicant for any subdivision of land within  
The City of Red Deer enter into an agreement with the Council of The City of Red Deer:

1.1 to construct a public roadway required to give access to the subdivision or to  
pay to the City such sum as may be established from time to time as a contribution  
towards the cost of providing major highway thoroughfares to give access to the  
subdivision.

1.2 to install utilities that are necessary to serve the subdivision, or to pay the  
City for the installation of such utilities in such amounts that may be determined  
and established from time to time by The City of Red Deer, and

1.3 to pay such offsite levy or redevelopment levy as may be imposed from time to  
time by bylaw of The City of Red Deer,

AND WHEREAS The City of Red Deer must construct, or pay for the cost of constructing  
major highway thoroughfares to give access to the development having regard to  
traffic generated thereby and the necessity to provide emergency and service vehicles  
adequate access thereto.

AND WHEREAS it is necessary to establish the amount which shall be paid by the  
developer to the City as a contribution towards the cost of providing such major  
thoroughfares,

NOW THEREFORE BE IT RESOLVED:

1) The development officer shall require all developers of lands in the "Southeast"  
area of The City of Red Deer as outlined in Schedule "A" annexed hereto to pay to  
or enter into an agreement to pay the City the sum of ~~\$3,380.00~~ for each acre of  
land within the area of land to be developed. \$3,650.00

2) The Development Officer will require all developers of land in the "Northwest"  
area of The City of Red Deer as outlined in Schedule "A" annexed hereto to pay to or  
enter into an agreement to pay to the City the sum of \$3,450.00 for each acre of  
land within the area of land to be developed.

3) The Development Officer will require all developers of land in the "Central"  
area of The City of Red Deer not included in the areas designated in 1 or 2, to  
pay to or enter into an agreement to pay to the City the sum of ~~\$3,190.00~~ for each  
acre of land within the area of land to be developed". \$3,370.00

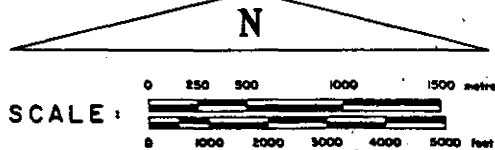
SCHEDULE 'A'  
MAJOR THOROUGHFARES

NORTH WEST ROADS  
SERVICE BASIN

SOUTH WEST ROADS  
SERVICE BASIN

SOUTH EAST ROADS  
SERVICE BASIN

CITY OF RED DEER  
AND DISTRICT



EAST RED DEER OFFSITE ACREAGE ASSESSMENT SUMMARY - 1982			
ITEM	EXISTING LEVY	PROPOSED LEVY	INCREASE (%)
Major Thoroughfare	3380	3650	8 %
Sanitary	850	860	1 %
Storm	2450	2660	8.6%
Water	971	971	0 %
TOTAL	7651	8141	6.4%

CENTRAL RED DEER OFFSITE ACREAGE ASSESSMENT SUMMARY - 1982			
ITEM	EXISTING LEVY	PROPOSED LEVY	INCREASE (%)
Major Thoroughfare	3190	3370	6 %
Sanitary	800	880	10 %
Storm	1400	1540	10 %
Water	600	660	10 %
TOTAL	5990	6450	7.7%

NORTH RED DEER OFFSITE ACREAGE ASSESSMENT SUMMARY - 1982			
ITEM	EXISTING LEVY	PROPOSED LEVY	INCREASE (%)
Major Thoroughfare	3450	3450	0 %
Sanitary	1200	1260	5 %
Storm	3000	3180	6 %
Water	600	660	10 %
TOTAL	8200	8550	4.3%

NO. 6

February 23, 1982.

TO: City Council

FROM: City Clerk

RE: Bylaw No. 2747/82

The above noted Bylaw refers to the construction of a new fire station in south Mountview and the furnishing and equipping thereof.

We have been advised by the Local Authorities Board that prior to advertising, it will be necessary for the following changes to be made to the said bylaw:

1. In paragraph 5 of the preamble, delete the word and figure, "twenty four (24%)", and insert the word and figure, "twenty five (25%)"
2. In paragraph 4 of the enactment, delete the word and figure, "twenty four (24%)", and insert the word and figure, "twenty five (25%)"

Accordingly, Council is requesting to amend the Bylaw at this meeting.

R. Stollings  
City Clerk

RS/ds

NO. 7

February 19, 1982

Director of Economic Development  
City of Red Deer  
4914 48 Avenue  
Red Deer, Alberta

ATTN: Mr. A. Scott

Dear Sir:

RE: Application to Purchase  
Lot 21C, Block 9, Plan 812-2206 and  
Pt. of Lot 3, Block 1, Plan 752-1573

Thank you for your letter dated February 16, 1982 regarding the above purchase.

We have received approval from our board of directors to proceed with the purchase of Lot 21C, Block 9, Plan 812-2206 and have placed an option fee in the amount of \$48,003 in the hands of our solicitors, Crowe Duhamel and Manning, to be released on execution of the land sales agreement attached. This represents 10% of the purchase price as required by city council.

Peavey Industries will proceed with the development of that Parcel as planned but must regretfully delay development of the distribution centre on Lot 3 Block 1 Plan 752-1573. While we are still most anxious to build the distribution centre on that site, we cannot make any commitment to that project until our existing property is sold.

It is understood of course that no land other than Lot 21C Block 9, Plan 812-2206 can be held for us by the city, however we will apply again once we are in a position to proceed, if the property is still available.

..2

Your cooperation and that of City Council in this matter, is greatly appreciated.

Please contact me should further action be required on our part.

Yours truly,

PEAVEY INDUSTRIES LIMITED

A handwritten signature in dark ink, appearing to read 'K.N. Nilsson', with a stylized flourish extending from the end.

K.N. Nilsson  
Vice President and General Manager

February 23, 1982

TO: MAYOR & MEMBERS OF COUNCIL  
FROM: DIRECTOR OF ECONOMIC DEVELOPMENT  
RE: PEAVEY INDUSTRIES LIMITED

At the February 15, 1982 meeting of Red Deer City Council, the attached resolution received Council approval. This resolution granted certain relaxations with respect to the size of the development proposed for the Northland Industrial Park parcel of land, together with an extension in the commencement of construction date from our standard requirement. At the same time, Peavey Industries Limited had asked for an adjustment to the date upon which the option on the two parcels of land would commence. Council denied Peavey Industries' request, but did agree to offer a 180 day option at an option fee of 10%.

Peavey Industries Limited had originally been granted approval to purchase two parcels of land - a 2.7 acre of C.4 land located in Northland Industrial Park, for the construction of their head office and retail outlet, and a 6 acre parcel of land in the C.N. Heavy Industrial area for the relocation of their warehouse and distribution centre. A potential buyer on Peavey's existing site has failed to exercise his option, and the land has not been sold. As a result, Peavey is somewhat hesitant to proceed with the entire development as originally proposed to City Council on November 23, 1981. Peavey are therefore requesting that they be given a 180 day option, under the terms agreed to by City Council on the C.4 parcel of land located in Northland Industrial Park. At this time, they do not wish to proceed with an option on the 6 acre parcel in the C.N. Heavy Industrial Park.

We would recommend that Council agree to this proposal, and that the parcel of land requested by Peavey Industries in the C.N. Heavy Industrial Park be placed back on the market. Peavey Industries has indicated that upon the sale of their existing property, they would be in a position to approach Council with a request to purchase sufficient land in an industrial zone, for the relocation of their distribution and warehouse centre.

Respectfully submitted,

  
ALAN SCOTT, Director  
Economic Development

AVS/gr

Attach:

Commissioners' comments

Recommend Council approve the land sale as outlined by the Economic Development Director.

"R.J. McGHEE" Mayor

"M.C. DAY" City Commissioner

February 11, 1982

TO: CITY COUNCIL  
FROM: CITY ASSESSOR

Re: Lot 3, Block 1, Plan 792 2025  
54 Manning Street  
Mortisnoe Subdivision

With reference to the attached correspondence from Edward K. Bradbury requesting forgiveness of the City of Red Deer second mortgage on the above mentioned property, we respectfully submit the following summary.

February 26, 1980 Land Sale Agreement signed between City of Red Deer and Alberta Housing Corporation.

March 31, 1980 Land transferred into the name of Alberta Housing Corporation and caveat registered against the property.

May 6, 1980 Land paid for by Alberta Housing Corporation.

July 14, 1981 Five Year Second Mortgage for \$2,419.00 in the names of Edward and Susan Bradbury registered at Land Titles Office.

December 14, 1981 Our letter sent to Mr. and Mrs. Bradbury requesting date of commencement of occupancy. No reply.

January 22, 1982 The attached Statutory Declaration and letter of transfer from employer submitted by Mr. and Mrs. Bradbury.

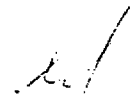
February 2, 1982 Letter received from MacDonald and Boris, solicitors for Mr. and Mrs. Bradbury advising that the property has been sold to Chugg.

February 8, 1982 The City Commissioners did not approve the request to have the mortgage forgiven. Mr. and Mrs. Bradbury advised of their decision.

February 10, 1982 The attached correspondence received from Mr. Bradbury requesting permission to appear before City Council to appeal the February 8, 1982 decision of the City Commissioners.

6wd.

Further to the above we recommend that the second mortgage not be forgiven as this sum would not be reflected in the resale price of the property.

  
D. J. WILSON, A.M.A.A.

82 FEB 09

City of Red Deer  
Council Department  
City Hall  
RED DEER, Alberta

Dear Councillors:

Re: Edward/Susan BRADBURY  
Plan 792-2025 Block-1 Lot 3  
54 Manning Street, Red Deer, Alta.

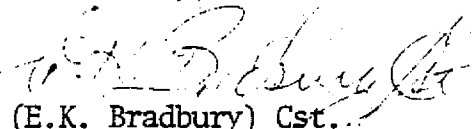
We request permission to come before City Council to appeal the decision made by the City of Red Deer Commissioners rejecting forgiveness of the Second Mortgage on the above said property.

Enclosed are copies of the documents originally submitted to the Lands Department; 1) Statutory Declaration - stating the reasons why we feel a forgiveness should be granted, and 2) a letter from the R.C.M.P. verifying that we have been transferred, thus our reason for having to sell the property.

The above property was sold on 82 JAN 21 with the new owners possession date commencing on 82 FEB 26.

We trust this matter will receive your prompt attention and we await your reply.

Yours truly,

  
(E.K. Bradbury) Cst.  
Red Deer City Detachment

/clj

THE CITY OF RED DEER  
LAND & TAX DEPARTMENT

3:30
Feb 10/82
2 P.



Royal Canadian Mounted Police Gendarmerie royale du Canada

58.

Your file      Votre référence

82 JAN 22

Our file      Notre référence

The City of Red Deer  
RED DEER, Alberta

To Whom It May Concern:

This letter is to confirm that Reg. No. 34325, Cst. E.K. BRADBURY has been transferred to "B" Division, Newfoundland in the spring of 1982. This letter is being forwarded for your information as requested.

Yours truly,

(W.A. Hitmacher) S/Sgt.  
Operations N.C.O.  
Red Deer City Detachment

/clj

Red Deer City Detachment  
Box 533  
RED DEER, Alberta  
T4N 5G1

# Statutory Declaration

CANADA  
Province of Alberta

IN THE MATTER OF The City of Red Deer  
and

Edward K. BRADBURY and Susan D. BRADBURY  
request for forgiveness of second mortgage

To Wit

Plan 792-2025, Block - 1, Lot 3. (54 Manning Street)

I, Edward K. BRADBURY and Susan D. BRADBURY

of the City of Red Deer in the Province of Alberta,

do solemnly declare

That due to job related transfer, the above said property and constructed dwelling house are to be sold. It is therefore requested that forgiveness of the second mortgage on this property be granted. Commencement of occupation of the dwelling house, upon the said lands, was the 15th day of September, 1980.

THE CITY OF RED DEER  
LAND & TAX DEPARTMENT

2:55  
Jan 22/82  
2 P.

And I make this solemn declaration conscientiously believing the same to be true,  
and knowing it is of the same force and effect as if made under oath, and by virtue of  
The Canada Evidence Act.

Declared at RED DEER  
in the Province of Alberta, this 22ND  
day of JANUARY A.D. 19 82  
Before me

*R. J. [Signature]*  
(S.P.)

*[Signature]*  
Susan D. Bradbury

A Commissioner for Oaths in and for the Province of Alberta

Commissioners' comments

In situations such as this, Council has always relaxed the \$5,000.00 one year residency penalty, but after much debate has established the policy of not waiving the second mortgage provision. In this particular case, the residency penalty does not apply as the applicant has lived in the house for more than 12 months. We would recommend Council not change its policy and deny this application for relaxation of the 5 year second mortgage.

"R.J. McGHEE"

Mayor

"M.C. DAY"

City Commissioner

NO. 9

1982 02 24

TO: City Council

FROM: City Assessor

RE: Court of Revision - 1982

May we advise that in accordance with the Municipal Taxation Act there annually shall sit a Court of Revision to hear and deal with any complaints against assessment.

The Council by bylaw may establish a Court of not more than five members and any councillor, commissioner, municipal employee or municipal resident may be appointed to it. In the past City Council has appointed two aldermen and three residents to the board. Last year's board consisted of Alderman Shandera, Alderman Kokotailo, Mr. M. Parker, Mr. G. H. Dawe and Mr. R. L. Dale.

The other alternative to the forgoing is that Council by resolution may act as the Court of Revision and in that case it shall appoint not less than three nor more than five of its own members to form the Court.

This year there are approximately 74 appeals to be heard. These appeals break down to land - 16, building - 19, business 26 and school allocation 13. It is our belief that these appeals could be heard in one afternoon.

In order to meet other requirements of the Municipal Taxation Act respecting notification to the property owners, etc., we are recommending that the Court be held starting at 1:00 p.m., April 15, 1982.

It is hereby requested that Aldermen contact various individuals to ascertain if they will sit on the Court and be prepared to make recommendations at the Council meeting of March 1, 1982, in order that the required bylaw may be passed.

Respectfully Submitted,

D. J. Wilson, A.M.A.A.

Mayor's comments

I would recommend Council continue with a Court comprising 2 Aldermen and 3 citizens-at-large. I would suggest Council members bring forward the names of individuals whom they would nominate to the Court and that the appointments be made March 15th. Council could at this time establish the date for the Court in order to facilitate advertising and notification, etc.

"R.J. McGHEE"  
Mayor

**RED DEER TWILIGHT HOMES FOUNDATION**

115, 4727 - 34 STREET SOUTH, RED DEER, ALBERTA T4N 0P2 Phone (403) 343-0680

62.

NO. 1

February 8, 1982

Mayor Bob McGhee  
City of Red Deer  
City Hall  
Red Deer, Alta.

Dear Mr. McGhee:

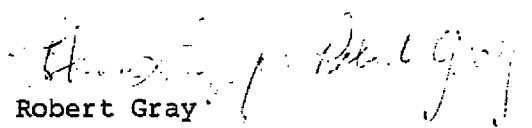
Re: Appointment to Red Deer Twilight Homes' Board of Directors

The by-laws of this foundation provide for the City of Red Deer to appoint annually one citizen-at-large to sit on our board of directors.

It would be appreciated if you would re-appoint Mrs. Mary Taylor to the foundation board for another term.

Thank you for your consideration.

Yours very truly,

  
Robert Gray  
Chairman

/fl

 **SHELTER CONSTRUCTORS**

February 10, 1982

Job No: 2315

City of Red Deer  
4914 - 48 Avenue  
RED DEER, Alberta

Attention: Bob Stallings  
City Clerk

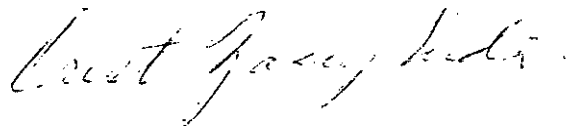
Dear Sir:

Re: Checkmate Court  
4902 - 37 Street  
Red Deer, Alberta

We are forwarding you a copy of the letter of authorization to construct fence on Elks property and wish to proceed to apply for "Licence to Occupy" the lane.

Yours truly,

SHELTER MANAGEMENT LIMITED



Orest Zaseybida  
Project Manager

OZ/wia

---

**Shelter Management Limited**

17225 - 102 AVENUE  
EDMONTON, ALBERTA T5S 1J8

PHONE (403) 483-0105



# BENEVOLENT & PROTECTIVE ORDER OF ELKS

OF CANADA

64.

RED DEER, ALBERTA

RED DEER LODGE No. 86

Address all Correspondence  
to the Manager

November 20, 1981


TO WHOM IT MAY CONCERN

Dear Sir:

This letter will confirm that we gave Checkmate Developments authority to build a fence on our property.

Trusting this will clarify any questions relating to this matter.

Yours truly,

  
\_\_\_\_\_  
J. A. Connelly,  
Manager

JAC/jlt

1982 01 13

TO: City Clerk  
FROM: City Assessor

RE: Shelter Construction on behalf of  
Checkmate Developments Ltd.  
Fence Encroachment on City Lane  
& Elks Club Property  
4902 - 37 Street

We submit the following comments with reference to your memo of December 22, 1982.

It would appear that the fence not only encroaches on the City lane right of way but also the Elks property, being Lots 1 - 6 inclusive, Block 5, Plan 852 HW, which is utilized for the Club's parking lot and also Lot 5A, Plan 920 KS, which is the parcel the Elks Club lodge is situated on. Therefore, in view of the forgoing, Checkmate Developments Ltd. should acquire permission from the Elks Club for the fence to remain in its present position.

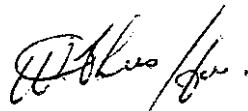
If the north south leg of the lane is to be disposed of to Checkmate Developments Ltd. either by lease or sale, then the following conditions should apply.

1. The Fire Department's comments should be obtained.
2. The Elks Club's comments should also be obtained.
3. The Elks Club should be given the opportunity to purchase or lease all of the east west leg of the lane.
4. Access to the utilities existing in the lane must be maintained in any agreements disposing of the lane. This access to be by way of registered easements if the lane right of way is sold.
5. Disposal of the lane subject to approval by all approving authorities and agreements to be to the satisfaction of the City Solicitor.
6. All legal fees, advertising fees and legal survey fees to be the responsibility of the lessee or purchaser of the land right of way.

1982 01 13

Page 2

7. An inhouse appraisal of the parcel places the market value at \$6.15/sq.ft. or \$267,894.00/acre. Area of land in question to be determined by registered legal survey plan.
8. If the lane right of way is sold it is to be consolidated by plan of survey with purchasers existing property.
9. If the laneway is to be leased the current rate would be \$1.17 per square foot. The rate to be adjusted yearly on the anniversary date for the duration of the lease.



D. J. Wilson, A.M.A.A.

WFL/bt

# RED DEER REGIONAL PLANNING COMMISSION

67.

4920-59 STREET

P.O. BOX 5002

RED DEER, ALBERTA, CANADA. T4N 5Y5

## DIRECTOR:

Robert R. Cundy M.C.I.P.

TELEPHONE: (403) 343-3394

Your File No.

Our File No.

January 6, 1982

Mr. R. Stollings,  
City Clerk  
City of Red Deer,  
Box 5008  
Red Deer, Alta.

Dear Sir:

Re: Shelter Constructions  
Checkmate Development Ltd.

The Checkmate Court has built a wall (fence) on the west side of the city's north-south lane extending all the way from 37th Street to Lot 5A, Plan 920 K.S., the site of the Elks Club building.

The wall has been built partly on the city's lane and partly on lots 1-6, being the Elks Club parking lot. The public lane has been turned into private property by blocking the north end of the lane. The fence even extends 13 metres into the Elks Club building lot on the north side.

Under the circumstances, we suggest the following permanent solution:

- 1) cancellation of "L" shape lane and the sale of the lane to Checkmate Court and the Elks Club. The east-west part of the lane to be added to the Elks property and the north-south part to Checkmate Court. Since there are a number of utilities that exist on the lane, easements should be granted to the city in order to protect the utilities.
- 2) The division of the lane between the two properties has to be undertaken by a plan of survey, and the lane portion must be consolidated with the adjoining lot.

The Elks Club may decide to sell a strip of land to Checkmate Court to overcome the problem of encroachment of fence on their property. This could be done at the same time as the survey is done, to reduce the cost.

pg. 2

## MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER—TOWN OF BLACKFALDS—TOWN OF BOWDEN—TOWN OF CARSTAIRS—TOWN OF CASTOR—TOWN OF CORONATION—TOWN OF DIDSBURY—TOWN OF ECKVILLE  
TOWN OF INNISFAIR—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 DELBURN  
VILLAGE OF DONALDA—VILLAGE OF ELMORA—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 NORGLENWOLD—SUMMER VILLAGE OF ROCHON SANDS—SUMMER VILLAGE OF WHITE SANDS—COUNTY OF LACOMBE No. 14  
COUNTY OF MOUNTAIN VIEW No. 17 —COUNTY OF PAINTEARTH No. 18 —COUNTY OF RED DEER No. 23 —COUNTY OF STETTLER No. 6 —IMPROVEMENT DISTRICT No. 10

pg. 2

- 3) If City Council decide to sell the lane, all the related costs of survey, registration, etc. would be the responsibility of the applicant.

Yours truly,



D. Rouhi, MCIP  
SENIOR PLANNER  
CITY SECTION

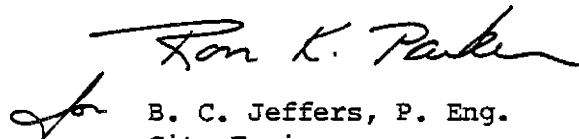
DR/cc

copy to: City Engineer  
- City Assessor  
- Development Officer

December 30, 1981

TO: City Clerk  
FROM: City Engineer  
RE: Shelter Constructors  
-----  
Checkmate Court - Fence Encroachment

The Engineering Department advised Shelter Constructors on approximately November 16, 1981 that a letter from the Elks Club would be required prior to proceeding with a license to occupy. The fence presently encroaches on both City and Elks property and as such no action should be taken until such time as the Elks indicate their approval of the fence location.

  
B. C. Jeffers, P. Eng.  
City Engineer

RKP/emg  
cc - Development Officer  
cc - P. Anderson

Commissioners' comments

We would recommend the lane be leased to the applicant subject to the conditions outlined in the attached reports and an agreement satisfactory to the City Solicitor.

"R.J. McGHEE"  
Mayor

"M.C. DAY"  
City Commissioner

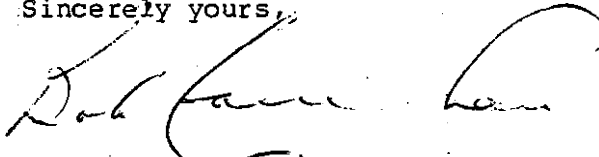
February 15, 1982

Your Worship & City Council,  
City of Red Deer,  
Red Deer, Alberta

Your Worship,

A sincere thanks to each of you and to the people of our  
great City, for the gold ring forwarded to me in  
recognition of service on City Council,

Sincerely yours,

A handwritten signature in dark ink, appearing to read 'Don Callahan', written in a cursive style.

Donald R. Callahan

#23 Stewart Street,  
Red Deer, Alberta  
T4N 0B5  
(403) 343-8510

BRIAN'S EXCAVATION AND TRENCHING  
25 NEVILLE CLOSE  
RED DEER ALBERTA T4P 1T8

25 Neville Close,  
Red Deer, Alberta.  
February 16, 1982.

The City of Red Deer  
City Clerk's Office  
City Hall,  
Red Deer, Alberta.

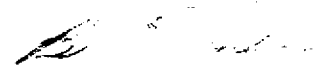
Dear Sir:

Re: Brian's Excavation & Trenching

I am in receipt of two letters dated November 20th, 1981 and January 28th, 1982 from your office notifying me to remove my equipment stored on my property at 25 Neville Close.

Because I feel this is an injustice, I wish to appeal my case to city council at an appropriate date. Please let me know as soon as possible when I may meet with them. Thank you.

Yours truly,

  
Brian Veer

February 22, 1982

TO: CITY CLERK

FROM: R. STRADER, DEVELOPMENT OFFICER/BUILDING INSPECTOR

RE: BRIAN'S EXCAVATION AND TRENCHING

In response to your memo on the above, we have the following comments for Councils consideration.

The above firm has been licensed as a home occupation since November 15, 1979. Home Occupations are defined in the Land Use Bylaw as "means a use approved by the Municipal Planning Commission to be carried on

- (i) in a residential building by the occupant thereof, where such occupancy is the sole owner or principal shareholder or a partner having not less than a 50% interest of the use, or
- (ii) in an accessory building by the medically certified handicapped occupant of a residential building situated on the same site.

When approved by the Municipal Planning Commission three conditions are attached to each approval:

- 1. No storage on site.
- 2. Annual review
- 3. Advertising.

As well each approval is for an office only.

The purpose of the home occupation category of Licensing is to

1. Give the City a control over these kinds of businesses. Cities that have attempted to eliminate this category and have all business locations in Commercial districts have found it impossible to completely control. The time and monies spent to police those regulations is completely out of proportion to the success of the programs as never are all the operations located. All Cities in Alberta have some form of home occupation approval usually quite similar to ours.

2. This type of approval allows someone to operate a small scale operation from their home until they have expanded to the point that they<sup>2</sup> can move into a Commercial or Industrial area. We have seen this happen with many of our home occupations in Red Deer, as well the person whom wants to have only a "One man" business is given a place to work from.

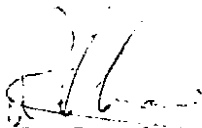
- Page 2 -

One of the conditions that have made this system work is ensuring the Home Occupation is limited to an office only and that there is no storage of any type on the site. The only time we receive complaints about Home Occupations, and we have about 400 licensed per year, is when these two conditions are not adhered to.

In this particular case complaints were received from people in the neighbourhood to which we responded with the attached letters. Our Inspections indicated that at times two backhoes and miscellaneous equipment were stored on the site, which clearly violates the conditions of the approval given by Municipal Planning Commission. Mr. Veer has indicated that he is aware of other Home Occupations that have machines or vehicles stored on their property. If he wishes to give us these addresses, we will have them checked and take identical action. We do not have inspections made on a regular basis of Home Occupations rather we respond to complaints received or unless a violation is noted when inspectors are looking into other situations.

Mr. Veer is being asked to conform to the same regulations as other Home Occupations. These regulations are, in our opinion, fair and provide the neighbourhood with an assurance it will remain residential and not become commercial because of storage and traffic. This particular business has not been subjected to regulations or enforcement procedures that have not enforced on other similar situations. We have attached copies of our correspondence with Mr. Veer, and would like to draw Councils attention to the application for Home Occupations approval, the notes made and the letter of approval. These items make it clear that Mr. Veer had been informed as to the conditions of approval.

We trust this will be of information to Council.

  
R. Strader  
Development Officer/  
Building Inspector

RS/ls

DOUBLE REGISTERED

January 28, 1982

Brian Veer  
25 Neville Close  
Red Deer, Alberta  
T4P 1T8

Dear Mr. Veer:

On two previous occasions you were notified that the storing and working on your machinery was prohibited on your property at 25 Neville Close.

As of November 20th, 1981, your business license for "Brian's Excavating and Trenching" was revoked because you failed to move your equipment off your property.

Under the City of Red Deer Land Use Bylaw storage of construction equipment is prohibited in an R-1 zone.

Please be advised that you have until February 5th, 1982 to clear your construction equipment off your property at 25 Neville Close.

Failure to do so will result in court action and the removal of machinery by the City of Red Deer.

Yours truly,

Ann E. Savard,  
License Inspector

AES/sms

HAND DELIVERED

November 20, 1981

Brian's Excavating & Trenching  
% Brian Veer  
25 Nevill Close  
Red Deer, Alberta  
T4P 1T8

Dear Mr. Veer:

Re: Letter of Sept. 9, 1981

On Sept. 9, 1981 this office advised you that the storing and working on your machinery is prohibited on your property at 25 Neville Close.

Since that time we have had no reply from you. And as this office has received other complaints we have no choice but to revoke your license.

Please be advised that of this date your business license for Brain's Excavating & Trenching is cancelled.

May I draw your attention to section 7.3 of the City of Red Deer Licensing Bylaw 2485/75.

"The licensee shall immediately upon being given verbal notice, or upon being served with written notice of the revocation of his license, terminate the operation of his business."

If you feel your business license was unjustly revoked you may appeal to Council for a further decision.

Yours truly,

Ann E Savard  
License Inspector  
City of Red Deer

Sept. 9, 1981

Brian's Excavating & Trenching  
c/o Brian Veer  
25 Neville Close  
RED DEER, Alberta  
T4P 1T8

Dear Brian:

Re: 25 Neville Close

It has come to our attention that you are storing and working on your machinery in the back yard of 25 Neville Close.

This is to advise you that this is prohibited in a residential area. If you wish to store and work on your machinery it should be done from a properly zoned location.

If any further compliants are received at this office, we will have no choice but to cancel your business license.

Your immediate attention in this matter is appreciated and if you have any questions please feel free to contact this office.

Yours truly,

Ann E. Savard  
License Inspector  
City of Red Deer

## THE CITY OF RED DEER

77.



RED DEER, ALBERTA

T4N 3T4

Mr. Brian Veer  
25 Neville Close  
Red Deer, Alberta

Dear Sir or Madam:

The decision of the Municipal Planning Commission at their meeting of November 20, 1979, in regards to application for home occupation

---

was as follows:

"That the Municipal Planning Commission approve the following Home Occupation, said approval being subject to review on or before March 31, 1980 or at anytime thereafter and subject to the applicant complying with all bylaws and regulations of the City of Red Deer and the decision of the Commission being advertised in a local newspaper and no appeal against said decision being successful.

Brian Veer  
25 Neville Close  
Red Deer, Alberta

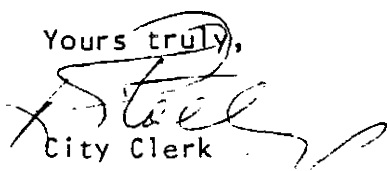
Backhoe excavation and trenching business (office only). Subject to no storage on the site."

NOTE: Any person affected by this decision may appeal same within fourteen (14) days of the date the decision is issued by paying the required appeal fee, and by filing an appeal in writing against the decision with the Red Deer Development Appeal Board, City Hall, Red Deer, Alberta. Appeal forms are available at City Hall. An appeal may be lodged by one person or by a group of persons.

If you have any questions pertaining to this decision, please do not hesitate to contact this office.

Issued this 22 day of November 1979.

Yours truly,

  
City Clerk

MUNICIPAL PLANNING COMMISSION  
DATE November 2, 1979 APP P.C.

LICENSE FEE 0.00 + \$35.00 = \$35.00  
DATE PAID Nov. 15, 1979 78.

THE CITY OF RED DEER  
MUNICIPAL PLANNING COMMISSION  
APPLICATION FOR APPROVAL OF HOME OCCUPATION LICENSE

DATE Nov. 15, 1979

APPLICANT'S NAME: BRIAN R. VEER (Please Print)

ADDRESS: 25 Neville Close PHONE NO. 346-5184

BUSINESS TYPE: Backhoe

BUSINESS NAME: Brian's Excavation & Trenching

BUSINESS ADDRESS: 25 Neville Close BUSINESS PHONE NO. 346-5184

LOT 27 BLOCK 2 PLAN 76-2-2308 ; OWNER ☒ TENANT ☐

Applicants for Home Occupations are subject to the following conditions after approval has been granted by the Municipal Planning Commission.

- (1) An office only, will be allowed in a residential area where a business is to be operated from a home.
- (2) There will be no storage of goods, equipment, or stock allowed in the home or site of Home Occupation.
- (3) Any vehicles weighing over 4500 lbs. will not be allowed to park on site of a Home Occupation.
- (4) No work shall be carried on inside or outside of a Residence or from any other building on a site unless person having made application for a Home Occupation, is certified as medically handicapped.
- (5) Municipal Planning Commission may, or may not attach conditions concerning the parked vehicles over 4500 lbs. in or around the vicinity of a Home Occupation Site.
- (6) There is an additional charge of \$35.00 for advertising in the local newspaper of Municipal Planning Commission decisions, as directed by the Municipal Planning Commission.

I certify that I will abide by the above conditions after I have received my Home Occupation License, knowing that failure to do so will result in cancellation of this license.

REMARKS: I park a backhoe in the  
backyard but try to limit  
engine noise

subject to no parking in  
back yard lot and driveway and the 517-1  
SIGNATURE OF APPLICANT Brian R. Veer

November 21, 1979

Brian's Excavation & Trenching  
25 Neville Close  
RED DEER, Albe-ta

ATTENTION: Mr. Brian P. Veer

Dear Mr. Veer:

RE: Application for a Home Occupation,  
excavating license

Please be advised that your application to operate an excavating business from your home has been approved. However, the approval was given subject to no parking of equipment on the home occupation site.

Yours truly,

Sharon-Eve McGhee,  
License Inspector,  
City of Red Deer

SEM/cv

Commissioners' comments:

As can be seen from the attached, a Home Occupation license was granted to the applicant for an office only in connection with his business, with the specific condition that no equipment be stored on the site. As Council is aware, hundreds of such licenses are issued to enable individuals who are starting businesses to have their mailing address and office in their homes. We believe that this is a great benefit to the various applicants and also a benefit to the City to have some means of allowing a business to become established without the necessity of initial large expenditures. In general, this system has worked quite well with the vast majority of such applications being limited to office only, and with most businesses moving on to appropriate premises once they have become established. Very few complaints have been received regarding this system. However, our residential areas must be protected and when applicants do not conform to the Home Occupation conditions, we believe action must be taken. We recommend Council support the position of the Development Officer.

"R.J. McGHEE" Mayor

"M.C. DAY" City Commissioner



THE CITY OF CALGARY  
CITY CLERK'S DEPARTMENT

80.

NO. 5

1982 January 28

The Honourable Peter Lougheed  
President of Executive Council  
307 Legislative Building  
Edmonton, Alberta  
T5K 2B7

Dear Sir:

Re: License Plate Replacement Time Allowance

Please be advised that Calgary City Council, at its Regular Meeting held 1982 January 25, adopted the following resolution:

"NOW THEREFORE BE IT RESOLVED THAT Calgary City Council urge the Provincial Cabinet to take immediate action to amend its Regulations with respect to the time required for acquiring Alberta Motor Vehicle License Plates for vehicles which were previously licensed in another Province from the present 3 month period from time of arrival in Alberta to a maximum of four weeks from the time of arrival in Alberta.

BE IT FURTHER RESOLVED THAT a letter requesting support be forwarded to:

- 1) The Alberta Urban Municipalities Association
- 2) All Alberta Cities"

Yours very truly,

Joyce E. Woodward,  
City Clerk.  
sh:hs@

c.c.

Solicitor General  
A.U.M.A.

City of Camrose  
City of Drumheller  
City of Edmonton  
City of Fort McMurray  
City of Grand Prairie  
City of Lethbridge  
City of Lloydminster  
City of Medicine Hat  
City of Red Deer

City of St. Albert  
City of Wetaskiwin  
Alderman C. Reid  
Alderman R. Hawkesworth  
Alderman B. Lee  
City Solicitor  
City Clerk  
Chief Constable  
Secretary, Board of Commissioners

February 11, 1982

TO: CITY CLERK

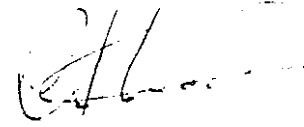
FROM: DEVELOPMENT OFFICER/BUILDING INSPECTOR

RE: PROVINCIAL LICENSE PLATES

In response to your memo on the above subject, we have the following comments for Council's consideration.

A change as proposed for acquiring Alberta license plates would be of benefit to our department. Specifically in the area of by-law enforcement, it would enable us to locate persons who have summonses issued to them much quicker. At present an out of province plate has six (6) months during which meter tags, etc., if not paid for by the owner, cannot be traced for service of a summons.

We would support the proposed change in Provincial Regulations.



RYAN STRADER,  
Development Officer/  
Building Inspector

RS/gr



TO  
A

R. Stollings  
City Clerk

SECURITY - CLASSIFICATION - DE SÉCURITÉ

OUR FILE/NOTRE RÉFÉRENCE

YOUR FILE/VOTRE RÉFÉRENCE

DATE

82 FEB 11

FROM  
DE

Cst. J.R. RIOUX  
Red Deer City Traffic

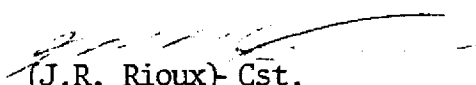
SUBJECT  
OBJET

Re: License Plate Replacement Time Allowance

1. Your request dated 82 FEB 10 is hereby acknowledged. We have had an opportunity to review the letter from Joyce WOODWARD, City Clerk, Calgary, Alberta and are in agreement with the proposal. The following are our observations and recommendations:

- a) Our office regularly receives complaints of erratic drivers from out of province and subsequent investigation reveals that these vehicles have been in Alberta for some time.
- b) Owners of vehicles from those provinces with government insurance would be forced to insure their vehicles in Alberta and not be subject to charges of uninsured vehicles once their registrations expire.
- c) Could an exception to those vehicles from the United States be granted until they receive landed immigrant status. They can not register the vehicle in Alberta. Perhaps a proposal can be put forth that as long as these vehicles are insured, they can be operated on their existing registration.

2. We feel that to reduce the period of time to one month/four weeks, would facilitate the enforcement of vehicular movements in Alberta.

  
(J.R. Rioux)- Cst.  
Red Deer City Traffic

(D.H.S.L.) Cpl.  
N.C.O. i/c Traffic

/clj



# CITY OF WETASKIWIN

P.O BOX 6266  
WETASKIWIN  
ALBERTA CANADA  
T9A 2E9

February 17, 1982

The Honourable Peter Lougheed  
President, Executive Council  
307 Legislative Building  
Edmonton, Alberta  
T5K 2B7

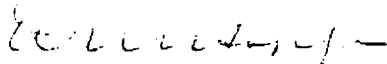
Dear Sir:

RE: License Plate Replacement  
Time Allowance

At its regular meeting held February 15, 1982, Council passed the following resolution:

"BE IT RESOLVED THAT Council of the City of Wetaskiwin urges the Provincial Cabinet to amend its Regulations with respect to the time required for acquiring Alberta Motor Vehicle License Plates for vehicles which were previously licensed in another Province from the present three month period from time of arrival in Alberta to a maximum of four weeks from the time of arrival in Alberta."

Yours truly,

  
(Mrs.) A.M. Hopfe  
City Clerk

cc: Hon. G.L. Harle, Solicitor General  
A.U.M.A.  
All Alberta Cities



# City of Lethbridge

ALBERTA - CANADA

84.

OFFICE OF  
CITY CLERK

600-A

February 16, 1982

The Honourable Peter Lougheed  
President of Executive Council  
307 Legislative Building  
EDMONTON, Alberta  
T5K 2B7

Dear Sir:

RE: License Plate Replacement Time Allowance

Attached hereto is a copy of a letter from the City Clerk for the City of Calgary, which was presented at a regular meeting of the City Council held on Monday, February 15th and in this connection the following resolution was passed as is presented to you for your respected consideration:-

"THAT letter from Mrs. Joyce Woodward, City Clerk for the City of Calgary, dated January 28, requesting support to the Calgary City Council resolution regarding the License plate replacement time allowance, be filed AND FURTHER THAT the City of Lethbridge support the position taken by the City of Calgary."

Yours truly,

John Gerla  
CITY CLERK

JG/tf

cc: Mrs. Joyce E. Woodward  
Honourable G.L. Harle, Solicitor General  
A.U.M.A.  
Alberta Cities  
City Manager

Commissioners' comments

There would be a number of advantages to requiring an earlier change of license plate and we would recommend Council support the position taken by The City of Calgary.

"R.J. MCGHEE"  
Mayor

"M.C. DAY"  
City Commissioner

NO. 6

FEBRUARY 8, 1982.

86.

TO THE MAYOR AND CITY COUNCIL:

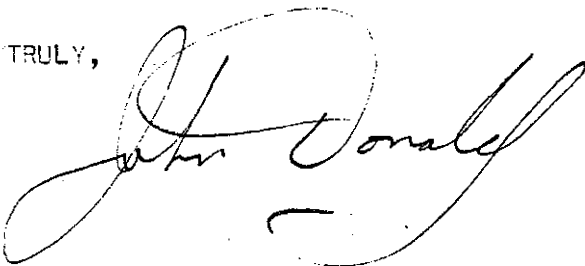
We the Taxi Owner-Operators of The City of Red Deer request that amendments to the existing Bylaw No. 2742/81 be made, regarding the issuing of city license plates as defined in section 1.5. We feel these plates, should be issued to the actual Owner-Operator of the vehicle. We are the ones, directly responsible for the operation of the Taxi, and all incurring costs and expenses.

Presently, we are completely controlled and dictated to, by our respected brokers. Should any dispute arise, we are just told to leave, which leaves us unemployed, with an unoperable and unlicensed Taxi. This we feel is very unfair, for we are the backbone of our industry.

By allowing for the plates to be issued to us, the brokers, would then deal with us, as independent businessmen. The broker, that would offer us the best working conditions, will benefit from this amendment.

We intend to be represented at this next Council Meeting to supply council with any further information.

YOURS TRULY,

A large, stylized handwritten signature in cursive script, appearing to read "John Donald".



MEMORANDUM

NOTE DE SERVICE

87.

TO  
A

R. Stollings  
City Clerk

FROM  
DE

Red Deer City Detachment

SECURITY - CLASSIFICATION - DE SECURITE

OUR FILE/NOTRE REFERENCE

YOUR FILE/VOTRE REFERENCE

DATE

82 FEB 11

SUBJECT By-Law No. 2742/81  
OBJET Taxi Owner-Operators

1. Receipt of your letter dated 82 FEB 10 is acknowledged.
2. We can only foresee one problem with the enclosed request. If the owner-operator is issued a City Licence plate, as requested, then in effect there would be one vehicle with two different registered owners, provincial and municipal. If the provincial registration, in some way, reflects the name of the owner-operator, then we can see no problem. This is to ensure that our office can locate the rightful owner of the taxi-cab should we have to investigate any complaints against the registered owner.
3. The following are our own submissions with regard to the above By-law:
  - a) Section 6.2.2. - Inclusive of a paragraph g - a list of all provinces the applicant has been licenced in
  - b) Section 6.4 - we would like to see the issuance of a temporary licence in order that a possible employee can accompany the driver and orientate himself with Red Deer and the By-law.
4. The above proposal (b) would enable the licencees to hire the best man possible and insure that prior to his being employed, he is familiar with the City.
5. Being as for proposal (a), we have found that driver's have been licenced in Alberta while under suspension in another Province. By knowing the previous province, we are able to ascertain if that individual has a driving record detrimental to his operating a taxi-cab.

(J.R. Rioux) Cst.  
Red Deer City Traffic

/clp

(D.H.S.L.) Cpl.  
N.C.O. i/c Traffic

February 11, 1982

TO: CITY CLERK

FROM: DEVELOPMENT OFFICER/BUILDING INSPECTOR

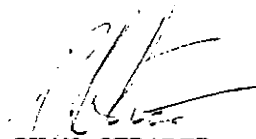
RE: TAXI BYLAW

In response to your memo on the above subject, we have the following comments for Council's consideration.

The issue before Council is whether the bylaw should be amended to allow persons who own their own vehicle to purchase a taxi license plate. At present the bylaw is not explicit as to whether or not this would be permitted.

Allowing only the companies which have been approved under the authority of the bylaw to purchase plates ensures that we do not have one-man taxi companies operating. The rationale for having a minimum number of cabs a company must operate (3), is that without the restrictions, an operator could work in peak times only. This could lead to eventually having no one working the late night hours or other times when calls are slow.

After discussing the potential problems in dealing with the above situation, we feel that it is unlikely to occur and if it does, can be controlled. Providing the plates are issued to a bona fide driver operator, that is, someone who owns his vehicle, has it registered in his name and has his own insurance and Provincial livery license, we feel the proposal could work. These driver/operators would be responsible for providing the mechanical inspection certificate and whatever other documentation is required.



RYAN STRADER,  
Development Officer/  
Building Inspector

RS/gr

We cannot see any significant difference between the City issuing the City vehicle taxi license plate to either the owner operator or the Taxi Company with which such owner operator is affiliated. In either case the plate remains the property of the City. In the case where the plate has been issued to the Taxi Company, in the event that the owner operator is no longer affiliated with such Company, the plate must be returned to the City. If the owner operator then affiliates himself with another Company, such Company merely applies to the City for a plate to cover that vehicle.

In the event that the plate were issued directly to the owner operator and he becomes no longer affiliated with a given Taxi Company, he cannot operate independently unless he forms his own Company and if he wishes to affiliate with another Company, we must have a mechanism so that the City is aware of this change of affiliation.

From the foregoing, it can be seen that it makes little difference in our opinion to whom the plate is issued. However, the owner operators feel that the changes proposed would be more beneficial to themselves and we would not oppose such change, if Council wishes to take this action and providing the conditions outlined by the City Solicitor are complied with, and we would suggest the Taxi Bylaw be amended to make the holder of the Taxi license plate responsible for the mechanical fitness report for the vehicle.

"R.J. McGHEE"  
Mayor

"M.C. DAY"  
City Commissioner