

DATE: October 8, 1996

TO: All Departments

FROM: City Clerk

RE: PLEASE POST FOR THE INFORMATION OF ALL EMPLOYEES

FILE

S U M M A R Y O F D E C I S I O N S

FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL

MONDAY, OCTOBER 7, 1996

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

- (1) Confirmation of the Minutes of the Regular Meeting of September 23, 1996

DECISION - Confirmed as transcribed

PAGE #

- (2) **UNFINISHED BUSINESS**

1. Personnel Manager - Re: Performance Assessment for the
City Manager

.. 1

**DECISION - Approved the document entitled
"Performance Assessment For The City Manager"**

(3) **PUBLIC HEARINGS**

1. City Clerk - Re: Leasing and Fencing of Portion of Municipal Reserve / Lot 6 M.R., Plan 862-1828 / Vellner Group of Companies . . 11

DECISION - Approved lease to Vellner Group of Companies following the Public Hearing

(4) **REPORTS**

1. Land and Economic Development Manager - Re: Offer To Purchase Lot 11, Block 3, Plan 952-3348 by Jumbo Car Wash . . 13

DECISION - Approved the sale of land to Jumbo Car Wash Inc., subject to conditions

2. Principal Planner and Engineering Services Manager - Re: Chiles Development Corporation: Request to Tie into the City's Sewage Treatment Plant . . 25

DECISION - Approved request to tie a proposed mobile home park located in the County of Red Deer into the City's Sewage Treatment Plant

3. Downtown Planning Committee - Re: Parade Event Approval Policy . . 36

DECISION - Approved "Parade Event Policy" as submitted

4. Downtown Planning Committee - Re: Festivals, Parades and Events in Downtown Red Deer / City Internal Costs for Road Closures / Parade Budget / Road Closure Costs . . 43

DECISION - Agreed that the Administration present for consideration during the 1997 Budget deliberations, an estimate of the City's internal costs associated with services for festivals, parades and events

5. Planning Assistant - Re: Land Use Bylaw Amendment 3156/N-93 / Lot 31A, Plan 942-2769 (N.W. ¼ 32-38-27-4) / East Kentwood Subdivision - Phase 4 / Frank and Rosalie Kuhnen (See Bylaw Section for Readings) . . 47

DECISION - Report received as information. See Bylaw section for readings

6. City Assessor - Re: 1996 Tax Sale / Request for Approval to Commence . . 50

DECISION - Approved proceeding with the 1996 Tax Sale for properties listed on the Council resolution of October 7, 1996, subject to conditions

(5) **CORRESPONDENCE**

1. Patricia Barg - Re: Request and Denial of Escort License / Residency Clause . . 53

DECISION - Denied request to have the residency requirement in the Dating and Escort Services Bylaw relaxed

(6) **PETITIONS AND DELEGATIONS**

(7) **NOTICES OF MOTION**

(8) **WRITTEN INQUIRIES**

1. 3156/N-96 - Land Use Bylaw Amendment / Lot 31A, Plan 942-2769 (N.W. ¼ 32-38-27-4), East Kentwood Subdivision - Phase 4 / Frank and Rosalie Kuhnen / Redesignation from A1 (Future Urban Development) District to R1 (Residential Low Density) District / Addition of P1 (Parks and Recreation) District for future school/recreation site / 23 Single Family Lots - 1st Reading . . 59
 . . 47

DECISION - Bylaw given first reading

A G E N D A

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Sewage Treatment Plan . . 25
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Policy . . 36

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Committee of the Whole:

- a) Land Matter
- b) Legal Opinion
- c) Administrative Matter

ITEM NO. 1 Unfinished Business

DATE: September 30, 1996

TO: Kelly Kloss
City Clerk

FROM: Grant Howell
Personnel Manager

RE: **PERFORMANCE ASSESSMENT FOR THE CITY MANAGER**

Attached please find a proposed approach for providing the City Manager with effective performance feedback.

This recommended was reviewed at the Personnel Committee meeting of September 13, 1996 and the following motion was passed:

Moved by Mayor Gail Surkan, seconded by Councillor Dennis Moffat, that the Personnel Committee recommend to Council the approval of the proposed approach to Performance Assessment for the City Manager.

RECOMMENDATION: That Council approve the attached proposal dealing with "Performance Assessment for the City Manager."



/rg



Date: September 13, 1996

To: Personnel Committee

From: Grant Howell
Personnel Manager

Re: **Performance Assessment for the City Manager**

Attached please find a proposed approach for providing the City Manager with effective performance feedback.

You will recall that the Citizen's Committee on the Mayor and City Manager salaries strongly recommend we develop a process for performance assessment for the City Manager.

We obtained input from several other communities, including Calgary, Lethbridge, St. Albert, Strathcona, Ft. McMurray and Brandon, Manitoba.

With your agreement, this will be placed on the next open Council agenda.

/rg

RGH

THE CITY OF RED DEER

The City of Red Deer

Performance Assessment for the City Manager

INTRODUCTION:

Assessing the performance of any Chief Administrative Officer is a difficult task in an organization because of the lack of peers and closely involved individuals to whom the officer reports. Add "public sector" to this equation and the process becomes more complex yet.

Developing an assessment process that will provide useful feedback to the City Manager so that he or she can continue to manage effectively and to grow as an individual is very important in today's demanding and rapidly changing environment. This document provides a way to obtain meaningful and important feedback for the use of the City Manager.

Purpose of Performance Assessment for the City Manager

To recognize and continuously improve the performance of the City Manager and City operation through effective feedback from the organization, Council, and the community.

PROCESS:

Performance assessment should be an objective look at how well an individual or organization is managing those things that are important to the organization. It should include both what was accomplished and the way in which things were accomplished. Finally, opportunities for improvement should be noted to identify potential areas to pursue.

Following are components that can be included to obtain an effective assessment of performance and useful feedback for growth and improvement.

1. Establish performance indicators that are ongoing and indicative of performance for four to six key result areas of the City Manager.
2. Establish three to five important objectives at the beginning of each year and get Council's agreement to them.
3. Develop a series of questions on the City Manager's four to six key result areas for the Mayor and Councilors to respond to. When completed, these responses would serve two purposes. First, they would provide individual feedback from each Councillor to the City Manager. Second, they would serve as the basis for

a composite Council response that would be developed, then reviewed with the City Manager.

The rationale for using a collective approach is that Council must decide what direction it wants its CAO to go, and the CAO reports to Council, not nine individuals.

4. Public surveys, when implemented, will have information about how well The City is doing its job in a number of different ways. As the Chief Administrative Officer, the City Manager is ultimately responsible and the feedback is appropriate for him or her.
5. Conduct subordinate feedback sessions based on a series of pre-defined questions. These sessions would be held on a confidential basis with all direct reports, plus any other employee the City Manager wanted feedback from. On a periodic basis, perhaps every three years, conduct an Employee Survey to check the overall satisfaction of City staff.
6. Have the City Manager complete a self assessment, containing input from Council, the public and staff, as well as personal perspectives on performance indicators and objectives. The incumbent would present his or her perceptions about the year's accomplishments in this document.

By utilizing these components, the City Manager will have the opportunity to obtain useful feedback in order to be effective as the Chief Administrative Officer.

THE COMPONENTS:

1. Performance Indicators for Key Result Areas

Five key result areas are suggested, where key performance indicators would be very useful:

- City Manager/Council
- Strategic Planning
- Human Resource Management
- Fiscal Management
- Communications

2. Annual Objectives

The City Manager, in conjunction with the Senior Management Team, would establish three to five important, "organization change" type objectives. These objectives would deal with "moving the organization" from where it is now toward achieving some of the longer term goals outlined in the strategic plan. They would not deal with "business as usual" type items.

3. Councillor Feedback

Attached is a variation of the approach used by both St. Albert and Strathcona in the evaluation of their CAO's. Modifications (i.e. addition and deletion of some questions) were made to make it appropriate for our use.

4. Public Feedback

Because of the nature of the City Manager's position, it is hard to obtain knowledgeable public input on specific parts of the job. There is a real difficulty in going to individuals in the public because they are clearly not close enough to what the City Manager does on a day-to-day basis to provide meaningful feedback. The best indicator would be a general feedback instrument, such as a survey, which gives a general response as to how effective the organization is in meeting the needs of the community. When the organization is able to carry out appropriate surveys, the information from them could form one component of the performance assessment process.

5. Subordinate Feedback

A simple questionnaire can be constructed for use by the City Manager to obtain feedback from each of his or her direct reports. These discussions would be confidential to the City Manager, except as he or she chose to share the information.

The rationale for having this information under the control of the City Manager is twofold:

- direct reports will be able to be much more forthright with the City Manager when they know that their feedback is intended for that person's use.
- it keeps the feedback from becoming a very volatile political issue, (e.g. as occurred in Edmonton)

In addition, an organization climate survey could be conducted every two to three years to obtain broad organization input to how well the corporation is being run.

6. The City Manager has the opportunity to take the inputs from the sources discussed above and "make sense of them," celebrating achievements, discussing those objectives that may not have been met and outlining opportunities for improvement. This "self assessment" would be shared with Council.

Key Result Area #1: City Manager/Council

VW - Very Well

OK - Okay

NI - Needs Improvement

Place check mark on continuum.

Indicators	VW-----OK----- NI
1. Keeps Council informed about operations in The City.	
2. Ensures that Council is provided with an agenda that is focussed on areas that require Council direction.	
3. Ensures that Council receives adequate reports and materials on which to base decisions.	
4. Provides recommendations which are sound for Council consideration.	
5. Advises Council on need for new and/or revised policies.	
6. Implements Council policy in a fair and consistent manner.	
7. Communicates openly and honestly with Council and individual Councillors.	
8. Responds promptly to requests from Council for specific action.	
9. Presents Council and its policies to the public and staff in a positive manner.	
10. Advises Council on politically sensitive issues.	
12. Provides administrative support for Council Committees.	
OVERALL RATING	

COMMENTS:

Key Result Area #2: Strategic Planning

VW - Very Well

OK - Okay

NI - Needs Improvement

Place check mark on continuum.

Indicators	VW-----OK----- NI
1. Provides for the development and implementation of the Strategic Plan, business plans and budgets for the organization	
2. Provides for the development and prioritization of long and short term goals with staff.	
3. Ensures adequate opportunity for the public to have input to City planning.	
4. Ensures that the organizational structure facilitates effective ongoing operations.	
5. Ensures that Council plans and programs are clearly communicated and implemented.	
6. Monitors and evaluates the corporate planning process within The City.	
7. Monitors and evaluates performance results relative to plans.	
OVERALL RATING	

COMMENTS:

Key Result Area #3: Human Resource Management

VW - Very Well

OK - Okay

NI - Needs Improvement

Place check mark on continuum.

Indicators	VW-----OK----- NI
1. Provides for the recruitment of quality staff.	
2. Ensures staff are deployed effectively to meet City goals.	
3. Ensures that Labour Relations with The City's four bargaining units are handled in a fair and consistent manner and in accordance with collective agreements.	
4. Provides for and encourages staff growth and professional development within available budget.	
5. Ensures that standards for staff performance are set; staff are evaluated on a regular basis; and strengths recognized and development plans appropriately utilized.	
6. Ensures that personnel policies and regulations are developed and administered in a positive, fair, and consistent manner.	
7. Communicates effectively with staff.	
8. Involves staff appropriately in the decision making process through executive team, monthly management meetings, and through planning retreats.	
9. Creates a supportive, encouraging environment which maximizes staff contributions to organizational goals.	
10. Supports or recommends a competitive but realistic salary and benefits program for employees.	
OVERALL RATING	

COMMENTS:

Key Result Area #4: Fiscal Management:

VW - Very Well

OK - Okay

NI - Needs Improvement

Place check mark on continuum.

Indicators	VW-----OK----- NI
1. Maintains a working knowledge of budgets, grants, and fiscal reporting procedures.	
2. Ensures that divisions and departments within The City function effectively, consistent with available resources.	
3. Provides Council with adequate reporting on the financial status of the corporation.	
4. Ensures effective liaison with Province of Alberta and all appropriate government and community agencies regarding fiscal matters.	
5. Provides for the preparation of budget materials and the budget documents in a format acceptable to Council.	
6. Appropriately involves staff, and Council in establishing budget priorities in the context of The City's Strategic Plan.	
7. Determines the financial resources required to support The City's municipal programs.	
8. Provides for long term financial planning including anticipating issues and concerns, identification of potential revenue sources, debt management, etc.	
OVERALL RATING	

Key Result Area #5: Communications

VW - Very Well

OK - Okay

NI - Needs Improvement

Place check mark on continuum.

Indicators	VW-----OK----- NI
1. Supports the Mayor and Council in providing information and responding to the concerns of the community.	
2. Ensures that the media is well informed by City Departments.	
3. Presents information and speaks effectively at Council meetings and in public, as appropriate.	
4. Maintains effective liaison with Province of Alberta and all appropriate government and community agencies.	
5. Responds appropriately to citizen concerns.	
6. Maintains an appropriate profile in the community.	
7. Manages issues effectively.	
8. Supports the Mayor and Council in establishing an appropriate profile in the community and outside the community.	
9. Ensures effective communication within the organization.	
10. Ensures that staff are aware of and have input to issues that affect them.	
OVERALL RATING	

COMMENTS:

DATE: October 8, 1996
TO: Personnel Manager
FROM: City Clerk

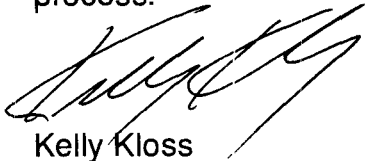
FILE

RE: PERFORMANCE ASSESSMENT FOR THE CITY MANAGER

At the Council Meeting of October 7, 1996, consideration was given to your report dated September 30, 1996 concerning the above and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Personnel Manager dated September 30, 1996, re: Performance Assessment For The City Manager, hereby approves the document entitled 'Performance Assessment For The City Manager', as submitted to Council October 7, 1996."

The decision of Council in this instance is submitted for your information and appropriate action. I trust that you will now consult the City Manager to implement this process.



Kelly Kloss
City Clerk

KK/clr

DATE: October 1, 1996
TO: City Council
FROM: City Clerk
RE: ***LEASE OF PART OF LOT 6 M.R., PLAN 862-1828,
TO VELLNER GROUP OF COMPANIES***

At the Council Meeting of September 9, 1996, the following resolution was passed regarding the above:

"RESOLVED that Council of The City of Red Deer hereby agrees that the following resolution be considered at the Council Meeting of Monday, October 7, 1996 to allow for the advertising of a Public Hearing to be held on October 7, 1996 relative to the leasing of Municipal Reserve lands as noted hereunder:

RESOLVED that Council of The City of Red Deer, having considered the report from the Land & Economic Development Manager, dated August 30, 1996, re: Lease of Part of Lot 6 MR, Plan 862-1828 to Vellner Group of Companies, hereby approves the lease and fencing of Municipal Reserve lands described as:

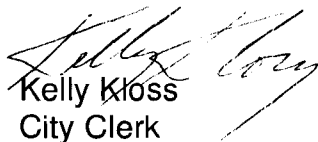
All that portion of Lot 6 MR, Plan 862-1828
lying within the limits of subdivision Plan 962
_____, containing 0.056 ha (0.138 ac.)
more or less, excluding therefrom all mines
and minerals.'

and as presented to Council September 9, 1996."

A Public Hearing has been advertised and set for October 7, 1996 at 7:00 p.m. or as soon thereafter as Council may determine.

RECOMMENDATION:

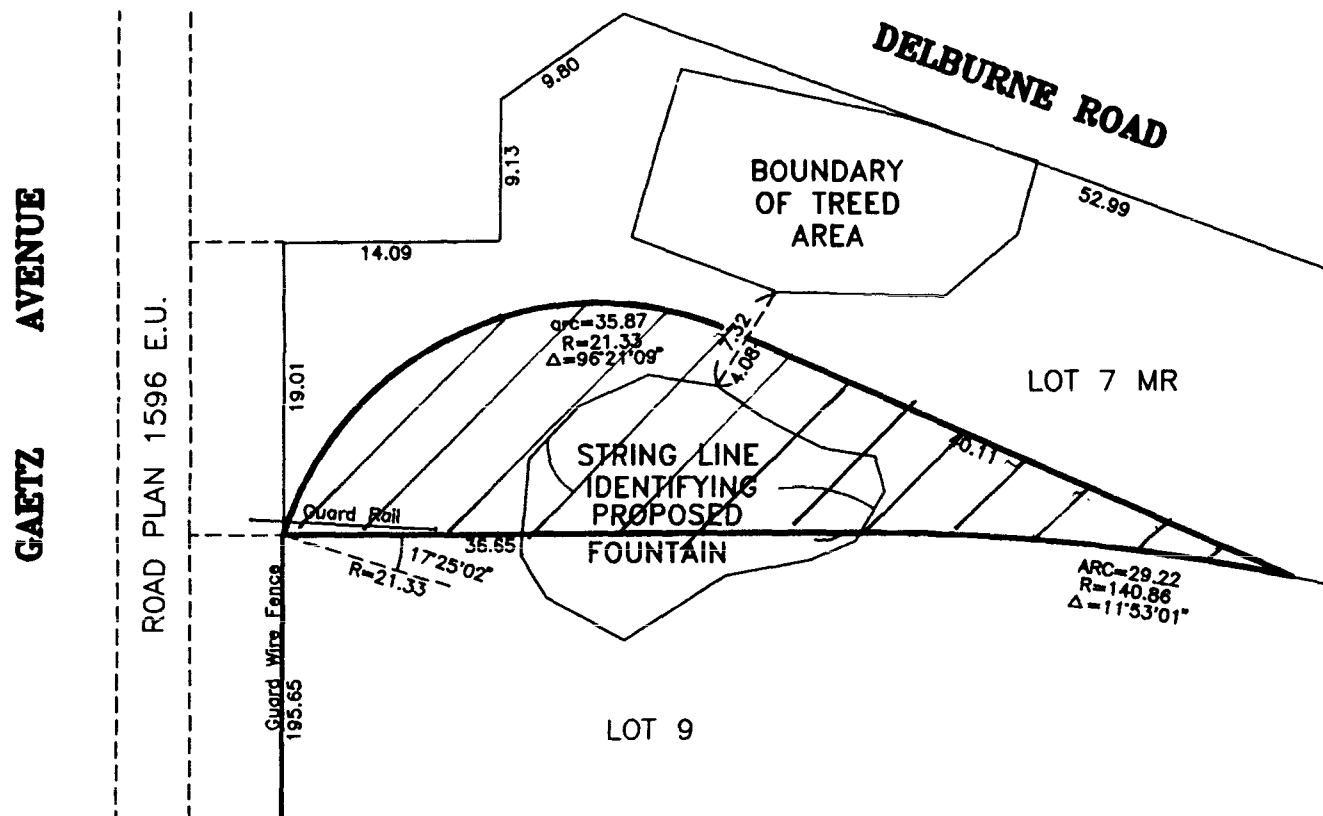
That following the Public Hearing, Council may pass the appropriate resolution concerning the leasing and fencing of a portion of municipal reserve.


Kelly Kloss
City Clerk

KK/clr
attchs.

PLAN SHOWING AREA TO BE LEASED WITHIN LOT 7 MR PLAN 962

AREA REQUIRED = 0.056 ha. (0.138 Ac.)
SCALE 1:500



DATE: October 8, 1996

TO: Land and Economic Development Manager

FROM: City Clerk

RE: **LEASE OF PART OF LOT 6 M.R., PLAN 862-1828 TO VELLNER GROUP OF COMPANIES**

FILE

At the Council Meeting of October 7, 1996, following a Public Hearing on the above, the resolution as noted hereunder was passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from the Land & Economic Development Manager, dated August 30, 1996, re: Lease of Part of Lot 6 MR, Plan 862-1828 to Vellner Group of Companies, hereby approves the lease and fencing of Municipal Reserve lands described as:

All that portion of Lot 6 MR, Plan 862-1828 lying within the limits of subdivision Plan 962 _____, containing 0.056 ha (0.138 ac.) more or less, excluding therefrom all mines and minerals."

Section 675 of the Municipal Government Act indicates the process to follow with respect to the removal of a municipal reserve designation, however, as the intent here is to allow for lease of this property and not to dispose of municipal reserve, I have not completed an affidavit for Land Titles.

I trust that you will find this satisfactory and that you will be advising the Vellner Group of Companies of the above noted decision.


Kelly Kloss
City Clerk

KK/clr

c Director of Development Services
Director of Community Services
Recreation, Parks and Culture Manager
City Assessor

DATE: September 17, 1996

TO: Kelly Kloss, City Clerk

FROM: Alan Scott, Land and Economic Development Manager

RE: **OFFER TO PURCHASE
LOT 11, BLOCK 3, PLAN 952-3348
JUMBO CAR WASH**

Jumbo Car Wash Inc. has made an offer to purchase the above parcel of land, which consists of 0.439 ha. (1.08 ac.) for the purpose of developing a car wash. The offer is for \$300,000.00, which works out to \$6.35 per sq. ft. The offer is subject to the following conditions:

1. The lot to be cleared of all trees and vegetation, with the topsoil removed and clean fill put in place, suitable for development.
2. The City will approve the construction of an upscale barn-style car and RV wash facility, similar to the attached picture.
3. The City will allow access to the site on both the south and west sides.

The submission has been circulated to the applicable City departments where, generally speaking, support exists for the sale and development. The submission was also reviewed by the Downtown Planning Committee at their meeting of August 8, 1996, at which time a resolution was passed supporting the proposed development. The one objection to the proposal comes from Parkland Community Planning Services who reviewed the proposal in its early stages, but were unable to attend the Downtown Planning Committee meeting when upgraded elevations for the proposal were circulated. They have since been advised of the proposed changes, and may be in a position to comment verbally at the Council meeting.

The Engineering Department has completed a thorough investigation of the site to determine what costs would be associated with preparing the area for development. This was done because we would prefer to sell the site as is, offering a slight discount from the agreed-to price, and place the onus for site preparation on the purchaser. Soil testing was completed on this site and it has been determined that preparation for development would cost in the order of \$40,000 to \$42,000.

We have had several meetings with Mr. Victor Muller, President of Jumbo Car Wash Inc., to discuss issues such as access to the site and, in particular, building elevations, landscaping, and site development. Mr. Muller is very willing to make whatever changes are deemed necessary in order to complete a development which is a credit to the downtown, and compatible with other development contemplated in the area.

City Clerk
 Page 2
 September 17, 1996

He recognizes the sensitivity of the site because of its proximity to the former CP Rail lands area, and our desire to see that area develop to a high standard. Mr. Muller is quite willing to work with the Administration with whatever theme is seen as appropriate.

RECOMMENDATION

The Land and Economic Development Department recommends that Council approve the sale of Lot 11, Block 3, Plan 952-3348 to Jumbo Car Wash Inc., subject to the following conditions:

1. The purchase price be based on \$6.50 per sq. ft., with a reduction of \$40,000 being offered to compensate the purchaser for the cost of site preparation. This would put the purchase price at -

47,252.5 sq. ft. x \$6.50 =	\$307,141
less \$40,000	<u>- 40,000</u>
	\$267,141

2. All service connection charges to be the responsibility of the purchaser.
3. Elevations, landscaping, and all other development details to be approved by the Municipal Planning Commission.
4. Access to 52 Avenue will be all-turns, with access to 45 Street limited to right-in right-out, due to an existing raised concrete centre median. Both access points must be at least 20 metres and preferably 30 metres away from the intersection of 45 Street and 52 Avenue, and must be to the satisfaction of the Engineering Department Manager.
5. An agreement being entered into subject to the approval of the City Solicitor.

Respectfully submitted,



Alan V. Scott

AVS/mm

Att.

DATE: AUGUST 8, 1996
TO: LAND & ECONOMIC DEVELOPMENT MANAGER
FROM: DOWNTOWN PLANNING COMMITTEE
RE: OFFER TO PURCHASE CITY-OWNED LANDS
ADJACENT TO CPR SITE.

Members of the Downtown Planning Committee met on August 8, 1996 and were pleased to have been given the opportunity to provide a comment regarding an offer to purchase city-owned land in the downtown adjacent to the abandoned rail lands.

Following lengthy discussion, the Downtown Planning Committee passed a resolution supporting the proposed development as noted hereunder.

“THAT the Downtown Planning Committee supports the development of a car wash on Lot 11, Block 3, Plan 952-3348, with particular consideration being given to elevation and landscaping and compatibility to what is being contemplated on the adjacent CPR site.”



COUNCILLOR R. SCHNELL
Chairman
Downtown Planning Committee

PATH: paul\memos
MASTERFILE:

DATE: September 9, 1996
TO: Land and Economic Development Manager
FROM: Acting Public Works Manager
RE: **OFFER TO PURCHASE**
LOT 11, BLOCK 3, PLAN 952-3348

We have no objections to the above proposal. One comment, though. The closest storm sewer is approximately 40 metres east on 45 Street.



Paul A. Gofanson, P.Eng.
Acting Public Works Manager

/blm

c Water and Wastewater Superintendent

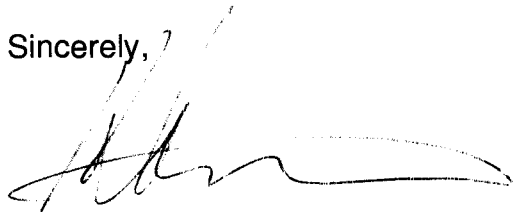
MEMO

DATE: August 22, 1996**File No. 6.515****TO:** AL SCOTT
Land & Economic Development Manager**FROM:** RYAN STRADER
Inspections and Licensing Manager**RE:** 4515 - 52 AVENUE
LOT 11, BLOCK 3, PLAN 952-3348

The above site is designated as C1A in The City Land Use Bylaw, which means the proposed use would fit as a permitted use. Approval of development details such as the building elevations, landscaping and parking, falls under the jurisdiction of the Municipal Planning Commission. While we have not seen any detailed plans for the project, the concept plans are impressive. From these plans, it is difficult to identify the use as a car wash. I support the project subject to the development approval process.

In my opinion, there is no need for further conditions approval such as architectural control, as the Municipal Planning Commission has the necessary approval authority to deal with the building finish.

Sincerely,



RYAN STRADER
Inspections and Licensing Department

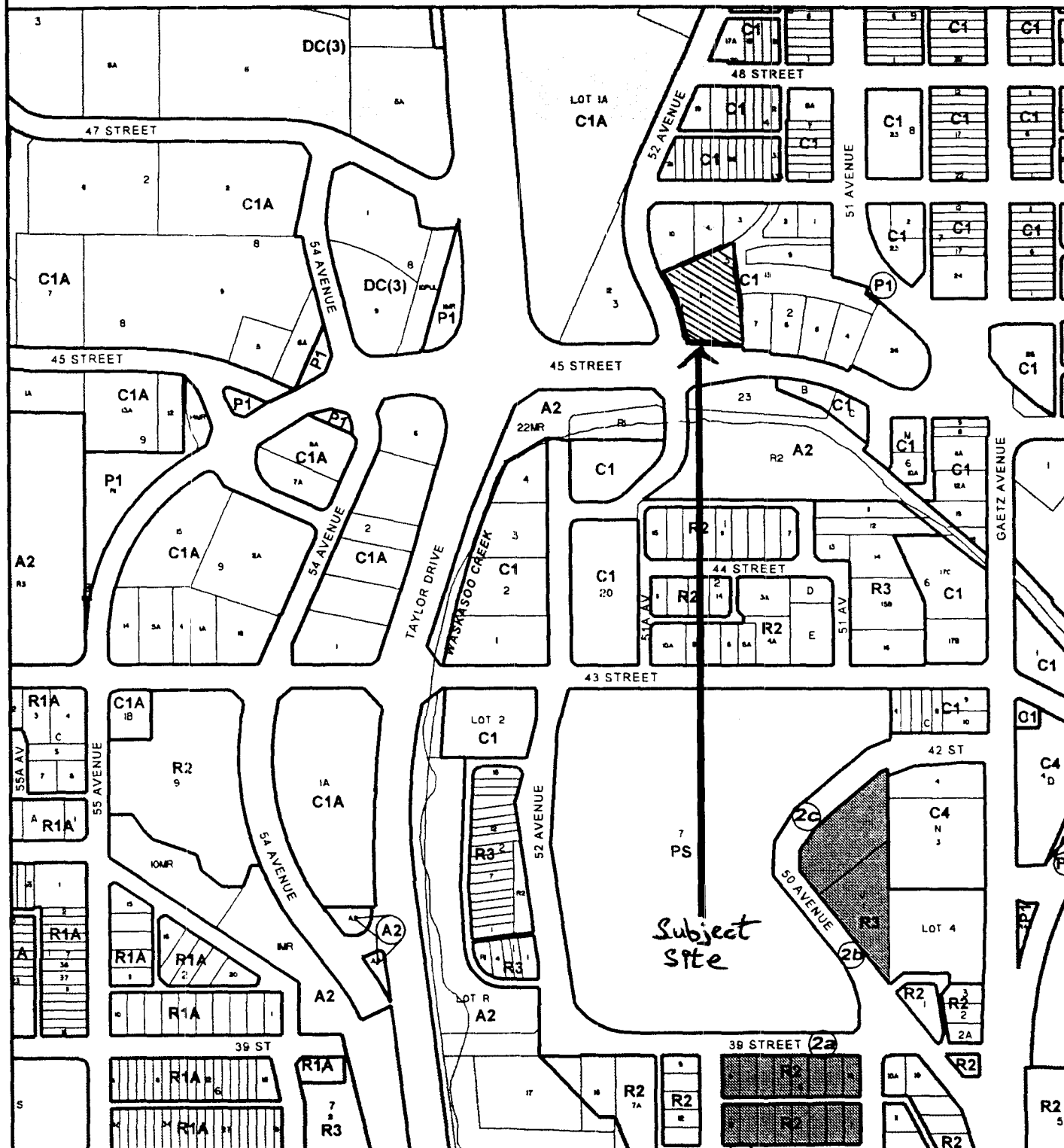
RS:yd



THE CITY OF RED DEER - LAND USE BYLAW

LAND USE DISTRICTS

F8



BYLAW NUMBER - 3156/96

AMENDMENTS:



SCALE 1:5000
29-APR-1996

SEE SECTION SIX FOR
LANDUSE DISTRICT DEFINITIONS

E9	F9	G9
E8	F8	G8
E7	F7	G7

S.E. 1/4 -17-38-27-4

OFFER TO PURCHASE

Jumbo Car Wash Inc. hereby offers to purchase from
The City of Red Deer the following land:

Lot 11, Block 3, Plan 9523348
containing 0.439 hectares

on the following terms and conditions:

- 1 - Price: \$300,000. payable as follows
\$10,000.00 deposit with this offer
20,000.00 upon acceptance by the city of
Red Deer
270,000.00 upon removal of all conditions
and title transfer

- 2 - the lot will be cleared of all trees and vegetation,
the top soil will be removed and the land
filled to curb elevation with clean
quality clay-type soil duly compacted
and levelled so the said land is ready
for construction (much like the present
conditions on the vacant lands immediately
north and west of Lot 11)

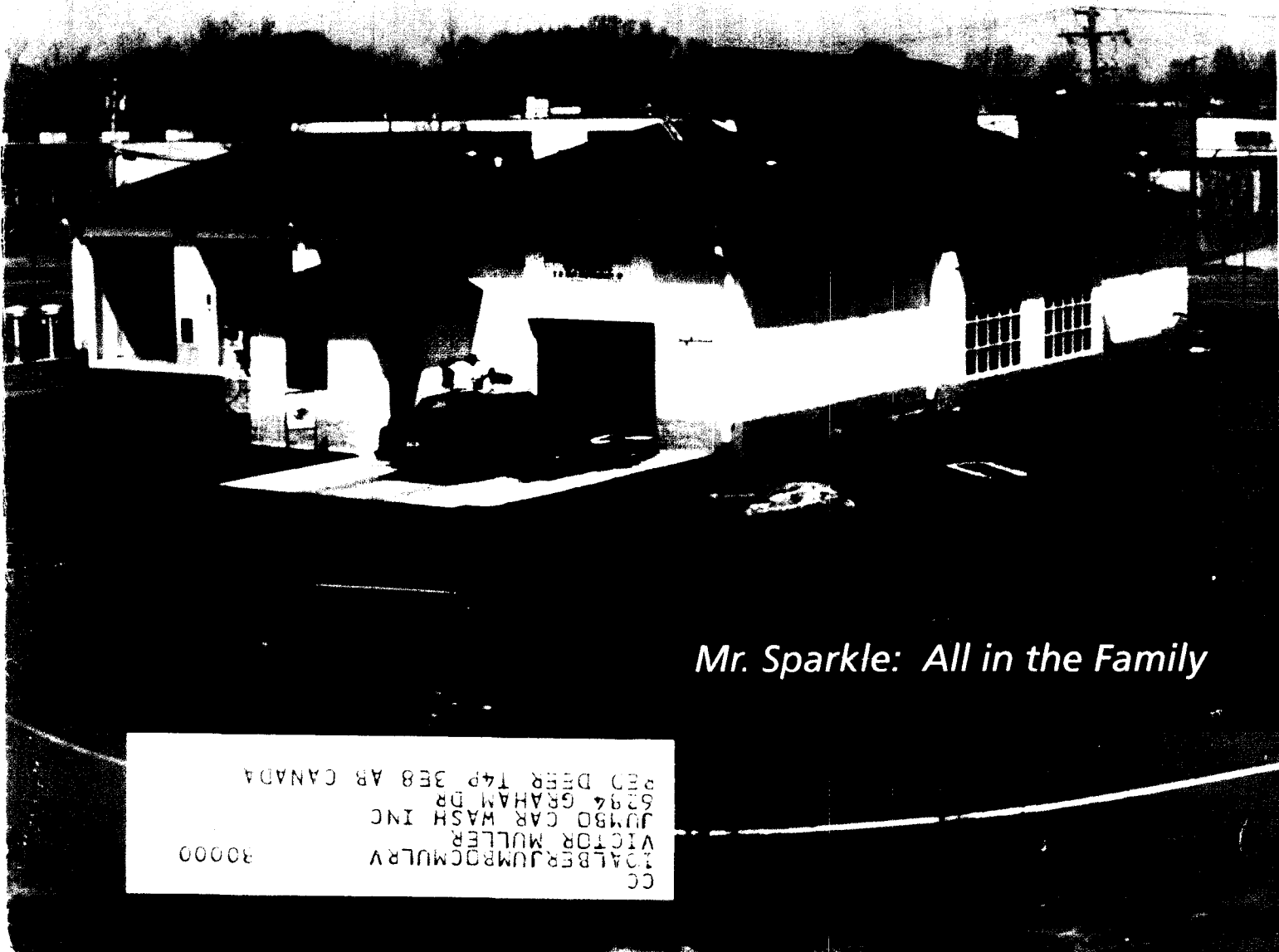
- 3 - The city of Red Deer will approve the construction
of an upscale barn-style car and RV
wash facility (see attached photograph
as an indicator of the general exterior
quality proposed)

- 4 - The city of Red Deer will allow ingress/egress
to the site on both the west side and
south side of Lot 11

The City Of Red Deer	
Date:	Aug 21/96
Time:	2:35 pm
Rec'd By:	M

Signed in Red Deer, Alberta
August 20, 1996

Jumbo Car Wash Inc.



Mr. Sparkle: All in the Family

CC
 10ALBERJUMBOCMULRY
 VICTOR MULLER
 JUMBO CAR WASH INC
 6294 GRAHAM DR
 CED DEER 14P 3E8 AB CANADA
 30000

ESTIMABLE IMAGE

MEMO

FROM THE OFFICES OF PARKLAND COMMUNITY PLANNING SERVICES

SUITE 500, 4808 ROSS STREET

RED DEER ALBERTA. T4N 1X5

PHONE: 343-3394, FAX: 346-1570

To: ALAN SCOTT, LAND & ECONOMIC DEVELOPMENT MANAGER

From: TONY LINDHOUT, PLANNER

Subject: OFFER TO PURCHASE
LOT 11, BLOCK 3, PLAN 952-3348

Date: August 27, 1996

The proposal by Jumbo Car Wash to purchase the above city property for the construction of a car and RV wash facility is not supported for the following reasons:

- * although such a facility would comply with the C1 zoning of the site, we are not convinced that the proposed development would be the highest and best use for site,
- * this site, in its proximity to the vacant rail lands to the west, should remain vacant until possible development proposals for the former vacant rail lands have been received, considered and evaluated,
- * this site has the potential to be consolidated (land assembly) and developed in conjunction with other adjoining properties, resulting in a much larger comprehensive development, and
- * at some point in time this entire block should be replotted in a matter that will eliminate the former rail right-of-way lands (Lot 13) and adjust the boundaries of the many odd shaped lots (particularly in the north half of this block) thereby resulting in the creation of more pleasing, useable and sellable sites for future (re) developments.

Recommendation

Planning staff recommend that the subject property not be sold to Jumbo Car Wash for a vehicle wash facility. We feel that the sale of this property at this time would be premature and that the property should remain in the City's land inventory until such time as possible development proposals for the vacant rail lands are considered and evaluated at the end of 1996.

If you require any further clarification, please do not hesitate to contact me.



Tony J. Lindhout

c. Lowell Hodgson, Director of Community Services

MEMO

DATE: September 10, 1996

TO: Land and Economic Development Manager

FROM: Engineering Department Manager

RE: OFFER TO PURCHASE
LOT 11, BLOCK 3, PLAN 952- 3348


Our comments relative to the offer made by Vic Muller of Jumbo Car Wash are as follows:

1. Condition 2 - implies that the City will strip the lot and fill to top of curb elevations. The site needs between 1.0 m and 1.2 m of fill to meet the requirements of the offer. Our preliminary estimate to do this work is in the order of \$45,000.
2. Condition 3 - cannot guarantee that MPC will accept this proposal.
3. Condition 4 - access to 45 Street is possible but will be limited to right in/right out due to an existing raised concrete center median. Access to 52 Avenue can be an all-turns. Both access points must be at least 20 m and preferably 30 m away from the intersection of 45 Street and 52 Avenue.
4. Site Service Connections - no mention is made of paying for site service hookups. The standard rates will apply to the purchaser for driveway crossings (cost depends on size of driveways), water and sanitary (approximately \$8,100). The storm service will cost in the order of \$25,000.
5. Mandatory Storm Sewer Service - due to the size of the parcel and the intended use of a car wash, an on-site storm drainage system will be required. We do not want water from this site to spill on to adjacent roadways and cause icing problems in the winter.

SUMMARY

In view of the extensive preparatory costs, we may want to designate the property as a clean fill area and market at a future date.

Alternatively, we may want to submit a counter offer where by the price is reduced by the prelevelling of the land and the purchaser pays for driveways, water, sanitary, and the storm sewer service to property line.



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

KGH/emg
c. Tom Warder
c. Brian Johnson

COMMENTS:

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

"G.D. SURKAN"
Mayor

"H. M. C. DAY"
City Manager

FILE

DATE: October 8, 1996
TO: Land and Economic Development Manager
FROM: City Clerk
RE: OFFER TO PURCHASE LOT 11, BLOCK 3, PLAN 952-3348,
JUMBO CAR WASH INC.

At the Council Meeting of October 7, 1996, consideration was given to your letter dated September 17, 1996, concerning the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Land and Economic Development Manager dated September 17, 1996, re: Offer to Purchase Lot 11, Block 3, Plan 952-3348/Jumbo Car Wash, hereby approves the sale of said land to Jumbo Car Wash Inc. subject to the following conditions:

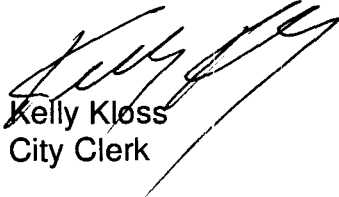
1. The purchase price to be \$267,141, based on \$6.50 per sq. ft. (\$307,141), with a reduction of \$40,000 being offered to compensate the purchaser for the cost of site preparation.
2. All service connection charges to be the responsibility of the purchaser.
3. Elevations, landscaping and all other development details to be approved by the Municipal Planning Commission.
4. Access satisfactory to the Engineering Department Manager.
5. An agreement being entered into subject to the approval of the City Solicitor,

and as submitted to Council October 7, 1996."

.../2

Land and Economic Development Manager
October 8, 1996
Page 2

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



Kelly Kloss
City Clerk

KK/clr

- c Director of Engineering Services
- Director of Community Services
- Director of Corporate Services
- City Assessor
- E. L. & P. Manager
- Inspections and Licensing Manager
- Recreation, Parks and Culture Manager

To: City Council
From: Paul Meyette, Principal Planner
Ken Haslop, Manager Engineering Services
Subject: Chiles Development Corporation: Request to tie into the City Sewage Treatment Plant
Date: October 1, 1996

Chiles Development Corporation is requesting permission to tie a proposed mobile home park located in the County of Red Deer to the City sewage treatment plant; the proposed mobile home park is 6.16 hectares (15.22 acres) located north of the City and east of the Chiles Industrial area. The site was zoned for a mobile home park by the County although no development permits were issued. The mobile home park was intended as the first phase of a development which was proposed to include country residences and a golf course.

As you are aware, this issue was first brought to the attention of the City in 1990 and some of the background information surrounding this issue is necessary to understand the existing situation. In as brief a form as possible, the background information is as follows:

September 10, 1990 The City of Red Deer Municipal Planning Commission made the following recommendation to the County of Red Deer:

“That the Municipal Planning Commission recommend refusal of the proposal to redesignate 6.16 ha (15.22 acres) from Industrial District “I” to Mobile Home Park district “MHP” in the County of Red Deer on behalf of Chiles Development Corporation since it creates a major residential area in the industrial area within 1 kilometre of the City boundary”.

December 21, 1990 Following approval of the rezoning by the County of Red Deer, Chiles Development Corporation wrote to the City of Red Deer and requested permission to enter a contractual agreement between the City and Chiles Development Corporation wherein sewage could be piped to the City’s sewage treatment plant.

February 20, 1991 City Council passed the following motion:
“Resolved that the City of Red Deer hereby agrees that the application from N. Chiles to connect his proposed mobile home park (SW¼ of Section 3-39-27-4) to the City’s sewage treatment plant be **not approved** and as recommended to Council February 19, 1991.”

One of the major concerns that Council had at that meeting was the proposal for a direct contractual arrangement between Chiles Development Corporation and the City; the City preferred to set up the account through the Waskasoo Regional Services Board.

Planning staff opposed the extension of services.

City Council
Page 2
October 1, 1996

- June 18, 1993 Chiles Development Corporation wrote to the City again requesting approval of the proposal to tie into the City's sewage treatment plant.
- October 12, 1993 Following receipt of written confirmation that the County of Red Deer agreed to accept the Chiles Development Corporation as a customer of the Waskasoo Services Board and further that the County would allocate part of their unused sewage capacity to this project, the City agreed in principle to allow the tie in to the City's sewage treatment plant.
- November 22, 1993 Following a review by the City's Environmental Advisory Board, City Council passed the following motion:
 "Resolved that Council of the City of Red Deer hereby approves the request from Chiles Development Corporation Limited to utilize the City of Red Deer Wastewater Treatment Plant treat the sewage from the proposed Chiles Mobile Home Park subdivision, subject to the following conditions:
1. Approval is based on the premise that Mr. Chiles is a customer of the County of Red Deer, who is in turn a customer of the Waskasoo Regional Services Board. The City of Red Deer would have no contractual arrangement with either the County or Mr. Chiles. The City would continue to invoice the Board as in the past and the Board in turn would collect from the County/Mr. Chiles.
 2. The City agreement with the Board would remain the same as in the past. The design, construction and maintenance of any new lines would be the responsibility of the Board. The Board may choose to pass this expense and responsibility down to the County/Chiles; however the Board would remain responsible to the City.
 3. The City of Red Deer Engineering Department would work with the Board/County/Chiles to determine a mutually acceptable alignment for the sewage main running from Mr. Chiles' development to the City sewerage system. Location of this main would involve the negotiation of easements across City lands.
 4. As with the existing regional line, the City must review and approve the design and construction methods prior to commencement.
 5. Escarpment stability should be assured through all surface disturbances from excavations for road construction, basements and underground utilities.

City Council
Page 3
September 30, 1996

6. Submission of a geotechnical evaluation of the escarpment and riverbank area as it relates to this development proposal and a suitable top-of-bank setback area.
7. The acceptance of a connection to the Wastewater Treatment Plant be on the condition of a mutually agreeable alignment for the line, inclusive of the design, all construction methods, restoration work and necessary easements.
8. That the integrity of Lot R-2 (Municipal Reserve) contained in Waskasoo Park, zoned A-2 Environmental Preservation District, not be jeopardized in terms of tree loss or escarpment protection.
9. Any further development on the site beyond the Mobile Home Park be referred to Alberta Environmental Protection for the determination of an environmental impact assessment study.
10. That the proposal be referred to the City-County Joint General Municipal Planning Committee for inclusion in the Joint General Municipal Plan, incorporating the following principles:
 - a. That development be allowed only above the escarpment; and
 - b. That recreational and agricultural uses be allowed in the river valley below the escarpment; and
 - c. That the escarpment itself be retained in its natural state
11. That the selected alignment not be on the old C.N.R. alignment, due to the significant tree loss and escarpment disturbance.”

In addition, Council passed a further resolution in regard to recommendations from the Environmental Advisory board as outlined in their report dated November 7, 1993:

“Resolved that Council of the City of Red Deer hereby agrees that the recommendations from the Environmental Advisory Board as outlined in the report dated November 17, 1993 re: Chiles Development Corporation: Proposal for development, be submitted to the City/County Joint General Municipal Planning Committee for discussion and consideration.”

April 17, 1995

Following further engineering study, Chiles Development Corporation wrote to the City’s Engineering Department asking that Condition #11 of the City’s approval be amended to allow construction of the line along part of the

City Council
Page 4
September 30, 1996

C.N.R. alignment.

May 24, 1995 Following review of the new alignment, the City Environmental Advisory Board passed the following motion:

“That the Environmental Advisory Board, having considered the proposal by Chiles Development to run a sewer alignment along an existing trail adjacent to the west side of the CNR tracks to service a mobile home park, hereby recommend to the Council of the City of Red Deer acceptance of said proposal, subject to the following conditions:

- reseeding (hydro seeding to prevent erosion)
- shale/gravel trail construction 2.5 metres wide for service vehicles, complete with post and cable access control
- landscaping plan to be approved at a later date (ie tree/shrub planting)
- Environmental Advisory Board acceptance/conditions
- resolution of some geotechnical concerns (identified in Engineering Department letter to the developer of January 24, 1995)
- approval of detailed engineering design drawings
- land acquisition by the developer
- maintenance/operations agreement with the Regional Services Board
- development agreement

And as submitted to this Board on May 24, 1995.

The following additional motion was passed:

“That the Environmental Advisory Board request, through the Joint General Municipal Planning Committee, that the County consider a storm drainage plan with respect to the Chiles Property (mobile home park) located in the County, providing for low impact on the area.”

June 14, 1995 The City Clerk requested further information from city staff related to the Chiles proposal.

July 24, 1996 Chiles Development Corporation Limited wrote to the Engineering Department to request that the issue be finalized by City Council so that construction of the sewer line can be commenced.

What issues remain to be Finalized?

1. How Much Development will be serviced by the extension of the Sewer Line:

City Council
 Page 5
 September 30, 1996

This development was proposed to be the first phase of a multiphase development in the County. The County has rezoned only the mobile home park at this point in time; additional phases could however be added in the future. In order to resolve the land use issues identified in the City's approval (conditions #9 and 10) and the conditions of approval of the Environmental Advisory Board, the City would need to approve the development subject to a condition which states that the City would maintain control over the connections to the sewer line by identifying a service basin which includes only the 70 unit mobile home park, as proposed. No development outside of this basin could receive service without the City's permission. This control could be maintained through the service agreement with the Waskasoo Service Board.

2. Amendment of the Joint General Municipal Plan

There is no agreement at this time from the County to amend the Joint General Municipal Plan (condition #10 of the City's approval); this should be discussed by the Joint General Municipal Planning Committee.

3. Traffic Issues

The traffic volumes have increased at the intersection of this subdivision and Highway 2A; the amount of traffic on Highway 2A has also increased. Since this proposal was originally received, two new commercial areas in this subdivision have been or are in the process of being approved (both owned by Chiles Development Corporation Ltd.) which will add to the existing congestion at this intersection. There may be merit in suggesting that the County and Alberta Transportation and Utilities review the need for traffic control at this Highway 2A intersection.

Recommendation

Planning and Engineering Staff recommend that Council adopt the following conditions which incorporate the Environmental Advisory Board's recommendations as well as earlier Council approved motions and includes a condition related to the development service basin and another condition related to the the need to review traffic control. The recommended conditions of approval are:

1. An agreement with the Waskasoo Services Board making service conditional upon all of the following conditions:
 - (a) Approval is based on the premise that Mr. Chiles is a customer of the County of Red Deer, who is in turn a customer of the Waskasoo Regional Services Board. The City of Red Deer would have no contractual arrangement with either the County or Mr.

City Council
 Page 6
 September 30, 1996

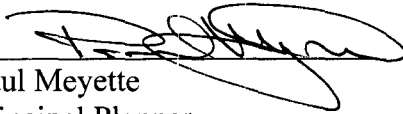
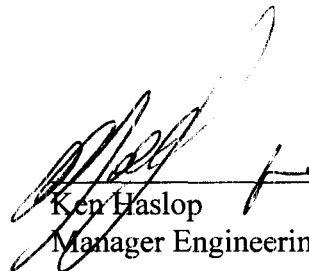
Chiles. The City would continue to invoice the Board as in the past and the Board in turn would collect from the County/Mr. Chiles.

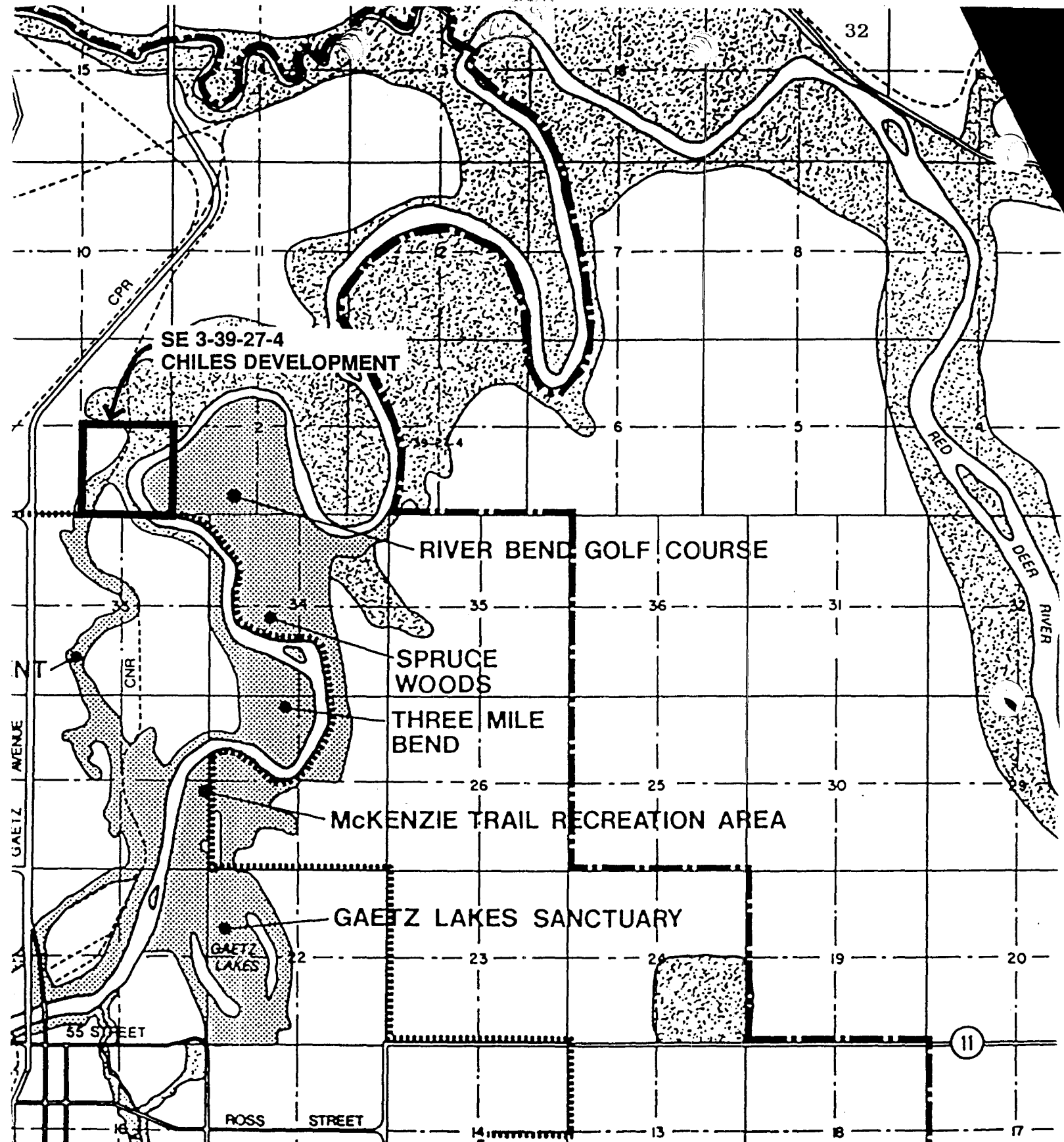
- (b) The City agreement with the Board would remain the same as in the past; the sewage treatment plant capacity used by Chiles Development Corporation would form part of the County's capacity as assigned by the Waskasoo Services Board.
- (c) The City of Red Deer Engineering Department would work with the Board/County/Chiles to determine a mutually acceptable alignment for the sewage main running from Mr. Chiles' development to the City sewerage system. Location of this main would involve the negotiation of easements across City lands.
- (d) As with the existing regional line, the City must review and approve the detailed design drawings and construction methods prior to commencement.
- (e) Escarpment stability should be assured through all surface disturbances from excavations for road construction, basements and underground utilities.
- (f) Submission of a geotechnical evaluation of the escarpment and riverbank area as it relates to this development proposal and a suitable top-of-bank setback area and resolution of any concerns.
- (g) The acceptance of a connection to the Wastewater Treatment Plant be on the condition of a mutually agreeable alignment for the line, inclusive of the design, all construction methods, restoration work and necessary easements. The disturbed area is to be hydroseeded to prevent erosion and a landscaping plan must be approved by the City Recreation, Parks and Culture Department.
- (h) That the integrity of Lot R-2 (Municipal Reserve) contained in Waskasoo Park, zoned A-2 Environmental Preservation District, not be jeopardized in terms of tree loss or escarpment protection.
- (I) Any further development on the site beyond the Mobile Home Park be referred to Alberta Environmental Protection for the determination of an environmental impact assessment study.
- (j) The design, construction and maintenance of any new lines would be the responsibility of the Waskasoo Regional Services Board.
- (k) Construction of a shale/gravel trail 2.5 metres wide along the alignment for service vehicles, complete with post and cable access control.

City Council
Page 7
September 30, 1996

- (l) Identification of a service basin which corresponds with the development site of the proposed 70 unit mobile home park. No development outside of this basin would receive service without the City's permission.
 - (m) Receipt of a satisfactory drainage plan.
2. An amendment of the Joint General Municipal Plan, incorporating the following principles:
- (a) That development be allowed only above the escarpment; and
 - (b) That recreational and agricultural uses be allowed in the river valley below the escarpment; and
 - (c) That the escarpment itself be retained in its natural state
3. A review by Alberta Transportation and Utilities and the County of the need for traffic controls at the Highway 2A intersection.

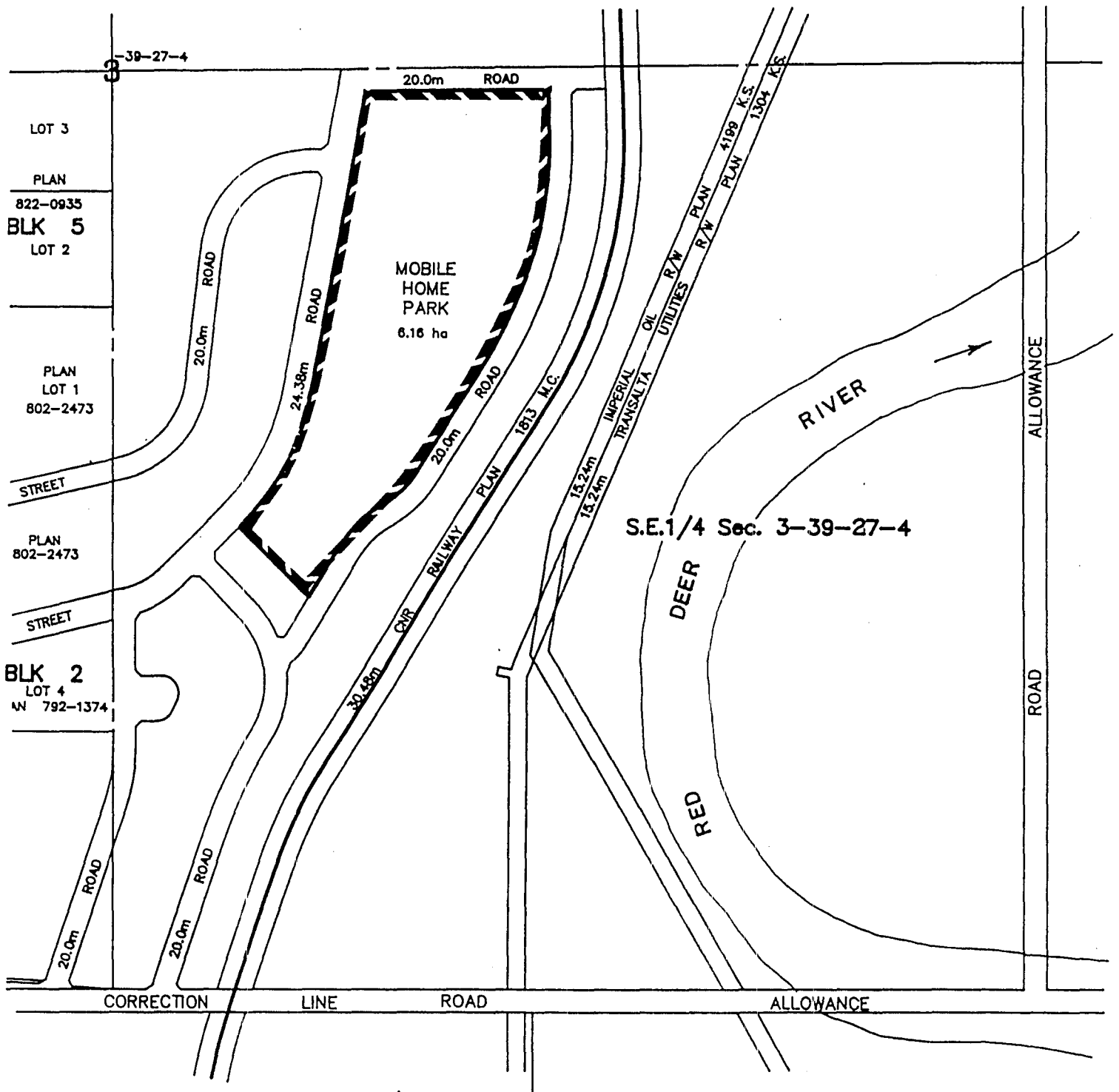
The foregoing conditions would replace all previous motions on this issue.


Paul Meyette
Principal Planner
Ken Haslop
Manager Engineering Services

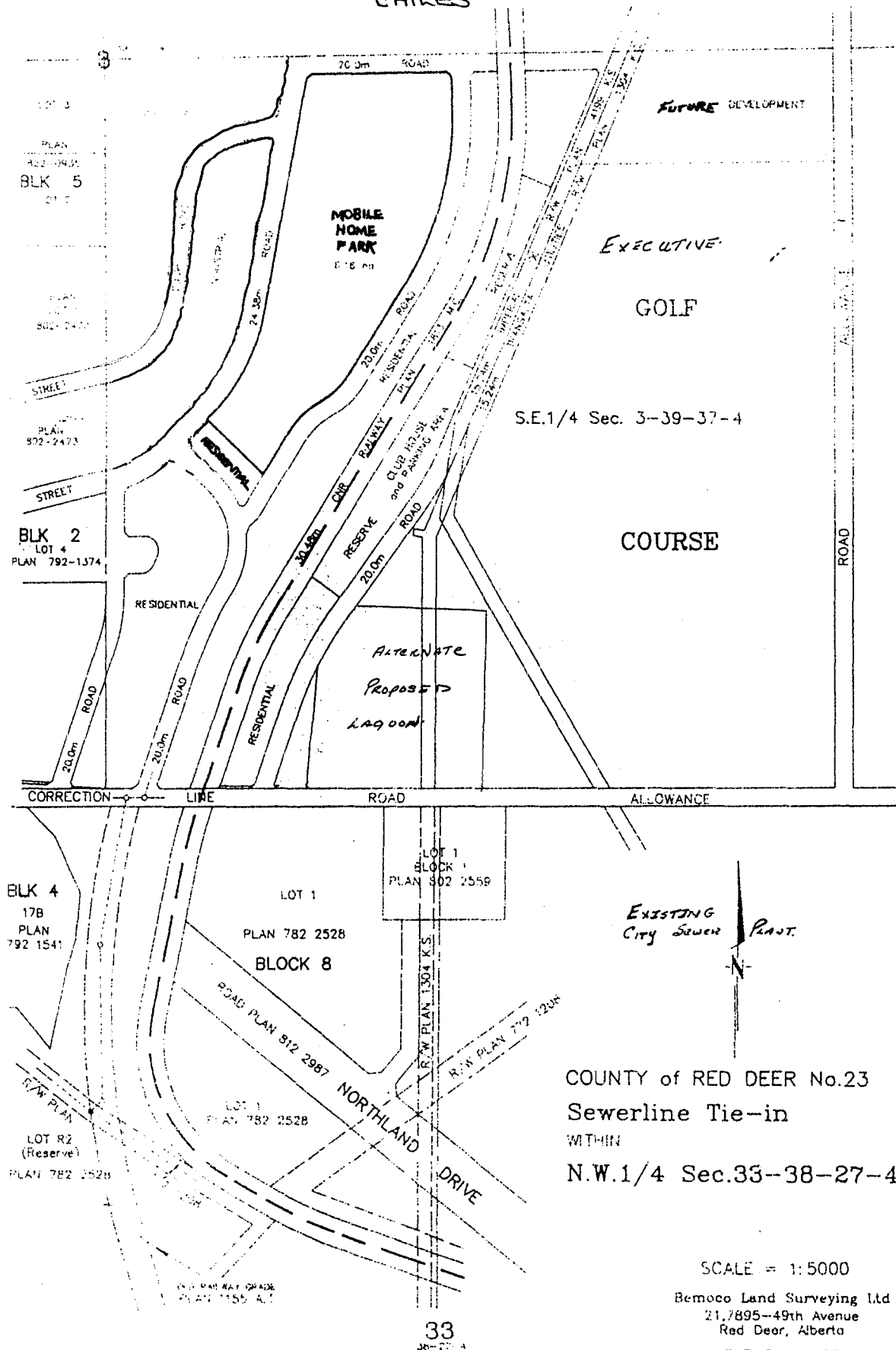


- STUDY AREA BOUNDARY
- CITY BOUNDARY
- WASKASOO PARK
- RIVER VALLEY CONCEPT

CITY OF RED DEER
URBAN GROWTH STRATEGY
PLAN 28
RIVER VALLEY CONCEPT



34 ORIGINAL PROPOSAL CHIKES



COMMENTS:

We concur with the recommendations of the Administration.

"G.D. SURKAN"
Mayor

"H. M. C. DAY"
City Manager



Chiles

403 CHILES INDUSTRIAL PARK
39015 HIGHWAY 2A
RED DEER COUNTY, ALBERTA T4S 2A3

DEVELOPMENT CORPORATION LTD.

PHONE: (403) 341-4040 • FAX: (403) ^{340 3800}

JUL 24 1996

24 July 1996

SENT BY FAX TO: 346 6195

City of Red Deer
Box 5008
Red Deer, Ab. T4N 3T4

Attention: Bryon Jeffers, Engineering Department

Dear Brian:

RE; PROPOSED DEVELOPMENT SE 3-39-27-W4
CONNECTION TO CITY OF RED DEER SANITARY SEWAGE SYSTEM

Back in 1993 we had approval through City Council to extend the sanitary sewer across city property to Chiles property. Then, to refresh your memory, two weeks later it was brought back to council by Craig Curtis and associates and council reversed their decision. We then proceeded through a year or a year and a half of going through the environmental people and we finally got approval there. It was then my understanding that you personally, or Ken Haslop, would bring it back again to council and get it approved. I have heard nothing and I assume nothing has been done.

Would you please review this file and proceed to bring it back to council to have it approved for construction. If there are any reasons that this cannot happen or if any delinquent reports are required, would you please advise me.

Yours truly,

Norman Chiles, CMA
President

NC/mc

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

Bryon - vacation

Ken

*Sybron - please review file
& discuss*

Ken

To: Jeff Graves
From: Paul Meyette
Subject: Chiles Mobile Home Park
Date: August 16, 1996

MEMORANDUM

Further to your enquiry regarding the subject noted above, I wish to advise the following:

1. The property was rezoned by the County to allow a mobile home park. The County did not rezone the remaining phases of Norm Chiles development proposal.
2. The County has not yet issued a development permit so there have been no conditions attached to the development by the County. As you know the City has indicated several conditions that they wish to see applied to this development.

I trust that this is the information that you require.

Enc.

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

F' E

DATE: June 14, 1995

TO: Director of Engineering Services
Public Works Manager
Principal Planner

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

FROM: City Clerk

**RE: DEVELOPMENT OF CHILES PROPERTY - SEWER EXTENSION
THROUGH PARKLAND**

Attached is a report from the Environmental Advisory Board dated June 12, 1995 concerning the above topic. Prior to this matter being placed on a Council agenda, the Mayor and City Manager requested additional information as follows:

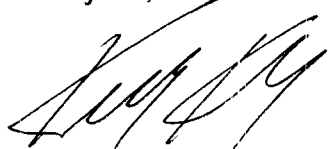
DIRECTOR OF ENGINEERING SERVICES/PUBLIC WORKS MANAGER

The attached report directs that there be a Maintenance/Operations Agreement with the Regional Services Board. It is the City Manager's view that the cost recovery in dealing with the Regional Services Board would only be break-even. The question arises as to whether The City should be considering directly charging each customer with the anticipation that The City should make a profit for offering such a service? Is such a suggestion feasible, and what would it take to implement?

PRINCIPAL PLANNER

There is some question as to what restrictions would be placed on the development of Chiles property as to the expansion of the development sometime in the future. The Mayor and City Manager requested that you contact the County of Red Deer to clarify exactly what development is being provided for at this time, and what may be allowed in the future.

We hope to present this matter to Council at its meeting of Tuesday, July 4 or Monday, July 17, 1995. Your comments on the above are requested as soon as possible.



KELLY KLOSS,
City Clerk

KK/fm

cc. Director of Community Services
Recreation, Parks & Culture Manager

DATE: June 12, 1995

TO: KELLY KLOSS
City Clerk

FROM: DR. SANDRA KOOP, CHAIR
Environmental Advisory Board

RE: DEVELOPMENT OF CHILES PROPERTY - SEWER EXTENSION THROUGH
PARKLAND.

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

The Environmental Advisory Board has considered a request of Mr. N. Chiles to develop a sewer line through his property and then extended through a park/escarpment area to enable his development proposal to proceed.

The most recent proposed alignment received by the Board is one of several which have been considered in the past two (2) years by the Board and Council. In that the most recent alignment proposed by Mr. Chiles has the least impact on the escarpment, the Board passed the following resolutions at their regular Board meeting of May 24, 1994.

"That the Environmental Advisory Board, having considered the proposal by Chiles Development to run a sewer alignment along an existing trail adjacent to the west side of the CNR tracks to service a mobile home park, hereby recommend to the Council of the City of Red Deer acceptance of said proposal, subject to the following conditions:

- reseeding (hydroseeding to prevent erosion)
- shale/gravel trail construction 2.5 metres wide for service vehicles, complete with post and cable access control
- landscaping plan to be approved at a later date (i.e. tree/shrub planting)
- Environmental Advisory Board acceptance/conditions
- resolution of some geotechnical concerns (identified in Engineering Department letter to the developer of January 24, 1995)
- approval of detailed engineering design drawings
- land acquisition by the developer
- maintenance/operations agreement with the Regional Services Board
- development agreement

and as submitted to this Board May 24, 1995."

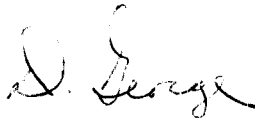
BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

City Clerk

Page 2

Chiles Property: Sewer Extension

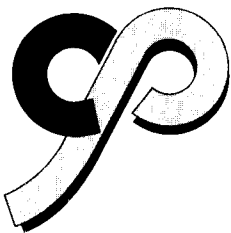
"That the Environmental Advisory Board request, through the Joint General Municipal Planning Committee, that the County consider a storm water drainage plan with respect to the Chiles Property (mobile home park) located in the County, providing for low impact on the area."



 DR. SANDRA KOOP
Environmental Advisory Board/Chairperson

:sm

enclosure.



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

Suite 500, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
FAX: (403) 346-1570

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

DATE: 11 July 1995
TO: Kelly Kloss, City Clerk
FROM: Paul Meyette, Principal Planner
SUBJECT: DEVELOPMENT OF CHILES PROPERTY - SEWER EXTENSION

I have been advised by Lorne McLeod that the County will not be able to meet to discuss the Joint General Municipal Plan until the 2nd week of August.

At their meeting, they will discuss the interpretation of the JGMP, as it relates to potential for expansion of the Chiles Mobile Home Park. It is my understanding that the County will also discuss what further amendments they may wish to see in the Joint General Municipal Plan and whether they wish to proceed to adoption.

I have advised the County that it is critical that this plan be adopted before September 1, when the amendments to the Municipal Government Act take effect. If it is not adopted by September 1, the Plan will have to be revised to conform to the Act and the public participation process would have to be repeated.

Paul Meyette, ACP, MCIP
Principal Planner, City Section

PM/sdd

cc: L. McLeod, County of Red Deer
M. Day, City of Red Deer

CONFIDENTIAL

400-043

DATE: June 27, 1995
TO: City Clerk
FROM: Director of Development Services

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

RE: DEVELOPMENT OF CHILES PROPERTY

I have given the issue addressed to me considerable thought and also discussed the matter with the Director of Corporate Services.

I have no problem charging a rate for the sewer service that provides a profit for The City of Red Deer. The City has made the investment in a treatment facility and if someone from outside our boundaries wishes to benefit from that price then it is not unreasonable to charge a premium for that service.

The Director of Corporate Services indicated that collection of delinquent accounts could be more difficult for a customer outside of the City. In the City we can add unpaid utility bills to the tax roll of the property. Outside of the City that would be much more difficult, perhaps not possible.

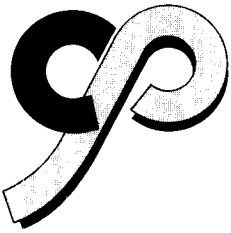
The preferred solution would be to deal through the Waskasoo Regional Services Board as originally suggested, but charge a different rate for the Chiles development. The flows are totally separate from the regional sewage line so the volumes are easily identifiable. We could charge the Regional Authority the determined rate and they could collect from Chiles. Our justification for the different rate would be that they were not part of the original area to be serviced by the regional line.

The additional advantage to this route would be that the construction of the line would still be through the Board as in the past and would result in less uncertainty than dealing with Chiles directly.



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

BCJ/emg
c.c. Public Works Manager
c.c. Principal Planner



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

Suite 500, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
FAX: (403) 346-1570

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

DATE: 22 June 1995
TO: Kelly Kloss
FROM: Paul Meyette, Principal Planner
SUBJECT: DEVELOPMENT OF CHILES PROPERTY - SEWER EXTENSION THROUGH
PARKLAND

Further to your memo of June 14, 1995, related to the subject noted above, I contacted Lorne McLeod on June 20. Lorne indicated that he would try to discuss this issue and County Council's interpretation of Section 10.1.2.2. of the Joint General Municipal Plan with Council on June 20.

Apparently Lorne has taken a few days off and will not be back until Monday so I will not have a response until then.

Paul Meyette, ACP, MCIP
Principal Planner, City Section

PM/sdd

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

AMENDED

October 8, 1996

Chiles Development Corporation
403 Chiles Industrial Park
39015, Highway 2A
Red Deer County, AB T4S 2A3

FAX NO. 340-3800
(Faxed 96 OCT 11)
(Original Mailed)

*mailed to incorrect
address on 96.10.08.
OK.*

Dear Mr. Chiles:

**RE: CHILES DEVELOPMENT CORPORATION: REQUEST TO TIE INTO
CITY SEWAGE TREATMENT PLANT**

At the City of Red Deer's Council Meeting held October 7, 1996, consideration was again given to the above request. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Principal Planner and Engineering Services Manager dated October 1, 1996, re: Chiles Development Corporation: Request to Tie a Proposed Mobile Home Park Located in the County of Red Deer Into the City Sewage Treatment Plant, hereby approves said request subject to the following conditions:

1. An agreement with the Waskasoo Services Board making service conditional upon all of the following conditions:

*a delight
to discover!*

- (a) Approval is based on the premise that Mr. Chiles is a customer of the County of Red Deer, who is in turn a customer of the Waskasoo Regional Services Board. The City of Red Deer would have no contractual arrangement with either the County or Mr. Chiles. The City would continue to invoice the Board as in the past and the Board in turn would collect from the County/Mr. Chiles.
- (b) The City agreement with the Board would remain the same as in the past; the sewage treatment plant capacity used by Chiles Development Corporation would form part of the County's capacity as assigned by the Waskasoo Services Board.
- (c) The City of Red Deer's Engineering Department would work with the Board/County/Chiles to determine a mutually acceptable alignment for the sewage main running from Mr. Chiles' development to the City sewerage system. Location of this main would involve the negotiation of easements across City lands.

- (d) As with the existing regional line, the City must review and approve the detailed design drawings and construction methods prior to commencement.
- (e) Escarpment stability should be assured through all surface disturbances from excavations for road construction, basements and underground utilities.
- (f) Submission of a geotechnical evaluation of the escarpment and river bank area as it relates to this development proposal and a suitable top-of-bank setback area and resolution of any concerns.
- (g) The acceptance of a connection to the Wastewater Treatment Plant be on the condition of a mutually agreeable alignment for the line, inclusive of the design, all construction methods, restoration work and necessary easements. The disturbed area is to be hydroseeded to prevent erosion and a landscaping plan must be approved by the City's Recreation, Parks and Culture Department.
- (h) That the integrity of Lot R2 (Municipal Reserve) contained in Waskasoo Park, zoned A2 Environmental Preservation District, not be jeopardized in terms of tree loss or escarpment protection.

- (i) Any further development on the site beyond the Mobile Home Park be referred to Alberta Environmental Protection for the determination of an environmental impact assessment study.
 - (j) The design, construction and maintenance of any new lines would be the responsibility of the Waskasoo Regional Services Board.
 - (k) Construction of a shale/gravel trail 2.5 metres wide along the alignment for service vehicles, complete with post and cable access control.
 - (l) Identification of a service basin which corresponds with the development site of the proposed 70 unit mobile home park. No development outside of this basin would receive service without the City's permission.
 - (m) Receipt of a satisfactory drainage plan.
- 2. An amendment of the Joint General Municipal Plan, incorporating the following principles:
 - (a) That development be allowed only above the escarpment; and
 - (b) That recreational and agricultural uses be allowed in the river valley below the escarpment; and

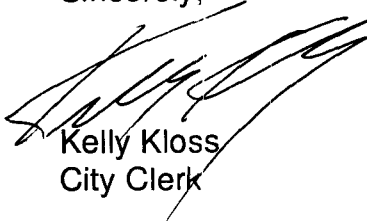
- (c) That the escarpment itself be retained in its natural state.
- 3. A review by Alberta Transportation and Utilities and the County of the need for traffic controls at the Highway 2A intersection.
- 4. If the above conditions are not met within a period of three years from October 7, 1996, approval of the said request will be rescinded.

Council further agrees that this resolution shall take precedence over any previous Council resolutions outlining conditions of approval for the above sewage service, and as presented to Council October 7, 1996."

I trust you will now be in contact with the City's Engineering Department Manager, Mr. Ken Haslop, to discuss the next steps to be taken in complying with the conditions outlined above.

If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



Kelly Kloss
City Clerk

KK/clr

c Director of Community Services
 Engineering Services Manager
 Principal Planner

- (c) The City of Red Deer's Engineering Department would work with the Board/County/Chiles to determine a mutually acceptable alignment for the sewage main running from Mr. Chiles' development to the City sewerage system. Location of this main would involve the negotiation of easements across City lands.
- (d) As with the existing regional line, the City must review and approve the detailed design drawings and construction methods prior to commencement.
- (e) Escarpment stability should be assured through all surface disturbances from excavations for road construction, basements and underground utilities.
- (f) Submission of a geotechnical evaluation of the escarpment and river bank area as it relates to this development proposal and a suitable top-of-bank setback area and resolution of any concerns.
- (g) The acceptance of a connection to the Wastewater Treatment Plant be on the condition of a mutually agreeable alignment for the line, inclusive of the design, all construction methods, restoration work and necessary easements. The disturbed area is to be hydroseeded to prevent erosion and a landscaping plan must be approved by the City's Recreation, Parks and Culture Department.

- (h) That the integrity of Lot R2 (Municipal Reserve) contained in Waskasoo Park, zoned A2 Environmental Preservation District, not be jeopardized in terms of tree loss or escarpment protection.
- (i) Any further development on the site beyond the Mobile Home Park be referred to Alberta Environmental Protection for the determination of an environmental impact assessment study.
- (j) The design, construction and maintenance of any new lines would be the responsibility of the Waskasoo Regional Services Board.
- (k) Construction of a shale/gravel trail 2.5 metres wide along the alignment for service vehicles, complete with post and cable access control.
- (l) Identification of a service basin which corresponds with the development site of the proposed 70 unit mobile home park. No development outside of this basin would receive service without the City's permission.
- (m) Receipt of a satisfactory drainage plan.

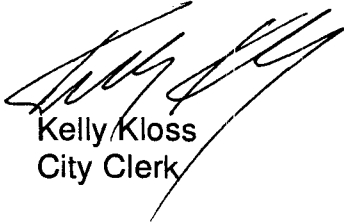
2. An amendment of the Joint General Municipal Plan, incorporating the following principles:
 - (a) That development be allowed only above the escarpment; and
 - (b) That recreational and agricultural uses be allowed in the river valley below the escarpment; and
 - (c) That the escarpment itself be retained in its natural state.
3. A review by Alberta Transportation and Utilities and the County of the need for traffic controls at the Highway 2A intersection.
4. If the above conditions are not met within a period of three years from October 7, 1996, approval of the said request will be rescinded.

Council further agrees that this resolution shall take precedence over any previous Council resolutions outlining conditions of approval for the above sewage service, and as presented to Council October 7, 1996."

Please note that the resolution provides for a three year period for the conditions to apply, otherwise the approval for the request will be rescinded.

Principal Planner
Engineering Services Manager
October 8, 1996
Page 5

I trust that you will now proceed to work with Chiles Development Corporation in this regard.

A handwritten signature in black ink, appearing to read 'Kelly Kloss', is written over the typed name and title.

Kelly Kloss
City Clerk

KK/clr

- c Director of Development Services
Director of Community Services
Recreation, Parks and Culture Manager
Acting Public Works Manager
Environmental Advisory Board

Item No. 3
Reports

DATE: SEPTEMBER 18, 1996
TO: CITY COUNCIL
FROM: DOWNTOWN PLANNING COMMITTEE
RE: **PARADE EVENT APPROVAL POLICY**

The Downtown Planning Committee passed the following motion at its September 11, 1996 meeting, endorsing the Parade Event Approval Policy submitted by the Engineering Department Manager:

“THAT the Downtown Planning Committee recommend to City Council that the Parade Event Approval Policy submitted by the Engineering Department Manager be approved for the purpose of assisting the Towne Centre Association in coordinating special events in Red Deer year ‘round for the benefit of the Red Deer community, and that costs associated therewith be dealt with as a separate issue.”

The above resolution is forwarded to Council for consideration.



COUNCILLOR BOB SCHNELL
Chairman
Downtown Planning Committee

cc Engineering Manager

MEMO

620-006

DATE: September 4, 1996

TO: Downtown Planning Committee Members
c/o Sandra Ladwig

FROM: Engineering Department Manager

RE: PARADE EVENT APPROVAL POLICY

In accordance with the Downtown Concept Plan, we recommend implementation of the following approval criteria with respect to special events held on public roads and parking lots.

Certain vehicle travel routes are considered as key roadways that must remain open in some form at all times. Permits will be considered for shared use of key roadways, depending on the nature of the event and compatibility with existing traffic. On-street parking should be removed first. If additional space is required, a reduction in the number of vehicle travel lanes will be considered adhering to the following criteria:

- Two-way roadway, at least one 4.25 m vehicle travel lane must be open in each direction.
- One-way roadway, at least two 4.25 m travel lanes must be open at all times.

The only exceptions to shared use are the Westerner Parade, First Night Festival, and the Town Centre Band Extravaganza, where a total road closure will be permitted.

KEY ROADWAYS (applications must be circulated to determine if shared use is recommended and to obtain conditions of approval)

1. Gaetz Avenue, from Delburne Road to 45 Street and from 52 Street to Highway 11A
2. 51 Avenue, from 52 Street to 45 Street
3. 49 Avenue, from 39 Street to 63 Street
4. 42 Street Hill to Regional Hospital
5. 36 Street, from Gaetz Avenue to 51 Avenue
6. 51 and 50A Avenue, from 36 Street to Regional Hospital
7. 32 Street, from Highway 2 to Lockwood Avenue
8. Taylor Drive, from Delburne Road to Highway 11A
9. 49 Street, from Taylor Drive to 45 Avenue
10. Ross Street, from Taylor Drive to Davison Drive
11. 67 Street, from Highway 2 to 30 Avenue
12. 30 Avenue, from 67 Street to Delburne Road
13. 77 Street, from Taylor Drive to 40 Avenue
14. Spruce Drive and 48 Avenue, from 32 Street to 55 Street
15. 40 Avenue, from Delburne Road to 55 Street
16. 55 Street, from Gaetz Avenue to 40 Avenue

Downtown Planning Committee
 Page 2
 September 4, 1996

ALL OTHER ROADWAYS (applications are not circulated but a copy of the approved application is to be forwarded to Departments for information purposes)

PROCEDURE

All applications to accommodate special events on City roadways and parking lots must be submitted to Jerry Tennant in the Recreation, Parks, and Culture Department.

If the application is for use of one of the key roadways, Jerry will circulate the application to City Departments for comments and conditions. He will then forward the permit application with the summarized comments and conditions to the Mayor/City Manager's office for approval. The lead time for this type of application is 15 working days and will include a permit processing fee of \$200.

If the application is for use of any of the other roadways or parking lots, Jerry will review and determine the appropriate conditions and issue the permit directly. Copies of the issued permit will be circulated to City Departments for information only. The lead time necessary to process this type of application is five working days and will include a \$50 permit processing fee.

GENERAL CONDITIONS

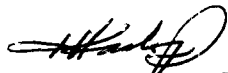
- ◆ The event does not seal off access to an area with no alternative access route.
- ◆ The event does not conflict with road or utility construction or maintenance activities.
- ◆ The event does not conflict with Public Transit routes or bus stops.
- ◆ The event must accommodate emergency response vehicles at all times
- ◆ The event should be scheduled outside of the a.m., noon, and p.m. peak traffic hours or should be scheduled on a weekend.
- ◆ The event must use City of Red Deer signs and barricades when applicable and pay for all associated costs as determined by Brian Watson of the Public Works Department. This is mandatory so that other City Departments are properly notified and the road closure has a uniform and authoritative appearance to the driving public. At least five working days of advance notice is required. The Public Works Department will also determine if the labour force to handle the barricades is to be Public Works employees or volunteers supplied from the event. This determination will consider by-law requirements, the size of the event, and the location such as parking lot verses a busy roadway. If City Forces are designated, all labour costs are to be recovered from the event.
- ◆ The organizer makes satisfactory arrangements with the Brian Watson of the Public Works Department, for access to parking or for the removal of parking that is normally available to businesses and/or residents.

Downtown Planning Committee
 Page 3
 September 4, 1996

- ◆ The organizer must provide proof of at least \$1,000,000 public liability insurance naming The City of Red Deer as additionally insured and in a form satisfactory to the Director of Corporate Services.
- ◆ The organizer must obtain the assistance of the RCMP where necessary to provide a more positive traffic control, particularly at busy intersections or in the case of an escort of the event through the City.
- ◆ The organizer must make suitable arrangements to clean up the parade route upon completion of the event.

This proposed policy has been discussed with several Department Heads and with the City Manager. All have indicated their support. It is their opinion that the concept and criteria contained herein is a reasonable approach to the matter and represents fairness in serving both the motoring public who expect to have the roadway available to drive on and the general public who wish to and are entitled to access public property.

As per the Downtown Planning Committee minutes of June 13, 1996, this proposed policy is forwarded for the Committee's review and comment. Following this review, the policy will be recommended to City Council as a Council Policy.

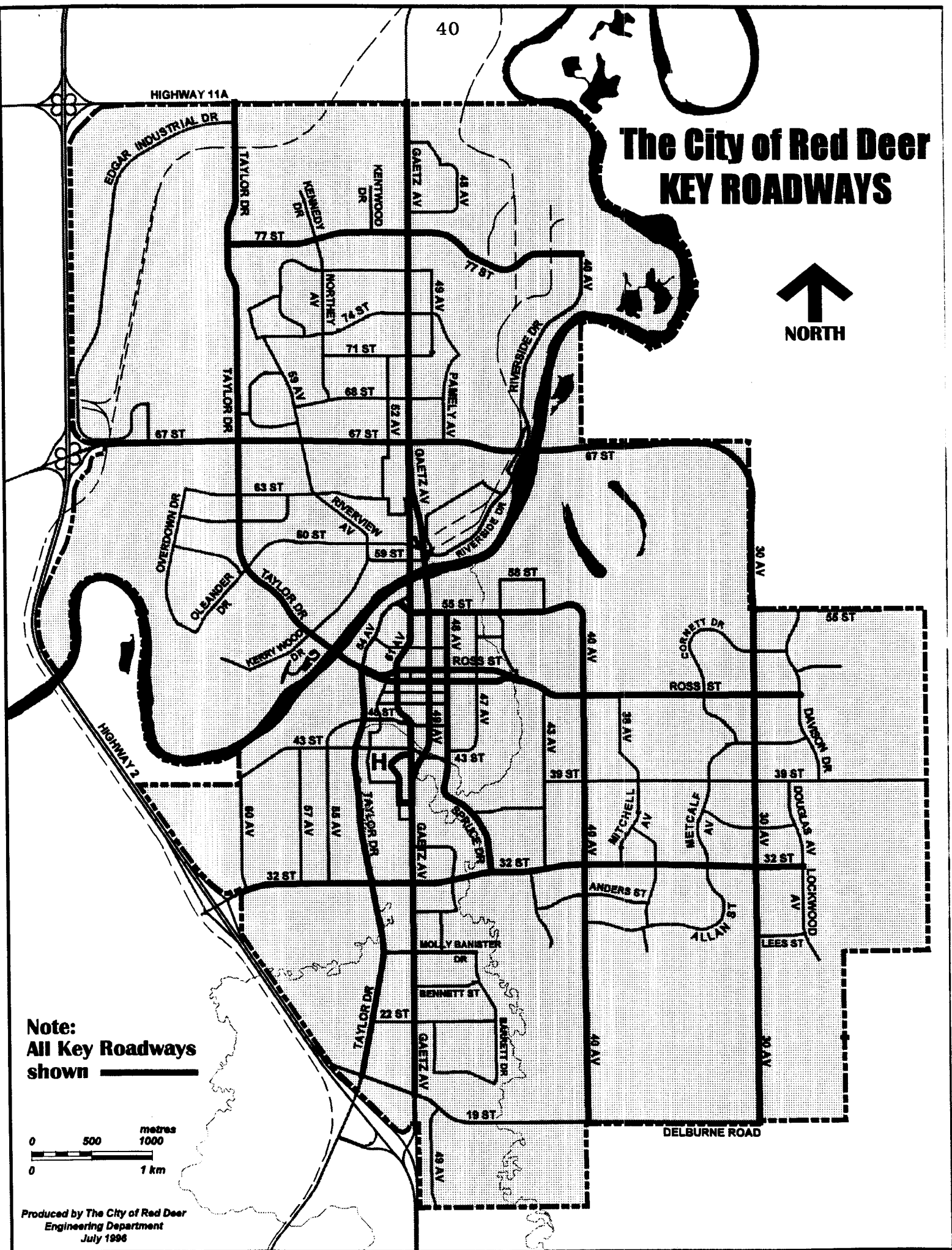


Ken G. Haslop, P. Eng.
 Engineering Department Manager

KGH/emg
 Att. - map

- c. Director of Development Services
- c. Director of Community Services
- c. Fire Chief
- c. Inspector Sutton RCMP
- c. Jerry Tennant
- c. Public Works Manager
- c. Recreation, Parks, & Culture Manager
- c. Transit Manager
- c. Traffic Engineer

The City of Red Deer KEY ROADWAYS



COMMENTS FROM MR. JOHN FERGUSON, MANAGER,
TOWNE CENTRE ASSOCIATION.

PARADE EVENT APPROVAL POLICY

~ Having just received and reviewed the proposed Parade Policy, the Association has the following comments;

- The concept of shared roadways for some events to permit use of key arterials is very innovative and we support this option.
- Limiting full closure of key streets such as Ross & 49th. is logical, however, remaining open to other special events aside from the 3 identified, perhaps as one time activities needs to be considered. This may include a one time event such as the Olympic Torch run that occurred in 88, or some other event that we may be offered in the future. This additional flexibility does not need to be part of the public information on parades and events, but should be indicated in the policy that is ultimately approved. Recognition of this special opportunity clause would reduce problems in the future should such an opportunity occur.
- There remains a problem in the core area, from the fact that our non-key roads all intersect the key roads. This suggests a potential problem for a parade event. There is no problem leaving intersections open for street festival activity. However, if an opportunity should arise for a marathon event, or a cycle race, additional flexibility would be needed.

SIGNIFICANT PROBLEMS:

- The procedure remains essentially the same as presently used, however, the recommendation to charge significant fees for processing the permit requests only adds to the disincentives now in existence. Organizers already must pay substantial City fees for road closures and advertising, taking precious dollars from increasingly limited budgets. To date, there has been no cost for processing the permits, and we do not support this additional fee.
- Item 4a of today's agenda includes a request for support from the DPC in the elimination of fees for parade and street events, to the organizers, by requesting City Council to budget an annual amount to cover City Departmental costs incurred through event requests. None of these funds are payable to the events, but are used 100% to cover City costs.

At a time when the community is asked more and more to create these events, and sponsorship funds are less and less available, it seems counter-productive to continue adding non-productive costs to the events.

As is true of all City activity in Red Deer, a partnership is needed between the organizers and the City. The key issue to be addressed is simply, does the community desire special events, and do we all benefit from special events? Our opinion is yes!!!

Please keep in mind, this is not just a downtown issue, but affects all parts of the City.

COMMENTS:

We concur with the recommendations of the Downtown Planning Committee.

"G.D. SURKAN"
Mayor

"H. M. C. DAY"
City Manager

COUNCIL MEETING OF OCTOBER 7, 1996

**ATTACHMENT TO REPORT ON
OPEN AGENDA**

RE:

PARADE EVENT APPROVAL POLICY



**THE CITY OF RED DEER
COUNCIL POLICY MANUAL**

POLICY NO.

(To Be Assigned)

Page 1 of 6

TITLE:

Parade/Special Event Approval

Date of Approval:

SECTION:

**Community Services
(Recreation, Parks and Culture)**

Dates of Revision:

POLICY STATEMENT

The purpose of this policy is:

- (a) to provide for approval criteria, in accordance with the Downtown Concept Plan, with respect to parades/special events held on public roads and parking lots, and*
- (b) to provide fairness in serving both the motoring public, who expect to have the roadway available to drive on, and to the general public who wish to, and are entitled to, access public property.*

Permits shall be issued for parades/special events, in accordance with the following criteria.

A. KEY ROADWAYS

- 1. Permits will be considered for the *shared use of key roadways*, depending on the nature of the event and the compatibility with existing traffic.
- 2. Key roadways are those that must remain open in some form at all times.
- 3. Key roadways shall include the following:
 - (a) Gaetz Avenue, from Delburne Road to 45 Street and from 52 Street to Highway 11A;
 - (b) 51 Avenue, from 52 Street to 45 Street;
 - (c) 49 Avenue, from 39 Street to 63 Street;



**THE CITY OF RED DEER
COUNCIL POLICY MANUAL**

POLICY NO.

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Page 2 of 6

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(Recreation, Parks and Culture)**

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- (d) 42 Street Hill to Regional Hospital;
 - (e) 36 Street, from Gaetz Avenue to 51 Avenue;
 - (f) 51 and 50A Avenue, from 36 Street to Regional Hospital;
 - (g) 32 Street, from Highway 2 to Lockwood Avenue;
 - (h) Taylor Drive, from Delburne Road to Highway 11A;
 - (i) 49 Street, from Taylor Drive to 45 Avenue;
 - (j) Ross Street, from Taylor Drive to Davison Drive;
 - (k) 67 Street, from Highway 2 to 30 Avenue;
 - (l) 30 Avenue, from 67 Street to Delburne Road;
 - (m) 77 Street, from Taylor Drive to 40 Avenue;
 - (n) Spruce Drive and 48 Avenue, from 32 Street to 55 Street;
 - (o) 40 Avenue, from Delburne Road to 55 Street;
 - (p) 55 Street, from Gaetz Avenue to 40 Avenue;
4. The only exceptions to shared uses shall be the Westerner Parade, First Night Festival, and the Town Centre Band Extravaganza, where total road closures will be permitted.
5. On-street parking shall be removed first. If additional space is required, a reduction in the number of vehicle travel lanes will be considered adhering to the following criteria:



**THE CITY OF RED DEER
COUNCIL POLICY MANUAL**

POLICY NO.

(To Be Assigned)

Page 3 of 6

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Parade/Special Event Approval

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(Recreation, Parks and Culture)**

Dates of Revision:

- (a) Two-way roadway - at least one 4.25 m vehicle travel lane must be open in each direction;
 - (b) One-way roadway - at least two 4.25 m travel lanes must be open at all times.
- 6. All applications to accommodate parades/special events on key roadways must be submitted to the Recreation, Parks and Culture Manager.
 - 7. Applications must be circulated to the appropriate City Departments to determine if the shared use is recommended and to obtain conditions of approval.
 - 8. The Recreation, Parks and Culture Manager will circulate the application to the appropriate City Departments for comments and conditions.
 - 9. The Recreation, Parks and Culture Manager will then forward the application, along with a summary of comments and conditions, to the Mayor and City Manager's Office, for approval.
 - 10. The lead time for this type of application is 15 working days.
 - 11. The Permit processing fee in these instances shall be \$200.

B. ALL OTHER ROADWAYS

- 1. All applications to accommodate parades/special events on all other roadways and/or parking lots, must be submitted to the Recreation, Parks and Culture Manager.



**THE CITY OF RED DEER
COUNCIL POLICY MANUAL**

POLICY NO.

(To Be Assigned)

Page 4 of 6

TITLE:

Parade/Special Event Approval

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**Community Services
(Recreation, Parks and Culture)**

Dates of Revision:

2. Applications in these instances will not be circulated to City Departments, however, a copy of the approved application is to be forwarded to the appropriate City Departments for information purposes.
3. The Recreation, Parks and Culture Manager will:
 - (a) review all applications;
 - (b) approve or deny applications;
 - (c) determine if any appropriate conditions are to be applied to approved applications;
 - (d) issue Permits directly for approved applications.
4. Copies of Permits issued will be circulated to the appropriate City Departments for information purposes.
5. The lead time necessary to process this type of application is five working days.
6. The Permit processing fee in these instances shall be \$50.

C. GENERAL CONDITIONS

1. The parade/special event:
 - (a) will not be Permitted to seal off access to areas with no alternative access routes;



**THE CITY OF RED DEER
COUNCIL POLICY MANUAL**

POLICY NO.

(To Be Assigned)

Page 5 of 6

TITLE:

Parade/Special Event Approval

Date of Approval:

SECTION:

**Community Services
(Recreation, Parks and Culture)**

Dates of Revision:

-
- (b) must not conflict with road or utility construction or maintenance activities;
 - (c) must not conflict with public transit routes or bus stops;
 - (d) must accommodate emergency response vehicles at all times;
 - (e) should be scheduled outside of the a.m., noon, and p.m. peak traffic hours, or be scheduled on a weekend;
 - (f) must use City of Red Deer signs and barricades, where applicable;
 - (g) must pay for all associated costs, as determined by the Public Works Manager;
 - (h) must provide the City with at least five working days of advance notice.
2. The Public Works Manager will determine if the labour force to handle the barricades is to be comprised of Public Works employees, or volunteers supplied by the event. If City forces are to be utilized, all labour costs are to be recovered from the event.

The criteria for determining which labour forces will be utilized are:

- (a) City of Red Deer bylaw requirements;
- (b) the size of the event;
- (c) the location of the event, i.e. parking lot, busy roadway.



**THE CITY OF RED DEER
COUNCIL POLICY MANUAL**

POLICY NO.

(To Be Assigned)

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TITLE:

Parade/Special Event Approval

Date of Approval:

SECTION:

**Community Services
(Recreation, Parks and Culture)**

Dates of Revision:

3. The event's organizer must:
 - (a) make satisfactory arrangements with the Recreation, Parks and Culture Manager for:
 - (i) access to parking;
 - (ii) removal of parking that is normally available to businesses and/or residents.
 - (b) provide proof of at least \$1,000,000 public liability insurance, naming The City of Red Deer as additional insured, and in a form satisfactory to the Director of Corporate Services.
 - (c) obtain the assistance of the R.C.M.P., where necessary:
 - (i) to provide positive traffic control, particularly at busy intersections;
 - (ii) to provide an escort of the event through the City.
 - (d) make suitable arrangements to clean up the parade route upon completion of the event.

FILE

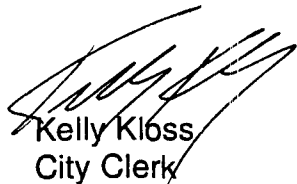
DATE: October 8, 1996
TO: Downtown Planning Committee
FROM: City Clerk

RE: **PARADE/SPECIAL EVENT APPROVAL POLICY**

At the City of Red Deer's Council Meeting held on October 7, 1996, consideration was given to your report dated September 18, 1996 concerning the above. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Downtown Planning Committee dated September 18, 1996 and the report from the Engineering Department Manager dated September 4, 1996, re: Parade Event Approval Policy, hereby approves a new Council Policy entitled, "*Parade/Special Event Approval*", and as submitted to Council October 7, 1996."

A copy of the actual Council Policy that will be included in the Council Policy Manual is attached for your information.



Kelly Kloss
City Clerk

KK/clr
attchs.

c Director of Development Services
 Director of Community Services
 Fire Chief
 Insp. Sutton
 Acting Public Works Manager
 Recreation, Parks and Culture Manager
 Transit Manager
 Jerry Tennant
 C. Rausch, Council Policy Manual

Mr. John Ferguson
Towne Centre Association Manager



**THE CITY OF RED DEER
COUNCIL POLICY MANUAL**

FILE

POLICY NO. (To Be Assigned) **Page 1 of 6**

TITLE: *Parade/Special Event Approval* **Date of Approval:**

SECTION: *Community Services
(Recreation, Parks and Culture)* **Dates of Revision:**

POLICY STATEMENT

The purpose of this policy is:

- (a) to provide for approval criteria, in accordance with the Downtown Concept Plan, with respect to parades/special events held on public roads and parking lots, and*
- (b) to provide fairness in serving both the motoring public, who expect to have the roadway available to drive on, and to the general public who wish to, and are entitled to, access public property.*

Permits shall be issued for parades/special events, in accordance with the following criteria.

A. KEY ROADWAYS

- 1. Permits will be considered for the *shared use of key roadways*, depending on the nature of the event and the compatibility with existing traffic.
- 2. Key roadways are those that must remain open in some form at all times.
- 3. Key roadways shall include the following:
 - (a) Gaetz Avenue, from Delburne Road to 45 Street and from 52 Street to Highway 11A;
 - (b) 51 Avenue, from 52 Street to 45 Street;
 - (c) 49 Avenue, from 39 Street to 63 Street;



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COUNCIL POLICY MANUAL**

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 - (e) 36 Street, from Gaetz Avenue to 51 Avenue;
 - (f) 51 and 50A Avenue, from 36 Street to Regional Hospital;
 - (g) 32 Street, from Highway 2 to Lockwood Avenue;
 - (h) Taylor Drive, from Delburne Road to Highway 11A;
 - (i) 49 Street, from Taylor Drive to 45 Avenue;
 - (j) Ross Street, from Taylor Drive to Davison Drive;
 - (k) 67 Street, from Highway 2 to 30 Avenue;
 - (l) 30 Avenue, from 67 Street to Delburne Road;
 - (m) 77 Street, from Taylor Drive to 40 Avenue;
 - (n) Spruce Drive and 48 Avenue, from 32 Street to 55 Street;
 - (o) 40 Avenue, from Delburne Road to 55 Street;
 - (p) 55 Street, from Gaetz Avenue to 40 Avenue;
4. The only exceptions to shared uses shall be the Westerner Parade, First Night Festival, and the Town Centre Band Extravaganza, where total road closures will be permitted.
5. On-street parking shall be removed first. If additional space is required, a reduction in the number of vehicle travel lanes will be considered adhering to the following criteria:



**THE CITY OF RED DEER
COUNCIL POLICY MANUAL**

POLICY NO.

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(Recreation, Parks and Culture)**

Dates of Revision:

- (a) Two-way roadway - at least one 4.25 m vehicle travel lane must be open in each direction;
 - (b) One-way roadway - at least two 4.25 m travel lanes must be open at all times.
- 6. All applications to accommodate parades/special events on key roadways must be submitted to the Recreation, Parks and Culture Manager.
 - 7. Applications must be circulated to the appropriate City Departments to determine if the shared use is recommended and to obtain conditions of approval.
 - 8. The Recreation, Parks and Culture Manager will circulate the application to the appropriate City Departments for comments and conditions.
 - 9. The Recreation, Parks and Culture Manager will then forward the application, along with a summary of comments and conditions, to the Mayor and City Manager's Office, for approval.
 - 10. The lead time for this type of application is 15 working days.
 - 11. The Permit processing fee in these instances shall be \$200.

B. ALL OTHER ROADWAYS

- 1. All applications to accommodate parades/special events on all other roadways and/or parking lots, must be submitted to the Recreation, Parks and Culture Manager.



**THE CITY OF RED DEER
COUNCIL POLICY MANUAL**

POLICY NO.

(To Be Assigned)

Page 4 of 6

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Parade/Special Event Approval

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(Recreation, Parks and Culture)**

Dates of Revision:

2. Applications in these instances will not be circulated to City Departments, however, a copy of the approved application is to be forwarded to the appropriate City Departments for information purposes.
3. The Recreation, Parks and Culture Manager will:
 - (a) review all applications;
 - (b) approve or deny applications;
 - (c) determine if any appropriate conditions are to be applied to approved applications;
 - (d) issue Permits directly for approved applications.
4. Copies of Permits issued will be circulated to the appropriate City Departments for information purposes.
5. The lead time necessary to process this type of application is five working days.
6. The Permit processing fee in these instances shall be \$50.

C. GENERAL CONDITIONS

1. The parade/special event:
 - (a) will not be Permitted to seal off access to areas with no alternative access routes;



**THE CITY OF RED DEER
COUNCIL POLICY MANUAL**

POLICY NO.

(To Be Assigned)

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TITLE:

Parade/Special Event Approval

Date of Approval:

SECTION:

**Community Services
(Recreation, Parks and Culture)**

Dates of Revision:

- (b) must not conflict with road or utility construction or maintenance activities;
 - (c) must not conflict with public transit routes or bus stops;
 - (d) must accommodate emergency response vehicles at all times;
 - (e) should be scheduled outside of the a.m., noon, and p.m. peak traffic hours, or be scheduled on a weekend;
 - (f) must use City of Red Deer signs and barricades, where applicable;
 - (g) must pay for all associated costs, as determined by the Public Works Manager;
 - (h) must provide the City with at least five working days of advance notice.
2. The Public Works Manager will determine if the labour force to handle the barricades is to be comprised of Public Works employees, or volunteers supplied by the event. If City forces are to be utilized, all labour costs are to be recovered from the event.

The criteria for determining which labour forces will be utilized are:

- (a) City of Red Deer bylaw requirements;
- (b) the size of the event;
- (c) the location of the event, i.e. parking lot, busy roadway.



**THE CITY OF RED DEER
COUNCIL POLICY MANUAL**

POLICY NO.

(To Be Assigned)

Page 6 of 6

TITLE:

Parade/Special Event Approval

Date of Approval:

SECTION:

**Community Services
(Recreation, Parks and Culture)**

Dates of Revision:

3. The event's organizer must:
- (a) make satisfactory arrangements with the Recreation, Parks and Culture Manager for:
 - (i) access to parking;
 - (ii) removal of parking that is normally available to businesses and/or residents.
 - (b) provide proof of at least \$1,000,000 public liability insurance, naming The City of Red Deer as additional insured, and in a form satisfactory to the Director of Corporate Services.
 - (c) obtain the assistance of the R.C.M.P., where necessary:
 - (i) to provide positive traffic control, particularly at busy intersections;
 - (ii) to provide an escort of the event through the City.
 - (d) make suitable arrangements to clean up the parade route upon completion of the event.

DATE: October 8, 1996

TO: Downtown Planning Committee


FROM: City Clerk

RE: PARADE/SPECIAL EVENT APPROVAL POLICY

At the City of Red Deer's Council Meeting held on October 7, 1996, consideration was given to your report dated September 18, 1996 concerning the above. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Downtown Planning Committee dated September 18, 1996 and the report from the Engineering Department Manager dated September 4, 1996, re: Parade Event Approval Policy, hereby approves a new Council Policy entitled, "*Parade/Special Event Approval*", and as submitted to Council October 7, 1996."

A copy of the actual Council Policy that will be included in the Council Policy Manual is attached for your information.


Kelly Kloss
City Clerk

KK/clr
attchs.

c Director of Development Services
 Director of Community Services
 Fire Chief
 Insp. Sutton
 Acting Public Works Manager
 Recreation, Parks and Culture Manager
 Transit Manager
 Jerry Tennant
 ~~C. Rausch, Council Policy, 10/10/96~~

Mr. John Ferguson
Towne Centre Association Manager

Item No. 4
Reports

DATE: SEPTEMBER 18, 1996
TO: CITY COUNCIL
FROM: DOWNTOWN PLANNING COMMITTEE
RE: **FESTIVALS, PARADES AND EVENTS IN DOWNTOWN RED DEER
CITY INTERNAL COSTS FOR ROAD CLOSURES**

The Downtown Planning Committee passed the following motion at its September 11, 1996 meeting, recommending approval to cover the city internal costs for road closures for major festivals, parades and events in downtown Red Deer which are sponsored by the Towne Centre Association. These events would be "First Night", Canada Day, the Westerner Parade and any other major event sponsored by the Towne Centre Association:

"THAT the Downtown Planning Committee endorses and supports major festivals, parades and events in 'downtown' Red Deer sponsored by the Towne Centre Association for the benefit of the Red Deer community and request that City Council allocate financial assistance to cover the city internal costs involved in road closures to facilitate said major festivals, parades and events

The above is forwarded to Council for consideration.


COUNCILLOR BOB SCHNELL
Chairman
Downtown Planning Committee

cc Engineering Manager

COMMENTS FROM MR. JOHN FERGUSON, MANAGER
TOWNE CENTRE ASSOCIATION.

Budgeting for Parades, Events, & Road Closures

The Association is constantly approached and encouraged to sponsor, host, or organize a wide variety of events in the community. The Concept Plan itself discusses and recommends programming of festival activity as a key to creating an attractive and vibrant downtown core. Our Association has in fact been one of the most active sponsors and organizers in the City of Red Deer, since 1984.

Throughout all of this activity we are constantly facing the problems of venues or road closures. This can be dealt with, however, in each case, significant costs are added to event budgets for these closures.

A prime example, is the first ever marching band competition held in May of this year. The event was held in the downtown, as well as other venues throughout the City, making this the kind of event the entire community can take advantage of. The parade was held on Ross Street, and the cost to close that street for 2 hours on a Saturday morning was \$1,400, or 22% of the entire cost of the event. In '96 these costs were covered 66% by the TCA and 33% by the Mayors office.

Similar problems are faced by the First Nights Festival. In fact the only agency that pays nothing to host a major event, as far as we have been able to determine, is the annual Westerner Parade. Its costs are covered by the City of Red Deer. We feel that the Westerner is the only event being handled correctly, and strongly recommend that the City of Red Deer;

1.0 Budget a fixed amount as part of its annual budget, to cover all City internal costs for road closures or special event costs. Perhaps a \$20,000 a year figure is appropriate to cover the cost of events City wide. These funds are not to be paid to organizers or sponsors, but are to be used only for covering internal and external City costs for advertising closures, staff for closures or other items identified by the City.

2.0 That the City, working with the TCA and other agencies, establish some viable guidelines for road closures for street activities. This could include roads, parking lots or other activity areas in the core. At present, every road based activity is opposed by engineering as a matter of policy, and little is done to encourage any activity in the core. If parking lots are used, we face charges for lost parking revenue, if roads are closed we are faced with a myriad of hurdles.

Communities all over the nation host marathons, parades, festivals, cycle races, and other activities and the communities embrace them. In Red Deer, we dwell on the potential inconvenience to motorists. On one hand we encourage and endorse pedestrian based activity and environments, and on the other we hesitate in inconveniencing the motoring public. We feel that there is a middle ground that the community would whole heartily endorse.

Events such as the marching band competition offer the potential of growing into major events and attractions, drawing 1000's of people into our community. The suggestion that all of these kinds of events be held at the Westerner, is absolutely unacceptable. First Nights Festival will be attended by more than 10% of our population (almost 8 1/2% attended the first event) making this exactly the kind of event needed in our community.

DATE: SEPTEMBER 10, 1996

TO: DOWNTOWN PLANNING COMMITTEE

FROM: PARKLAND COMMUNITY PLANNING SERVICES

RE: **PARADE BUDGET/ ROAD CLOSURE COSTS.**

The Towne Centre Association is requesting that The City budget for road closures so that individual groups do not have to absorb the cost and that The City develop a policy to govern road closures.

Parkland Community Planning Services response is as follows:

The Engineering Department has been working on a parade event approval policy over the past several months. A copy of the policy is on the agenda for the September 11, 1996 Downtown Planning Committee. The policy examines the process for approval of parades, events and road closures and includes proposals to streamline the approval process. This will address the issue in the Towne Centre Association memo which requests that some guidelines be established for review of parades and events. Following a review and discussion by the Downtown Planning Committee, the policy, along with the comments of the Committee, will be forwarded to Council and eventually incorporated in the policy manual of The City.

The first issue in the Towne Centre Association's letter is the budgeting of a fixed amount to cover all of the costs related to road closure in any given year. The figure of \$20,000 is suggested. The budgeting of road closure costs is a City Council decision, however, the amount that should be budgeted needs to be determined by City Administration. If the committee decides to support a budget allocation for road closure, it is suggested that any specific amount of funds be deleted from the motion in order that an accurate figure could be generated by City administration.

RECOMMENDATION:

It is suggested that the Committee review and provide recommendations to Council on the policy drafted by the Engineering department;

It is further recommended that if the Downtown Planning Committee wishes to make a recommendation on a budget allocation, that the \$20,000 estimate provided by the TCA be excluded from the motion.

"Paul Meyette"
Parkland Community Planning Services

COMMENTS:

We recommend that a budget allocation to assist in the staging of significant community festivals be considered during the 1997 budget debate. Rather than consideration of a global budget, however, we recommend that Council consider the development of a proposal identifying a limited number of specific events that are designed to appeal to the broad community and consider these as part of the ongoing program of support. Such festivals should include the Westerner Parade (already funded), First Night Festival, and potentially the recently staged band festival.

If additional proposals are developed for major street festivals of this type in the future, we suggest that a further proposal can come back to Council asking for those to be included in the City's program of support. Each would be considered on its individual merit.

Council should be aware that a proposal is also being developed to provide a budget for public relations associated with major conventions, trade shows and events coming to the community. This proposal will also be debated during the 1997 budget deliberations, as a separate budget proposal.

Both of these programs will potentially have significant financial impact on the public relations budget of the City. We recommend that the Administration work with the Towne Centre Association to develop a more specific estimate of the costs associated with the three events noted above, as the basis for a more limited proposal for street festivals.

"G.D. SURKAN"
Mayor

"H. M. C. DAY"
City Manager

DATE: October 8, 1996

TO: Engineering Department Manager


FROM: City Clerk

RE: ***FESTIVALS, PARADES AND EVENTS IN DOWNTOWN RED DEER /
INTERNAL COSTS TO CITY FOR ROAD CLOSURES /
BUDGET DELIBERATIONS***

At the Council Meeting of October 7, 1996, consideration was given to the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Downtown Planning Committee dated September 18, 1996, re: Festivals, Parades and Events in Downtown Red Deer/City Internal Costs for Road Closures, hereby agrees as that the Administration present for consideration during the 1997 budget deliberations, an estimate of the City's internal costs associated with providing City services for the Westerner Parade, First Night Festival and Towne Centre Band Extravaganza, and as presented to Council October 7, 1996."

Please coordinate the gathering and compilation of City costs associated with the above, for submission to the Director of Corporate Services. This report will then be included in the 1997 Budget deliberations.



Kelly Kloss
City Clerk

KK/clr

c Director of Corporate Services

FILE

FILE

DATE: October 8, 1996

TO: Downtown Planning Committee

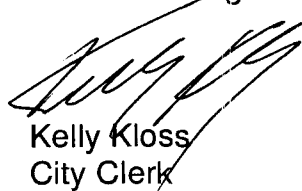
FROM: City Clerk

RE: ***FESTIVALS, PARADES AND EVENTS IN DOWNTOWN RED DEER /
INTERNAL COSTS TO CITY FOR ROAD CLOSURES***

At the City of Red Deer's Council Meeting held October 7, 1996, consideration was given to your report dated September 18, 1996, concerning the above. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Downtown Planning Committee dated September 18, 1996, re: Festivals, Parades and Events in Downtown Red Deer/City Internal Costs for Road Closures, hereby agrees as that the Administration present for consideration during the 1997 budget deliberations, an estimate of the City's internal costs associated with providing City services for the Westerner Parade, First Night Festival and Towne Centre Band Extravaganza, and as presented to Council October 7, 1996."

I will be requesting that the Administration provide for Council's consideration during the 1997 Budget deliberations, the appropriate costs relative to this matter.



Kelly Kloss
City Clerk

KK/clr

c Director of Corporate Services
 Director of Community Services
 Principal Planner



• RED DEER'S • ORIGINAL • BUSINESS DISTRICT •

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

To The Editor
Red Deer Advocate

Submitted To City Council

Date: Oct 7/96

Dear Editor,

In reference to the article of Friday, October 4th, by Andrea Maynard, "City rains on parades with fee: Ferguson", I am compelled to voice deep concern. For the past 14 years, as a public figure, I have been proud to always provide information to reporters from all the media on any issue. However, Ms. Maynard will have the distinction of being the first to receive "NO COMMENT" on future issues.

It's amazing to read an article that so totally changes the context of an interview, that you are convinced the reporter either doesn't listen, or they actually talked to someone else and attributed the comments to yourself. Let's review line by line.

"Fee hungry city officials are raining on everyone's parade, says the manager of the Towne Centre Association." While not a quote it is written as though I actually made this comment. I did not! The reporter called and asked me for my comments on the new event policy regarding road closures being presented to City Council on Monday the 7th of October. My comment was "We are very pleased with the new policy and were thrilled with the innovative and cooperative approach made by the City Administration in this proposal."

She then said, (but you are concerned with the increase in fees aren't you?) I responded as I did in the Downtown Planning Committee meeting. We are opposed to additional fees, but more importantly have requested the City consider an annual budget figure (perhaps \$20,000) that would cover the City's costs in road closures for events. I further explained that the City faces real costs everytime a road or other public venue is closed. but that in today's environment, when the City is relying on more and more volunteer support, it is counterproductive to increase fees. I further commented that with the existing fees, it is possible we will see fewer community events as compared to attracting new or even larger events.

Two paragraphs later the reporter states that the Association paid \$1400 in road closure fees for the Marching Band Festival held last May. She stated further that this was the Associations event. The important fact that the City, through the Mayors office provided almost \$500 of cash support for these costs was omitted. She also appears to have forgotten our comment that this was not an Association event, but was the result of very hard work from countless volunteers of the Red Deer Band Society. Our role was one of a sponsor, which we were very pleased to provide in support of this event.

Next the reporter states that "Ferguson wants the City to forget the processing fee and other costs." In fact we are recommending the City budget to cover their costs for these events. That is notably different than forgetting the costs. They are real costs and the only way to know what the real costs of events are, is to be honest with what the costs are. For the City to provide budget funds to cover these costs is quite a different matter. They are still real costs, but now the entire community would support the events through tax contribution.

(cont'd)

(page Two)

I further informed the reporter that we had not received any information about the administrations proposal for funding, but that we did support the policy proposal excluding the fee increases. Without knowing the details, we were aware that the Westerner Parade, the First Nights Festival, and the Band Festival were going to be part of a proposal by the Administration.

In closing my primary concern was that the entire tone of the article, including the headline, which as I understand it is not written by the reporter, was established in the first few sentences. These comments are so completely out of context with what was said, that they do not portray even a remote resemblance to the tone of the interview. This issue was first brought up about four months ago, and our Association was very pleased with the resulting policy proposal, which if passed by Council will go through a period of test and see. The article leaves an impression of antagonistic cooperation between the City and our Association on this issue. when in fact, while we do not agree on certain items, the result was a policy that addresses our original concerns very effectively, and we appreciate the effort and the approach taken by the Administration.

A far more appropriate opening could have been;

“City moves to improve events in community:Ferguson” To further indicate that we are concerned about increased fees and that we recommended the City budget for all the costs associated with hosting events would have much more accurate and just as interesting in the article. More importantly, the public would have been in a better position to let their elected representatives on Council know how they feel about using tax dollars for parades and other events held in the City.

In closing, I made another comment to the reporter; “This is not just a downtown issue, but affects all events held anywhere in the City of Red Deer.

Sincerely yours,

Towne Centre Association

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

John P.Ferguson, General Manager.



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

Suite 500, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
FAX: (403) 346-1570

Date: September 26, 1996

To: City Council

From: Frank Wong, Planning Assistant

Re: Land Use Bylaw Amendment 3156/N-96
Lot 31A, Plan 942 2769 (N.W. 1/4 Sec. 32-38-27-4)
East Kentwood Subdivision - Phase 4
Frank and Rosalie Kuhnen

Frank and Rosalie Kuhnen presently have title to Lot 31A, Plan 942 2769 containing 6.42 ha (15.86 ac). They are proposing to redesignate 2.15 ha (5.31 ac) of the above lot from A1 Future Urban Development District to R1 Residential Low Density District and 0.215 ha (0.53 ac) to P1 Parks and Recreation District to be added to land being assembled for the areas future school/recreation site. Previously dedicated municipal reserve land from earlier phases are also being redesignated at this time. This proposal will accommodate the development of 23 single family lots which the owners hope to bring onto the market later this year. The proposed redesignation complies with the attached Outline Plan prepared for Avalon Homes Inc. and now being executed by Ron Coleman.

Recommendation

Planning staff recommend that City Council proceed with first reading of the Land Use Bylaw Amendment 3156/N-96.

Sincerely,

Frank Wong,
Planning Assistant

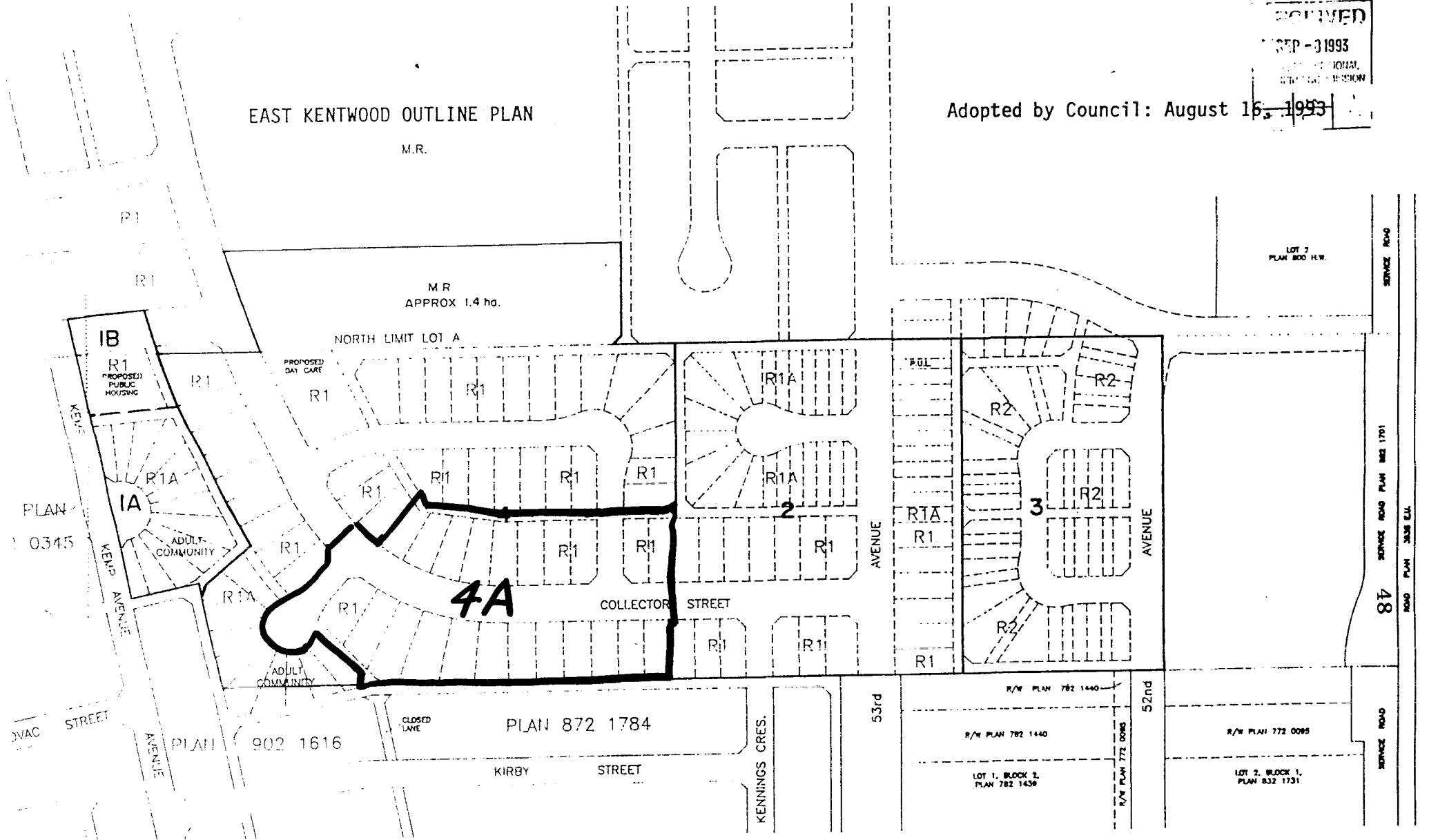
Attachment

RECEIVED
SEP - 31 1993
MUNICIPAL DISTRICT OF RED DEER
CITY ENGINEERING DIVISION

EAST KENTWOOD OUTLINE PLAN

M.R.

Adopted by Council: August 16, 1993



OUTLINE PLAN AFFECTING
LOT 31, BLOCK 4, PLAN 932 0345
BEING IN THE S.E. SEC. 32 &
PORTION OF THE N. 1/2 SEC. 32,
TWP. 38, RGE. 27, W. 4th M.

SCALE : 1 : 2000



HETA SURVEYS LIMITED
5205 B - 54th AVENUE, RED DEER, ALBERTA T4N 5N
PHONE : 342 8203 (83/07/18) FILE : 3280-1

COMMENTS:

We concur with the recommendation of Parkland Community Planning Services.

"G.D. SURKAN"
Mayor

"H. M. C. DAY"
City Manager

DATE: October 8, 1996

TO: Principal Planner

FROM: City Clerk


RE: ***LAND USE BYLAW AMENDMENT 3156/N-96,
EAST KENTWOOD SUBDIVISION - PHASE 4***

FILE

At the Council Meeting of October 7, 1996, consideration was given to your report dated September 26, 1996, concerning the above. At that meeting, first reading was given to Land Use Bylaw Amendment 3156/N-96, a copy of which is attached hereto.

Land Use Bylaw Amendment 3156/N-96 provides for the redesignation of 2.15 hectares (5.31 acres) of Lot 31A, Plan 942-2769, from A1 (Future Urban Development) District to R1 (Residential Low Density) District and 0.215 hectares (0.53 acres) to P1 (Parks and Recreation) District, to be added to land being assembled for the area's future school/recreation site.

This office will now proceed with the advertising for a Public Hearing to be held on Monday, November 4, 1996, at 7:00 p.m., or as soon thereafter as Council may determine, in the Council Chambers of City Hall.



Kelly Kloss
City Clerk

KK/clr
attchs.

- c Director of Development Services
- Director of Community Services
- Recreation, Parks and Culture Manager
- City Assessor
- E. L. & P. Manager
- Land and Economic Development Manager
- Council and Committee Secretary, S. Ladwig
- C. Rausch



THE CITY OF RED DEER

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

FAX: (403) 346-6195

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

FILE

October 8, 1996

Beta Surveys Limited
3, 5550-45 Street
Red Deer, AB T4N 1L1

Fax No. 342-5334

Dear Sir:

**RE: LAND USE BYLAW AMENDMENT 3156/N-96, EAST KENTWOOD
SUBDIVISION - PHASE 4 / FRANK AND ROSALIE KUHNEN**

At the City of Red Deer's Council Meeting held October 7, 1996, first reading was given to the above noted Land Use Bylaw Amendment, a copy of which is attached hereto.

Land Use Bylaw Amendment 3156/N-96 provides for the redesignation of 2.15 hectares (5.31 acres) of Lot 31A, Plan 942-2769, from A1 (Future Urban Development) District to R1 (Residential Low Density) District and 0.215 hectares (0.53 acres) to P1 (Parks and Recreation) District, to be added to land being assembled for the area's future school/recreation site.

This office will now proceed with the advertising for a Public Hearing to be held on Monday, November 4, 1996, at 7:00 p.m., or as soon thereafter as Council may determine, in the Council Chambers of City Hall.

In accordance with the Land Use Bylaw, you are required to deposit with the City Clerk, prior to public advertising, an amount equal to the estimated cost of advertising, which in this instance is \$600. We require this deposit by no later than 10:00 a.m., Wednesday, October 16, 1996, in order to proceed with the advertising. Once the actual cost of advertising is known, you will either be invoiced for or refunded the difference.

If you have any questions or require additional information, please do not hesitate to call me.

Sincerely,


Kelly Kloss
City Clerk

KK/clr
attchs.

c Principal Planner
Council and Committee Secretary, S. Ladwig



*a delight
to discover!*

Item No. 6
Reports

DATE: September 26, 1996
TO: City Clerk
FROM: City Assessor
RE: 1996 TAX SALE

The attached report contains an itemized list of properties that are eligible for the 1996 tax sale. Section 419 of the Municipal Government Act states:

"The Council must set:

- a) for each parcel of land to be offered for sale at a public auction, a reserve bid that is as close as reasonably possible to the market value of the parcel, and
- b) any conditions that apply to the sale.

For Council's convenience, the suggested reserve bid is indicated in the report, along with the terms and dates that are applicable for the various advertisements.

We respectfully request Council to approve and pass the resolution as required to facilitate the tax sale for 1996.



Norman Ford
Tax Coordinator

NF/ngl

c.c. Director of Corporate Services

PROPOSED 1996 TAX SALE

ADVERTISEMENT IN THE ALBERTA GAZETTE - NOVEMBER 15, 1996

ADVERTISEMENT IN THE RED DEER ADVOCATE - JANUARY 10, 1997

TAX SALE - JANUARY 23, 1997

TERMS - CASH

Roll No.	Lt/Blk/Plan	Address	Assessed Value	Tax Arrears	Suggested Reserve Bid
0940495	23/10/5162HW	4102 38 St	\$ 60,500	\$ 4084.78	\$ 98,000
1030575	18/6/794NY	25 McBride Cr	99,100	310.70	108,000
1521305	7/17/3227KS	3867 Eastwood Cl	96,700	2090.63	120,000
1610660	4/6A/5877HW	4313 Grandview Blvd	214,200	14,161.98	220,000
1630850	36-37/32/K	4831 55 St	70,700	4769.30	93,000
1940190	12B/18/7621977	259 Overdown Dr	64,200	2195.92	85,000
2022331	3/4/4963TR	6018 58A St	166,300	10,529.73	170,000
2920920	45/2/7622308	97 Neville Cl	100,300	330.36	118,000
2930350	9/11/7823497	7137 Gray Dr	95,600	3065.01	106,220
3310760	17B/4/7921541	4812 81 St	154,700	5420.87	160,000
3311235	Unit 10 CDE 8121945	10 7895 49 Av	76,400	3756.32	80,000

COMMENTS:

We concur with the recommendations of the City Assessor.

"G.D. SURKAN"
Mayor

"H. M. C. DAY"
City Manager

DATE: October 8, 1996

TO: City Assessor

FROM: City Clerk

RE: 1996 TAX SALE

FILE


At the Council Meeting of October 7, 1996, consideration was given to your report dated September 26, 1996, concerning the above. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the City Assessor dated September 26, 1996, re: 1996 Tax Sale, hereby approves proceeding with the tax sales for those properties with the exception of roll numbers 1030575, 1940190, 2022331, 2920920 and 3310760, subject to the following conditions:

1. That said sale be held in the Council Chambers of City Hall, Red Deer, Alberta, January 23, 1997, at 11:00 a.m.;
2. Terms to be cash;
3. The minimum sale price for each parcel and the terms and dates that are applicable for the various parcels advertised, are to be as outlined in the above noted report from the City Assessor;

and as presented to Council October 7, 1996."

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


Kelly Kloss
City Clerk

KK/clr

c Director of Corporate Services

Item No. 1
Correspondence

Mayor and City Council
c/o City Clerk
P.O Box 5008
Red Deer, Alberta
T4N 3T8

August 25, 1996

To Whom it May Concern,

I Patricia Lynn Barg recently applied for an Escort license and was denied due to lack of residency in your city for six months prior to the license application.

I would like to voice an appeal during the next Council Agenda. At that time I would like to raise several issues that I believe should be considered before my application be denied.

Briefly some of these points are:

Where I reside should not be an issue but for how long. I presently mortgage a home in Bowden, where I have lived for over a year.

I have previously qualified for and held other Escort Licenses in both Lethbridge (1 year duration), and Calgary (two month duration) at which time the business closed down.

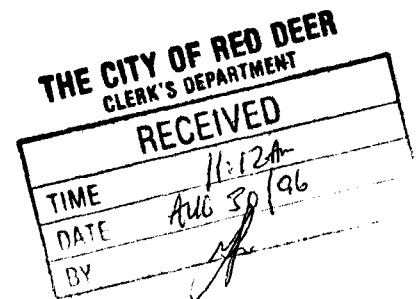
Platinum Escorts have stressed their regrets at the six month waiting period, and my denial for a license.

For over a year I have supported Red Deer businesses and find it unfair that although I can spend my money here I cannot obtain a business license due to its nature here in Red Deer.

Thank-you for your consideration in this matter.

Sincerely Yours,

Patricia Barg



RR #1

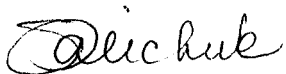
Bowden, AB Tumoko

DATE: September 26, 1996
TO: City Clerk
FROM: Colleen Palichuk, Chairperson
Red Deer Policing Committee/Taxi Commission
RE: ESCORT LICENSE - REQUEST FOR COMMENTS

At the Red Deer Policing Committee Meeting held on September 24, 1996, consideration was given to your request for comments concerning the above topic, the following resolution was introduced and passed:

"THAT the Red Deer Policing Committee/Taxi Commission recommend to Red Deer City Council that the Commission supports the current Dating and Escort Services Bylaw and further recommend that no change be made to the residency clause contained therein."

The committee heard a presentation from Ms. Patricia Barg and discussed the sections of the Dating and Escort Services Bylaw which pertain to the residency clause. As a result of the discussion, the committee felt that no changes to the residency clause should be made to the Dating and Escort Services Bylaw at this time.



COLLEEN PALICHUK, Chairperson
Red Deer Policing Committee/Taxi Commission

CP/fm

MEMO

Date: September 3, 1996

To: KELLY KLOSS
City Clerk

From: RYAN STRADER
Inspections and Licensing Manager

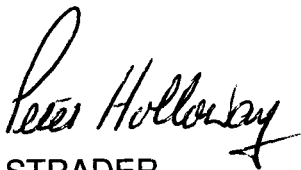
RE: APPEAL - ESCORT APPLICATION AND DENIAL

To the subject matter, we would submit the following information for Council's consideration:

Attached is a memo from the Licensing Inspector dated September 3, 1996, outlining why Ms. Barg's 1996 escort license was denied.

For Council's information, a similar appeal was submitted before Council on March 11, 1996, and was denied.

Recommendation: That the Licensing Inspector's decision be upheld and the application be denied.



R. STRADER
Inspections and Licensing Department

PH:cb

Att.

DATE: September 3, 1996

TO: Peter Holloway, Inspections & Licensing Assistant Manager

FROM: Carol Burt, Licensing Inspector

RE: PATRICIA BARG 1996 ESCORT APPLICATION AND DENIAL

Under Section 3(2)(iv), Ms. Barg's 1996 escort application was denied due to the six month continuous Red Deer residency requirement of section 10(1) of the Dating and Escort Service Bylaw which states:

"No license shall be issued pursuant to this bylaw until the applicant has

(1) resided in the City continuously six months prior to making application for the license; ..."

At the time of application, Ms. Barg was informed of the six month residency requirement and that her escort license would be denied if she did not live in Red Deer. She indicated she still wished to make the application, receive the denial letter and then appeal the decision to City Council. She was also informed of a previous escort license appeal this year which was denied.

The R.C.M.P. recommended issuance of Ms. Barg's license.

Yours truly,



Carol Burt
Licensing Inspector



Royal Gendarmerie
Canadian royale
Mounted du
Police Canada

57

Security Classification / Designation
Classification / Désignation sécuritaire

Protected "A"

Red Deer City Detachment
P.O. Bag 5033
Red Deer, Alberta
T4N 6A1

Your file Votre référence

Our file Notre référence

CITY OF RED DEER
Box 5008
RED DEER, Alberta
T4N 3T4

ATTN: Kelly KLOSS

September 20, 1996

RE: DATING AND ESCORT SERVICES
Bylaw 2794/82

As per a letter dated 1996 FEB 29, the Red Deer City R.C.M.P. are still opposed to any changes in the residency requirements under the Dating and Escort Services Bylaw 2794/82.

As previously stated, the residency requirements greatly assist in the control of number of escorts operating in the City of RED DEER. It also prevents the influx of escorts from outside areas, specifically CALGARY and EDMONTON. Without the residency requirements, it is the R.C.M.P.'s belief that Escort Agencies would have a free hand in hiring any number of escorts and there would be no control as to the activities of these agencies.

As the Bylaws stands, escorts are minimal in RED DEER and are not perceived as an enforcement problem in the City of RED DEER.

I can certainly appreciate the concerns of some disenchanted applicants, but the residency requirements are an essential part in the enforcement and control of this type of business. Other than the two requests in 1996, I am unaware of anyone else questioning the Bylaw as it now reads.

The R.C.M.P. is of the opinion that the Dating and Escort Service Bylaw, as it now reads, is very adequate to the enforcement needs of this Department and the City of RED DEER.


(G.G.S. SUTTON) Insp.

O./c Red Deer City Detachment

c.c. Mr. Ryan STRADER, Inspection & Licensing Manager

Canada

COMMENTS:

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

"G.D. SURKAN"
Mayor

"H. M. C. DAY"
City Manager

CHAPMAN RIEBEEK

Barristers, Solicitors

THOMAS H. CHAPMAN, Q.C.*
NICK P. W. RIEBEEK*
DONALD J. SIMPSON
T. KENT CHAPMAN*
GARY W. WANLESS*
LORNE E. GODDARD
GERI M. CHRISTMAN
ROBERT J. MILLAR
NANCY A. BERGSTROM

208 - 4808 Ross Street
Red Deer, Alberta T4N 1X5
TELEPHONE (403) 346-6603
TELECOPIER (403) 340-1280

101, 5020 - 50 A Street
Sylvan Lake, Alberta T4S 1R2
TELEPHONE (403) 887-2024
TELECOPIER (403) 887-2036

* Denotes Professional Corporation

PLEASE REPLY TO RED DEER OFFICE
Your file:
Our file: GEN 09/96 THC

September 12, 1996

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

ATTENTION: Mr. Kelly Kloss
City Clerk

Dear Sir:

RE: Patricia Barg - Denial of Escort License

Under section 7(e) of the *Municipal Government Act* a Municipal Council may pass bylaws for municipal purposes respecting businesses, business activities, and persons engaging in business.

Under section 8, a Bylaw passed under section 7 may regulate or prohibit activity and may provide for a system of licenses, permits, or approvals. Under the system of licensing, the Council may establish fees for licenses, and provide the terms and conditions that may be imposed on a license and set the conditions that must be met before a license, permit, or approval is granted or renewed.

Accordingly, it would appear that the steps taken by the municipalities with respect to the licensing of escort services are within their jurisdiction.

Yours truly,



THOMAS H. CHAPMAN, Q.C.
THC/vih

Item No. 1
Correspondence

Mayor and City Council
c/o City Clerk
P.O Box 5008
Red Deer, Alberta
T4N 3T8

August 25, 1996

To Whom it May Concern,

I Patricia Lynn Barg recently applied for an Escort license and was denied due to lack of residency in your city for six months prior to the license application.

I would like to voice an appeal during the next Council Agenda. At that time I would like to raise several issues that I believe should be considered before my application be denied.

Briefly some of these points are:

Where I reside should not be an issue but for how long. I presently mortgage a home in Bowden, where I have lived for over a year.

I have previously qualified for and held other Escort Licenses in both Lethbridge (1 year duration), and Calgary (two month duration) at which time the business closed down.

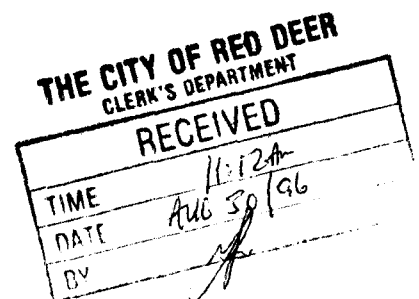
Platinum Escorts have stressed their regrets at the six month waiting period, and my denial for a license.

For over a year I have supported Red Deer businesses and find it unfair that although I can spend my money here I cannot obtain a business license due to its nature here in Red Deer.

Thank-you for your consideration in this matter.

Sincerely Yours,

Patricia Barg



RR #1

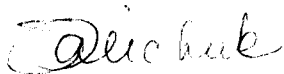
BOWDEN, AB T4M 0K0

DATE: September 26, 1996
TO: City Clerk
FROM: Colleen Palichuk, Chairperson
Red Deer Policing Committee/Taxi Commission
RE: ESCORT LICENSE - REQUEST FOR COMMENTS

At the Red Deer Policing Committee Meeting held on September 24, 1996, consideration was given to your request for comments concerning the above topic, the following resolution was introduced and passed:

"THAT the Red Deer Policing Committee/Taxi Commission recommend to Red Deer City Council that the Commission supports the current Dating and Escort Services Bylaw and further recommend that no change be made to the residency clause contained therein."

The committee heard a presentation from Ms. Patricia Barg and discussed the sections of the Dating and Escort Services Bylaw which pertain to the residency clause. As a result of the discussion, the committee felt that no changes to the residency clause should be made to the Dating and Escort Services Bylaw at this time.



COLLEEN PALICHUK, Chairperson
Red Deer Policing Committee/Taxi Commission

CP/fm

MEMO

Date: September 3, 1996

To: KELLY KLOSS
City Clerk

From: RYAN STRADER
Inspections and Licensing Manager

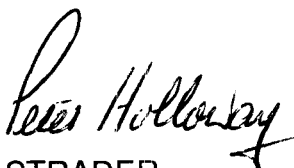
RE: APPEAL - ESCORT APPLICATION AND DENIAL

To the subject matter, we would submit the following information for Council's consideration:

Attached is a memo from the Licensing Inspector dated September 3, 1996, outlining why Ms. Barg's 1996 escort license was denied.

For Council's information, a similar appeal was submitted before Council on March 11, 1996, and was denied.

Recommendation: That the Licensing Inspector's decision be upheld and the application be denied.



R. STRADER
Inspections and Licensing Department

PH:cb

Att.

DATE: September 3, 1996

TO: Peter Holloway, Inspections & Licensing Assistant Manager

FROM: Carol Burt, Licensing Inspector

RE: PATRICIA BARG 1996 ESCORT APPLICATION AND DENIAL

Under Section 3(2)(iv), Ms. Barg's 1996 escort application was denied due to the six month continuous Red Deer residency requirement of section 10(1) of the Dating and Escort Service Bylaw which states:

"No license shall be issued pursuant to this bylaw until the applicant has

(1) resided in the City continuously six months prior to making application for the license; ..."

At the time of application, Ms. Barg was informed of the six month residency requirement and that her escort license would be denied if she did not live in Red Deer. She indicated she still wished to make the application, receive the denial letter and then appeal the decision to City Council. She was also informed of a previous escort license appeal this year which was denied.

The R.C.M.P. recommended issuance of Ms. Barg's license.

Yours truly,



Carol Burt
Licensing Inspector



Protected "A"

Red Deer City Detachment
P.O. Bag 5033
Red Deer, Alberta
T4N 6A1

Your file Votre référence

Our file Notre référence

CITY OF RED DEER
Box 5008
RED DEER, Alberta
T4N 3T4

ATTN: Kelly KLOSS

September 20, 1996

RE: DATING AND ESCORT SERVICES
Bylaw 2794/82

As per a letter dated 1996 FEB 29, the Red Deer City R.C.M.P. are still opposed to any changes in the residency requirements under the Dating and Escort Services Bylaw 2794/82.

As previously stated, the residency requirements greatly assist in the control of number of escorts operating in the City of RED DEER. It also prevents the influx of escorts from outside areas, specifically CALGARY and EDMONTON. Without the residency requirements, it is the R.C.M.P.'s belief that Escort Agencies would have a free hand in hiring any number of escorts and there would be no control as to the activities of these agencies.

As the Bylaws stands, escorts are minimal in RED DEER and are not perceived as an enforcement problem in the City of RED DEER.

I can certainly appreciate the concerns of some disenchanted applicants, but the residency requirements are an essential part in the enforcement and control of this type of business. Other than the two requests in 1996, I am unaware of anyone else questioning the Bylaw as it now reads.

The R.C.M.P. is of the opinion that the Dating and Escort Service Bylaw, as it now reads, is very adequate to the enforcement needs of this Department and the City of RED DEER.


(G.G.S. SUTTON) Insp.
O./c Red Deer City Detachment

c.c. Mr. Ryan STRADER, Inspection & Licensing Manager

Canada

COMMENTS:

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

"G.D. SURKAN"
Mayor

"H. M. C. DAY"
City Manager

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

October 8, 1996

Ms. Patricia Barg
R. R. #1
Bowden, AB T0M 0K0

Dear Ms. Barg:

RE: APPLICATION FOR ESCORT LICENSE

At the City of Red Deer's Council Meeting held October 7, 1996, your letter dated August 25, 1996 was considered. At that meeting, the following resolution was passed:

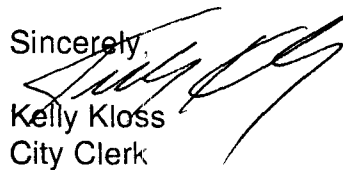
"RESOLVED that Council of The City of Red Deer, having considered correspondence from Patricia Barg dated August 25, 1996, re: Request To Have Residency Requirement Within the Dating and Escort Services Bylaw Relaxed/Application for Escort License for Patricia Barg, hereby agrees that said request be denied and as presented to Council October 7, 1996."

As you are aware, the City of Red Deer's *Dating and Escort Services Bylaw* states that no license shall be issued to an applicant until such time as the applicant has resided in the City of Red Deer continuously for six months prior to applying for an escort license.

Council did not change or relax this requirement and as such, your application has been denied.

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

Sincerely,


Kelly Kloss
City Clerk

KK/clr

c Inspections and Licensing Manager



*a delight
to discover!*



THE CITY OF RED DEER

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

FAX: (403) 346-6195

FILE No.
FILE

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

September 17, 1996

Patricia Barg
R.R.#1
Bowden, AB T0M 0K0

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

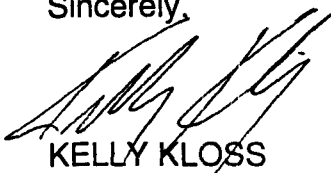
Dear Ms. Barg:

Further to our letter of August 30, 1996 regarding your request for appeal of an escort license denial, I would advise as follows.

Your request was scheduled to go to the Red Deer City Council meeting on September 23, 1996, however, same had to be referred to the City's Policing Committee for review. Particularly, we have asked the Policing Committee to comment as to whether any changes should be made to the residency clause within the Dating and Escort Service Bylaw. Once we have received the comments back from the Policing Committee, we will reschedule this to a future City Council meeting.

Once we know the date of the Council meeting, I will be in contact with you once again. If you have any questions, please do not hesitate to call the undersigned.

Sincerely,


KELLY KLOSS
City Clerk

KK/lb

Oct. 7
4:30 pm



*a delight
to discover!*

DATE: AUGUST 30, 1996
TO: DIRECTOR OF COMMUNITY SERVICES
DIRECTOR OF CORPORATE SERVICES
X DIRECTOR OF DEVELOPMENT SERVICES
CITY ASSESSOR
E. L. & P. MANAGER
ENGINEERING DEPARTMENT MANAGER
FIRE CHIEF (EMERGENCY SERVICES)
INFORMATION TECHNOLOGY SERVICES MANAGER
X INSPECTIONS AND LICENSING MANAGER
LAND AND ECONOMIC DEVELOPMENT MANAGER
PERSONNEL MANAGER
PUBLIC WORKS MANAGER
X R.C.M.P. INSPECTOR
RECREATION, PARKS & CULTURE MANAGER
SOCIAL PLANNING MANAGER
TRANSIT MANAGER
TREASURY SERVICES MANAGER
PRINCIPAL PLANNER
X CITY SOLICITOR

FILE

FROM: CITY CLERK
RE: Patricia Barg - Denial of Escort License

Please submit comments on the attached to this office by September 16, 1996 for the Council Agenda of September 23, 1996.

"Kelly Kloss"
City Clerk

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL



THE CITY OF RED DEER

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

FILE No.

FAX: (403) 346-6195

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

August 30, 1996

Patricia Barg
RR # 1
Bowden, AB T0M 0K0

Dear Ms. Barg:

I am in receipt of your letter dated August 25, 1996 re: Request for appeal regarding Escort License denial.

This item will be discussed and possibly a decision made at the meeting of Red Deer City Council on September 23, 1996.

Your request has been circulated to City administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council Meeting, they may be picked up at our office on the second floor of City Hall on Friday, September 20, 1996.

In the event you wish to be present at the Council Meeting, would you please telephone our office on Friday, September 20th and we will advise you of the approximate time that Council will be discussing this item. Council meetings begin at 4:30 p.m., and adjourn for the supper hour at 6:00 p.m., reconvening at 7:00 p.m. When arriving at City Hall, please enter City Hall at the park side entrance and proceed to the Council Chambers on the second floor.

If you have any questions in the meantime, please do not hesitate to contact the writer.

Sincerely,


JEFF GRAVES
Assistant City Clerk

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

JG/fm



*a delight
to discover!*

BYLAW NO. 3156/N-96

Being a Bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map" as referred to in Section 5 is hereby amended in accordance with the Use District Map No. 11/96 attached hereto and forming part of the Bylaw.

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

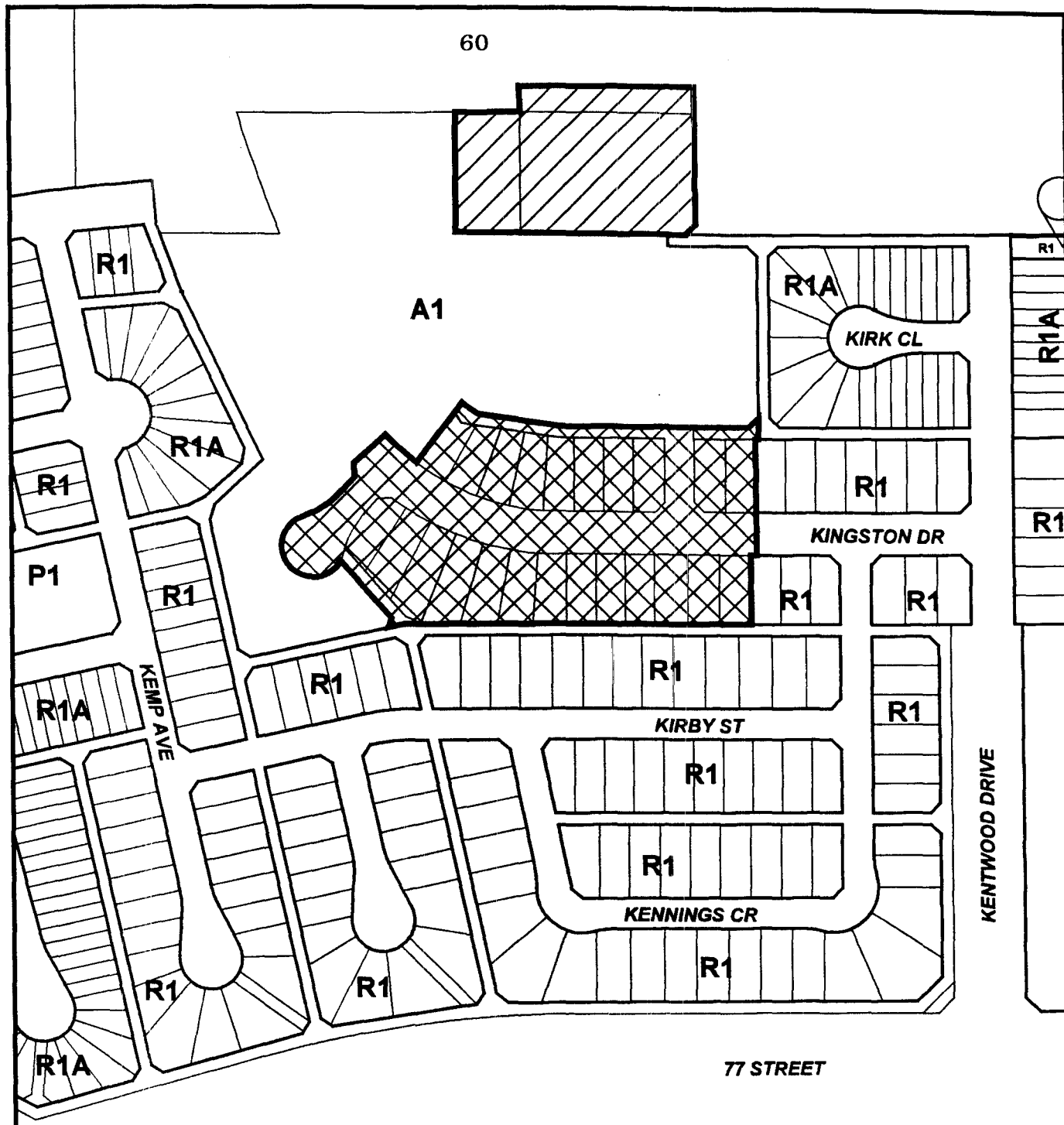
READ A SECOND TIME IN OPEN COUNCIL this day of A.D. 1996.

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

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

MAYOR

CITY CLERK



KENTWOOD

Change from A1 to R1



Change from A1 to P1



Bylaw No. - 3156 / N-96
Map No. 11 / 96

September 25, 1996