



City Council Meeting Agenda

Tuesday, October 13, 2020 – Council Chambers, City Hall

Call to Order: 1:30 PM
Recess: 5:00 PM to 6:00 PM

1. Minutes

- 1.1. Confirmation of the Minutes of the September 28, 2020 Regular Council Meeting (Pages 3 - 14)
- 1.2. Confirmation of the Minutes of the September 29, 2020 Special Council Meeting (Pages 15 – 18)

2. Points of Interest

3. Reports

- 3.1. Multi Family Property Class Report (Pages 19 – 24)
- 3.2. Emergency Dispatch Advocacy (Pages 25 – 91)

4. Bylaws

- 4.1. 2021 Municipal General Election
 - 4.1.a. Consideration of First Reading of the Bylaw (Pages 92 – 136)
- 4.2. Lancaster/Vanier East Neighbourhood Area Structure Plan 3217/C-2020 and Land Use Bylaw Amendment 3357/S-2020: RIN to RIG

4.2.a. Consideration of First Reading of Bylaw 3217/C-2020

4.2.b. Consideration of First Reading of Bylaw 3357/S-2020

(Pages 137 – 160)

5. Adjournment



UNAPPROVED - MINUTES

**of the Red Deer City Council Regular Meeting
held on, Monday, September 28, 2020
commenced at 1:31 PM**

Present: Mayor Tara Veer
Councillor Buck Buchanan
Councillor Michael Dawe
Councillor Tanya Handley
Councillor Vesna Higham
Councillor Ken Johnston
Councillor Lawrence Lee
Councillor Frank Wong
Councillor Dianne Wyntjes
City Manager, Allan Seabrooke
General Manager Utilities & Protective Services, Paul Goranson
City Clerk, Frieda McDougall
Corporate Meeting Administrator, Amber Senuk

Present (via teleconference):
General Manager Community Services, Sarah Tittlemore
General Manager Corporate Services, Lisa Perkins
General Manager Planning & Development Services, Tara Lodewyk
Waste Management Superintendent, Janet Whitesell
Planning Manager, Emily Damberger
Senior Planner, Christi Fidek
Chief Financial Officer, Dean Krejci



I. IN CAMERA

I.I. Motion to In Camera

Moved by Councillor Buck Buchanan, seconded by Councillor Ken Johnston

Resolved that Council of The City of Red Deer hereby agrees to enter into an In-Camera meeting of Council on Monday, September 28, 2020 at 1:32 p.m. and hereby agrees to exclude the following:

- All members of the media;
- All members of the public; and
- All non-related staff members

to discuss the following:

- Land Matter – FOIP 23(1)(a) Local public body confidences and 24(1)(a) Advice from officials

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

I.I.a. Land Matter - FOIP 23(1)(a) Local public body confidences and FOIP 24(1)(a) Advice from officials

The following people were in attendance:

Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

City Manager Allan Seabrooke, City Clerk Frieda McDougall, Corporate Meeting Administrator Amber Senuk, General Manager Community Services Sarah Tittlemore, General Manager Corporate Services Lisa Perkins, General Manager Planning and Development Services Tara Lodewyk, General Manager Utilities and Protective Services Paul Goranson, Intergovernmental Strategist Steven Ellingson, Planning Manager Emily Damberger



1.2. Motion to Revert to Open

Moved by Councillor Lawrence Lee, seconded by Councillor Ken Johnston

Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on Monday, September 28, 2020 at 3:18 p.m.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Council recessed at 3:19 p.m. and reconvened at 3:34 p.m.

2. MINUTES

2.1. Confirmation of the Minutes of the September 14, 2020 Council Meeting

Moved by Councillor Ken Johnston, seconded by Councillor Tanya Handley

Resolved that Council of The City of Red Deer hereby approves the Minutes of the September 14, 2020 Regular Council Meeting as revised.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

3. REPORTS

3.1. Update and Recommended Changes to the Green, Blue and Black Cart Program

Moved by Councillor Dianne Wyntjes, seconded by Councillor Frank Wong



Resolved that Council of The City of Red Deer having considered the report from Environmental Services dated September 28, 2020 re: Update and Recommended Changes to the Green, Blue and Black Cart Program hereby agrees to add a cart exchange fee of \$50.00 when the Utility Bylaw is updated to reflect the 2021 rates and to switch to every other week Green Cart collection for the winters months (November to April) starting in November 2020.

The main motion as presented was then severed into two separate motions.

Moved by Councillor Dianne Wyntjes, seconded by Councillor Frank Wong

Resolved that Council of The City of Red Deer having considered the report from Environmental Services dated September 28, 2020 re: Update and Recommended Changes to the Green, Blue and Black Cart Program hereby agrees to add a cart exchange fee of \$50.00 when the Utility Bylaw is updated to reflect the 2021 rates.

IN FAVOUR: Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong

OPPOSED: Mayor Tara Veer, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Dianne Wyntjes, seconded by Councillor Frank Wong

Resolved that Council of The City of Red Deer having considered the report from Environmental Services dated September 28, 2020 re: Update and Recommended Changes to the Green, Blue and Black Cart Program hereby agrees to switch to every other week Green Cart collection for the winters months (November to April) starting in November 2020.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED



Council recessed at 5:00 p.m. and reconvened at 6:00 p.m.

4. PUBLIC HEARINGS

4.1. Expansion of Office Locations within the City - Municipal Development Plan Amendment 3404/A-2020 and Land Use Bylaw Amendment 3357/I-2020

Mayor Tara Veer declared open the Public Hearing for Bylaw 3404/A-2020, an amendment to the Municipal Development Plan to expand Office in commercial areas throughout the City and Bylaw 3357/I-2020, an amendment to the Land Use Bylaw preserve large scale office in the downtown while providing additional opportunity for office in commercial areas throughout the city. Mr. Brett Salomons spoke to this item. As no one else was present to speak to the bylaws Mayor Tara Veer declared the Public Hearing closed.

4.1.a. Consideration of Second Reading of Bylaw 3404/A-2020

Moved by Councillor Tanya Handley, seconded by Councillor Vesna Higham

SECOND READING: That Bylaw 3404/A-2020 (an amendment to the Municipal Development Plan to expand office in commercial areas throughout the City) be read a second time.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

4.1.b. Consideration of Third Reading of Bylaw 3404/A-2020

Moved by Councillor Tanya Handley, seconded by Councillor Vesna Higham

THIRD READING: That Bylaw 3404/A-2020 be read a third time

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes



MOTION CARRIED

4.1.b Consideration of Second Reading of Bylaw 3357/I-2020

Prior to second reading of Bylaw 3357/I-2020, the following motion to amend was introduced:

Moved by Councillor Frank Wong, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer hereby agrees to amend Bylaw 3357/I-2020 by deleting the current definition of Office and replacing it with the following:

Office means a development that provides professional, governmental, managerial, administrative, business support and/or consulting services, with minimal retail activity incidental to the principal use.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION AS AMENDED CARRIED

Moved by Councillor Ken Johnston, seconded by Councillor Tanya Handley

SECOND READING: That Bylaw 3357/I-2020 (an amendment to the Land Use Bylaw to preserve large scale office in the downtown while providing additional opportunity for office in commercial areas throughout the city) be read a second time, as amended.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED



4.1.d. Consideration of Third Reading of Bylaw 3357/I-2020

Moved by Councillor Ken Johnston, seconded by Councillor Tanya Handley

THIRD READING: That Bylaw 3357/I-2020 be read a third time.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

4.2. Economic Leadership Strategy Land Use Bylaw Implementation - Reduction of Parking Requirements for Multiple Family Buildings in Downtown - Bylaw 3357/P-2020

Mayor Tara Veer declared open the Public Hearing for Bylaw 3357/P-2020, an amendment to the Land Use Bylaw to change minimum parking standards for multi-family residential in downtown. Ms. Elizabeth Hagell and Mr. Bill Franz spoke to this item. As no one else was present to speak to the bylaw Mayor Tara Veer declared the Public Hearing closed.

4.2.a. Consideration of Second Reading of the Bylaw

Moved by Councillor Vesna Higham, seconded by Councillor Michael Dawe

SECOND READING: That Bylaw 3357/P-2020 (an amendment to the Land Use Bylaw to change minimum parking standards for multi-family residential in downtown) be read a second time.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

4.2.b. Consideration of Third Reading of the Bylaw

Moved by Councillor Vesna Higham, seconded by Councillor Michael Dawe



THIRD READING: That Bylaw 3357/P-2020 be read a third time.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

5. REPORTS - continued

5.1. Revised Organizational Structure

Council received this report for information.

5.2. Automated Traffic Enforcement - Amendment to Council Policy 3203-C

Moved by Councillor Tanya Handley, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer having considered the report from Utilities & Protective Services dated September 28, 2020 re: Automated Traffic Enforcement, Amendment to Policy 3203-C hereby endorses the revised Policy 3203-C.

The following motion to amend was then introduced.

Moved by Councillor Vesna Higham, seconded by Councillor Tanya Handley

Resolved that Council of The City of Red Deer having considered the report from Utilities & Protective Services dated September 28, 2020 re: Automated Traffic Enforcement, Amendment to Policy 3203-C hereby agrees to amend the policy by adding a new Section 12 as follows:

Rotation of active intersection cameras shall be based on one of the following considerations:

- equal time for all locations on a specified rotation, regularly reviewed
- based on traffic or collision data to warrant more than equal time on any single location.



IN FAVOUR: Councillor Tanya Handley, Councillor Vesna Higham

OPPOSED: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION TO AMEND DEFEATED

The original motion was then back on the floor.

IN FAVOUR: Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Buck Buchanan

MOTION CARRIED

6. ADD TO THE AGENDA

Councillor Frank Wong left Council Chambers at 8:19 p.m.

Moved by Councillor Michael Dawe, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby agrees to add consideration of the following items to the September 28, 2020 Council Agenda:

- 1. Land Matter
- 2. Special Council Meeting

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Dianne Wyntjes

ABSENT: Councillor Frank Wong

MOTION TO ADD TO THE AGENDA CARRIED

Moved by Councillor Ken Johnston, seconded by Councillor Tanya Handley



Resolved that Council of The City of Red Deer, having considered a Land Matter hereby endorses Option 5 as presented In Camera and agrees that the contents of the report will remain confidential as protected under the Freedom of Information and Protection of Privacy Act, Section 23(1)(a) Local public body confidences and Section 24(1)(a) Advice from officials.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Dianne Wyntjes

ABSENT: Councillor Frank Wong

MOTION CARRIED

Councillor Frank Wong returned to Council Chambers at 8:21 p.m.

Moved by Councillor Vesna Higham, seconded by Councillor Michael Dawe

Resolved that Council of The City of Red Deer hereby agrees to hold a Special Council Meeting on October 27, 2020 at 1:00 p.m. for Council's consideration of the Public Hearing regarding Molly Banister – Municipal Development Plan Amendment Bylaw 3404/B-2020 and East Hill Major Area Structure Plan Bylaw Amendment 3499/A-2020 and Council agrees to vary it's procedure.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

7. **BYLAWS**

7.1. **Land Use Bylaw Amendment 3357/N-2020 - Rezoning II Industrial (Business Service) District to C4 Commercial (Major Arterial) District - 2404 Gaetz Avenue**

Moved by Councillor Michael Dawe, seconded by Councillor Dianne Wyntjes



FIRST READING: That Bylaw 3357/N-2020 (an amendment to the Land Use Bylaw to rezone 2404 Gaetz Avenue from I1 Industrial (Business Service) District to C4 Commercial (Major Arterial) District to better align with the surrounding land use zoning along Gaetz Avenue) be read a first time.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

7.2. River Bend Golf & Recreation Society Clubhouse Loan - Loan Bylaw Amendment 3391/A-2020

7.2.a. Consideration of First Reading of the Bylaw

Moved by Councillor Lawrence Lee, seconded by Councillor Ken Johnston

FIRST READING: That Bylaw 3391/A-2020 (an amendment to the Loan Bylaw 3391/2007 to authorize the City to change the repayment schedule for a loan previously made to the River Bend Golf and Recreation Society by deferring payments until December 1, 2022) be read a first time.

IN FAVOUR: Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Buck Buchanan

MOTION CARRIED

7.3. Public Art Review - Committees Bylaw Amendment - Bylaw 3576/B-2020

Moved by Councillor Frank Wong, seconded by Councillor Tanya Handley



Resolved that Council of The City of Red Deer hereby agrees to table consideration of Public Art Review - Committees Bylaw Amendment – Bylaw 3576/B-2020, due to the lateness of the hour, for up to 8 weeks time to allow for this item to be scheduled to a future Council meeting.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION TO TABLE CARRIED

8. ADJOURNMENT

Moved by Councillor Dianne Wyntjes seconded by Councillor Frank Wong

Resolved that Council of The City of Red Deer hereby agrees to adjourn the Monday, September 28, 2020 Regular Council Meeting of Red Deer City Council at 9:03 p.m.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

MAYOR

CITY CLERK



UNAPPROVED - MINUTES

**of the Red Deer City Council Special Meeting
held on, Tuesday, September 29, 2020
commenced at 2:00 PM**

Present: Mayor Tara Veer
Councillor Buck Buchanan
Councillor Michael Dawe
Councillor Tanya Handley
Councillor Vesna Higham
Councillor Ken Johnston
Councillor Lawrence Lee
Councillor Frank Wong
Councillor Dianne Wyntjes
City Manager, Allan Seabrooke

City Clerk, Frieda McDougall
Corporate Meeting Administrator, Amber Senuk

Present (via teleconference):

General Manager Community Services, Sarah Tittlemore
General Manager Corporate Services, Lisa Perkins
General Manager Planning & Development Services, Tara Lodewyk



I. IN CAMERA MEETING

I.1. Motion to In Camera

Moved by Councillor Dianne Wyntjes, seconded by Councillor Michael Dawe

Resolved that Council of The City of Red Deer hereby agrees to enter into an In-Camera meeting of Council on Tuesday, September 29 2020 at 2:00 p.m. and hereby agrees to exclude the following:

- All members of the media;
- All members of the public; and
- All non-related staff members

to discuss the following:

- Westerner Exposition Association Forensic Audit – FOIP 17(1) Disclosure harmful to personal privacy, FOIP 23(1)(a) Local public body confidences, FOIP 24(1)(a) Advice from officials and FOIP 25(1)(a) Disclosure harmful to economic and other and other interests of a public body.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

I.1.a. Westerner Exposition Association Forensic Audit - FOIP 17(1) Disclosure harmful to personal privacy, FOIP 23(1)(a) Local public body confidences, FOIP 24(1)(a) Advice from officials and FOIP 25(1)(a) Disclosure harmful to economic and other interests of a public body

The following people were in attendance:

Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes



City Manager Allan Seabrooke, City Clerk Frieda McDougall, Deputy City Clerk Samantha Rodwell, General Manager Community Services Sarah Tittimore, General Manager Corporate Services Lisa Perkins, Chief Financial Officer Dean Krejci, Corporate Services Divisional Strategist Karen Smilar

Representatives from Deloitte LLP Gina Campbell and Cynthia Li.

1.2. Motion to Revert to Open Meeting

Moved by Councillor Lawrence Lee, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on Tuesday, September 29, 2020 at 4:51 p.m.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Council recessed at 4:51 p.m. and reconvened at 5:00 p.m.

2. REPORTS

2.1. Westerner Exposition Association Forensic Audit

Council received this report for information.

3. ADJOURNMENT

Moved by Councillor Tanya Handley, seconded by Councillor Ken Johnston

Resolved that Council of The City of Red Deer hereby agrees to adjourn the Tuesday, September 29, 2020 Special Council Meeting of Red Deer City Council at 6:32 p.m.

IN FAVOUR: Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham,



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Councillor Ken Johnston, Councillor Lawrence Lee,
Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

MAYOR

CITY CLERK



October 13, 2020

Multi Family Property Class Report

Prepared by: Joanne Parkin CPA, CGA, Revenue & Assessment Services Manager

Report Summary & Recommendation

At the Regular Council Meeting on May 11, 2020 Council resolved to have Administration provide a report to Council on whether Multi Family property should continue to be a subclass of Residential property for future year property taxation.

Multi Family property has been a subclass of the Residential property class approved by Council since 1996. Multi Family properties are held by property owners for the purpose of generating income. The purpose of sub-classing Multi Family property is to tax them at a higher tax rate than other Residential properties given that they are income producing properties and able to deduct property taxes for income tax purposes. Because Multi Family properties are a hybrid of Residential and Non Residential property they are able to write off expenses like other businesses.

Many cities separate Multi Family properties for this purpose, and tax them at a higher rate. In sub-classing Multi Family property Red Deer is very consistent with comparators however when setting tax rates Red Deer deviates from the norm in that the Multi Family tax rate is not higher than the Residential tax rate.

Administration recommends that the Multi Family property sub-class be maintained and that a target ratio of 1.15 times the Residential property class municipal tax rate be set for the Multi Family sub-class. In order to ensure predictability and stability of tax rates, a staged approach over five years would be utilized to achieve this.

The direction provided by Council will allow Administration to appropriately prepare the Tax Rate Bylaw options in 2021 and beyond.

Proposed Resolution:

Resolved that Council of The City of Red Deer having considered the report from Revenue and Assessment Services dated Oct 13, 2020 re: Multi Family Property Class Report hereby directs Administration to phase in a municipal Multi Family tax ratio of 1.15 over 5 years in order to tax the Multi Family class at rate that is 15% higher than the Residential property class.

Legislative Background

Municipal Government Act (MGA):

- **Section 297(2)** A council may by bylaw divide the Residential property class into any sub-class on any basis it deems appropriate



- **Section 353** requires each council pass an annual property tax bylaw to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of the expenditures and transfers set out in the budget and requisitions.
- **Section 303** The assessment roll prepared by the municipality must show the assessment class or classes.
- **Section 308** Each municipality must annually send the assessment notice to the assessed person.
- **Section 309** The assessment notice must show the same information on the assessment roll.
- **Section 354** The property tax bylaw must set and show separately all of the tax rates that must be imposed to raise the revenue required.
- **Section 357.1** The property tax rate to be imposed on any class or subclass of residential property must be greater than zero.

Principles of Property Taxation:

1. Fairness and equity,
2. predictability and stability,
3. competitiveness,
4. sustainability of revenues raised, and
5. simplicity, transparency and efficiency of the tax system.

2011 Council Governance and Policy Committee Direction:

- Multi Family property remain a sub-class of residential property
- No other sub-classes of Residential property
- No set ratios for Multi Family or Non Residential

Discussion

The purpose of this report is to provide Council with information required to establish direction for property taxation of Multi Family properties in 2021 and beyond.

Under the confines of the MGA there is only one class of Residential property. In its purest form, all residential properties, including Multi Family, are part of the Residential property class. Residential (including Multi Family) property comprises 59% of taxable assessment with the remaining being 41% Non Residential. The Multi Family sub-class comprises 5% of the total taxable assessment in The City.

Legislatively, Council has the ability to sub-class the Residential property class on any basis it deems appropriate and there are no restrictions as to the tax rates set for the sub-class. Due to complexity, administrative requirements, and common practice, Administration would not recommend additional sub-classes of Residential property at this time.

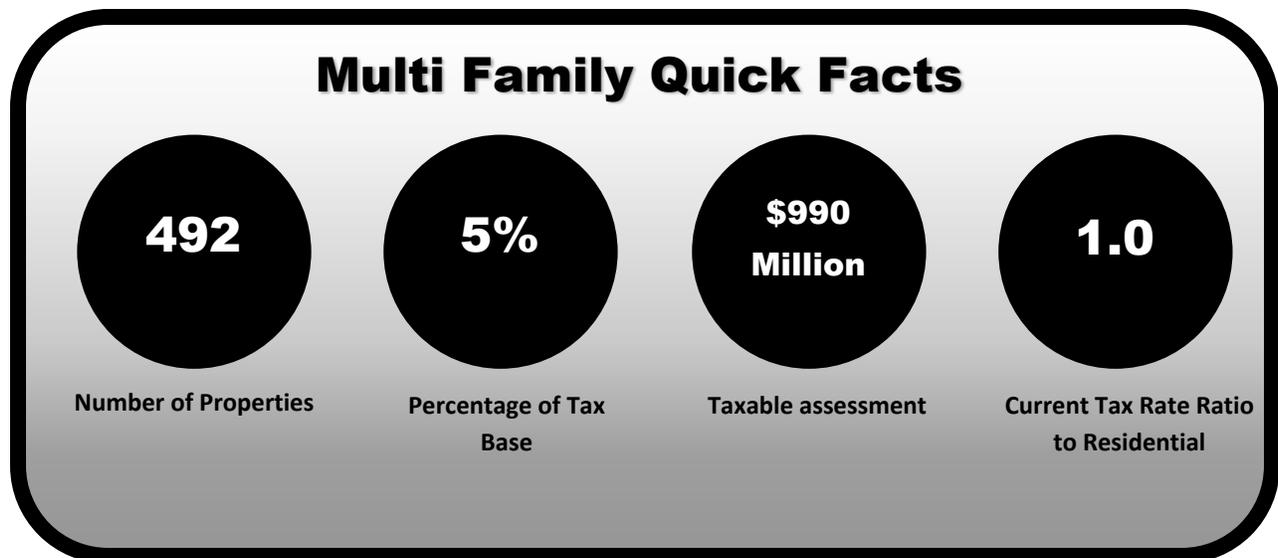


In 1996 Council began sub-classing Multi Family properties from the Residential property class. Multi Family properties were then taxed at a higher tax rate than other Residential properties, as is common in comparable municipalities.

Multi Family properties are defined as properties with more than three or more residential units on one parcel, land for development of this nature, and the residential portion of Non Residential properties. Condominiums, townhouses and duplexes are defined as Residential and have always remained part of the Residential property class.

Many cities view Multi Family properties differently than other types of Residential property and tax them at a higher rate. Multi Family properties are more like a business in the sense that they are expressly held to generate income (rental income) and property owners can deduct property taxes, and other expenses, for provincial and federal income tax purposes. Typical Residential property owners are not able to deduct property taxes for income tax purposes and must pay them out of after tax income. Multi Family properties are often held by real estate investment firms/consortiums and other investors, and include apartment buildings and multi-plexes. Market forces dictate rental rates and there is no empirical evidence that a break on property taxes either incents Multi Family development, or results in lower costs being passed on to tenants.

There is also a small segment of Residential single family dwellings, condominiums and townhouses that are rental units, these are single family residential units which is what distinguishes them from Multi Family. The City does not track Residential rental units that consist of 2 or less units per title due to the extreme amount of administration and cost entailed, and the very limited benefit.



From 1996 to 2008 the tax rate for the Multi Family subclass was on average 1.28 times that of the Residential property class. This means that Multi Family properties were taxed 28% more (municipal tax) than the other types of Residential property. From 2009 to 2020 the average Multi Family ratio was at, or near 1.0 meaning that Multi Family properties have been taxed at essentially the same rate as other



Residential properties during this time. The change occurred as a result of approving the same tax increase for all property classes during a period when Multi Family assessment values were increasing significantly more than other types of Residential property (primarily 2008/2009).

Within each property class there are always some types of property that hold their value better than others and experience higher tax increases as a result. When looking at the average increase within a property class, half will see a higher increase and half will see a lesser increase. When sub-classing a category of property these differential changes in property value become more apparent and the difference in taxation is highlighted. With Multi Family being in its own sub-class, rather than in the Residential property class, these differentials in value changes have been highlighted for the Multi Family class the last several years.

Analysis

In 2020, of the five Alberta cities that are most comparable to The City of Red Deer, four have a separate Multi Family sub-class in their tax rate bylaw and tax Multi Family on average 20% more than other Residential properties (ranging from 0% to 42% more).

Red Deer’s Multi Family tax rate and ratio are currently significantly below the average of Alberta comparators, and Red Deer currently taxes Multi Family properties at the same rate as all other Residential properties. The average 2019 tax rate for the Multi Family sub class in other cities was 9.68 mils. At 7.20 mils, Red Deer is 34% below the average. No municipalities have a Multi Family tax rate less than the Residential property tax rate (ratio below 1.0). The recently released National Rent Report lists rents in Red Deer as lowest in the country (13% less) of the 31 comparator cities from across the country.

2020							
	Red Deer	Calgary	Edmonton	Grande Prairie	Medicine Hat	Lethbridge	Average not incl. RD and CG
Municipal Tax Rates (per \$1000)							
Residential	\$ 7.20	\$ 4.78	\$ 6.82	\$ 9.64	\$ 7.12	\$ 8.73	\$ 8.08
Multi Family	\$ 7.20	n/a	\$ 7.84	\$ 9.64	\$ 8.88	\$ 12.37	\$ 9.68
Tax Rate Ratio (municipal only)							
Multi Family	1.00	n/a	1.15	1.00	1.25	1.42	1.20

Tax Policy/Governance	Red Deer	Calgary	Edmonton	Grande Prairie	Medicine Hat	Lethbridge
Multi-Family Class	✓		✓	✓	✓	✓



Sub-classing Multi Family property Red Deer is very consistent with comparators however when setting tax rates Red Deer deviates from the norm in that the Multi Family tax rate is not higher than the Residential tax rate. As a result, Multi Family properties in Red Deer pay a lower share of the tax requirement than in most other comparable municipalities.

Effecting Change in Municipal Policy

If Council desires a change in policy direction there are legislative requirements that determine when the change can be made. Assessment Notices must show the tax classes, and sub-classes, and this information must be submitted to The Province in early December of the year prior to mailing. Administration could make a change and roll the Multi Family sub-class back into the Residential property class for the 2021 taxation year provided Council gives direction by October 31, 2020.

Options

The taxation of Multi Family property is a policy decision that should be made in alignment with strategic priorities and outcomes, and using the Principles of Taxation.

1. Maintain Multi Family Class and 5 Year Phased Increase to municipal ratio of 1.15

Administration's reasonable interpretation of a sub-class of Multi Family property is to tax Multi Family properties a minimum of 15% more than Residential properties (typical range 1.15 to 1.30). In keeping with this interpretation Administration will begin a 5 year phased in plan to achieve this.

Impacts

- Municipal only tax increase, not including annual budget increases and market valuation fluctuations, of approximately 3% per year for each of five years. After that time tax increases would be driven only by the annual approved budget and variations in market values as in the other classes of property.
- Generates additional municipal tax revenue, approx. \$1.1 million after 5 years, which can be used to fund the budget or to relieve tax pressure on Residential and Non Residential property
- A stable, predictable increase that creates greater sustainability of tax revenues
- May impact development decisions however Red Deer's tax rates are, and would remain, very competitive and decisions are made primarily on market opportunities and competitiveness
- A 1.15 ratio in Red Deer today would equate to a tax rate of \$8.28 mils which would remain below the average
- Higher risk of complaints and appeals - a communication strategy would be developed to mitigate and there is a legislated complaint process available to all taxpayers

Impact on Multi Family Based on 2020 Tax Rates - not including annual Operating Budget tax increases or market impacts



Per \$100,000 of Assessed Value	2020	2021	2022	2023	2024	2025	2026
Municipal Tax	\$719.79	\$741.38	\$762.98	\$784.57	\$806.16	\$827.76	\$827.76
Ratio	1.0	1.03	1.06	1.09	1.12	1.15	1.15
Municipal Tax Increase	0.0%	3%	3%	3%	3%	3%	0.0%

Increased municipal property tax revenue of \$1.069 million would be collected annually by 2025 (based on 2020 municipal property tax rates).

2. Collapse Multi Family Sub Class into Residential Property Class

If Council desires to continue to tax Multi Family property at, or close to, other Residential property then it is prudent to keep this as part of the Residential property class and not have a Multi Family sub-class. This would result in one tax rate for all Residential property rather than two.

Impacts

- No shift in current tax distribution
- Minor system and process changes that are easily achievable
- Changes in market value of Multi Family property that differ from the average of the Residential property class would not be highlighted in the annual tax rate bylaw
- Lost opportunity to generate additional tax revenue to shift some of the tax burden from other Residential and Non Residential properties or to fund the Operating Budget
- Tax break not necessarily passed on to renters as market availability establishes rental rates
- Stable, predictable, competitive tax rates
- Not as fair and equitable to other Residential property owners in terms of after tax dollars required to pay taxes

DATE: October 14, 2020
TO: Joanne Parkin, Revenue & Assessment Services Manager
FROM: Frieda McDougall, Legislative Services Manager
SUBJECT: Multi Family Property Class Report

Reference Report:

Revenue & Assessment Services, dated October 13, 2020.

Resolution:

At the Tuesday, October 13, 2020 Regular Council Meeting, Council passed the following resolution:

Resolved that Council of The City of Red Deer having considered the report from Revenue and Assessment Services dated Oct 13, 2020 re: Multi Family Property Class Report hereby directs Administration to phase in a municipal Multi Family tax ratio of 1.15 over 5 years in order to tax the Multi Family class at rate that is 15% higher than the Residential property class.

Report back to Council:

No.

Comments/Further Action:

Administration to phase in a municipal Multi Family tax ratio over 5 years.

“Frieda McDougall”

Frieda McDougall
Manager

c. General Manager Corporate Services



October 13, 2020

Emergency Dispatch Advocacy

Prepared by: Intergovernmental Strategist, Steven Ellingson
Office: Office of the Mayor and City Manager

Report Summary & Recommendation

On February 3, 2020, the Government of Alberta published its Review of Alberta Health Services ("AHS"). AHS identified an opportunity to consolidate four satellite EMS dispatch centres into provincial EMS managed communications centers to reduce costs. The report recommended consolidating the City of Calgary, City of Lethbridge, City of Red Deer, and the Regional Municipality of Wood Buffalo ("RMWB") for a \$5 million savings, without consulting with municipalities.

In 2013/2014, after much deliberation and consideration, the Minister of Health agreed to go with the satellite dispatch centre model, allowing Red Deer, Lethbridge, Calgary and RMWB to retain their integrated dispatching services.

In 2013/2014, the City of Red Deer advocated along with the Lethbridge and RMWB to have the Minister of Health overturn AHS's decision to consolidate ambulance dispatch. Previous Health Ministers (Iris Evans, Fred Horne, Stephen Mandel and Sarah Hoffman) have overturned this decision once the regional and provincial wide impact was understood.

On August 4, 2020: Alberta Health Services notified the City of Red Deer that our ambulance dispatch will be consolidated with AHS.

The City of Red Deer is coordinating with the Mayors of Lethbridge, Calgary and RMWB to have the Minister of Health overturn AHS again.

Proposed Resolution

Whereas The City of Red Deer provides a highly effective integrated emergency dispatch service to Red Deerians and to partner municipalities in the Central region; and

Whereas the short-sighted decision by Alberta Health Services ("AHS") to consolidate the integrated municipal ambulance dispatch into three provincial AHS communication centres in Peace River, Edmonton and Calgary to save \$5 million will lead to a degradation of emergency services and response time for all Albertans; and

Whereas, previous Ministers of Health under different Governments and Premiers have overturned AHS in 2009, 2014, 2015, 2016, once they understood the local perspective; and provincial wide impacts and



Whereas, the proposal by AHS to consolidate ambulance dispatch will lead to delays in services to patients in emergencies and result in fewer Advanced Life Support fire vehicles being sent to provide patient care before an ambulance would arrive; and

Now, therefore, be it resolved that the Council of The City of Red Deer reaffirm our request to the Minister of Health to overturn AHS' proposal to consolidate ambulance dispatch in the interest of the health and safety of Red Deerians, Central Albertans and all Albertans.

Background

The integrated approach to Emergency Services means that individuals are cross-trained in both Firefighting and Emergency Medical Services (firemedics) response, which provides a seamless response to any emergency by any and every member. The integrated model allows fire and EMS communications operators to be in the same room and collaborate in real-time. When dispatchers learn a critical piece of information, the other dispatcher is immediately made aware through verbal communication. The real-time communication allows crews (both fire and EMS) to be notified simultaneously and provide a faster response of both fire and EMS resources.

The efficiency of the Integrated Model:

The Red Deer Emergency Services ("RDES") staff are more familiar with the areas we serve for EMS dispatch and provide a better level of service than AHS' Central Zone Communications Centre ("CCC") in Edmonton.

The Red Deer provides a quicker service than AHS' CCC in Edmonton:



Time to dispatch first ambulance 12 month average:

AHS standard – 90 seconds

Central communication centre - **85 seconds**

North communication centre – **90 seconds**

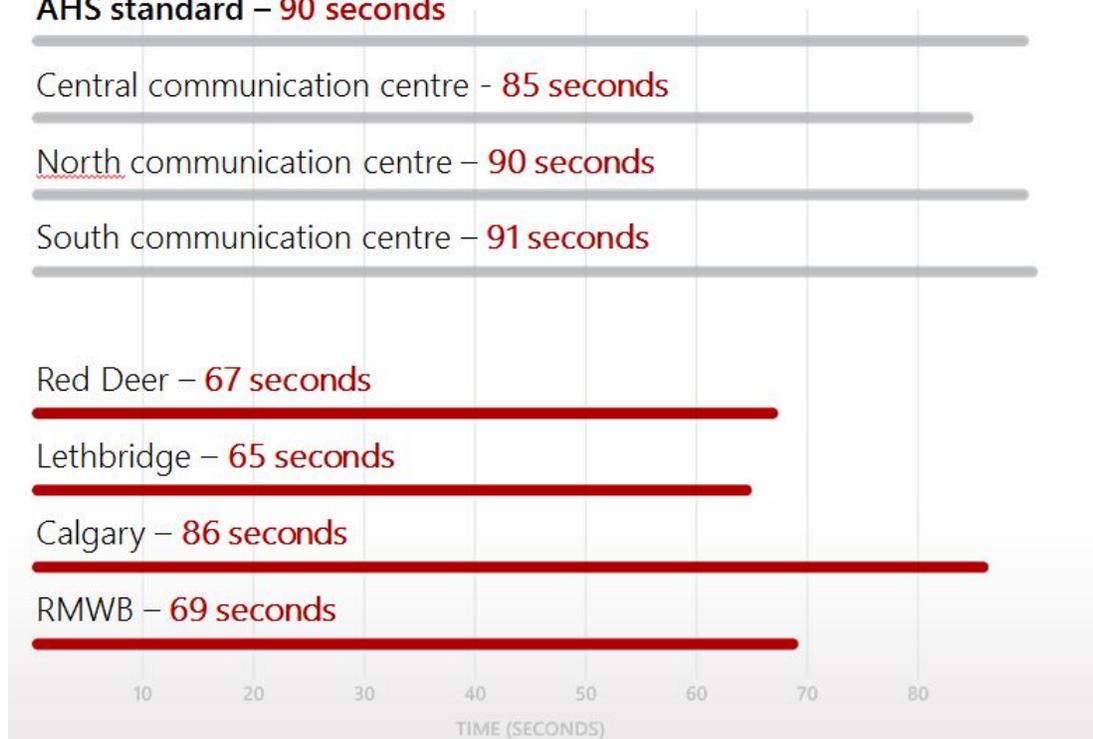
South communication centre – **91 seconds**

Red Deer – **67 seconds**

Lethbridge – **65 seconds**

Calgary – **86 seconds**

RMWB – **69 seconds**



In 2019, there were 3,505 medical first responses, which is when an Advanced Life Support Emergency Services Engine (fire unit) was dispatched with an ambulance. Of those calls, the fire engine arrived first on the scene 40% of the time. This is a value-added, emergency medical service that the City of Red Deer provides to its citizens, over and above what AHS currently offers and what they will provide in the future. If Emergency Services were to bill AHS for their services, it would equate to \$2.15M in 2019. For several years, our fire units have been providing their firemedic services at no cost to AHS. Our fire units have been subsidizing the AHS ambulance to ensure patients receive the care they need.

The decision to consolidate dispatch was not made in good faith. The timeline of events shows that AHS was determined to move forward without engaging with municipalities.

- On February 3, 2020: the Government of Alberta published a report by Ernst and Young to identify areas for cost savings in the health care system. As part of the areas identified was the consolidation of emergency dispatch in Lethbridge, Calgary, Red Deer and Wood Buffalo.
- On February 26, 2020: the Government of Alberta announced the expansion of the Red Deer Regional Hospital, Mayor Veer approached staff with the Minister of Health, indicating a need to discuss the recommendations regarding ambulance dispatch with the Minister. The



Ministers staff told Mayor Veer that the recommendation from the Ernst and Young report would not be implemented quickly and there was time to discuss.

- On March 6, 2020, a request from Mayors Veer, Spearman and Scott to meet with the Minister of Health while in Edmonton for a conference on March 26, 2020, was submitted to the Minister of Health. That meeting never occurred due to the pandemic.
- On March 6, 2020: The Office of the Minister of Health, in an email, notified the Office of the Mayor that Alberta Health Services would provide feedback to the Minister on the Ernst and Young report in May 2020.
- On June 24, 2020: Office of the Mayor emailed the Office of the Minister of Health inquiring on the status of Alberta Health Services' feedback on the Ernst and Young Report. On June 26, 2020, the Chief of Staff replied, stating they are "getting an update on emergency dispatch."
- June 26, 2020: City of Red Deer submitted a request to the Office of the Minister of Health to discuss emergency dispatch.
- On July 15, 2020: Mayors Veer, Scott, Nenshi, and Spearman held a call with the Minister of Health to discuss emergency dispatch, in which the Mayors told the Minister that Alberta Health Services never consulted with them. The Minister committed to having Alberta Health Services consult with the municipalities.
- On July 24, 2020: Mayors Veer, Scott, Nenshi, and Spearman submitted a letter to the Minister of Health outlining their position on the consolidation of emergency dispatch.
- On July 24, 2020: Alberta Health Services requested a call with the City of Red Deer to discuss emergency dispatch for only 30 minutes and it was scheduled for July 28, 2020.
- On July 27, 2020: The July 28, 2020 Alberta Health Services call with the City of Red Deer to discuss emergency dispatch was cancelled and rescheduled for August 4, 2020.
- On August 4, 2020: Alberta Health Services notified The City of Red Deer of the consolidation of emergency dispatch. Letters from Alberta Health Services were sent to all four Mayors
 - 9:10 am call with Alberta Health Services to provide advance notice of the consolidation of emergency dispatch.
 - 9:32 am - Mayor Veer received the letter from Alberta Health Services providing official notification of dispatch consolidation, the Mayors of Lethbridge, Calgary and Wood Buffalo received the same letter.
 - 10:08 am – Press release issued announcing dispatch consolidation.



- 11:00 am – Darren Sandbeck held a press conference announcing the dispatch consolidation.
- August 5, 2020: Mayor Veer had a call with Minister of Health and the Minister committed to meeting after August 16, 2020 to discuss consolidation with the municipalities.
- August 5, 2020: Mayors of Lethbridge, Calgary, Red Deer and Wood Buffalo held press conference to discuss impacts of consolidated dispatch.
- August 7, 2020: Mayor Veer along with the Fire Chief, briefed our two local MLAs on the issue and toured them at our dispatch centre.
- September 10, 2020: Mayor Veer held a conference call with regional dispatch Mayors to brief them on the issue.
- September 21, 2020, Mayor Veer along with City Council held a press conference calling on Red Deerians to contact the Premier and Minister of Health to raise concerns with the decision by AHS.
- September 24, 2020: Mayor Veer along with the Mayors of Lethbridge, Calgary and Regional Municipality of Wood Buffalo and their Fire Chiefs met with the Minister of Health and the Minister of Municipal Affairs. After the meeting the Mayors held a press conference.
- September 29, 2020: Mayor Veer along with the Mayors of Lethbridge, Calgary and Regional Municipality of Wood Buffalo sent a follow-up letter to the Ministers of Health and Municipal Affairs to the meeting on September 24th.
- September 30, 2020: Mayor Veer held another conference call with regional dispatch Mayors to provide update on the meeting with the Minister of Health and thank them for their letters of support support.

Analysis

The consolidation of dispatch will eventually bring an end to the integrated service model, which will impact patient outcomes. The loss of integration will result in a degradation of services as many communities will move away from Advanced Life Support ambulance to Basic Life Support Ambulances. There will be delays as calls will be transferred to an AHS call centre to dispatch an ambulance, and our fire vehicles may not be sent when they are closer than an ambulance.

Under a consolidated model, there will be poor communications between EMS and fire dispatch personnel. Instead of simultaneous communications, dispatch will need to transfer callers without "heads-up" notification. The transfer could lead to dropped calls and patients needing to repeat critical information. Additionally, AHS dispatchers will not have local knowledge of



geography, landmarks, linguistic terminology, and fire units that may not be dispatched when they should be, which will impact patient outcomes.

Our integrated dispatch services allow emergency response units to leave the station earlier in critical situations where seconds matter, or as often occurs, in advance of an ambulance. Without having coordinated communication between ambulance and fire dispatchers, fire services may not get dispatched when they are needed or when an ambulance is not available, causing an unnecessary siloing of emergency services, resulting in delay or degradation of emergency response. Removing integrated dispatch services will ultimately cease the integrated emergency service model.

Conclusion

The Minister needs to understand the local perspective and the potential impacts on our community. We have respectfully requested that the decision to consolidate the ambulance dispatch be reversed, and it remain regional. Our integrated dispatch system is an effective system that delivers exceptional service to the region.

Appendices:

Appendix 1: Joint letters from the Mayors of Red Deer, RMWB, Calgary and Lethbridge

Appendix 2: Letters of Support from communities across Alberta

Appendix 3: Letters from Alberta Health Services

Appendix 4: Letters to regional MLA and Mayors

Appendix 5: Info graphic outlining differences in delivery models

Appendix 6: Timeline graphic

Emergency Dispatch Advocacy

Appendix I

Joint letters from the Mayors of Red Deer, RMWB, Calgary and Lethbridge

October 13, 2020



CITY OF
Lethbridge



REGIONAL MUNICIPALITY
OF WOOD BUFFALO

July 24, 2020

The Honourable Tyler Shandro
Minister of Health
423 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Shandro,

Thank you for meeting with us on July 15, 2020 to discuss the potential changes to Emergency Medical Services (EMS) dispatching resulting from the AHS review of the Ernst and Young (EY) report on potential cost savings and performance improvement and to hear why Lethbridge, Red Deer, Wood Buffalo and Calgary all support maintaining the current integrated emergency dispatch model. We do not support the consolidation of dispatch in the north and south zone and the dismantling of the regional dispatch system. All four municipalities strongly urge you to simply rule out the proposed EMS dispatch consolidation prior to receiving AHS's proposed implementation plan for the EY report.

Any expected savings, which we do not accept will necessarily materialize, would be offset by significant reductions in the quality of the service. Avoiding a siloed approach in emergencies is critical to ensuring that EMS, fire and police first responders can address complex, risky or dangerous situations more effectively. These clear benefits significantly outweigh the relatively small expected savings, particularly considering the admission that changes to the dispatch model will result in longer response times to medical emergencies which is likely to drastically impact patient outcomes in certain emergencies.

All four of our municipalities have enjoyed a collaborative relationship with AHS since its inception and our citizens have experienced the benefits of this intergovernmental cooperation. Creating further coordination issues and red tape by splitting off the dispatch of EMS is not in the public interest. The capability to simultaneously coordinate dispatch for police, fire and EMS is critical to achieving the best response in the shortest time. When a citizen phones 9-1-1, they are often in the midst of one of the most stressful, difficult situations they have ever experienced. Our integrated emergency dispatch model ensures that callers do not have to repeat their story multiple times to receive help from multiple agencies, which would be the case under the new dispatch model that the EY report is proposing.

In 2019, the Red Deer Fire Department had 3,505 medical co-responses. In 40 percent (1,398) the fire engine arrived first. In Red Deer, the de-integration of services would mean that fire resources would no longer be able to respond to medical incidents. In Calgary, the Calgary Fire Department's Medical First Responders are rapidly dispatched as part of the current model and attend almost 25,000 calls each year and are on scene first in almost half of all critical events. In Lethbridge in 2019, of the 16,901 Medical Incidents and Motor Vehicle Collisions, a fire apparatus responded first 4,703 times. Municipal fire departments attending to citizens in medical emergencies alongside EMS saves lives.



Joint Statement

For immediate release

Mayors met earlier today with Minister of Health to discuss EMS Dispatch Consolidation

(Fort McMurray, AB – September 25, 2020) Since the announcement from Alberta Health Services regarding plans to consolidate EMS Dispatch Services, the Mayors of municipalities affected have been working together to stop these changes. Earlier today, the Mayors and Fire Chiefs of the municipalities met with the Minister of Health, Tyler Shandro, and Minister of Municipal Affairs, Tracy Allard to express their opposition towards the consolidation.

Quotes

“Today’s meeting with the Minister of Health demonstrated that the Minister is willing to seek out additional information from municipalities to understand the impact consolidation will have on local patients. Until the Minister formally reverses this decision and commits to keeping EMS dispatch local, we will continue to ask our community to put pressure on the government. We know that Alberta Health Services’ proposal to remove local EMS dispatch from Red Deer, Calgary, Lethbridge and Wood Buffalo and consolidate down to three provincial communication centres, will not result in cost savings, and even more concerning, puts Albertans lives at risk, in moments where seconds count.”
– Mayor Tara Veer, The City of Red Deer

“When it comes to emergency services, the goal of our municipalities—and I believe the Province of Alberta—is to provide excellent patient outcomes using the most efficient system possible. Today we delivered evidence to the Ministers that makes it very clear that these goals are being met with our current system and removing integrated EMS dispatch will threaten the safety and wellbeing of Albertans. My hope is that they now understand the consequences of this decision and the Ministers will come to the same conclusion as those before them—it does not make sense to remove EMS dispatch from our communities.” – Mayor Chris Spearman, The City of Lethbridge

“After today’s meeting with the Ministers I remain greatly concerned, but I believe the information we shared is one step forward in this very important process. This consolidation is not about improving patient outcomes. This is the very same consolidation that was proposed over 10 years ago. We fought it then and won because the province recognized the negative impact it would have. Our provincial officials once again need to recognize that and reverse this decision.” – Mayor Don Scott, The Regional Municipality of Wood Buffalo

“Today’s meeting was a good opportunity for us to detail to Minister Shandro why we believe that 911 dispatch should be operated at a municipal level. The local knowledge and integration with fire services, who are first on the scene to deliver life-saving care in 50% of cases, cannot be overlooked if safety outcomes are the number one priority. It is now up to the Minister to make his determination with the facts in front of him.” – Mayor Naheed Nenshi, The City of Calgary



Mayor of Calgary, Naheed Nenshi
Mayor of Regional Municipality of Wood Buffalo, Don Scott
Mayor of Lethbridge, Chris Spearman
Mayor of Red Deer, Tara Veer



City of Lethbridge Fire Chief, Marc Rathwell
City of Red Deer Emergency Services Manager, Ken McMullen
Regional Municipality of Wood Buffalo Fire Chief, Jody Butz
City of Calgary Director of Community Standards, Richard Hinse

Calgary 9-1-1 has been dispatching EMS since its inception. A centralized dispatch system would be the first time that the Calgary tri-services model has ever been fractured. This integrated tri-service dispatch model reflects the industry best practice – a model that many agencies are trying to replicate. Indeed, the recent hailstorm Calgarians experienced on June 13 reinforced the value of the all-hands-on-deck, integrated dispatch model as significant damage and flooding occurred extremely quickly. Responding to emergencies in the midst of this COVID-19 pandemic is becoming more complex.

As was stated on our call, there is an opportunity to address the related issue of the patient transfer system. In principle, we support the red tape reduction, and the cost-efficiency of changes to inter-facility transfer. However, the need to maintain our emergency response capabilities as we confront an increasingly uncertain and unpredictable world is critical.

Thank you for your consideration of this issue.

Sincerely,



Naheed K. Nenshi
Mayor, City of Calgary



Tara Veer
Mayor, City of Red Deer



Chris Spearman
Mayor, City of Lethbridge



Don Scott
Mayor, Regional Municipality of Wood Buffalo

cc: **The Honourable Jason Kenney, Premier**

September 29, 2020

Honourable Tyler Shandro
Minister of Health
423 Legislature Building
10800-97 Avenue
Edmonton, AB T5K 2B6

Honourable Tracy Allard
Minister of Municipal Affairs
132 Legislature Building
10800-97 Avenue
Edmonton, AB T5K 2B6

Dear Ministers Shandro and Allard,

Thank you again for taking the time to meet with us on September 24.

We very much appreciated the opportunity to sit down with you in person to share our joint concerns about the consolidation of EMS dispatch. We were pleased with your willingness to extend the meeting time and considering the information we presented. For your reference, we have included the presentation.

We remain resolute in our position that integrated dispatch emergency services are critical to patient outcomes for Albertans, and we ask that the decision to implement the consolidation of EMS dispatch be overturned.

As you know, we are deeply concerned about the impact this decision will have on our respective communities and on overall patient outcomes for Albertans. We know you share the same goal – to ensure Albertans are served in the most effective way, and we believe strongly that the evidence shows locally integrated systems achieve those outcomes.

We were, however, surprised to read Minister Shandro's statement to media following the meeting. What Minister Shandro "told us" and "told Albertans" was not aligned with what we heard in the meeting. In the meeting, the Minister of Health explicitly said this decision by

Alberta Health Services is not about saving money, but rather about improving patient outcomes. However, the statement you released appeared to be contradictory, stating that consolidation was still favoured and that cost savings from EMS consolidation would be reinvested into the health care system.

As was brought up in the meeting by Chief Sandbeck, this plan is from 11 years ago. During that time, multiple Ministers of Health have decided not to move forward with this change for good reason. Given the rapidly changing environment we find ourselves in, it would be unwise and unrealistic in our view to move forward with a plan that is more than a decade old without considerable review.

Thank you again for committing to take the time to review the information we provided and respond back to us. As you know, Alberta Health Services is moving towards implementation, which is why it is critical that we resolve this matter soon. We remain available for any follow up questions or if additional information is required. We look forward to hearing back from you shortly.

Sincerely,



Chris Spearman
Mayor of Lethbridge



Don Scott
Mayor of Wood Buffalo



Tara Veer
Mayor of Red Deer



Naheed K. Nenshi
Mayor of Calgary

Emergency Dispatch Advocacy

Appendix 2

Letters of Support from communities across Alberta

October 13, 2020



P.O. Box 996, Okotoks, AB T1S 1B1

May 21, 2020

Honourable Tyler Shandro, Minister of Health
423 Legislature Building, 10800 - 97 Avenue NW
Edmonton, AB, T5K 2B6
Health.Minister@gov.ab.ca 780.427.3665

Dear Minister Shandro,

We are writing to **request engagement** with you and your ministry, and to **provide information** regarding Recommendation 34 of the **2019 AHS Review Report**. We hope to propose an alternate cost-saving measure along with improved service levels for **EMS Dispatch** and ask for the opportunity to share the reasons why we believe we can work with your government to achieve all of our goals.

Our Proposed Solution:

- **Use** existing 911 Dispatch Centers for EMS dispatch and remove duplication of service by AHS, to save costs.
- **Develop** EMS Dispatch standards or build on the current Provincial 911 Standards to ensure quality of service in an expanded “Collaborative EMS Dispatch Model”, which supports using existing 911 Dispatch Centers.
- **Reinstate** EMS Dispatch to our Foothills Regional Emergency Services Commission (FRESC).

Please see the following topics, which are expanded within our brief:

- | | |
|---------------------------------------------------------------------------------------------|---------|
| 1. Background | page 2 |
| 2. Why the Province’s EMS Dispatch Consolidation Plan isn’t working? What else is going on? | page 3 |
| 3. Fire and EMS Dispatch work best together in a coordinated 911 Call | page 4 |
| 4. Industry Performance Standard for EMS Dispatch | page 5 |
| 5. Costs | page 6 |
| 6. Solutions - details | p.7-8 |
| 7. 2020 Mayors & Reeves Letter, Municipal Letters, Articles, RMA-AUMA Resolution | p.9-11 |
| 8. FRESC Map and the 911 Call Explained (infographic) | p.12-13 |
| 9. Problem Issues and Sample Incidents | p.14-18 |

With Best Regards,

Suzanne Oel, FRESC Chairperson
so@suzanneoel.com, 403.931.2711

Jamie Tiessen, FRESC Vice-Chairperson
jamie@tiessenconsulting.com, 403.333.8800

Cc: Miranda Rosin, MLA Banff-Kananaskis
Roger Reid, MLA Livingstone-McLeod

RJ Sigurdson, MLA Highwood
Joseph Schow, MLA Cardston-Siksika

1. Background

Foothills Regional Emergency Services Commission (FRESC): is a municipal commission representing 117,000 Albertans living in 25 rural and urban Southern Alberta municipalities. Please see our map on page 12. FRESC operates the **Foothills Regional 911 and Fire Dispatch Center**, which answers all 911 calls from this whole area. Fire emergencies are retained and dispatched, while requests for Ambulance are transferred to a secondary dispatch center operated by AHS.

Since October 2009: when the EMS (ambulance) dispatch component was removed from our center and consolidated to the AHS EMS Dispatch Center “South Communications Center” (SCC), there have been many issues and problems with ambulance response to residents living in rural Southern Alberta. The fragmented dispatch has resulted in lengthy response times and gaps in coverage due to poor rural area familiarization. Ongoing advocacy for changes and improvements to the system have continued to fall short of providing the service to a level that our residents or first responders expect from our municipal shareholders and provincial government.

When EMS dispatch is removed to another call center, there is cost to lives, the cost of duplication of services to taxpayers, and cost to both patients and first responders. Please see our “911 Call Explained” infographic on page 13.

Also, since 2009, we have been advocating for the return of EMS dispatch to our Foothills Regional 911 Dispatch Center. We have been active over all these years and then, in 2017, when we came out publicly to explain the problems, the **UCP Party**, Official Opposition at the time, was in **support** of our request to return EMS dispatch to our 911 Dispatch Center and participated with us in bringing concerns forward. Our 2017 information can be viewed at: <https://www.fixrural911dispatch.com/>

We believe that the **2019 AHS Review Recommendation 34**, to review and validate the ending of four regional EMS dispatch agreements with Calgary, Lethbridge, Red Deer and Wood Buffalo, was proposed without considering the history of the situation and the impact to other stakeholders, such as FRESC.

Through a discussion with our MLAs and your department, we understand that no decisions have been made by the government and that this recommendation will now be subject to further investigative processes.

Since this topic is open to review and we **still experience challenges** in dealing with EMS dispatch out of a separate dispatch center, FRESC sees this as an opportunity to **ask to be a part of the conversation**, to support the other four centers in their efforts NOT to have their EMS dispatch centrally consolidated, and to renew our case and request for the return of EMS dispatch to our Foothills Regional 911 Center.

At present the AHS EMS Dispatch Centers and service are mostly unmeasured and **unaccountable**. We disagree with the AHS Review Recommendation 34 which suggests that coordinated measured EMS Dispatch services within existing 911 Centers should be dismantled and that these services be transferred to the AHS EMS Dispatch Centers, as this will only further degrade service levels for more Albertans. Unfortunately, FRESC sees the impact of this daily.

FRESC continues to believe that there would be **significant cost-savings recognized by the Province should our EMS dispatch be restored and existing 911 Centers retain theirs**, because these centers already have the infrastructure and expertise required to provide the EMS dispatch services alongside the 911 and Fire Dispatch service. This would reduce the significant costs the Province is spending on infrastructure and management to operate the two provincial EMS dispatch centers. There are **at least nine qualified, competent 911 Dispatch Centers** operating in the Province, capable of providing EMS Dispatch services to AHS. Consultation with 911

Centers, municipalities and commissions providing these services would be an excellent next step and will show that a collaborative solution using existing 911 Centers can be achieved.

Please note that this effort to discuss reinstating EMS dispatch to FRESC, while supporting the four cities to retain theirs, does not suggest any criticism of frontline EMS dispatch staff; rather, that **we support the cost savings and better coordination of Fire and EMS response when the 911 call is handled in the same 911 Dispatch Center. We are talking about the 911 Call, about coordination and time, which affects services level to communities.**

2. Why the Province's EMS Dispatch Consolidation Plan doesn't work for Albertans? What else is going on?

Delays and coordination issues in our emergency response system threaten rural and suburban lives. The Province took a system from FRESC which provided excellent service to its residents and emergency service providers and broke it. We are forced to accept a lower standard at a higher cost to taxpayers with risks to safety and patient care.

With the 2019 AHS Report recommending consolidating and discontinuing the Collaborative EMS Dispatch Model, the City of Calgary, City of Red Deer, City of Lethbridge and Regional Municipality of Wood Buffalo now face the same unacceptable outcomes that we have experienced over the past 10 years.

Moving our EMS Dispatch to another center, has resulted in:

- The Alberta taxpayer paying twice for infrastructure and service delivery for Ambulance Dispatch that was and has been provided through competent, professional and experienced 911 Dispatch Centers across the province.
- A fractured approach to providing emergency service response to emergencies because the 911 caller is transferred off to the AHS EMS Dispatch center wasting valuable time in potential life-threatening situations.
- Lack of service response coordination. Many emergency resources respond together but most commonly it is Fire and Ambulance.
- Time delays in responding to medical first response in rural communities (this was a simultaneous response pre-consolidation).
- Poor rural area familiarization and ongoing issues determining the location of the emergency if the caller cannot provide a rural address.
- Gaps in coverage. Inappropriate deployment of ambulances leaves rural communities dangerously exposed for hours, with the nearest ambulance 30 – 40 minutes away. Frequently one or two ambulances are left to provide coverage for a huge geographic area. Deployment of ambulances is not a two-way street. Rural ambulances are moved into the city, but city ambulances rarely are moved into the rural area.
- Compounding issues with inappropriate use of expensive Advanced Life Support ambulance resources for non-emergency, taxi-like trips (inter-facility transfers, etc.).
- No measuring or reporting of service performance by AHS SCC to the public or municipalities
- AHS Employees fear reprimand if anything gets out about poor service levels.
- Negative impacts. Since 2009, our municipalities and ultimately our residents have experienced the negative impacts of the decision to remove EMS dispatch from our center.

On-going consequences: After all these years, we have not seen the needed change. We still have ongoing Code Reds, lack of strategy, long wait times, morale challenges... even though we've studied and highlighted this through the HQCA review and Rural Health Services Review, participated in PSAP standards committee, worked on the HQCA-Review and other consultation, and participated in meetings with Ministers and AHS staff, etc.

3. Fire and EMS Dispatch work best together in a coordinated 911 Call

Why? It is critical to FRESC communities that Fire and EMS emergency responses are dispatched and coordinated by one call center. There is a serious flaw to separating the call, since:

- Fire is most often first on scene for medical calls in rural areas, due to large geographic areas served by responding agencies, or due to ambulances being far away when EMS ALS units are caught up in non-emergent services, or in the city on closest-call requests.
- Coordinating the resources can be challenging and best accomplished when you know where resources are. Communicating with both Fire and EMS together gives the best result in complex situations, which is often the case in rural Alberta medical calls.

Here's what happens when Fire and EMS are not dispatched by the same call center. This sample incident highlights the results of moving EMS Dispatch to another center, including: lack of service response coordination, poor rural area familiarization, time delays and gaps in coverage.

SAMPLE INCIDENT – Witnessed cardiac arrest. Bystanders performed immediate CPR. Volunteer Fire Department was dispatched. AHS EMS was dispatched (they had a 50-minute response time); a Supervisor was 20 minutes closer but was not dispatched. First Nations ALS ambulance was only 10 minutes away from scene but was not dispatched. The Fire Department used AED and performed CPR for almost 40 minutes (they were distressed & exhausted). The AHS EMS ambulance took the long route around (being unfamiliar with the area) and extended response time by 5 – 10 minutes. Patient was then deceased. The AHS EMS ambulance designated to cover this large rural area was on another call and had not been backfilled.

Medical calls attended by Fire Departments: Organizations like FRESC are covering for ongoing EMS dispatch issues, with many instances of Fire Departments arriving well in advance of EMS and providing assistance. Therefore, municipal funds are often covering for a provincial issue for both Fire dispatch and Fire attendance, which has the impact of downloading this cost to municipalities and the effect on human lives. It may also be noted that the more distant the medical emergency incident is away from a major population center, the more investment by the rural municipality. This further supports the need for the integrated 911 call to proceed from a single call center, since coordinating complex rural medical call responses is most effectively delivered when there's rural area familiarization plus knowledge of the location of all resources included in the call, saving unnecessary cost in the deployment efforts.

2019 Fire Department Stats show municipal investment in medical calls: Statistics from two of our FRESC municipalities show that we are heavily invested in providing high service levels to our residents and there's a significant cost to have fire departments cover for the lack of ambulance service in response to medical events.

47.34% (1,105 of 2,334) of all calls attended by **Foothills County Fire Department** in 2019 were for Medical Fire First Response or Medical Fire Co-response. **16.02%** (374) of all calls were for Medical Fire First Response calls. **31.32%** (731) were for Medical Fire Co-response. (Detailed stats are available.)

53.22% (224 of 419) of all calls attended by **Vulcan County Fire Department** in 2019 were for Medical Fire First Response or Co-response. (Detailed stats are available.)

4. Industry Performance Standard for EMS Dispatch

The recognized and accepted Industry Standard as per the National Fire Protection Association (NFPA) Standard 1221: “Processing times for emergency calls requiring emergency medical dispatch questions and pre-arrival medical instructions is **90 seconds 90 percent of the time**”. This standard would include Medical Fire Responses (MFR).

For the purposes of this briefing, the **time calculations** are from the time an EMS call is transferred to AHS EMS Dispatch by Foothills Regional 911, and the time the call is sent back to Foothills 911 via Mobile Data Terminals for a Medical Fire First Response or Co-Response. These times DO NOT include the additional 30 seconds to complete the transfer from Foothills 911 to AHS EMS Dispatch.

Delays in Services: As of today, the performance of calls being returned to our center to dispatch Medical Fire Response to medical incidents **rarely meets the recognized NFPA standard of 90 seconds**. Initially, our Center reported all calls over 90 seconds to AHS, and now we only report calls over five minutes, since almost all calls are over this mark. The bar for Service Level has reduced. There is no monitoring or measurement by AHS, as this is a complaint-based setup with no accountability. It is such an understatement to say that our organization is disappointed with these results, when there is an obvious solution in favour of better service delivery.

On this basis alone, of AHS not meeting the standard, there is justification for keeping EMS and Fire dispatch together in our 911 Centers and returning EMS dispatch to FRESC!

In 2019, only 6.32% of emergency calls requiring Medical Fire Response were sent to the Foothills 911 Center within the industry standard time frames. To illustrate just how serious these delays are:

SAMPLE INCIDENT – a Witnessed cardiac arrest. CPR was in progress by bystanders. The ambulance response time was 20 minutes, as it was coming from another community. There was a 3 minute 41 second delay in just requesting local Medical Fire Response.

In 2019, there were 2,375 calls sent to us requesting a Medical Fire First Response or Co-Response of Fire Departments to medical calls. Of those 2,375 total calls, 1,121 were delayed more than 3 minutes – double the industry standard of 90 seconds.

2019 Delay stats by “percentage”:

93.68% (2,225 of 2,375 calls) of all AHS Dispatch notifications to the Foothills 911 Center for Medical Fire Response **are not being completed within** the 90 seconds as recommended by NFPA 1221 standard. (all calls over 90 seconds)

65.18% (1,548 of 2,375 calls) of all AHS Dispatch notifications to the Foothills 911 Center for Medical Fire Response are **60 seconds over** the time of 90 seconds as recommended by NFPA 1221 standard. (all calls over 150 seconds or 2.5 minutes)

47.2% (1,121 of 2,375 calls) of all AHS Dispatch notifications to Foothills 911 for Medical Fire Response are **over 3 minutes**, which is more than **double** the time of 90 seconds as recommended by NFPA 1221.

5. Costs

When EMS dispatch is removed to another call center, there is cost to lives, the cost of duplication of services to taxpayers, and cost to both patients and first responders.

Infrastructure is in place in many Alberta 911 Centers (already paid for by the taxpayers) and can continue to provide the service. There are qualified, competent 911 Dispatch Centers operating in the Province, capable of providing EMS Dispatch services to AHS. With the appropriate technology and protocols, the Province can still achieve its goal of sending the closest ambulance to every emergency for a fraction of the cost and much better service to the residents.

The COST of “Fragmented Dispatch”

- Lives are being lost and continue to be at risk.
- Duplication of services = cost to taxpayers, twice.
- Extremely expensive costs for AHS - Southern Communications Center (SCC).
- Cost Savings can be achieved by supporting existing, experienced 911 Call Centers.

AHS EMS dispatch centers are redundant

- FRESC 911 Center provides 911 and dispatch services to 117,000 Alberta residents since 1994.
- Other established, accredited 911 Centers provide service throughout Alberta.
- Why would we duplicate the service when EMS dispatch fits in these centers?

AHS EMS dispatch centers are expensive

- The SCC is costing Albertans more at a time when the Province can't afford it.
- Satellite centers save money because physical infrastructure is already there: facilities, networks, radio equipment, etc.
- With the decision to allow some centers to retain EMS dispatch, it makes sense to choose a better solution with economic benefits – returning EMS dispatch to FRESC and other 911 Centers is more cost effective.
- There will also be significant savings in staffing because Supervisory staff, Quality Assurance staff and Operational Management staff are in place in every 911 center – eliminate duplication.

What are the costs to operate the AHS South Communications Center (SCC)?

- No published budget for this center.
- \$13 million has been invested just to move the SCC to its current location – a waste of taxpayer dollars when the facility is redundant.
- Note: The SCC has an inter-facility ambulance transfer function independent of the EMS dispatch function?
- Population served?
- Facility costs of \$61,000 per month; \$732,000 annually? (2017 news source)
- SCC - 30 staff members – salaries, benefits, etc., estimated 3.1 million?
- Almost \$4 million for just facility and staff. What about other operational and capital equipment costs?
- Operational budget and financial information have been requested but are unavailable.
- NG911 will be very expensive and is another example of an unnecessary duplication of infrastructure.

6. Solutions - details

Our Proposed Solution:

- **Use** existing 911 Dispatch Centers for EMS Dispatch and remove duplication of service by AHS, to save costs.
- **Develop** EMS Dispatch standards or build on the current Provincial 911 Standards to ensure quality of service in an expanded “Collaborative EMS Dispatch Model”, which supports using existing 911 Dispatch Centers.
- **Reinstate** EMS Dispatch to our Foothills Regional Emergency Services Commission (FRESC).

Common Goals of Alberta Health and FRESC, to provide:

1. Best service to residents with best safety outcomes, saving more lives, more timely and effective responses.
2. Most cost-effective coordinated service with efficient, measured responses and to realize efficiencies both financially and in service-delivery to Albertans.... Cost saving benefit.

FRESC Solutions and Requirements – Ready and Able!

Prior to EMS dispatch being removed from our center, we dispatched all first responder resources, simultaneously and immediately, within 1.5 minutes of receiving a call to our center. Since 2009, FRESC has lobbied AHS and the Alberta Government to implement a collaborative approach to provide EMS Dispatch that will meet the goals of AHS and ensure that all Albertans receive experienced, competent and coordinated service when they encounter an emergency.

Our IMMEDIATE Solution is to provide **coordinated Fire-EMS Dispatch from our Foothills 911 Center**, which will reduce times in the dispatch of a first responder and eliminate multiple transfers of calls for EMS Response.

FRESC can provide a **Single Point Call Answer and Fire-EMS Dispatch**, allowing our Center to react immediately.

We are **Ready and Able** to take this on: FRESC has the full capability to dispatch on the AFRRCS system, including encryption. Our communications specialists are trained to all appropriate dispatch standards, including being equipped with local knowledge, geographic and topographic familiarization, and interagency support for emergency dispatch in all areas we serve. We are prepared for NG911 and will meet all mandated CRTC requirements and timelines.

To move forward on these proposed solutions, FRESC would require the following:

- The installation of an **AHS EMS CAD and Phone System** in our center
- To negotiate **an agreement with AHS** for EMS dispatch services for FRESC municipalities (similar to agreements with other coordinated dispatch centers in Calgary, Lethbridge, Red Deer and Wood Buffalo)
- Implementation of AHS EMS Dispatch required protocols
- To add an additional **2 full-time personnel** to bring us to pre-consolidation staffing levels

We believe it makes sense for us to become a satellite AHS EMS dispatch center because of our specialized expertise in rural and suburban dispatch operations, which enhances our service. While working with AHS EMS Ambulance dispatch services, we will enhance our emergency communication services to our municipalities and ensure EMS and First Responder safety while providing the highest possible level of patient care.

May 2020, Excerpt from AHS Website – AHS EMS Dispatch System:

“During a medical emergency, you expect help will arrive as quickly as possible.

Alberta Health Services (AHS) is proposing a new collaborative model for EMS dispatch to ensure all patients have access to the closest ambulance in an emergency. Under the collaborative provincial dispatch system, AHS would delegate authority to three municipalities – Regional Municipality of Wood Buffalo, City of Red Deer and City of Lethbridge – to dispatch EMS services, along with the other emergency services they currently dispatch (such as fire and police).

AHS would remain responsible for oversight of quality, standards and data, as well as the coordination of inter-facility transfer services for the entire province.

EMS calls would go to the nearest dispatch centre; every dispatcher would be able to see the location of every ambulance in the province, and assign the closest available unit, regardless of current municipal or geographic boundaries.

The collaborative model means better service for all Albertans. Benefits include:

- The closest available ambulance can respond in every emergency.
- Status and location of ambulances are available in real time to all dispatch centers.
- AHS provides common technology and training for every dispatch center, allowing centers to operate under one system.
- The three municipalities would dispatch fire and EMS services using the same staff in the same facility.
- Immediate data capture by AHS to ensure consistent reporting across the province.
- Additional backup protection in case one dispatch center experiences increased workload, or a service outage.
- Performance meets accreditation standards.
- Ongoing training in emergency medical dispatch.”

We believe that returning our EMS dispatch to FRESC, using this very same model, is the only reasonable and acceptable choice. It achieves our common economic and safety goals to deliver a cost-effective, quality, coordinated emergency response to our communities.

This solution would: (in addition to Alberta Health Services statement above)

- Effectively use proven expertise, experience and service delivery by centers with knowledge of individual geographic service area, communities and the suburban/rural environment.
- Allow for the return of simultaneous, coordinated dispatch of all emergency resources - so critical in rural communities.
- Provide quality, measured service as was previously done, ensured by clear performance standards, save money for municipalities by more effectively using fire resources.
- Easily meet the goals of the province for borderless EMS using available technology.
- Place all the PSAPs on a level playing field, financially.
- Save Alberta taxpayers’ money using existing infrastructure - with minimal upgrades and utilization of existing experienced staff.
- Build on what’s already in place and invest in Alberta’s communities.
- Recognize the value of “stand-by”.
- Support and recognize regional collaboration at its finest.
- Ensure that every Albertan receives the best possible outcome to their emergency with a timely, coordinated response.

7. Letters, Articles, RMA-AUMA Resolutions

Over the years, FRESC has worked diligently to provide information and confirm support for our request to the Provincial Government.

In March 2020, **Mayors & Reeves of Southwest Alberta** provided us with a unanimously-approved **Letter of Support** for our request. Please see the attached letter on pages 10 and 11.

We have obtained **three sets of Letters of Support from our partner municipalities**, from 2012, 2015 and 2017. Copies of these letters are available upon request.

A Letter of Support was obtained from Mayor's & Reeves of Southwest Alberta in 2017. This letter is available upon request.

Numerous articles are available on our Facebook page link: facebook.com/FixRural911Dispatch

RMA and AUMA Resolutions were approved in 2011:

"Emergency 9-1-1 Dispatch

THEREFORE BE IT RESOLVED that the Alberta Urban Municipalities Association request the Province of Alberta to halt the transition of Ambulance Dispatch Centers and that the Alberta Urban Municipalities Association undertake a joint review with Alberta Association of Municipal Districts and Counties (AAMDC) to ensure that First Responders, Ambulance and Fire remain one unified, efficient, dispatch to enhance communications while responding to emergencies in Alberta."

8. FRESC Map and the 911 Call Explained (infographic)

Our FRESC Map is on page 12.

Our "911 Call Explained" infographic is on page 13.

Mayors & Reeves of Southwest Alberta



March 6, 2020

Honourable Minister of Health Tyler Shandro
423 Legislature Building, 10800 - 97 Avenue NW
Edmonton, AB, T5K 2B6
HealthMinister@gov.ab.ca 780.427.3665

Dear Minister Shandro,

RE: Please consider alternative cost-saving solutions through stakeholder consultation and reinstate EMS Dispatch to the Foothills Regional Emergency Services Commission (FRESC) in response to the 2019.12.31 AHS Review Recommendation 34.

Please accept this letter from the Mayors & Reeves of Southwest Alberta as confirmation of support for FRESC to have EMS dispatch reinstated to their 911 Center, in their endeavor to restore EMS dispatch to the level of service their citizens experienced prior to the consolidation of EMS dispatch.

We believe it makes sense and will save lives.

FRESC is a municipal commission representing 117,000 Albertans living in 25 rural and urban Southern Alberta municipalities. FRESC operates the Foothills Regional 911 and Fire Dispatch Center, which answers all 911 calls from this whole area. Fire emergencies are retained and dispatched, but requests for Ambulance are transferred to a secondary dispatch center operated by AHS.

The EMS dispatch component was removed from the FRESC 911 Center in October 2009, as the first scheduled consolidation to an AHS Center. The plan to consolidate EMS dispatch to a centralized system has been fraught with problems and poor service to Albertans.

Since this consolidation process began, there has been numerous attempts by FRESC to rectify and improve service delivery in an effort to ensure appropriate access to emergency service resources for the citizens of our communities; however, problems continue. The negative results associated with separating Fire and EMS dispatch, include: lack of service response coordination, poor rural area familiarization, time delays and gaps in coverage. This places patients and first responders at risk.

When EMS dispatch is removed to another call center, there is cost to lives, the cost of duplication of services to taxpayers, and cost to both patients and first responders.

Existing 911 Centers already have the infrastructure and expertise required to provide the EMS dispatch services alongside the 911 and Fire dispatch service. Using these centers would reduce the significant costs the province is spending on infrastructure and management to operate the two provincial EMS dispatch centers. There are at least nine qualified, competent 911 Dispatch Centers operating in the Province, capable of providing EMS Dispatch services to AHS. We support

achieving the best service level, with cost savings, time savings and better coordination of Fire and EMS response, when the 911 call is handled in the same 911 Dispatch Center.

We believe that the 2019 AHS Review Recommendation 34, to review and validate the ending of four regional EMS dispatch agreements with Calgary, Lethbridge, Red Deer and Wood Buffalo, was proposed without considering the history of the situation and the other side of the story.

The negative experience that FRESC has undergone serves as a reason why these municipalities should not have EMS dispatch removed from their 911 Centers.

At present the AHS EMS Dispatch Centers and service are unmeasured and unaccountable. We disagree with the AHS Review Recommendation 34 that coordinated measured services within existing 911 Centers should be dismantled and go to these AHS Centers and further degrade service levels for more Albertans.

We understand that no decisions have been made by the government and that this AHS Review recommendation will now be subject to further investigative processes.

Since this topic is open to review, and FRESC still experiences a much lower service level because EMS dispatch is removed to another call center, we would like to reiterate our support for an alternative cost-saving solution: Remove the duplication of service by AHS, use existing 911 Centers in a collaborative model and reinstate EMS dispatch to the Foothills Regional Emergency Services Commission.

We believe that extensive stakeholder consultation with the 911 Centers, municipalities and commissions providing these services, will reveal excellent information and that the truth about cost and service levels will come out, which will show that Recommendation 34 is without merit and that a collaborative solution can be achieved.

Thank you for your attention on this matter!

Yours Truly,

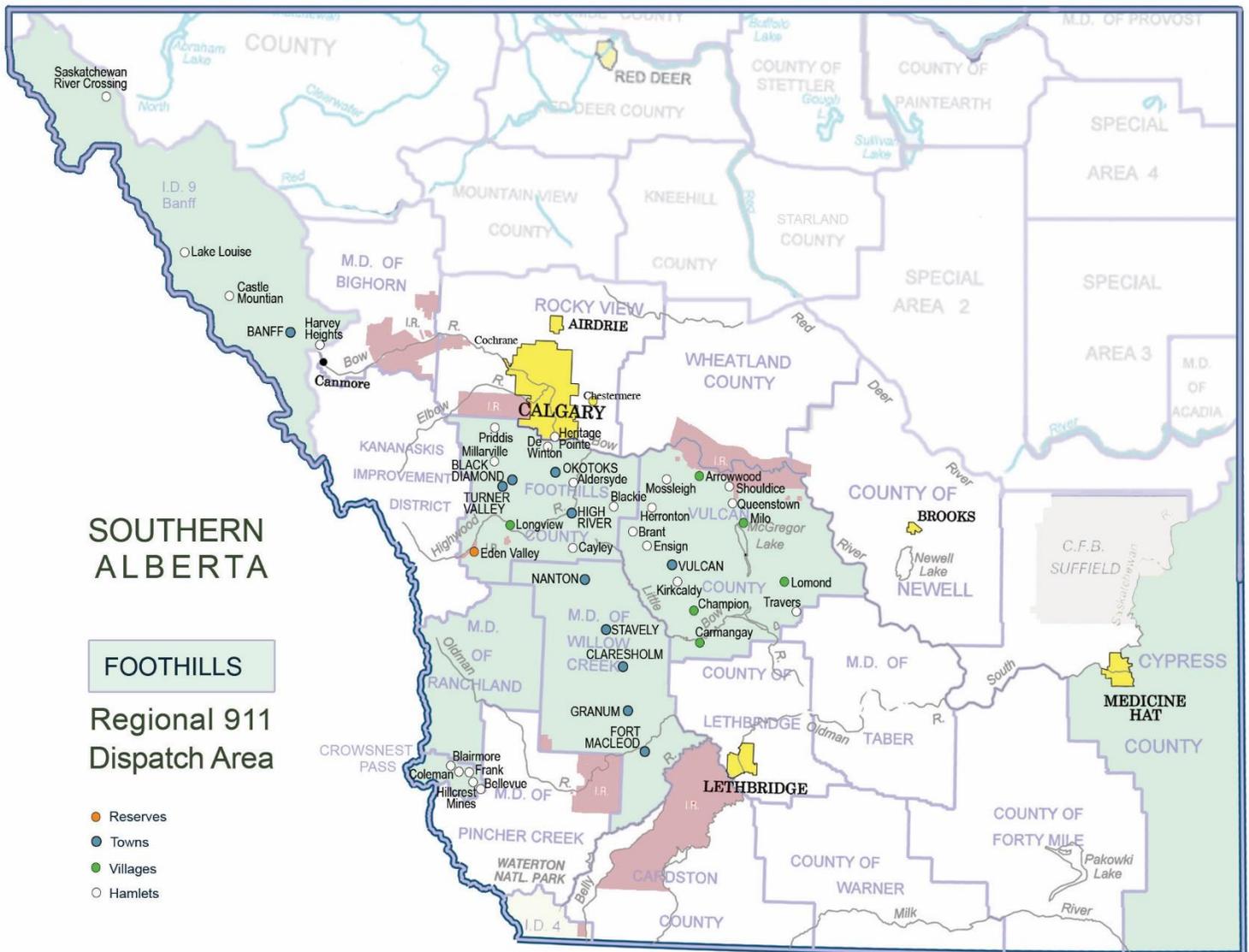


Chairperson
Mayors & Reeves of Southwest Alberta



FOOTHILLS REGIONAL EMERGENCY SERVICES COMMISSION (FRESC)

- A Municipal Commission • Established in 1998 • Mandate: 911 services (police, fire, EMS) for its member communities • Over 20 years of rural expertise that has saved numerous lives with coordinated, efficient emergency response • Facility location: Okotoks • Map as of 2019

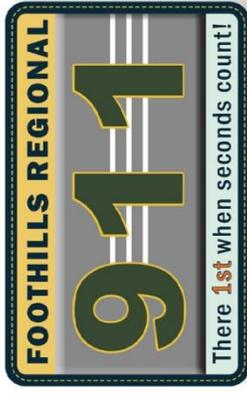


FRESC provides 911 dispatch service to 117,000 people in 25 Municipalities, plus dispatch to 39 Fire Departments/Stations and monitoring for 12 Community Peace Officer Agencies. FRESC serves: Arrowwood, Banff, Black Diamond, Carmangay, Champion, Claresholm, Crowsnest Pass, Cypress County, Eden Valley, Foothills County, Fort Macleod, Granum, High River, Lake Louise, Lomond, Longview, M.D. of Ranchland, M.D. of Willow Creek, Milo, Nanton, Okotoks, Stavelly, Turner Valley, Vulcan and Vulcan County.

THE 911 CALL EXPLAINED



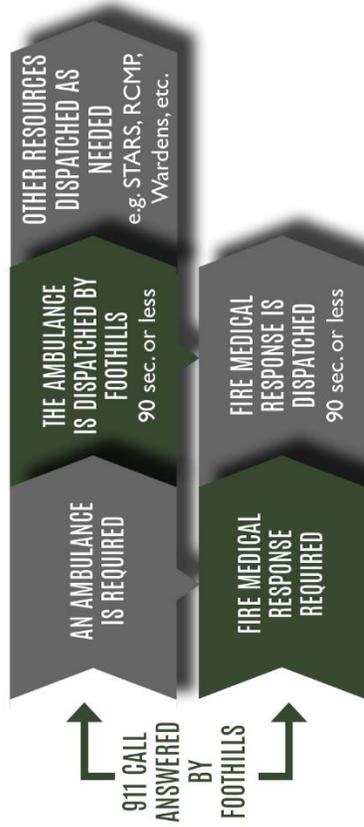
Residents in rural Southern Alberta have **fragmented** fire and ambulance dispatch which results in an uncoordinated emergency response that risks lives.



HERE IS WHAT HAPPENS TODAY UNDER THE CURRENT BROKEN SYSTEM:



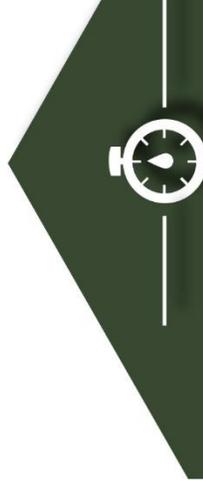
HERE IS THE SOLUTION:



WHEN SOMEONE CALLS 911 WE NEED...

a single point 911 call answer with fire and EMS dispatched together from the same centre

Return rural dispatch to Foothills Regional 911 Commission



SIGNIFICANT TIME DELAYS

puts lives at risk - fire and ambulance dispatch should come from Foothills Regional 911

Learn more about this issue at fixrural911dispatch.com



9. Problem Issues and Sample Incidents

The major challenges we face because EMS dispatch is provided from the current AHS SCC center are listed below, in eight categories, for reference. Sample incidents are provided.

1. Lack of service response coordination
2. Poor rural area familiarization
3. Ambulance response delays
4. Gaps in coverage and ambulances inappropriately deployed
5. Non-Emergency ambulance transfer issues
6. Time delays transferring between dispatch centers
7. Lack of AHS SCC accountability
8. CAD to CAD implementation delayed

These are only a sample of the many examples that support our story. At a point in this disagreeable reality, our staff were directed to stop recording the incidents, due to it causing low morale to the FRESC Center, as nothing is being done to improve the situation. There are so many incidents on someone's desk somewhere, with no response to them. FRESC continues to do our best and support our residents by stepping in to help.

1. **Lack of service response coordination:** With the diversity of calls received at a 911 call center, flexibility to adapt to the situation and recognition of threats, is of the utmost importance. The possibility of missing important details and not calculating the effects to each agency being dispatched, is a big risk. When a 911 call is received and an organized response occurs in the same center, this risk is significantly reduced.

Due to AHS SCC being located outside of our 911 Center, other problems with multi-service management occur when coordinating backcountry rescue, for example in Banff Park. This is quite concerning.

Current SCC service lacks a coordinated response and confidence that Ambulance support has been dispatched or is on the way. There is no partnership between AHS-SCC and FRESC, and between AHS-SCC and RCMP.

SAMPLE INCIDENT – Suicide Attempt. Fire Response potentially enters into a dangerous scene due to uncoordinated response. Fire Medical First Response dispatched as per protocol. FRESC not advised of Safety Holdback initiated by AHS EMS Dispatch. Potential for a Fire Response to enter into a dangerous scene due to uncoordinated response.

SAMPLE INCIDENT – Motor Vehicle Collision. Sent to FRESC MDT from EMS dispatch. MVC not in FRESC area. FRESC notifies that FRESC is not sending fire. No other Fire Department is sent by EMS dispatch.

SAMPLE INCIDENT – Call came via On-Star. Bystander (in vehicle) found a single vehicle rollover. Original caller did not stop, so there was no information on patients or hazards. Call transferred to EMS dispatch. Fire Department dispatched by FRESC. Fire requested ETA for RCMP. RCMP were not aware of the call – not notified by EMS dispatch.

2. **Poor rural area familiarization:** Knowledge of addressing and geography of rural areas is lacking in an urban dispatch center. What's on a computer map does not perfectly translate to real life. FRESC trains its operators for uniquely rural context. We know day to day what is going on in FRESC communities and what may impact emergency situations.

FRESC knows the locations in our communities due to our Fire Dispatch services in these communities. Our help and support has sometimes been refused, putting residents and first responders at risk.

SAMPLE INCIDENT – Medical call. When FRESC transfers a VOIP Operator call to SCC, they took the address from the VOIP Operator but would not take the address from FRESC. Incident at coffee shop. SCC would not take the address from FRESC, instead saying they would “Google” it and told FRESC to disconnect. It was a further 44 seconds before the call taker even started to process the call.

SAMPLE INCIDENT – Echo Cardiac Arrest. Incorrect address processed by AHS EMS Dispatch. FRESC dispatched Medical Fire First response, which was on-scene 3 minutes prior to the ambulance – coming from same hall location. AHS ambulance dispatched to an incorrect address. FRESC contacts AHS EMS dispatcher and corrects the address. AHS Ambulance is re-routed.

SAMPLE INCIDENT – 911 Call for Chest Pain. Address put on EMS MDT was 7 St SE. ANIALI feed shows address as 7 St NW. Caller stated location as Sunrise Village. Common-name address confirmed address as the SE address. Fire was sent on medical assist to the correct location. EMS sent to incorrect location. Fire on scene at 15:43:34 and EMS on scene at 15:54:15 resulting in an approximate 10-minute delay in getting ALS care to a patient.

3. **Ambulance response delays:** Transferring 911 callers to another dispatch center for ambulance dispatch, when time is of the essence, makes no sense and only adds to the overall response time.

SAMPLE INCIDENT – 911 caller states “Can’t breathe”. Call transferred to EMS dispatch. FRESC dispatches Fire for a “Breathing Problems Delta”. FRESC does not receive call on MDT. FRESC calls EMS dispatch and is informed that they don’t have this call and they will send it when they do? EMS dispatched 6 minutes after start of call and 5 minutes after Fire had been dispatched by FRESC.

SAMPLE INCIDENT – 911 caller reporting serious injury due to horse accident. FRESC transfers caller to EMS dispatch Calgary. EMS Dispatch determines call is not in their area and gives the call back to FRESC. FRESC attempts to transfer to EMS dispatch in South AB. EMS dispatch South AB does not believe it is in their area and attempts to send it back to EMS dispatch Calgary. This event resulted in an investigation. In summary, jurisdictional issues clouded the issue and welfare of the patient was secondary. Six EMS resources were dispatched and three of these EMS resources eventually arrived to assist the patient. An estimated **23-minute delay** ensued in getting help to the patient, who was seriously injured.

SAMPLE INCIDENT – Witnessed Cardiac Arrest. CPR in progress by bystanders. Ambulance response was 20 minutes from another community. Delay requesting local Fire Medical Response was **3 minutes 41 seconds**.

SAMPLE INCIDENT – Trauma with Serious Bleeding. Ambulance response from another community with a 30-minute response time. Fire Medical Response delayed **9 minutes and 25 seconds**.

SAMPLE INCIDENT – Ranching Accident. Severe Trauma. Error in ambulance dispatch - appropriate ambulance not dispatched for **22 minutes and 6 seconds**. Fire Medical Response on scene 14 minutes prior to ambulance. Total response time for ambulance was **45 minutes 22 seconds** to a location 22 minutes from an ambulance station.

4. **Gaps in coverage and ambulances inappropriately deployed:** It is vital that the 911 Call Center has the ability to coordinate services and strategize by doing a full-picture analysis. Knowledge of all the resources you are dispatching and their locations is the best case scenario. Dispatching Fire and EMS simultaneously out of one

911 Center provides the most coordinated response. There's also the need to solve the issue of ambulances being taken out of rural availability, which causes challenges in the deployment of appropriate services to rural emergencies.

This leads to the discussion about the value of "stand-by" because ambulances are often not in the communities that they are supposed to serve. There's a domino-effect of rural home ALS units getting flexed to other communities, leaving home station areas without coverage, due to other community's resources being called out of their area for non-emergency transfers, etc. Inappropriate use of ambulances leaves rural communities dangerously exposed for hours, with the nearest ambulance sometimes 30 – 40 minutes away.

SAMPLE INCIDENT – Medical Call. No ambulance available within a reasonable response time. EMS response time of 46 minutes. FRESC dispatched Volunteer Medical Fire First Response, on scene in 14 minutes. *This is common.

5. **Non-Emergency ambulance transfer issues:** On a daily basis, rural resources are over-utilized to conduct non-urgent inter-facility transfers that are not coordinated and are frequently poorly planned. Multiple transfers at a time, utilize Advance Life Support vehicles and teams for non-urgent, non-emergent transfers. These transfers frequently result in less than adequate coverage in many rural areas for extended periods of time. Once rural ambulances get into the city they are frequently tasked to emergency incidents in the city using the "closest ambulance" philosophy, but in reality they are only closest ambulance because they are traveling on the road. Often there are metro resources sitting in station a few blocks away prepared to respond. Added to this, personnel often get stuck in the halls of hospitals, waiting.

Regarding Inter-facility Transfers and non-emergency use of ambulances, also under consideration in the **AHS review in Recommendation 37**, please consider providing fair and reasonable standards to allow accredited agencies to take this over, so that rural areas can find solutions. We believe that the AHS Review of this is going to get the discussion flowing about solutions. The Report focusses on urban solutions and, in rural areas, suggests looking at `mixed` use of ambulance and contracted Non-Ambulance Transport units, "where feasible". We'd like to see an expansion of scope to include solutions for rural areas. Reasonable standards and oversight could be set, so that the rural and sub-urban areas can be served with a variety of complying types of Non-Ambulance Transportation Units. Then, consideration can be given to accredited, contracted service-providers or agencies, meeting those standards, but not limited by jurisdictional barriers or corridors set by AHS to make solutions fail. This type of turf protection has effectively excluded projects that have worked well in the past, due to a technicality. The cost of this service was approximately 25% of the cost of using an ALS Ambulance as a Taxi in a creative solution that was shut down by AHS.

Benefits of going to a contracted service for Non-emergent patient transportation and inter-facility transfers:

- Better 911 response times when ambulances are more available
- Less `Code Reds` in the rural areas
- Considers the Value of standby with ALS resources, units
- Increase time performance for Non-Ambulance Transport
- Avoids patients missing essential treatments
- Major cost savings to taxpayers

SAMPLE INCIDENT – Medical Call. No ambulance available within a reasonable response time. EMS response time of 30-40 minutes. FRESC dispatched Volunteer Medical Fire First Response. *This is common.

6. **Time delays transferring between dispatch centers:** Transferring 911 callers to another dispatch center for ambulance dispatch adds critical extra-time to the overall response time to emergencies.

SAMPLE INCIDENT – Medical Call. A more remote community’s Medical Fire Response protocol requires Fire to respond to most medical calls. AHS SCC took almost 12 minutes to send notice for a Fire response. FRESC dispatched Volunteer Medical Fire First Response. Volunteer MFR was delayed.

SAMPLE INCIDENT – Medical Call. AHS took over 13 minutes to send call to FRESC. FRESC dispatched Volunteer Medical Fire First Response. AHS extra time caused delay of Volunteer Fire response, changing service level to patient.

7. **Lack of AHS SCC accountability:** AHS SCC does not appear, in any way, to be tracking any of these problems. Rather, they have elected to simply “deal with them as they come up”. There are only a few instances where problems or delays that we have addressed with the AHS SCC Deployment Manager were actually figured out and reported back to us, so we could work together collaboratively.

The vast majority of problem calls previously logged by FRESC have been provided to AHS SCC Deployment Manager. FRESC has concluded that a large number of the delayed calls are attributed to either taking a long time to get an address, or taking a long time to find a final determinant.

SAMPLE INCIDENT – AHS SCC had a delay of 6 minutes and 9 seconds sending the call back to FRESC. When AHS Deployment Manager was called, FRESC was told that the AHS SCC Dispatcher had to ask the AHS Deployment Manager what area this call was in.

SAMPLE INCIDENT – AHS SCC had a delay of 9 minutes and 20 seconds sending the call back to FRESC. When FRESC called the Deployment Manager to find out why it took so long, FRESC was told that they were overwhelmed with calls and they had to “triage” calls at this time.

SAMPLE INCIDENT – AHS SCC had a delay of 9 minutes and 24 seconds sending the call back to FRESC. Chest pain, high priority call. FRESC was advised this was attributed to a “second call out due to EMS not being in town”. FRESC was not sure how or why this would affect AHS SCC sending the call to FRESC for a Medical Fire First Response. In fact, this should make it even more important to get the request for a Medical Fire Response dispatch from FRESC.

SAMPLE INCIDENT – AHS SCC had a delay of 8 minutes and 12 seconds to send the call back to FRESC. When FRESC called the first time, FRESC was told that SCC had a CAD crash but they would call back with a more detailed reason as to why it took so long. Approximately 5 minutes later, FRESC received a call from the Deployment Manager stating, “we sent the call as soon as we got a determinant”, without mention of a CAD crash.

8. **CAD TO CAD implementation delayed:** In March 2017, FRESC began advocating for a CAD to CAD connection to enhance Medical First Response transfers between AHS SCC and FRESC. This solution was not new to AHS, and, while eventually committing to this CAD to CAD, it was not supported financially by AHS and was clearly not a priority to AHS to enhance their service. FRESC contracted its CAD provider to move this process through, with very little support from AHS management to complete this project. FRESC invested considerably to support this solution, over \$100,000. The Board, Chair, Vice Chair and Executive Director advocated strongly and consistently since April 2017. As of the date of writing this letter, although progress has been made, CAD to CAD is still NOT operational due to AHS’s inability to make this program a priority. Lack of timeliness on this basic project to enhance the first response service, clearly shows there is no interest in improvement by AHS SCC for residents and ratepayers. It is unfathomable that this project, that could have been done by all partners in 2-4 months, has taken 3 years and still is not operational.

We ask your help in making a decision that shows that rural municipalities and rural lives matter:

- Delays and coordination issues in our emergency response system are threatening rural lives.
- There is a disparity in service between a 911 call response for a rural resident vs. an urban resident.
- Since rural residents are experiencing their call being broken into 2 or more fragments, they are receiving a less effective response to their emergency.
- We believe rural Albertans should have equal consideration and deserve the same level of service and respect as is given to our urban neighbours.
- Previously, major urban centers negotiated with AHS to maintain their coordinated services - operating as AHS satellites for the EMS portion of the service. These urban centers recognize the cost-savings and lives saved in emergency response coordination and efficiency.
- It is critical to rural Alberta communities that Fire and EMS emergency responses are dispatched and coordinated by one center.
- With Fire often first on scene, coordinated dispatch ensures the most effective use of municipal resources and taxpayers' dollars.
- In many rural municipalities there are limited EMS resources available on a daily basis, and coordinated dispatch ensures that every resident receives a timely emergency response without delays.
- Regarding Inter-facility Transfers and non-emergency use of ambulances, also under consideration in the AHS review in Recommendation 37, please consider providing fair and reasonable standards to allow accredited agencies to take this over, so that rural areas can find solutions. See Section 9.5 for more details.
- Removing EMS dispatch from our center has also removed jobs, confidence and support for rural Alberta. Our center is qualified and meets provincial standards. We are capable of providing this service and have done so previously.
- We support achieving the best service level, with cost savings, time savings and better coordination of Fire and EMS response, when the 911 call is handled in the same 911 Dispatch Center.

Thank you for your review and consideration.



OFFICE OF THE MAYOR

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FAX: 403.886.4039

EMAIL: info@townofpenhold.ca

www.townofpenhold.ca

AUG 24 2020

Honourable Tyler Shandro
Minister of Health

Office of the Minister
Health
423 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

August 13th, 2020

RE: AHS changes to municipal 911 dispatch

Dear Honourable Shandro,

On behalf of Council I am responding to your Aug. 4th, 2020 announcement that AHS plans to “consolidate 911 dispatch services in the province with the goal of further improving patient care and fiscal efficiency”.

We acknowledge the need to be fiscally efficient with shrinking revenues as well as the safety of our clients. We are concerned with the lack of consultation occurring with the most effected parties delivering this vital service and determining impacts prior to a decision being made. This concept has been looked at in the past and each time considered to be vital for efficient response times, ensuring a life saving focus is maintained at the highest level.

Our 911 dispatch service is familiar with central Alberta and the many small rural communities within its area. Although AHS believes moving to a consolidated 911 dispatch service will not have an impact on those calling into 911, it most definitely will if the person from out of the area does not understand where the call is coming from and cannot identify specific locations.

It is our understanding that when your consultants from Ernst & Young did the AHS Review there was no consultation with effected municipalities.

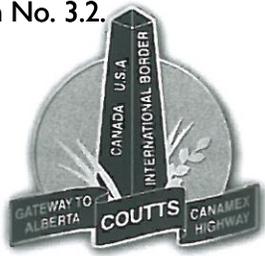
Please, Honourable Shandro, as the Minister of Health we implore you to engage in reasonable consultation to find ways to reduce costs and yet maintain our excellent response for emergencies.

Respectfully,

A handwritten signature in black ink, consisting of several vertical strokes on the left that curve into a long, horizontal line extending to the right.

Mayor Mike Yargeau

Cc Honourable Devin Dreesen, MLA for Innisfail-Sylvan Lake
President Barry Morishita, AUMA
Mayor Tara Veer, City of Red Deer



September 14, 2020

The Honourable Tyler Shandro
 Minister of Health
 423 Legislature Building
 10800 – 97th Avenue NW
 Edmonton, AB T5K 2b6

Email: health.minister@gov.ab.ca

Dear Minister Shandro:

RE: Letter of Opposition – 9-1-1 EMS Dispatch Consolidation

As one of the municipalities serviced by the Public Safety Communications Centre (PSCC) of the City of Lethbridge, we are writing to express our concern with the recent decision by Alberta Health Services to centralize EMS dispatch.

We value the high level of service we receive from the City of Lethbridge and believe this change will create road blocks, inefficiencies and potentially serious negative outcomes for residents in our region.

We understand that the Lethbridge PSCC can dispatch more efficiently than AHS can and when seconds count, and this is a critical matter.

We also value the collaborative relationship we have with the City of Lethbridge to ensure that our rural residents are provided with the very best care in the most efficient way possible. These local partnerships build an emergency response that is supportive, nimble and considerate of the needs of each individual community. It is not a one-size-fits-all approach. Having an integrated EMS dispatch also allows us to work with our neighbouring municipal partners in cases of shared/common emergencies.

While we understand and support fiscal responsibility, the cost savings that AHS is expecting to realize does not justify the risk this change could pose to our residents. In some cases, these savings may be offset by additional costs in local communities.

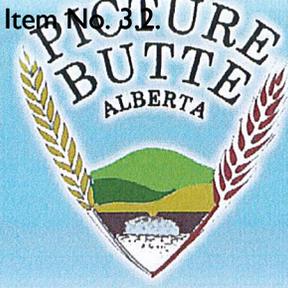
I am sure you are in agreement that there is nothing more important than safety and wellbeing of our residents. This issue is about positive patient outcomes. It's a critical issue that could have devastating impacts which is why we ask that you reconsider the decision to centralize EMS dispatch.

Please leave intact the effective and efficient system that is currently serving our communities so well.

Yours truly,

Jim Willett – Mayor, Village of Coutts

cc. Premier Jason Kenney
 MLA Grant Hunter
 Mayor Chris Spearman, City of Lethbridge



Picture Butte

Picture Perfect!

September 15th, 2020

The Honourable Tyler Shandro
Minister of Health
423 Legislature Building
10800 – 97th Avenue NW
Edmonton, AB T5K 2B6

Email: health.minister@gov.ab.ca

Dear Minister Shandro:

RE: Letter of Opposition – 9-1-1 EMS Dispatch Consolidation

As one of the municipalities serviced by the Public Safety Communications Centre (PSCC) of the City of Lethbridge, we are writing to express our concern with the recent decision by Alberta Health Services to centralize EMS dispatch.

We value the high level of service we receive from the City of Lethbridge and believe this change will create road blocks, inefficiencies and potentially serious negative outcomes for residents in our region.

We understand that the Lethbridge PSCC can dispatch more efficiently than AHS can and when seconds count, and this is a critical matter.

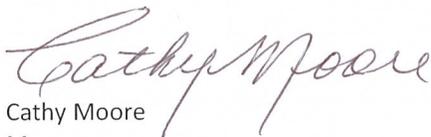
We also value the collaborative relationship we have with the City of Lethbridge to ensure that our rural residents are provided with the very best care in the most efficient way possible. These local partnerships build an emergency response that is supportive, nimble and considerate of the needs of each individual community. It is not a one-size-fits-all approach. Having an integrated EMS dispatch also allows us to work with our neighbouring municipal partners in cases of shared/common emergencies.

While we understand and support fiscal responsibility, the cost savings that AHS is expecting to realize does not justify the risk this change could pose to our residents. In some cases, these savings may be offset by additional costs in local communities.

I am sure you are in agreement that there is nothing more important than safety and wellbeing of our residents. This issue is about positive patient outcomes. It's a critical issue that could have devastating impacts which is why we ask that you reconsider the decision to centralize EMS dispatch.

Please leave intact the effective and efficient system that is currently serving our communities so well.

Yours truly,



Cathy Moore
Mayor
Town of Picture Butte

cc. Premier Jason Kenney
MLA Joseph Schow
Mayor Chris Spearman, City of Lethbridge



September 15, 2020

Mayor Tara Veer
Box 5008
Red Deer, AB T4N 3T4

Via email – mayor@reddeer.ca

Dear Mayor Veer:

Re: Alberta Health Services Consolidation of Emergency Dispatch Services

The decision made by Alberta Health Services to consolidate the emergency dispatch services will have a huge negative impact in our community. Right now, the 9-1-1 dispatch staff in Red Deer would be familiar with our community and where we are located within the region. If this service is relocated to Edmonton or Calgary, the dispatch staff will likely have no idea where the community of Delburne is. There is also the issue of the rural road grid system which most city folks don't have a lot of knowledge about. This can add a lot of time to an ambulance getting to where it needs to with a detrimental result to the patient waiting.

This decision impacts our community in various negative ways, but when the system is working as well as it is now, why change it? When critical situations arise as they do and seconds count for an ambulance to arrive, we **NEED** the system to work as efficiently as possible. The decision to consolidate the emergency dispatch services is taking steps backwards and does not take our citizens in the region into account.

The Village of Delburne supports the City of Red Deer in your efforts to have this decision reversed as this decision negatively impacts our entire region, but most importantly, it impacts the people we serve in our communities.

Sincerely,

Bill Chandler

Mayor
Village of Delburne
bill.chandler@delburne.ca
Phone: (403) 749-3606

Cc: Honourable Jason Kenney, Premier
Honourable Devin Dreeshen, Minister of Agriculture
Honourable Tyler Shandro, Minister of Health
City of Red Deer Council

1920 – 17th Street, Coaldale, AB, T1M 1M1
Telephone: 403-345-1306 Fax: 403-345-1311

September 15, 2020

The Honourable Tyler Shandro
Minister of Health
423 Legislature Building
10800 – 97th Avenue NW
Edmonton, AB T5K 2b6

Email: health.minister@gov.ab.ca

Dear Minister Shandro:

RE: Letter of Opposition – 9-1-1 EMS Dispatch Consolidation

As one of the municipalities serviced by the Public Safety Communications Centre (PSCC) of the City of Lethbridge, we are writing to express our concern with the recent decision by Alberta Health Services to centralize EMS dispatch.

We value the high level of service we receive from the City of Lethbridge and believe this change will create roadblocks, inefficiencies and potentially severe adverse outcomes for residents in our region. Coaldale and District Emergency Services provides Medical First Response under the Provincial MFR program. Our crews respond to many life-threatening events alongside our AHS EMS partners. By centralizing EMS dispatch to Calgary, it will add an extra step in the communication process to dispatch fire crews to medical calls. The added time it takes to dispatch fire resources has already been shown in other communities in Alberta that have gone to this dispatch model. Coaldale is committed to providing the highest level of service possible for our residents. Unfortunately, with this decision, it will decrease our ability to serve our citizens promptly when they have a medical emergency.

We understand that the Lethbridge PSCC can dispatch more efficiently than AHS can, and when seconds count, and this is a critical matter.

We also value the collaborative relationship we have with the City of Lethbridge to ensure that our rural residents are provided with the very best care in the most efficient way possible. These local partnerships build an emergency response that is supportive, nimble and considerate of the needs of each community. It is not a one-size-fits-all approach. Having an integrated EMS dispatch also allows us to work with our neighbouring municipal partners in cases of shared/common emergencies.

While we understand and support fiscal responsibility, the cost savings that AHS is expecting to realize does not justify the risk this change could pose to our residents. In some cases, these savings may be offset by additional costs in local communities.

I am sure you agree that there is nothing more important than the safety and wellbeing of our residents. This issue is about positive patient outcomes. It's a critical issue that could have devastating impacts, which is why we ask that you reconsider the decision to centralize EMS dispatch.

Please leave intact the effective and efficient system that is currently serving our communities so well.

Yours truly,

A handwritten signature in blue ink, appearing to be 'Kim Craig', with a stylized, cursive script.

Kim Craig
Mayor

cc Premier Jason Kenney
MLA Grant Hunter
Mayor Chris Spearman, City of Lethbridge



September 16, 2020

Honourable Tyler Shandro
Minister of Health
Government of Alberta
423 Legislature Building
10800 97 Avenue
Edmonton AB T5K 2B6

Dear Minister Shandro:

RE: Provincial Consolidation of Municipalities Emergency Dispatch

We are contacting you with regard to the implementation of the consolidation of four municipally run emergency dispatch services to three existing centres located in Calgary, Edmonton, and Peace River. It is our understanding that the Province is moving forward with this initiative with little consultation from the affected centres.

Please accept this as our letter of support for the City of Red Deer in their efforts to retain emergency dispatch services in their community. This service has been in place for over ten years and has served the citizens of central Alberta very well.

Alberta Health Services claims this consolidation will improve patient care and fiscal efficiency, but will the citizens of central Alberta wait longer for life-saving services?

According to a recent media release Alberta Health Services is the provincial health authority responsible for planning and delivering health supports and services for more than four million adults and children living in Alberta. Its mission is to provide a patient-focused, quality health system that is accessible and sustainable for all Albertans. Will the consolidation of emergency dispatch services provide these services in an efficient and sustainable manner?

We respectfully request that the Province and Alberta Health Services reconsider this consolidation in the best interest of the health and well-being of all Albertans.

Yours truly,

A handwritten signature in blue ink, appearing to read "Paula Law Reeve".

PAULA LAW
REEVE
Lacombe County

cc: Mayor Tara Veer
Honourable Jason Nixon
MLA Ron Orr



Village of Warner
Box 88
Warner, AB T0K 2L0
Ph.: 403-642-3877
Fax: 403-642-2011

September 16th, 2020

The Honourable Tyler Shandro
Minister of Health
423 Legislature Building
10800 – 97th Avenue NW
Edmonton, AB T5K 2b6

Email: health.minister@gov.ab.ca

Dear Minister Shandro:

RE: Letter of Opposition – 9-1-1 EMS Dispatch Consolidation

As one of the municipalities serviced by the Public Safety Communications Centre (PSCC) of the City of Lethbridge, we are writing to express our concern with the recent decision by Alberta Health Services to centralize EMS dispatch.

We value the high level of service we receive from the City of Lethbridge and believe this change will create road blocks, inefficiencies and potentially serious negative outcomes for residents in our region.

We understand that the Lethbridge PSCC can dispatch more efficiently than AHS can and when seconds count, and this is a critical matter.

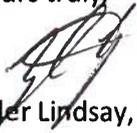
We also value the collaborative relationship we have with the City of Lethbridge to ensure that our rural residents are provided with the very best care in the most efficient way possible. These local partnerships build an emergency response that is supportive, nimble and considerate of the needs of each individual community. It is not a one-size-fits-all approach. Having an integrated EMS dispatch also allows us to work with our neighbouring municipal partners in cases of shared/common emergencies.

While we understand and support fiscal responsibility, the cost savings that AHS is expecting to realize does not justify the risk this change could pose to our residents. In some cases, these savings may be offset by additional costs in local communities.

I am sure you are in agreement that there is nothing more important than safety and wellbeing of our residents. This issue is about positive patient outcomes. It's a critical issue that could have devastating impacts which is why we ask that you reconsider the decision to centralize EMS dispatch.

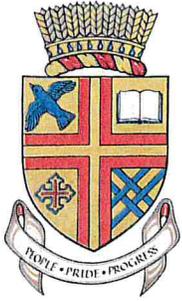
Please leave intact the effective and efficient system that is currently serving our communities so well.

Yours truly,

A handwritten signature in black ink, appearing to read 'TL', is written over the typed name.

Tyler Lindsay, Mayor

cc. Premier Jason Kenney
MLA Grant Hunter – Taber/Warner
Mayor Chris Spearman, City of Lethbridge



OFFICE OF THE MAYOR

September 17, 2020

Mayor Grant Creasey

City of Lacombe
5432 56 Avenue
Lacombe, Alberta
T4L 1E9

Phone: 403-782-6666

Fax: 403-782-5655

gcreasey@lacombe.ca

www.lacombe.ca

Mayor Tara Veer
The City of Red Deer
c/o Box 5008
Red Deer, AB T4N 3T4

Consolidation of Emergency Dispatch Services

Mayor Veer:

I received your September 9 letter requesting support and discussing the removal of municipal ambulance dispatch service from Red Deer and other municipalities. City Council had an opportunity to see and discuss this letter at their September 14th meeting and supported the City of Red Deer's concerns regarding the proposed provincial dispatch staff's local knowledge and capacity for monitoring regional ambulance distribution.

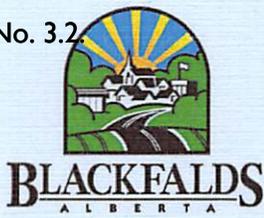
In Lacombe, our local Ambulances are housed adjacent the hospital, and are dispatched via Red Deer's municipal dispatch centre. A further change of this magnitude to ambulance dispatch will only impact our shared capacity for service delivery in the region. I must re-iterate Mayor Veer's concerns, that this change will have a detrimental impact on residents, for negligible cost savings.

We stand with our regional municipalities and respectfully express our opposition to the proposed changes.

Sincerely,

Deputy Mayor Don Gullekson
for Grant Creasey, Mayor

cc Ron Orr, MLA, Lacombe-Ponoka



Town of Blackfalds
Council 2017-2021

Box 220
5018 Waghorn Street
Blackfalds, Alberta | T0M 0J0
Office: 403.885.4677
info@blackfalds.com

Mayor Richard Poole
p. 403.885.6372
rpoole@blackfalds.com

Councillor Marina Appel
p. 587.377.0307
mappel@blackfalds.com

Councillor Jamie Hoover
p. 403.872.2555
jhoover@blackfalds.com

Councillor Ray Olfert
p. 403.896.1472
rolfert@blackfalds.com

Councillor Rebecca Stendie
p. 403.396.9730
rstendie@blackfalds.com

Councillor Laura Svab
p. 403.391.9485
lsvab@blackfalds.com

Councillor Will Taylor
p. 403.598.3149
wtaylor@blackfalds.com

OFFICE OF THE MAYOR AND COUNCIL

September 18, 2020

Honourable Tyler Shandro,
Minister of Health
423 Legislature Building
10800 - 97 Avenue
Edmonton, Alberta
T5K 2B6

Dear Minister Shandro:

Re: Alberta Health Services (AHS) Consolidation of Emergency Dispatch Services

The Town of Blackfalds joins the many municipalities within our region by expressing our concern in Alberta Health Services' proposed removal of dispatch services from the cities of Red Deer, Lethbridge, Calgary and the Regional Municipality of Wood Buffalo.

The Town of Blackfalds is located in what is considered a rural area and the importance of local area knowledge of the dispatch services and the collaboration of the various emergency services, including fire that often support and backup the ambulance service personnel, should not be overlooked.

The Town of Blackfalds does not feel that cost savings that might be realized through this consolidation will offset the negative aspects of this change, which first and foremost, is anticipated to be time and savings in ambulance response. We all know that in some cases, this could mean the difference between life and death.

Council for the Town of Blackfalds unanimously passed a resolution to respectfully request, that as Minister of Health, you reverse any decisions and actions as it relates to this change in delivery of dispatch services undertaken by Alberta Health Services.

Respectfully,

Mayor Richard Poole

cc: Honorable Jason Kenny, Premier of Alberta
Mr. Ronald Orr, MLA Lacombe-Ponoka
Mayor Tara Veer, City of Red Deer



TOWN OF ECKVILLE

September 18, 2020

City of Red Deer
Office of the Mayor
4914 – 48th Avenue
P. O. Box 5008
Red Deer, AB, T4N 3T4

copy sent via email to: mayor@reddeer.ca

Dear Mayor Veer:

Re: Letter of Support for Retention of City of Red Deer Ambulance Dispatch Services

Eckville Town Council discussed the August 4th decision by Alberta Health Services to terminate the four Emergency Dispatch Services (EMS) Satellite Dispatch Centres. This will include termination of the EMS Dispatch Centre in the City of Red Deer.

It was noted that the Eckville EMS dispatch services have been efficiently provided to our small rural urban Community by the City of Red Dispatch Centre for many years and the Town of Eckville is very satisfied with the current level of Service.

The Town of Eckville is greatly concerned that the consolidation of the EMS Dispatch Services could very likely have a negative effect the level of service to our Community, and in some cases the result could be deadly. This is an essential service that is of outmost importance to our Council and our Residents.

After discussing the matter at length, the following motion was presented and passed unanimously:
“That the Town of Eckville send a letter of support to the City of Red Deer in their quest to retain ambulance dispatch services”.

On behalf of the Eckville Town Council I would reiterate our support for the City of Red Deer’s request that the Minister of Health overturn Alberta Health Services August 4th decision to terminate the Emergency Dispatch Services (EMS) Satellite Dispatch Centres.

Yours sincerely,


Mayor Helen Posti
Town of Eckville

Cc. Jason Kenney, Premier of Alberta
Tyler Shandro, Minister of Health
Jason Nixon, Minister of Environment and Parks





The Village of Opportunity

September 21st, 2020

Honourable Tyler Shandro, Minister of Health
Office of the Minister Health
423 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Re: Consolidation of Ambulance Dispatch Services

Dear Minister Shandro:

Alberta Health Services ("AHS") intention to remove the municipal ambulance dispatch service in Red Deer will negatively impact patient outcomes, and emergency services in our community. We respectfully request that you overturn the decision made by AHS and keep dispatch services regional in the interest of patient outcomes.

In our current system there is strong communication between municipal dispatching. We believe if we are forced into the Calgary system, we will lose flexibility and local autonomy and our ability to respond with mutual aid within the region.

The proposed changes by AHS were done without consultation with the affected municipalities. Our community relies on the Red Deer dispatch centre, which is actively monitoring the available ambulances in the region to ensure our residents receive timely emergency services. AHS needs to reach out to our community to fully understand how consolidation will impact our health outcomes.

We strongly believe removing regional dispatch services will negatively impact patient outcomes in our community, and we question the effectiveness of the decision by AHS to eliminate a system that is delivering quality patient care to our community.

We appreciate your attention on this critical matter.

Sincerely,

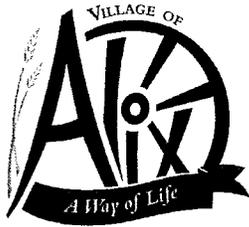
A handwritten signature in black ink that reads "Luci Henry".

Luci Henry, Mayor
Village of Clive

cc. Jason Kenney, Premier / Ron Orr, MLA Lacombe-Ponoka / Tara Veer, Mayor of Red Deer

Village of Clive

Box 90, Clive, AB T0C 0Y0 • (403) 784-3366 • Fax (403) 784-2012
E-mail: admin@clive.ca



SEP 29 2020

September 22, 2020

Honourable Tyler Shandro
Minister of Health
Office of the Minister
Health
423 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Re: Consolidation of Ambulance Dispatch Services

Dear Minister Shandro:

Alberta Health Services ("AHS") intention to remove the municipal ambulance dispatch service in Red Deer will negatively impact patient outcomes, and emergency services in our community. We respectfully request that you overturn the decision made by AHS and keep dispatch services regional in the interest of patient outcomes.

Many in our community live in locations that may not appear on a map. Having dispatchers who do not understand local geography and landmarks will delay ambulance services, leaving our residents at risk when seconds matter. Our community relies on ambulance services to provide critical health services to our community, especially because ambulances are relied upon to administer care to patients in remote settings.

The proposed changes by AHS were done without consultation with the affected municipalities. Our community relies on the Red Deer dispatch centre, which is actively monitoring the available ambulances in the region to ensure our residents receive timely emergency services. AHS needs to reach out to our community to fully understand how consolidation will impact our health outcomes.

We strongly believe removing regional dispatch services will negatively impact patient outcomes in our community, and we question the effectiveness of the decision by AHS to eliminate a system that is delivering quality patient care to our community.

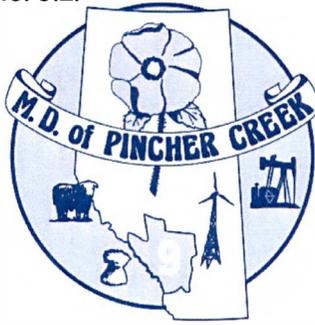
We appreciate your attention on this critical matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Rob Fehr".

Rob Fehr
Mayor, Village of Alix

cc Jason Kenney, Premier
Ron Orr, MLA for Lacombe-Ponoka Constituency
Tara Veer, Mayor of Red Deer



September 22, 2020

The Honourable Tyler Shandro
Minister of Health
423 Legislature Building
10800 – 97th Avenue NW
Edmonton, AB T5K 2B6
Email: health.minister@gov.ab.ca

Dear Minister Shandro:

RE: Letter of Opposition – 9-1-1 EMS Dispatch Consolidation

As one of the municipalities serviced by the Public Safety Communications Centre (PSCC) of the City of Lethbridge, we are writing to express our concern with the recent decision by Alberta Health Services to centralize EMS dispatch.

We value the high level of service we receive from the City of Lethbridge and believe this change will create road blocks, inefficiencies and potentially serious negative outcomes for residents in our region.

We understand that the Lethbridge PSCC can dispatch more efficiently than AHS can and when seconds count, and this is a critical matter.

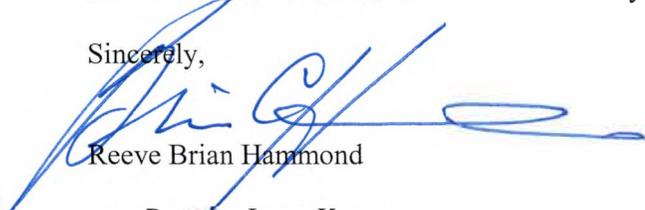
We also value the collaborative relationship we have with the City of Lethbridge to ensure that our rural residents are provided with the very best care in the most efficient way possible. These local partnerships build an emergency response that is supportive, nimble and considerate of the needs of each individual community. It is not a one-size-fits-all approach. Having an integrated EMS dispatch also allows us to work with our neighbouring municipal partners in cases of shared/common emergencies.

While we understand and support fiscal responsibility, the cost savings that AHS is expecting to realize does not justify the risk this change could pose to our residents. In some cases, these savings may be offset by additional costs in local communities.

I am sure you are in agreement that there is nothing more important than safety and wellbeing of our residents. This issue is about positive patient outcomes. It's a critical issue that could have devastating impacts which is why we ask that you reconsider the decision to centralize EMS dispatch.

Please leave intact the effective and efficient system that is currently serving our communities so well.

Sincerely,



Reeve Brian Hammond

cc. Premier Jason Kenney
MLA Roger Reid
Mayor Chris Spearman, City of Lethbridge



Summer Villages Administration Office

Bay 8, 14 Thevenaz Industrial Trail

Sylvan Lake, AB T4S 2J5

Ph: 887-2822 Fax: 887-2897

September 23, 2020
Honourable Tyler Shandro
Minister of Health
Office of the Minister Health
423 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Re: Consolidation of Ambulance Dispatch Services

Dear Minister Shandro,

The Summer Village of Jarvis Bay would like to raise concerns that the Alberta Health Services ("AHS") intention to remove the municipal ambulance dispatch service in Red Deer will negatively impact our community. We respectfully request that you overturn the decision made by AHS and keep dispatch services regional in the interest of patient outcomes.

The Summer Village of Jarvis Bay relies on ambulance services to provide critical health services to our community, especially because ambulances are relied upon to administer care to patients in remote settings. Currently the dispatch services are 18-21 seconds faster than the AHS emergency communications centre in Edmonton. Approximately 40% of the time fire units arrive before the ambulance; having fire and ambulance communications operators in the same room allows units to leave the station earlier in critical situations where seconds matter. Regional and rural knowledge in emergencies can be critical for patient outcomes.

The proposed changes by AHS were done without consultation with the affected municipalities. The Summer Village of Jarvis Bay relies on the Red Deer dispatch centre, which is actively monitoring the available ambulances in the region to ensure our residents receive timely emergency services. We would appreciate AHS reaching out to our community to fully understand the impacts of consolidation.

Removing regional dispatch services will negatively impact patient outcomes in our community, and we question the effectiveness of the decision by AHS to eliminate a system that is delivering quality patient care to our community.

Sincerely,

A handwritten signature in blue ink, appearing to read "Julie Maplethorpe", is written over a faint, larger version of the same signature.

Julie Maplethorpe
Mayor, Summer Village of Jarvis Bay
cc Jason Kenney, Premier
MLA for
Tara Veer, Mayor of Red Deer



Town of Sylvan Lake
Municipal Government Building
5012 - 48 Avenue
Sylvan Lake, AB T4S 1G6

tsl@sylvanlake.ca
T 403.887.2141
F 403.887.3660
sylvanlake.ca

Office of the Mayor**Sean McIntyre**

September 23, 2020

Honourable Tyler Shandro
Minister of Health
Office of the Minister
Health
423 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Re: Consolidation of Ambulance Dispatch Services

Dear Minister Shandro:

Thank you for reading this correspondence and considering the public health impacts of Alberta Health Services ("AHS") intention to remove the municipal ambulance dispatch service in Red Deer. I submit that this move will negatively affect overall patient outcomes and harm the vital coordination of emergency services in our community. We respectfully request that you apply your authority as Minister of Health to overturn this decision made by AHS and keep dispatch services regional in the interest of patient outcomes.

Many people in our community live in and make use of locations that may not appear on a map. Our long stretch of public beach in Sylvan Lake is a prime example; as are our various sports fields, green spaces and outdoor recreational amenities. Having dispatchers who do not understand local geography or landmarks will delay ambulance services, leaving our residents at risk when seconds matter. Our community relies on ambulance services to provide critical health services to our community, especially because ambulances are relied upon to administer care to patients in remote settings.

Of further serious concern, these changes proposed by AHS were announced without consultation with the affected municipalities. Our community relies on the Red Deer dispatch centre, which is actively monitoring the available ambulances and fire fighting resources in the region to ensure our residents receive timely emergency services. AHS needs to reach out to our community to effectively understand how de-integrated services will impact our health outcomes.

We strongly believe removing regional dispatch services will negatively impact patient outcomes in our community, and we question the effectiveness of this decision made by AHS to eliminate a system that is delivering quality patient care to our community. I submit that the proposed cost savings were calculated without a thorough understanding of the current arrangement with its patient/user focused integrations and benefits.



Town of Sylvan Lake
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Minister Shandro, I respectfully request that you look into the impact that further service de-integration will have on the coordination of fire and ambulance crews, who need to work together to save lives. In contrast, I think you will find that more integration of Fire and Ambulance dispatch services would benefit Albertans, as opposed to less.

I appreciate your honest attention on this truly critical matter, and I hope that we can work together to find a better solution.

Sincerely,

A handwritten signature in blue ink, consisting of several overlapping loops and a horizontal line at the end, positioned above a solid horizontal line.

Sean McIntyre

Cc: Premier Jason Kenney
Mayor Tara Veer, City of Red Deer



Summer Villages of Norglenwold
Bay 8, 14 Thevenaz Industrial Trail
Sylvan Lake, AB T4S 2J5
Ph: 887-2822 Fax: 887-2897

September 23, 2020
Honourable Tyler Shandro
Minister of Health
Office of the Minister
Health
423 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Re: Consolidation of Ambulance Dispatch Services

Dear Minister Shandro:

Alberta Health Services ("AHS") intention to remove the municipal ambulance dispatch service in Red Deer will negatively impact patient outcomes, and emergency services in our community. We respectfully request that you overturn the decision made by AHS and keep dispatch services regional in the interest of patient outcomes.

Many in our community live in locations that may not appear on a map. Having dispatchers who do not understand local geography and landmarks will delay ambulance services, leaving our residents at risk when seconds matter. Our community relies on ambulance services to provide critical health services to our community, especially because ambulances are relied upon to administer care to patients in remote settings.

The proposed changes by AHS were done without consultation with the affected municipalities. Our community relies on the Red Deer dispatch centre, which is actively monitoring the available ambulances in the region to ensure our residents receive timely emergency services. AHS needs to reach out to our community to fully understand how consolidation will impact our health outcomes.

We strongly believe removing regional dispatch services will negatively impact patient outcomes in our community, and we question the effectiveness of the decision by AHS to eliminate a system that is delivering quality patient care to our community.

We appreciate your attention on this critical matter.

Sincerely,

Jeff Ludwig

Mayor, Norglenwold

cc Jason Kenney, Premier

MLA for

Tara Veer, Mayor of Red Deer



P.O. Box 249, Morrin, Alberta, Canada T0J 2B0
Tel: 403-772-3793 | Fax: 403-772-3807
www.starlandcounty.com

September 23rd, 2020

Honourable Tyler Shandro
Minister of Health
Office of the Minister
Health
423 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Re: Consolidation of Ambulance Dispatch Services

Dear Minister Shandro:

Alberta Health Services ("AHS") intention to remove the municipal ambulance dispatch service in Red Deer will negatively impact patient outcomes, and emergency services in our community. We respectfully request that you overturn the decision made by AHS and keep dispatch services regional in the interest of patient outcomes.

Many in our community live in locations that may not appear on a map. Having dispatchers who do not understand local geography and landmarks will delay ambulance services, leaving our residents at risk when seconds matter. Our community relies on ambulance services to provide critical health services to our community, especially because ambulances are relied upon to administer care to patients in remote settings.

The proposed changes by AHS were done without consultation with the affected municipalities. Our community relies on the Red Deer dispatch centre, which is actively monitoring the available ambulances in the region to ensure our residents receive timely emergency services. AHS needs to reach out to our community to fully understand how consolidation will impact our health outcomes.

We strongly believe removing regional dispatch services will negatively impact patient outcomes in our community, and we question the effectiveness of the decision by AHS to eliminate a system that is delivering quality patient care to our community.

We appreciate your attention on this critical matter.



P.O. Box 249, Morrin, Alberta, Canada T0J 2B0
Tel: 403-772-3793 | Fax: 403-772-3807
www.starlandcounty.com

Sincerely,

A handwritten signature in blue ink that reads "Steven Wannstrom". The signature is fluid and cursive, with the first name being the most prominent.

Steven Wannstrom
Reeve, Starland County

cc Jason Kenney, Premier
Nate Horner, MLA for Drumheller-Stettler
Tara Veer, Mayor of Red Deer



Summer Villages Administration Office
Bay 8, 14 Thevenaz Industrial Trail
Sylvan Lake, AB T4S 2J5
Ph: 887-2822 Fax: 887-2897

September 23, 2020
Honourable Tyler Shandro
Minister of Health
Office of the Minister Health
423 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Re: Consolidation of Ambulance Dispatch Services

Dear Minister Shandro:

Alberta Health Services ("AHS") intention to remove the municipal ambulance dispatch service in Red Deer will negatively impact patient outcomes, and emergency services in our community. We respectfully request that you overturn the decision made by AHS and keep dispatch services regional in the interest of patient outcomes.

Many in our community live in locations that may not appear on a map. Having dispatchers who do not understand local geography and landmarks will delay ambulance services, leaving our residents at risk when seconds matter. Our community relies on ambulance services to provide critical health services to our community, especially because ambulances are relied upon to administer care to patients in remote settings.

The proposed changes by AHS were done without consultation with the affected municipalities. Our community relies on the Red Deer dispatch centre, which is actively monitoring the available ambulances in the region to ensure our residents receive timely emergency services. AHS needs to reach out to our community to fully understand how consolidation will impact our health outcomes.

We strongly believe removing regional dispatch services will negatively impact patient outcomes in our community, and we question the effectiveness of the decision by AHS to eliminate a system that is delivering quality patient care to our community.

We appreciate your attention on this critical matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Roger Dufresne", with a large flourish at the end.

Roger Dufresne
Mayor, Birchcliff

cc Jason Kenney, Premier
MLA for
Tara Veer, Mayor of Red Deer

Emergency Dispatch Advocacy

Appendix 3

Letters from Alberta Health Services

October 13, 2020

Emergency Medical Services

August 4, 2020

Mayor Tara Veer
City of Red Deer
mayor@reddeer.ca

Re: EMS 911 Dispatch Consolidation in Alberta

Dear Mayor Veer,

Following a recommendation of the Ernst and Young Alberta Health Services (AHS) Review, AHS Emergency Medical Services (EMS) will be moving forward with plans to consolidate 911 EMS dispatch services including those in your municipality.

The EMS 911 calls handled by four municipally-run contracted satellite dispatch sites located in Calgary, Lethbridge, Red Deer and the Municipality of Wood Buffalo will be transitioned to one of three existing AHS EMS dispatch centres.

This transition affects EMS 911 dispatch services only; all local municipal fire, police and Medical First Response (MFR) will continue to be dispatched by the local municipalities.

Patient safety is at the core of every decision AHS makes. This includes our approach to dispatching of EMS services across Alberta. The Ernst and Young recommendation validates earlier reports, [including one in 2013 by the Health Quality Council of Alberta](#), supporting dispatch consolidation for improved patient care and health integration. Consolidation of the four satellite dispatch centres will save over \$6 million annually. This is a fiscally responsible transition that will maintain patient safety and ensure consistency and sustainability of dispatch services across all communities.

A province-wide EMS dispatch system is more efficient and allows better co-ordination of all resources, allowing EMS to send the nearest available ambulance to a patient regardless of any geographic boundaries. 911 callers will notice absolutely no change.

The transition will take place over approximately six months, commencing August 4, 2020. When the transition is complete, EMS calls will be seamlessly transitioned from municipal call centres, to the AHS EMS provincial communications centres located in Peace River, Edmonton and Calgary. Callers to 911 will not notice any change.

We understand you may have questions about this transition and we commit to holding further conversations between our team and yours to ensure this transition happens smoothly. We will be in touch to schedule these meetings in the near future.

We look forward to continued collaboration with our municipal partners and the Government as we phase in this transition.

Sincerely,



Darren Sandbeck M.A., ACP, CHE
Senior Provincial Director & Chief Paramedic
Alberta Health Services

Emergency Medical
Services

September 11, 2020

Fire Chief Ken McMullen
Ken.McMullen@reddeer.ca

RE: EMS Dispatch Consolidation

Dear Fire Chief McMullen,

I am writing to follow-up on the August 4, 2020 announcement by Alberta Health Services (AHS) regarding the decision to consolidate EMS dispatch from four municipal call centres into one of three AHS Communications Centre sites.

It is our goal to stay connected through this process and make the transition as easy as possible for all involved, and we look forward to working with your teams over the coming months.

In order to meet the timelines for the transitions, we are already in the process of scheduling transition meetings to ensure everyone is on the same page. Our EMS Dispatch teams have been reaching out to meet with each municipality's own dispatch centre team to share information on the transition process, and the steps that we will all be required to complete for the transition on **January 31, 2021**.

The main goal of these transition meetings is to allow all involved to collaborate on tasks, timelines, and ensure all the necessary stakeholders are involved.

All involved with this transition at AHS EMS want this to be a collaborative process, and I would like to extend an offer to meet with you to answer questions, discuss concerns that arise, or to share information at any time during this 6-month process. Please reach out directly to me at any time using the contact information below.

Thanks for your continued support of EMS dispatch in Alberta, and for your contributions to the system.

Respectfully,



Darren Sandbeck M.A., ACP, CHE
Senior Provincial Director & Chief Paramedic
Alberta Health Services

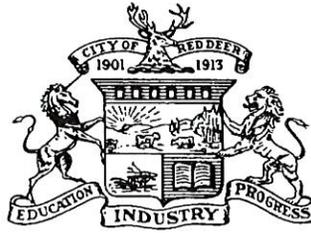
c: Marty Scott, Executive Director – EMS Provincial Programs

Emergency Dispatch Advocacy

Appendix 4

Sample letter to Central Alberta MLA's and Mayor's

October 13, 2020



OFFICE OF THE MAYOR

September 17, 2020

Honourable Devin Dreeshen
MLA for Innisfail-Sylvan Lake
5027 - 49 Street
Innisfail, AB
Canada T4G 1M1

Re: Alberta Health Services Consolidation of Ambulance Dispatch Services

Dear Minister Dreeshen:

The City of Red Deer was notified on August 4, 2020, that Alberta Health Services ("AHS") intends to remove the integrated municipal ambulance dispatch service in Lethbridge, Calgary, Red Deer and Regional Municipality of Wood Buffalo ("RMWB"), based on the recommendations from the Ernst and Young report published in February 2020. The report was composed without engaging with municipalities.

In July, the Mayors of Lethbridge, Calgary, Red Deer and RMWB met with the Minister of Health and let him know that AHS did not engage with our municipalities on the proposed emergency dispatch consolidation. The Minister indicated that meetings with AHS should occur. AHS subsequently contacted our municipalities on August 4, 2020, to inform us of the decision to consolidate without following through on the engagement that was committed. Please refer to the attached timeline for a complete outline of the lack of consultation.

The City of Red Deer strongly believes that this consolidation will negatively impact emergency dispatch services delivery to our region and the citizens we jointly serve, as provincial AHS dispatch staff will not have local geographical or landmark knowledge, or capacity to monitor regional ambulance distribution. As an MLA who represents the communities affected by this change, we respectfully request that you advocate to the Premier and the Minister of Health to reverse AHS' decision.

Page 2
Minister Dreeshen

Removing regional integrated dispatch services will delay the dispatch of emergency services to regional citizens and detrimentally impact the effectiveness of our integrated emergency delivery model. When a 9-1-1 call comes into the integrated dispatch centre, ambulance and fire dispatchers communicate to ensure timely emergency responses, and Red Deer is 18-21 seconds quicker than the provincial AHS dispatch centre in Edmonton. On medical co-responses with our fire units, 40% of the time, our unit arrives before the ambulance. Having fire and ambulance communications operators in the same room allows units to leave the station earlier in critical situations where seconds matter, which means efficient use of public resources and improved patient outcomes.

Our local integrated dispatch centre teams actively monitor the number of ambulances in the region. When no ambulance is available when a call comes in, dispatchers will send a fire unit to provide paramedic service as our emergency responders are trained paramedics, ensuring patients receive timely emergency care. Furthermore, if one community in our region is without coverage our local dispatchers proactively address to ensure timely ambulance response times. This service level will degrade if all calls in Alberta are routed through AHS centres. The regional dispatch centres are also the backup when AHS dispatch centres are overloaded, which provides all Albertans with 9-1-1 dispatch services, especially during a significant emergency event.

We strongly believe the Minister needs to understand the regional perspective and the potential impacts on your constituents. We respectfully request that the decision to consolidate the ambulance dispatch be reversed and remain regional. We have an effective system in place that delivers exceptional service to the region in the best interest of patient outcomes. We continue to question the intent to consolidate after previous Ministers of Health have rejected AHS' proposal after hearing from municipalities on multiple occasions.

We appreciate your attention to this critical matter. If you would like to have a tour and technical briefing provided by our Emergency Services Manager, I invite you to contact my office at 403.342.8154.

Sincerely,



Tara Veer
Mayor, The City of Red Deer
[Enclosures]

cc Adriana LaGrange, Minister of Education and MLA for Red Deer North
Jason Stephan, MLA for Red Deer South

...3

Page 3

Minister Dreesen

Red Deer City Council

Chris Spearman, Mayor of Lethbridge

Naheed Nenshi, Mayor of Calgary

Don Scott, Mayor of Regional Municipality of Wood Buffalo

Allan Seabrooke, Red Deer City Manager

Steven Ellingson, Red Deer Intergovernmental Strategist

Emergency Dispatch Advocacy

Appendix 5

Info Graphic outlining differences in delivery models

October 13, 2020

Current Process



Future Process



**911
Caller**



**Municipal 911
Dispatcher**



Fire



**AHS 911
Dispatcher**



EMS

EMS calls
transferred
to AHS
call centre

If Fire is
needed, EMS
will need to
contact the
Municipal 911
Dispatcher again



Emergency Dispatch Advocacy

Appendix 6

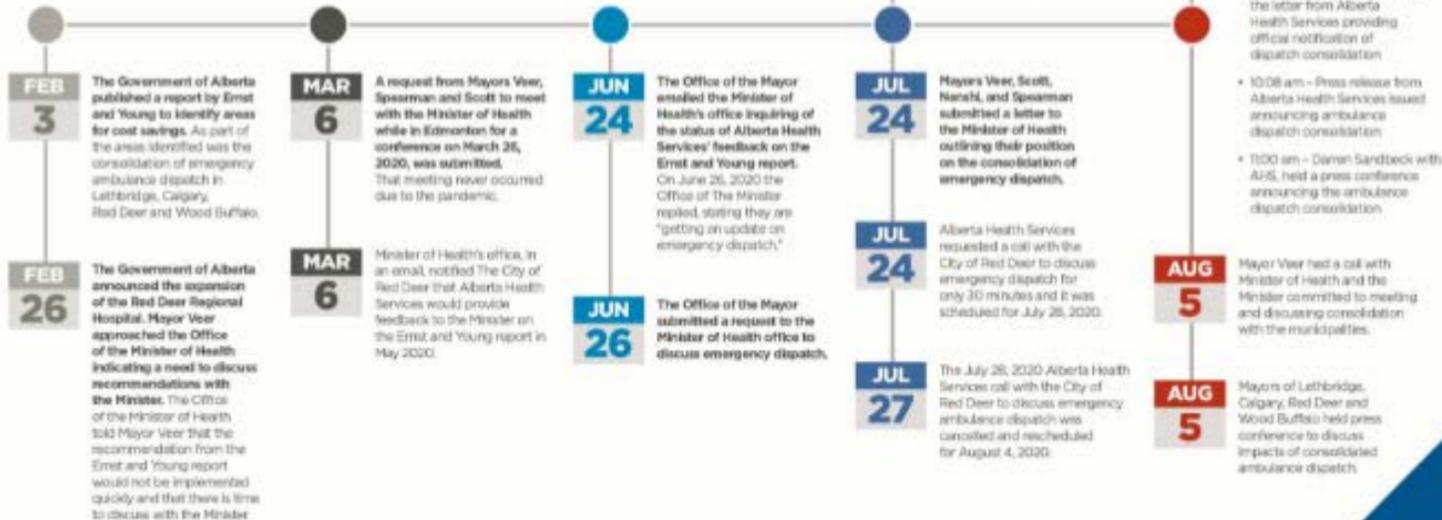
Timeline graphic

October 13, 2020

EMERGENCY AMBULANCE DISPATCH

2020

TIMELINE



DATE: October 14, 2020
TO: Steven Ellingson, Intergovernmental Strategist
FROM: Frieda McDougall, Legislative Services Manager
SUBJECT: Emergency Dispatch Advocacy

Reference Report:

Office of the Mayor and City Manager, dated October 13, 2020.

Resolution:

At the Tuesday, October 13, 2020 Regular Council Meeting, Council passed the following resolution:

Whereas The City of Red Deer provides a highly effective integrated emergency dispatch service to Red Deerians and partner municipalities in the Central region; and

Whereas the short-sighted decision by Alberta Health Services (“AHS”) to consolidate the integrated municipal ambulance dispatch into three provincial AHS communication centres in Peace River, Edmonton and Calgary to save \$5 million will lead to a degradation of emergency services and response time for all Albertans; and

Whereas, previous Ministers of Health under different Governments and Premiers have overturned AHS in 2009, 2014, 2015, 2016, once they understood the local perspective; and provincial wide impacts; and

Whereas, the proposal by AHS to consolidate ambulance dispatch will lead to delays in services to patients in emergencies and result in fewer Advanced Life Support fire vehicles being sent to provide patient care before an ambulance would arrive; and

Now, therefore, be it resolved that the Council of The City of Red Deer reaffirm our request to the Minister of Health to overturn AHS' proposal to consolidate ambulance dispatch in the interest of the health and safety of Red Deerians, Central Albertans and all Albertans.

Report back to Council:

No.

Comments/Further Action:

Please confirm that you will be forwarding the adopted resolution to Alberta Health Services.

“Frieda McDougall”

Frieda McDougall
Manager

c. Chief / Manager of Emergency Services



October 13, 2020

2021 Municipal General Election

Prepared by: Frieda McDougall, Returning Officer
Department: Legislative Services

Report Summary & Recommendation

It is recommended that:

- A. The following items be received as information only:
 1. Joint Elections:
The City conducts the Red Deer School Division's elections and Red Deer Catholic Separate School Division's elections.
 2. Ministerial Powers:
That the relevant Minister may give directions governing the conduct of a general election, by-election or vote on a bylaw or question if the relevant Minister considers the provisions of this Act insufficient, and require the elected authority to conduct a vote of the electors on any question specified by the relevant Minister at the same time as a general election is held or any question respecting any matter over which the elected authority has jurisdiction.
 3. Election of Mayor:
Mayor continues to be elected by a vote of the electors as provided under section 150 of the *Municipal Government Act*.
 4. Election Day:
The Election Day will be the 3rd Monday in October as provided under section 11 of the *Local Authorities Election Act*.
 5. Nomination Day & Nomination Period:
Nomination day will be 4 week before election day (Monday, September 20, 2021) and a person may file a nomination to become a candidate for a general election, within the period beginning on January 1 in a year in which a general election is to be held and ending at 12 noon on nomination day as provided under section 25 of the *Local Authorities Election Act*.
 6. Nomination Forms:
That the nomination form of a candidate must be signed by at least 5 electors eligible to vote in the election as provided under section 27 of the *Local Authorities Election Act*.
 7. Deposit and Disposition of Deposit:
A nomination deposit not be required.
 8. Death of a Candidate:
The death of a candidate would be posted in all relevant voting stations as provided under section 33(2) of the *Local Authorities Election Act*.
 9. Ward System / At-Large System:
Based on the 2013 direction of both Council and Red Deer's electorate, the 2021 election



- will be conducted At-Large.
10. Contents of Ballots:
The names of the candidates on each ballot be arranged alphabetically as provided under section 43(1) of the *Local Authorities Election Act*.
 11. Voting Hours:
Voting hours on election day will be from 10:00 a.m. to 8:00 p.m. as provided under section 36 of the *Local Authorities Election Act*, unless otherwise established in areas where The City partners in the conduct of the Red Deer Catholic Separate School Division.
 12. Permanent Elector Register:
The authorized identification produced by the Chief Electoral Officer under the *Election Act* will be used for proof of elector eligibility instead of preparing a permanent elector register.
 13. List of Electors:
The authorized identification produced by the Chief Electoral Officer under the *Election Act* will be used for proof of elector eligibility instead of preparing a list of electors.
 14. Proof of Elector Eligibility:
Proof of elector eligibility will be based on the authorized identification that is produced by the Chief Electoral Officer under the *Election Act*.
 15. Advance Vote:
An advance vote will be held for the 2021 election as required under section 73 of the *Local Authorities Election Act*.
 16. Elector Assistance at Home:
Elector assistance at home will be provided during the hours an advance voting station is open.
 17. Declaration of Results:
Official results are published at noon on the 4th day after the election day as provided under section 97 of *Local Authorities Election Act*.
 18. Election Outreach:
Election outreach will include the development and distribution of informational materials (brochures, banners and posters throughout The City to promote election) and a unique web presence.
- B. Administration recommends that Council pass a resolution for:
1. Appointment Returning Officer and Substitute Returning Officer:
The Deputy City Clerk is appointed as the Substitute Returning Officer as required under section 13(2.1) of the *Local Authorities Election Act*.
- C. Council supports the following recommendations as presented in Election Bylaw 3655/2020:
1. Nominations:
The returning officer may, in addition local jurisdiction office, establish one or more locations for receipt of nominations.



2. Voting Subdivisions and Voting Stations:
The returning officer may may divide the local jurisdiction into voting subdivisions and may from time to time alter their boundaries and may designate more than one voting station for each subdivision and the location of those voting stations for that election.
3. Vote by Special Ballot:
That special ballots be provided.
4. Elector Assistance:
That blind elector template be provided.
5. Institutional Vote Locations, Eligibility and Appointments:
That the returning officer is authorized to designate the location of one or more institutional voting stations.
6. Alternative Voting Equipment:
That votes of the electors occur by means of voting machines.
7. Counting of Votes & Counting Centres:
The returning officer is permitted to count the special ballot box, advance vote ballot box and institutional vote ballot box commencing at 7:30 p.m. on Election Day and the results of a count shall not be publicly disclosed until after 8:00 p.m. on election.

Proposed Resolution

Resolved that Council of The City of Red Deer having considered the report from Legislative Services dated October 13, 2020 re: 2021 General Municipal Election hereby appoints the Deputy City Clerk as the Substitute Returning Officer as required under section 13(2.1) of the *Local Authorities Election Act*.

That Bylaw 3655/2020 be read a first time. If first reading is given, this bylaw will come back for second and third reading at the Monday, October 26, 2020 Council Meeting.

Background

The *Municipal Government Act* (MGA) defines a general election as an election to fill vacancies on council caused by the passage of time. The MGA identifies the *Local Authorities Election Act* (LAEA) as the predominant legislation for local authority elections. Under the LAEA, local authority elections are held every four years for the offices of Mayor, Councillors and School Trustees. The next general election is set for 2021.

Since the 2017 general election, both the MGA and LAEA have been amended and any future amendments to the LAEA that may require decision by Council will be brought forward at such a time.

Both the MGA and the LAEA outline a number of areas where Council or the Returning Officer can determine processes related to the conduct of the election. The purpose of this report is to outline



The City's compliance with the provisions of both of these pieces of legislation and to identify other steps to be undertaken by The City in the conduct of the 2021 election. In preparation for the 2021 general municipal election, the following report provides a summary of recommendations for Council to:

- A. Receive as information only;
- B. Pass a resolution; and
- C. Support Administration's recommendations as presented in Election Bylaw 3655/2020.

A. Information Only: Legislative Context & Other Requirements

The following sections are submitted for Council's information only. Administration will conduct the 2021 election based on the provisions of the LAEA, unless otherwise directed by Council.

1. Joint Elections

Sections 2 & 3 of the LAEA provide that an elected authority may hold an election in conjunction with another elected authority in the same area. The City has entered into agreements with the Red Deer School Division, formerly known as Red Deer Public School District No. 104, and the Red Deer Catholic Separate School Division, formerly known as Red Deer Catholic Regional Division No. 39, to conduct the trustees' election on their behalf based on a cost sharing formula. This has been a very successful long-standing partnership.

The Red Deer School Division and The City of Red Deer's jurisdictional boundaries are the same.

The Red Deer Catholic Separate School Division's boundaries include:

- the City of Red Deer and Blackfalds;
- a portion of Red Deer County surrounding Red Deer;
- Rocky Mountain House, Caroline, Alhambra, Eckville, Sylvan Lake, Penhold, Innisfail, Bowden, Olds and Didsbury and a portion of the counties surrounding these jurisdictions.

The Legislative Services Manager has agreements in place with both divisions and will conduct the 2021 general election in their jurisdictions.

Recommendation: Council receive this as information only.

2. Ministerial Powers

Section 6 of the LAEA provides that the relevant Minister may give directions governing the conduct of a general election, first election, by-election or vote on a bylaw or question if the relevant Minister considers the provisions of this Act insufficient, and require the elected authority to conduct a vote of the electors on any question specified by the relevant Minister at the same time as a general election is held or any question respecting any matter over which the elected authority has



jurisdiction. As a result, the City may be required to conduct referendums and senate election as part of the general election.

The City is expecting to conduct a senate election in our jurisdiction as part of the October 18, 2021 general election and the Premier indicated this summer that a referendum on equalization reform will be pursued, if a referendum proceeds it is most likely that The City will conduct the referendum in our jurisdiction as part of the October 18, 2021 general election.

At this time, funding formulas related to senate elections and referendums are not clear; however, the government has provided compensation for past senate elections and we expect the same for 2021. As The City is already conducting an election there is a great deal of efficiency in conducting these votes jointly.

Further, Administration expects that the Minister will provide additional direction closer to the election date related to the conduct of the election in compliance with public health orders.

Recommendation: Council receive this as information only.

3. Election of Mayor

Section 150 of MGA states that the chief elected official (Mayor) of a city is to be elected by a vote of the electors of the municipality unless the council passes a bylaw requiring council to appoint the Mayor from among the councillors. A bylaw under section 150 must be passed by December 31 of the year before the general election at which it is to take effect. A bylaw passed under section 150 must be advertised.

As with past elections, Administration recommends that the Mayor continue to be elected by a vote of the electors as provided under section 150 of the MGA. This is consistent with the practices of all other large cities in Alberta.

Recommendation: Council receive this as information only.

4. Election Day

Section 11 of the LAEA states that election day for a local jurisdiction is to be the 3rd Monday in October; however, a council may stipulate by a bylaw passed prior to June 30 of a year in which a general election is to be held, and provide that election day be the Saturday immediately preceding the 3rd Monday in October (Monday, October 18, 2021). The City's practice has been to hold the election on the 3rd Monday in October and it is recommended that this practice is continued for the following reasons:

- There would be additional costs associated with a Saturday election. Increased administrative costs for employees and additional costs would be incurred for opening the buildings, security, janitorial services, etc. because most of the voting stations are schools.



- Nomination day, which is four weeks before election day, would also have to be on a Saturday. This results in increased administrative costs as staff would have to work the Saturday. The City would have to conduct the Red Deer Catholic Separate School Division's election on Saturday in partner municipalities further increasing the costs of the election.
- Community association centres are also used as voting stations and this may conflict with the Saturday recreational use of these facilities.
- The electors in Red Deer are accustomed to voting on Monday.
- Saturday represents Sabbath for some religious groups.
- At this time, we are not aware of any other large jurisdictions in Alberta considering moving the election day to Saturday.

Recommendation: Council receive this as information only.

5. Nomination Day & Nomination Period

Section 25 of the LAEA establishes the nomination day. Nomination day is 4 weeks before election day. Nomination day will be Monday, September 20, 2021. However, a person may file a nomination to become a candidate for a general election, within the period beginning on January 1 in a year in which a general election is to be held and ending at 12 noon on nomination day (September 20, 2021). This has been changed from prior years when a candidate could only file their nomination papers on the designated nomination day.

Recommendation: Council receive this as information only.

6. Nomination Forms

Section 27 of the LAEA states that a city that is a local jurisdiction with a population of at least 10 000 or a board of trustees under the *Education Act* of a local jurisdiction with a population of at least 10 000 may, by a bylaw passed prior to December 31 of the year before a year in which a general election is to be held, specify the minimum number of electors required to sign the nomination of a candidate for an office, but that number must be at least 5 and not more than 100.

In the past, Council has only required the signatures of 5 electors. To ensure validity of a candidate's nomination form, a candidate may submit more than the required 5 electors' signatures and candidates are encouraged to do so. Administration will continue this practice.

A summary of the minimum number of electors required to sign the nomination form for Mayor, Councillor and School Trustee for other municipalities are as follows:

Municipality	Minimum number of electors required to sign nomination forms
City of Calgary	
Mayor	100 signatures from electors residing in the local jurisdiction



Councillor & School Trustee	100 signatures from electors residing in the candidate's ward
City of Edmonton	
Mayor	100 signatures from electors residing in the local jurisdiction
Councillor & School Trustee	25 signatures from electors residing in the candidate's ward
City of Grand Prairie	
Mayor	25 signatures
Councillor	25 signatures
City of Airdrie	
Mayor	10 signatures
Councillor & School Trustee	10 signatures
City of Lethbridge, City of Medicine Hat, City of St. Albert, Regional Municipality of Wood, Buffalo, Rocky View County, Town of Cochrane, Town of Crossfield, Town of Irricana	
Mayor	5 signatures
Councillor & School Trustee	5 signatures

Recommendation: Council receive this as information only.

7. Deposit and Disposition of Deposit

Section 29 of the LAEA provides that Council may, by bylaw passed not less than 30 days before nomination day; require that every nomination be accompanied by a deposit. Council can set the amount of the deposit; however, it cannot exceed \$1,000. Disposition of Deposit will be in accordance with LAEA.

In past elections, Council has viewed the election as foundational in a democratic political system in which the power lies in a body of citizens who can elect people to represent them. Because of this, every citizen should be afforded the same opportunity to run for office. As a result, Council did not require a deposit.

The City did undertake a review of the required deposit amount for other municipalities and the findings are presented for Council's information:

Municipality	Deposit amount required to accompany nomination forms
City of Calgary, City of Edmonton	
Mayor	\$500



Councillor & School Trustee	\$100
Regional Municipality of Wood Buffalo	
Mayor	\$250
Councillor & School Trustee	\$100
City of Airdrie, City of Grand Prairie, Rocky View County, Town of Irricana	
Mayor	\$100
Councillor & School Trustee	\$100
City of Lethbridge, City of Medicine Hat, City of St. Albert, Town of Cochrane, Town of Crossfield	
Mayor	Deposit not required
Councillor & School Trustee	Deposit not required

Recommendation: Council receive this as information only.

8. Death of a Candidate

Section 33(1) of the LAEA states that Council may, by bylaw passed prior to nomination day (Monday, September 20, 2021), provide that if prior to the opening of the voting stations on election day, a candidate dies after being nominated, the election for the position for which the deceased candidate was nominated shall be discontinued, and the elected authority shall as soon as practicable provide for the holding of a new election for that office.

Section 33(2) goes on to say that if a candidate dies after being nominated and a bylaw has not been passed under the above section, the returning officer shall cause a notice of the death to be posted at a conspicuous location in all the relevant voting stations.

In 1998, Council repealed a bylaw that provided for the discontinuance of the election for which the deceased candidate was nominated. Administration does not recommend instituting such a bylaw because a new election for that position would have to be held; voters would be required to come out and vote twice which may lower the voter turnout for the second election depending on which office is affected; and the costs to run a second election would be substantial.

Recommendation: Council receive this as information only.

9. Ward System / At-Large System

In the 2013 election, Red Deer's electorate was asked whether the City should be divided into Wards or remain as an At-Large election. At the time, the results showed that 71.6% of voters were against dividing the city into wards.



This means that each member of Council. The Red Deer Catholic Separate School Division is a modified at-large system in that it is broken into three wards in which 5 representatives are elected from the Red Deer Ward, one from the Highway 11 Ward, and one from the QEII Ward.

Recommendation: Council receive this as information only.

10. Contents of Ballots

Section 43(1) of LAEA states the names of the candidates on each ballot shall be arranged alphabetically in order of surnames and, if 2 or more candidates have the same surname, the names of those candidates shall be arranged alphabetically in the order of their given names.

Despite section 43(1), Council may pass a bylaw 2 months before an election providing that ballots shall be printed in as many lots as there are candidates for the office. Printing in lots means that the names on the ballot would be rotated ensuring that the ballots have an equivalent distribution of which candidates name is on top of the candidates list on the ballot.

The City's practice is to arrange the names alphabetically for the following reasons:

- the costs and complexity of printing ballots based on the practice of rotating names would increase substantially;
- the ballot cards are designed to have more than one office on a ballot card, rotating the names would be almost impossible unless a separate ballot card for each office was printed which further increases the cost of administering an election;
- operationally, the timelines to have the ballots produced, tested and printed does not make rotation of names feasible;
- the City of Red Deer uses a ballot tabulating system which is programmed and tested to meet our legislative context.

Based on a study that has been done over the previous 9 elections, the number of votes cast is distributed throughout the ballot. This indicates that one ballot style based on names of candidates appearing in alphabetical order for each ballot does not create an advantage for those names appearing on the top portion of the ballot. As shown in the following table, those elected are disbursed between the top and bottom half.

Office	Candidates Elected in 2017 General Election	
	Top Half of Ballot	Bottom Half of Ballot
Mayor	0	1
Councillor	5	3
Public School	4	3
Catholic School	3	2
Total	12	9



Recommendation: Council receive this as information only.

11. Voting Hours

Section 46 of the LAEA states that voting stations shall be kept open continuously on election day from 10:00 a.m. to 8:00 p.m. unless Council passes a bylaw prior to June 30 of a year in which an election is being held, that would provide voting stations to be open before 10:00 a.m.

Some Alberta municipalities have moved to earlier voting hours in recent elections; however, based on an evaluation undertaken by The City of Calgary, there was no indication that opening earlier resulted in significantly higher voter turnout but did result in significantly higher costs.

To date, all jurisdictions outside of the Red Deer, in which The City conducts the election on behalf of the Red Deer Catholic Separate School Division, use the hours of 10:00 a.m. to 8:00 p.m. for their voting stations to remain open. The City of Red Deer has kept open voting stations for this same timeframe and it is recommended that the same hours be in place for the 2021 general municipal election.

Recommendation: Council receive this as information only.

12. Permanent Elector Register

Section 49 of LAEA gives Council the option to, by bylaw, direct the Returning Officer to prepare a permanent elector register of residents in the municipality who are entitled to vote in an election. If the elected authority enacts a bylaw under section 49 of LAEA, the municipality may enter into an agreement with the Chief Electoral Officer under the *Election Act* to receive information that will assist the municipality in compiling the permanent elector register and to provide the Chief Electoral Officer information that will assist with revising information for the purposes of updating the register of electors under the *Election Act*.

In past elections, The City has not prepared a permanent elector register and relied on process outlined in LAEA for proof of elector eligibility.

Recommendation: Council receive this as information only.

13. List of Electors

Section 50 of LAEA states that an elected authority may, by bylaw, direct the returning officer to prepare a list of electors who are entitled to vote in an election, and prescribe procedures and forms governing the enumeration of electors and provide for the use of information from a permanent electors register, if any. If a list of electors is prepared, the returning officer must, on the request of the candidate, with a copy of the list of electors. The list of electors may be used only by candidates for the purposes of campaigning for election.



If Council elects to pass a bylaw pertaining to establishing a list of electors, enumeration of the electors residing in the local jurisdiction where an election is required will need to be completed. Enumeration of electors can be completed as part of 2021 municipal census.

Lastly, there is a perception that the use of a voter's list enhances the integrity of the election; however, if an elector's name does not appear on the list, an elector is still able to vote by meeting the proof of elector eligibility as outlined in section 53 of LAEA.

Recommendation: Council receive this as information only.

14. Proof of Elector Eligibility

Section 53.01 of LAEA states that an elected authority may, by a bylaw passed no later than 6 months prior to nomination day of a year in which an election is to be held, provide for the number and types of identification that are required to be produced by a person to verify the person's name and current address for the purpose of determining whether the person is eligible to vote.

In past elections, The City has not prepared a list of additional types of identification and has used the authorized identification produced by the Chief Electoral Officer under the *Election Act*. Administration recommends that The City continues to use the authorized identification that is produced by the Chief Electoral Officer. A complete list of authorized identification is provided in Appendix A (Note: the Chief Electoral Officer may revise this list before the general election. Administration has been in agreement with past revisions to the list).

Recommendation: Council receive this as information only.

15. Advance Vote

Section 73 of the LAEA states that a municipality having a population greater than 5,000 must provide for holding an advance vote on the election of municipal councillors and that the Returning Officer must determine the days and hours when the advance vote is to be held.

In 2017, 2,639 Red Deer residents voted during the five dates of advance voting. For 2021, the Returning Officer has established the following advance vote dates and times:

Date	Time
Friday, October 1, 2021	10:00 a.m. – 8:00 p.m.
Saturday, October 2, 2021	10:00 a.m. – 8:00 p.m.
Friday, October 8, 2021	10:00 a.m. – 8:00 p.m.
Saturday, October 9, 2021	10:00 a.m. – 8:00 p.m.
Friday, October 15, 2021	10:00 a.m. – 8:00 p.m.



Saturday, October 16, 2021	10:00 a.m. – 8:00 p.m.
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Advance votes for Red Deer Catholic Separate School Division's electors located outside of Red Deer will be in accordance with the dates established by the presiding municipality.

Recommendation: Council receive this as information only.

16. Elector Assistance at Home

Section 79 of LAEA allows Council to provide for the attendance of two deputies at the residence of an elector, during the hours an advance voting station is open or other times as may be fixed by resolution, in order to take the vote of an elector who, because of physical disability, is unable to attend a voting station or an advance voting station to vote.

This provision is made for those electors who are house bound and are unable to leave the house to vote. Electors must register for this service with the returning officer prior to the actual day of voting. The City has offered this service since 1995, and since 2004 has also included accommodation to electors who must rely on special transportation with the challenges of needing to book outgoing and returning trips in advance. In previous elections, elector assistance at home has been offered during the hours an advance voting station is open.

Recommendation: Council receive this as information only.

17. Declaration of Election Results

Section 97 of LAEA states that the returning officer may publish unofficial results of the counting of ballots after an election as the results are received from voting stations. This has been the City's practice in the past elections and in the 2017 election, the unofficial results were published on the website. The City will continue to publish unofficial results.

As prescribed by LAEA, official results are published at noon on the 4th day after the election day.

Recommendation: Council receive this as information only.

18. Election Outreach

Traditionally, Legislative Services department has focused its election efforts on the development of a candidate handbook and on legal advertising in compliance with LAEA. In recent years other tools such as the utilization of The City's Web site have enhanced voter information and understanding of election processes. Some of the key elements of election outreach to be employed in the 2021 election include:

- Development of election campaign;
- Use of informational material such as the candidate handbook and voter brochures;
- Development and mass distribution (door-to-door) of legislated election information;



- Use of banners and posters throughout the city to promote the election;
- A unique web presence, including pre and post-election information will be established.

Recommendation: Council receive this as information only.

B. Administration's Recommendations for a Resolution: Legislative Context & Other Requirements

I. Appointment of Returning Officer and Substitute Returning Officer

Section 13(1) of the LAEA states that Council may appoint a returning officer for the purpose of conducting elections. The City Manager has delegated these powers to the Legislative Services Manager. The Legislative Services Manager acts in the capacity of Returning Officer for general elections.

A new provision in the LAEA, section 13(2.1), indicates that Council must, by resolution, appoint a substitute returning officer by June 30 of the year in which the election occurs. In the event that, through illness, absence or other incapacity, the returning officer is incapable of performing the duties of returning officer, the substitute returning officer has and may exercise all the duties, functions and powers of a returning officer for the purposes of conducting elections under the LAEA.

Recommendation: That the Deputy City Clerk is appointed as the Substitute Returning Officer.

C. Administration's Recommendations for Bylaw 3655/2020: Legislative Context & Other Requirements

I. Nominations

Section 28 of the LAEA provides that nominations can be submitted at the local jurisdiction office at any time during the nomination period (January 1, 2021 and ending at 12 noon on Monday, September 20, 2021) and that an elected authority may, by a bylaw passed prior to December 31 of the year before a year in which a general election is to be held, provide that a returning officer may establish one or more locations, in addition to the local jurisdiction office, where a deputy may receive nominations.

The City of Red Deer conducts the Red Deer Catholic Separate School Division's election and partners with municipalities that are part of the Red Deer Catholic Separate School Division. In the past elections, the returning officer has established locations in town offices of other municipalities located within the boundaries of Red Deer Catholic Separate School Division and will do so for the 2021 election.

Recommendation: That the returning officer may, in addition local jurisdiction office, establish one or more locations for receipt of nominations.



2. Voting Subdivisions and Voting Stations

Section 36 of the LAEA states that the elected authority by resolution, or the returning officer if authorized by resolution of the elected authority, may divide the local jurisdiction into voting subdivisions and may from time to time alter their boundaries but may not alter them between the time of the giving of notice of an election and the election day. The City of Red Deer works to create voting subdivisions in alignment with neighbourhoods.

Section 37 of the LAEA states that the returning officer shall designate the location of one voting station only for each voting subdivision and the location may be outside the area. However, the elected authority may pass a bylaw by June 30 of a year in which a general election is to be held allowing the returning officer of the elected authority to designate more than one voting station for each subdivision and the location of those voting stations for that election.

In past elections, the returning officer has divided the local jurisdiction into voting subdivisions and altered their boundaries as necessary to deliver the election.

Recommendation: That the returning officer may may divide the local jurisdiction into voting subdivisions and may from time to time alter their boundaries and may designate more than one voting station for each subdivision and the location of those voting stations for that election.

3. Vote by Special Ballots

Section 77.1(1) of LAEA states an elector who is unable to vote at an advance vote or at the voting station on election day because of physical disability, absence from the local jurisdiction or, being a returning officer, deputy returning officer, substitute returning officer, constable, candidate, official agent or scrutineer who may be located on election day at a voting station other than that for the elector's place of residence, may apply to vote by special ballot.

An elected authority may, by resolution passed prior to nomination day, provide for special ballots and provide that the application for special ballots may be made by any one of the following methods: in writing; by telephone; by fax; in person; by e-mail or by secure website.

The resolution shall also set the time and dates that application for special ballots will be accepted. The elected authority may set a time and date earlier than the closing of the voting stations on election day for when special ballots must be received by the Returning Officer. City Hall closes to the public at 4:30 p.m. it would be proposed that the time for receipt of special ballots be established accordingly.

In 2007, special ballots were adopted and implemented at The City of Red Deer and 40 voters took advantage of the service. In the 2010 General Election, 14 voters cast their votes using special ballots followed by 37 in 2013, and 52 in 2017.



Recommendation: That special ballots be provided as outlined.

4. Elector Assistance

In 2003 Section 78 of LAEA was amended to require that a municipality, if requested by an elector at least 3 months before election day, must provide the elector with a blind voter template in the prescribed form. At the time, The City of Red Deer requested that the Minister of Municipal Affairs approve the use of the Advance Vote to accommodate blind voters. The Red Deer Election Regulation was adopted to provide for a visually impaired elector, via a headset, to hear the instructions on how to vote and the names of candidate. It walks the elector through the process of voting and provides opportunity to make corrections. This same equipment provides visual information for electors who may not be able to hear instructions from election personnel. This technology was very well received by all voters attending the Advance Vote.

Due to legislative changes to LAEA, The Red Deer Election Regulation was repealed on January 1, 2019; however, section 78 of LAEA states that if an elector requests a blind elector template by June 30 in a year in which a general election is to be held, a municipality must pass a bylaw setting out the blind elector template.

The municipality may also pass a bylaw setting out the blind elector template even if no request is made and the bylaw must specify when the blind elector template is available and how the municipality will notify electors of the availability of the blind elector template.

Recommendation: That blind elector template be provided as outlined.

5. Institutional Vote Locations, Eligibility and Appointments

In the 2017 election, 19 institutional voting stations were established within the city and an additional 8 locations were established in outlying jurisdictions.

Section 80 of LAEA states elected authority by resolution or the returning officer, if authorized by resolution of the elected authority, may designate the location of one or more institutional voting stations for an election in addition to Election Day voting stations. An elector who on election day is confined to a treatment centre in the local jurisdiction, or is a resident in a supportive living facility in the local jurisdiction, is eligible to vote at an established institutional voting station.

Recommendation: That the returning officer is authorized to designate the location of one or more institutional voting stations as outlined.

6. Alternative Voting Equipment

Section 84 of LAEA states that an elected authority may by bylaw provide for the taking of the votes of the electors by means of voting machines, vote recorders or automated voting systems. This section further provides that a bylaw established to provide for the taking of votes by means of voting machines also must prescribe the procedures for counting the votes.



In 1992, The City began using a ballot counting machine to tabulate the votes of the electors. This has been an excellent system and has been received well by the electors, candidates and staff.

In the 2007 election, The City built on the use of this technology with the use of voter activated ballot count machines located at each regular voting station. The elector marks their ballot and personally inserts it into the counter. If the machine detects an issue with the marks on the ballot, such as an under-vote or over-vote, the machine will ask the elector to verify their intent prior to accepting the ballot. No interpretation of a ballot by election staff is required.

While no results are available until after the voting station closes, the ballot is immediately tabulated electronically and a cumulative record is recorded for every ballot cast within the system. At the end of the day, the memory card of the machine is removed and delivered to the counting centre and where the tabulated results are downloaded. Employing similar technology to the ballot counting machine, audit and reporting functions are excellent making results available very quickly following the close of voting.

Recommendation: That votes of the electors occur by means of voting machines as outlined.

7. Counting of Votes & Counting Centres

Sections 85 and 85.1 provide for counting of votes and counting centres. The returning officer may designate a single location as a counting centre and must notify all affected candidates, official agents and scrutineers of the location of the counting centre. Once a location is determined, this information will be publicly available.

Further to that, an elected authority may pass a bylaw by June 30 of a year in which a general election is to be held allowing the returning officer of the elected authority to count the special ballot box, advance vote ballot box and institutional vote ballot box no earlier than 7:30 p.m. on Election Day. The results of a count conducted will not be publicly disclosed until after 8:00 p.m. on Election Day.

Recommendation: That the returning officer is permitted to count the special ballot box, advance vote ballot box and institutional vote ballot box commencing at 7:30 p.m. on election day and the results of a count shall not be publicly disclosed until after 8:00 p.m. on election day as outlined.

Appendix A

AUTHORIZED IDENTIFICATION PRODUCED BY THE CHIEF ELECTORAL OFFICER UNDER THE *ELECTION ACT*

Authorized Identification with Elector's Name	
<ul style="list-style-type: none"> • Alberta Assured Income for the Severely Handicapped (AISH) card • Alberta Forestry Identification card • Alberta Health Care Insurance Plan (AHCIP) card • Alberta Health Services Identification Band (patient wrist identification band) • Alberta Natural Resources (conservation) ID card • Alberta Service Dog Team ID card • Alberta Wildlife (WIN) ID card • Baptismal Certificate • Birth Certificate • Canadian Air Transportation Security Agency (CATSA) ID • Canadian Blood Services card • Canadian Border Services Agency Canadian Passenger Accelerated Service System (CANPASS) card • Canadian Border Services Agency Free and Secure Trade (FAST) card • Canadian Border Services Agency Nexus card • Canadian Forces Civilian ID card • Canadian Forces Health card • Canadian Forces Identity card • Canadian Passport • Citizenship card 	<ul style="list-style-type: none"> • Canadian National Institute for the Blind (CNIB) card • Confirmation Certificate • Credit/Debit card • Employee/staff card • Firearm Possession and Acquisition License or Possession Only License • Fishing, Trapping or Hunting License • Hospital/Medical card • Library card • Marriage Certificate • Membership card: Service clubs, fitness/health club, political party or retail outlet • Métis Nation of Alberta membership card • Old Age Security card • Outdoors or Wildlife card/license • Pleasure Craft Operator (PCOC) card – Government of Canada • Prescription bottle insert • Public Transportation card • Secure Certificate of Indian Status (SCIS) card • Social Insurance Number card • Student ID card • Veteran's Affairs Canada Health card

Authorized ID with Elector's Name and Address
<ul style="list-style-type: none"> • Bank/credit card statement or personal cheque • Correspondence issued by a school, college or university • Government cheque or cheque stub • Income/property tax assessment notice • Insurance policy or coverage card • Letter from a public curator, public guardian or public trustee • Pension Plan statement of benefits, contributions or participation • Residential lease or mortgage statement • Statement of government benefits: • Example: Employment insurance, old-age security, social assistance, disability support, or child tax benefit. • Utility bill: Telephone, public utilities commission, cable, power, gas, or water • Vehicle ownership, registration or insurance certificate • Where to Vote Card

Attestations
<ul style="list-style-type: none"> • Attestation of Identity and Ordinary Residence for Tenant Elector issued by an authorized representative of a property manager • Attestation of Identity and Ordinary Residence for Incarcerated Elector issued by the authorized representative of a correctional institution • Attestation of Identity and Ordinary Residence issued by the authorized representative of a First Nations band or reserve • Attestation of Identity and Ordinary Residence for Post-Secondary Student Elector in Residence issued by the authorized representative of a post-secondary institution • Attestation of Identity and Ordinary Residence for Homeless Elector issued by the authorized representative of a facility that provides services to the homeless • Attestation of Identity and Ordinary Residence for Elector in Long Term Care or Supportive Living Facility issued by the authorized representative of a supportive living facility or treatment centre

BYLAW NO. 3655/2020

Being a bylaw of The City of Red Deer, in the province of Alberta, to provide for elections within the jurisdiction of The City of Red Deer;

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

PART I – PURPOSE, DEFINITIONS AND INTERPRETATION**Short Title**

1 This bylaw may be called the "Election Bylaw".

Purpose

2 The purpose of this bylaw is to establish rules for the conduct of elections in accordance with requirements of the *Local Authorities Election Act*.

Definitions

3(1) Except as otherwise provided for in this bylaw, the terms used in the *Local Authorities Election Act* (Act), where used or referred to in this bylaw, have the same meaning as defined or provided in the Act.

(2) In this bylaw, the following terms mean:

- (a) "Automated voting system" means the vote tabulators, memory storage devices, remote accumulation systems, printers, computers and software used to count votes and generate election results electronically;
- (b) "Auxiliary ballot box" means a separate compartment in the ballot box for ballot cards that have been marked by electors but not counted by the vote tabulator;
- (c) "Ballot" means the part of a printed or electronically produced ballot card on which is indicated the office to be voted on, the names of the candidates, questions or bylaws posed to electors, if any, and containing the spaces in which the elector is to mark his or her vote;
- (d) "Ballot box" means a container for paper ballots or ballot cards that have been marked by the electors;
- (e) "Ballot card" means a paper card, in a form approved by the Returning Officer, listing the ballots to be voted on in the election;
- (f) "City" means the municipal corporation of The City of Red Deer, in the Province of Alberta;

- (g) "Council" means the Council of The City elected pursuant to the *Municipal Government Act*;
- (h) "Counting centre" means an area designated by the Returning Officer in a controlled access building and equipped for the counting of votes and the tabulation of election results;
- (i) "Deputy" means deputy returning officer;
- (j) "Electronic ballot device" means a data storage unit that records and counts votes by electronic means where an elector casts his or her vote using touch screen technology;
- (k) "Local jurisdiction" means, and includes, The City of Red Deer and any other jurisdiction The City of Red Deer has an agreement with to conduct elections on their behalf including Red Deer School Division, and Red Deer Catholic Separate School Division;
- (l) "Marking instrument" means the pen or other device, approved by the Returning Officer, for use in marking ballots by the elector;
- (m) "Memory storage device" means a computer memory unit that plugs into the vote tabulator or electronic ballot device that contains:
 - (i) the names of the candidates for each contest;
 - (ii) the alternatives 'yes' and 'no' for each bylaw or question (where there is a bylaw or question); and
 - (iii) a secure mechanism to record and count votes;
- (n) "Register tape" means the printed record generated from the vote tabulator or electronic ballot device which shows:
 - (i) the number of ballots received;
 - (ii) the number of ballots accepted;
 - (iii) the number of votes for each candidate; and
 - (iv) where there is a vote on a bylaw or question, the number of votes for and against each bylaw or question;
- (o) "Vote tabulator" means a machine into which ballot cards are inserted and:
 - (i) records the number of votes for each candidate; and

- (ii) where applicable, records the number of votes for and against each bylaw or question.

PART II – GENERAL

Joint Election

- 4** The Legislative Services Manager of The City is authorized to enter into agreements, on behalf of The City, to conduct elections on behalf of other local jurisdictions in Red Deer whose boundaries may or may not be contiguous with The City but do have areas in common.

Nominations

- 5(1)** The Returning Officer will receive nominations of candidates for the local jurisdiction pursuant to the Act.
- (2) The Returning Officer may establish locations, in addition to the local jurisdiction office, where a deputy may receive nominations.

Voting Subdivisions & Stations

- 6(1)** The Returning Officer may alter the boundaries of voting subdivisions and create additional voting subdivisions pursuant to the Act.
- (2) The Returning Officer may designate more than one voting station for each subdivision and the location of those voting stations pursuant to the Act.

Form of Ballot

- 7** The form of the ballot will be established by the Returning Officer.

Ballots

- 8** Following nomination day, the Returning Officer will ensure sufficient ballots and ballot cards are printed and/or prepared electronically.

Voting Hours

- 9(1)** Every voting station will be kept open continuously on Election Day and during the advance vote from 10 a.m. until 8 p.m.
- (2) The Returning Officer may alter voting hours to correspond with hours established in areas where The City partners in the conduct of the Red Deer Catholic Separate School Division's election of trustees.

Advance Voting

- 10(1)** An advance vote will be held on any vote held in an election for the local jurisdiction.
- (2) The Returning Officer will determine the number and location of the advance voting stations and the days and hours during which they will operate.

- (3) An electronic ballot device will be used to conduct the advance vote within the city of Red Deer and:
- (a) A deputy returning officer will:
 - (i) explain the voting procedures for the electronic ballot device;
 - (ii) direct the elector to the voting compartment
 - (iii) place the completed ballot in the ballot box or the electronic ballot device by loading the correct ballot into the unit; and
 - (iv) leave the voting compartment.
 - (b) The elector may only vote by selecting a candidate's name (or candidates, where there is more than one vacancy) and where there is a vote on a question or bylaw, beside "yes" or "no".
 - (c) Once an elector has placed the ballot in a ballot box or pressed the "vote" button and cast the ballot, a replacement ballot shall not be issued.
 - (d) In the event that an elector leaves the voting station without pressing the "vote" button to cast the ballot, the deputy will cancel the ballot and it will be recorded as a rejected ballot.
 - (e) At the end of each day of an advance vote the presiding deputy will place the electronic ballot device into a protective lock mode and physically lock each electronic ballot device.
- (4) The Returning Office will establish the form of ballot and voting procedures for any Advance Vote held on behalf of the Red Deer Catholic Separate School Division in the area outside of the city of Red Deer.

Vote by Special Ballot

- 11(1) Applications for special ballots will be accepted during regular business hours between July 1 in the year of an election and 4:30 p.m. on Election Day.
- (2) Application for special ballot may be made by any of the following methods:
- (a) in writing;
 - (b) by telephone;
 - (c) by fax;

- (d) in person;
 - (e) by e-mail; or
 - (f) by secure website.
- (3) Council will set dates for receipt of applications for special ballots in the event of a by-election or a vote held on a question or bylaw, other than that held in conjunction with a general election.

Elector Assistance at Voting Station

- 12(1)** The electronic ballot device with an audio ballot feature is provided as a blind elector template to allow for the vote of a blind elector at the advance vote held within the local jurisdiction of the city of Red Deer.
- (2) Electors will be notified of the availability of the blind elector template through advertising.
 - (3) Elector assistance at voting station(s) will be provided pursuant to Act.

Elector Assistance at Home

- 13** Elector assistance at home will be provided during the hours an advance voting station is open, as established by the Returning Officer, in order to take the votes of an elector, who because of physical disability, is unable to attend a voting station or an advance voting station to vote.

Institutional Voting Stations

- 14(1)** The Returning Officer is authorized to designate the location of one or more institutional voting stations for an election.
- (2) Date(s) and time(s) of the institutional vote will be posted at the institution at least two days before the vote is to be taken.
 - (3) The deputies, accompanied by an official of the institution, may attend with a ballot box on those patients or residents confined in their rooms, and take the votes of any of those patients or residents who express a desire to vote.

Automated Voting System

- 15(1)** The taking of votes of the electors and the tabulation of election results on any question or in any election conducted by The City may be done by means of an automated voting system, as directed by the Returning Officer.
- (2) In the event that an automated voting system is used in the election, the Returning Officer will:
 - (a) satisfy himself or herself, prior to the date of the election, that the automated voting system has been pre-tested and is accurate and in good working order; and

- (b) take whatever reasonable safeguards may be necessary to secure the automated voting system and any part thereof, including the vote tabulators and the ballot boxes from unauthorized access, entry, use, tampering, or any unauthorized use of the ballot cards or tabulated results.
- (3) Notwithstanding anything in this bylaw, in the event of:
- (a) a malfunction of an automated voting system;
 - (b) the unavailability of an automated voting system or any of its components;
 - (c) a defect in the ballots or ballot marking pens; or
 - (d) anything related to the operation of an automated voting system or any of its components;

the Returning Officer may make any directions that he or she thinks necessary or desirable with respect to: the voting procedures to be used; the taking of votes; for the counting of the votes; and where required, for a recount.

PART III – VOTING PROCEDURES

Automated Voting System Voting Procedures

16(1) Each elector eligible to vote shall be given:

- (a) the ballot card(s) that the elector is eligible to receive and that has been initialled by a deputy;
 - (b) if requested, an explanation of the voting procedures.
- (2) Upon receiving the ballot card(s), the elector will proceed to the voting compartment to vote.
- (3) While the elector is in the voting compartment, the elector will mark the ballots only with the marking instrument provided in the compartment, by completing the oval next to his or her choice of candidate or, where there is more than one vacancy, the candidates of the elector's choice. Where the ballot includes a bylaw or question, the elector will mark his or her vote within the portion of the ballot containing the affirmative or negative, or containing the for or against, whichever way the elector decides to vote by completing the oval next to his or her choice.
- (4) After the elector has finished marking the ballot card(s) and has completed his or her voting, the elector shall immediately leave the voting compartment and deliver the ballot card(s) to the deputy supervising the ballot box and/or the vote tabulator.

- (5) The Deputy at the ballot box and/or the vote tabulator:
 - (a) must ensure that the ballot card was initialled by a Deputy;
 - (b) must insert the ballot card directly into the ballot box and/or vote tabulator, ensuring that the ballots are not exposed; or
 - (c) permit an elector to deposit the elector's ballot into the ballot box and/or vote tabulator.

Ballots Marked Incorrectly

- 17(1)** If an elector has made a mistake when marking a ballot, the elector will return the ballot card to the Deputy from whom he or she received the ballot, and may request a replacement ballot card.
- (2) The Deputy will mark the returned ballot card as "SPOILED" and if the elector requests a replacement ballot card, the Deputy will provide a replacement ballot card to the elector.

Vote Tabulator Errors

- 18(1)** If a ballot card is rejected by the vote tabulator, the Deputy at the ballot box must advise the elector to request another ballot card, and if the elector:
 - (a) requests a replacement ballot card, the Deputy issuing the replacement ballot card will mark the original ballot card "SPOILED";
 - (b) declines to obtain a replacement ballot card, the original ballot card will be marked "REJECTED" and placed into the ballot box.
- (2) Spoiled ballot cards must be retained and kept separately from all other ballot cards.
- (3) Rejected ballot cards must be retained and kept separately from all other ballot cards.

Automated Voting System Failure

- 19(1)** If the automated voting system fails to work or stops working, the Deputy at the ballot box must insert into the auxiliary ballot box all ballot cards delivered by electors while the automated voting system is not working.
- (2) The Returning Officer may establish such other procedures as required to facilitate an electronic vote.
- (3) The voting procedure prescribed in this bylaw will, during an Advance Vote and an Institutional Vote, as far as is feasible, apply and may be modified as may be necessary upon the direction of the Returning Officer.

- (4) Each elector must follow the voting procedures as set out in this bylaw and as posted in the voting station, and upon the deposit of his or her ballot card into the ballot box, and/or vote tabulator, the elector shall leave the voting station.

Vote on a Question or Bylaw

- 20** Unless otherwise specified by legislation or decided by Council, a vote on any question or bylaw will be held in conjunction with a general municipal election.

Sealing of Ballot Boxes

- 21**(1) Electronic ballot device used to acquire electronic votes is deemed to be a sealed ballot box.
 - (2) The electronic ballot device will be closed and sealed at the close of the advance vote and will remain like that until opened for the tabulation of results on Election Day.
 - (3) With regard to any ballot box used to receive paper ballots:
 - (a) The ballot box will be closed and sealed upon the completion of each vote and will remain like that until opened for the counting of ballots on Election Day.
 - (b) Any ballot box used in either the elector assistance at home vote or for special ballots:
 - (i) may have its seal broken to allow the deposit of ballots in each subsequent residence that is attended for the taking of votes; and
 - (ii) will be closed and sealed upon the completion of the elector assistance at home vote and will remain like that until opened for the counting of ballots on Election Day.
 - (4) The ballot boxes used in the institutional vote:
 - (i) may have its seal broken to allow the deposit of ballots if the vote must be conducted throughout a facility to accommodate the physical disability of the residents or if the Deputies have to attend multiple buildings to conduct the institutional vote; and
 - (ii) will be closed and sealed upon the completion of the institutional vote and will remain like that until opened for the counting of ballots on Election Day.
 - (5) The Returning Officer may direct that the sealed ballot boxes be delivered to the counting centre until they are opened for the counting of ballots, or may make any other direction deemed necessary for the storage and disposition of said ballot boxes.

PART IV – POST VOTE PROCEDURES

Regular Voting Station Procedures

- 22(1) Relative to automated voting system, immediately after the close of the voting station, the Presiding Deputy must, in the presence of at least one and any additional officers that he or she considers necessary, and the candidates and agents if any:
- (a) insert any ballot cards from the auxiliary ballot box into the vote tabulator;
 - (b) secure the vote tabulator so that no more ballot cards can be inserted;
 - (c) produce the required number of copies of the register tape as directed by the Returning Officer;
 - (d) together with another Deputy, certify the register tapes as directed by the Returning Officer;
 - (e) package and seal all voted ballot cards and place them into the ballot transfer container(s);
 - (f) count the unused ballot cards, the rejected ballot cards and the spoiled ballot cards and place them, packaged separately and sealed, in the ballot transfer container(s) along with the voting register and all statements;
 - (g) seal and initial the ballot transfer container(s) and ensure that it is ready to be delivered to the Returning Officer; and
 - (h) ensure that the Deputy supervising the ballot box and one other Deputy designated by the Presiding Deputy report the results to the Returning Officer by immediately delivering the vote tabulators, complete with memory cards to the counting centre.
- (2) Relative to non-automated voting system, immediately after the close of the voting station, the Presiding Deputy must, in the presence of at least one and any additional officers that he or she considers necessary, and the candidates and agents if any:
- (a) count the unused ballot cards, the rejected ballot cards and the spoiled ballot cards and place them, packaged separately and sealed, in an empty ballot box(es) along with the voting register and all statements;
 - (b) seal and initial the ballot boxes and ensure that they are ready to be delivered to the Returning Officer; and
 - (c) ensure that the Deputy supervising the ballot box and one other Deputy designated by the Presiding Deputy immediately deliver the sealed ballot boxes to the counting centre for counting.

- (3) After the close of the voting station, the Presiding Deputy will personally, as soon as is practicable, deliver to the Returning Officer the ballot account and in a sealed box, the counted unused ballot cards, the spoiled ballot cards, together with the voting register and all statements.
- (4) The Returning Officer may also require that results be reported by telephone.

Ballot Counting

23 The Deputy supervising at the counting centre will:

- (a) receive all sealed ballot boxes containing used ballots and all vote tabulators containing votes and record for each the time of arrival and the voting station name and number in a check-in book and initial each entry;
- (b) immediately after 7:30 p.m. on Election Day, the Returning Officer may count the special ballot box(es), advance vote ballot box(es) and institutional ballot box(es).
- (c) if the vote tabulator rejects the ballot, and a vote, though incorrectly marked on a ballot clearly indicates for whom or what the elector intended to vote:
 - (i) a duplicated ballot may be prepared in the presence of two Deputies to reflect the intent of the elector, and the word "DUPLICATE" shall be marked on the ballot, and the word "ORIGINAL" shall be marked on the incorrectly marked ballot; and
 - (ii) the duplicated ballot will be assigned a number which will also be recorded on the incorrectly marked ballot and the duplicated ballot will be inserted into a vote tabulator to be counted.
- (d) upon completion of the ballot count for each individual ballot box, place the counted ballot cards into the ballot box, and close and seal the ballot box;
- (e) ensure that result totals are not generated prior to 8:00 p.m. on Election Day;
- (f) after 8:00 p.m. on Election Day, activate the vote tabulator(s) to produce the required number of copies of the register tape for each voting subdivision and as soon as is practicable, deliver to the Returning Officer the register tapes and the sealed ballot boxes containing the counted ballot cards.

Rejected Ballot Card

24(1) A rejected ballot card will not be counted. A ballot card is rejected if:

- (a) the ballot card does not bear the initials of the deputy;
- (b) more votes are cast on the ballot than an elector is entitled to cast;

- (c) the ballot card is torn, defaced or otherwise dealt with by an elector so that he or she can be identified;
 - (d) the ballot has not been marked sufficiently for the vote tabulator to discern a vote;
 - (e) a ballot has been marked outside of the space indicated on the ballot for the placing of a mark;
 - (f) a ballot that is rejected or returned by the vote tabulator or that cannot be read by the vote tabulator or Deputy.
- (2) The Deputy must mark any such ballot card with the word 'REJECTED.'
- (3) Rejected ballot cards must be retained and kept separately from all other ballot cards.

Recount

25 If the Returning Officer makes a recount, pursuant to the Act, the ballots shall be recounted by the automated voting system.

Disposition of Election Material

26 Returning Officer will dispose of election material as per the Act.

Transitional

27 Bylaw 3579/2016 is repealed.

READ A FIRST TIME IN OPEN COUNCIL this 2020.

READ A SECOND TIME IN OPEN COUNCIL this 2020.

READ A THIRD TIME IN OPEN COUNCIL this 2020.

AND SIGNED BY THE MAYOR AND CITY CLERK this 2020.

MAYOR

CITY CLERK

BYLAW NO. 3579/20163655/2020

~~Being a bylaw to provide for municipal and school trustee elections in the city of Red Deer;~~

Being a bylaw of The City of Red Deer, in the province of Alberta, to provide for elections within the jurisdiction of The City of Red Deer;

NOW THEREFORE COUNCIL OF THE CITY OF RED DEER, ENACTS AS FOLLOWS:

PART I – PURPOSE, DEFINITIONS AND INTERPRETATION**Short Title**

1 This bylaw may be called the "Election Bylaw".

Purpose

2 The purpose of this bylaw is to establish rules for the conduct of elections in accordance with requirements of the *Local Authorities Election Act*.

Definitions

23 (1) Except as otherwise provided for in this bylaw, the terms used in the *Local Authorities Election Act* (~~the~~ Act), where used or referred to in this bylaw, have the same meaning as defined or provided in the Act.

3 (2) In this bylaw, the following terms mean:

~~(a) "Automated voting system" means an automated or electronic system designed to automatically count and record votes and process and store the election results;~~

(a) "Automated voting system" means the vote tabulators, memory storage devices, remote accumulation systems, printers, computers and software used to count votes and generate election results electronically;

(b) "Auxiliary ballot box" means a separate compartment in the ballot box for ballot cards that have been marked by ~~voters~~ electors but not counted by the vote tabulator;

(c) "Ballot" means the part of a printed or electronically produced ballot card on which is indicated the office to be voted on, the names of the

candidates, ~~the bylaw name and number or the questions if any questions or bylaws posed to electors, if any~~, and containing the spaces in which the elector is to mark his or her vote;

- (d) "Ballot box" means a container for paper ballots or ballot cards that have been marked by the ~~voters~~ electors;
- (e) "Ballot card" means a paper card, in a form approved by the Returning Officer, listing the ballots to be voted on in the election;
- (f) "City" means the municipal corporation of The City of Red Deer, in the Province of Alberta;
- (g) "Council" means the Council of The City elected pursuant to the *Municipal Government Act*;
- (h) "Counting centre" means an area designated by the Returning Officer in a controlled access building and equipped for the counting of votes and the tabulation of election results;
- (i) "Deputy:" means deputy returning officer;
- (j) "Electronic Ballot Device" means a data storage unit that records and counts votes by electronic means where an ~~voter~~ elector casts his or her vote using touch screen technology;
- ~~(k) "Local Jurisdiction" means, and includes, The City of Red Deer, Red Deer Public School District No. 104, and the Red Deer Catholic Regional Division #39;~~
- (k) "Local jurisdiction" means, and includes, The City of Red Deer and any other jurisdiction The City of Red Deer has an agreement with to conduct elections on their behalf including Red Deer School Division, and Red Deer Catholic Separate School Division;
- (l) "Marking instrument" means the pen or other device, approved by the Returning Officer, for use in marking ballots by the elector;

- (m) "Memory Storage Device" means a computer memory unit that plugs into the Vote Tabulator or Electronic Ballot Device that contains:
- (i) the names of the candidates for each contest;
 - (ii) the alternatives 'yes' and 'no' for each bylaw or question (where there is a bylaw or question); and
 - (iii) a secure mechanism to record and count votes;
- (n) "Register Tape" means the printed record generated from the Vote Tabulator or Electronic Ballot Device which shows:
- (i) the number of ballots received;
 - (ii) the number of ballots accepted;
 - (iii) the number of votes for each candidate; and
 - (iv) where there is a vote on a bylaw or question, the number of votes for and against each bylaw or question;
- ~~(o) "Secrecy sleeve" means an open ended envelope, in a form approved by the Returning Officer, used to cover a printed ballot card to conceal the markings made on the ballot card by the elector without covering the initials of the election official;~~
- ~~(p)~~(o) "Vote tabulator" means a machine into which ballot cards are inserted and:
- (i) records the number of votes for each candidate; and
 - (ii) where applicable, records the number of votes for and against each bylaw or question.

PART II – GENERAL

Joint Election

4

The Legislative Services Manager of The City is authorized to enter into

agreements, on behalf of The City, to conduct elections on behalf of other local jurisdictions in Red Deer whose boundaries may or may not be contiguous with The City but do have areas in common.

Nominations Hours

~~5 The Returning Officer will receive nominations of candidates for the local jurisdiction elections between the hours of 8:00 a.m. and 12:00 p.m. on Nomination Day and on any subsequent day to which the time for receipt of nominations is adjourned.~~

5 (1) The Returning Officer will receive nominations of candidates for the local jurisdiction pursuant to the Act.

Receipt of Nominations

6 (2) The Returning Officer may establish locations, in addition to the local jurisdiction office, where a deputy may receive nominations.

Voting Subdivisions & Voting Stations

76 (1) The Returning Officer may alter the boundaries of voting subdivisions and create additional voting subdivisions ~~as long as the changes are made before notice of election is given.~~ pursuant to the Act.

Voting Stations

~~8 The Returning Officer, in accordance with the modified voting procedures of the Act, may designate more than one voting station for each voting subdivision when authorized by Ministerial Order.~~

(2) The Returning Officer may designate more than one voting station for each subdivision and the location of those voting stations pursuant to the Act.

Form of Ballot

~~107~~ The form of the ballot will be established by the Returning Officer.

Ballots

98 Following nomination day, the Returning Officer will ensure sufficient ballots and ballot cards are printed and/or prepared electronically.

Voting Hours

- ~~119~~ (1) Every voting station will be kept open continuously on Election Day and during the advance vote from 10 a.m. until 8 p.m.
- (2) The Returning Officer may alter voting hours to correspond with hours established in areas where The City partners in the conduct of the ~~Red Deer Catholic Regional Division #39~~ Red Deer Catholic Separate School Division's election of trustees.

Advance Voting

- ~~1210~~ (1) An advance vote ~~may~~ will be held on any vote held in an election for the local jurisdiction.
- ~~13~~ ~~(2) The advance vote will be held on the dates and times set by the Returning Officer.~~
- (2) The Returning Officer will determine the number and location of the advance voting stations and the days and hours during which they will operate.
- ~~14~~ (3) An electronic ballot device will be used to conduct the advance vote within the city of Red Deer and:
- (a) A deputy returning officer will:
- (i) explain the voting procedures for the electronic ballot device;
 - (ii) direct the ~~voter~~ elector to the voting compartment
 - (iii) place the completed ballot in the ballot box or the electronic ballot device by loading the correct ballot into the unit; and
 - (iv) leave the voting compartment.
- (b) The ~~voter~~ elector may only vote by selecting a candidate's name (or candidates, where there is more than one vacancy) and where there is a vote on a ~~bylaw or question~~ question or bylaw, beside "yes" or "no".
- (c) Once a ~~voter~~ an elector has placed the ballot in a ballot box or pressed the "vote" button and cast the ballot, a replacement ballot shall not be

issued.

- (d) In the event that ~~a voter~~ **an elector** leaves the voting station without pressing the “vote” button to cast the ballot, the deputy will cancel the ballot and it will be recorded as a rejected ballot.
- (e) At the end of each day of an advance vote the presiding deputy will place the electronic ballot device into a protective lock mode and physically lock each electronic ballot device.

- ~~15~~ (4) The Returning Office will establish the form of ballot and voting procedures for any Advance Vote held on behalf of the ~~Red Deer Catholic Regional Division #39 Schools~~ **Red Deer Catholic Separate School Division** in the area outside of the city of Red Deer.

Vote by Special Ballot

~~16~~ ~~A vote by special ballot will be provided for those electors who are unable to vote at an advance vote or at the voting station on Election Day because of~~

- ~~a) physical incapacity disability,~~
- ~~b) absence from the local jurisdiction, or~~
- ~~c) being a returning officer, deputy returning officer, constable, candidate, official agent or scrutineer who may be located on Election Day at a voting station other than that for the elector's place of residence.~~

- ~~17~~ (1) Applications for special ballots will be accepted during regular business hours between July 1 in the year of an election and 4:30 p.m. on Election Day.

(2) Application for special ballot may be made by any of the following methods:

- (a) in writing;
- (b) by telephone;
- (c) by fax;
- (d) in person;

(e) by e-mail; or

(f) by secure website.

(2) ~~The Returning Officer Council~~ will set dates for receipt of applications for special ballots in the event of a by-election or a vote held on a question ~~or bylaw~~, other than that held in conjunction with a general election.

~~18~~ ~~At the close of voting on Election Day, the deputy returning officer supervising the special ballot box and one other deputy returning officer designated by the presiding deputy will immediately deliver the sealed ballot boxes to the counting centre for counting.~~

~~Incapacitated Elector~~ Elector Assistance at Voting Station

~~19~~12 (1) The electronic ballot device with an audio ballot feature is provided as a blind ~~voter~~ elector template to allow for the vote of a blind elector at the advance vote held within the local jurisdiction of the city of Red Deer.

(2) Electors will be notified of the availability of the blind elector template by advertising.

(3) ~~Elector something about all other assistance will be provided pursuant to Act.~~

~~Incapacitated Elector~~ Elector Assistance at Home

~~20~~ ~~If a voter is unable to attend at a voting station because of physical incapacity or mobility limitations, that voter may request, at least 48 hours before the end of the Advance Vote period, to have two deputies attend at the voter's residence in order to take the vote of the voter.~~

~~21~~ ~~If the Returning Officer is satisfied that the voter is unable to attend at a voting station due to physical incapacity or mobility limitations, the Returning Officer will:~~

~~(a) advise the voter that the request has been accepted;~~

~~(b) appoint two deputies to attend at the voter's residence; and~~

~~(c) inform the voter of the date and approximate time that the deputies will~~

~~attend the residence.~~

- 13 Elector assistance at home will be provided during the hours an advance voting station is open, as established by the Returning Officer, in order to take the votes of an elector, who because of physical disability, is unable to attend a voting station or an advance voting station to vote.

Institutional Voting Stations

- 2214 (1) The Returning Officer is authorized to designate the location of one or more institutional voting stations for an election.
- 23 (2) Date(s) and time(s) of the institutional vote will be posted at the institution at least two days before the vote is to be taken.
- 24 (3) The deputies, accompanied by an official of the institution, may attend with a ballot box on those patients or residents confined in their rooms, and take the votes of any of those patients or residents who express a desire to vote.

Automated Voting System

- 2515 (1) The taking of votes of the electors and the tabulation of election results on any question or in any election conducted by The City may be done by means of an automated voting system, as directed by the Returning Officer.
- 26 (2) In the event that an automated voting system is used in the election, the Returning Officer will:
- (a) satisfy himself or herself, prior to the date of the election, that the automated voting system has been pre-tested and is accurate and in good working order; and
 - (b) take whatever reasonable safeguards may be necessary to secure the automated voting system and any part thereof, including the vote tabulators and the ballot boxes from unauthorized access, entry, use, tampering, or any unauthorized use of the ballot cards or tabulated results.
- 27 (3) Notwithstanding anything in this bylaw, in the event of:
- (a) a malfunction of an automated voting system;

- (b) the unavailability of an automated voting system or any of its components;
- (c) a defect in the ballots or ballot marking pens; or
- (d) anything related to the operation of an automated voting system or any of its components;

the Returning Officer may make any directions that he or she thinks necessary or desirable with respect to:

- ~~(a)~~ ~~to~~ the voting procedures to be used;
- ~~(b)~~ ~~to~~ the taking of votes;
- ~~(c)~~ for the counting of the votes; and
- ~~(d)~~ where required, for a recount.

PART III – VOTING PROCEDURES

Automated Voting System Voting Procedures

~~28~~16 (1) Each elector eligible to vote shall be given:

- (a) the ballot card(s) that the elector is eligible to receive and that has been initialled by a deputy;

~~(b)~~ ~~— a secrecy sleeve; and~~

~~(c)~~(b) if requested, an explanation of the voting procedures.

29 (2) Upon receiving the ballot card(s) ~~and secrecy sleeve~~, the elector will proceed to the voting compartment to vote.

30 (3) While the elector is in the voting compartment, the elector will mark the ballots only with the marking instrument provided in the compartment, by completing the oval next to his or her choice of candidate or, where there is more than one vacancy, the candidates of the elector's choice. Where the ballot includes a

bylaw or question, the elector will mark his or her vote within the portion of the ballot containing the affirmative or negative, or containing the for or against, whichever way ~~he or she~~ the elector decides to vote by completing the oval next to his or her choice.

~~31~~ (4) After the elector has finished marking the ballot card(s) and has completed his or her voting, ~~he or she~~ the elector shall immediately:

~~(a) insert the ballot card into the secrecy sleeve without showing the markings on the ballot card to anyone and without folding the ballot card; and~~

~~(b) leave the voting compartment and deliver the secrecy sleeve, containing the ballot card(s); to the deputy supervising the ballot box and/or the vote tabulator.~~

~~32~~ (5) The Deputy at the ballot box and/or the vote tabulator **must**:

(a) **must** ensure that the ballot card was initialled by a Deputy;

(b) insert the ballot card directly ~~from the secrecy sleeve~~ into the ballot box and/or vote tabulator, ensuring that the ballots are not exposed; ~~and or~~

(c) ~~the deputy supervising at the ballot box may~~ permit an elector to deposit the elector's ballot into the ballot box and/or vote tabulator.

~~Spoiled Ballot Card Ballots Marked Incorrectly~~

~~3318~~ (1) If ~~a voter~~ an elector has made a mistake when marking a ballot, the ~~voter~~ elector ~~may~~ will return the ballot card to the deputy from whom he or she received the ballot, and ~~may request a replacement ballot card.~~

~~(2) The deputy must issue a new ballot card to a voter and mark the ballot card 'SPOILED' if the deputy is satisfied the voter made a mistake.~~

(2) The deputy will mark the returned ballot card as "SPOILED" and if the elector requests a replacement ballot card, the deputy will provide a replacement ballot card to the elector.

Vote Tabulator Errors

- ~~3418~~—(1) If a ballot card is rejected by the vote tabulator, the deputy at the ballot box must advise the ~~voter~~ **elector** to request another ballot card, **and if the elector:**
- ~~—(2)(4) If the voter requests another ballot card, the deputy from whom he or she received the ballot must issue a new ballot card to the voter and mark the returned ballot card ‘SPOILED.’~~
- ~~35~~—(5)—If the voter refuses to request another ballot card, the deputy at the ballot box and/or vote tabulator must mark the ballot card with the word ‘REJECTED’, or must allow the ballot to be placed in the tabulator upon which time the elector or deputy will accept the ballot as submitted.
- (a) requests a replacement ballot card, the deputy issuing the replacement ballot card will mark the original ballot card “SPOILED”;
- (b) declines to obtain a replacement ballot card, the original ballot card will be marked “REJECTED” and placed into the ballot box.
- ~~36~~—(2) Spoiled ballot cards must be retained and kept separately from all other ballot cards.
- ~~(2)(3)~~ Rejected ballot cards must be retained and kept separately from all other ballot cards.

Vote Tabulator Automated Voting System Failure

- ~~3719~~ (1) If the automated ~~ballot counting voting~~ system fails to work or stops working, the deputy at the ballot box must insert into the auxiliary ballot box all ballot cards delivered by ~~voters~~ **electors** while the ~~vote tabulator automated voting system~~ is not working.
- ~~38~~ (2) ~~Notwithstanding sections 32 to 35,~~ The Returning Officer may establish such other procedures as required to facilitate an electronic vote.
- ~~39~~ (3) The voting procedure prescribed in this bylaw will, during an Advance Vote and an Institutional Vote, as far as is feasible, apply and may be modified as may be necessary upon the direction of the Returning Officer.
- ~~40~~ (4) Each elector must follow the voting procedures as set out in this bylaw and as posted in the voting station, and upon the deposit of his or her ballot card into

the ballot box, and/or vote tabulator, the elector shall leave the voting station.

Vote on a ~~Bylaw or Question~~ Question or Bylaw

4120 Unless otherwise specified by ~~statue~~ legislation or decided by Council, a vote on any ~~bylaw or question~~ question or bylaw will be held in conjunction with a general municipal election.

Sealing of Ballot Boxes

~~42 (1) Prior to the removal of the ballot box(es) from any voting station, the ballot box(es) containing the used ballot cards shall be:~~

- ~~(a) closed and sealed with the presiding deputy's seal so that it cannot be opened without breaking the seal; and~~
- ~~(b) marked on the outside with the voting station name and number.~~

21 (2)(1) Electronic ~~equipment~~ ballot device used to acquire electronic votes is deemed to be a sealed ballot box.

(3)(2) The electronic ballot device will be closed and sealed at the close of the advance vote and will remain like that until opened for the tabulation of results on Election Day.

(4)(3) With regard to any ballot box used ~~in either the incapacitated elector at home vote or for special ballots to receive paper ballots:~~

- (a) The ballot box will be closed and sealed upon the completion of each vote and will remain like that until opened for the counting of ballots on Election Day.
- (b) ~~Any sealed ballot box~~ Any ballot box used in either the elector assistance at home vote or for special ballots:
 - (i.) may have its seal broken to allow the deposit of ballots in each subsequent residence that is attended for the taking of votes; and
 - (ii.) will be closed and sealed upon the completion of the ~~incapacitated elector~~ elector assistance at home vote and will remain like that until opened for the counting of ballots on Election Day.

- ~~(5) — The ballot boxes used in the institutional vote will be closed and sealed upon the completion of the institutional vote and will remain like that until opened for the counting of ballots on Election Day.~~
- (4) The ballot boxes used in the institutional vote:
- (i) may have its seal broken to allow the deposit of ballots if the vote must be conducted throughout a facility to accommodate the physical disability of the residents or if the Deputies have to attend multiple buildings to conduct the institutional vote; and
 - (ii) will be closed and sealed upon the completion of the institutional vote and will remain like that until opened for the counting of ballots on Election Day.
- ~~(6)~~(5) The Returning Officer may direct that the sealed ballot boxes be delivered to the counting centre until they are opened for the counting of ballots, or may make any other direction deemed necessary for the storage and disposition of said ballot boxes.

PART IV – POST VOTE PROCEDURES

~~Post Vote Procedures~~ Regular Voting Station Procedures

- 4322 (I) Relative to automated ~~ballot counting~~ voting system, immediately after the close of the voting station, the presiding deputy must, in the presence of at least one and any additional officers that he or she considers necessary, and the candidates and agents if any:
- (a) insert any ballot cards from the auxiliary ballot box into the vote tabulator;
 - (b) secure the vote tabulator so that no more ballot cards can be inserted;
 - (c) produce the required number of copies of the register tape as directed by the Returning Officer;
 - (d) together with another deputy, certify the register tapes as directed by the Returning Officer;

- (e) package and seal all voted ballot cards and place them into the ballot transfer container(s);
 - (f) count the unused ballot cards, the rejected ballot cards and the spoiled ballot cards and place them, packaged separately and sealed, in the ballot transfer container(s) along with the voting register and all statements;
 - (g) seal and initial the ballot transfer container(s) and ensure that it is ready to be delivered to the Returning Officer;
 - (h) ensure that the deputy supervising the ballot box and one other deputy designated by the presiding deputy report the results to the Returning Officer by immediately delivering the vote tabulators, complete with memory cards to the counting centre;
- (2) Relative to non- automated ~~ballot counting~~ voting system, immediately after the close of the voting station, the presiding deputy must, in the presence of at least one and any additional officers that he or she considers necessary, and the candidates and agents if any:
- (a) count the unused ballot cards, the rejected ballot cards and the spoiled ballot cards and place them, packaged separately and sealed, in an empty ballot box(es) along with the voting register and all statements;
 - (b) seal and initial the ballot boxes and ensure that they are ready to be delivered to the Returning Officer; and
 - (c) ensure that the deputy supervising the ballot box and one other deputy designated by the presiding deputy immediately deliver the sealed ballot boxes to the counting centre for counting.
- (3) After the close of the voting station, the presiding deputy will personally, as soon as is practicable, deliver to the Returning Officer the ballot account and in a sealed box, the counted unused ballot cards, the spoiled ballot cards, together with the voting register and all statements.
- (4) The Returning Officer may also require that results be reported by telephone.

~~(5) The presiding deputy shall not permit more than one candidate or his or her agent, or more than one agent of either side of a vote on any bylaw or question to be present at the same time after the voting station is closed.~~

Ballot Counting

4423

The deputy supervising at the counting centre will:

- (a) receive all sealed ballot boxes containing used ballots and all vote tabulators containing votes and record for each the time of arrival and the voting station name and number in a check-in book and initial each entry;
- ~~(b) immediately after 4:00 p.m. on Election Day, if provided for by the Returning Officer, in the presence of at least one and any additional officers that the Returning Officer considers necessary, ensure that the ballot boxes referred to in Sections 22, 26 and 44 are opened, and cause the ballots to be counted by inserting the ballot cards through the vote tabulator;~~
- (b) immediately after 7:30 p.m. on Election Day, the Returning Officer may count the special ballot box(es), advance vote ballot box(es) and institutional ballot box(es).
- (c) if the vote tabulator rejects the ballot, and a vote, though incorrectly marked on a ballot clearly indicates for whom or what the voter elector intended to vote:
 - (i) a duplicated ballot may be prepared in the presence of two deputies to reflect the intent of the elector, and the word "DUPLICATE" shall be marked on the ballot, and the word "ORIGINAL" shall be marked on the incorrectly marked ballot; and
 - (ii) the duplicated ballot will be assigned a number which will also be recorded on the incorrectly marked ballot and the duplicated ballot will be inserted into a vote tabulator to be counted.
- (d) upon completion of the ballot count for each individual ballot box, place the counted ballot cards into the ballot box, and close and seal the ballot

box;

- (e) ensure that result totals are not generated prior to 8:00 p.m. on Election Day;
- (f) after 8:00 p.m. on Election Day, activate the vote tabulator(s) to produce one (1) copy of the tally register tape for each voting subdivision, ~~or such other number as may be directed by the Returning Officer,~~ and as soon as is practicable, deliver to the Returning Officer the tally register tapes and the sealed ballot boxes containing the counted ballot cards.

Rejected Ballot Card

4524 (1) A rejected ballot **card** will not be counted. A ballot **card** is rejected if:

- (a) the ballot card does not bear the initials of the deputy;
 - (b) more votes are cast on the ballot than an elector is entitled to cast;
 - (c) the ballot card is torn, defaced or otherwise dealt with by an elector so that he or she can be identified;
 - (d) no vote is cast by an elector or the ballot has not been marked sufficiently for the vote tabulator to discern a vote;
 - (e) a ballot has been marked outside of the space indicated on the ballot for the placing of a mark;
 - (f) a ballot that is rejected or returned by the vote tabulator or that cannot be read by the vote tabulator or deputy.
- (2) The deputy must mark any such ballot card with the word 'REJECTED.'
 - (3) Rejected ballot cards must be retained and kept separately from all other ballot cards.

Recount

4625 If the Returning Officer makes a recount, pursuant to the Act, the ballots shall be recounted by the automated voting system.

Disposition of Election Material

~~47 (1) Upon the completion of the tabulation of the election results, the Returning Officer shall retain the voting registers, the ballot boxes with their seals unbroken, and the programs and the memory cards of the automated voting system for six (6) weeks from the date of voting.~~

~~(2) After six (6) weeks from the date of voting the Returning Officer will ensure that all voter registers and used ballots are destroyed and that any information retained on memory cards is cleared.~~

27 Returning Officer will dispose of election material as per the Act.

Transitional

4828 Bylaw ~~3491/2013 3579/2016~~ is repealed.

READ A FIRST TIME IN OPEN COUNCIL this _____ day of November 2020.

READ A SECOND TIME IN OPEN COUNCIL this _____ 2020.

READ A THIRD TIME IN OPEN COUNCIL this _____ 2020.

AND SIGNED BY THE MAYOR AND CITY CLERK this _____ 2020.

MAYOR

CITY CLERK

DATE: October 14, 2020
TO: Samantha Rodwell, Deputy City Clerk
FROM: Frieda McDougall, Legislative Services Manager
SUBJECT: Municipal General Election

Reference Report:

Legislative Services, dated October 13, 2020.

Resolution:

At the Tuesday, October 13, 2020 Regular Council Meeting, Council passed the following Resolution:

Resolved that Council of The City of Red Deer having considered the report from Legislative Services dated October 13, 2020 re: 2021 General Municipal Election hereby appoints the Deputy City Clerk as the Substitute Returning Officer as required under section 13(2.1) of the Local Authorities Election Act.

Bylaw Reading:

At the Tuesday, October 13, 2020 Regular Council Meeting, Council gave first reading to the following Bylaw:

Bylaw 3655-2020 (The Election Bylaw to establish rules for the conduct of elections in accordance with requirements of the *Local Authorities Election Act*)

Report back to Council:

Yes.

Comments/Further Action:

This bylaw will come back for second and third readings at the Monday, October 26, 2020 Council Meeting

“Frieda McDougall”

Frieda McDougall
Manager

- c. Project Coordinator
Corporate Meeting Administrator



October 13, 2020

Lancaster/ Vanier East NASP 3217/C-2020 Land Use Bylaw Amendment 3357/S-2020: R1N to R1G

Prepared by: Kimberly Fils-Aimé
Department: Planning Department

Report Summary & Recommendation

The Planning Department has received an application to amend the Lancaster/ Vanier East Neighbourhood Area Structure Plan (NASP) to rezone 26 R1N Residential (Narrow Lot) District properties to R1G Residential (Small Lot) District along Livingston Close. The NASP amendment will prompt a corresponding Land Use Bylaw amendment to rezone these same 26 properties.

Administration recommends that Council give first reading to Lancaster/ Vanier East NASP amendment 3217/C-2020 and Land Use Bylaw Amendment 3357/S-2020.

Proposed Resolution

That Bylaw 3217/C-2020 and Bylaw 3357/S-2020 be read in a first time. If first reading is given, these bylaws will be advertised for two consecutive weeks with a Public Hearing to be held on Monday, November 9, 2020 at 6:00 p.m.

Rationale for Recommendation

The proposed amendments are supported by Administration based on the following rationale:

1. Streets with mixed front attached garages and garages in the rear of the home are common.

There are many streets throughout The City with a mix of front and rear access. This can add visual interest to a street as compared to those with a homogenous streetscape.

2. R1N and R1G Districts are compatible

Both the R1N and R1G Districts were created as small and narrow lot affordable alternatives to traditional single detached dwelling districts. They are compatible with each other and can be mixed without creating conflict.

3. Provides a variety of housing options to accommodate different needs

The provision of housing choice is encouraged in several city plans and policies (Appendix D). The R1N and R1G districts provide a similar product while offering residents the opportunity to choose a housing form that better suites their preferences or needs.

Discussion

Background

Livingston Close is located in the Laredo Neighbourhood in the southeast of Red Deer. The applicant has applied to rezone 26 lots along Livingston Close from R1N Residential (Narrow Lot) District to R1G Residential (Small Lot) District. The combined size of the properties being rezoned is 1.28 hectares (3.16 acres). All 26 properties are vacant and currently owned by three different home builders (Appendix B).

They have requested the rezoning due to allow for more affordable garaged products in Southeast Red Deer.

The General Purpose of the R1N District is *“to provide land which will be used for narrow lot single family residential development in new neighbourhoods”*. The General Purpose of the R1G District is *“to provide land which will be used for small lot detached housing with mandatory front attached garages to create increased opportunity for more efficient utilization of land in small and comprehensively planned residential development clusters”*.

In order to rezone the subject parcels some amendments must also be made to the Lancaster/Vanier East NASP. These include changes to the Land Use Concept Map (Figure 5), and to the Land Use Allocation tables in order to reflect the new proposal.

Analysis

There are many streets located in The City which have a mix of front and rear garage access. This type of variety on a single street is not unique to this proposal as demonstrated in Figure 1.

Figure 1: Wiley Crescent



As indicated in the Lancaster/Vanier East NASP, both the R1N and R1G Districts are compatible to one another as they were created as a more affordable low density housing form. Mixing the two districts provides residents with some choice in the appearance and accessibility of their property within the same street while maintaining the intent.

The following is a list of applicable policies across varying City plans.

Municipal Development Plan

The Municipal Development Plan (MDP) encourages the creation of a wide variety of housing forms and mix within neighbourhoods. While the R1N and R1G districts are both low density in nature, the variation in housing frontage creates a visually interesting streetscape while allowing a mix of housing forms for different housing preferences.

East Hill Major Area Structure Plan

Principle 8 of the East Hill MASP encourages housing opportunity and choice in order to appeal to a range of incomes, family types and opportunities for 'aging in place'.

Lancaster Vanier East/ NASP

The Lancaster Vanier/ East NASP states *"This NASP introduces a new residential land use in an effort create more affordable housing options. R1G Residential (Small Lot) Districts will be similar to R1N Narrow Lot Residential, but would accommodate front driveways/garages"*. The

two districts are similar in nature with one allowing a more affordable version of a front attached garage dwelling.

Neighbourhood Planning and Design Standards

Principle 6 of the Neighbourhood Planning and Design Standards (NPDS) speaks to housing opportunity and choice within The City. The intent is for neighbourhoods to “provide a mixture of unit sizes and housing types. Housing options provide choice within the neighbourhood, appealing to a range of incomes, family types and opportunities for aging in place.” Like R1N, R1G housing is considered a more affordable housing product than traditional R1 District housing. Furthermore, some residents prefer homes with attached garages which provide choice within the neighbourhood while maintaining the residential compatibility.

Strategic Plan

One of the key goals of The City’s 2019-2022 Strategic Plan is for Red Deer to become an economic leader:

“We have a strong, dynamic economy, fostered by entrepreneurship and innovation. Leveraging our central location, Red Deer is an economic hub with a revitalized downtown and diverse local economy.”

Permitting flexibility and more housing options for Red Deer residents allows The City to adapt to changing economic needs. The Lancaster/ Vanier East NASP was approved in 2011 and the city continues to evolve. Changing economic circumstances can sometimes result in the need to adapt land use plans.

Land Use Bylaw

Appendix C highlights the similarities and differences between the R1N and R1G districts. Among the key differences are that front attached garages are mandated in the R1G District and the minimum front yard setback in R1G is 6m compared to 4m in R1N. Other neighbourhoods throughout Red Deer have varying front yard setbacks such as in Woodlea where the front yard setbacks in some areas are up to 2.8 meters different.

Dialogue

The application was circulated to various City departments for review. All concerns/comments provided by departments have been reviewed and considered by the Planning Department.

Environmental Services administration recognizes that additional work to educate future residents about proper cart management may be required on streets with mixed front and rear access.

Engineering has indicated that some curb changes may be required to ensure the overall quality and comfort of the sidewalk network from the pedestrian's perspective. This issue can be mitigated at the Development Permit stage.

An information package was sent to 182 landowners and adjacent developers within 100m of the subject properties. No responses were received from landowners.

Recommendation

Administration recommends that Council give first reading to Lancaster/ Vanier East NASP amendment 3217/C-2020 and Land Use Bylaw Amendment 3357/S-2020.

Appendices

- Appendix A- Lancaster/ Vanier East NASP 3217/C-2020
Land Use Bylaw 3357/S-2020
- Appendix B- Subject Property Context Maps
- Appendix C- R1N and R1G District Comparison
- Appendix D- Applicable Plan Policies

Appendix A

*Lancaster/ Vanier East NASP 3217/C-2020
Land Use Bylaw Amendment 3357/S-2020: R1N to R1G*

Schedule A

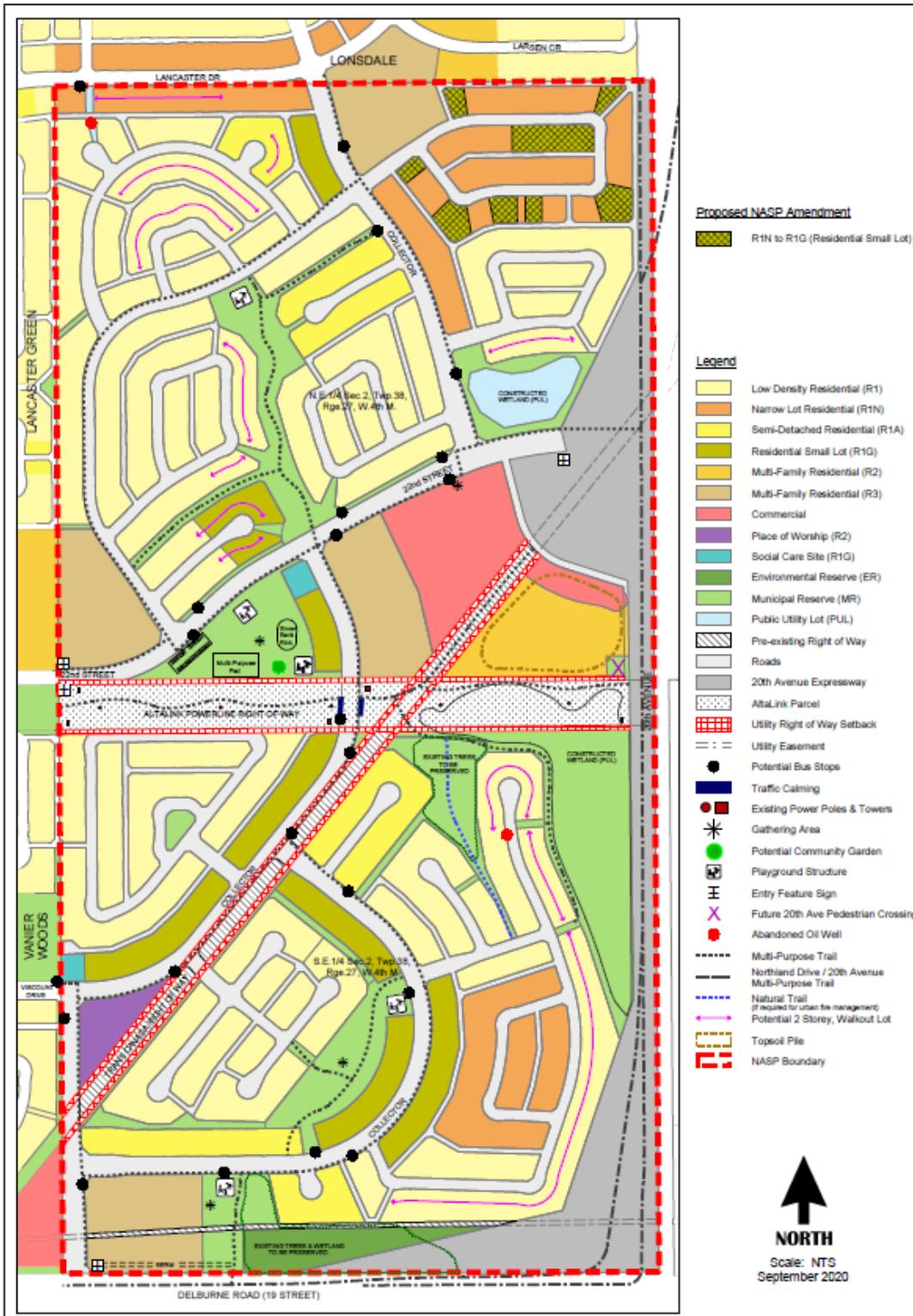


Figure 5.0
Concept Plan
Lancaster/Vanier East



Schedule B**Table 1.1 - Land Use Allocation: NE ¼ 02-38-27 W4M**

Land Use Category	Hectares	Acres	% of Developable Area	# of Dwelling Units
Gross Plan Area	64.64	159.66		
Commercial	3.30	8.15		
Arterial Roadway Widening (20th Ave)	5.83	14.40		
Constructed Wetlands (PUL)	0.95	2.35		
Developable Plan Area	54.56	134.76	100.0%	
Residential*	34.38	84.85	63.0%	986
R1 Residential Low Density**	17.77	43.89	32.6%	411
R1A Residential Semi-Detached	1.71	4.22	3.1%	57
R1G Residential Small Lot	3.45	8.52	6.3%	94
R1N Residential Narrow Lot	3.97	9.81	7.3%	112
R2 Residential Medium Density	2.33	5.76	4.3%	82
R3 Residential Multiple Family	5.12	12.65	9.4%	230
Social Use	0.16	0.40	0.3%	
Social Care/Day Care/Assisted Living/Retirement Home Sites	0.16	0.40	0.3%	
Open Space	6.45	18.28	11.8%	
Municipal Reserve (MR)***	5.58	13.78	10.2%	
TransCanada (Pre-existing ROW)	0.45	1.11	0.8%	
Public Utility Lot (PUL)	0.42	1.04	0.8%	
Constructed Wetland (PUL)****	0.95	2.35		
Transportation	13.61	33.56	24.9%	
Collector Roadways	3.08	7.55	5.6%	
Local Roadways	7.70	19.02	14.1%	
Lanes	2.83	6.99	5.2%	

Schedule C**Table 1.3 - Land Use Allocation: Plan Area**

Land Use Category	Hectares	Acres	% of Developable Area	# of Dwelling Units
Gross Plan Area	123.36	304.70		
Environmental Reserve	1.17	2.89		
Commercial	3.30	8.15		
Arterial Roadway Widening (20th Ave)	12.07	29.81		
Constructed Wetlands (PUL)	4.24	10.47		
Developable Plan Area	102.58	253.38	100.0%	
Residential*	62.09	153.37	60.5%	1744
R1 Residential Low Density**	33.66	83.14	32.8%	778
R1A Residential Semi-Detached	4.8	11.86	4.7%	161
R1G Residential Small Lot	7.46	18.42	7.3%	219
R1N Residential Narrow Lot	6.72	16.6	6.5%	184
R2 Residential Medium Density	2.33	5.76	2.3%	82
R3 Residential Multiple Family	7.12	17.59	6.9%	320
Social Use	1.18	2.92	1.1%	
Social Care/Day Care/Assisted Living/Retirement Home Sites	0.31	0.77	0.3%	
Place of Worship	0.87	2.15	0.9%	
Open Space	14.45	31.13	14.2%	
Municipal Reserve (MR)***	11.08	27.37	10.8%	
TransCanada (Pre-existing ROW)	1.72	4.25	1.7%	
ATCO Pipeline (Pre-existing ROW)	0.36	0.89	0.4%	
Public Utility Lot (PUL)	1.29	3.19	1.3%	
Constructed Wetland (PUL)****	4.24	10.47		
Transportation	24.88	61.45	24.2%	
Collector Roadways	7.25	17.91	7.1%	
Local Roadways	13.18	32.55	12.8%	
Lanes	4.45	10.99	4.3%	

Schedule D**Table 4.0 – Housing Mix**

Land Use Category	Dwelling Units	Hectares
Scenario A - (Place of Worship and Care Site Developed as Intended Use)	1744	62.12
Residential - Low Density R1	778	33.67
Residential - Semi-Detached R1A	161	4.80
Residential - Small Lot R1G	219	7.46
Residential - Narrow Lot R1N	184	6.73
Residential - Medium Density R2/ Residential - Multiple Family R3	402	9.46
Scenario B - (Place of Worship Developed as Residential)	1774	62.99
Residential - Low Density R1	778	33.67
Residential - Semi-Detached R1A	161	4.80
Residential - Small Lot R1G	219	7.46
Residential - Narrow Lot R1N	184	6.73
Residential - Medium Density R2/ Residential - Multiple Family R3	432	10.33
Scenario C - (Both Social Care Sites Developed as Residential)	1750	62.43
Residential - Low Density R1	778	33.67
Residential - Semi-Detached R1A	161	4.80
Residential - Small Lot R1G	225	7.77
Residential - Narrow Lot R1N	184	6.73
Residential - Medium Density R2/ Residential - Multiple Family R3	402	9.46
Scenario D - (Place of Worship and Care Sites Developed as Residential)	1780	63.3
Residential - Low Density R1	778	33.67
Residential - Semi-Detached R1A	161	4.80
Residential - Small Lot R1G	225	7.77
Residential - Narrow Lot R1N	184	6.73
Residential - Medium Density R2/ Residential - Multiple Family R3	432	10.33
Housing Mix Based on Scenario A		
Detached and Semi-Detached Dwellings as a % of the total housing stock.	76.95%	
Multi-Family Dwelling Units as % of the Total Housing Stock	23.05%	
Ratio of Detached Dwellings to Semi-detached Dwelling Units	7:34:1	

BYLAW NO. 3357/S- 2020

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

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

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

1. The lands shown cross-hatched on Land Use District Map 12/2020 (“Map 12/2020”) attached as Schedule “A” and forming part of this Bylaw are redesignated from R1N Residential (Narrow Lot) District properties to R1G Residential (Small Lot) District.
2. The “Land Use District Map “R11” contained in “Schedule A” of the Land Use Bylaw is hereby amended in accordance Map 12/ 2020.

READ A FIRST TIME IN OPEN COUNCIL this day of 2020.

READ A SECOND TIME IN OPEN COUNCIL this day of 2020.

READ A THIRD TIME IN OPEN COUNCIL this day of 2020.

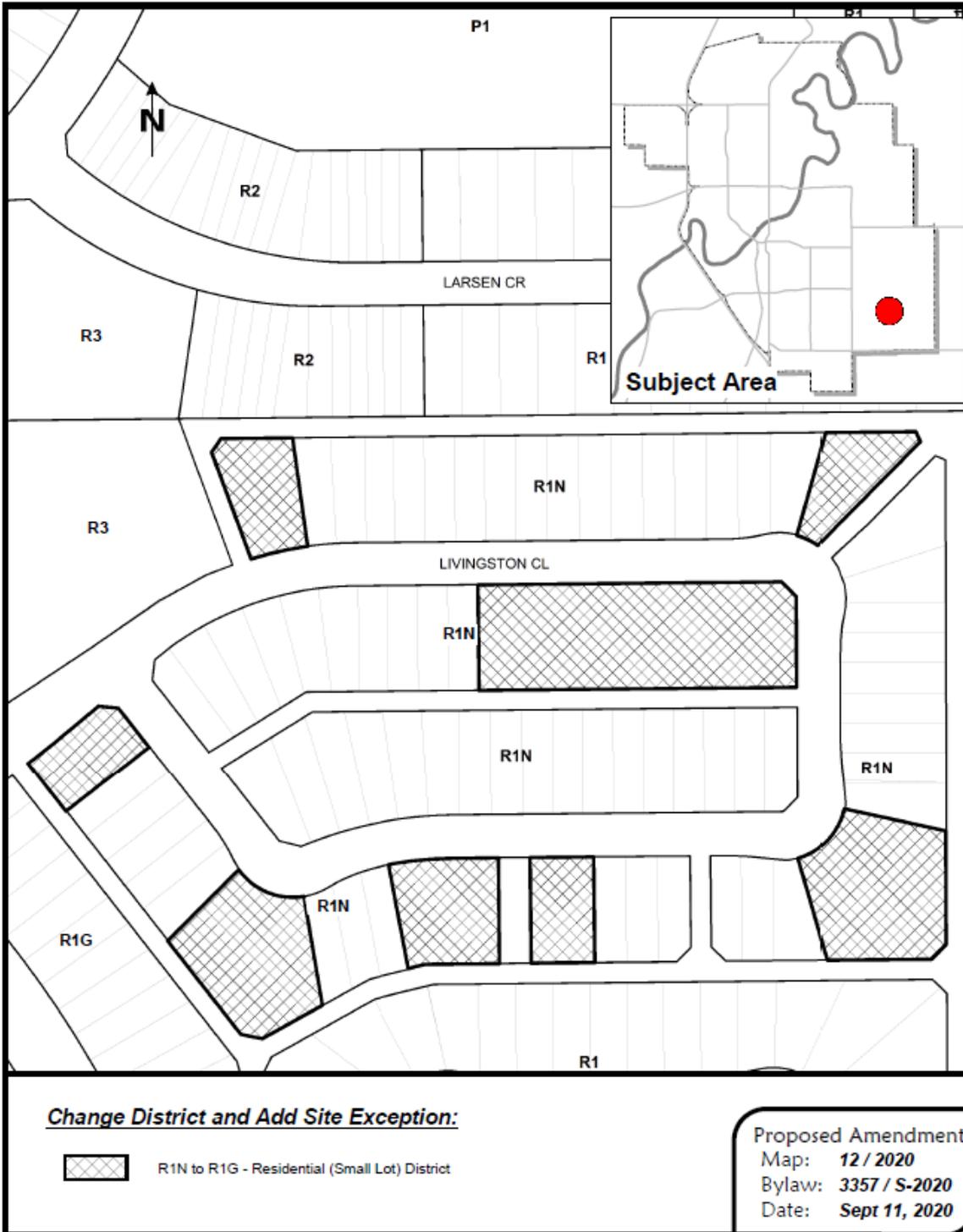
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2020.

MAYOR

CITY CLERK

Schedule "A"

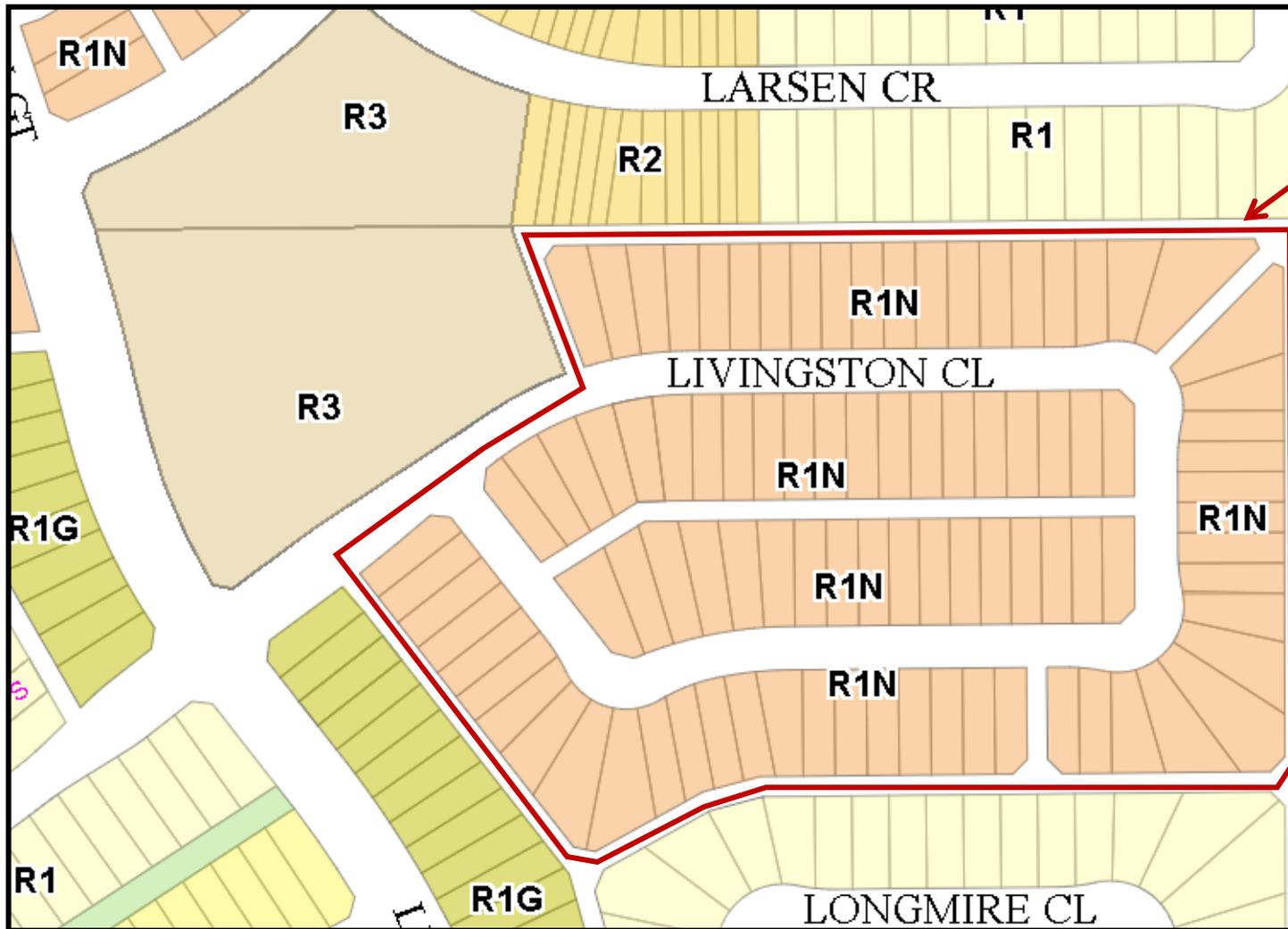
 THE CITY OF Red Deer Proposed Amendment to Land Use Bylaw 3357/2006



Appendix B

Subject Property Context Maps

Context Map



Subject Area

RIN to R1G- Livingston Close

 Properties proposed for rezoning



Appendix C

R1N and R1G District Comparison

Permitted and Discretionary Uses in R1N and R1G

Uses	R1N	R1G
Accessory building	✓	✓
Detached dwelling unit	✓	✓
Home occupations which, in the opinion of the Development Officer, will not generate traffic	✓	✓
Amateur radio tower	✓	✓
Bed & Breakfast in a detached or semi-detached dwelling	✓	✓
Building Sign	✓	N/A
Freestanding Sign	✓	N/A
Municipal services limited to Police, Emergency Services and/or Utilities	✓	✓
Show Home or Raffle Home	✓	✓
Secondary Suite in existence on January 1, 2009	✓	N/A
Home occupations which will generate additional traffic	✓	✓

Development Regulations in R1N and R1G

Regulations	R1N	R1G
General Purpose	The general purpose of this District is to provide land which will be used for narrow lot single family residential development in new neighbourhoods.	The general purpose of this District is to provide land which will be used for small lot detached housing with mandatory front attached garages to create increased opportunity for more efficient utilization of land in small and comprehensively planned residential development clusters
Floor Area Minimum	Frontage in m x 6.0 m	Frontage in m x 6.0 m but not less than 63 m ² (excludes garage)
Site Coverage	45%	45%
Building Height Maximum	2 storeys with a maximum of 10.0 m measured from the average of the lot grade	2 storeys with a maximum height of 10.0 m measured from the average of the lot grade
Front Yard Minimum	4.0 m	Detached dwelling: 6.0 m
Side Yard Minimum	Detached dwelling: 1.25 m, except where the building	Detached dwelling: 1.25 m, except where building

Regulations	R1N	R1G
	flanks a public roadway (excluding a lane or walkway) where the side yard on the flankage side shall be 2.4 m	abuts public roadway (excluding lane or walkway) where the side yard on the side abutting the roadway shall be 2.4 m
Rear Yard Minimum	7.5 m	Detached dwelling: 7.5 m
Lot Depth Minimum	36.6 m	32.0 m
Landscaped Area	35% of site area	35% of site area
Parking Spaces	2 stalls in the back of lot	Subject to sections 3.1 & 3.2
Lot Area Minimum	Detached dwelling 2 385.0 m²	336 m²
Frontage Minimum	Detached dwelling 10.5 m	10.5 m (on all pie shaped lots the minimum lot width shall be measured 9.0 m into the site alongside lot lines from the front property line)
Minimum Lot Width at Rear of Lot	9.2 m	N/A

Appendix D

Applicable Plan Policies

Strategic PlanRed Deer is an economic leader:

We have a strong, dynamic economy, fostered by entrepreneurship and innovation. Leveraging our central location, Red Deer is an economic hub with a revitalized downtown and diverse local economy

Municipal Development Plan (MDP)Housing and Neighbourhood Design

10.3 Housing Mix

The City shall continue to require a mix of housing types and forms in all residential neighbourhoods. The Neighbourhood Planning Guidelines and Standards shall provide direction on the mix of housing within new neighbourhoods. This mix shall identify targets for each major type of housing and ways to avoid excessive concentration of any single type of housing.

10.4 Housing Forms

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

East Hill Major Area Structure PlanPrinciple 8: Housing Opportunity & Choice

Neighbourhoods provide a mixture of buildings, unit sizes, and housing types. Housing options provide choice within the neighbourhood, appealing to a range of incomes, family types and opportunities for 'aging in place'.

Vanier East/Lancaster NASP

4.3.2 R1N Residential (Narrow Lot) District

R1N Residential (Narrow Lot) Districts will provide more affordable single-family housing options within Lancaster/Vanier East. The lot area minimum within the Narrow Lot Residential district is 380.0 m² with a minimum width and depth of 10.5 m by 36.6 m respectively. All R1N district lots will have direct access to a laneway as this district does not permit front driveways. Several clusters of Narrow Lot Residential have been located throughout the development, the largest clusters being in the northeast corner of the Plan Area. A second cluster has been located in the southeast corner, near the Storm Water Management Facility. A single row of R1N housing also fronts onto Lancaster Drive to the northwest.

4.3.3 R1G Residential (Small Lot) District

This NASP introduces a new residential land use in an effort create more affordable housing options. R1G Residential (Small Lot) Districts will be similar to R1N Narrow Lot Residential, but would accommodate front driveways/garages. The lot area minimum within the Small Lot Residential (Small Lot) District is 320.0 m² with a minimum width and depth of 10.5 m by 30.0 m respectively. The Residential (Small Lot) District has been located along most collector roadways, in areas where supporting a laneway may not be possible, and/or adjacent to green space. Like the rest of the development, these clusters have been situated to take full advantage of park space, playground structures, and linear parks. Special considerations have been given to R1G lots to ensure adequate spacing for snow removal, parking and safety.

Neighbourhood Planning and Design Standards (NPDS)

Redevelopment - Density and Building Design

4.3 Redevelopment shall complement the existing neighbourhood architectural character (colour, materials, styles), building patterns, scale, building height and massing.

4.4 For smaller redevelopment projects (one lot or a small assembly of lots), design buildings at a height and scale which is within 1 to 2 storeys of what is already established in adjacent blocks.

4.5 Design redevelopment so that it does not overwhelm or overshadow adjacent existing buildings, this also applies to rear yards where development extends beyond adjacent properties, creating an 'overlook' condition.

4.6 Locate redevelopment within 1.2m of the existing front yard setbacks of adjacent sites or within the average of all existing principle buildings on the same block.

4.7 Where the primary entrance is not at the front of the property, design the building to create a strong sense of entry from the front facade (e.g. through use of pathways, landscaping, porch features, etc.).

4.8 Maintain the privacy of adjacent dwellings through careful placement of windows, doors, decks and patios in new buildings. Where this is compromised, use fencing, screening and landscaping to create privacy between buildings.

4.9 Where a second entrance is in a side elevation adjacent to an existing building, design it at grade or close to grade, to protect the neighbours privacy and avoid overlook.

4.10 Provide sidewalks that tie into existing pedestrian networks to provide new or improved pedestrian connections.

4.11 Where possible, maintain existing trees and plantings. If this is not possible, replace trees and planting at a 1:1 ratio or at the discretion of the development officer.

4.12 Publicly owned trees shall not be removed to facilitate the construction of an redevelopment project.

Housing Type and Mix

6.1 Incorporate a variety of at least four housing types to provide for housing choice and buying capacity of residents.

A range of housing types has been identified as (but is not limited to):

- Mixed Use Residential - Commercial.
- Apartments.
- Townhouses, Stacked Townhouses, Rowhouses.
- Live Work Units.
- Multi-plex - Duplex, Triplex, Fourplex.
- Cottage Cluster Housing.
- Compact Single Family.

- Single Family.
- Single Family with Carriage homes.

6.2 On neighbourhood entry streets, include two or more housing types per block. This could be achieved by anchoring corner lots with a different but complimentary housing form.

Housing Affordability

6.4 Incorporate a mix of housing that supports affordable housing opportunities within the neighbourhood. Opportunities may include (but not limited to) the following:

- Multi-family buildings.
- Seniors housing.
- Laneway (carriage) houses on single family lots.
- Live work townhomes that offer the option for small business.
- Compact single family lots.
- Single family homes with secondary suites or other separate accommodation arrangements (e.g. garden suites).
- Single family homes that offer flexible arrangements to suit housesharing or allows for future possibilities for increasing the dwelling size to accommodate changing family sizes and alternative housing arrangements.
- Housing types with alternative tenure (e.g. co-operative housing) and/or subsidized affordable units (e.g. below market rental, seniors supportive housing, etc.)

DATE: October 14, 2020

TO: Kimberly Fils-Aime, Senior Planner

FROM: Frieda McDougall, Legislative Services Manager

SUBJECT: Lancaster/Vanier East Neighbourhood Area Structure Plan 3217/C-2020
and Land Use Bylaw Amendment 3357/S-2020: RIN to RIG

Reference Report:

Planning and Development Services, dated October 13, 2020.

Bylaw Reading:

At the Tuesday, October 13, 2020 Regular Council Meeting, Council gave first reading to the following Bylaws:

Bylaw 3217/C-2020 (an amendment to the Lancaster/Vanier Neighbourhood Area Structure Plan to rezone 26 RIN Residential (Narrow Lot) District properties to RIG Residential (Small Lot) District along Livingston Close)

Bylaw 3357/S-2020 (an amendment to the Land Use Bylaw to rezone 26 RIN Residential (Narrow Lot) District properties to RIG Residential (Small Lot) District along Livingston Close)

Report back to Council:

Yes.

Comments/Further Action:

These bylaws will come back for second and third readings at the Monday, November 9, 2020 Council Meeting.

“Frieda McDougall”

Frieda McDougall
Manager

- c. General Manager Planning & Development Services
Manager of Planning
Corporate Meeting Administrator