

file

A G E N D A

For Regular Council Meeting of Red Deer City Council, to be held in the Council Chambers, City Hall, Red Deer, on Monday, February 11th, 1963, at 4.15 p.m.

1. Present:

Confirmation of minutes of Regular and Closed Meeting of January 28th, 1963.

2. Unfinished Business:

Page No.

1. City Planning Department vs Membership in District Planning Commission. (This report mailed previously to all Aldermen).
2. Brief - Red Deer Fluid Milk Producers Association. 1-3A.
2. Naming of Streets - Oriole Park Subdivision. 4.
4. Policy - Reimbursement of Educational Courses Fee. 4.

3. Reports:

1. Dog Control - January 1963 5.
2. Park Committee Constitution. 5.
3. Business & Professional Licenses - January 1963. 5.
4. Police Committee Recommendation. 6.
5. Land Sale Report - January 1963. 6.
6. Water Analysis (Bacteriological) - January 1963. 7.
7. Social Service Committee Recommendations. 7-11.
8. By-laws Committee Recommendations. 11-12.
9. Tenders - Supply of electric wire & cable for 1963. 12.
10. Tenders - Supply of Cedar Poles. 13.
11. Local Improvements 13.
12. Fire Chief's Report - January 1963. 14-16.
13. Temporary Building - Lot 12, Block 1, Plan 6784 K.S. 16.
14. R.C.M. Police Report - January 1963 17.

4. Written Enquiries:

5. Correspondence:

- | | | |
|--|---|--------|
| 1. Office of Prime Minister | Re: Chamber of Commerce submission -
Howse Pass. | 18. |
| 2. Salvation Army | Appreciation of Grant-in-Aid. | 18. |
| 3. Union of Alberta Municipalities. | School Dist. Accreditation Act. | 18-19. |
| 4. R.D.D.P. Commission | Suggested amendments to Planning Act. | 19-20 |
| 5. Faculty of Dentistry U. of A. | Congratulations on decision to erect
Fluoridation sign | 21. |
| 6. Alta Dental Association. | " " " " " | 21. |
| 7. Red Deer White Cross Group. | Invitation to Special Meeting. | 21. |
| 8. R.D. Fairgrounds Commission | Fairgrounds Boundaries | 21-22. |
| 9. Dentoom's Greenhouses. | Application to erect temporary bldg.
N.W. $\frac{1}{4}$ 29-38-27-4 | 22. |
| 10. R.N. Thompson M.P. | David Thompson Highway completion. | 23. |
| 11. R.D. Fairgrounds Commission | Junior Activities Bldg. Addition. | 23-24 |
| 12. R.D. New & Used Auto Dealers Assc. | Re License Fee. | 24. |

6. Petitions or Delegations:

7. By-laws:

- | | | |
|----------------------------------|---|-------------|
| 2135 - Firearms By-law. | - | 3rd Reading |
| 2139 - Repealing By-law 1046 | - | 3rd Reading |
| 1862K - amendment to License B/L | - | 3rd Reading |

8. Monthly Reports & Minutes:

1. Building Permits - January 1963.
2. Parking Meter Analysis - week ending Dec. 31/61 & Dec. 19/62.
3. Social Service Dept., Report Year Ending December 31st, 1962.

9. Notices of Motion.

UNFINISHED BUSINESS:No.2:

Central Alberta Dairy Pool.

Mr. F. A. Amy,
City Clerk,
Red Deer, Alta.

February 5th, 1963.

Dear Sir,

Re: Your letter of January 21st on Red Deer Fluid Milk
Producers Association Brief to Council.

We have now had an opportunity of reading the submission by the Red Deer Fluid Milk Producers Association to your Mayor and Members of your City Council.

We note that a certain section of this submission makes reference to the possibility of a requirement that all milk sold in our City be processed and distributed from plant located in this area. Undoubtedly such a condition would provide extra assurance that the fluid milk and cream used in our City and district would be from inspected herds in this immediate area.

At the present time all the fluid milk and cream products out of our plant that are distributed to homes and to some of the stores are produced in this immediate area and processed here in our Red Deer plant. However, certain of our packaged milk and cream products, although the milk for this packaging is produced in this area, the actual packaging is done on our Calgary plant.

There is now available on the market equipment that would permit us to do the packaging here at Red Deer. Therefore, such a condition could not be classed as any particular hardship to us. As a matter of fact, we now have such equipment in certain of our other milk plants which are well outside our Calgary location. Therefore it is quite likely that similar equipment would be installed in our Red Deer plant in the reasonably near future.

We are writing you in this manner as we are advised that your Council would like to know our thinking on this particular condition in the above-mentioned submission.

Yours very truly,
CENTRAL ALBERTA DAIRY POOL
E. A. Johnstone,
General Manager.

United Dairies Limited,
Calgary, Alta.

City of Red Deer.
Attention Mr. F. A. Amy - City Clerk.

January 28th, 1963.

Dear Mr. Amy,

Re: Red Deer Fluid Milk Producers Association Brief to
City Council

This letter is in reply to your letter dated 21st January, 1963, in respect of the above-mentioned subject.

Thank you indeed for the notification of the change in the dates for the consideration of the brief presented by the above-mentioned Association.

At the present time it is not the intention of the Union Milk Co. Ltd., to be represented by counsel at this meeting of the 11th February, 1963.

However, it should be stated that the Union Milk Co. Ltd., has serviced the City of Red Deer for over thirty years and does not anticipate any disruption of these services in the near future.

Yours very truly,
UNITED DAIRIES LIMITED
F. R. Sutton,
General Manager.

Purity Dairy.
Lethbridge, Alta.

January 31, 1963.

Mr. E. C. Newman,
Mayor,
City of Red Deer.

Dear Mr. Newman,

We are herewith listing some information which we think everyone on the City Council should be advised of.

First of all, we understand the Board of Health has made it clear that under modern dairying conditions the purity of milk products is guaranteed. Any legislation to regulate the packaging and distribution of milk products can only have economic not public health significance.

Local distributors and producers have enjoyed preferential treatment as a result of health regulations that became outmoded at least twenty years ago. For over twenty years the consumers of this area have been denied the advantages of new vigorous competition. We will list some of the advantages we have given citizens of Red Deer in the short time we have sold milk in this market, which we are sure have been enjoyed and appreciated by all.

1. We made it possible for Red Deer Citizens to purchase milk from $1\frac{1}{2}\%$ to 2% less per quart in paper containers, from stores.
2. We made 2% of "Meadow Dew" available at considerable saving.
3. We made $\frac{1}{2}$ gallons of milk available at additional savings as compared to quarts.
4. We introduced the first High Heat Aro-Vac system in Canada - second in North America. This gives you a much finer milk and because of this some of our Competitors have had to do likewise and this has given a general upgrade on the overall quality of the milk in the area.

The following are the exact Quotations of the British Columbia Royal Commission on Milk - 1954-55, by the Honourable J. V. Clyne, Judge of the Supreme Court of British Columbia.

1. Page XIII - Findings and Recommendations.

"There should be no barrier created by artificial price differentials or by a system of Licensing which will prevent a producer or distributor in one part of the province selling milk in another part, provided the product complies with local sanitary regulations, which must not be used as a means of creating an embargo."

2. Page 79 - British Columbia Royal Commission on Milk

"It is in fact surprising that, at a time when the world is striving to overcome the evils of trade barriers, an attempt should be made to create one within the province. One of the basic troubles in the milk industry on this continent is the existence of trade barriers blocking the free flow of milk to the consumers. It would be constitutionally impossible for this province to forbid the import of milk from Alberta, and it is equally repugnant to the philosophy upon which this country was built that the products of one part of the province should be forbidden entry into another part. It stands to reason that milk going to any market in this province should be produced in areas where production costs are the lowest."

We feel that the responsibility of the Council is to guarantee the consumers of Red Deer the best possible quality of milk, at the lowest possible price.

Yours very truly,
PURITY DAIRY
R. S. Fabbi,
Manager.

No.9 Red Deer Health Unit.

Mr. F. A. Amy,
City Clerk,
City of Red Deer.

January 24th, 1963.

Dear Sir,

Re: Brief - Red Deer Milk Producers Association

Your letter of January 11th with copy of the above noted brief is acknowledged with thanks.

It is respectfully submitted that the programme of milk testing and inspection of milk production, processing and distribution operations, now provided by the No.9 (Red Deer) Health Unit, acting as the Local Board of Health for the City of Red Deer, complies fully with every requirement of relevant Provincial legislation relating to fluid milk.

On Page 3 the brief refers to "Difficulty of Enforcement", suggesting that the powers exercised by the Local Board of Health are "becoming difficult, if not impossible, to properly enforce". It states further that the Local Board of Health is "apparently prepared to accept regulation, inspection and supervision by the Boards of Health of the (other) Health Districts in which such milk is produced and processed etc." In this connection we wish to advise that this particular procedure is fully authorized under Provincial Board of Health Regulations (Division 9) Respecting Dairy Farms, Milk Plants, Fluid Milk and Table Cream: Sec. 9-11-7(O.C. 1328:61) and that satisfactory reciprocal arrangements of this type have been in existence for some time between the R.D. Health Unit, City of Calgary Health Department, and the City of Lethbridge Health Unit. As indicated, in our opinion the present control measures relating to milk tests, inspection of milk production, processing and distribution operations are adequate, and fully comply in every respect with Provincial Regulations.

Yours very truly,
C. G. More, M.B. Ch.B. D.P.H.,
Medical Officer of Health.

Burnet, Duckworth, Palmer & Tomblin,
Calgary, Alberta.

City Clerk,
City of Red Deer.

February 5th, 1963.

Dear Sir,

Re: Red Deer Fluid Milk Producers Association

We enclose 19 copies of a Brief in answer to that of the Red Deer Fluid Milk Producers Association Limited to be put on the Council's agenda on Monday, the 11th of February.

Yours very truly,
BURNET, DUCKWORTH, PALMER & TOMBLIN.
T. J. Duckworth.

NOTE:

Copy of brief is included with Council Agenda to each Council member.

City Clerk.

MEMORANDUM

There is no doubt that the intent of The City Act milk provisions is to make sure that the citizens are provided with good milk which has been properly inspected.

In my opinion where specific regulations have been laid down under a Provincial statute as they have been under the Public Health Act, they overcome general provisions such as those laid down in The City Act. See Sec. 44 Public Health Act. Under the regulations two local Boards of Health may make mutually satisfactory arrangements for the inspection of producers and milk plants supplying milk in more than one district.

Any by-law that we passed would have to say that the City of Red Deer would only accept milk which had been produced and processed in the Red Deer Health Unit area under its supervision and inspection. There would then be a conflict between the by-law and the regulations. In my view the regulations would prevail, when considered by a judge.

The situation would perhaps be different if Red Deer had its own Medical Officer of Health as Edmonton does, instead of relying on the Health Unit. There are no regulations requiring the Medical Officer of a city to accept the findings of another Health Unit, and I understand that in an action brought in front of the Public Utilities Board last year Edmonton was upheld on this point.

I am therefore of the legal opinion that a by-law based on the health provisions would be liable to be quashed if challenged.

J. Richards,
City Solicitor.

No. 3:

Re: Naming of Street - Oriole Park Subdivision

As directed by Council the administration have selected the following names for streets etc., in the new "Oriole Park" subdivision.

<u>Streets</u>	<u>Avenues</u>	<u>Close</u>
Hummingbird	Mockingbird	Robin
Bittern	Pheasant	Wren
Hawk		Kingfisher
Bobolink Drive		Swan
Swallow		Blue Jay
		Mallard
		Teal
		Bluebird
		Heron
		Dove

Plan showing streets etc., as named, will be available for Council's information.

COMMISSIONER.

No. 4:

Reimbursement for Educational Courses taken by City Employees

The present Policy in this regard is as follows:

All courses to be approved by the Department Head and Commissioner. Upon successful completion of the course the tuition fees will be paid to the employee by the City. Tuition Fees for any one course year shall be limited to \$250.00. All courses must be of benefit to the City of Red Deer.

It is recommended that the above policy be continued with the added proviso.

"50% of the approved Fee will be paid upon official notification of successful completion of the course or course year, provided always that such persons are in the employ of the City of Red Deer at the date of such notification.

The remaining 50% will be paid to the employee if still in the employ of the City one year hence."

COMMISSIONER

REPORTS:

5.

No.1.

Dog Control Report - January 1963

Still impounded December 31st, 1962	1	
Impounded during January 1963	<u>26</u>	
Total:-	<u>27</u>	
Redeemed	14	
Euthanized	11	
Sold	1	
Still impounded	<u>1</u>	
Total	<u>27</u>	

Fred Szastkiw,
License Inspector.

No.2:

Re: Parks Committee

It has been found that the present Parks Committee of City Council is improperly constituted in that it has people other than aldermen sitting and voting on it.

We feel that a one person Committee consisting of one alderman, with the rest of the present committee acting in an advisory capacity would be the correct solution.

We therefore recommend the following resolution be passed:

"Council of the City of Red Deer agree that an alderman be appointed as a City Council Parks Committee, for the purpose of bringing forward recommendations to Council with reference to the development of parks and areas zoned as parks.

Council further agree that resolution of Council dated August 13th, 1962, appointing a Parks Committee be hereby rescinded."

COMMISSIONERS

No.3:

Business & Professional Licenses - January 1963

	<u>1962</u>	<u>1963</u>
Business & Professional	1035.00	2615.00
Mobile Homes	483.45	536.60
Public Accommodations	92.00	42.00
Machinery	95.00	55.00
Dray	60.00	460.00
Taxi & Taxi drivers	133.00	128.00
Vending	71.00	20.00
Dogs	68.00	87.00
Bicycles	<u>10.50</u>	<u>6.50</u>
	<u>\$2,047.95</u>	<u>\$3,950.10</u>
Total January 1st, 1962 to January 31st 1962		\$2,047.95
Total January 1st, 1963 to January 31st 1963		\$3,950.10

No.4.

6.

To: City Council.

From: Police Committee meeting of January 31st, 1963.

Re: Traffic Control - Gaetz Ave and 51st Street Intersection.
(Referred to Police Committee for study and recommendation.)
(by Council at meeting of December 17th, 1962.)

The traffic situation at above intersection was studied by the Police Committee at their meeting of January 31st, 1963. Reports of the Police, and of the Engineering Dept., in respect to this matter were available for information of the Committee.

After full discussion the Committee were agreed this intersection did not require having more control lights or signs erected, and recommend the R.C.M.P. take action to enforce existing Traffic By-law provisions in respect of motorists failing to yield the right-of-way to pedestrians using the crosswalks in this vicinity and all other crosswalks in the City.

Secretary,
Police Committee.

No.5:

To: City Commissioners.

From: Land Department.

February 4th, 1963.

The following is the land sale report for the month of January.

<u>Res.</u>	<u>Zoned</u>	No. of Lots <u>For Sale</u>	<u>Sold</u>	<u>Remarks</u>
	R.1A	6	-	Premium Lots in Sunnybrook
	R.1B	14	-	Semi " " Spruce Drive & Fairview
	R.1C	61	60	
	R.2A	19	12	The 7 unsold Lots being held pending approval for duplex's, these lots located beside C.P.R. R/W FAIRVIEW
	R.2B	18	-	
	Total:-	118	72	

Commercial - 1 Site for sale, 37 $\frac{1}{2}$ ' located next to Phelan Hotel
being leased to Galon Motors

1 Site under option (Swimming Pool)

Industrial - No options, leases, or sales.

Neighbourhood Commercial - 2 Sites available - 1 Sunnybrook, 1 Fairview.
Option given on the site in Sunnybrook.

Respectfully submitted.

D. J. Wilson

No.6:

7.

WATER ANALYSIS REPORT (Bacteriological) JANUARY 1963

Samples of water tested from Red Deer City Public Water supply during the month of January, 1963 for bacteria, all proved negative.

No.7:

To: City Council.

Re: Family Court, Juvenile Delinquency & Juvenile Probation Services

Council minutes of January 14th, 1963 read that "Social Service Committee recommendations tabled at meeting of December 3rd, 1962, be tabled until a reply is received from the Provincial Government re: Family Court and Juvenile Delinquency & Probation Services."

A reply has now been received from the Province and was considered by the Social Service Committee at their meeting February 5th, 1963.

Having given full study to the above, the Social Service Committee recommend that the City continue to give services in the field of Family Court and Juvenile Delinquency & Probation Services to all persons eligible for said services.

Following is a copy of the letter received from the Deputy Attorney General, and of the correspondence referred to in his reply.

Secretary,
Social Service Committee.

Mr. F. A. Amy,
City Clerk,
Red Deer, Alta.

Deputy Attorney General
Alberta.

January 29th, 1963.

Dear Sir,

Re: Family Court, Juvenile Delinquency and Juvenile Probation
Services, City of Red Deer

This will acknowledge receipt of your letter of January 18th relative to the above.

You will no doubt recall that Mr. J. A. Cameron, Superintendent of the Juvenile Offenders and Probation Branch, made it quite clear on December 7th, 1960, when he discussed the need for establishing a Family Court at Red Deer with you and other City officials, that he did not feel justified in recommending that such a Court be established unless the City of Red Deer employed a competent staff and assumed responsibility for Family Counselling and Juvenile Probation services. I refer to your letter to Mr. Cameron dated December 12th, 1960 and his replies dated December 14th, 1960 and January 3rd, 1961.

Should the City of Red Deer discontinue Juvenile Delinquency and Juvenile Probation services, the Judge of the Juvenile and Family Courts will be handicapped by the lack of the services and the information which should be before him in order to make a proper disposition of the case. This could, of course, result in an increase in the number of juveniles committed and placed in institutions or elsewhere.

Our present staff of one Chief Probation Officer and three Probation Officers stationed at Red Deer serve all Criminal Courts in Central Alberta. They are carrying a maximum case load and cannot handle additional work.

We feel that Family counselling, the preparation and presentation of Family Court cases and Juvenile Delinquency and Juvenile Probation Services is a local responsibility. This Department is, therefore, not prepared to assume responsibility for such services within the City of Red Deer.

The Provincial Welfare personnel do not have any responsibility in Family Court matters or Juvenile Delinquency and Juvenile Probation Services within the Province.

Yours truly,
John E. Hart,
Deputy Attorney General.

Mr. John Hart,
Deputy Attorney General,
Legislative Building,
Edmonton, Alta.

January 18, 1963.

Dear Sir,

Re: Family Court, Juvenile Delinquency & Juvenile Probation
Services - City of Red Deer.

Council of the City of Red Deer at meeting of January 14th, 1963, by resolution directed that your Department be advised the City of Red Deer intends to discontinue providing services in the following fields:

1. Family Court Services
2. Juvenile Delinquency and
Juvenile Probation Services.

Council approved of the opinion that these services could not be given proper attention by the present personnel in our Social Welfare Department, and were not of sufficient volume to warrant the employment of an additional Social Service worker.

It is hoped the services being discontinued by the City may be taken over by Provincial Welfare personnel in Red Deer.

Yours very truly,
F. A. Amy,
City Clerk.

Government of the Province of Alberta
Juvenile Offenders Branch.

Mr. F. A. Amy,
City Clerk,
Red Deer, Alta.

April 18th, 1961.

Dear Sir,

Re: Juvenile and Family Courts, Red Deer, Alberta

Further to my letter of January 3rd, 1961, please be advised that the man to be appointed Judge of the above noted Courts, will not be able to commence his duties until July 1st, therefore, the opening of these Courts will be delayed until that time.

We anticipate the appointment of a Chief Probation Officer to commence his duties on June 1st. He will be attached to our Family Court at Edmonton for approximately two weeks and will report to our Red Deer office on or about June 19th.

Yours truly,
J. A. Cameron,
Superintendent.

Government of the Province of Alberta

Juvenile Offenders Branch.

Mr. F. A. Amy,
City Clerk,
Red Deer, Alta.

January 3rd, 1961.

Dear Sir,

Re: Juvenile and Family Court, Red Deer, Alberta

Further to my letter of December 14th, 1960, under the caption re: Welfare Officer - City of Red Deer, please be advised that the Government has approved the establishment of a Juvenile and Family Court at Red Deer early in the next fiscal year.

The Court in question will be located on the main floor of the Court House building and it is anticipated that same will be established during the latter part of April.

The above is forwarded for your information.

Yours very truly,
J. A. Cameron
Superintendent.

Government of the Province of Alberta
Juvenile Offenders Branch.

Mr. F. A. Amy,
City Clerk,
Red Deer, Alta.

December 14th, 1960.

Dear Sir,

Re: Welfare Officer - City of Red Deer

Thanks kindly for your letter of the 12th instant, concerning the City's intention to appoint a qualified Welfare Worker who would be responsible for local family counselling in the event a Family Court is established at Red Deer.

For your information, I beg to advise that I have this day recommended that the Government give favourable consideration to the establishment of a Juvenile and Family Court at Red Deer early in the next fiscal year.

You will be advised of the Department's decision in due course.

Yours very truly,
J.A.Cameron,
Superintendent.

Mr. J. A. Cameron,
Superintendent,
Juvenile Delinquent Branch,
10124-104 Street,
Edmonton, Alta.

December 12th, 1960.

Dear Sir,

Re: Welfare Officer - City of Red Deer

Further to our conversation of December 7th, I would advise that the Welfare Committee of the City of Red Deer have held a meeting to discuss the employment of a fully qualified Welfare Worker for the City, and this Committee have approved the employment as soon as possible of a person with the desired qualifications.

At the moment we do not know whether the Municipal District of Red Deer will join with the City in this matter, however, irregardless of whether they do or do not, the City of Red Deer will if at all possible employ a fully qualified trained Welfare Worker.

I might state that we have numerous applications for this position, and I am sure among them a person having the necessary qualifications will be found and will be employed by the City.

It is hoped the decision of our Welfare Committee in this matter will assist

your Department in its efforts to have a Family Court established in the City of Red Deer.

Yours very truly,
F. A. Amy,
City Clerk.

Central Alta Bar Association,
5017-Ross Street,
Red Deer, Alberta.

November 24th, 1960.

Attention A. B. Armstrong.

Dear Sir,

Re: Recommendation of the Central Alta Bar Association for
establishment of a Family Court in Red Deer.

May I advise your letter of November 8th, 1960 in which you requested the City of Red Deer support the resolution of the Central Alta Bar Association,

"that a recommendation be made to the Attorney General's Department
that a Family Court be established in Red Deer",

was presented to Council at their meeting November 23rd, 1960.

Council at this meeting, approved the above resolution, and further agreed the City of Red Deer correspond with the Attorney General's Department in support of above recommendation.

The above decision of Council is forwarded for your information.

Yours very truly,
R. Stollings,
Asst. City Clerk.

The City of Red Deer,
City Hall,
Red Deer, Alta.

5017-Ross Street,
Red Deer.

November 8th, 1960.

Dear Sirs,

Re: Central Alberta Bar Association

At the last meeting of the Central Alberta Bar Association the following resolution was passed and a letter has been written to the Attorney General's Department asking that the recommendation be considered:

"That a recommendation be made to the Attorney General's Department that a Family Court be established in Red Deer."

The meeting also instructed me to write to the City of Red Deer advising of the resolution and requesting that the City, if in agreement with the recommendation, be asked to support it and correspond with the Attorney General's Department.

We trust that this will merit your consideration.

Yours truly,
A. B. Armstrong,
Secretary-Treasurer,
Central Alberta Bar Association.

Red Deer Council of Women,
c/o Mrs. L. H. Taylor,
4524-Waskasoo Crescent,
Red Deer, Alta.

November 18th, 1960.

Dear Madam,

Thank you for your letter of November 17, 1960. I am instructed to advise you that it is the intention of the City to hire the best qualified person possible. The City has been working closely with the Provincial District Supervisor of Welfare and the Medical Officer of Health in this regard. It is our sincere hope

that a person can be obtained who fits the qualifications, as set out in your letter.

The matter of the Family Court will be brought to Council for their endorsement at the next meeting.

Thank you again for your consideration of these matters.

Yours very truly,
for: The Commissioner.

Red Deer City Council,
City Hall,
Red Deer, Alta.

4524-Waskasoo Crescent,
Red Deer, Alta.

November 17, 1960.

Dear Members of City Council,

The Red Deer Council of Women strongly protest the lack of qualifications required in the advertisement for Welfare Officer for Red Deer.

In view of accepted standards of adequate welfare administration, the present opportunity of setting a new standard and pattern for the City Welfare Department, and the policy of having properly, professionally, trained personnel in the key administrative positions in other City departments recognized necessary for best efficiency and economy, we ask that the qualifications for filling the position of Welfare Officer in Red Deer be these:

1. University Social Work education (degree if possible)
2. As much experience as possible
3. Remuneration to interest the best qualified person possible.

We suggest that advertising for this position be extended to channels that will reach the professional social workers' sphere, and that in view of the longer time necessary to do this, that the appointment not be made hurriedly.

The Council of Women represents fifteen Red Deer Women's Organizations, and a goodly number of individual women highly interested in Red Deer's welfare in every respect.

A special Committee on Welfare was set up in June to study broadly the welfare program in this City, with view to making recommendations for better and expanded welfare service. We are initiating request to the Provincial Government for the instituting^{of} a Family Court in the City, presumably to serve this area of Central Alberta as well. Request from the Council to the Government is being backed up by the individual requests from the participant organizations. Other recommendations will follow as we study the needs.

Sincerely,
Ethel Taylor (Mrs. L.H.)
Chairman Welfare Study Committee
Red Deer Council of Women.

No. 8:

The By-laws Committee of Council at meeting of February 4th, 1963, studied the following matters referred to them by Council.

1. Re: By-law 2135 (Firearms By-law).

After full discussion Committee recommend to Council wording of this by-law be altered by deleting therefrom the words "or other projectile of a similar nature or kind" wherever they, or any of them appear therein, and by-law then receive final reading by Council.

2. Re: Cat Control:- Committee studied the matter of legislation to control cats within the City, and it was agreed further consideration be deferred to future meeting of the Committee, in the meantime the City Solicitor will study the legal aspects and will obtain information of other cities method of dealing with this

problem. Firm recommendation will be made to Council when study has been completed by Committee.

3. Re: Study of Zoning By-law in relation to erection of signs within the City.

After full discussion the Committee recommend to Council that the Zoning By-law be amended to permit erection of signs in I.1 and C.5 Districts as a conditional use, provided.

1. One sign per site
2. National Advertising Board Standard (11' x 25')
3. Signs to be located back to building, or building line, whichever is greater, and be placed parallel to street
4. Signs to be illuminated
5. Landscaping of lot to standards set in the Zoning By-law to be completed before permission for a sign is granted.
6. That it be a conditional use and that it be reviewed annually with respect to maintenance.

4. Re: Study of Licensing Business Tax and Zoning By-laws in relation to "Home Occupations" section of Zoning By-law.

After full discussion the Committee recommend to Council:-

1. That all businesses in the City be assessed business tax whether located in Industrial, Commercial or Residential areas.
2. That License By-law 1812 be amended to delete all reference to business tax therein.

Secretary,
By-laws Committee.

No.9:

The Council,
City of Red Deer.

Gentlemen,

In response to our tender requests for supply of electric wire and cable for 1963 construction, ten bids were received.

The wire was classified into 3 categories - W.P. Aluminium Wire, T.W. Aluminium Wire and T.W. Copper Wire.

Bids received were as follows:-

<u>Firm</u>	<u>W.P. Alum Wire.</u>	<u>T.W. Alum Wire.</u>	<u>T.W. Copper Wire</u>
Central Elec. Wholesale	8845.60	7828.80	9522.80
MaKay Motors Ltd.	8935.00	8640.00	10537.20
Can. General Electric	8935.00	7124.00	8706.00
Fed. Wire & Cable Ltd.	8935.00	8640.00	10537.20
Alum. Co. of Canada	8935.00	7922.00	-
Can. Wire & Cable Co.	8935.00	8640.00	10537.20
R.L. Brews & Son	8935.00	8388.00	10252.80
Can. Westinghouse Ltd.	8961.20	7808.45	9523.05
Northern Electric Co.	10110.40	8388.00	10252.80
Acklands Ltd.	-	7680.00	9366.40

I would recommend we purchase our requirements as follows.

W.P. Alum. Wire - Central Electric Wholesale	-	8845.60
T.W. Alum. Wire - Canadian General Electric	-	7124.00
T.W. Copper Wire - Canadian General Electric	-	8706.00

NOTE:

A.S. Krause,
Purchasing Agent.

Agree with recommendation of the Purchasing Agent.

COMMISSIONER.

No.10.

The City Council.

Gentlemen,

In response to our tenders for Cedar Poles to be used in 1963 E.L. & P. construction, three bids were received as follows:-

B. J. Carney Co. Ltd.	4369.30
Canada Creosoting Ltd.	4376.40
Timber Preservers Ltd.	4519.10

I would recommend purchase of these poles from B. J. Carney Co. Ltd., of Enderby B.C.

A. S. Krause,
Purchasing Agent.

NOTE:

Agree with recommendation of the Purchasing Agent.

COMMISSIONER

No.11.Re: Local Improvements

At the meeting of City Council January 28th, 1963, the following resolution was passed by Council.

"Whereas it is intended to install in 1963 a new 5' Monolithic sidewalk, curb & gutter, on the West side of the Service Road, West of Gaetz Ave., from the South property line of Lot 1, Block 1, Plan 6159 E.T., thence South to 34th Street, and whereas the owners of Lot 17 & 19, Block 1, Plan 6722 E.T. have been charged for the sidewalk in front of their property. Now therefore the Council of the City of Red Deer do hereby agree that:

1. The owners of Lots 17 & 19, Block 1, Plan 6722 E.T., be charged for curb and gutter only, and
2. The owners of balance of property being fronted by above proposed sidewalk be charged for 5' Monolithic sidewalk, curb & gutter."

Information contained in an old special frontage tax book which was discontinued in 1954, indicates that the owners of Lots 18, 20, 21 & 22 prepaid the original levy for a sidewalk, however, this information was not shown on the Tax Roll.

In view of the above it is suggested that the resolution of January 28th, 1963 be amended to read "whereas the owners of Lots 17 to 22, Block 1, Plan 6722 E.T., have been charged or have prepaid for the sidewalk" and

"(1) The owners of Lots 17 to 22, Block 1, Plan 6722 E.T., be charged for curb and gutter only".

D. J. Wilson,
Tax Collector.

NOTE:

Recommend Council pass amending resolution to rectify this error.

COMMISSIONER

His Worship the Mayor &
City Council Members.

During the month of January 1963, the Fire Department responded to 20 Ambulance and 19 Fire Calls. Fire calls listed below:

Building Fires - 7 Outdoor Fires - 4 Vehicle Fires - 2 Rubbish in vacant lot - 1
Rescue or Emergency - 1 Country Fires - 1 Needless Calls - 3

Building Fires - 7

Jan. 9th, 1963. 04.11 hrs. Call came in stating smoke in house at 5311-45 Ave. Engine 5 and crew despatched and on arrival found smoke through the house. Found to be fridge motor in basement. Removed food and carried freezer outside. Vented building, and cooled freezer motor with snow outside. Damage to motor and possibly slight smoke in the house. Returned to Hall.

Jan. 9th, 1963. 13.20 hrs. Call came in stating trailer on fire at Frizzell's Trailer Court. Engine 5 and crew despatched and on arrival found smoke issuing beneath trailer. Put out with $1\frac{1}{2}$ " fog line and mopped up area. Caused by a wiring fault by water pipe and started insulation burning. Damage - scorched trailer floor - underneath only. Returned to Hall.

Jan. 15th, 1963. 22.15 hrs. Call came in stating mattress on fire at 4916-51 Street. Engine 5 and crew and Ladder 4 responded and on arrival occupant had mattress fire out, but house full of smoke. Removed mattress, heating pad and debris outside and cleaned up area involved. Vented building, and took heating pad to Hall for checking. Since heating pad switch was off, possibly caused by careless smoking. Damage to bed unit, heating pad and wall scorched. Returned to Hall.

Jan. 23, 1963. 08.20 hrs. Call came in stating fire at 4310-52 Ave., during night, but wanted building checked. Car I and Inspector Huget and Fireman Aronitz despatched. On arrival found approximately 100 bags of cement colouring smoldering. All bags were removed from building leaving about 1 square foot of floor involved. Put out with garden hose. On investigation it was found that a blow torch had been used previously to thaw pipes which was possibly the cause, since it was only one foot from piled bags. No damage estimate received yet. Returned to Hall.

Jan. 31st, 1963. 06.43 hrs. Call came in stating mattress fire at Phelan Hotel. Engine 5 and crew and Ladder 4 responded and on arrival mattress had been taken outside. Put out mattress with pump can and cleaned up involved room. Vented building upstairs; cause - careless smoking. Damage to bed only. Returned to Hall.

Jan. 31st, 1963. 09.00 hrs. Call came in stating mattress fire at Buffalo Hotel. Engine 5 and crew despatched and on arrival found mattress still smoldering and extinguished same outside. Checked room and vented same. Damage to mattress and bedding only. Caused by careless smoking. Returned to Hall.

Jan. 31st, 1963. 14.43 hrs. Call came in stating fire at 5920-58 Ave. Engine 5 and crew and Ladder 4 despatched and on arrival found owner had put out crib fire upstairs. Vented upstairs and removed debris outside. Caused by 5 year old girl with matches. Damage to crib and some children's clothes. Returned to Hall.

Outdoor Fires - 4

Jan. 3rd, 1963. 21.03 hrs. Call came in stating fire in construction of new City Hall. Five firemen checked and removed burning tarp. Phoned general contractor who came and recovered concrete to protect from frost. Investigation found wrong type of heater used, and damage to tarp only. Returned to Hall.

Jan. 5th, 1963. 15.20 hrs. Call came in stating fire burning North of Cemetery in Bird Sanctuary. Engine 3 and crew despatched and on arrival with help of spotter found where peat and moss were smoldering. Dug all around involved area and wet down with pump cans. Cause unknown and had been burning for considerable time. Returned to Hall.

Jan. 10th, 1963. 23.23 hrs. Call came in stating a fire in Kin Canyon. Car I and fireman despatched and on arrival proceeded to fire on foot. A pile of logs and brush was burning but with snow on the ground there was no hazard, and it was a clearing project. Checked with Captain at Hall, and returned to service.

Jan. 19th, 1963. 17.05 hrs. Fireman noticed tarp at new City Hall construction on fire and put out with pump cans. Caused by wind blowing coals used for thawing. Foreman informed and recovered poured concrete. Damage to tarp only. Returned to Hall.

Vehicle Fires - 2

Jan. 18th, 1963. 10.07 hrs. Call came in stating car fire at 53 Street and 47A Avenue. Engine 5 and crew responded and on arrival found employees used snow under hood to check fire. Used C.O.2 on remainder and pump cans on floor mats. Overheated transmission cause of fire. No damage estimate. Returned to Hall.

Jan. 22nd, 1963. 07.15 hrs. Call came in stating truck on fire at Revelstoke Transit Mix. Engine 5 and crew responded, but men held up 2 minutes by freight train at crossing. On arrival crew had controlled fire with snow, and we overhauled with pump cans. Caused by careless use of blow torch for thawing. Damage to both motor and cab compartments. Returned to Hall.

Rubbish in Vacant Lot - 1

Jan. 7th, 1963. 2024 hrs. Call came in stating Christmas tree burning at 3702-58 Ave., as a Scout project, and requesting us to put same out. Engine 3 and crew despatched and wet down the area involved. Damage nil. Returned to Hall.

Rescue or Emergency - 1

Jan. 1st, 1963. 23.59 hrs. Call came in stating T.V. on fire at 3622-51 Ave. Engine 3 and crew despatched and on arrival owner had moved T.V. to front steps. Checked set over but no fire. Caused by short in high voltage circuit. Told owner to contact service man and not to use until checked out. Returned to Hall.

Country Fires - 1

Jan. 26th, 1963. 18.58 hrs. Call came in stating trailer fire at Penhold. Chief gave permission and Engine 3 and crew responded. On arrival trailer closed, and filled with heat and smoke. Used masks and $1\frac{1}{2}$ " fog line to knock down fire. Used second line underneath where fire had started. Baled straw used underneath for insulation, and possibly caused by electric heating of water pipes. Fire came through floor and into trailer. Content loss high, but no real structural damage except about $1\frac{1}{2}$ sq. ft. of floor area. Outside our jurisdiction re damages etc. Billed owner \$150.00 for call. Returned to Hall.

Needless Calls - 3

Jan. 11th, 1963. 02.38 hrs. Call came in stating fire East of 49th Ave. Car I despatched, as it was suspected same as previous call. Could find no trace of fire and returned to Hall.

Jan. 17th, 1963. 16.53 hrs. Call came in stating heavy smoke by 5827-58 Ave. Car I and Inspector Johnson and Lieut. McPhedran responded and found City thawing ditch on 60 Ave., North of C.P. tracks. Returned to Hall.

Jan. 19th, 1963. 20.50 hrs. Call came in stating strong gas smell at 4802-48 St. Car I and Lieut McPhedran responded, and Gas Co. called. Babysitter had trouble lighting converted stove and became frightened of smell. Vented room. Returned to Hall.

The Fire Prevention Bureau report the following inspections for January:
 Commercial Buildings - 3 Industrial Buildings - 1 Schools - 1 Motels - 1
 Garage & Service Stations - 3 Apartments - 28 Curling Rinks - 1

Recommendations issued - 19 Building Plans inspected - 2

Inspector Johnson and I attended the Provincial Fire Commissioners' Annual Meeting in Edmonton on January 22nd and 23rd.

Smoke investigation - Red Deer Hospital - Incinerator
Fire Investigations at 4916-51 St., 5029-34 St., 4311-54 Ave., 4310-52 Ave.,
5920-58 Ave., and Phelan and Buffalo Hotels.

The Volunteer Brigade held 5 practices in January on the 2nd, 8th, 15th,
22nd and 29th with an average attendance of 16 members.

The Fire Department Annual Report should be available shortly, containing
last year's activity.

Respectfully submitted,
W. N. Thomlison,
Fire Chief.

No. 13.

City Commissioner.

Form: Building Inspector.

January 22nd, 1963.

Re: Temporary Building - Lot 12, Blk. 1, Plan 6784 K.S.
West of Central Equipment Rental Building on 52 Ave. North of 67 Street.

We have received an application from Mr. Ivor Nordfors for approval of a
temporary building on Lot 12, Blk. 1, Plan 6784 K.S., on 52 Avenue North of 67th
Street.

Part I, Section 1 (2) of By-law 1999 require the approval of the Council
of the City of Red Deer for the erection of temporary buildings.

We attach herewith plans of the proposed building for consideration.

G. K. Jorgenson,
Building Inspector.

NOTE:

Recommend Council approval of temporary building applied for, providing applicant
enters into an agreement, satisfactory to the City Solicitor, for removal of
temporary building within a period of two years.

COMMISSIONER.

R. C. M. POLICE REPORT - JANUARY 1963

1. Members on Duty: Sufficient at all times to comply with contract.

2. Disposition of Cases Under Municipal By-laws:

	<u>Court Convictions</u>	<u>Voluntary Penalties</u>	<u>Warnings</u>	<u>Dismissed</u>	<u>Withdrawn</u>
Traffic, Excluding Parking:	5	27	Nil	Nil	Nil
Parking	63	1763	163	Nil	1
Other By-laws:	Nil				

3. Complaints Received:	243	4. Complaints Investigated:	243
5. Unlighted Street Lamps:	Nil	6. Fires Attended:	1
7. Business Places Unlocked:	6	8. Recoverable Expenses:	Nil
9. Number of Liquor Cases:	15	10. Liquor Situation:	Normal
11. Articles Lots:	16	12. Articles Found:	11
13. Bicycles Stolen:	2	14. Bicycles Recovered:	4
15. Prisoners' Expenses & Maintenance (Meals)	\$120.00	Guards	\$550.00
		Matrons	\$60.00
16. Fines Imposed Under Municipal By-laws:	\$683.00		
17. Revenue Collected in Municipal Cases and Payable to:			

	<u>Municipality</u>	<u>Province</u>	<u>Federal Government</u>
Fines:	\$985.50	\$597.50	Nil
Costs:	Nil	\$170.00	\$38.00

18. Mileage on Municipal Duties:

<u>R.C.M.P. Transport</u>	<u>Municipal Transport</u>	<u>Hired Transport</u>
7,512	-	-

19. Number of Cases where Assistance Rendered to Municipality and no Report Submitted:
Provincial Welfare Cases (34)

20. Remarks:

There were 58 motor vehicle accidents in the City, reported for the month of January. Four accidents resulted in injuries to 5 persons while 54 accidents involved property damage only. Twelve prosecutions were entered in respect to these accidents. Estimated total property damage, \$16,445.00.

J. D. Kennedy Sgt.,
I/C Red Deer City Detail.

CORRESPONDENCE:

18.

Letter No.1.

Office of the Prime Minister,
Ottawa (4)

February 1st, 1963.

His Worship,
Mayor E. Newman,
City of Red Deer,
Red Deer, Alberta.

Dear Mr. Newman,

This will acknowledge receipt of your recent communication to the Prime Minister concerning the selection of the western route for a second Trans-Canada Highway.

At the request of Mr. Diefenbaker your representations in this regard have been referred for the information of the Minister of Public Works and the Minister of Northern Affairs and National Resources.

Yours sincerely,
Claude Gauthier,
Secretary.

Letter No.2:

The Salvation Army,
Calgary, Alberta.

February 1st, 1963.

F. A. Amy,
City Clerk,
Red Deer, Alta.

Dear Sir,

Re: Grant-in-Aid to Salvation Army 1963

Thank you for your letter dated January 31st, 1963 in which Council very kindly rescinded a previous resolution which would have meant discontinuance of the annual grant to The Salvation Army, but now reads:

"Council of the City of Red Deer rescind the resolution dated February 26th, 1962 and approve a grant to The Salvation Army in the amount of \$350.00. That in addition the recommendation of the Finance Committee dated February 20th, 1962 be strictly adhered to except for the one grant to The Salvation Army."

Please be assured that we are most grateful for Council's kind consideration and would ask that you accept and convey to the Mayor and Council our heartfelt thanks.

Sincerely,
Theodore J. Dyck (Major)
Public Relations Officer.

Letter No.3:

Union of Alberta Municipalities.

February 4th, 1963.

Mr. F. A. Amy,
City Clerk,
City of Red Deer.

Dear Sir,

At a recent meeting of the Alberta Cities and Executive of the Union of Alberta Municipalities, the following resolution was passed.

"That the Executive be requested to study the problem of the Cities other than Calgary and Edmonton in respect to accepting or rejecting School Board Budgets, and that as regards Calgary and Edmonton, and their position under Section 6 (3) of the draft 'School District Accreditation Act' the Executive refer the matter to the Councils of all cities for immediate attention."

As the school population figure requirement does not yet appear to have been finalized but which could mean this Act might apply to cities other than

Edmonton, the Executive requested this information be forwarded for the attention of your Council.

For your information I enclose a draft copy of the Act.

Yours truly,
E. Newman,
Sec-Treasurer.

NOTE:

Copy of draft Act is forwarded with Council agenda for information of Council members.

City Clerk.

Letter No.4:

Red Deer District Planning Commission.

Mr. F. A. Amy,
City Clerk,
City of Red Deer.

February 5th, 1963.

Dear Sir,

Re: Provisions for Public Reserves and Road Widening.

Enclosed please find two resolutions which have been approved by this Commission and which I have been instructed to send to you for the consideration of your Council.

The expressions of opinion of elected Councils, no doubt, carry more weight at the Provincial level than the recommendations of the District Planning Commissions, and it is, therefore, recommended that your Council adopt these resolutions and forward copies to the Minister of Municipal Affairs and to the Director of the Provincial Planning Advisory Board.

PUBLIC RESERVE RESOLUTION

Under the proposed new Planning Act, some of the provisions for public reserves will be transferred from the Subdivision Regulations into the new Act. It will be mandatory under this Act for landowners to provide 10% of any land subdivided for public purposes or alternatively to pay into a special municipal fund, the equivalent value of such public reserve. This municipal fund may be used only for the purchase of land for schools, park, or recreation purposes.

Under the present Act, there is the same requirement for the provision of 10% of the area to be subdivided for public reserve (But without a money alternative) and the Provincial Planning Advisory Board has the power to defer the provision of such reserve or to waive it entirely. Such action is taken by the Board only on the recommendation by an approving authority (District Planning Commission).

It would appear that now that the requirement for public reserve (or a money equivalent) is to be transferred from the Subdivision Regulations to the Act, the Provincial Planning Advisory Board will no longer have the power to defer or waive the requirement.

Two situations immediately come to mind as to cases where a waiver of this requirement would be reasonable.

Example 1:- Where a quarter section is to be divided into two 80 acre parcels and each 80 acre parcel is to be combined with the quarter section adjacent to it to form a larger land holding. It would seem unreasonable to require either 16 acres of land to be registered as public reserve or for a money equivalent to be demanded.

Example 2:- In a downtown area where three 50 foot lots are to be re-surveyed into two 75 foot lots, the appropriate reserve would be 15 feet of frontage or its money equivalent. This equivalent may be a sum between \$15,000 and \$30,000!

RESOLUTION RE ROAD WIDENING

The Attorney General has recently handed down the opinion that the Provincial Regulation which permits approving authorities to require road widening as a condition of subdivision, is "ultra vires".

The effect of this decision on both urban and rural municipalities could be very costly and it is recommended that your Council request the Province to make legal the provisions that have been applied for many years.

Should your Council approve these resolutions and forward them to the Province as suggested, it would be appreciated if we may be notified to that effect for our records.

Yours truly,
Denis Cole,
Direct.

RESOLUTION Re: Road Widening.

WHEREAS Section 28 of the Provincial Subdivision Regulations enabled a Subdivision approving authority to require road widening as a condition of subdivision approval,

AND WHEREAS the Attorney General has recently handed down the opinion that such regulation is "ultra vires",

BE IT RESOLVED that steps be taken at the earliest opportunity to make this section "intra vires" and to remove all possible doubt as to the right of "approving authorities" to require road widening as a condition of subdivision, (where applicable) as has been the practice and policy for many years.

RESOLUTION Re: Public Reserves.

WHEREAS it is noted that in the new draft Planning Act, it will be mandatory in every subdivision for ten per cent of the area of any subdivision to be dedicated as public reserve, or for a money equivalent to be contributed to a municipal fund for the purchase of land for school, park, or recreation purposes,

AND WHEREAS there would appear to be no provision in the said Act for deferment or waiver of such public reserve requirements by the Provincial Planning Advisory Board in cases that it considers appropriate

BE IT RESOLVED THAT --

The Province be requested to make provision in the new Planning Act whereby the Provincial Planning Advisory Board may defer or waive the requirements for public reserve (or a money equivalent) where recommended by an approving authority and the Board deems such deferment or waiver justified.

NOTE:

Concur in recommendations of the Planning Director.

COMMISSIONERS.

NOTE:

We have received a copy of the proposed new Planning Act from the Dept. of Municipal Affairs, and Mr. Cole and Mr. Richards are studying same and will send in their comments as soon as ready.

For information of Council.

Mayor Newman.

Letter No.5:Faculty of Dentistry University of Alberta,
Edmonton.Red Deer City Council,
Red Deer, Alberta.

February 5th, 1963.

Dear Sirs,

I note with interest that Red Deer is to erect a sign at the City Limits informing all visitors that the City water supply is fluoridated.

I wish not only to congratulate the Council for this progressive action, but to express my personal thanks. Everyday in my work I see scores of children suffering unnecessarily from the pain and disfigurement of tooth decay. Such children exist throughout Alberta in every community.

In erecting the fluoridation sign outside your City you are, I feel, doing more than showing community pride in Red Deer's achievement. I look upon your action as one which will encourage other communities to improve the dental health of their children by adopting fluoridation as Red Deer has done.

Yours sincerely,
C. R. Castaldi, D.D.S. M.S.D.,
Professor of Dentistry for Children.

Letter No.6:Alberta Dental Association,
Edmonton, Alta.Red Deer City Council,
Red Deer, Alberta.

February 6th, 1963.

Dear Sirs,

The Alberta Dental Association is very happy to see your City taking steps to publicize the fact that you are proud to be able to supply your citizens with fluoridated water.

Such forward steps are of great benefit to the members of your community and they should be proud that they have been able to obtain fluoridated water for their children.

Yours very truly,
Geo. E. Decker,
Secretary.

No.7:To: The Mayor & City Council,
City Hall,
Red Deer, Alta.

The Red Deer White Cross Study Group invites you to attend a Special Meeting, Wednesday, February, 13th, Gaetz Memorial United Church, 8.30 p.m. Topic: The Work of The Canadian Mental Health Association in White Cross Centres in Canada. Film. Everybody welcome.

Letter No.8:

Red Deer Fairgrounds Commission.

City Council,
City of Red Deer.

February 5, 1963.

Gentlemen,

Re: Fairgrounds Boundaries

The boundaries of the Fairgrounds area are all defined except the northern side. To facilitate a long range planning program it is necessary to have the boundary established.

Enclosed is a map of the area showing the proposed north boundary, the cut-off being west from the north gate which would square off the Fairgrounds area, plus provide for future expansion.

An early answer would be appreciated. Yours truly, J.J. Grohn, Sec-Treasurer.

NOTE:

We recommend Council do not finalize decision on boundary until such time as final plans of proposed new swimming pool, and its location, are known and approved.

COMMISSIONERS.

Letter No.9:

SS1 - Box 8112,
Red Deer, Alta.

The City Clerk,
City Hall,
Red Deer, Alta.

February 5th, 1963.

Dear Sirs,

I hereby make application to erect a temporary building in connection with my market garden and greenhouse business on part of N.W. $\frac{1}{4}$ 29-38-27-4, North Red Deer.

The building will be on skids and is to be used for storage of seeds and shrubs etc., during my bedding plant operation.

This building will be replaced within 2 years by a permanent structure or will be demolished.

I would ask Council's permission for the erection of this building to be placed at site shown on enclosed plan. It will be constructed of $\frac{1}{4}$ inch plywood inside and out with sloping roof dimensions 20' x 20'.

This building will not be moved to any other site on my property without prior approval of City Council.

Yours truly,
Dentoom's Greenhouses.

To: City Commissioner.

From: Zoning Officer.

February 7th, 1963.

Re: Dentoom's Greenhouses "Sylvan Lake Trail"

Recommend that approval be given to Dentoom's Greenhouses for erection of a temporary storage building on Part of N.W. $\frac{1}{4}$ 29-38-27-4 for a period of not more than two years. The approval subject to being covered by an agreement and caveat or an agreement and a bond of sufficient size to cover expenses for demolition of the building.

G. K. Jorgenson,
Zoning Officer.

NOTE:

Concur with recommendation of Zoning Officer.

COMMISSIONER.

February 4th, 1963.

His Worship Mayor Ernest Newman,
City Hall,
Red Deer, Alberta.

Dear Ernie,

I noted, with interest, your action regarding the Federal Government's responsibility in completing the David Thompson Highway in its western extension through the Park.

I commend your action. Surely this is one of the important projects which, when completed, would be of much benefit to Alberta, particularly Central Alberta. As such, it demands the united support of every aspect of our Central Alberta community life.

Specifically, as Member of Parliament for Red Deer, I owe it to the electorate of Red Deer Constituency to work for it in every possible way. This I have been doing and hope that it can be included in this year's budget provisions.

It would be of much assistance to me if I could be kept informed of any local developments or action taken or planned for in order that I can co-ordinate the approach from this end.

If there is any way that I can be of help to the City of Red Deer or the community, I would assure you and your Council that I am most happy to co-operate in every way possible.

Sincerely,
Bob.
R.N. Thompson, M.P.

Letter No. 11.

Red Deer Fairgrounds Commission.

February 5th, 1963.

City Council,
City of Red Deer.

Gentlemen,

Re: Junior Activities Building Addition

As you are probably aware, bathroom and washroom facilities have become quite inadequate in the Red Deer Fairgrounds during the past number of years.

Coupled with this is the request from the Y.M.C.A., who are presently leasing the Junior Activities building at \$75.00 per month, for added bathroom facilities and showers. The Fairgrounds Commission with the assistance of Mr. Jorgenson's Department, prepared and submitted plans and specifications for tender for a dual purpose addition to the Junior Activities building. We received 5 competitive bids and would recommend that the R. W. Sandquist bid of \$6,438.00 be accepted.

As you know, we would like to get this work started immediately to take advantage of Winter Works allowances, but unfortunately will not have our complete budget ready for submission for some time.

The Agricultural Society are quite prepared to underwrite their portion of the project immediately and we would like City Council to do likewise so this work may be proceeded with.

While all capital grants are presently frozen by the Federal Government, there is a distinct possibility of recovering up to 50% of our actual costs through grants if the situation is clarified in Ottawa during 1963.

We have indications from the Y.M.C.A., that they would be willing to enter into a lease with the Commission for several years whereby we would recover \$300.00 per year in rental for this addition.

Thanking you for your early attention. Yours truly, J.J. Grohn Sec-Treas.

NOTE:

It is recommended the City authorize award of contract to R. W. Sandquist in amount of \$6,438.00. The work will then be eligible for inclusion in the Winter Works Incentive scheme.

Following is estimate of breakdown of costs.

Agricultural Society	\$2146.00
Winter Works Scheme	\$2000.00
City of Red Deer	<u>\$2292.00</u>
	\$6438.00

The actual cost to the City would be the estimated \$4292.00 of which amount it is estimated \$2000.00 will be recovered under Winter Works Scheme, net cost to City would then be \$2292.00.

COMMISSIONER.

Letter No.12:

4404-Gaetz Avenue,
Red Deer, Alta.

January 31st, 1963.

City of Red Deer,
Red Deer, Alberta.

Attention Mr. F. A. Amy.

Dear Sir,

Re: Red Deer New & Used Auto Dealers Assoc.
Petition and By-law

The proposed By-law was presented to this organization January 30th, 1963. It was approved as it exists with one exception. It is felt that the \$25.00 license fee is too high and suggest a fee of \$10.00 maximum, the reason being that all Red Deer Automobile Dealers presently pay high business taxes.

The amount of the bond \$5000.00 was agreed upon.

We trust that you will give this request your kind attention.

Yours very truly,
Red Deer New & Used Auto Dealers Assoc.
R. Keeling,
Sec-Treasurer.

NOTE:

The license fee was discussed by the By-law Committee, and it was agreed that in view of the administrative costs and possible costs of enforcement were concerned, \$25.00 is a reasonable fee.

COMMISSIONER.

WHO HIRES THE PLANNERS?

by Lyle E. Schaller.

Lyle E. Schaller was formerly Director of Research for the Cleveland Bureau of Governmental Research and has spent many years in municipal government as a planner, mayor's assistant and researcher. He holds Master's degrees from the University of Wisconsin in American History, Political Science and City Planning.

.....

A few years ago the planning commission of a mid-western city was seeking a new planning director. The chief executive of the city, who had been in office only a few months, asked to have a voice in the selection of the new planner. The planning commission rejected his request on the grounds that the director would be working under their supervision and therefore they would make the selection.

The chief executive's response was simple and direct. He asked the city council for a \$40,000 appropriation to be used for hiring a separate planning staff which would be responsible directly to him. The planning commission recognized that the council probably would grant the appropriation and they also knew that the commission's budget undoubtedly would be reduced by a similar amount in order to provide the funds. They agreed to consult with the chief executive before making a final decision and in turn he withdrew his request for a special appropriation.

This episode illustrates one of the major contemporary issues in municipal government. To whom is the planning staff responsible? The municipal executive or the planning commission? In recent years a new trend has developed - a very pronounced movement toward making the planning staff an arm of the executive office in municipal government and away from the concept of a separate independent commission.

BASIS FOR OPINION

Statistical support for the existence of this trend can be found by examining reports in the annual volumes of the Municipal Yearbook. In 1948 over one-half of the reporting cities with a population over 10,000 and with a full-time planning director stated that the director was hired by the planning commission. In only 37% of the reporting cities was the planning director appointed by the mayor or manager. Eleven years later these percentages had changed drastically. In 1959 only slightly over one-fourth of the cities reported that the planning director was appointed by the planning commission while in 54% of the cities he was selected by the chief executive. (In the other cities the appointive power legally rests with the city council or some other authority and it is difficult to ascertain who really makes the selection or authoritative recommendation.) These figures indicate a pronounced trend in the direction of placing the planning director under the administrative supervision of the municipal executive.

A second type of evidence in support of this trend can be seen in the efforts of several cities to administratively reorganize their planning agencies. In recent months Chicago, Milwaukee, Evanston (Ill.) and a dozen other cities have initiated such reorganization efforts.

The plans differ in detail but nearly all of them are remarkably similar in one respect - the reorganization proposal strengthens the tie between the planner and the chief executive and reduces the authority of the planning commission over the personnel work program and activities of the planning staff.

There appears no reason to doubt that this trend will continue and that the municipal chief executive will have an increasingly close relationship with the planning staff. The existence of this trend does raise two questions, however. "Why is this happening?" "Will this trend continue?"

PLANNING COMMISSION AUTHORITY

To answer the first question one must first look at the reasons why planning commissions originally were granted such a vast degree of authority and autonomy. While each city had its own special reasons for setting up a planning commission, the various reasons can be summarized in four general categories.

1. THIS WAS THE ONLY ALTERNATIVE open under state enabling legislation. In many communities the planning commission was created in accordance with state statutes, and the legislation required the commission to be separate from either the legislative or executive branches of municipal government. (The state legislation was so worded because of pressures similar to those discussed below.)
2. IN MANY COMMUNITIES CITY PLANNING was a part of the reformer's program and it was felt that if the planning commission could be set up apart from the political structure of the mayor's office, it would reduce the possibility of the "bad" politicians corrupting the "good" planners. Furthermore by making the commission a semi-independent, quasi-legislative, nonpartisan agency it was felt that it would be possible to attract outstanding leaders to serve as commission members. An earlier parallel to this type of thinking resulted in the establishment of park boards, police commissions, civil service boards and similar semi-independent boards and commissions. After civic groups win their battle to get the government to accept responsibility for their pet projects, they often are reluctant to surrender control of their scheme and the usual compromise has been to create citizen-staffed commissions. Perhaps the two outstanding examples are public education and public libraries.
3. IN A SIMILAR VEIN many people felt that the nature of planning was such that it has to be clearly outside the political arena or the plans and proposals would not receive the wide community acceptance necessary for approval and implementation. (Not infrequently "the plan" had been prepared by a private or non-governmental group who realized that only the city government could implement it but believed only original sponsors could secure the necessary public support.) This was predicated on the premise that city planning was concerned with the physical layout of the community rather than with the process of making decisions.
4. FINALLY SEVERAL COMMUNITIES apparently concluded that the special kind of expertise necessary for intelligent planning could best be secured through the use of a commission. The members would be people with a special competence in planning. (In some states the legislature required that all citizen members of a city planning commission should be chosen from persons who had appropriate training or experience which would qualify them for such duty). Architects, engineers, realtors, attorneys, and contractors frequently were asked to serve as commission members.

In only a few cities was a professional planning staff employed and the commission often was a quasi-judicial body which also served as an advisory body for the city council and had considerable power. When it became necessary to secure professional counsel the commission was the body to which the consultant submitted his report. The next step often was the hiring of a professional staff and the natural tendency was for the commission to ask the council for the necessary appropriation for staff salaries. If this request was approved the planning commission usually selected the director and supervised his work.

CAUSE FOR CHANGE

What happened to change this?

Currently with the widespread adoption of planning and the establishment of planning commissions (by the late nineteen-thirties over one thousand municipalities had organized a planning commission) other changes were occurring in city government. Many of these changes had a strong impact on local planning administration.

Perhaps the most significant change has been the trend toward the centralization of policy-making in municipal government. This was a natural result of the accelerated urbanization movement in America. The rapid growth of cities rendered obsolete many of the old administrative and legislative forms. Decisions had to be made in a hurry and they had to be co-ordinated. One result was an increase in the power and responsibility of the municipal chief executive. Weak mayors were replaced by strong mayors or by city managers. Frequently this shift in the power structure was far greater in fact than is indicated by any examination of the statutes or ordinances.

This new generation of municipal chief executives recognized the importance of planning in policy decisions and took an increased interest in the work of the planning commission and staff. Planning had long been accepted in principle but now it was also accepted in practice and was becoming an influential factor in the decision-making process. The increased interest often was accompanied by a desire to have a meaningful voice in all planning proposals including the selection of the planning director.

CONFLICT OF LOYALTY

During the same period more and more cities were hiring professional planning directors. The number of cities with a paid planning staff doubled in the decade following the end of World War II. More often than not the director was selected by the planning commission but he soon realized that he must make a choice as to the direction of his prime loyalty. Who was his boss? The municipal chief executive? The planning commission? The city council? sometimes the conflict was reduced by having the mayor or manager serve as chairman of the planning commission. Not infrequently the director recognized that the road to favor, to approval, to a bigger budget, and to a larger staff was to be found in the path which led to the mayor's or manager's office rather than to the board room where the planning commission met. The chief executive was a much more significant supporter at budget hearings than were the members of the planning commission. Partly from a longing to be more effective, partly from the psychological desire to relate securely to a single point in the city administration, partly from self-interest and partly because of pressure from the chief executive, the planning director gradually developed a closer tie with the office of the mayor or manager.

INTEGRATED PLANNING FOSTERS TREND

A third factor which tended to strengthen the relationship between the planning director and the municipal chief executive grew out of the need to integrate planning with other city functions. All too often in earlier years the "master plan" had been prepared in a partial vacuum with little regard for the objectives of individual departments. Gradually, however, it became increasingly obvious that proposals by the planning commission for a zoning code, subdivision standards or public buildings must be co-ordinated with the work of the various line departments.

This becomes essential in any city which undertook to develop a capital improvements program. Fiscal administration is perhaps the single most important responsibility of the chief executive at any level of government and this meant that the capital budget would be meaningful only if it was a joint venture of the finance office, planning commission and chief executive. This relationship was strengthened with the advent of urban renewal, until today in most cities the approval of the chief executive is far more important than the attitude of the planning commission. Frequently there still remains the legal requirement for obtaining the approval of the planning commission for a capital improvements program, an urban renewal plan or any other major proposal, but this is less of a concern to the planners than obtaining the financial and political approval which only the chief executive and the council can grant. It became evident to the more astute planning directors that early approval by the chief executive of any planning proposal, even if substantial changes were the price of the approval, greatly enhanced the possibilities of final approval and improved co-ordinating efforts with other department heads.

PLANNING COMMISSIONS PARTLY RESPONSIBLE

Finally it should be noted that members of planning commissions contributed to this shift which reduced their own authority over the planning staff. In many cases the members did not have the skills nor the time necessary to do a competent job. Sometimes they guessed wrong and made recommendations which did not stand up under the passage of time. Occasionally members were not able to distinguish between their own self interest and the public interest. On more than one occasion planning commission members opposed national, state or local legislative proposals on public housing, stricter subdivision standards and urban renewal. This apparent identification with private pressure groups reduced the influence of the planning commission in many a city.

However, more significant than these shortcomings was the failure of the planning commission to get the job done. Results count in municipal government as elsewhere. Countless master plans were prepared, revised, amended and approved but the number that gathered dust on the shelf was far greater than the number that were implemented. In too few cities was the planning commission able to be of real help to the executive or legislative branches of city government. Their reports answered a lot of questions, but these were not the questions that the

councilmen, the mayor or the manager were asking. Planning commission members tended to regard planning as a product long after the chief executive recognized that it was a process closely related to decision making. All too often the members of the planning commission retained the idea that planning was concerned only with the physical growth of the city rather than being a part of the administrative team.

This vacuum, created by the failure of the planning commission to be an effective implementing force, often was filled by a decisive municipal chief executive who saw what needed to be done, did it and perhaps told the commission about it afterwards.

The net result of these forces has been a gradual erosion of the planning commission's authority and a greater involvement of the planning staff in the decision-making process in the executive office.

WILL TREND CONTINUE

Will this trend continue? Almost certainly it will.

The growing professionalization of municipal government is at the expense of lay boards and commissions. The accelerating rate of growth of cities and the increasing complexity of municipal government makes it essential that the chief executive have a competent planning staff to advise him. The general trend toward centralization of local government in the executive office only parallels what has already occurred in industry, in state government, in higher education, in most voluntary associations and in nearly all other segments of society. There is every reason to expect that it will continue. The growing awareness that city planning is an integral part of the total administrative process, and not simply the preparation of physical plans, inevitably results in a closer relationship between the chief executive and the planning director.

Quite clearly this means that the person who has the responsibility and the authority for making decisions should and will choose his advisers. If planning is to be a significant factor in municipal government, it will be influential at the place where decisions are made. Thus in more and more cities the planning director will be appointed by the municipal chief executive.

End.....

To: Mayor E. Newman,
City of Red Deer.

January 23rd, 1963.

Dear Sir,

Re: City Planning Department & Commission Membership

As requested I have examined the letter and documents sent to you by the Provincial Planning Advisory Board and give hereunder my comments:-

(1) Provincial Grants.

It is confirmed that no Provincial grant would be available toward the setting up or operation of a City Planning Department.

It should be noted, however, that whereas the Province contributes 50% of the total Commission budget, (\$36,000 out of \$72,000) it is neither required or expected that this sum will be used on a pro rata basis of member contributions. One of the objects of the Province in contributing to a regional organization (as opposed to Municipal planning departments) is to ensure that adequate help is available to those who need it most and can least afford it.

Nevertheless it is estimated that the supply of planning services to the City is costing the Commission approximately \$25,000 per annum made up as follows:-

Director	85% of \$9300	=	\$7905.
Assoc. Planner (J. Beavis)	70% of \$7100	=	\$4970.
Drafting)	30% of \$12,875	=	<u>\$3862.</u>
Technical)			
Clerical)			
Salaries:-			\$16,737.
Estimated Overhead (see later in report)			<u>\$ 8,368.</u>
			<u><u>\$25,005.</u></u>

This is exclusive of any special projects such as aerial photography and certain mapping (about \$18,00 to-date), traffic survey (\$11,000) etcetera.

(2) Withdrawal from Commission

The Provincial Act (Section 10) provides that a municipality wishing to withdraw from a Commission shall apply to the Provincial Planning Advisory Board and the Board "after making such enquiries and holding such hearings as it deems sufficient may recommend to the Lieutenant Governor in Council the withdrawal of a Municipality from a Commission".

The purpose of this provision is not to place difficulties in the way of a member municipality from withdrawing from a Commission, but rather to make it possible for the Province to investigate any difficulties or problems which may arise between a municipality and the Commission with a view to resolving such difficulty before processing the withdrawal application.

In this connection it may be noted that after twelve years of operation and with over 100 member municipalities, there have been only two withdrawals from Commissions and both of these re-applied for membership within 18 months.

It is virtually certain, therefore, that if the City wished to withdraw from the Commission after discussing the matter with the Provincial Board, it could do so without difficulty.

It might be noted that withdrawal would mean that the processing of all subdivisions within the City would revert to the Province. This would mean that the three City representatives would not longer participate in the application and interpretation of the Provincial regulations and the time taken to process subdivisions would probably increase.

It should also be noted that it might be very difficult for the City to object or protest against undesirable or harmful developments on the City fringes if were not a member of a joint or regional Commission designed to solve these matters.

Whereas the Provincial Office has suggested that the Commission might not be able to "survive with too great a reduction in the City's contribution", it should be noted that the contributions of the other members now total \$18,000 p.a. which would give the Commission a budget of about \$38,000 after allowing for Provincial grants and miscellaneous revenues. The first budget of the Commission was only \$15,000.

I believe it would be possible to organize a staff and office to serve Commission members (excluding the City) as well as they are now served with only minor increases in member contributions. The difficulty, however, could be re-adjustment. We would have to dispense with the services of two planners and the secretary-treasurer and we would have to obtain smaller offices.

I have no doubt the Commission could and would survive City withdrawal if the City made this decision.

(3) A City Planning Department

I agree with the Provincial Estimate of a minimum staff for a Planning Office. Whereas the estimated minimum staff salaries would be between \$19,000 and \$27,000, account must be taken of overheads.

The 1963 Commission budget can be broken down as follows:-

Salaries	\$52,000	66.6%
All other expenses including fringe benefits, travelling office rent & furniture, blue printing etc.)	\$26,000	33.3%
	<u>\$78,000</u>	<u>100%</u>

It may reasonably be expected that the City's additional overheads would be not less than 50% of salaries or 33% of the total cost, and therefore the cost of setting up a City department would be approximately as follows:-

Salaries (as per Provincial Estimate)	\$19,100 - \$26,900.
Overheads (at 50% of salaries)	<u>\$ 9,550 - \$13,450.</u>
	<u>\$28,650 - \$40,350.</u>

This compares with the 1963 City contribution to the Commission of \$18,092.

(4) City Planning Department and Commission Membership.

In the event that the City wished to operate its own Planning Dept., and retain its Commission membership (as in Edmonton and Calgary), the contribution of the City could be reduced, but the Commission would have to consider by how much and what adjustments would have to be made in the Commission staff and organization.

I would estimate that if the City only required minimum services i.e. participation in Subdivision administration and policy matters on its fringes, the City's contribution could be reduced to less than half of the present contribution i.e. from \$18,000 to \$7,500-\$9,000 p.a.

This would not reduce the cost of operating the City Planning Dept., but would enable the City to have a say in Subdivision administration and fringe development. That is the total cost to the City would be approximately as follows:-

City Planning Dept.	\$28,000 - \$40,000
Contribution to Commission	<u>\$ 7,500 - \$ 9,000</u>
Total City Cost	<u>\$35,500 - \$49,000</u>

Present City Cost \$18,000.

(5) Conclusion

There is no doubt that the operation of an independent City Planning Dept., will be substantially more expensive than using the Commission services, whether the City withdraws from Commission membership or not. The questions which the City must decide are therefore:-

- (a) Would the City get better work
- (b) Would the City get better service if it operates its own department. If so, would the extra cost justify the improvement.

It is submitted that unless the City would be ready to set up a department much larger than it needs, the quality of work would almost certainly be less satisfactory than that which it now obtains through the Commission's specialized staff.

It is further submitted that if the City requires more work or faster service than it now receives, the most economical solution is to make arrangements with the Commission for such improvements. For example the Commission could engage another planner or another draftsman for exclusive City use, the City's contribution being increased by only 75% of his salary ($\frac{1}{2}$ of salary plus apportioned overhead, the Province paying the balance). If there are further planning studies required by the City which cannot be financed under the present budget, these could be undertaken for half the actual cost, (the Province paying the balance).

It should be noted, however, that no complaint has been made either verbally or in writing by City Council, the City Commissioners, or any Head of Department in respect of the work of the Commission or the service provided and if the City is not completely satisfied we should be glad to discuss the matter at any time.

Submitted for consideration.

Yours truly,
Denis Cole,
Director.

Provincial Planning Advisory Board.

January 3rd, 1963.

Mr. E. Newman,
Mayor,
Red Deer, Alberta.

Dear Sir,

Further to our recent telephone conversation and in reply to your letter of December 6th, 1962 herein are contained thoughts on specific questions which you have raised. As well, by enclosures, certain statistical data which has been assembled is being forwarded which may be of assistance to you.

Mr. Morrison, Deputy Minister, has examined this letter and concurs in the substance - material. As well he advises that in his opinion statements made respecting Government policy contained in the letter are correct.

In respect of your question No.1, it is correct to assume that should the City of Red Deer establish its own department there would be no Provincial grant to help defray the costs of such a department. At present there are only two municipal planning departments in the Province, these are in Edmonton and Calgary. No Provincial grant is made in respect of these Planning Departments. Some material on the Edmonton organization and its cost is contained in the attached material and we have reason to believe that the Calgary office is virtually the same in organization and in size. Although the question of a Provincial grant, as far as I am aware, has never been raised formally before the Government I believe that in view of the existing Government policy of encouraging regional planning through District Planning Commissions it would be most loathe to consider any other support respecting City Planning offices. It has in the past been confirmed that the Government is satisfied with the present system of grants to individual municipalities and that further grants for a specific operation of facets of administration would be a departure from the present assistance structure. This "expression" of the Government was received recently when requests involved financial assistance to undertake "urban renewal" studies were made. There is little difference, for example, within municipal administration between the planning department, the engineers department, the assessment department, etc.

In so far as the City retaining membership in the Red Deer District Planning Commission even though it had in operation its own planning department, (question No.2), I feel that the Government would not exert itself upon the Council to the point that commission membership would be compulsory. The Government and the Provincial Planning Advisory Board would undoubtedly recommend very strongly that commission membership should be retained. Encouraging the organization of commission through grants and other means has been the consistent policy since 1950. Such a policy aims mainly at encouraging municipalities to plan on a regional basis which is considered by legislators and practising planners to be the only means of doing any real planning at all. A City Planning Department is concerned mainly with details within the broad framework of what has already been learned in respect of the region as a whole. Should you require further information on the advantages of regional planning I would be pleased to write to you further respecting this subject and to refer you to various works on this topic. It is appreciated that this though is not your immediate concern. The views that you expressed to me on the subject are recalled.

Should the City of Red Deer irregardless retain membership on the Commission, your Question No.3 dealing with the fee payable by the City could be answered as follows:-

The fee payable would be set by mutual arrangement between the Commission and the City. In both the City of Edmonton and Calgary 25% of the total commission budget is paid by these respective Cities. Their contribution, in other words, to the Commission is the same even though they have their own planning staffs.

Viewing the budget of the Red Deer District Planning Commission it is not apparent that the Commission could survive with too great a reduction in the City's contribution. The only savings in Commission operation might be that sum which would be saved by reason of reduction in staff if, in fact, there is a staff member who is entirely engaged in City jobs.

For your general information I am enclosing copies of annual reports of the Oldman River and Edmonton District Planning Commissions in which are contained the audited statements of these Commissions. As well there is some material on the operation of the City of Edmonton Planning Department and a hypothetical minimum operating budget of a City planning staff.

It is certainly appreciated that Council is continually reviewing ways and means to provide better service at reduced cost in every field, including planning service. I am very doubtful though that at this stage in the growth of Red Deer that it could be shown to be advantageous to establish a City Planning Office. It would seem that such a move would merely represent a very expensive duplication of present service. It seems to be the general consensus of opinion that it is feasible if one considers only aspects of economics to establish a separate planning department where a municipality has a minimum 100,000 population and where very rapid expansion is occurring.

Experience has shown that it is not suitable to install a planner in an existing operating department, for example, the City Engineers Department. This has been tried in various places and does not seem to be successful.

Quite candidly, considering all aspects of the question, it seems quite clear that Council would have a most difficult job of justifying the creation of a separate planning department. Costs would undoubtedly exceed greatly the present contribution figure supporting the Commission operation. The Board, I know, points particularly to the Red Deer and Edmonton District Planning Commissions as the two Commissions which are operating most successfully in the whole of the Province. The City of Red Deer, of course, reflects the success of the Commission and the forward thinking of the Council in that there can be little doubt that planning in Red Deer both in design detail and by-law advancement is unsurpassed by any other municipality large or small in the Province.

I sincerely hope that this will help you to explain to other members of Council the present circumstances involved in the overall question of obtaining a separate planning office but should there be any further information that you require please do not hesitate to contact Mr. Morrison or me respecting any of the points that may not be covered sufficiently.

Yours truly,
J. N. Polonuk, Secretary,
Provincial Planning Advisory Board.

CITY OF EDMONTON PLANNING DEPARTMENT

The City Planning Department is comprised of 47 staff members. In broad category the division of the office is as follows:

Senior Planners	5 persons
Planning Assistants	10 persons
Draftsmen	9 persons
Clerical Staff	20 persons
Administrative Staff	3 persons

The Technical staff is divided into research and zoning sections. Each of these sections is headed by a senior planner and to each section 5 planning assistants are attached, There are 5 draftsmen working in the design section and 4 in the research section.

In addition to the above staff personnel the City, which has adopted a City Commissioner type of administration, has appointed a new Commissioner to head the Planning and Building Inspectors Department.

The above staff not including the City Commissioner whose salary, I understand, is upwards of \$16,000.00 annually, works on the following budget:

Staff salaries	\$221,608.00
Other Expenditures	<u>40,769.00</u>
	<u>\$262,377.00</u>

No ready figures are available respecting equipment and furniture required by the Planning Department but it is known that the office space utilized comprises 16,144 square feet.

TYPICAL MINIMUM PLANNING STAFF - 1963

Director	7,500 - 10,000
Planning Associate	6,000 - 8,000
Draftsman	3,600 - 5,500
Steno-Receptionist	<u>2,000 - 3,400</u>
Total:-	<u>\$19,100 \$26,900</u>
	<u>=====</u>

The above reports are submitted in response to a request from Council with respect to the cost of operating a City Planning Department versus our present membership in the Commission.

If we look upon this from a strictly financial basis, and using the figures submitted by the Provincial Planning Advisory Board and the figures of the Director of the R.D.D.P. Commission, it would appear to be uneconomical to operate our own Planning Department.

Both reports feel that two planners would be necessary for City business, and if we were to ignore these reports, withdraw from the Commission hire one planner and set-up our own Planning Department and find after a short period we require two, then we would be in the position of paying more for planning services than we now pay. It should be noted that the Government do not contribute to a city operated Planning Department.

In addition to this we feel that in any event, we should maintain membership in the Commission, and this would result in additional cost which at the present time is unknown and would have to be agreed upon by the City and the Commission.

Another item we should not overlook is the financial benefits we have obtained in the past through our membership in the Commission, namely:- Aerial Photography, Contour Mapping and the Traffic Survey.

Mr. Cole has made a suggestion in the last paragraph of his report with respect to the Commission hiring another planner for exclusive City use with the City's contribution being increased by 75% of his salary. We feel this possibility might be worthwhile investigating, providing the extra man was located in the City Hall, as we feel this would be an asset to us from an administrative point of view, and a great time saver when members of the public have to deal with the City and Planning Department.

Mr. Cole feels this would not be practical, but we repeat once again it is worthwhile investigating.

At this time we are not making a firm recommendation but feel this is an important subject and Council should have ample time to study these reports before any decision is made.

COMMISSIONERS

Excerpt from a Report to the Government of Saskatchewan by the
Local Government Continuing Committee of Saskatchewan relating to

SOCIAL WELFARE

As with public health, the field of social welfare is now some distance removed from local government. Because of costs and because of the desirability of attaining minimum standards, responsibility for social welfare has been assumed by senior governments. Today, municipalities serve mainly as administrators of one aspect - social aid - under rather strict provincial supervision.

The efficient administration of a comprehensive social welfare program and the employment of modern treatment methods require a population of 35,000 or more. This minimum is based on the expected case loads for welfare works and the employment of skilled supervisory and administrative staff. Thus, the development of any comprehensive program under local control would be clearly impossible for a municipality, municipal district or county, as well as for most urban municipalities. The county would be able to assume more welfare responsibilities than the present rural municipality, but it would lack both the necessary population and the resources to undertake effective programs of treatment.

Regions of appropriate size could assume local responsibility for a comprehensive welfare program. With proper development and the necessary shifts in provincial activity, regions could undertake active treatment of social aid cases. At present, social aid recipients receive little professional help. Ultimately, local responsibility might include a general assistance program covering all persons on the basis of need. This would mean a significant shift in provincial policy away from specific categories of assistance (blind persons, mothers' allowances, etc.) towards universal coverage based on need. Regions which would include the populations of both rural and urban jurisdictions in an appropriate combination of county areas, would be fully capable of developing this kind of welfare program over time.