

A G E N D A



FOR THE *REGULAR MEETING OF RED DEER CITY COUNCIL*

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL

MONDAY, JANUARY 28, 2002

COMMENCING AT 4:30 P.M.



- (1) Confirmation of the Minutes of the regular meeting of Monday, January 14, 2002.

Page #

- (2) **UNFINISHED BUSINESS**

- (3) **PUBLIC HEARINGS**

- (4) **REPORTS**

1. City Clerk, re: *Region 78 Community Lottery Board Society - Appointment of Two Members.* . .1

2. Parkland Community Planning Services, - re: *Land Use Bylaw Amendment 3156/B-2002 / Rezoning of 28 Semi-Detached Dwellings from R1 and R2 to R1A Residential (Semi-detached Dwelling), 1 Single Family Dwelling from R2 to R1 Residential Low Density District, 1 - 13 Suite Apartment Building from R1 to R2 Residential Medium Density District, Municipal Lots from R1 and R2 to P1 Parks and Recreation Districts / Highland Green Estates.*
(Consideration of 1st Reading of the Bylaw) . .3

3. Engineering Services Manager, – re: *Bylaw 3186/A-2002, Amendment to the Traffic Bylaw 3186/97 / Revision to Schedule "B"/ Proposed Speed Limit on Johnston Drive, North of 67 Street.*
(Consideration of 3 Readings of the Bylaw) . .8
 4. Parkland Community Planning Services, – re: *Council Policy #3403 / Review of the Telecommunications Facilities Guidelines.* . .12
 5. Recreation, Parks & Culture Manager, – re: *Collicutt Centre 2001 Year End Statistics.* . .25
 6. Tax Collector – re: *2002 BRZ Levy / Bylaw 3196/A-2002 / Amendment to Business Revitalization Zone Business Tax Bylaw 3196/98.*
(Consideration of 3 Readings of the Bylaw) . .29
 7. City Assessor – re: *2002 Equalized Assessment Appeal – City of Calgary.* . .31
-
- (5) **CORRESPONDENCE**
 - (6) **PETITIONS AND DELEGATIONS**
 - (7) **NOTICES OF MOTION**
 - (8) **WRITTEN INQUIRIES**

(9) **BYLAWS**

- 1. **3156/B-2002** - Land Use Bylaw Amendment - Rezoning of 28 Semi-Detached Dwellings from R1 and R2 to R1A Residential (Semi-detached Dwelling), 1 Single Family Dwelling from R2 to R1 Residential Low Density District, 1 - 13 Suite Apartment Building from R1 to R2 Residential Medium Density District, Municipal Lots from R1 and R2 to P1 Parks and Recreation Districts / Highland Green Estates. (1st Reading) . .33
. .3

- 2. **3186/A-2002** - Amendment to Traffic Bylaw 3186/97 - Revision to Schedule "B" - Proposed Speed Limit on Johnston Drive, North of 67 Street. (3 Readings) . .35
. .8

- 3. **3196/A-2002** - Amendment to Business Revitalization Zone Business Tax Bylaw 3196/98 - 2002 BRZ Levy (3 Readings) . .37
. .29

Additional Agenda

Exempt Salary Treatment for 2002

DATE: January 21, 2002
TO: City Council
FROM: City Clerk
RE: Request for Appointment of Two Citizens-at-Large
Region 78 Community Lottery Board Society

History

In 1998, the Province established community lottery boards across Alberta for the purpose of allocating funds to community not-for-profit groups. At the Council meeting of December 4, 2000, Council passed a resolution agreeing to assume the responsibilities of the nominating and appointing committee for the Region 78 Community Lottery Board Society. The membership consists of two members of Council and six citizens-at-large.

Current Request

The Region 78 Community Lottery Board Society have two Citizens-at-Large whose terms expired December 31, 2001 and are asking Council to reappoint one member for a one-year term to expire December 31, 2002, and one member for a three-year term to expire December 31, 2004.

As in the past, names have been submitted in confidence to Council.

Recommendation

That Council re-appoint two Citizens-at-Large to the Region 78 Community Lottery Board Society, one member for a one-year term to expire December 31, 2002, and one member for a three-year term to expire December 31, 2004.



Kelly Kloss
City Clerk

/chk

Comments:

We concur with the recommendations of the City Clerk.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

DATE: January 10, 2002
TO: Community Services Director
FROM: City Clerk
RE: **Request for Comments - By Monday, January 21, 2002**
Region 78 Community Lottery Board Society
Appointment of Two Members

FILE

The Region 78 Community Lottery Board Society is requesting Council to reappoint two members to the Society. A copy of this request is attached.

Please provide a report for the January 28, 2002 Council Meeting indicating whether or not you are in agreement with this request.

I will need your response by **Monday, January 21, 2002.**

Thanks Colleen.



Kelly Kloss
City Clerk

KK/chk
/attach.

DATE: January 23, 2001
TO: City Council
FROM: City Clerk
RE: Request for Appointment of Citizens to the Region 78 Community Lottery Board Society

*Last memo ~~done~~
done up.
LOCS#195399
- BACKUP*

History

In 1998, the Province established community lottery boards for allocating funds to community not-for-profit groups. The District Community Foundation as our Community Lottery Board Society receiving and processing grant applications. When we reviewed this arrangement with the Province they advised that community lottery boards must be set up as societies with their respective municipalities appointing the nominating committees to appoint their members. In our case, the Community Foundation was appointed as the nominating committee. Attached is a copy of the Region 78 Community Lottery Board Society's bylaws.

At the Council meeting of December 4, 2000, Council passed the following resolution agreeing to assume the responsibilities of the nominating and appointing committee for the Society:

Resolved that Council of the City of Red Deer having considered the report from the Director of Corporate Services dated November 24, 2000 re: Region 78 Community Lottery Board Society, hereby agrees as follows:

1. That the Community Lottery Grant Program continue to be administered through the Lottery Board Society;
2. That Council is the nominating committee for appointing members to the Lottery Board Society;
3. That the Society's membership remains at eight, in accordance with its bylaw;
4. That the membership consist of two members of Council and six citizens-at-large;
5. That Administration are directed to advertise for members to the Society;
6. That the City Manager appoint a City employee to serve as a liaison to the Society;
7. That the contract staff of the Lottery Board Society continue to provide a coordination point across granting bodies, including the Red Deer & District Community Foundation;
8. That the initial operating grant provided by the City to the Society continue to be drawn down by the Society to ensure that the administration of the Community Lottery Grant Program continues to be effective;

9. That Council joins with the Society in requesting from the Province:
- (a) An increase in Provincial funding for the administration of the Community Lottery Grant Program to meet actual costs, and
 - (b) A commitment to provide the approved grant funds to community agencies in a more timely manner.

Society Board Members

As directed in the resolution, the City Clerk's Office advertised for applications for membership to the Region 78 Community Lottery Board Society. The names received were submitted to the Nomination Review Committee for their review. As in the past, their recommendations have been submitted to Council in confidence.

Society's Bylaws

The Nomination Review Committee also reviewed the bylaws of the Society. Attached is the Committee's report outlining its recommendations.

In summary, the Committee is recommending various changes to the Society's bylaws, as follows:

1. Appointment of members to expire on December 31st of the respective terms.
2. Members need not be residents of the city.
3. Annual appointments of the Society's chairperson, vice chairperson and secretary.
4. Clarification that Council is the nominating committee for the Society.

In addition to the above changes to the Society's bylaws, I recommend that the bylaws be amended to reflect that if Council members are appointed to the Society, their terms shall be for one year.

If Council agrees with the recommendations, the City liaison to the Society would begin the process to amend the Society's bylaws.

The Nominations Review Committee further made recommendations relative to the formation of the initial Board, as follows:

1. That Joyce Ganong continue to provide administrative support to the Society.
This reaffirms clause 7 of the above noted Council resolution.
2. That the Mayor call the first meeting of the Society.
3. That the City Manager appoint the City liaison to the Lottery Board Society.
This reaffirms clause 6 of Council's resolution. The City Manger has appointed the Director of Community Services as the City's liaison for the Society.

Recommendations:

1. That Council appoint six members to the Region 78 Community Lottery Board Society, as follows:
 - a. two citizens-at-large one year terms
 - b. two citizens-at-large two year terms
 - c. two citizens-at-large three year terms
 - d. two councillors one year terms
2. That Council direct the City Manager to initiate the process to amend the bylaws of the Society as noted above.
3. That Council authorize the Mayor to call the first meeting of the new Board of the Society.



Kelly Kloss
City Clerk

/clr
attchs.



Office of the City Clerk

FILE

January 29, 2002

Noreen Stuart, Executive Director
Region #78 Community Lottery Board Society
#506, 4808 Ross Street
Red Deer, AB T4N 1X5

Dear Ms Stuart:

**Re: Request for Appointment of Two Members to the
Region #78 Community Lottery Board Society**

At the Council Meeting of Monday, January 28, 2002 Council reviewed your request to reappoint members to the Region #78 Community Lottery Board Society and passed the following resolution:

Resolved that Council of the City of Red Deer having reviewed the report from the City Clerk, dated January 21, 2002 re: Region 78 Community Lottery Board Society - Request for Appointment of Two Citizens-at-Large, hereby appoints the following to the Region 78 Community Lottery Board Society

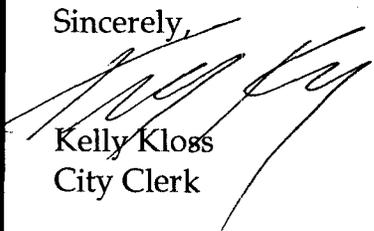
Paula L'Hirondelle Term to Expire December 31, 2002

Ron Thompson Term to Expire December 31, 2004.

I trust you will be notifying the re-appointed members of future meetings of this Society.

Please call if you have any questions.

Sincerely,


Kelly Kloss
City Clerk

KK/chk
c Community Services Director

The City of Red Deer

Box 5008
Red Deer, Alberta
T4N 3T4



Office of the City Clerk

FILE

January 29, 2002

Mr. Ron Thompson
R.R #2, Site 17, Box 8
Red Deer, AB T4N 5E2

Dear Mr. Thompson:

Re: Appointment to the Region 78 Community Lottery Board Society

At the Council Meeting of Monday, January 28, 2002 Council reviewed a request to reappoint members to the Region #78 Community Lottery Board Society and passed the following resolution:

Resolved that Council of the City of Red Deer having reviewed the report from the City Clerk, dated January 21, 2002 re: Region 78 Community Lottery Board Society - Request for Appointment of Two Citizens-at-Large, hereby appoints the following to the Region 78 Community Lottery Board Society

Paula L'Hirondelle Term to Expire December 31, 2002

Ron Thompson Term to Expire December 31, 2004.

You will be notified of future meeting dates by the Society. I wish you success in your continuing endeavours as a member of the Region 78 Community Lottery Board Society.

Sincerely,

Kelly Kloss
City Clerk
KK/chk

c Community Services Director
 Region 78 Community Lottery Board Society

The City of Red Deer

Box 5008
Red Deer, Alberta
T4N 3T4



Box 5008
Red Deer, Alberta
T4N 3T4

The City of Red Deer

Office of the City Clerk

FILE

January 29, 2002

Ms Paula L'Hirondelle
54 McCullough Crescent
Red Deer, AB T4R 1S7

Dear Ms L'Hirondelle:

Re: Appointment to the Region 78 Community Lottery Board Society

At the Council Meeting of Monday, January 28, 2002 Council reviewed a request to reappoint members to the Region #78 Community Lottery Board Society and passed the following resolution:

Resolved that Council of the City of Red Deer having reviewed the report from the City Clerk, dated January 21, 2002 re: Region 78 Community Lottery Board Society - Request for Appointment of Two Citizens-at-Large, hereby appoints the following to the Region 78 Community Lottery Board Society

Paula L'Hirondelle Term to Expire December 31, 2002

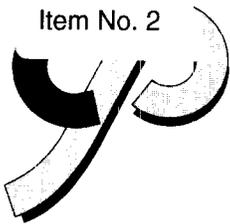
Ron Thompson Term to Expire December 31, 2004.

You will be notified of future meeting dates by the Society. I wish you success in your continuing endeavours as a member of the Region 78 Community Lottery Board Society.

Sincerely,

Kelly Kloss
City Clerk
KK/chk

c Community Services Director
 Region 78 Community Lottery Board Society



Date: January 14, 2002

To: Kelly Kloss, City Clerk

From: Frank Wong, Planning Assistant

Re: Land Use Bylaw Amendment 3156/B-2002
Lots 1 – 6b, Block 1, Plan 782 0617,
Lot 2R, Block 1, Plan 772 0633,
Lots 1a – 9b, Block 3, Plan 982 0617, and
Lots 46R and 47, Block 3, Plan 772 0633
NE ¼ Sec. 20-38-27-4
Highland Green Estates

This bylaw deals with the area of Highland Green Estates located on the east side of 58 Avenue and from the Telus communication tower site to 67 Street.

Background

In 1976 under Land Use Bylaw 2011, the west half of Highland Green Estates was zoned to accommodate a proposed new neighbourhood. The lands fronting on the east side of 58 Avenue from the Telus communication tower site to the municipal reserve lot adjacent to 67 Street was zoned R2 General Residential District wherein a variety of low and medium density development could be accommodated. Later that year, the City authorized a land sale to Springer Construction for the development of 28 semi-detached dwellings and 1 single-family dwelling on lands fronting onto the east side of 58 Avenue. As the proposed uses are permitted under the R2 General District, no rezoning was required. The 28 semi-detached lots and 1 single-family lot were subdivided and registered in 1978 under Plan 782 0617.

In 1996, Land Use Bylaw 3156/96 superceded Bylaw 2672/80. This bylaw converted the maps from manual drafted copies to computerized drafting. In the process of making this conversion, approximately 105 maps in the Land Use Bylaw were redrafted into electronic form. In the process of redrafting, it appears that a couple of zoning lines were inadvertently deleted from this neighbourhood. The result of eliminating the lines is that it eliminated the R2 District from the properties on the east side of 58 Avenue from the Telus communication tower to Holmes Street and included them within the R1 District. This area includes 18 semi-detached dwellings and a 13-suite apartment building. The omission also included the municipal reserve lot in the vicinity within the R1 District.

Land Use Bylaw Amendment 3156/B-2002...page 2

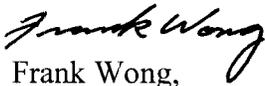
As a result of the missing zoning lines, the 13-suite apartment on Lot 47 (6311-58 Avenue) and the 18 semi-detached dwellings on Lots 1a to 9b (6321 to 6355 – 58 Avenue) have become legal but non-conforming uses. If these properties were destroyed by some disaster, they could only be replaced with single-family housing. This may not be feasible if there are separate owners in each half of a semi-detached residence. This situation should be corrected by zoning the properties back into their proper zones. The 18 semi-detached dwellings are proposed to be rezoned to R1A and the 13-suite apartment is proposed to be rezoned to R2 Residential Medium Density District, the 10 semi-detached dwellings and 1 single-family dwelling, on the east side of 58 Avenue from Holmes Street to the municipal reserve lot south of 67 Street are proposed to be rezoned R1A and R1 respectively. The municipal reserve Lots 2R and 46R are proposed to be rezoned to park.

In total this land use bylaw amendment would rezone the 28 semi-detached dwellings from R1 and R2 to R1A Residential (Semi-detached dwelling) District, the 1 single-family dwelling from R2 to R1 Residential Low Density District, and the 13-suite apartment building from R1 to R2 Residential Medium Density District and the municipal reserve lots from R1 and R2 to P1 Parks and Recreation District.

Recommendation

Planning staff recommend that City Council proceed with first reading of Land Use Bylaw Amendment 3156/B-2002.

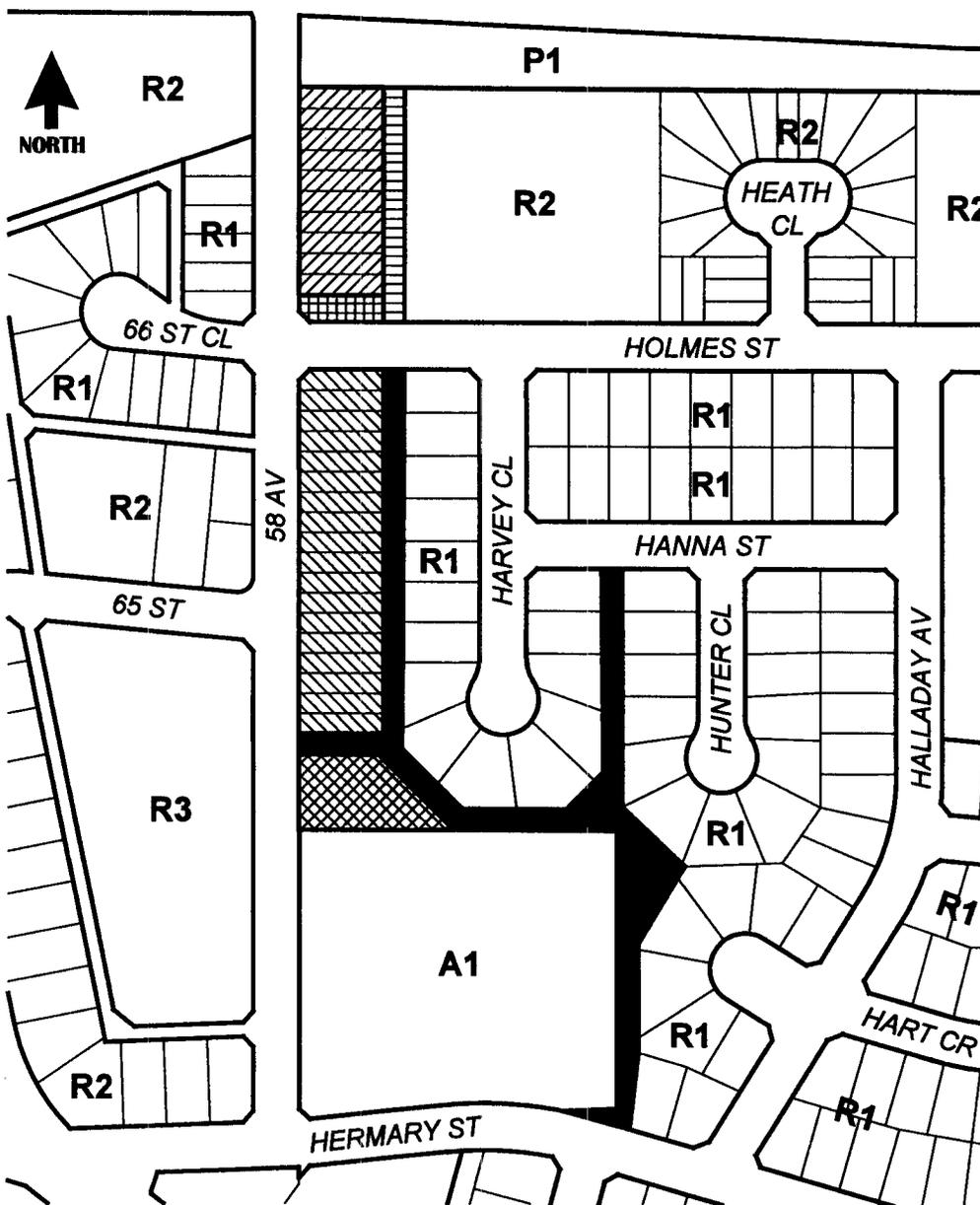
Sincerely,


Frank Wong,
Planning Assistant

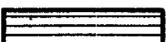
Attachment

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



Change from :

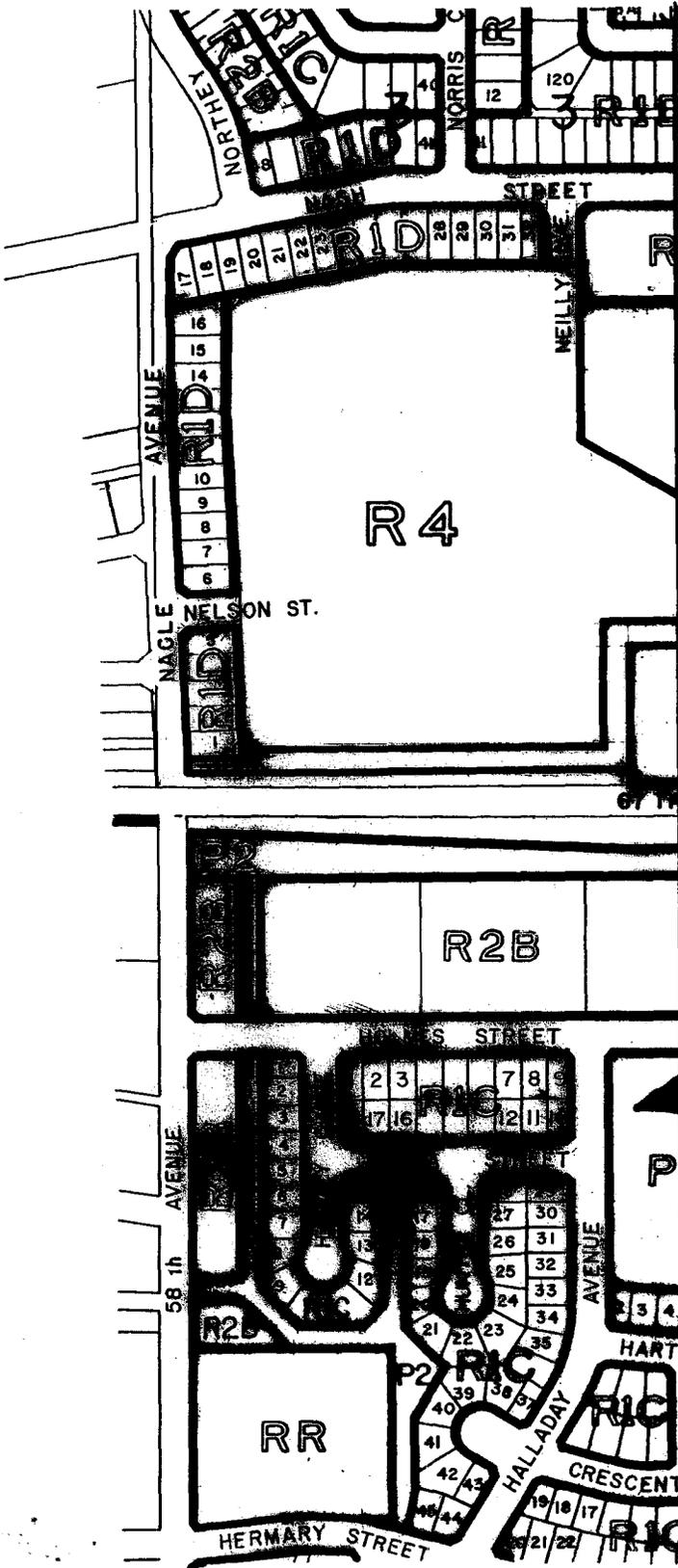
- R1 to R1A 
- R1 to R2 
- R1 to P1 
- R2 to R1 
- R2 to R1A 
- R2 to P1 

AFFECTED DISTRICTS:

- R1 - Residential (Low Density)
- R1A - Residential (Semi-Detached Dwelling)
- R2 - Residential (Medium Density)
- P1 - Parks & Recreation

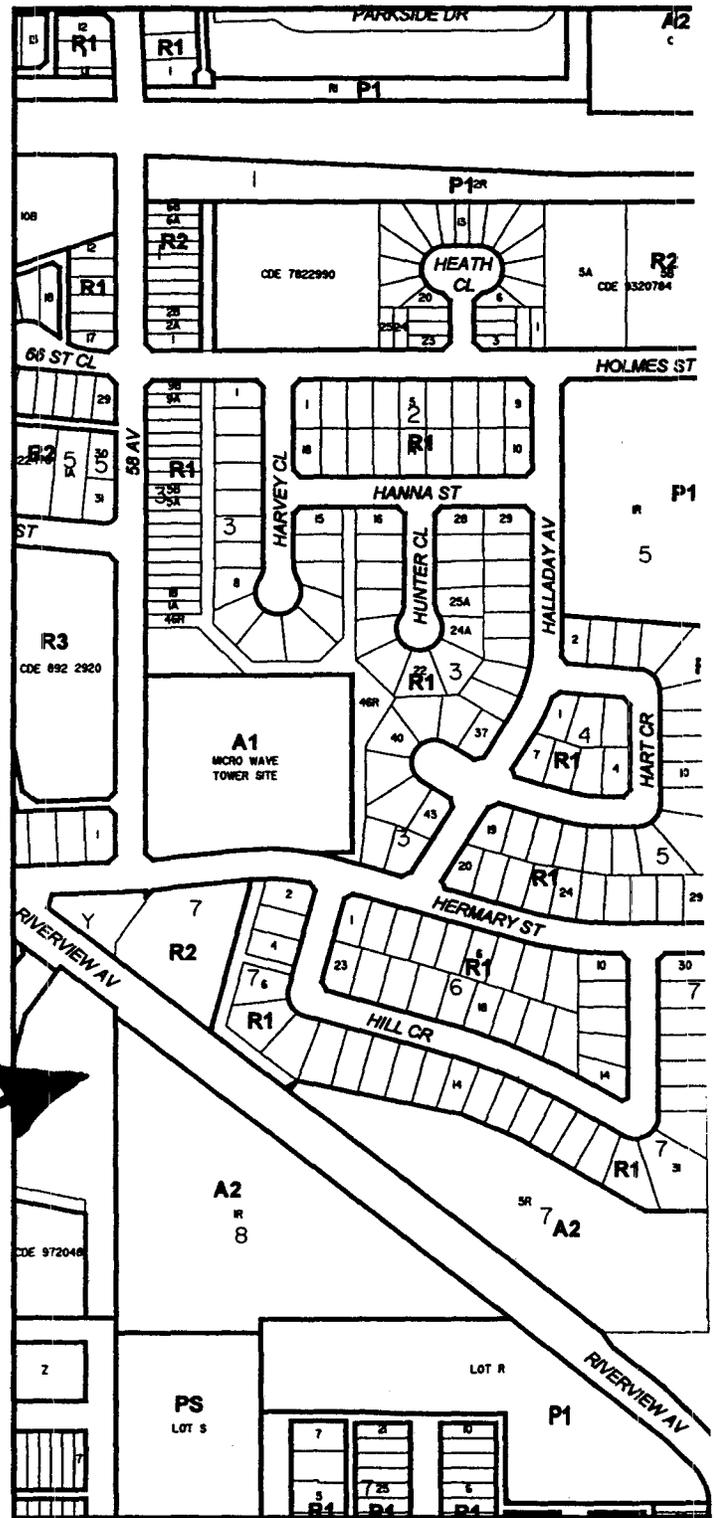
MAP No. 1 / 2002

BYLAW No. 3156 / B - 2002



- C5 Commercial
- I1 Industrial
- I2 " " " " " "
- R.R. Reserve
- R.I. " " " " " "
- A1 Agricultural
- R1 Residential
- R2 " " " " " "
- R3 " " " " " "
- R4 " " " " " "
- P2 Park

Bylaw 3156 ← Bylaw 2011



Part Six of the Bylaw outlines the Land Use District Definitions

refer to the Index Map for the Legend



NORTH
Scale 1:5,000

© The City of Red Deer, Engineering Department

The City of Red Deer Land Use Bylaw

Amendments to NE 1/4 Sec 20

- 3156 / O-96 Nov 18, 1996
- 3156 / D-97 May 20, 1997
- 3156 / B-2000 Mar 13, 2000

Comments:

We concur with the recommendations of Parkland Community Planning Services that Council give first reading to the Land Use Bylaw Amendment. A Public Hearing would then be held on Monday, February 25, 2002, at 7:00 p.m. in Council Chambers during Council's regular meeting.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Council Decision – Monday January 28, 2002

DATE: January 29, 2002
TO: Frank Wong, Parkland Community Planning Services
FROM: City Clerk
RE: Land Use Bylaw Amendment 3156/B-2002
Highland Green Estates

FILE

Reference Report:

Parkland Community Planning Services, dated January 14, 2002.

Bylaw Readings:

Land Use Bylaw Amendment 3156/B-2002 was given first reading. A copy of the bylaw is attached.

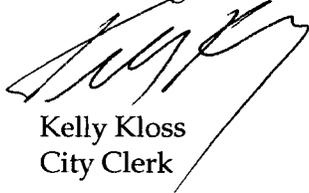
Report Back to Council: Yes

A Public Hearing will be held on Monday, February 25, 2002, at 7:00 p.m. in Council Chambers during Council's regular meeting

Comments/Further Action:

Land Use Bylaw Amendment 3156/B-2002 rezones 28 semi-detached dwellings from R1 and R2 to R1A Residential (Semi-detached dwelling) District, 1 single-family dwelling from R2 to R1 Residential Low Density District, and a 13-suite apartment building from R1 to R2 Residential Medium Density District, Municipal Reserve Lots from R1 and R2 to P1 Parks and Recreation District. This amendment is to correct the elimination of zoning lines on maps that were inadvertently deleted from the Highland Green Estates neighbourhood during a 1996 redrafting of the Land Use Bylaw maps.

This office will now proceed with advertising for a Public Hearing. The City will be responsible for the advertising costs in this instance.



Kelly Kloss
City Clerk

/chk

/attach.

c Director of Development Services
Inspections & Licensing Manager
Land & Economic Development Manager
C. Adams, Administrative Assistant

BYLAW NO. 3156/B-2002

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

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

- 1 The "Use District Map F11" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 1/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 28th day of January 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

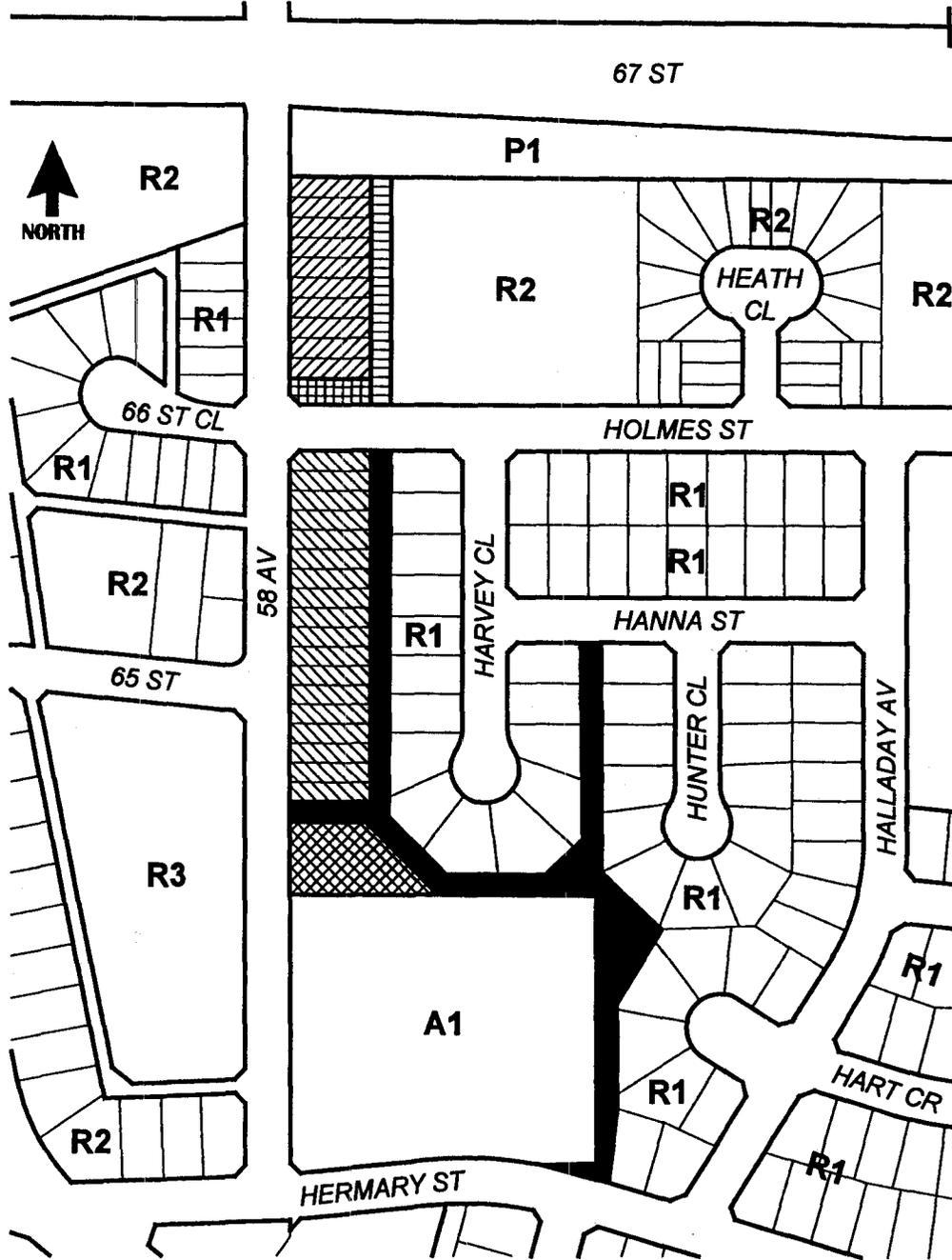
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

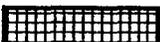
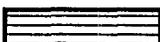
CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



Change from :

- R1 to R1A 
- R1 to R2 
- R1 to P1 
- R2 to R1 
- R2 to R1A 
- R2 to P1 

AFFECTED DISTRICTS:

- R1 - Residential (Low Density)
- R1A - Residential (Semi-Detached Dwelling)
- R2 - Residential (Medium Density)
- P1 - Parks & Recreation

MAP No. 1 / 2002

BYLAW No. 3156 / B - 2002

DATE: January 29, 2002
TO: City Council
FROM: City Clerk
RE: Land Use Bylaw Amendment 3156/B-2002
Highland Green Estates

FILE

History

At the Monday, January 28, 2002 meeting of Council, Land Use Bylaw Amendment 3156/B-2002 was given first reading.

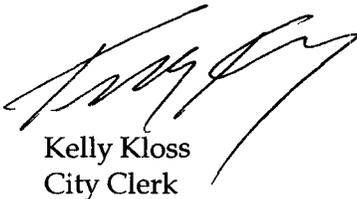
Land Use Bylaw Amendment 3156/B-2002 rezones 28 semi-detached dwellings from R1 and R2 to R1A Residential (Semi-detached dwelling) District, 1 single-family dwelling from R2 to R1 Residential Low Density District, and a 13-suite apartment building from R1 to R2 Residential Medium Density District, Municipal Reserve Lots from R1 and R2 to P1 Parks and Recreation District. This amendment is to correct the elimination of zoning lines on maps that were inadvertently deleted from the Highland Green Estates neighbourhood during a 1996 redrafting of the Land Use Bylaw maps.

Public Consultation Process

A Public Hearing has been advertised for the above noted bylaw to be held on Monday, February 25, 2002 at 7:00 p.m. in the Council Chambers, during Council's regular meeting. The owners of the properties and those bordering the site have been notified by letter of the Public Hearing.

Recommendations

That following the Public Hearing, Council may proceed with 2nd and 3rd readings of the bylaw.



Kelly Kloss
City Clerk

KK/chk

Item No. 3

075-1011 K

Date: January 21, 2002
To: City Clerk
From: Engineering Services Manager

**Re: Traffic By-law 3186/97
Proposed Speed Limit on Johnstone Drive, North of 67 Street**

The City of Red Deer has completed construction of Johnstone Drive (68 Avenue), between 67 Street and Jewell Street. In the future, Johnstone Drive will be connected to 77 Street at Taylor Drive. The existing speed limit of 77 Street and Taylor Drive is 60 km/hr. To maintain consistency, the project consultant, AL-Terra Engineering Ltd., has recommended on their construction drawings that the speed limit on Johnstone Drive be increased from 50 km/hr to 60 km/hr.

Recommendation

Based on the consultant's recommendation, we have included the following Traffic By-law revisions for Council's consideration.

SCHEDULE "B" 60 km/h

AVENUES

Add line 9,

Johnstone Drive (68 Avenue), between 67 Street and Jewell Street


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

RBH/emr
Att.

c. Traffic Engineer
Public Works Department

SCHEDULE "B"¹

Page 1 of 1

60 km/h

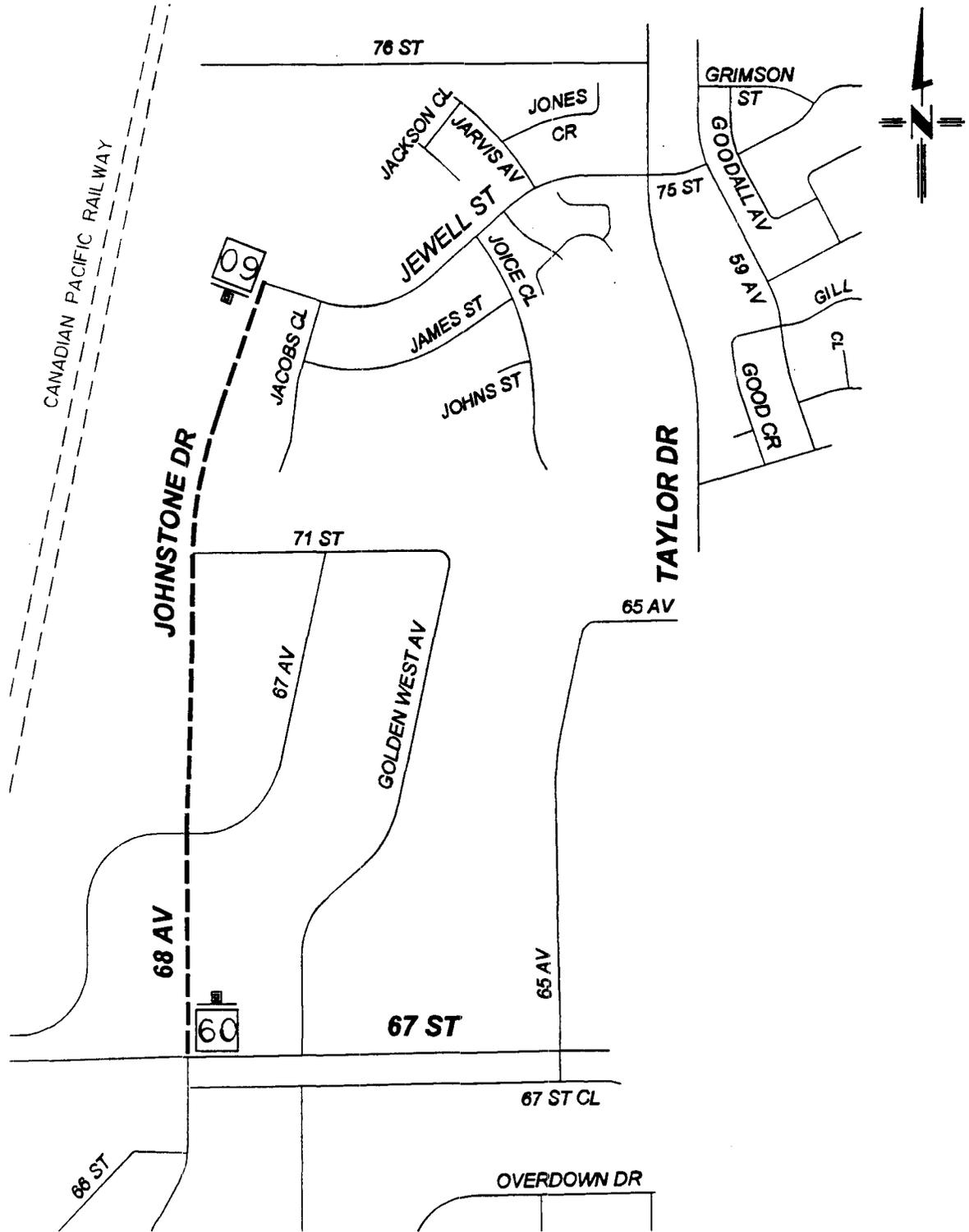
AVENUES

- 1 30 Avenue, from 150 metres north of 61 Street to 200 metres south of Lancaster Drive
- 2 40 Avenue, from 32 Street to 200 metres south of Austin Drive
- 3 40 Avenue (Riverside Drive), between 77 Street and the north boundary of SE 33-38-27-4
- 4 Gaetz (50) Avenue, from Highway 11A to 150 metres north of 59 Street
- 5 49 Avenue, between 60 Street and 63 Street
- 6 Taylor Drive from Highway 11A to 200 metres south of 43 Street
- 7 Gaetz (50) Avenue, from South City Limits to 100 metres north of the east leg of 37 Street
- 8 Gaetz Avenue from 130 metres south of 42 Street to 36 Street

STREETS

- 1 32 Street, from West City Limits to 650 metres east of Lockwood Avenue
- 2 55 Street, from 30 Avenue to 20 Avenue
- 3 67 Street (Highway 11), from 68 Avenue to 150 metres east of Pameley Avenue
- 4 77 Street, between Taylor Drive and 40 Avenue (Riverside Drive)
- 5 Ross (50) Street, from 212 metres east of Deer Home Road to 700 metres east of Davison Drive

¹ 3186/A-99, 3186/D-2000, 3186/E-2000



				PREPARED BY RBH	THE CITY OF RED DEER ENGINEERING DEPARTMENT	APPROVED BY
				DATE Jan./02		ENGINEER
				SCALE NTS	PROPOSED SPEED LIMIT CHANGES ON JOHNSTONE DRIVE	EXHIBIT NO.
NO.	DATE	REVISION	APP'D			1 OF 1

Comments:

We concur with the recommendations of the Engineering Services Manager and that Council proceed with three readings of Traffic Bylaw Amendment 3186/A-2002.

“G. D. Surkan”
Mayor

“N. Van Wyk”
City Manager

Council Decision – Monday January 28, 2002

DATE: January 29, 2002
TO: Engineering Services Manager
FROM: City Clerk
RE: Bylaw 3186/A-2002
Amendment to Traffic Bylaw 3186/97
Proposed Speed Limit on Johnstone Drive, North of 67 Street

FILE

Reference Report:

Engineering Services Manager, dated January 21, 2002.

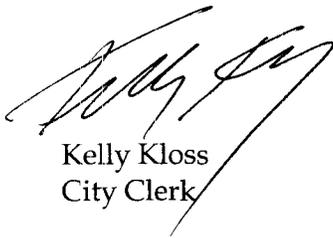
Bylaw Readings:

Traffic Bylaw Amendment 3186/A-2002 was given three readings. Copies of the bylaw are attached.

Report Back to Council: No

Comments/Further Action:

This office will be amending the consolidated copy of Traffic Bylaw 3186/97 in due course.



Kelly Kloss
City Clerk

/chk

/attach.

c Director of Development Services
Inspections & Licensing Manager

BYLAW NO. 3186/A-2002

Being a bylaw to amend Bylaw No. 3186/97 the Traffic Bylaw of The City of Red Deer.

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

Bylaw No. 3186/97 is hereby amended as follows:

- 1 By deleting Schedule "B" and replacing it with the attached Schedule "B".

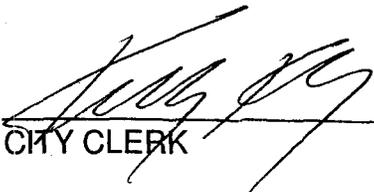
READ A FIRST TIME IN OPEN COUNCIL this 28th day of January 2002.

READ A SECOND TIME IN OPEN COUNCIL this 28th day of January 2002.

READ A THIRD TIME IN OPEN COUNCIL this 28th day of January 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this 28 day of January 2002.


MAYOR


CITY CLERK

SCHEDULE "B"

Page 1 of 1

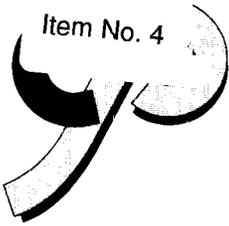
60 km/h

AVENUES

- 1 30 Avenue, from 150 metres north of 61 Street to 200 metres south of Lancaster Drive
- 2 40 Avenue, from 32 Street to 200 metres south of Austin Drive
- 3 40 Avenue (Riverside Drive), between 77 Street and the north boundary of SE 33-38-27-4
- 4 Gaetz (50) Avenue, from Highway 11A to 150 metres north of 59 Street
- 5 49 Avenue, between 60 Street and 63 Street
- 6 Taylor Drive from Highway 11A to 200 metres south of 43 Street
- 7 Gaetz (50) Avenue, from South City Limits to 100 metres north of the east leg of 37 Street
- 8 Gaetz Avenue from 130 metres south of 42 Street to 36 Street
- 9 Johnstone Drive (68 Avenue), between 67 Street and Jewell Street

STREETS

- 1 32 Street, from West City Limits to 650 metres east of Lockwood Avenue
- 2 55 Street, from 30 Avenue to 20 Avenue
- 3 67 Street (Highway 11), from 68 Avenue to 150 metres east of Pameley Avenue
- 4 77 Street, between Taylor Drive and 40 Avenue (Riverside Drive)
- 5 Ross (50) Street, from 212 metres east of Deer Home Road to 700 metres east of Davison Drive



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

Suite 404, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
FAX: (403) 346-1570
e-mail: pcps@pcps.ab.ca

DATE: January 21, 2002

TO: Kelly Kloss, City Clerk

CC: Colleen Jensen, Director of Community Services

FROM: Planning Staff

RE: Council Policy # 3403
Review of the Telecommunication Facilities Guidelines

BACKGROUND AND PURPOSE

On November 8, 1999, after extensive consultation with the public, telecommunication facility operators and regulating authorities through the Steering Committee, Council adopted Policy # 3403 'Telecommunication Facilities Guidelines' on an interim basis with the intent that it be reviewed after a period of time before being considered for adoption as a permanent set of guidelines. In November 2000 a process was initiated to review the performance of the guidelines after the first year of operation. This review process involved participation of the Steering Committee, which includes public members, regulating agency representatives and telecommunication facility operators. This report provides a summary of the review results and offers a recommendation for Council's consideration. A copy of the revised guidelines is attached as Appendix 1.

There is a distinction between the Telecommunication Facilities Guidelines under Policy # 3403 and the Amateur Radio Towers Guidelines, for which guidelines will be forthcoming from the Inspections & Licensing Department. Policy # 3403 applies to television and radio towers, cellular and PCS providers and point to point wireless communications, and specifically excludes amateur radio operations (e.g. shortwave or HAM radio operations).

PLANNING ANALYSIS

Consultation Feedback and Staff Response

The initial circulation of the existing guidelines to the Steering Committee members in November 2000 solicited a number of suggested changes to the guidelines. These are summarized below.

1. On the issue of Co-location some of the telecommunications facility operators felt that the relevant sections of the guidelines amount to interference by the City in the private business negotiations of wireless companies, and that a municipality cannot ask for certain requirements in this regard under the Municipal Government Act.
2. With reference to the guidelines' requirements regarding Safety Code 6 some of the telecommunications facility operators suggested that the requirement for an estimate of cumulative energy emission calculations should be deleted, as this is the domain of Industry Canada. The operators felt that they can provide a copy of the license issued by Industry Canada, which confirms compliance with Safety Code 6.
3. With regard to the requirements for Commercial Operators it was felt that the search radius expectations were onerous, tower replacement in many cases would be unrealistic and undefinable terms were being used such as "reasonable costs". It was also questioned who would determine "reasonable cost" and that the operators' own engineers are qualified to assess interference issues
 - Staff response: The above three matters were discussed with Industry Canada who indicated that they are satisfied with the requirements of the guidelines and did not recommend any changes. The guidelines have been working well for more than a year in which several tower applications have been approved. In addition, these issues were discussed with the City's senior administration who concurred that it would not be advisable to re-open the discussion on the content of the guidelines at this time.
4. Regarding the guidelines' requirements for Public Meeting and Notification preference was expressed for a simplification and flexibility in the notification procedure involving sites in industrial or commercial zones near residential areas and a more streamlined process for towers in industrial areas that would not require public consultation.
 - Staff response: The existing guidelines have been in use for two years without problems having been experienced on the requirement and procedure for public consultation. Planning staff are of the opinion that the existing requirements in the guidelines are clear and justifiable in terms of the need to adequately inform the public.
5. On the matter of Public Meeting and Notification clarity was sought regarding the need for telecommunications facility operators to describe and apply for a network of sites in its entirety, even though the entire network might not be established at once. The reason stated for this concern is that it is hard to determine the entire network in advance as it shifts over time with demand and it is problematic to project network configuration beyond two years. Clarity was sought on the definition of a "network".
 - Staff response: Applicants could determine and describe a network of sites as precisely as possible at the time of applying for the first tower site in the network.

If in future the network configuration needs to be altered to new site locations in order to complete the network, the operator would have to re-apply. A definition of what constitutes a network of tower sites has been formulated and added to the guidelines.

6. On the matter of tower Locations in Residential Areas it was pointed out that the existing guidelines do not specifically state a requirement of public participation for towers in residential areas and it was felt that this might be interpreted that residential towers could be exempted from public meetings. A suggestion was made that the requirement that towers in residential areas are not to have flashing, static or strobe lights should be deleted, because this is a matter that Transport Canada regulates. It was felt that the 20 metre height restriction for new towers in residential areas is an insufficient height allowance.
 - Staff response: The matter of clarifying the requirement of public participation for towers in residential areas was addressed in the general reorganization of and minor text changes to the guidelines. The matter of a 20 m height restriction and the matter of flashing, static or strobe lights were not addressed, because of the fact that Industry Canada is satisfied with the content of the guidelines, that the guidelines have been working well for the last two years and that the City's senior administration does not consider it advisable to re-open the discussion on the content of the guidelines at this time.

Other Revisions to the Existing Guidelines

Generally the feedback from the revision process indicated that the guidelines are working well. It was pointed out that consideration should be given to reformatting the layout of the document and a few sections could be clarified, to make the guidelines more user-friendly. In this regard the revised guidelines reflect the following changes:

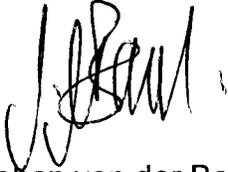
- A rearrangement of the order of the sections to make the guidelines more user-friendly;
- Consistent use of the same terminology throughout the document, where applicable, to avoid any confusion; and
- The addition of new wording and one new section to enhance understanding of the guidelines.

The final draft revised guidelines were again circulated to the Steering Committee on December 4, 2001. Two responses were received from telecommunication facility operators, in which similar concerns to those raised in November 2000 were expressed. In January 2002 the Steering Committee was informed of the responses to these concerns, i.e. that the intention with the review process was to evaluate the operation of the guidelines only rather than to debate its merits. The Steering Committee was also informed that the revision of the guidelines is complete and will be presented to Council for consideration. Members of the Steering Committee, and in particular the

telecommunication facility operators who still have concerns over certain sections of the guidelines, were invited to attend the Council meeting to make presentations if they wished to further pursue their views.

RECOMMENDATION

That City Council resolve to replace the existing temporary Telecommunication Facilities Guidelines dated November 8, 1999 with the revised permanent Telecommunication Facilities Guidelines.

A handwritten signature in black ink, appearing to read 'J van der Bank', written in a cursive style.

Johan van der Bank, TRP (SA)
Planner
attachment



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

POLICY NO. 3403 **Page 1 of 1**

TITLE: *City of Red Deer
Telecommunications Facilities
Guidelines* **Date of Approval:**
November 8, 1999

SECTION: *Community Services
(Community and Land Use
Planning)* **Dates of Revision:**

POLICY STATEMENT

The purpose of this policy is to provide telecommunication companies with the City's expectations of the location criteria, public consultation levels and appearance of telecommunication facilities in the City of Red Deer. These guidelines are intended to apply to telecommunication facilities whether they are deemed "significant" or not by Industry Canada. These guidelines are intended to apply to television and radio towers, cellular and PCS providers and point to point wireless communications. Amateur radio such as shortwave radio, is excluded.

Attached is the "City of Red Deer Telecommunications Facilities Guidelines" as adopted by Council November 8, 1999.

APPENDIX 1
Revised 'Telecommunication Facilities Guidelines'

**CHANGES TO THE NOVEMBER 8, 1999 GUIDELINES ARE
NOTED IN ITALICS**

CITY OF RED DEER

TELECOMMUNICATION FACILITY
GUIDELINES

Adopted by City Council on November 8, 1999
Revised for consideration by City Council (January 28, 2002)

TELECOMMUNICATION FACILITY GUIDELINES

INTRODUCTION	1
MUNICIPAL AUTHORITY	1
GUIDELINES	1
STANDARDS	2
TELECOMMUNICATION FACILITY APPEARANCE	2
SAFETY AND HEALTH	2
LOCATION	2
APPLICATION PROCEDURES	3
APPLICATION INFORMATION	3
PUBLIC NOTIFICATION AND CONSULTATION	4
EXEMPTIONS FROM PUBLIC NOTIFICATION AND CONSULTATION	5
MUNICIPAL PLANNING COMMISSION	6
DEFINITIONS	6

THE FOLLOING APPENDICES ARE AVAILABLE FROM THE CITY CLERK'S OFFICE:

APPENDIX A

TECHNICAL OVERVIEW - POINT TO POINT TRANSMISSION FACILITIES

WHAT ARE THEY?
 FREQUENCY BAND
 POWER
 RADIO FREQUENCY FIELDS

APPENDIX B

TECHNICAL OVERVIEW - CELLULAR/PCS SYSTEMS/PAGING

TECHNOLOGY
 ANTENNAS
 LATTICE TOWERS
 MONOPOLES
 BUILDING-ATTACHED FACILITIES
 HOW CELLULAR MOBILE TELEPHONE TECHNOLOGY WORKS
 TYPES OF CELL SITES
 ANALOG AND DIGITAL TECHNOLOGIES
 HOW PERSONAL COMMUNICATIONS SERVICES (PCS) TECHNOLOGY WORKS
 SATELLITES
 PAGING
 OTHER FORMS OF RADIO FREQUENCY TRANSMISSION
 RADIO FREQUENCY FIELDS
 CONCLUDING NOTES ON TECHNOLOGICAL ASPECTS OF WIRELESS COMMUNICATIONS TECHNOLOGY

APPENDIX C

TECHNICAL OVERVIEW - RADIO AND TELEVISION TRANSMISSION FACILITIES

FREQUENCY BAND
 RADIO FREQUENCY FIELDS

INTRODUCTION

Industry Canada is responsible for regulating *telecommunication* in Canada and for authorizing the location of *telecommunication facilities*. In exercising this authority, Industry Canada has indicated that the proponent must meet four requirements in order to approve the application.

1. Where a significant antenna structure, *freestanding tower* or modification is proposed, the proponent is required to consult with the land-use authority.
2. Where applicable, *freestanding towers* and antenna structures must comply with Transport Canada's painting and lighting requirements for aeronautical safety.
3. *Telecommunication* facilities must be installed and operated in a manner that complies with Health Canada's limits of exposure to radio frequency fields.
4. Where Industry Canada authorizes a specific site for a *telecommunication facility*, an environmental assessment may be required in order to comply with the *Canadian Environmental Assessment Act*.

MUNICIPAL AUTHORITY

While Industry Canada has the ultimate authority in the placement of *telecommunication* facilities, it has been their practice to work with municipal governments to ensure that local concerns are addressed in the approval process. *The City of Red Deer has developed these guidelines to provide telecommunications companies with the City's expectations in terms of the location criteria, public consultation levels and appearance of telecommunication facilities that are proposed to be located in the City's area of jurisdiction.*

These guidelines apply to television and radio towers, cellular and PCS providers and point to point wireless communications, whether they are deemed "significant" or not by Industry Canada. Amateur radio operations (e.g. shortwave radio) are excluded from these guidelines.

TELECOMMUNICATION FACILITIES GUIDELINES

It is the City of Red Deer's intention to limit the impact of telecommunications facilities by supporting co-location, the exploration of alternative technologies by the applicant, encouraging rooftop antennas and through directing any freestanding towers to appropriate locations.

Any freestanding tower should be located in an industrial or commercial area. While freestanding towers *of less than 20 metres* in height will be considered in a residential area, it will only be in cases where alternate wireless locations or routings do not exist, alternate technologies are not practical *and/or the greater public interest would be served by the location, and then only subject to the undertaking of a significant public consultation program.*

STANDARDS

Telecommunication Facility Appearance

1. A mounted antenna is preferred over a freestanding tower.
2. *Telecommunication facilities* shall be designed to blend into the surrounding environment through the use of color and camouflaging architectural treatment or placement on electric transmission towers.
3. Lighting and colour requirements for *telecommunication facilities* are to be submitted with the *initial application*. If the *telecommunication facility* is the subject of a public meeting and/or notification process (refer to section 21), the public is to be informed of these lighting and colour requirements.
4. All utility buildings and structures accessory to a *freestanding tower* shall be architecturally designed to blend in with the surrounding environment and shall meet the minimum setback requirements of the underlying land use district. Ground mounted equipment shall be screened from view by suitable vegetation, except where a design of non-vegetative screening better reflects and complements the architectural character of the surrounding neighborhood.
5. The use of any portion of a *telecommunication facility* for signs other than warning and/or equipment information signs is prohibited.
6. (old 29) Freestanding towers with flashing, static or strobe lights are not supported in existing residential areas, unless they are replacing existing towers that have the same type of lighting.

Safety and Health

7. (old 6) All *telecommunication facilities* must be grounded and must meet all other CSA standards.
8. (old 7) All freestanding towers should be designed to prevent climbing or sliding down.
9. (old 27) Any and all telecommunication facilities shall always comply with Federal Health Standards, even if the Federal Health Standards are changed *at any time*.

Location

10. (old 12) Industrial or commercial areas are preferred for *telecommunication facilities* in the City, however other locations will be considered on a case by case basis.
11. (old 30) Notwithstanding section 10, any freestanding tower over 20 metres in height *will* not be supported in an existing residential area (including school sites, commercial sites, churches and parks that are located in residential areas).
12. (old 8) Companies shall co-locate *their telecommunication facilities* where possible.

13. (old 11) A telecommunication tower should be located on the proposed site where it would be least noticeable and only in exceptional circumstances would it be allowed in the front yard *of the site*.
14. (old 13) Any proposed telecommunication facility shall comply with land use plans and bylaws.
15. (old 26) Any telecommunication facility that is no longer being used shall be removed by the carrier within six months of the date at which time it ceased to be used.

APPLICATION PROCEDURES

Application information

16. (old 28) A proposal for a *new freestanding tower (or a network of new freestanding towers)* will not be supported unless the operator submits evidence that the telecommunications equipment planned for the proposed tower cannot be accommodated on an existing or approved tower or building within a 1.6 kilometre (one mile) search radius of the proposed tower location due to one or more of the following reasons:
 - (a) The planned *telecommunications* equipment would exceed the structural capacity of the existing or approved tower or building as documented by a qualified and licensed professional engineer and the existing or approved tower cannot be reinforced, modified, or replaced to accommodate planned or equivalent equipment at a reasonable cost;
 - (b) The planned *telecommunications* equipment would cause interference materially impacting the usability of other existing or planned *telecommunication* equipment *located* at the tower or building as documented by a qualified and licensed professional engineer and the interference cannot be prevented at a reasonable cost;
 - (c) Existing or approved towers and buildings within the search radius cannot accommodate the planned *telecommunication* equipment at a height necessary to function reasonably as documented by a qualified and licensed professional engineer;
 - (d) Other unforeseen reasons that do not make it feasible to locate the planned telecommunication equipment upon an existing or approved tower or building;
17. (old 9) As part of the application process to *locate telecommunication facilities*, the applicant shall demonstrate that other potential users of the *subject* telecommunications site have been contacted to ascertain their willingness to share the site.
18. (old 10) All *applicants/telecommunication* operators shall be requested to provide the City with a letter that indicates that the operator has not precluded other operators from using the same building or tower through either an exclusive agreement with the building owner or through an agreement to artificially inflate prices for other commercial operators or through company policy. It is also requested that the letter indicate the

company's willingness to share the subject tower site in future. This clause is not intended to restrict an operator's decision to exclude other users from a site when there are technical reasons that preclude co-location.

19. (old 14) *All telecommunication facilities, equipment and installations must meet Safety Code 6 guidelines. Where a telecommunication facility application requires the approval of Industry Canada, the applicant shall verify in writing to the City that the telecommunication facilities, equipment and installations meet Safety Code 6. A calculation of existing site specific cumulative energy emissions and an estimate of proposed site specific cumulative energy emissions are to be included in this written report.*
20. (old 31) In the case of a freestanding tower which is proposed in a residential area (maximum 20 metres high), the applicant shall be required to submit evidence that they have:
 - examined alternate technologies (non-wireless applications),
 - examined alternate wireless routings with the objective of minimizing the size of a tower in a residential area or eliminating it altogether, and
 - completed *the public participation process outlined in these guidelines.*

This information shall be considered by the Municipal Planning Commission in their decision.

It is acknowledged within this policy that there are no non-wireless alternatives for some services such as cellular phone systems.

A location within a residential area shall only be considered as a location of last resort and in no case shall such a tower be higher than 20 metres.

Public Notification and Consultation

21. (new section) *Public notification and consultation as outlined in these guidelines is required in all applications for telecommunication facilities, except in those cases outlined in section 28.*
22. (old 18) *For each application requiring public notification and consultation, excluding an application for a network of telecommunication facilities (refer to sections 23 and 24), Parkland Community Planning Services shall deliver notices to each home within 500 metres (1640 ft.) of the base of the proposed telecommunication facility. If the application includes a school site, that school shall be provided with a copy of the application with a request to distribute the notice to parents. The notices will inform the public of a public meeting date and venue.*

23. (old 17) *If a proposed telecommunication facility forms part of a new network of telecommunication facilities, the network should be presented to the public in its entirety. A new network of telecommunication facilities is defined as three or more telecommunication facilities that are being proposed and applied for at the same time.*
24. (old 19) *In the case of an application for a network of telecommunication facilities requiring public notification and consultation the City shall, in advance of the meeting, place at least one advertisement with a map in the newspaper and issue a news release. If the application includes a school site, that school shall be provided with a copy of the application with a request to distribute the notice to parents. The newspaper advertisement and notices will inform the public of a public meeting date and venue.*
25. (old 20) *The public meeting will be hosted by Parkland Community Planning Services, however, the proponent shall present the proposal at this public meeting. Comment sheets will be used to obtain public opinion on the issue.*
26. (old 21) *Where problems have been identified, the proponent shall work with Parkland Community Planning Services to attempt to resolve these concerns.*
27. (old 24) *The telecommunications facility proponent shall pay all costs related to public consultation, public meetings and notification.*

Exemptions from Public Notification and Consultation

28. (old 15) *Public notification and consultation are **not** required where:*
- *a mounted antenna is proposed on any industrial or commercial building of up to six storeys and its height is 25% or less of the building height, or*
 - *a mounted antenna is proposed on any industrial, commercial or residential building over six storeys, or*
 - *a proposed mounted antenna is less than two metres in size, or*
 - *a freestanding tower is proposed in a commercial or industrial area and*
 - (a) *it is 15 metres or less in height and its proposed location is at least 100 metres from the nearest existing residential area, or*
 - (b) *it is over 15 metres but less than 30 metres in height and its proposed location is at least 200 metres from the nearest existing residential area, or*
 - (c) *it is 30 metres or over in height but under 45 metres and its proposed location is at least 400 metres from the nearest existing residential area, or*
 - (d) *it is over 45 metres but under 60 metres and its proposed location is at least 600 metres from the nearest residential area.*

29. (old 16) Notwithstanding Section 28, if the letter referred to in Section 18 has not been provided, *public notification and consultation as outlined in these guidelines* will be required for any *telecommunication facility* regardless of its proposed location.

Municipal Planning Commission

30. (old 22) *Parkland Community Planning Services* will present the results of the public meeting, the proposal, and any other relevant information to the Municipal Planning Commission.
31. (old 23) If there were any contentious issues during the review process, a second neighbourhood notice will be sent out to explain the outcome of this process after the recommendation or decision is made by the Municipal Planning Commission.
32. (old 25) The Municipal Planning Commission will forward their concurrence or objection on each *telecommunication facility application* to Industry Canada. This is intended to provide Industry Canada, at their request, with required information for the licensing process.

DEFINITIONS

Antenna - Any structure or device used for the purpose of collecting or transmitting electromagnetic waves, including but not limited to directional antennas, such as panels, microwave dishes, and satellite dishes, and omni-directional antennas, such as whip antennas, but does not include cellular phones, cordless phones, taxi radios or other similar personal communications devices.

Commercial or Industrial Building - any building which is located in a commercial or industrial district in the land use bylaw

Freestanding Tower or Tower - Any ground mounted pole, spire, structure or combination thereof, including supporting lines, cables, wires, braces, and antennas, intended primarily for the purpose of mounting an antenna, meteorological device or similar apparatus above grade.

Mounted Antenna - Any antenna that is placed on the roof or face of a building.

Residential Area - Any defined residential neighborhood where the zoning is primarily residential, excluding the commercial area east and west of Gaetz Avenue, north and south of 67th Street and in the commercial area of the downtown (west of 47th Street to the river).

Telecommunication - for the purpose of this policy "telecommunication" refers to any device used for radio communication, telecommunication or other wireless transmission but excludes any device which is for personal or household use.

Telecommunication Facility - any mounted antenna or freestanding tower.

Comments:

We concur with the recommendations of Parkland Community Planning Services.

“G. D. Surkan”
Mayor

“N. Van Wyk”
City Manager

INTRODUCTION

Industry Canada is responsible for regulating telecommunication in Canada and for authorizing the location of telecommunication facilities. In exercising this authority, Industry Canada has indicated that the proponent must meet four requirements in order to approve the application.

1. Where a significant antenna structure, freestanding tower or modification is proposed, the proponent is required to consult with the land-use authority.
2. Where applicable, freestanding towers and antenna structures must comply with Transport Canada's painting and lighting requirements for aeronautical safety.
3. Telecommunication facilities must be installed and operated in a manner that complies with Health Canada's limits of exposure to radio frequency fields.
4. Where Industry Canada authorizes a specific site for a telecommunication facility, an environmental assessment may be required in order to comply with the *Canadian Environmental Assessment Act*.

MUNICIPAL AUTHORITY

While Industry Canada has the ultimate authority in the placement of telecommunication facilities, it has been their practice to work with municipal governments to ensure that local concerns are addressed in the approval process. The City of Red Deer has developed these guidelines to provide telecommunications companies with the City's expectations in terms of the location criteria, public consultation levels and appearance of telecommunication facilities that are proposed to be located in the City's area of jurisdiction.

These guidelines apply to television and radio towers, cellular and PCS providers and point to point wireless communications, whether they are deemed "significant" or not by Industry Canada. Amateur radio operations (e.g. shortwave radio) are excluded from these guidelines.

TELECOMMUNICATION FACILITIES GUIDELINES

It is the City of Red Deer's intention to limit the impact of telecommunications facilities by supporting co-location, the exploration of alternative technologies by the applicant, encouraging rooftop antennas and through directing any freestanding towers to appropriate locations.

Any freestanding tower should be located in an industrial or commercial area. While freestanding towers of less than 20 metres in height will be considered in a residential area, it will only be in cases where alternate wireless locations or routings do not exist, alternate technologies are not practical and/or the greater public interest would be served by the location, and then only subject to the undertaking of a significant public consultation program.

STANDARDS

Telecommunication Facility Appearance

1. A mounted antenna is preferred over a freestanding tower.
2. Telecommunication facilities shall be designed to blend into the surrounding environment through the use of color and camouflaging architectural treatment or placement on electric transmission towers.
3. Lighting and colour requirements for telecommunication facilities are to be submitted with the initial application. If the telecommunication facility is the subject of a public meeting and/or notification process (refer to section 21), the public is to be informed of these lighting and colour requirements.
4. All utility buildings and structures accessory to a freestanding tower shall be architecturally designed to blend in with the surrounding environment and shall meet the minimum setback requirements of the underlying land use district. Ground mounted equipment shall be screened from view by suitable vegetation, except where a design of non-vegetative screening better reflects and complements the architectural character of the surrounding neighborhood.
5. The use of any portion of a telecommunication facility for signs other than warning and/or equipment information signs is prohibited.
6. (old 29) Freestanding towers with flashing, static or strobe lights are not supported in existing residential areas, unless they are replacing existing towers that have the same type of lighting.

Safety and Health

7. (old 6) All telecommunication facilities must be grounded and must meet all other CSA standards.
8. (old 7) All freestanding towers should be designed to prevent climbing or sliding down.
9. (old 27) Any and all telecommunication facilities shall always comply with Federal Health Standards, even if the Federal Health Standards are changed at any time.

Location

10. (old 12) Industrial or commercial areas are preferred for telecommunication facilities in the City, however other locations will be considered on a case by case basis.
11. (old 30) Notwithstanding section 10, any freestanding tower over 20 metres in height will not be supported in an existing residential area (including school sites, commercial sites, churches and parks that are located in residential areas).
12. (old 8) Companies shall co-locate their telecommunication facilities where possible.

13. (old 11) A telecommunication tower should be located on the proposed site where it would be least noticeable and only in exceptional circumstances would it be allowed in the front yard of the site.
14. (old 13) Any proposed telecommunication facility shall comply with land use plans and bylaws.
15. (old 26) Any telecommunication facility that is no longer being used shall be removed by the carrier within six months of the date at which time it ceased to be used.

APPLICATION PROCEDURES

Application information

16. (old 28) A proposal for a new freestanding tower (or a network of new freestanding towers) will not be supported unless the operator submits evidence that the telecommunications equipment planned for the proposed tower cannot be accommodated on an existing or approved tower or building within a 1.6 kilometre (one mile) search radius of the proposed tower location due to one or more of the following reasons:
 - (a) The planned telecommunications equipment would exceed the structural capacity of the existing or approved tower or building as documented by a qualified and licensed professional engineer and the existing or approved tower cannot be reinforced, modified, or replaced to accommodate planned or equivalent equipment at a reasonable cost;
 - (b) The planned telecommunications equipment would cause interference materially impacting the usability of other existing or planned telecommunication equipment located at the tower or building as documented by a qualified and licensed professional engineer and the interference cannot be prevented at a reasonable cost;
 - (c) Existing or approved towers and buildings within the search radius cannot accommodate the planned telecommunication equipment at a height necessary to function reasonably as documented by a qualified and licensed professional engineer;
 - (d) Other unforeseen reasons that do not make it feasible to locate the planned telecommunication equipment upon an existing or approved tower or building;
17. (old 9) As part of the application process to locate telecommunication facilities, the applicant shall demonstrate that other potential users of the subject telecommunications site have been contacted to ascertain their willingness to share the site.
18. (old 10) All applicants/telecommunication operators shall be requested to provide the City with a letter that indicates that the operator has not precluded other operators from using the same building or tower through either an exclusive agreement with the building

owner or through an agreement to artificially inflate prices for other commercial operators or through company policy. It is also requested that the letter indicate the company's willingness to share the subject tower site in future. This clause is not intended to restrict an operator's decision to exclude other users from a site when there are technical reasons that preclude co-location.

19. (old 14) All telecommunication facilities, equipment and installations must meet Safety Code 6 guidelines. Where a telecommunication facility application requires the approval of Industry Canada, the applicant shall verify in writing to the City that the telecommunication facilities, equipment and installations meet Safety Code 6. A calculation of existing site specific cumulative energy emissions and an estimate of proposed site specific cumulative energy emissions are to be included in this written report.
20. (old 31) In the case of a freestanding tower which is proposed in a residential area (maximum 20 metres high), the applicant shall be required to submit evidence that they have:
 - examined alternate technologies (non-wireless applications),
 - examined alternate wireless routings with the objective of minimizing the size of a tower in a residential area or eliminating it altogether, and
 - completed the public participation process outlined in these guidelines.

This information shall be considered by the Municipal Planning Commission in their decision.

It is acknowledged within this policy that there are no non-wireless alternatives for some services such as cellular phone systems.

A location within a residential area shall only be considered as a location of last resort and in no case shall such a tower be higher than 20 metres.

Public Notification and Consultation

21. (new section) Public notification and consultation as outlined in these guidelines is required in all applications for telecommunication facilities, except in those cases outlined in section 28.
22. (old 18) For each application requiring public notification and consultation, excluding an application for a network of telecommunication facilities (refer to sections 23 and 24), Parkland Community Planning Services shall deliver notices to each home within 500 metres (1640 ft.) of the base of the proposed telecommunication facility. If the application includes a school site, that school shall be provided with a copy of the application with a request to distribute the notice to parents. The notices will inform the public of a public meeting date and venue.

23. (old 17) If a proposed telecommunication facility forms part of a new network of telecommunication facilities, the network should be presented to the public in its entirety. A new network of telecommunication facilities is defined as three or more telecommunication facilities that are being proposed and applied for at the same time.
24. (old 19) In the case of an application for a network of telecommunication facilities requiring public notification and consultation the City shall, in advance of the meeting, place at least one advertisement with a map in the newspaper and issue a news release. If the application includes a school site, that school shall be provided with a copy of the application with a request to distribute the notice to parents. The newspaper advertisement and notices will inform the public of a public meeting date and venue.
25. (old 20) The public meeting will be hosted by Parkland Community Planning Services, however, the proponent shall present the proposal at this public meeting. Comment sheets will be used to obtain public opinion on the issue.
26. (old 21) Where problems have been identified, the proponent shall work with Parkland Community Planning Services to attempt to resolve these concerns.
27. (old 24) The telecommunications facility proponent shall pay all costs related to public consultation, public meetings and notification.

Exemptions from Public Notification and Consultation

28. (old 15) Public notification and consultation are **not** required where:
 - a mounted antenna is proposed on any industrial or commercial building of up to six storeys and its height is 25% or less of the building height, or
 - a mounted antenna is proposed on any industrial, commercial or residential building over six storeys, or
 - a proposed mounted antenna is less than two metres in size, or
 - a freestanding tower is proposed in a commercial or industrial area and
 - (a) it is 15 metres or less in height and its proposed location is at least 100 metres from the nearest existing residential area, or
 - (b) it is over 15 metres but less than 30 metres in height and its proposed location is at least 200 metres from the nearest existing residential area, or
 - (c) it is 30 metres or over in height but under 45 metres and its proposed location is at least 400 metres from the nearest existing residential area, or
 - (d) it is over 45 metres but under 60 metres and its proposed location is at least 600 metres from the nearest residential area.

29. (old 16) Notwithstanding Section 28, if the letter referred to in Section 18 has not been provided, public notification and consultation as outlined in these guidelines will be required for any telecommunication facility regardless of its proposed location.

Municipal Planning Commission

30. (old 22) Parkland Community Planning Services will present the results of the public meeting, the proposal, and any other relevant information to the Municipal Planning Commission.
31. (old 23) If there were any contentious issues during the review process, a second neighbourhood notice will be sent out to explain the outcome of this process after the recommendation or decision is made by the Municipal Planning Commission.
32. (old 25) The Municipal Planning Commission will forward their concurrence or objection on each telecommunication facility application to Industry Canada. This is intended to provide Industry Canada, at their request, with required information for the licensing process.

DEFINITIONS

Antenna - Any structure or device used for the purpose of collecting or transmitting electromagnetic waves, including but not limited to directional antennas, such as panels, microwave dishes, and satellite dishes, and omni-directional antennas, such as whip antennas, but does not include cellular phones, cordless phones, taxi radios or other similar personal communications devices.

Commercial or Industrial Building - any building which is located in a commercial or industrial district in the land use bylaw

Freestanding Tower or Tower - Any ground mounted pole, spire, structure or combination thereof, including supporting lines, cables, wires, braces, and antennas, intended primarily for the purpose of mounting an antenna, meteorological device or similar apparatus above grade.

Mounted Antenna - Any antenna that is placed on the roof or face of a building.

Residential Area - Any defined residential neighborhood where the zoning is primarily residential, excluding the commercial area east and west of Gaetz Avenue, north and south of 67th Street and in the commercial area of the downtown (west of 47th Street to the river).

Telecommunication - for the purpose of this policy "telecommunication" refers to any device used for radio communication, telecommunication or other wireless transmission but excludes any device which is for personal or household use.

Telecommunication Facility - any mounted antenna or freestanding tower.

TELECOMMUNICATION FACILITY GUIDELINES

INTRODUCTION	1
MUNICIPAL AUTHORITY	1
GUIDELINES	1
STANDARDS	2
TELECOMMUNICATION FACILITY APPEARANCE	2
SAFETY AND HEALTH	2
LOCATION	2
APPLICATION PROCEDURES	3
APPLICATION INFORMATION	3
PUBLIC NOTIFICATION AND CONSULTATION	4
EXEMPTIONS FROM PUBLIC NOTIFICATION AND CONSULTATION	5
MUNICIPAL PLANNING COMMISSION	6
DEFINITIONS	6
 APPENDIX A	
TECHNICAL OVERVIEW - POINT TO POINT TRANSMISSION FACILITIES	8
WHAT ARE THEY?	8
FREQUENCY BAND	8
POWER	9
RADIO FREQUENCY FIELDS	9
 APPENDIX B	
TECHNICAL OVERVIEW - CELLULAR/PCS SYSTEMS/PAGING	11
TECHNOLOGY	11
ANTENNAS	12
LATTICE TOWERS	13
MONOPOLES	14
BUILDING-ATTACHED FACILITIES	15
HOW CELLULAR MOBILE TELEPHONE TECHNOLOGY WORKS	16
TYPES OF CELL SITES	17
ANALOG AND DIGITAL TECHNOLOGIES	17
HOW PERSONAL COMMUNICATIONS SERVICES (PCS) TECHNOLOGY WORKS	18
SATELLITES	18
PAGING	18
OTHER FORMS OF RADIO FREQUENCY TRANSMISSION	19
RADIO FREQUENCY FIELDS	19
CONCLUDING NOTES ON TECHNOLOGICAL ASPECTS OF WIRELESS COMMUNICATIONS TECHNOLOGY	19
 APPENDIX C	
TECHNICAL OVERVIEW - RADIO AND TELEVISION TRANSMISSION FACILITIES	21
FREQUENCY BAND	21
RADIO FREQUENCY FIELDS	21

INTRODUCTION

Industry Canada is responsible for regulating telecommunication in Canada and for authorizing the location of telecommunication facilities. In exercising this authority, Industry Canada has indicated that the proponent must meet four requirements in order to approve the application.

1. Where a significant antenna structure, freestanding tower or modification is proposed, the proponent is required to consult with the land-use authority.
2. Where applicable, freestanding towers and antenna structures must comply with Transport Canada's painting and lighting requirements for aeronautical safety.
3. Telecommunication facilities must be installed and operated in a manner that complies with Health Canada's limits of exposure to radio frequency fields.
4. Where Industry Canada authorizes a specific site for a telecommunication facility, an environmental assessment may be required in order to comply with the *Canadian Environmental Assessment Act*.

MUNICIPAL AUTHORITY

While Industry Canada has the ultimate authority in the placement of telecommunication facilities, it has been their practice to work with municipal governments to ensure that local concerns are addressed in the approval process. The City of Red Deer has developed these guidelines to provide telecommunications companies with the City's expectations in terms of the location criteria, public consultation levels and appearance of telecommunication facilities that are proposed to be located in the City's area of jurisdiction.

These guidelines apply to television and radio towers, cellular and PCS providers and point to point wireless communications, whether they are deemed "significant" or not by Industry Canada. Amateur radio operations (e.g. shortwave radio) are excluded from these guidelines.

TELECOMMUNICATION FACILITIES GUIDELINES

It is the City of Red Deer's intention to limit the impact of telecommunications facilities by supporting co-location, the exploration of alternative technologies by the applicant, encouraging rooftop antennas and through directing any freestanding towers to appropriate locations.

Any freestanding tower should be located in an industrial or commercial area. While freestanding towers of less than 20 metres in height will be considered in a residential area, it will only be in cases where alternate wireless locations or routings do not exist, alternate technologies are not practical and/or the greater public interest would be served by the location, and then only subject to the undertaking of a significant public consultation program.

STANDARDS

Telecommunication Facility Appearance

1. A mounted antenna is preferred over a freestanding tower.
2. Telecommunication facilities shall be designed to blend into the surrounding environment through the use of color and camouflaging architectural treatment or placement on electric transmission towers.
3. Lighting and colour requirements for telecommunication facilities are to be submitted with the initial application. If the telecommunication facility is the subject of a public meeting and/or notification process (refer to section 21), the public is to be informed of these lighting and colour requirements.
4. All utility buildings and structures accessory to a freestanding tower shall be architecturally designed to blend in with the surrounding environment and shall meet the minimum setback requirements of the underlying land use district. Ground mounted equipment shall be screened from view by suitable vegetation, except where a design of non-vegetative screening better reflects and complements the architectural character of the surrounding neighborhood.
5. The use of any portion of a telecommunication facility for signs other than warning and/or equipment information signs is prohibited.
6. Freestanding towers with flashing, static or strobe lights are not supported in existing residential areas, unless they are replacing existing towers that have the same type of lighting.

Safety and Health

7. All telecommunication facilities must be grounded and must meet all other CSA standards.
8. All freestanding towers should be designed to prevent climbing or sliding down.
9. Any and all telecommunication facilities shall always comply with Federal Health Standards, even if the Federal Health Standards are changed at any time.

Location

10. Industrial or commercial areas are preferred for telecommunication facilities in the City, however other locations will be considered on a case by case basis.
11. Notwithstanding section 10, any freestanding tower over 20 metres in height will not be supported in an existing residential area (including school sites, commercial sites, churches and parks that are located in residential areas).

12. Companies shall co-locate their telecommunication facilities where possible.
13. A telecommunication tower should be located on the proposed site where it would be least noticeable and only in exceptional circumstances would it be allowed in the front yard of the site.
14. Any proposed telecommunication facility shall comply with land use plans and bylaws.
15. Any telecommunication facility that is no longer being used shall be removed by the carrier within six months of the date at which time it ceased to be used.

APPLICATION PROCEDURES

Application information

16. A proposal for a new freestanding tower (or a network of new freestanding towers) will not be supported unless the operator submits evidence that the telecommunications equipment planned for the proposed tower cannot be accommodated on an existing or approved tower or building within a 1.6 kilometre (one mile) search radius of the proposed tower location due to one or more of the following reasons:
 - (a) The planned telecommunications equipment would exceed the structural capacity of the existing or approved tower or building as documented by a qualified and licensed professional engineer and the existing or approved tower cannot be reinforced, modified, or replaced to accommodate planned or equivalent equipment at a reasonable cost;
 - (b) The planned telecommunications equipment would cause interference materially impacting the usability of other existing or planned telecommunication equipment located at the tower or building as documented by a qualified and licensed professional engineer and the interference cannot be prevented at a reasonable cost;
 - (c) Existing or approved towers and buildings within the search radius cannot accommodate the planned telecommunication equipment at a height necessary to function reasonably as documented by a qualified and licensed professional engineer;
 - (d) Other unforeseen reasons that do not make it feasible to locate the planned telecommunication equipment upon an existing or approved tower or building;
17. As part of the application process to locate telecommunication facilities, the applicant shall demonstrate that other potential users of the subject telecommunications site have been contacted to ascertain their willingness to share the site.
18. All applicants/telecommunication operators shall be requested to provide the City with a letter that indicates that the operator has not precluded other operators from using the same building or tower through either an exclusive agreement with the building owner or through an agreement to artificially inflate prices for other commercial operators or

through company policy. It is also requested that the letter indicate the company's willingness to share the subject tower site in future. This clause is not intended to restrict an operator's decision to exclude other users from a site when there are technical reasons that preclude co-location.

19. All telecommunication facilities, equipment and installations must meet Safety Code 6 guidelines. Where a telecommunication facility application requires the approval of Industry Canada, the applicant shall verify in writing to the City that the telecommunication facilities, equipment and installations meet Safety Code 6. A calculation of existing site specific cumulative energy emissions and an estimate of proposed site specific cumulative energy emissions are to be included in this written report.
20. In the case of a freestanding tower which is proposed in a residential area (maximum 20 metres high), the applicant shall be required to submit evidence that they have:
 - examined alternate technologies (non-wireless applications),
 - examined alternate wireless routings with the objective of minimizing the size of a tower in a residential area or eliminating it altogether, and
 - completed the public participation process outlined in these guidelines.

This information shall be considered by the Municipal Planning Commission in their decision.

It is acknowledged within this policy that there are no non-wireless alternatives for some services such as cellular phone systems.

A location within a residential area shall only be considered as a location of last resort and in no case shall such a tower be higher than 20 metres.

Public Notification and Consultation

21. Public notification and consultation as outlined in these guidelines is required in all applications for telecommunication facilities, except in those cases outlined in section 28.
22. For each application requiring public notification and consultation, excluding an application for a network of telecommunication facilities (refer to sections 23 and 24), Parkland Community Planning Services shall deliver notices to each home within 500 metres (1640 ft.) of the base of the proposed telecommunication facility. If the application includes a school site, that school shall be provided with a copy of the application with a request to distribute the notice to parents. The notices will inform the public of a public meeting date and venue.

23. If a proposed telecommunication facility forms part of a new network of telecommunication facilities, the network should be presented to the public in its entirety. A new network of telecommunication facilities is defined as three or more telecommunication facilities that are being proposed and applied for at the same time.
24. In the case of an application for a network of telecommunication facilities requiring public notification and consultation the City shall, in advance of the meeting, place at least one advertisement with a map in the newspaper and issue a news release. If the application includes a school site, that school shall be provided with a copy of the application with a request to distribute the notice to parents. The newspaper advertisement and notices will inform the public of a public meeting date and venue.
25. The public meeting will be hosted by Parkland Community Planning Services, however, the proponent shall present the proposal at this public meeting. Comment sheets will be used to obtain public opinion on the issue.
26. Where problems have been identified, the proponent shall work with Parkland Community Planning Services to attempt to resolve these concerns.
27. The telecommunications facility proponent shall pay all costs related to public consultation, public meetings and notification.

Exemptions from Public Notification and Consultation

28. Public notification and consultation are **not** required where:
 - a mounted antenna is proposed on any industrial or commercial building of up to six storeys and its height is 25% or less of the building height, or
 - a mounted antenna is proposed on any industrial, commercial or residential building over six storeys, or
 - a proposed mounted antenna is less than two metres in size, or
 - a freestanding tower is proposed in a commercial or industrial area and
 - (a) it is 15 metres or less in height and its proposed location is at least 100 metres from the nearest existing residential area, or
 - (b) it is over 15 metres but less than 30 metres in height and its proposed location is at least 200 metres from the nearest existing residential area, or
 - (c) it is 30 metres or over in height but under 45 metres and its proposed location is at least 400 metres from the nearest existing residential area, or
 - (d) it is over 45 metres but under 60 metres and its proposed location is at least 600 metres from the nearest residential area.

29. Notwithstanding Section 28, if the letter referred to in Section 18 has not been provided, public notification and consultation as outlined in these guidelines will be required for any telecommunication facility regardless of its proposed location.

Municipal Planning Commission

30. Parkland Community Planning Services will present the results of the public meeting, the proposal, and any other relevant information to the Municipal Planning Commission.
31. If there were any contentious issues during the review process, a second neighbourhood notice will be sent out to explain the outcome of this process after the recommendation or decision is made by the Municipal Planning Commission.
32. The Municipal Planning Commission will forward their concurrence or objection on each telecommunication facility application to Industry Canada. This is intended to provide Industry Canada, at their request, with required information for the licensing process.

DEFINITIONS

Antenna - Any structure or device used for the purpose of collecting or transmitting electromagnetic waves, including but not limited to directional antennas, such as panels, microwave dishes, and satellite dishes, and omni-directional antennas, such as whip antennas, but does not include cellular phones, cordless phones, taxi radios or other similar personal communications devices.

Commercial or Industrial Building - any building which is located in a commercial or industrial district in the land use bylaw

Freestanding Tower or Tower - Any ground mounted pole, spire, structure or combination thereof, including supporting lines, cables, wires, braces, and antennas, intended primarily for the purpose of mounting an antenna, meteorological device or similar apparatus above grade.

Mounted Antenna - Any antenna that is placed on the roof or face of a building.

Residential Area - Any defined residential neighborhood where the zoning is primarily residential, excluding the commercial area east and west of Gaetz Avenue, north and south of 67th Street and in the commercial area of the downtown (west of 47th Street to the river).

Telecommunication - for the purpose of this policy "telecommunication" refers to any device used for radio communication, telecommunication or other wireless transmission but excludes any device which is for personal or household use.

Telecommunication Facility - any mounted antenna or freestanding tower.

APPENDIX A

TECHNICAL OVERVIEW - Point to Point Transmission Facilities

What are they?

Point to Point transmission facilities are towers or masts which transmit a signal to a receiver; these transmissions are not intended for public consumption but are intended for private data. Examples of the operators of these facilities include the City of Red Deer, Schools, pipeline companies, taxis, towing, energy companies and a wide range of businesses.

The point to point transmissions operate either as an “always on” carrier or on an intermittent basis to transmit data as required. In this respect, they can be different than other telecommunications facilities, which tend to broadcast continuously. Point to point transmissions operate using antennas mounted on a supporting structure such as a building or towers (lattice or monopole); they operate on the principle that each receiver and transmitter have an antenna. Each antenna is connected through a line of sight transmission. This means that if there is an obstacle constructed between the two points of communication, the transmission signal is blocked. The only way to overcome a blockage would be to increase the height of an antenna or tower or to route the signal around the blockage by erecting a new relay tower.

Frequency Band

The term “frequency band” is used to describe the band width that is used to broadcast a signal. The following table summarizes the signal band widths used by the major telecommunication facilities.

OPERATING FREQUENCIES

Police Radar	10.55 GHz		HIGHER
Anik D & E satellites	3.5-4.2 GHz		
PCS Service	1.9 GHz		
Air Traffic Control	960 MHz – 1.2 GHz		
General Use for Point to Point Transmissions	890-960 MHz		
Cellular	806-890 MHz		
Television	470-806 MHz		LOWER
General Use for Point to Point Transmissions	216-470 MHz		
Television	174-216 MHz		
Television and FM Radio	54-108 MHz		
AM Radio	500-1800 KHz		

- Hertz: unit of frequency equal to one cycle per second
- Kilohertz: one thousand hertz
- Megahertz: one million hertz
- Gigahertz: one thousand million hertz

As noted, the point to point transmissions operate in the 216-470 MHz and 890-960 MHz frequency bandwidth.

Power

The power from a telecommunication facility varies from very low wattage to very high wattage. Typically in Alberta, the average FM station and TV broadcast station transmit at 100,000 watts (100 KW). A cellular transmitter is usually less than 100 watts, and a dispatch radio is typically around 25 watts. Point to point transmissions are typically 4 watts.

Radio Frequency Fields

Radio Frequency Fields form at the antenna and dissipate as they move away from the antenna. In the case of point to point transmission towers, the radio frequency field would form around the transmitter/receivers.

The Expert Panel appointed by the Royal Society of Canada's released a study on May 17, 1999, relating to health and radio frequency fields. After a six-month study, the Expert Panel stated that there is evidence in the scientific community, as determined and published in numerous studies worldwide, supporting the conclusion that exposure to radio-frequency fields at levels within guidelines set by Health Canada's Safety Code 6 will not result in any public health risk. The Royal Society Expert Panel indicated however, that further research is needed to understand how biological effects are caused by RF fields; it was further recommended that additional research is needed to examine whether certain population subgroups such as children are more susceptible to the effects of exposure of RF fields.

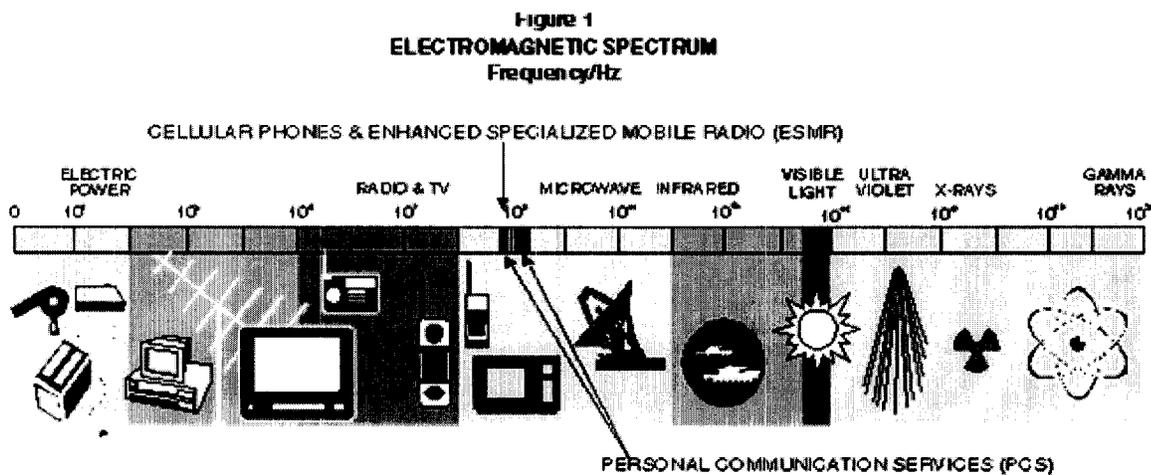
APPENDIX B

TECHNICAL OVERVIEW - Cellular/PCS Systems/Paging

It should be emphasized that although the cellular/pcs technologies discussed in this overview currently function in slightly different manners, they offer similar services. These technologies are based on systems composed of interconnecting cell sites. With this common cell site base, it is anticipated that as these technologies evolve, they will become more and more similar. For example, a transition to smaller cell sites and the use of more antennas per square mile are expected.

Technology

Wireless communications are transmitted through the air via radio waves of various frequencies. Radio frequency radiation (RFR) is one of several types of electromagnetic radiation. As illustrated in Figure 1, cellular transmissions operate at frequencies between 800 and 900 MHz, and PCS operates at between 1,850 and 2,200 MHz.

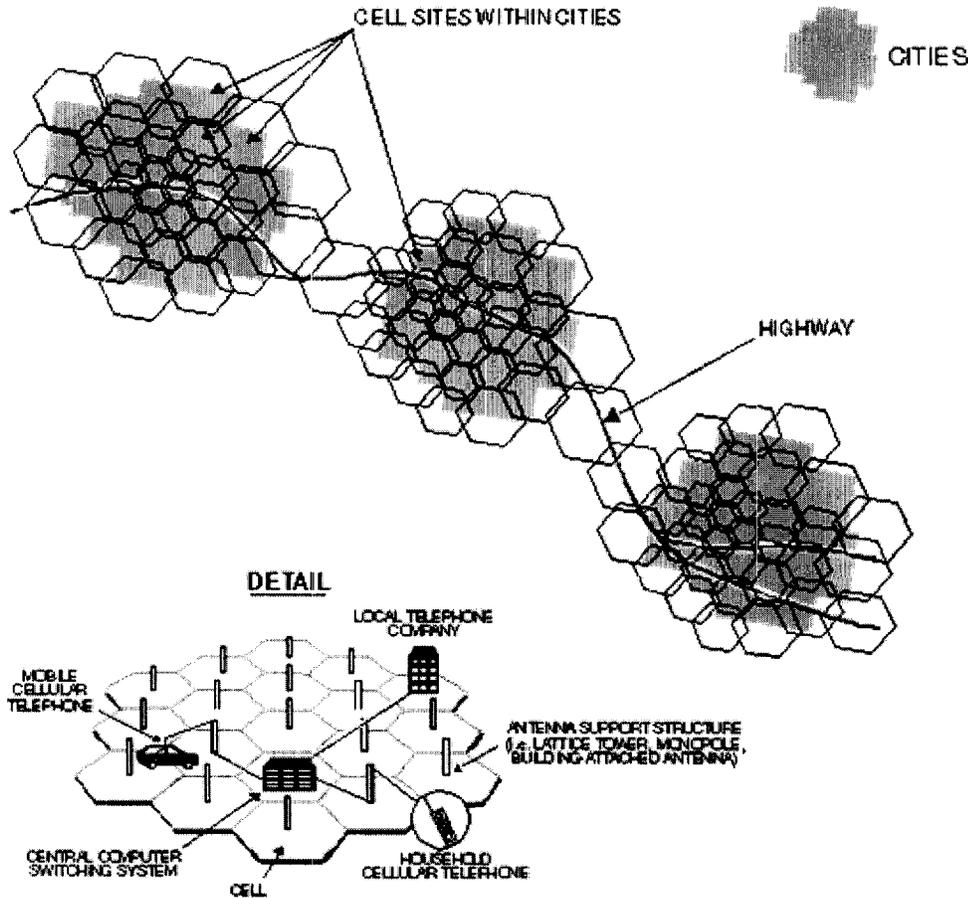


The two technologies described in this report function similarly in that their systems can be compared to the honeycomb pattern of a bee hive. Like the honeycomb pattern, these wireless communications systems are composed of interconnecting "cell sites," or geographical areas, that blanket a region. In this sense, both technologies are "cellular technologies," although mobile cellular phones are frequently referred to as "the" cellular technology because they pioneered the concept.

Figure 2 shows the relationship of cell sites within and between urbanized areas. As illustrated, cell sites tend to be smaller and more numerous in the central parts of cities, and larger and less abundant in peripheral areas and along highways. This is because more people, and accordingly more customers, live in urbanized areas. As demand increases for wireless communications services, wireless systems will require additional capacity to handle calls. This additional calling capacity can be acquired in one of various ways: providers can increase the number of their cell sites, use digital versus analog technology (explained in more detail below), or combine these two methods. Generally speaking, providers will choose the third option and do both -- increase the number of their cell sites and use digital technology. As they increase the number of their cell sites, they must reduce the area of each site in order to avoid overlapping coverage. As a result, a pattern emerges in which the more populated central

segments of cities contain smaller and more numerous cell sites, while the less populated edges of cities, as well as rural areas and highways, have fewer, but larger cell sites.

**Figure 2
CELL SITE SYSTEMS**

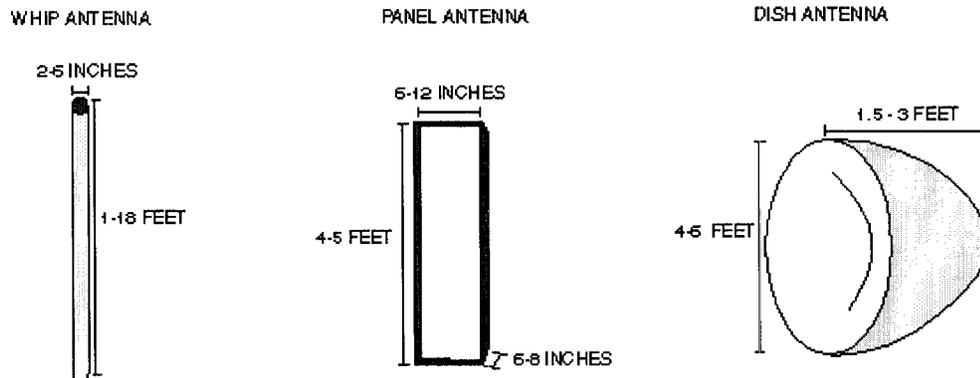


Each cell site within the system contains both transmitting and receiving antennas. Calls placed from a wireless phone or device are sent to a central computer switching system. The central switch completes the call by connecting it either to a conventional telephone through a land-based line, or to another mobile phone through the nearest antenna. As the mobile caller enters one cell and exits another, the call is transferred between the cells.

Antennas

There are three general types of transmitting and receiving antennas used in the wireless communications technology. These include whip antennas, panel antennas, and dish antennas. While whip and panel antennas are used to transmit and receive radio waves carrying conversation signals, dish antennas provide the link between the central computer switching system and the various whip and panel antennas used throughout the mobile conversation.

Figure 3
ANTENNAS



Whip antennas (also known as stick, omnidirectional, or pipe antennas) emit signals in a 360 degree horizontal plane and a compressed vertical plane. Shaped cylindrically, whip antennas have diameters between 5 and 15 centimetres, and measure between 0.3 and 5.4 metres in height.

Panel antennas (also known as sector antennas) have vertical and horizontal planes that aim signals in specific directions. Panel antennas generally measure 1.2 to 1.5 metres in height, 15 to 30 centimetres in width, and 15 to 20 centimetres in depth.

As stated previously, dish antennas (also known as microwave dishes) have a different function than whip and panel antennas. Dish antennas emit microwaves (which are radio waves operating at a higher frequency band) that provide the critical link between the central computer switching system and the appropriate transmitting or receiving antennas. In essence, dish antennas send microwave signals that allow the central switch to transfer the call between the various antennas closest to the mobile user. Dish antennas generally measure 1.2 to 1.8 metres in diameter and 0.45 to 0.9 metres in depth.

Antenna structures are typically accompanied by equipment buildings or boxes. Cellular equipment buildings are generally less than 46 square metres in diameter (3.6 metres by 7.3 metres). PCS equipment facilities, called base stations, are self-contained weather-proof cabinets about the size of a vending machine.

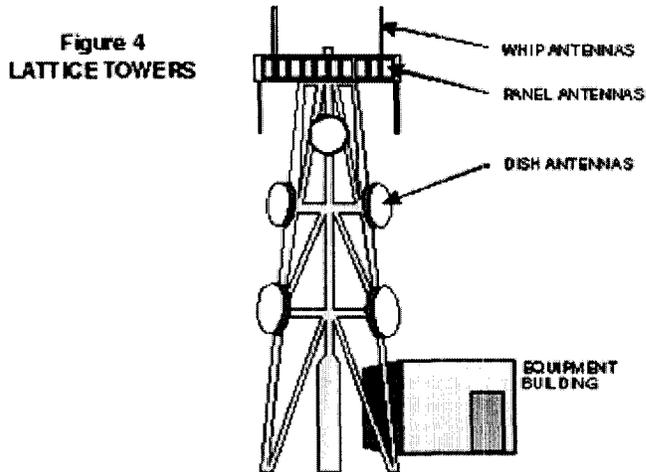
The three types of antennas described above function on a line of sight transmission. Antennas need to be placed at specific heights in relation to one another in order to transmit and receive signals. As a result, height is a determining factor in the design and siting of wireless communications facilities. Typically, there are three types of antenna support-structures used to place antennas at desired heights: lattice towers, monopoles, and building-attached facilities.

Lattice Towers

Ranging from 18 to 76 metres in height, lattice towers generally accommodate a variety of users, including cellular, PCS and paging companies, as well as public safety communications providers. Illustrated in Figure 4, these towers generally have three or four support steel "legs" and hold a variety of antennas. They can be found in areas where great height is needed, where

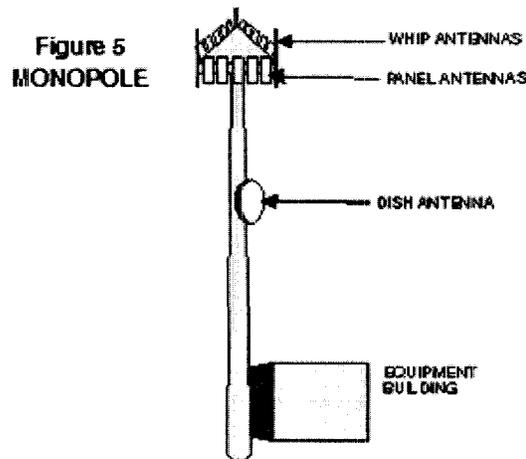
multiple microwave antennas are required, or where the weather demands a more substantial design.

It should be noted that lattice towers carry an inherent tradeoff: although they can accommodate many users (and provide co-location opportunities), they often pose serious visual impacts. Equipment and antennas concentrated on one large structure tend to draw more attention than the dispersal of less visible but more numerous facilities, such as smaller monopoles or building- attached facilities. Lattice towers are the most common type of tower in the Red Deer Area.



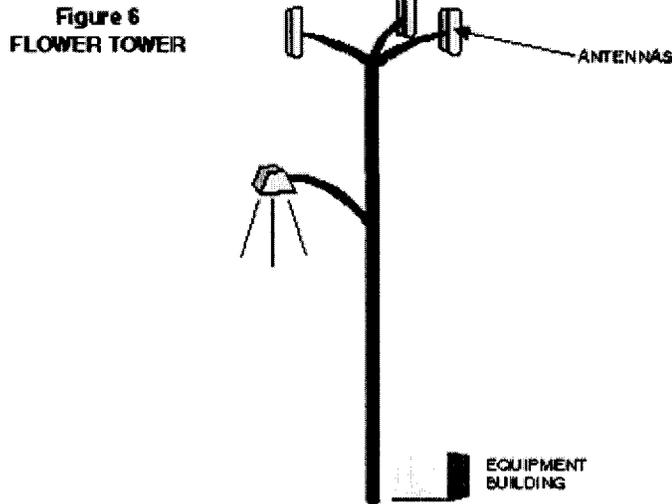
Monopoles

Both PCS and cellular technologies use monopoles (Figure 5), although their heights and designs vary. Ranging in height from 7.6 to 38 metres, monopoles consist of a single pole, approximately 0.9 metres in diameter at the base, narrowing to roughly 0.46 metres at the top, and may support any combination of whip, panel, or dish antennas.



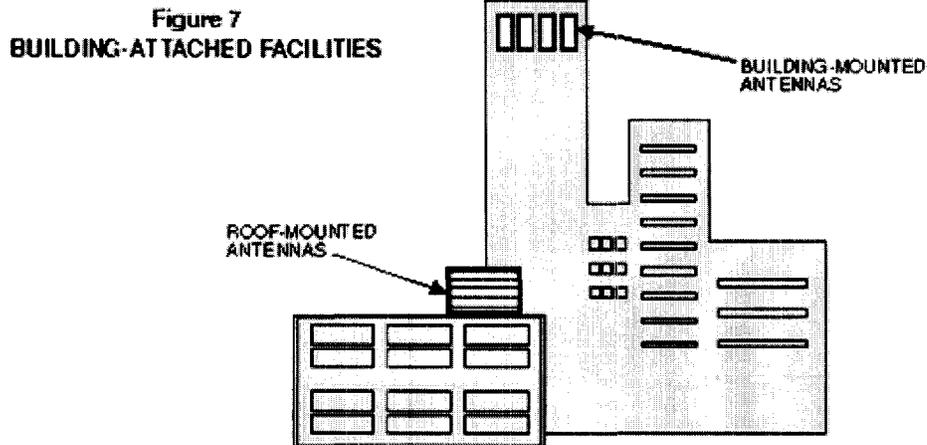
Monopoles are generally used where buildings are not of sufficient height to meet line of sight transmission requirements.

Monopoles in PCS systems are expected to be shorter than those of the cellular telephone system. Some PCS providers are proposing an integration of monopoles into existing light poles. Illustrated in Figure 6, this type of facility could be referred to as the "flower tower."



Building-Attached Facilities

Building-attached facilities exist in all three technologies in two general forms: (1) roof-mounted, in which antennas are placed on the roofs of buildings, or (2) building-mounted, in which antennas are mounted to the sides of buildings. Although not as common, facilities also can be mounted on other structures such as water tanks, billboards, church steeples, or other creative locations.



Although the visibility of building-attached facilities varies, roof-mounted antennas are generally hidden from view because they are located in the middle of the roof or in boxed structures resembling air conditioning units. Likewise, building-mounted antennas are also unnoticeable if they are painted to match the color and texture of the building. Antennas that are architecturally integrated into a building are often referred as stealth antennas.

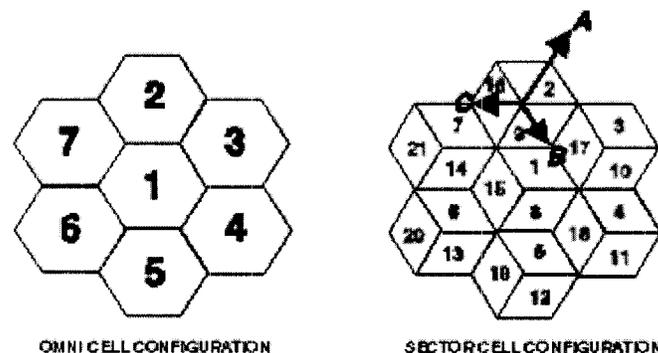
It is important to note that although building-attached facilities are becoming common, they can be used only when buildings meet the height required for antennas to function within the surrounding system. Where buildings do not meet height requirements, providers use either monopoles or lattice towers.

How Cellular Mobile Telephone Technology Works

As described previously, cellular systems are composed of interconnected neighboring "cell sites." The cellular telephone industry is limited to 45 MHz of spectrum bandwidth, which without frequency-reuse, would limit each cellular carrier to 396 frequencies or voice channels. In order to increase calling capacity, these low power facilities "reuse" frequencies on the electromagnetic spectrum. The manner in which providers organize, or "configure," their cells is an important factor in increasing frequency reuse and establishing an area's calling capacity.

Figure 8 illustrates two types of cell configurations: the omni cell configuration, used in rural areas, and the sector cell configuration, used in urban areas.

Figure 8
CELL CONFIGURATIONS



The omni cell configuration uses omni or whip antennas, antennas that emit signals in 360 degrees. Whip antennas do not lend themselves to frequency reuse as well as sector antennas. As a result, omni cell configurations are generally used in rural areas since these areas are sparsely populated and consequently do not need extra calling capacity. Urban areas, on the other hand, have denser populations and require additional calling capacity to accommodate the system's greater number of users. The sector cell configuration provides this extra calling capacity by utilizing sector or panel antennas that divide the omni cell into three segments. The three segments use different frequencies, allowing greater reuse of the channels.

Although a cell site's radius depends upon its surrounding topography and its capacity to handle calls, cell sites in rural areas generally have a radius between 8 and 13 kilometres, and cell sites in densely populated urban areas typically have a radius between 3.2 and 8.05 kilometres.

Types of Cell Sites

There are three basic types of cell sites:

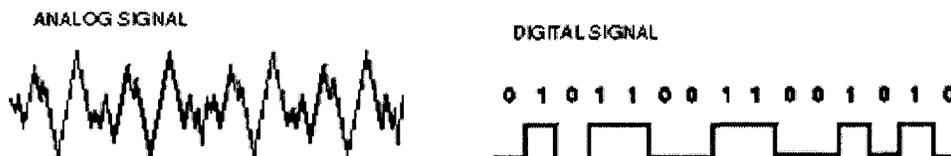
1. **Coverage** sites serve to expand coverage in large areas or in areas with difficult terrains and to enhance coverage for portable systems. These sites allow users to make and maintain calls as they travel between cells.
2. **Capacity sites** serve to increase a site's capacity to handle calls when surrounding sites have reached their practical channel limits.
3. **Transition sites** are needed for frequency reuse. Antennas mounted on tall support structures sometimes create a problem in frequency reuse because they "see" everything and overlap into the next cell sites coverage area. In order to control frequency reuse problems, these tall structures must be removed and replaced by transition sites. Transition sites allow the cellular company to increase the capacity of calls and maintain coverage simultaneously.

Analog and Digital Technologies

Traditionally, cellular phones have utilized analog transmission signals. In the analog technology, voice messages are electronically replicated and amplified as they are carried from the transmitting antenna to the receiving antenna. A problem with this technology is that the amplification procedure tends to pick up "noise," sometimes making the message difficult to hear.

In order to diminish this noise and to provide greater calling capacity per channel, the cellular industry is beginning to use digital transmission signals. In the digital technology, voice messages are converted into digits (zeroes and ones) that represent sound intensities at specific points in time. Because natural pauses in the conversation are eliminated, more calling capacity becomes available from the same amount of spectrum, thus reducing the need for new sites. An added benefit is that the background noise that is generally heard in the analog system becomes inaudible. As illustrated in Figure 9, the graphic difference between the two technologies is that analog signals are transmitted as continuous waves while digital technology converts the analog signal to binary digits. Digital systems typically use less power to operate than analog systems and therefore emit a lower radio frequency field.

Figure 9
TRANSMISSION SIGNALS



There are currently two forms of digital technology: time division multiple access (TDMA) and code division multiple access (CDMA). Both of these forms of digital technology attempt to provide multiple access over one frequency, or channel. While TDMA is expected to increase

calling capacity three to ten times over analog technology, CDMA is expected to increase calling capacity by ten to twenty times.

Whereas cellular telephone carriers are in the process of converting to the digital technology, PCS is coming on line with it.

How Personal Communications Services (PCS) Technology Works

PCS also will function as a pattern of cell sites using digital technology. Incoming wireline calls will be transmitted by local telephone company wires to a central control point. Similarly, incoming wireless calls will be routed through a PCS wireless switch to a local telephone system. Calls will be completed through microcells (low level antennas – 15-20 metres in height), and macrocells (antennas mounted on the sides or tops of buildings). These cell sites can be installed on existing structures because maximum height is not a critical factor in this technology. Microcells are expected to cover radii of 24 to 366 metres and macrocells will cover approximately two kilometers. As the caller approaches the edge of the cell's boundary, the communication will be handed over from the original cell to the next. Because the cells are small in size they will use less power and emit lower radio frequency fields than cellular systems.

PCS providers are aiming to offer an alternative to the fixed wired telephone in a user's home by providing wireless coverage both within and outside of the home. Providers are in the process of developing a system referred to as "follow-me calling" or "the universal phone number," in which calls will be routed to people instead of to places regardless of location.

PCS systems will utilize digital technology, and as a result, their cell sites will have higher calling capacities than analog cellular cell sites. However, due to the technology's higher frequencies on the electromagnetic spectrum (1,850 to 2,200 MHz versus 800 to 900 MHz), PCS cell sites will have smaller radii than cellular cell sites. As a result, some PCS providers estimate that they will need two to three times as many transmission sites as cellular systems. PCS is similar to cellular in that it will operate on a "cell site" system, will use a central control point, will use sector cell configurations, will employ whip and panel antennas on monopoles and buildings, will reuse frequencies, and will use coverage and capacity sites. It will be different in that it will use digital technology, will require more sites, and its sites will have smaller radii, but as stated, will emit a lower radio frequency field level.

Satellites

Satellite based systems may provide the foundation of the next generation of wireless phone systems. Satellite based phones are in use in isolated areas such as northern Canada. The existing high cost of these systems has inhibited the expansion of satellite based phone systems.

Paging

Although paging is not addressed as an individual technology in the City's policy, it is included in this discussion because it serves a large number of users in Canada. In heavily developed urban centres, paging antennae are typically placed at lower elevations and at greater densities than antennas of other wireless communications systems.

Paging companies do not typically construct their own facilities. Instead, most rent space at existing communications facilities on building rooftops.

Other forms of Radio frequency Transmission

Other forms of Radiofrequency Transmission include short wave radios, garage door openers, car starters, taxi radios and courier company radios. These forms of transmission are not addressed in the proposed guidelines.

Radio Frequency Fields

Radio Frequency Fields form at the antenna and dissipate as they move away from the antenna. In the case of television and radio towers, the most intense radio frequency field would form around the transmitters with much smaller fields around the receiving cell phones.

The Expert Panel appointed by the Royal Society of Canada's released a study on May 17, 1999, relating to health and radio frequency fields. After a six-month study, the Expert Panel stated that there is overwhelming evidence in the scientific community, as determined and published in numerous studies worldwide, supporting the conclusion that exposure to radio-frequency fields at levels within guidelines set by Health Canada's Safety Code 6 will not result in any public health risk. The Royal Society Expert Panel indicated however, that further research is needed to understand how biological effects are caused by RF fields; it was further recommended that additional research is needed to examine whether certain population subgroups such as children are more susceptible to the effects of exposure of RF Fields.

Concluding Notes on Technological Aspects of Wireless Communications Technology

The largest similarity between the existing forms of wireless communications discussed in this section is that they all function on a network of interconnecting cell sites. As these technologies evolve in response to increasing consumer use of wireless communications services, providers will develop cell sites with smaller geographic radii, place antennas at lower heights, and install more antennas per square mile than in the past. The smaller the cell becomes there are more existing structures that will adequately serve as antenna supports (e.g. roof tops, light standards), rather than creating a need for new towers.

The largest difference between these technologies, on the other hand, is in their form of signal transmission. Cellular is currently using the analog technology, but is in the process of incorporating, if not converting to, the digital technology.

(Excerpts from the San Diego Association of Governments "Wireless Communications Facilities Issues Paper")

APPENDIX C

TECHNICAL OVERVIEW - Radio and Television Transmission Facilities

Radio and Television transmission facilities generally consist of one large tower per user to broadcast in a geographic region. Each radio and television tower broadcasts on a specific frequency assigned by the Canadian Radio and Television Commission (CRTC).

Frequency Band

An AM Radio Station operates on frequencies between 500 – 1800 KHz. FM Radio operates between 54 – 108 MHz. A television transmitter operates on a frequency between 54 – 216 MHz.

OPERATING FREQUENCIES

Police Radar	10.55 GHz		HIGHER LOWER
Anik D & E satellites	3.5-4.2 GHz		
PCS Service	1.9 GHz		
Air Traffic Control	960 MHz – 1.2 GHz		
General Use for Point to Point Transmissions	890-960 MHz		
Cellular	806-890 MHz		
Television	470-806 MHz		
General Use for Point to Point Transmissions	216-470 MHz		
Television	174-216 MHz		
Television and FM Radio	54-108 MHz		
AM Radio	500-1800 KHz		

- Hertz: unit of frequency equal to one cycle per second
- Kilohertz: one thousand hertz
- Megahertz: one million hertz
- Gigahertz: one thousand million hertz

Radio Frequency Fields

Radio Frequency Fields form at the antenna and dissipate as they move away from the antenna. In the case of television and radio towers, the most intense radio frequency field would form around the transmitter with much smaller fields around the receiving antennas.

The Expert Panel appointed by the Royal Society of Canada’s released a study on May 17, 1999, relating to health and radio frequency fields. After a six-month study, the Expert Panel stated that there is evidence in the scientific community, as determined and published in numerous studies worldwide, supporting the conclusion that exposure to radio-frequency fields at levels within guidelines set by Health Canada’s Safety Code 6 will not result in any public health risk. The Royal Society Expert Panel indicated however, that further research is needed to understand how biological effects are caused by RF fields; it was further recommended that additional research is needed to examine whether certain population subgroups such as children are more susceptible to the effects of exposure of RF Fields.

Council Decision – Monday January 28, 2002

DATE: January 29, 2002
TO: Johan van der Bank, Parkland Community Planning Services
FROM: City Clerk
RE: Council Policy #3403
Review of the Telecommunications Facilities Guidelines

Reference Report:

Parkland Community Planning Services, dated January 21, 2002.

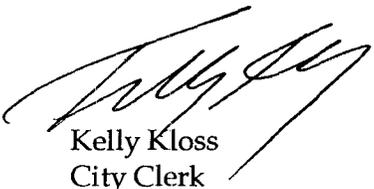
Resolutions:

Resolved that Council of the City of Red Deer having reviewed the report from Parkland Community Planning Services, dated January 21, 2002, re: Council Policy #3403, Review of the Telecommunication Facilities Guidelines, hereby agrees to revise Council Policy 3403 by replacing the Telecommunication Facilities Guidelines dated November 8, 1999 with the Telecommunications Guidelines presented to Council on January 28, 2002.

Report Back to Council:

Comments/Further Action:

This office will amend Council Policy 3403 and distribute revised copies in due course.



Kelly Kloss
City Clerk

/chk
c Community Services Director
Director of Development Services
Inspections & Licensing Manager

Date: January 21, 2002
To: Kelly Kloss, City Clerk
From: Harold Jeske, Recreation, Parks & Culture Manager
Re: Collicutt Centre 2001 Year End Statistics

Please find attached the December monthly and year-to-date report for the Collicutt Centre. You will note that the data collection period varies for some of the activity areas as noted on the bottom of page two. We now have a system in place, so beginning January 1, 2002 facility use data will be consistent.

General Information

Installation of the ozone system was completed on or about December 4, 2001. The system is operating very well, and is handling the bather load well within the limits prescribed by the Health Unit. Water quality in the main pool and in the whirlpools is very clear, and free of the chlorine odor. As well we no longer have the foam build up in the two whirlpools.

Rise in attendance during December is very encouraging. As we anticipated, the community is beginning to use this facility on a regular basis as confirmed by sale of 2,307 passes during this month. A total of 3,928 passes were sold this year.

This year 350 comment cards were received from the users of the Centre and following are results of some of the comments:

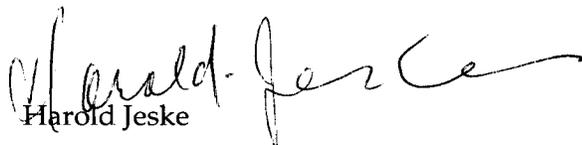
- Re-evaluating the one-stop shopping idea
- Installed twelve "bring your own locks" in each change room
- Opened steam room at 6:30 a.m.
- Modified the bleacher railings in the arena and soccer centre
- Added additional drop in classes
- Introduced the "Collicutt Card"; flexible and affordable payments

Budget/Financial

- Preliminary year-end financial data indicates that the \$1,003,000 budget variance approved by Council on December 3, 2001 will not be exceeded.
- A decision to open the Water Park at 10:00 a.m. rather than 6:30 a.m. because of budget constraints was reversed after receiving unfavorable feedback from the community.
- Special admission promotions introduced include:
 - Two for one swim admissions (Fridays)
 - Loonie walk for seniors (weekday mornings)
 - Collicutt card purchase before year-end included one month free use (January)

Major Events

Christmas Day opening was very successful. Some 300 persons took advantage of this opportunity to use primarily the water park and fitness area. Of the 300 persons, 140 were pass holders and 160 were cash customers.


Harold Jeske

:jb

c. Colleen Jensen, Community Services Director
Recreation, Parks & Culture Board

FACILITY DATA	USERS			SESSIONS			HOURS OF USE			ATTENDANCE		
	DEC-'00	DEC-'01	YTD-'01	DEC-'00	DEC-'01	YTD-'01	DEC-'00	DEC-'01	YTD-'01	DEC - '00	DEC- '01	YTD - '01
WATER PARK												
PUBLIC SWIMMING												
Open Swim (Sept/Dec)								358.5	1434		10321	38044
Adult Swim								13	64		222	978
Family								15	42		841	2883
TOTALS	0		0		0	0		386.50	1540.00		11,384	41,905
FIELDHOUSE												
PUBLIC DROP-IN												
ADULT (Nov/Dec)								517.14	1034.28		568	1165
YOUTH								517.14	1034.28		1003	2141
TOTALS	0		0		0	0		1,034	2,069		1,571	3,306
PROGRAMS SERVICES												
LEARN-TO-PROGRAMS												
Adult Classes (Sept/Dec)					43	138		43	138		116	1015
Youth Classes (Sept/Dec)					49	153		49	153		156	1214
Family Classes					7	12		7	12		42	146
OTHERS:												
Childminding Services (Sept/Dec)								149	631		244	974
Birthday Party Stats (Jun/Dec)								77.5	617.5		481.43	3836
Collicutt Mainstreet												N/A
Red Deer Schools												N/A
Gymnastics												N/A
TOTALS	-	-	-	-	99	303	-	326	1,552	-	1,039	7,185
FITNESS AND WELLNESS CENTRE												
Daily Workouts (July/Dec)								518	2574		6791	18136
Personal Training (1 on 1)								26	178		26	178
Orientations												
FITNESS & WELLNESS TOTALS	0		0		0	0		544.00	2752.00		6,817	18,314
SUBTOTAL PAGE 1	-	-	-	-	99	303	-	2,290	7,912	-	20,811	70,710

FACILITY DATA	USERS			SESSIONS			HOURS OF USE			ATTENDANCE		
	DEC-'00	DEC-'01	YTD-'01	DEC-'00	DEC-'01	YTD-'01	DEC-'00	DEC-'01	YTD-'01	DEC - '00	DEC- '01	YTD - '01
MEETING & ACTIVITY ROOM RENTALS												
Community Savings A	1		5		1	24		1	58		20	32
Community Savings B	11		120		11	122		13	206		118	1612
Community Savings A&B	8		21		28	166		125.3	634.25		2639	10917
Community Room C	31		174		44	262		136.15	664.25		1199	5844
Alberta Treasury Motion Studio	5		8		54	206		115.15	381.5		273	2216
Prolific Group Board Room	6		23		11	44		94.3	319		46	236
B of M Room East	4		6		17	185		49	378		0	N/A
B of M Room West	5		9		5	12		6	47.25		35	197
B of M Room West & East	4		6		25	117		109	396.75		20	20
Mainstreet	0		0		0	0		0	0		0	0
Soccer East	22		159		105	862		188.5	1612.25		250	1674
Soccer West	19		127		88	802		148.5	1502		379	4690
Arena	25		127		174	1197		283.3	2034.25		0	20726
Fieldhouse	2		9		35	121		54	251		760	N/A
Gymnastics	0		6		0	58		0	53.5		0	0
TOTAL	143	0	800	0	598	4178	0	1323.2	8538	0	5739	48164
COLLICUTT VENUE USAGE TOTALS **	143	-	800	-	697	4,481	-	3,613	16,450	-	26,550	118,874

NOTES: **

- 1 Statistics based on manual head-counts.
- 2 Statistics are based on hours consumed in each area, slight variance are possible due to the time statistics were recorded in each area.
- 3 People may be counted twice in the pool and fitness area due to multiple use of these areas - unable to separate decisively.
- 4 Arena statistics are based on Jan/ Apr 2001 and Sept/Dec 2001 attendance.
- 5 Waterpark numbers based on September to December participation only. Figures prior to this date are unavailable.

Comments:

This is the first monthly report relating to the activities at the Collicutt Centre. It is intended that a report on every month's activities will be filed no later than the second Council meeting following the month end. The proposed format covers general information, budget or financial information, and major events at the Centre. Council's feedback on this format will be appreciated so that any amendments can be made in subsequent months to meet Council's information needs on this operation.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Council Decision – Monday January 28, 2002

DATE: January 29, 2002
TO: Harold Jeske, Recreation, Parks & Culture Manager
FROM: City Clerk
RE: Collicutt Centre 2001 Year End Statistics

FILE

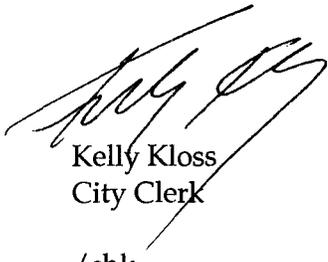
Reference Report:

Recreation, Parks & Culture Manager, dated January 21, 2002.

Report Back to Council: Yes.

Comments/Further Action:

A report on every month's activities is to be submitted for Council's information no later than the second Council meeting following month end.



Kelly Kloss
City Clerk

/chk

c Community Services Director
Recreation, Parks & Culture Board

Item No. 6

DATE: January 23, 2002

TO: City Clerk

FROM: Tax Collector

RE: BUSINESS REVITALIZATION ZONE BUSINESS TAX BY-LAW 3196

At the December 17, 2001 Council meeting, City Council approved the Downtown Business Association's 2002 budget.

The budget request of \$134,000 from the Business Revitalization Zone levy requires a BRZ rate of .77% to be levied against a total assessed value of \$15,599,100.

RECOMMENDATION

That the tax rate in By-law #3196 be changed from .76% to .77% to generate the required budget of \$134,000 from the Red Deer Downtown Business Association.



Norm Ford
Tax Collector

NF/ngl

Comments:

We concur with the recommendations of the Tax Collector and that Council proceed with three readings of Bylaw 3196/A-2002, amendment to the Business Revitalization Zone Business Tax Bylaw. Following is a table that outlines the distribution of the BRZ tax among the businesses.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

NUMBER OF ACCOUNTS	% OF ACCOUNTS	BRZ LEVIED
250	53	MINIMUM LEVY \$100
63	14	\$101 TO \$150
39	8	\$151 TO \$200
37	8	\$201 TO \$300
18	4	\$301 TO \$400
21	4	\$401 TO \$500
6	1	\$501 TO \$600
7	1	\$601 TO \$700
5	1	\$701 TO \$800
9	2	\$801 TO \$900
2	1	\$901 TO \$1000
11	3	\$1001 AND GREATER
TOTAL 468	100%	\$134,600

Item No. 2

DATE: January 5, 2001
 TO: City Clerk
 FROM: City Assessor
 RE: Business Revitalization Zone Business Tax Bylaw #3196/98
 Change from Gross Annual Rental Value to
 Net Annual Rental Value

Background

The Assessment Section is required to maintain two assessments systems:

- **Property Assessment:**
Used as a basis to calculate both residential and non-residential property taxes and is based on market value;
- **Business Tax Assessment:**
Used as a basis to calculate the Business Revitalization Zone (BRZ) tax for businesses in downtown Red Deer in addition to property taxes. This tax is levied to business owners who may or may not be the property owner.

In February of 1998, Council eliminated the business tax, which was levied against all businesses in the City (approximately 2350 accounts). The revenue previously collected from business tax is recovered through the municipal property tax rate on all non-residential properties. The abolition of business tax removed the need to mail out a business tax bill and the need to assess 1890 businesses. However, we still have to assess 460 businesses in the BRZ and send tax notices.

Unfortunately the BRZ tax must be calculated based on the Business Tax Assessment. Our efforts to lobby the Province to allow us to collect the BRZ requisition by using the non-residential property assessment base for the BRZ tax have not been successful. This means we must still maintain a second assessment system, but for a much smaller group.

Discussion

The Municipal Government Act allows for several different methods of preparing assessments of business premises for BRZ tax. The method currently prescribed in the BRZ Tax Bylaw is:

- "The business assessment shall be a sum equal to 100% of the gross annual rental value of the premises occupied by the business".

“Gross annual rental value” means the net rent plus operating costs of the premises. Operating costs include such items as property management, building insurance, property taxes, utilities, and repairs and maintenance.

In 1995, market value assessments for property was introduced with the implementation of the new Municipal Government Act. There are three generally accepted methods of determining market value of property: capitalized income approach, market sales approach, and cost approach. For non-residential property and/or income producing property, the preferred approach to determine value is by using the capitalized income method and secondly by using the market sales method. Net rent is used in the capitalized income method. The downtown properties have been assessed for property taxes using the capitalized income method for the past two years.

Due to the workload of moving to market value, the BRZ assessment rates have not been updated since we last set them in 1995. We are now planning to update the rates using net rates rather than gross rates to determine business value. This is the preferred method of valuation, it coincides with our property valuation system and it frees up our assessors’ time to meet the increased workload due to the growth of our city. Beginning in 2001, the business assessment rates would be updated annually to correspond to the annual changes we make to the property valuation rates.

The impact to the BRZ tax is mostly the result of reviewing the assessment inventory and updating from 1995 rates and a lessor impact in moving from gross to net annual rental value.

Proposal

By changing to market value assessments and using the capitalized income method to determine property value, it is proposed that the method of calculating the business assessment in the Business Revitalization Zone (BRZ) be changed to:

- “ a sum equal to 100% of the net annual rental value of the premises” as allowed by Section 374(1)(b) of the Municipal Government Act.

This method of determining business assessment would correspond with the method used to determine property value. The same net rental rate would be used to determine both business assessment and property value. This allows consistency between the business assessment system and the property valuation system and eliminates the need to spend additional time to analyze and determine operating costs.

Costs to Downtown Business Association

Prior to 1998 the City absorbed all costs associated with the assessment and collection of the business tax for all 2350 Red Deer businesses. No charges were levied to the Downtown Business Association relative to the assessing & collecting of the BRZ tax. The BRZ tax was calculated using the same assessment that was used to calculate the business tax.

As stated earlier, although the business tax was deleted we still have to provide for a business tax assessment to calculate the BRZ tax for some 460 businesses. The current cost to assess and collect the tax using the net rate method is approximately \$10,000. If we continue to use the gross rate method our costs will increase to \$12,500 due to additional staff time required.

Should the BRZ area be expanded to coincide with the Greater Downtown Action Plan area, as has been discussed by the Association, then our annual costs, using the net rate method would increase to approximately \$16,000. In addition there would be a one-time cost of \$6,000 to complete the initial assessment of the businesses in the proposed expansion area (this would be charged under either the gross or net rate method). If we use the gross rate method our costs will increase to \$19,400.

In 1999 the City began charging the Downtown Business Association a fee of \$4,000 (40% of \$10,000) for assessing and collecting their tax. Our rationale was to recover a portion of our costs in the initial years while looking for ways to reduce these costs. Our hope was that the Province would allow us to collect the BRZ requisition by using the non-residential property assessment base. This did not happen. We will however continue to look for avenues to reduce our costs in administering the BRZ tax. The proposal to move to a net rate method is one of those avenues. This will help us to meet an increased workload in property assessments because of growth in the City as shown by the significant increase in the number of building permits issued during the past two years.

In reviewing the above, the question does arise as to how much, if any, should the City of Red Deer be subsidizing the Downtown Business Association. The City must impose the tax for the Association and as there is a general benefit to the community to have a Downtown Business Association, we believe there is merit in subsidizing this cost. It may be more appropriate that the costs be split 50/50 with any one-time costs due to expansions being funded 100% by the Association. If the Association does not support the move to a net rental value method we recommend that the Association pick up 100% of the additional cost the City will incur to maintain the gross rental value method.

Implications to Businesses in the BRZ

Based on the 2000 BRZ budget, updating the business assessment from 1995 to current and using the net annual rental value as proposed for the collection of the BRZ Tax, a change would result in the amount of business tax levied to each account when compared to the gross annual rental value.

The change will affect 55.7 % of the accounts (256 of 460 accounts). There will be no change to the taxes payable to 44.3% of the accounts (204 of 460 accounts).

Generally the businesses in the older properties will experience a decrease in BRZ taxes, and the businesses in the newer properties will experience an increase in BRZ taxes, because net rents in older properties are less than net rents in newer properties.

The BRZ tax is estimated to change as follows;

# of Accounts	%	Change
99	21.5%	Decrease from 1% - 20%
88	19.1%	Decrease from 21% - 100%
204	44.3%	No Change
35	7.6%	Increase from 1% - 20%
34	7.4%	Increase from 21% - 100%

The following charts show in greater detail the implications of the assessment and tax change.

Distribution of Accounts by Percentage Change From 2000 to 2001 Taxation		
Percentage Change	# of Accounts	Total Percent
51% to 100% decrease	3	0.7 %
41% to 50% decrease	11	2.4 %
31% to 40% decrease	33	7.2 %
21% to 30% decrease	41	8.9 %
11% to 20% decrease	56	12.2 %
1% to 10% decrease	43	9.3 %
No change	204	44.3 %
1% to 10% increase	23	5.0 %
11% to 20 increase	12	2.6 %
21% to 30% increase	14	3.0 %
31% to 40% increase	4	0.9 %
41% to 50% increase	5	1.1 %
51% to 100% increase	8	1.7 %
Over 100% increase	3	0.7 %
Total	460	100%

Distribution of Accounts by Tax Dollar Change		
Dollar Change	# of Accounts	Percent of Accounts
Over \$500 decrease	3	0.7 %
\$300 to \$500 decrease	6	1.3 %
\$201 to \$300 decrease	7	1.5 %
\$101 to \$200 decrease	31	6.7 %
\$51 to \$100 decrease	38	8.3 %
\$26 to \$50 decrease	43	9.3 %
\$0 to \$25 decrease	59	12.9 %
No change	204	44.3 %
\$0 to \$25 increase	23	5.0 %
\$26 to \$50 increase	16	3.5 %
\$51 to \$100 increase	16	3.5 %
\$101 to \$200 increase	6	1.3 %
\$201 to \$500 increase	7	1.5 %
Over \$1000 increase	1	0.2 %
Total	460	100.0%

Distribution of Accounts by Tax Bracket		
Tax Bracket	2000 Tax Year # of Accounts	2001 Tax Year # of Accounts
100 Minimum	215	247
\$101 to \$150	69	63
\$151 to \$200	41	34
\$201 to \$250	24	21
\$251 to \$300	22	15
\$301 to \$350	15	13
\$351 to \$400	14	9
\$401 to \$450	4	7
\$451 to \$500	7	8
\$501 to \$600	10	12
\$601 to \$700	4	8
\$701 to \$800	14	6
\$801 to \$900	2	3
\$901 to \$1000	5	3
\$1000 to \$2000	8	5
Over \$2000	6	6
Total	460	460

RECOMMENDATION

1. That the Business Revitalization Zone Business Tax Bylaw 3196/98 be amended by:
 - a) Deleting Section 4: "The business assessment shall be a sum equal to 100% of the gross annual rental value of the premises occupied by the business." and,
 - b) Adding the following new Section 4: "The business assessment shall be a sum equal to 100% of the net annual rental value of the premises occupied by the business."
2. That City-related costs levied to the Downtown Business Association:
 - a) For the year 2001 be 40% (\$4,000) of the costs to provide for the assessment and collection of the BRZ tax;
 - b) For the year 2002 and beyond be 50% of the costs to provide for the assessment and collection of the BRZ tax;
3. That beginning in 2001, the Downtown Business Association pay 100% of any one-time City costs related to any expansion of the BRZ zone initiated by the Association.

Myron Chilibeck, A.M.A.A.
City Assessor

Submitted To City Council

Net Rent BRZ Summary – Updated January 25, 2001

Date: Jan 29 2001

2000 Assessment Summary

	Jan 1, 2000	Dec 30, 2000	% change
Gross Annual Rental Assessment	\$17,122,395	\$ 18,580,419	+ 8.5 %
Tax Rate	.72%	.72%	
Number of Businesses	437	465	+ 6.4 %
	Gross Assessment	Net Assessment	
2000 Gross Vs 2001 Net Asmnt	\$17,122,395	\$ 15,598,100	- 8.9 %

Distribution of change Based on Tax Dollars @ .76 % Tax Rate

# of Accounts	Percentage Change	Total Percent
5	51% to 100% decrease	1.1 %
17	41% to 50% decrease	3.7 %
37	31% to 40% decrease	8.0 %
49	21% to 30% decrease	10.5 %
56	11% to 20% decrease	12.0 %
36	1% to 10% decrease	7.7 %
214	No change	46.0 %
14	1% to 10% increase	3.0 %
15	11% to 20 increase	3.2 %
6	21% to 30% increase	1.3 %
4	31% to 40% increase	0.9 %
4	41% to 50% increase	0.9 %
5	51% to 100% increase	1.1 %
3	Over 100% increase	0.6 %
465		100%

Based on minimum levy of \$100 at a tax rate of, .76 % the base assessment is \$13,157 There are 258 or 55.5 % businesses that will pay the minimum levy of \$ 100 based of the new tax rate. Previously 215 accounts paid the minimum levy of \$ 100.based on a base assessment of \$ 13,888 and a tax rate of .72%. This represents a 20 %, increase in the number of accounts paying the minimum levy.

Distribution of change by Tax Dollar

Dollar Change	# of Accounts	Percent of Accounts
Over \$500 decrease	5	1.1 %
\$300 to \$500 decrease	10	2.1 %
\$201 to \$300 decrease	11	2.3 %
\$101 to \$200 decrease	31	6.7 %
\$51 to \$100 decrease	50	10.8 %
\$26 to \$50 decrease	37	8.0 %
\$0 to \$25 decrease	56	12.0 %
No change	214	46.0 %
\$0 to \$25 increase	18	3.9 %
\$26 to \$50 increase	12	2.6 %
\$51 to \$100 increase	12	2.6 %
\$101 to \$200 increase	3	0.6 %
\$201 to \$500 increase	4	0.9 %
\$501 to \$1000 increase	1	0.2 %
Over \$1000 increase	1	0.2 %
Total	465	100 %

Change increase/decrease per Tax Bracket

Tax Bracket	2000 Tax Year # of Accounts	2001 Tax Year # of Accounts
\$100 Minimum	215	258
\$101 to \$150	69	61
\$151 to \$200	41	38
\$201 to \$250	24	15
\$251 to \$300	22	17
\$301 to \$350	15	13
\$351 to \$400	14	7
\$401 to \$450	4	10
\$451 to \$500	7	9
\$501 to \$600	10	8
\$601 to \$700	4	7
\$701 to \$800	14	6
\$801 to \$900	2	3
\$901 to \$1000	5	2
\$1000 to \$2000	8	6
Over \$2000	6	5
Overall	460	465

Summary of changes

	# of Accounts	% of Accounts	Total Tax \$	% of Tax \$	Avg. Tax Levy
Decrease	201	43.2 %	\$ 78,512	58.7 %	\$ 390.60
No change	214	46.0 %	\$ 21,400	16.0 %	\$ 100.00
Increase	50	10.8 %	\$ 33,754	25.3 %	\$ 675.08
Total	465	100.0	\$133,666	100.0 %	\$ 287.45

2000 to 2001 Average Summary

	Year 2000	Proposed 2001
Assessment	\$ 17,122,395	\$ 15,598,100
# of Accounts	437	465
Total Tax levy	\$ 132,827	\$ 133,666
Average Assessment	\$ 39,181	\$ 33,564
Average Tax	\$ 303.95	\$ 287.45

Summary

The impact on businesses of going to net annual rental value will result in most businesses paying a lower Business Revitalization Zone levy. The businesses, which will see an increase, result from the change of using 1995 Gross Annual Rental values to 1999 Net Annual Rental values. Other factors such as corrected or increased square footage occupied by the business have also added to some of the increases.

Council Decision – Monday January 28, 2002

DATE: January 29, 2002
TO: Norm Ford, Tax Collector
FROM: City Clerk
RE: 2002 BRZ Levy
Bylaw 3196/A-2002
Amendment to Business Revitalization Zone Business Tax Bylaw 3196/98

FILE

Reference Report:

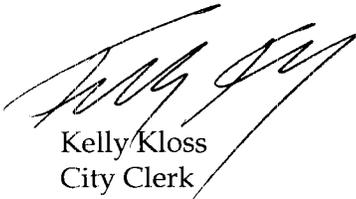
Tax Collector, dated January 23, 2002.

Bylaw Readings:

Bylaw 3196/A-2002, Amendment to Business Revitalization Zone Business Tax Bylaw 3196/98 was given three readings. A copy of Bylaw 3196/A-2002 and Bylaw 3196/98 (as amended) are attached.

Report Back to Council: No

Comments/Further Action:



Kelly Kloss
City Clerk

/chk

/attach.

c Director of Corporate Services
City Assessor
CITY SOLICITOR.

BYLAW NO. 3196/A-2002

Being a bylaw of The City of Red Deer in the Province of Alberta, to amend Bylaw No. 3196/98, the City of Red Deer's Business Revitalization Zone Business Tax Bylaw.

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

That Bylaw No. 3196/98 is hereby amended as follows:

1 By deleting Section 5 in its entirety and replacing it with the following new Section 5:

"5 Each person carrying on business within the boundaries of the Business Revitalization Zone established under Business Revitalization Zone Bylaw 2827/83 shall pay annually as a business tax a sum equal to .77% of the business assessment of that business or the sum of \$100.00, whichever is the greater sum."

READ A FIRST TIME IN OPEN COUNCIL this 28th day of January A.D. 2002.

READ A SECOND TIME IN OPEN COUNCIL this 28th day of January A.D. 2002.

READ A THIRD TIME IN OPEN COUNCIL this 28th day of January A.D. 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this 28 day of January A.D. 2002.


MAYOR


CITY CLERK

**THE BUSINESS REVITALIZATION ZONE
BUSINESS TAX BYLAW**

No. 3196/98

Office Consolidation

BYLAW NO. 3196/98

Being a bylaw to provide for a business assessment for properties within the City of Red Deer's Business Revitalization Zone;

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

Short Title

- 1 This bylaw may be cited as "The Business Revitalization Zone Business Tax Bylaw".

Definitions

- 2 In this bylaw, unless the context otherwise requires:
- (a) "Assessor" means the Assessor of The City of Red Deer.
 - (b) "Business" means
 - (i) a commercial, merchandising or industrial activity or undertaking,
 - (ii) profession, trade, occupation, calling or employment, or
 - (iii) an activity providing goods or services, however organized or formed, including a co-operative or association of persons.

- (c) "Business Assessment" means the assessment of a business located within the Business Revitalization Zone, for business tax purposes.
- (d) "Business Day" means a day on which The City of Red Deer is open for business.
- (e) "Business Tax" means the tax levied pursuant to this bylaw on any person carrying on a business within the City of Red Deer's Business Revitalization Zone, including Supplementary Business Tax and penalties.
- (f) "City" means The City of Red Deer.
- (g) "Floor Space" means the superficial area of every floor in the premises in which business is carried on and includes the superficial area of any land not forming the site of a building but occupied or used for the purpose of or incidental to the exercise or carrying on of a business.
- (h) "Person" includes a corporation or partnership.
- (i) "Premises" means the store, office warehouse, factory, building, enclosure, yard or any space occupied or used by a person for the purpose of a business.

Assessment Roll

- 3 The Assessor shall prepare a business tax assessment roll showing the business tax assessment for each business operating within the Business Revitalization Zone.

Calculation of Business Assessment

- 4¹ The business assessment shall be a sum equal to 100% of the net annual rental value of the premises occupied by the business.

Business Revitalization Zone Tax

- 5² Each person carrying on business within the boundaries of the Business Revitalization Zone established under Business Revitalization Zone Bylaw 2827/83 shall pay annually as a business tax a sum equal to .77% of the business assessment of that business or the sum of \$100.00, whichever is the greater sum.

Obligation to Pay Business Tax

- 6 Every person operating a business in the City shall pay the full amount of the business tax at the office of the City Tax Collector on or before the 31st day of March of the year stated in the business tax notice.

¹ 3196/A-2001

² 3196/A-99, 3196/A-2000, 3196/A-2001, 3196/A-2002

- 7 A person who takes over the operation of a business shall be liable to pay the business tax imposed in respect of that business from the date the person took over operation of the business and for the remainder of the year.
- 8 Where, in the opinion of the Assessor, it is not practical to levy a Business Tax or Supplementary Business Tax on individual tenants or sub-tenants as a result of the short term of their tenancies, then the Business Tax or Supplementary Business Tax shall be levied on the owner or tenant or sub-tenant, as the Assessor deems appropriate.
- 9 A person who ceases to carry on business shall be entitled to receive a rebate of business taxes based on the number of days in the year in which the person does not carry on that business, prorated to the total amount of the business tax for the entire year.

Supplementary Business Tax

- 10 The Assessor may prepare a Supplementary Business Tax Assessment Roll at any time or times during the year, for the purpose of assessing businesses.
- 11 A Supplementary Business Tax shall be levied at the same rate as the Business Tax rate for that year:
- (a) on each person who operates a business for a temporary period and whose name is not entered on the business tax roll;

- (b) on each person who moves into new premises or opens new premises or branches of an existing business, although the person's name is entered on the business tax roll;
- (c) on each person who begins operating a business and whose name is not entered on the business tax roll;
- (d) on each person who increases the storage capacity or floor space of the premises occupied for the purposes of a business after the business tax roll has been prepared.

Proration of Taxes

- 12 Notwithstanding anything contained herein, a person who is liable to pay Business Tax or Supplementary Business Tax shall only be liable to pay tax in respect of the period of time during the year that the person operated the business and the amount of the tax to be paid shall be a portion of the full amount of the taxes for the entire year prorated over the period of time that the business is actually operated.
- 13 Notwithstanding anything contained herein, a person who operates a business for a period of time not exceeding 30 days in total during the course of a year shall not be liable to pay either Business Tax or Supplementary Business Tax.

Penalties for Late Payment of Taxes

14 For the purpose of this bylaw, any payment of business tax forwarded by mail shall be deemed to be paid on the same date as the postmark on the envelope in which the said payment is mailed.

15 A penalty shall be levied on the amount of any current year business taxes and penalties which remain outstanding on the following dates:

<u>DATE</u>	<u>PENALTY</u>
April 1	4.5%
July 1	2.5%
September 1	2.5%
November 1	2.5%

16 Should any taxes remain unpaid after the last business day of December in the year in which the taxes were levied, there shall be added thereto by way of penalty an amount equal to 2% of the balance of the unpaid taxes outstanding on the first business day of January, March, May, July, September and November in that and in each succeeding year thereafter, so long as the taxes remain unpaid.

17 A refund of overpayment or a rebate of business tax shall be made only on application to the Assessor. No refund of overpayment or rebate of business tax shall be made after December 31 of the year following the year the tax is levied.

Consequential Provisions

- 18 Bylaw No. 3128/95 and all amendments thereto are hereby repealed.
- 19 The provisions of the General Penalty Bylaw shall not apply to Business Tax, Supplementary Business Tax and penalties.

READ A FIRST TIME IN OPEN COUNCIL this 9 day of February A.D. 1998.

READ A SECOND TIME IN OPEN COUNCIL this 9 day of February A.D. 1998.

READ A THIRD TIME IN OPEN COUNCIL this 9 day of February A.D. 1998.

AND SIGNED BY THE MAYOR AND CITY CLERK this 9 day of February A.D. 1998.

"Morris Flewwelling"

DEPUTY MAYOR

"Kelly Kloss"

CITY CLERK



Office of the City Clerk

FILE

January 29, 2002

Box 5008
Red Deer, Alberta
T4N 3T4

The City of Red Deer

Mr. R. Congdon
Executive Director
Red Deer Downtown Business Association
#9, 4921 - 49 Street
Red Deer, AB T4N 1V2

Dear Ray:

**Re: 2002 BRZ Levy - Bylaw 3196/A-2002
Amendment to Business Revitalization Zone Business Tax Bylaw 3196/98**

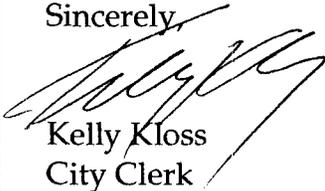
At the December 17, 2001 Council Meeting, Council approved the Downtown Business Association's 2002 Budget.

The budget request of \$134,000 from the Business Revitalization Zone levy requires a BRZ rate of .77% to be levied against a total assessed value of \$15,599,100.

At the January 28, 2002 Council Meeting, Council gave three readings to Bylaw 3196/A-2002, an amendment to Business Revitalization Zone Business Tax Bylaw 3196/98. This amendment changes the tax rate from .76% to .77% to generate the required budget of \$134,000 from the Red Deer Downtown Business Association. A copy of Bylaw 3196/A-2002 and Bylaw 3196/98 (as amended) are attached.

Please call if you have any questions.

Sincerely,



Kelly Kloss
City Clerk

KK/chk
/attach.

c City Assessor
Tax Collector

DATE: January 23, 2002
TO: City Clerk
FROM: City Assessor
RE: 2002 EQUALIZED ASSESSMENT APPEAL – CITY OF CALGARY

We have recently received notice from the Municipal Government Board that the City of Calgary appealed their 2002 equalized assessment and, should we wish to be an intervenor, City Council must adopt a resolution and file a certified true copy with the Board by March 1, 2002.

The City of Edmonton did not file an appeal on their 2002 equalized assessment.

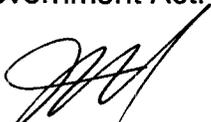
Council may recall that a resolution to be intervenor at the Cities of Calgary and Edmonton appeal of their 2001 equalized assessment was passed on January 30, 2001. These appeals were subsequently withdrawn by both cities.

The reasons for being an intervenor at the appeal hearing are as follows:

- To protect the interests of the ratepayers of the City of Red Deer.
- The Board will advise the City of proceedings.
- The Board will supply the City with information enabling us to understand the details of the appeal and defense.
- The City will be in a position to make representation at the hearings if we choose to do so.

RECOMMENDATION

That City Council adopt a resolution to be an intervenor at the City of Calgary appeal of their equalized assessment, pursuant to Sec. 508 of the Municipal Government Act.


Myron Chilibeck, A.M.A.A.
City Assessor

MC/ngl

Comments:

We concur with the recommendations of the City Assessor.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

FILE

DATE: JANUARY 9, 2002
TO: MYRON CHILIBECK
FROM: KELLY KLOSS
RE: REQUEST FOR COMMENTS BY: FRIDAY, FEBRUARY 1, 2002
CITY OF CALGARY - 2002 EQUALIZED ASSESSMENT APPEAL

Please review the attached notice of a 2002 Equalized Assessment Appeal by the City of Calgary filed with the Municipal Government Board. Any municipality wishing to intervene must adopt a resolution of Council and file with the Municipal Government Board no later than March 1, 2002.

Please advise if you recommend Council pass a resolution to intervene in this matter.

I will need your response by FRIDAY, FEBRUARY 1, 2002 if this item is to be included with the agenda for the Monday, February 11, 2002 Council Meeting.

Thanks Myron.



Kelly Kloss
City Clerk

KK/chk
/attach.

January 4, 2002

NOTICE

ALL ALBERTA MUNICIPALITIES

Pursuant to Section 508 of the Municipal Government Act

2002 Equalized Assessment Appeal

TAKE NOTICE that the City of Calgary has filed with the Municipal Government Board (MGB) an appeal respecting its 2002 equalized assessment.

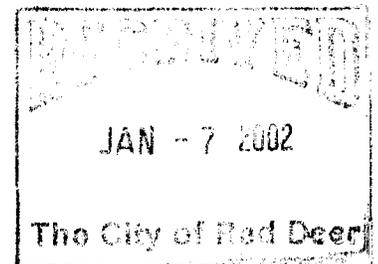
TAKE FURTHER NOTICE that any municipality wishing to intervene in this matter must adopt a resolution of council pursuant to Section 508 of the Municipal Government Act and file with the MGB no later than March 1, 2002, a certified true copy of the resolution. The MGB will only give further notice of the proceedings to those municipalities that file a resolution with the MGB.

Copies of the appeal by the City of Calgary may be obtained by contacting the MGB.

If you have any questions, please contact Dennis Woolsey at (780) 422-8080.



MUNICIPAL GOVERNMENT BOARD



CC: - Paul L. Tolley, Barrister & Solicitor, City of Calgary Law Branch
- Brad Pickering, ADM, Local Government Services Branch
- Steve White, Executive Director, Assessment Services Branch

Council Decision – Monday January 28, 2002

DATE: January 29, 2002
TO: Myron Chilibeck, City Assessor
FROM: City Clerk
RE: 2002 Equalized Assessment Appeal – City of Calgary

FILE

Reference Report:

City Assessor, dated January 23, 2002.

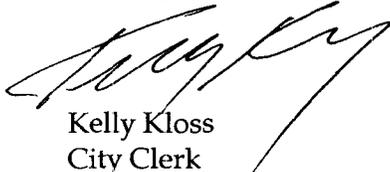
Resolutions:

Resolved that Council of the City of Red Deer having considered the report from the City Assessor, dated January 23, 2002, re: 2002 Equalized Assessment Appeal – City of Calgary, hereby agrees to be an intervenor at the City of Calgary appeal of their equalized assessment, pursuant to Section 508 of the Municipal Government Act.

Report Back to Council: No

Comments/Further Action:

A certified copy of the above Council Resolution is attached. Please forward this Resolution to the Municipal Government Board, with a copy of your letter to City Clerk's.

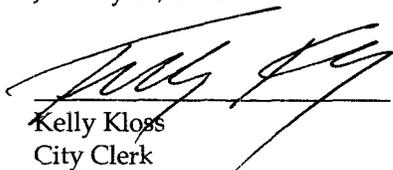


Kelly Kloss
City Clerk
/attach.
/chk

c Director of Corporate Services
Tax Collector

Resolved that Council of the City of Red Deer having considered the report from the City Assessor, dated January 23, 2002, re: 2002 Equalized Assessment Appeal – City of Calgary, hereby agrees to be an intervenor at the City of Calgary appeal of their equalized assessment, pursuant to Section 508 of the Municipal Government Act.

Certified to be a true and correct copy
of the resolution passed by Council of
the City of Red Deer at its meeting held
January 28, 2002.



Kelly Kloss
City Clerk

BYLAW NO. 3156/B-2002

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

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

- 1 The "Use District Map F11" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 1/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this day of 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

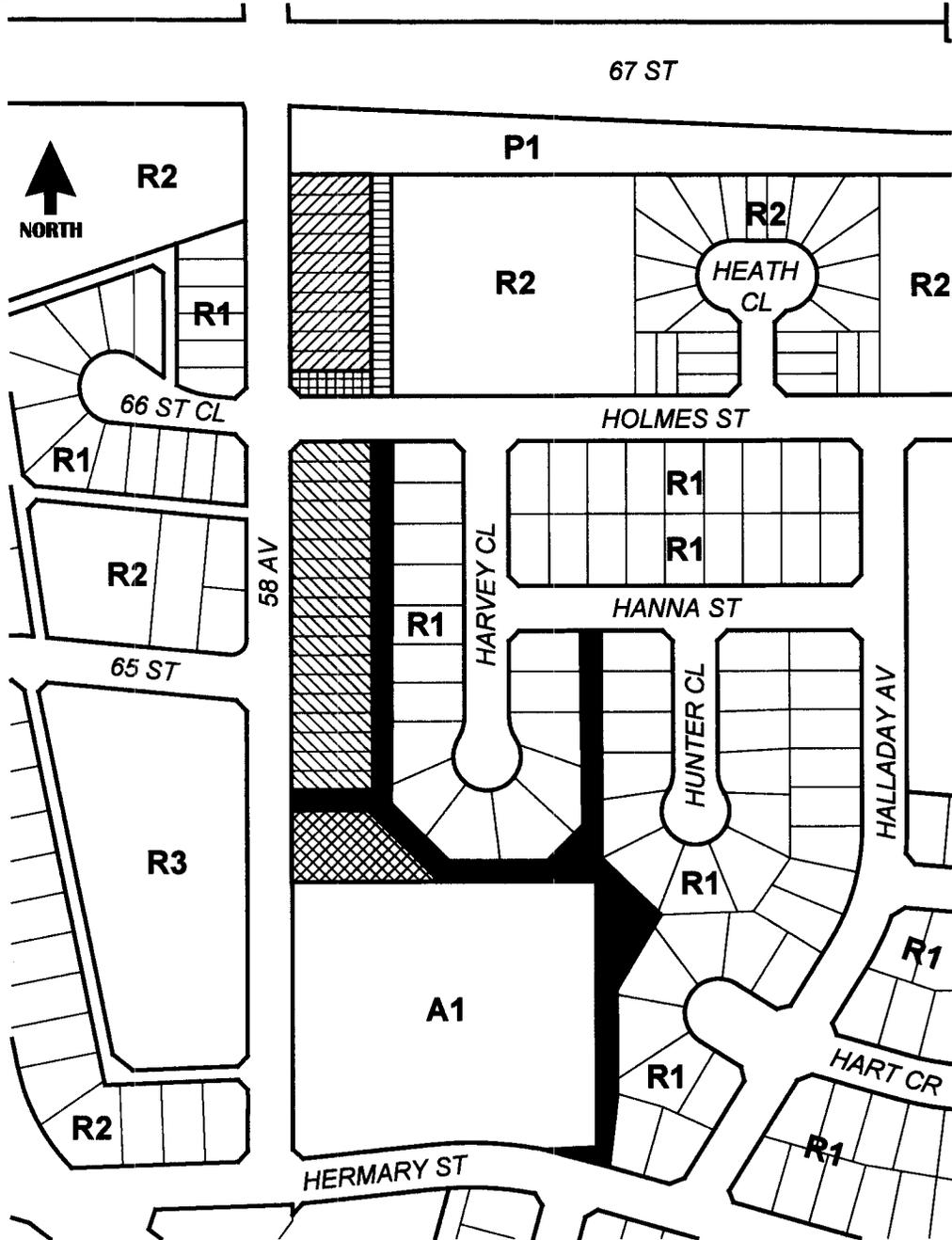
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

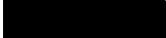
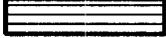
CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



Change from :

- R1 to R1A 
- R1 to R2 
- R1 to P1 
- R2 to R1 
- R2 to R1A 
- R2 to P1 

AFFECTED DISTRICTS:

- R1 - Residential (Low Density)
- R1A - Residential (Semi-Detached Dwelling)
- R2 - Residential (Medium Density)
- P1 - Parks & Recreation

MAP No. 1 / 2002

BYLAW No. 3156 / B - 2002

Item No. 2

BYLAW NO. 3186/A-2002

Being a bylaw to amend Bylaw No. 3186/97 the Traffic Bylaw of The City of Red Deer.

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

Bylaw No. 3186/97 is hereby amended as follows:

- 1 By deleting Schedule "B" and replacing it with the attached Schedule "B".

READ A FIRST TIME IN OPEN COUNCIL this day of 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

SCHEDULE "B"

Page 1 of 1

60 km/h

AVENUES

- 1 30 Avenue, from 150 metres north of 61 Street to 200 metres south of Lancaster Drive
- 2 40 Avenue, from 32 Street to 200 metres south of Austin Drive
- 3 40 Avenue (Riverside Drive), between 77 Street and the north boundary of SE 33-38-27-4
- 4 Gaetz (50) Avenue, from Highway 11A to 150 metres north of 59 Street
- 5 49 Avenue, between 60 Street and 63 Street
- 6 Taylor Drive from Highway 11A to 200 metres south of 43 Street
- 7 Gaetz (50) Avenue, from South City Limits to 100 metres north of the east leg of 37 Street
- 8 Gaetz Avenue from 130 metres south of 42 Street to 36 Street
- 9 Johnstone Drive (68 Avenue), between 67 Street and Jewell Street

STREETS

- 1 32 Street, from West City Limits to 650 metres east of Lockwood Avenue
- 2 55 Street, from 30 Avenue to 20 Avenue
- 3 67 Street (Highway 11), from 68 Avenue to 150 metres east of Pameley Avenue
- 4 77 Street, between Taylor Drive and 40 Avenue (Riverside Drive)
- 5 Ross (50) Street, from 212 metres east of Deer Home Road to 700 metres east of Davison Drive

BYLAW NO. 3196/A-2002

Being a bylaw of The City of Red Deer in the Province of Alberta, to amend Bylaw No. 3196/98, the City of Red Deer's Business Revitalization Zone Business Tax Bylaw.

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

That Bylaw No. 3196/98 is hereby amended as follows:

1 By deleting Section 5 in its entirety and replacing it with the following new Section 5:

"5 Each person carrying on business within the boundaries of the Business Revitalization Zone established under Business Revitalization Zone Bylaw 2827/83 shall pay annually as a business tax a sum equal to .77% of the business assessment of that business or the sum of \$100.00, whichever is the greater sum."

READ A FIRST TIME IN OPEN COUNCIL this day of A.D. 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of A.D. 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of A.D. 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of A.D. 2002.

MAYOR

CITY CLERK

Council Decision – Monday January 28, 2002

DATE: January 29, 2002
TO: Grant Howell, Personnel Manager
FROM: City Clerk
RE: Exempt Salary Treatment for 2002

FILE

Reference Report:
Personnel Manager, dated January 24, 2002.

Resolutions:

Resolved that Council of the City of Red Deer hereby approves an adjustment of 3.25 percent to exempt salary ranges, effective January 1, 2002.

Report Back to Council: No

Comments/Further Action:



Kelly Kloss
City Clerk

/chk
c Director of Corporate Services

FILE

DATE: January 24, 2002
TO: Directors
Department Heads
FROM: City Clerk
RE: Revised Council Meeting Schedule – January 28, 2002

Meetings:

Schedule for the Monday, January 28, 2002 Council Meeting will be as follows:

4:30 P.M.	Budget Meeting (Review & Approval of Reserves & Capital)
6:00 P.M.	Supper Break (Shauney's)
7:00 P.M.	Regular Council Meeting

Schedule for the Tuesday, January 29, 2002 Budget Meeting will be as follows:

4:30 P.M.	Budget Meeting (Review & Approval of Operating)
6:00 P.M.	Supper Break (Club Café)
7:00 P.M.	Continuation of Budget Meeting

Attendance:

SMT has indicated that attendance for Department Heads at the Monday, January 28, 2002 Budget meeting is optional.

Department Heads should attend the Tuesday, January 29, 2002 Budget Meeting.



Kelly Kloss
City Clerk

KK/chk