

# **CITY COUNCIL**

## **AGENDA**

Monday, March 07, 2011 – Council Chambers, City Hall

Call to Order:	3:00 PM
Recess:	5:00 PM to 6:00 PM
Public Hearing(s):	6:00 PM

### **I. MINUTES**

I.1. Confirmation of the Minutes of the February 22, 2011 Regular Council Meeting

(Agenda Pages 1 – 17)

### **2. POINT OF INTEREST**

### **3. UNFINISHED BUSINESS**

3.1. Low Income Transit Fare Report  
Motion to Table  
Department: Transit

(Agenda Pages 18 – 19)

3.2. Review of The City's Snow & Ice Control Policy  
Motion to Table  
Department: Legislative & Governance Services

(Agenda Pages 20 – 21)

3.3. Initiation of Expropriation Proceedings for Lands Required for the North  
Highway Connector (Bucci Corp)  
Motion to Table  
Department: Land & Economic Development

(Agenda Pages 22 – 23)

- 3.4. Oil & Gas Facility Abandonment Agreement  
Report for Council's Consideration  
Department: Engineering Services

(Agenda Pages 24 – 31)

#### **4. REPORTS**

- 4.1. Crime Prevention and Policing Study/Strategy Update - Part I: Research and Statistical Analysis  
Report for Council's Consideration  
Division: Community Services

(Agenda Pages 32 – 46)

- 4.2. Structure Appearance and Bike Path Review - North Highway Connector Project  
Report for Council's Consideration  
Department: Engineering Services

(Agenda Pages 47 – 54)

- 4.3. Council Governance & Policy Committee  
Report for Council's Consideration  
Department: Legislative & Governance Services

(Agenda Pages 55 – 59)

- 4.4. Amendment to Committees Bylaw 3431/2009  
Ensuring that Council Members Who are Not Appointed to a Committee Have the Ability To Attend In Camera Meetings of Council Committees  
Report for Council's Consideration  
Department: Legislative & Governance Services

(Agenda Pages 60 – 64)

- 4.5. Citizen Representative Appointments to Committees  
Recommendations of the Nomination Review Committee  
Report for Council's Consideration  
Department: Legislative & Governance Services

(Agenda Pages 65 – 66)

- 4.6. External Auditors Report  
Recommendation from Audit Committee  
Report for Council's Consideration  
Department: Legislative & Governance Services

(Agenda Pages 67 – 67)

- 4.7. ATU Negotiations  
Report for Council's Consideration  
Department: Legislative & Governance Services

(Agenda Pages 68 – 68)

## **5. BYLAWS**

- 5.1. Land Use Bylaw Amendment 3357/F-2011 - Changes to Allow Community Gardens Permitted as a Discretionary Use in All Districts  
Consideration of First Reading of the Bylaw  
Department: Planning Services

(Agenda Pages 69 – 72)

## **6. PUBLIC HEARINGS**

- 6.1. Rezoning in Glendale:  
Glendale NW Neighbourhood Area Structure Plan Bylaw Amendment 3217/A-2011  
Land Use Bylaw Amendment 3357/C-2011  
7410 and 7510 - 59 Avenue (Lot 11, Plan 982-2249) Former Dentoons Greenhouse Site, and 7475 Taylor Drive (Lot 9, Plan 982-2243)  
Consideration of Second and Third Reading of the Bylaws  
Department: Planning Services

(Agenda Pages 73 – 106)

- 6.1.a. Land Exchange in Glendale West (Dentoons Site)  
Report for Council's Consideration  
Department: Land & Economic Development

(Agenda Pages 107 – 109)

## **7. CORRESPONDENCE**

## **8. PETITIONS AND DELEGATIONS**

## **9. NOTICES OF MOTION**

- 9.1. Councillor Buck Buchanan - Notice of Motion Regarding Fluoridation of Water  
Notice of Motion for Council's Consideration  
Department: Legislative & Governance Services

(Agenda Pages 110 – 112)

## **10. ADMINISTRATIVE INQUIRIES**

## **11. IN CAMERA MEETING**

11.1. Citizen Representation Appointments to Committees  
Department: Legislative & Governance Services

11.2. External Auditor's Report  
Department: Legislative & Governance Services

11.3. Land Matter  
Division: City Manager

11.4. Human Resources Matter  
Department: Human Resources

## **12. ADJOURNMENT**



**M I N U T E S - UNAPPROVED**  
**of the REGULAR MEETING of RED DEER CITY COUNCIL**  
**held on Monday, February 22, 2011**  
**in the Council Chambers of City Hall,**  
**commenced at 3:04 p.m.**

**Present:**

Mayor Morris Flewwelling  
Councillor Buck Buchanan  
Councillor Paul Harris  
Councillor Cindy Jefferies  
Councillor Lynne Mulder  
Councillor Chris Stephan  
Councillor Tara Veer  
Councillor Frank Wong  
Councillor Dianne Wyntjes

City Manager, Craig Curtis  
Director of Community Services, Colleen Jensen  
Director of Corporate Services, Lorraine Poth  
Director of Development Services, Paul Goranson  
Acting Director of Planning Services, Russ Pye  
Legislative & Governance Services Manager (City Clerk), Elaine Vincent  
Deputy City Clerk, Frieda McDougall  
Revenue & Assessment Manager, Joanne Parkin  
City Solicitor, Don Simpson  
Engineering Services Manager, Frank Colosimo  
Inspections & Licensing Co-Manager, Joyce Boon  
Human Resources Manager, Marge Wray  
Recreation, Parks & Culture Manager, Greg Scott  
Financial Services Manager, Dean Krejci  
Acting Planning Manager, Angus Schaffenburg  
Planner – Team Lead, Orlando Toews  
Planner, Tony Lindhout  
Planner, Quincy Brown  
Social Planning Manager, Scott Cameron



Controller – Property Taxation, Deb Stott  
Program Coordinator – Housing, Roxana Nielsen Stewart  
Environmental Initiatives Supervisor, Nancy Hackett  
Secondary Suite Coordinator, Beth McLaughlin  
Transportation Planning Engineer, Shanti Acharjee  
Bylaw Research Coordinator, Julia Townell

## MINUTES

Moved by Councillor Frank Wong, seconded by Councillor Buck Buchanan

**“Resolved** that the Monday, February 7, 2011, Council Meeting Minutes be approved with the following amendments:

Pages 13 & 14 Councillor Wong registered a vote in favour and Councillor Buchanan was opposed

Page 12 Under Youth & Volunteer Centre the second last paragraph should begin with the word ‘Continue.’

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

## POINTS OF INTEREST

Mayor Flewwelling recognized the **100<sup>th</sup> Anniversary of the Village of North Red Deer - Incorporated as a Village on February 17, 1911**, which used to encompass Riverside Meadows, Upper Fairview and parts of Highland Green and Oriole Park. Ms. Shirley Hocken, President of the Riverside Meadows Association, and others from the community were in attendance. A formal event recognizing this anniversary will be held on August 27, 2011.



Councillor Paul Harris, along with City Manager Craig Curtis, attended the **FCM Sustainability Conference** in Victoria. Councillor Harris spoke to the interesting discussions raised.

Councillor Paul Harris spoke to the **Council Retreat** held on February 18 & 19 and the value to Council in terms of insight, inspiration, and hard work.

Councillor Lynne Mulder also spoke to the Council Retreat and the opportunity to build a team and foundation for the next three years.

Councillor Dianne Wyntjes expressed her pleasure at representing The City at a recent event sponsored by the **Canadian Paraplegic Association**.

Councillor Buck Buchanan spoke to the February 9 **breakfast with 18 provincial Ministers** and the opportunity to interact with them.

Councillor Buck Buchanan attended an event hosted by the **Red Deer Tai Chi Society** recognizing the **Year of the Rabbit**.

Mayor Morris Flewelling indicated Council also had the opportunity to attend an **MLA Breakfast** on February 18<sup>th</sup>.

## UNFINISHED BUSINESS

### Year Round Market and Artisan Spaces Report

Division: Community Services

Department: Culture Services

Moved by Councillor Buck Buchanan, seconded by Councillor Cindy Jefferies

**“Resolved** that Council of The City of Red Deer hereby agrees to lift from the table consideration of the Year Round Market and Artisan Spaces Report.”



IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION TO LIFT FROM THE TABLE CARRIED**

Moved by Councillor Cindy Jefferies, seconded by Councillor Dianne Wyntjes

**“Resolved** that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager, dated February 9, 2011, Re: Year Round Market and Artisan Spaces Report, hereby agrees to table consideration of the report to the Monday, March 21, 2011 Council meeting.”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION TO TABLE CARRIED**

**Express Newspaper Boxes Pilot Program - 2009**

Division: Development Services

Department: Engineering Services

Council agreed to accept the report of the Engineering Services Manager for information.

**REPORTS**

**Annual Mediation Report**

Division: Planning Services

Department: Inspections & Licensing

Council agreed to accept the report of the Inspections & Licensing Department for information.



## **Environmental Advisory Committee Annual Report**

Division: Development Services

Department: Environmental Services

Council accepted with appreciation the annual report of the Environmental Advisory Committee.

## **UNFINISHED BUSINESS**

### **Land Use Bylaw Amendment 3357/B-2011 – Secondary Suite Regulations**

Division: Planning Services

Department: Planning and Inspections & Licensing

Councillor Buck Buchanan left Council Chambers at 3:36 p.m. and returned at 3:37 p.m.

Councillor Buck Buchanan left Council Chambers at 3:50 p.m. and returned at 3:53 p.m.

Prior to consideration of Land Use Bylaw Amendment 3357/B-2011, the following tabling resolution was introduced and passed.

Moved by Councillor Lynne Mulder, seconded by Councillor Buck Buchanan

**“Resolved** that Council of The City of Red Deer having considered the report from the Planning and Inspections & Licensing departments, hereby agrees to table consideration of Land Use Bylaw Amendment 3357/B-2011 – Secondary Suite Regulations until March 21, 2011 to accommodate the inclusion of:

- I. A revised purpose statement (9.1):
  - (a) Remove ‘infill’
  - (b) Add Objectives for secondary suites:
    - Affordable housing
    - Make home ownership more affordable
    - Increase density of communities – environmental stewardship
    - Bring population back to neighbourhoods
    - Safety



2. Deleting items (9.8)(a)(v) and (9.8)(b)(ii)
3. Deleting the proposed item (9.9) and replace it with the following item (9.9):

- (9.9) In determining the impact of a proposed secondary suite, the Development Authority shall not consider the following:
- (a) The condition of the property; and
  - (b) The behaviour of the occupants of the property.

As these items will be enforced as set out in the Community Standards Bylaw and other legislation.”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Chris Stephan

MOTION TO TABLE CARRIED

### **West Park East Secondary Suite Applications**

Division: Planning Services

Departments: Planning and Inspections & Licensing

Ms. Loni Parr, Chair of the Secondary Suite Ad Hoc Committee was in attendance to speak to this item.

Councillor Buck Buchanan left Council Chambers at 4:55 p.m. and returned at 4:57 p.m.

Councillor recessed at 5:09 p.m. and reconvened at 5:59 p.m.



## PUBLIC HEARINGS

A Public Hearing was held with respect to **Land Use Bylaw Amendment 3357/A-2011 Portable Signs in Residential Areas** which provides for a minor change to sub section 3.4

(9)(b)(i) to ensure the intent of the bylaw is clear that portable signs are a permitted use in C1, C1A, C3, C4, I1, I2 and discretionary in all other Districts except residential districts, in which they are neither permitted nor discretionary. As no one was in attendance to speak for or against the bylaw amendment, Mayor Morris Flewwelling declared the Public Hearing closed.

## BYLAWS

### **Land Use Bylaw Amendment 3357/A-2011 Portable Signs in Residential Areas**

Division: Planning Services

Department: Planning

Moved by Councillor Dianne Wyntjes, seconded by Councillor Chris Stephan

That Bylaw 3357/A-2011 be read a second time (Land Use Bylaw Amendment 3357/A-2011 provides for a minor change to sub section 3.4 (9) (b) (i) to ensure the intent of the bylaw is clear that portable signs are a permitted use in C1, C1A, C3, C4, I1, I2 and discretionary in all other Districts except residential districts, in which they are neither permitted nor discretionary.)

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Chris Stephan

MOTION CARRIED

Moved by Councillor Dianne Wyntjes, seconded by Councillor Chris Stephan



That Bylaw 3357/A-2011 be read a third time.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Chris Stephan

MOTION CARRIED

## PUBLIC HEARINGS

Prior to consideration of this item, Councillor Tara Veer declared a pecuniary interest as she owns property in the area under discussion. Councillor Tara Veer left Council Chambers at 6:09 p.m.

A Public Hearing was held with respect to **Disposal of Municipal Reserve / Sunnybrook South, Lot 31MR, Block 8, Plan 0840421 and Lot 32, Block 8, Plan 0840421** which provides for a Boundary Adjustment of Residential and MR Lots in Sunnybrook South, being Lot 31MR, Block 8, Plan 0840421 and Residential Lot 32, Block 8, Plan 0840421. As no one was present to speak for or against the Disposal of Municipal Reserve, Mayor Morris Flewwelling declared the Public Hearing closed.

Following the Public Hearing, Council agreed to consider the Disposal of Municipal Reserve.

**Boundary Adjustment / Disposal of Municipal Reserve  
Sunnybrook South Lot31MR, Block 8, Plan 0840421 and Lot 32, Block 8, Plan 0840421**

Division: Planning Services

Department: Land & Economic Development

Moved by Councillor Buck Buchanan, seconded by Councillor Cindy Jefferies



**“Resolved** that Council of the City of Red Deer after considering the report from the Land Services Specialist, dated January 28, 2011, re: Boundary Adjustment of Residential and MR Lots in Sunnybrook South, Being Lot 31MR, Block 8, Plan 0840421 and Residential Lot 32, Block 8, Plan 0840421, hereby agrees to the Disposal of Municipal Reserve lands described as:

“All that portion of Lot 31MR, Block 8, Plan 084 0421 lying within Plan\_\_\_\_\_”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Frank Wong, Councillor Dianne Wyntjes

ABSENT: Councillor Tara Veer

MOTION CARRIED

Councillor Tara Veer returned to Council Chambers at 6:12 p.m.

### **West Park East Secondary Suite Applications - continued**

Division: Planning Services

Departments: Planning and Inspections & Licensing

Moved by Councillor Paul Harris, seconded Councillor Cindy Jefferies

**“Resolved** that Council of The City of Red Deer having considered the report from the Planning and Inspections & Licensing departments dated February 10, 2011, Re: West Park East Secondary Suite Applications, hereby directs that administration prepare a Land Use Bylaw amendment that will remove any caps, across the city, with respect to Secondary Suites.”

IN FAVOUR: Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Chris Stephan



OPPOSED: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION DEFEATED

Moved by Councillor Chris Stephan, seconded by Councillor Cindy Jefferies

**“Resolved** that Council of The City of Red Deer having considered the report from the Planning and Inspections & Licensing departments dated February 10, 2011, Re: West Park East Secondary Suite Applications, hereby directs that administration prepare a resolution that would amend the Secondary Suite zone boundary map by removing the sub-areas from West Park.”

IN FAVOUR: Councillor Paul Harris, Councillor Chris Stephan

OPPOSED: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION DEFEATED

Moved by Councillor Tara Veer, seconded by Councillor Frank Wong

**“Resolved** that Council of The City of Red Deer having considered the report from the Planning and Inspections & Licensing departments dated February 10, 2011, Re: West Park East Secondary Suite Applications, hereby recommends that the 15% cap on secondary suites in West Park East not be changed and that administration work with suite owners to ensure all unapproved suites are removed within six months.”

IN FAVOUR: Councillor Buck Buchanan, Councillor Tara Veer, Councillor Frank Wong



OPPOSED: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Dianne Wyntjes

MOTION DEFEATED

Moved by Councillor Lynne Mulder, seconded by Councillor Dianne Wyntjes

**“Resolved** that Council of The City of Red Deer having considered the report from the Planning and Inspections & Licensing departments, dated February 10, 2011, Re: West Park East Secondary Suite Applications, hereby directs Administration to prepare a Land Use Bylaw Amendment to increase the West Park East secondary suite density limit up to 23% to allow for the processing of the 12 pending applications and that no further applications for secondary suites in West Park East be accepted until the combined number of discretionary approved and legal non-conforming suites falls below the current 15% cap.”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Dianne Wyntjes

OPPOSED: Councillor Buck Buchanan, Councillor Paul Harris, Councillor Chris Stephan, Councillor Frank Wong

MOTION CARRIED

## REPORTS

### **Community Housing Advisory Board Recommendation - Homelessness Partnering Strategy (HPS) Community Plan Template Approval**

Division: Community Services

Department: Social Planning

Councillor Paul Harris left Council Chambers at 7:09 p.m. and returned at 7:11 p.m.



Moved by Councillor Lynne Mulder, seconded by Councillor Buck Buchanan

**“Resolved** that Council of The City of Red Deer having considered the report from the Housing Coordinator, dated February 10, 2011, Re: Homelessness Partnering Strategy (HPS) Community Plan Template Approval, hereby approves the Community Plan 2011-2014 Homelessness Partnering Strategy Annex B: Community Plan and Annex C: Priorities (2011 – 2014) documents as presented.”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

## CORRESPONDENCE

### **Terry Fox Foundation Portable Signs – Request for Change to Regulations in the Land Use Bylaw**

Division: Planning Services

Department: Inspections & Licensing

Moved by Councillor Tara Veer, seconded by Councillor Buck Buchanan

**“Resolved** that Council of The City of Red Deer having considered the report from the Bylaw Research Coordinator, dated February 8, 2011, Re: Terry Fox Foundation Portable Signs, hereby directs administration to prepare for Council’s consideration at the April 4, 2011 Council Meeting, a bylaw amendment that will allow portable signs as follows:

- a) in conjunction with special events permits;
- b) to be permitted within a specified time frame, including set up and take down; and
- c) to provide for signs within public rights of way at the discretion of the development officer.”



IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

**Mr. Ayman Hamdan, # 1 Wigmore Close - Request for Tax Relief**

Division: Corporate Services

Department: Revenue & Assessment

Mr. Ayman Hamdan was in attendance to speak to his submission.

Moved by Councillor Dianne Wyntjes, seconded by Councillor Lynne Mulder

**“Resolved** that Council of The City of Red Deer having considered the report from the Controller – Property Taxation, dated February 9, 2011, Re: Ayman Hamdan – Request for Tax Relief – Roll #820730, hereby agrees that the taxes and penalties applied to this tax roll not be waived.”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

**REPORTS**

**Red Deer Curling Centre – Request for Funding**

Division: Corporate Services & Community Services

Department: Financial Services & Recreation, Parks & Culture



Mr. Scott Dickson, Board Chair, and Mr. Eldon Raab, Executive Director, of the Red Deer Curling Club were in attendance to speak to this item.

Moved by Councillor Cindy Jefferies, seconded by Councillor Lynne Mulder

**“Resolved** that Council of The City of Red Deer having considered the report from the Financial Services Manager and Recreation, Parks & Culture Manager, dated February 15, 2011, Re: Red Deer Curling Centre, Request for Funding, hereby agrees as follows:

1. Defer the consideration of the request for funding from the Red Deer Curling Centre due to the policy framework regarding how and when capital grants and/or loans to community organizations not being complete.
2. Directs that the request for funding from the Red Deer Curling Centre be considered as part of the 2012 budget process to allow for prioritization against other requests.
3. That the Red Deer Curling Centre project be considered and prioritized with other Recreation, Parks & Culture projects.
4. That the Red Deer Curling Centre further explores the feasibility of the existing building's suitability for renovation, with such an assessment to be brought back for Council's information.”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

**UNFINISHED BUSINESS****Gaetz Avenue Revitalization – Two-way to One-way traffic on Gaetz Avenue between Ross Street and 49 Street**

Division: Development Services

Department: Engineering Services

Moved by Councillor Buck Buchanan, seconded by Councillor Chris Stephan

**“Resolved** that Council of The City of Red Deer having considered the report from the Transportation Planning Engineer and the Engineering Services Manager, dated February 9, 2011, Re: Gaetz Avenue Revitalization (46 Street to 52 Street), Two-Way to One-Way Traffic on Gaetz Avenue between Ross and 40 Street, hereby amends the Gaetz Avenue Revitalization Report as a planning document to include Option 2, Gaetz Avenue between Ross Street and 49 Street as one-way traffic.”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

**DC 5.1 Transportation/Movement Study Terms of Reference (ToR) Resubmission**

Division: Development Services

Department: Development Services Directorate

Moved by Councillor Lynne Mulder, seconded by Councillor Paul Harris

**“Resolved** that Council of The City of Red Deer having considered the report from the Development Services Director, dated February 9, 2011, Re: DC 5.1 Transportation/Movement Study Terms of Reference Submission, hereby approves the revised Terms of Reference as presented for Area of Emphasis DC 5.1.”



IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

## BYLAWS

### **Land Use Bylaw Amendment 3357/E-2011 To Amend the C4 Commercial (Major Arterial) District to Allow Health and Medical Services as a Discretionary Use**

Division: Planning Services

Department: Planning

Moved by Councillor Buck Buchanan, seconded by Councillor Tara Veer

That Bylaw 3357/E-2011 be read a first time (Land Use Bylaw Amendment 3357/E-2011 amends the C-4 Zone to allow health and medical services as a discretionary use.)

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

## NOTICE OF MOTION

### **Fluoridation of Water**

Councillor Buck Buchanan

The Notice of Motion as set out below was introduced.



"Whereas Council of The City of Red Deer recognizes the public debate regarding fluoridation of drinking water; and

Whereas there are many conflicting opinions as to the benefits and detriments to this practice; and

Whereas, in the mid 1950s, The City of Red Deer by way of plebiscite heard from electors and instituted the practice of adding fluoride to drinking water;

Therefore be it resolved that Council directs administration to prepare a question for consideration by the electorate, in conjunction with the 2013 municipal election, to acquire Red Deer citizens' direction with respect to the practice of adding fluoride to drinking water."

## ADJOURNMENT

Moved by Councillor Chris Stephan, seconded by Councillor Buck Buchanan

**"Resolved** that the Monday, February 22, 2011, regular meeting of The City of Red Deer Council be adjourned at 9:51 p.m."

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

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MAYOR

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CITY CLERK



**DATE:** February 14, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Kevin Joll, Transit Manager  
**SUBJECT:** January 12, 2011 City Council Resolution – Low Income Transit Fare Report

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### History

On January 12, 2011 City Council passed the following resolution.

**"Resolved** that Council of The City of Red Deer having considered the Red Deer 2011 Operating Budget hereby directs that administration prepare a report, to be brought back for Council's consideration within two months, outlining the impacts of a plan to reduce transit fares for those potentially disadvantaged citizens such as AISH recipients and seniors who have low income thresholds."

### Discussion

There is substantial research required to prepare this report, and additional time is needed to fulfill this directive. An extension is requested with inclusion on the City Council Agenda of April 18, 2011.

### Recommendation:

That Council approve the time extension and direct Administration to prepare the Low Income Transit Report for the April 18, 2011 Council Agenda.

Kevin Joll  
Manager, Transit Department

*Comments:*

I support the recommendation of Administration.

“Craig Curtis”  
City Manager

ORIGINAL



**Council Decision – March 7, 2011**

**DATE:** March 9, 2011  
**TO:** Kevin Joll, Transit Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Low Income Transit Fare Report – January 12, 2011 Council Resolution

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**Reference Report:**

Transit Manager report dated February 14, 2011

**Resolution:**

The following resolution was passed during the regular Council meeting held on Monday, March 7, 2011:

**“Resolved** that Council of The City of Red Deer having considered the report from the Transit Manager, dated February 14, 2011, Re: Low Income Transit Fare Report, hereby agrees to table consideration of the report to the Monday, April 18, 2011 Council meeting.”

**Report back to Council:** Yes

**Comments/Further Action:**

Administration to provide an updated report in response to the Tabling Resolution at the April 18, 2011 Regular Council Meeting.

A handwritten signature in black ink, appearing to read 'Elaine Vincent', written in a cursive style.

Elaine Vincent  
Legislative & Governance Services Manager

c Colleen Jensen, Director of Community Services  
Corporate Meeting Coordinator

**DATE:** February 14, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Kevin Joll, Transit Manager

**SUBJECT:** January 12, 2011 City Council Resolution – Low Income Transit Fare Report

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### **History**

On January 12, 2011 City Council passed the following resolution.

**“Resolved** that Council of The City of Red Deer having considered the Red Deer 2011 Operating Budget hereby directs that administration prepare a report, to be brought back for Council’s consideration within two months, outlining the impacts of a plan to reduce transit fares for those potentially disadvantaged citizens such as AISH recipients and seniors who have low income thresholds.”

### **Discussion**

There is substantial research required to prepare this report, and additional time is needed to fulfill this directive. An extension is requested with inclusion on the City Council Agenda of April 18, 2011.

### **Recommendation:**

That Council approve the time extension and direct Administration to prepare the Low Income Transit Report for the April 18, 2011 Council Agenda.



---

Kevin Joll  
Manager, Transit Department

## Christine Kenzie

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

To: Kevin Joll  
Cc: Elaine Vincent; Frieda McDougall  
Subject: Excerpt from January 12, 2011 Operating Budget Minutes

Attachments: January 12 2011 Council Minutes Excerpt.pdf



January 12 2011  
Council Minute...

I have attached an excerpt from the January 12, 2011 Operating Budget Minutes. At the bottom of the first page you will see the motion from Paul Harris and Dianne Wyntjes regarding preparing a report, to be brought back for Council's consideration within two months, outlining the impact of a plan to reduce transit fares for those potentially disadvantaged citizens such as AISH recipients and seniors who have low income thresholds.

I don't see that we sent out a Council Decision letter on this item to you after the January 12th Council meeting. Our mistake.

If you want to prepare a memo requesting additional time to prepare the report, we can put it on the February 22nd Council Agenda (would need the memo by the end of today) or for inclusion on the March 7th Council Agenda.....

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

*Kevin Joll* 8228  
*Out of Budget*  
*- Paul Harris*  
*- meeting reduced fares for*  
*those on low income*  
*→*

OPPOSED: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION DEFEATED

Moved by Councillor Frank Wong, seconded by Councillor Tara Veer

**“Resolved** that Council of The City of Red Deer having considered the Recommended Cost Savings as part of the 2011 Operating Budget hereby agrees that Council member’s attendance at conferences be limited to two per year, with exceptions being approved by Council.”

IN FAVOUR: Councillor Buck Buchanan, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong

OPPOSED: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Dianne Wyntjes

MOTION DEFEATED

Moved by Councillor Chris Stephan, seconded by Councillor Buck Buchanan

**“Resolved** that Council of The City of Red Deer having considered the Red Deer 2011 Operating Budget hereby agrees to the addition of six police officers for a 2011 commencing June 1, 2011 for an estimated staffing cost of \$381,435 and one-time costs of \$10,000.”

IN FAVOUR: Councillor Paul Harris, Councillor Chris Stephan,

OPPOSED: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION DEFEATED

Council recessed at 3:05 p.m. and reconvened at 3:20 p.m.

Moved by Councillor Paul Harris, seconded by Councillor Dianne Wyntjes

**“Resolved** that Council of The City of Red Deer having considered the Red Deer 2011 Operating Budget hereby directs that administration prepare a report, to be brought back for Council’s consideration within two months, outlining the impact of a plan to

reduce transit fares for those potentially disadvantaged citizens such as AISH recipients and seniors who have low income thresholds.”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Frank Wong, seconded by Councillor Chris Stephan

“**Resolved** that Council of The City of Red Deer having considered the Recommended Cost Savings as part of the Red Deer 2011 Operating Budget hereby agrees that the Council meal budget be reduced by \$3,000.”

IN FAVOUR: Councillor Buck Buchanan, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder

MOTION CARRIED

Moved by Councillor Dianne Wyntjes, seconded by Councillor Chris Stephan

“**Resolved** that Council of The City of Red Deer having considered the Red Deer 2011 Operating Budget hereby agrees to the addition of three police officers for a 2011 commencing June 1, 2011 for an estimated staffing cost of \$190,718 and one-time costs of \$5,000.”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Buck Buchanan, Councillor Tara Veer

MOTION CARRIED

Moved by Councillor Tara Veer, seconded by Councillor Paul Harris

“**Resolved** that Council of The City of Red Deer having considered the Red Deer 2011 Operating Budget hereby agrees reconsider the RP&C item 62.0 with respect to G.H. Dawe Community Centre Increase to Operating Part II.”

## Christine Kenzie

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**To:** Kevin Joll  
**Subject:** Request to Table Low Income Transit Fare Report -- Moved to March 7th Council meeting

BACKUP INFORMATION  
~~NOT SUBMITTED TO COUNCIL~~

After reviewing items for the February 22nd Council Agenda with Craig and Morris this morning, Craig has asked that your report be dealt with at the March 7th Council Meeting. No need to revise the report -- I will put it forward to the March 7th Council Agenda. We have a lot of items on the February 22nd Council Agenda -- and it was noted that this was not a critical item and that it could be postponed to the next Council meeting.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)



**Legislative & Governance Services**

**DATE:** March 1, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Review of The City's Snow & Ice Control Policy

---

***History***

At the January 12, 2011 Council Budget Meeting the following resolution was passed:

**“Resolved** that Council of The City of Red Deer hereby directs that a plan for the complete review of The City's Snow & Ice Control Policy, including public consultation, be brought back to Council for approval within two months.”

***Discussion***

Administration will require more time to complete the plan and has requested an extension to the Monday, April 18, 2011 Council Meeting.

***Recommendation***

That Council table consideration of the plan for a complete review of The City's Snow & Ice Control Policy, including public consultation, to the Monday, April 18, 2011 Council Meeting.

Elaine Vincent  
Manager

*Comments:*

I support the recommendation of Administration.

“Craig Curtis”  
City Manager

**DATE:** March 9, 2011

**TO:** Lorraine Poth, Director of Corporate Services  
Paul Goranson, Director of Development Services

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Review of The City's Snow & Ice Control Policy

---

**Reference Report:**

Legislative & Governance Services department dated March 1, 2011

**Resolution:**

The following resolution was passed during the regular Council meeting held on Monday, March 7, 2011:

**"Resolved** that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager, March 1, 2011, Re: Review of The City's Snow & Ice Control Policy , hereby agrees to table consideration of the report to the Monday, April 18, 2011 Council meeting."

**Report back to Council:** Yes

**Comments/Further Action:**

Administration to provide an updated report in response to the Tabling Resolution at the April 18, 2011 Regular Council Meeting.



Elaine Vincent  
Legislative & Governance Services Manager

c Greg Sikora, Public Works Manager  
Kim Woods, Policy & Research Coordinator  
Christine Kenzie, Corporate Meeting Coordinator

## Legislative &amp; Governance Services

**DATE:** March 1, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Review of The City's Snow & Ice Control Policy

---

**History**

At the January 12, 2011 Council Budget Meeting the following resolution was passed:

**"Resolved** that Council of The City of Red Deer hereby directs that a plan for the complete review of The City's Snow & Ice Control Policy, including public consultation, be brought back to Council for approval within two months."

**Discussion**

Administration will require more time to complete the plan and has requested an extension to the Monday, April 18, 2011 Council Meeting.

**Recommendation**

That Council table consideration of the plan for a complete review of The City's Snow & Ice Control Policy, including public consultation, to the Monday, April 18, 2011 Council Meeting.



Elaine Vincent  
Manager

**Legislative & Governance Services**

**DATE:** March 1, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Initiation of Expropriation Proceedings for Lands Required for the North Highway Connector (NHC) (Bucci Corp)

---

**History**

At the Monday, September 20, 2010 Council Meeting, this item was requested to be pulled from the table to allow administration time to review new information received. It was requested that this item be tabled to the October 4, 2010 Council Meeting. The following tabling resolution was passed:

**“Resolved** that Council of the City of Red Deer hereby tables consideration of the report from the Engineering Services Manager and Land Services Specialist, dated September 7, 2010, re: Initiation of Expropriation Proceedings for Lands Required for the North Highway Connector (NHC) (Bucci Investment Corporation), to the Monday, October 4, 2010 Council Meeting.”

At the October 4, 2010 Council Meeting, Administration requested extra time to prepare the report and the following resolution was passed:

**“Resolved** that Council of the City of Red Deer hereby agrees to table consideration of the Initiation of Expropriation proceedings for lands required for the North Highway Connector (NHC) (Bucci Corp.) to the first regular Council Meeting in March, 2011.”

**Discussion**

Administration has received a new appraisal for the property and will be proceeding with a new offer to purchase to Bucci Investment Corporation. If the offer is not accepted, a report will come back to the May 16, 2011 Council Meeting requesting the approval to initiate expropriation proceedings for the lands required for the North Highway Connector.

**Recommendation**

That Council:

1. Lift from the table consideration of the Initiation of Expropriation proceedings for lands required for the North Highway Connector (NHC) (Bucci Corp.).
2. Pass a resolution to re-table consideration of the Initiation of Expropriation proceedings for lands required for the North Highway Connector (NHC) (Bucci Corp.) to the May 16, 2011 Council Meeting.

Elaine Vincent  
Manager

*Comments:*

I support the recommendation of Administration.

“Craig Curtis”  
City Manager

ORIGINAL



Council Decision – March 7, 2011

*C: Chapman Riebeck  
Don Simpson  
Michelle Baer*

**DATE:** March 9, 2011  
**TO:** Howard Thompson, Land & Economic Development Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Initiation of Expropriation Proceedings for Lands Required for the North Highway Connector (NHC) (Bucci Corp)

---

**Reference Report:**

Legislative & Governance Services Manager report dated March 1, 2011

**Resolutions:**

The following resolution was passed during the regular Council meeting held on Monday, March 7, 2011:

**“Resolved** that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager, March 1, 2011, Re: Initiation of Expropriation Proceedings for Lands Required for the North Highway Connector (NHC) (Bucci Corp.), hereby agrees to table consideration of the report to the Monday, May 16, 2011 Council meeting.”

**Report back to Council:** Yes

**Comments/Further Action:**

Administration has received a new appraisal for the property and will be proceeding with a new offer to purchase to Bucci Investments Corporation. If the new offer is not accepted a report will come back to the May 16, 2011 Council meeting requesting the approval to initiate expropriation proceedings of land required for the North Highway Connector.

A handwritten signature in cursive script, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Legislative & Governance Services Manager

c Paul Goranson, Director of Development Services  
Liz Soley, Land Services Specialist  
Corporate Meeting Coordinator

DM 1077891

## Legislative &amp; Governance Services

**DATE:** March 1, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Initiation of Expropriation Proceedings for Lands Required for the North Highway Connector (NHC) (Bucci Corp)

---

**History**

At the Monday, September 20, 2010 Council Meeting, this item was requested to be pulled from the table to allow administration time to review new information received. It was requested that this item be tabled to the October 4, 2010 Council Meeting. The following tabling resolution was passed:

**"Resolved** that Council of the City of Red Deer hereby tables consideration of the report from the Engineering Services Manager and Land Services Specialist, dated September 7, 2010, re: Initiation of Expropriation Proceedings for Lands Required for the North Highway Connector (NHC) (Bucci Investment Corporation), to the Monday, October 4, 2010 Council Meeting."

At the October 4, 2010 Council Meeting, Administration requested extra time to prepare the report and the following resolution was passed:

**"Resolved** that Council of the City of Red Deer hereby agrees to table consideration of the Initiation of Expropriation proceedings for lands required for the North Highway Connector (NHC) (Bucci Corp.) to the first regular Council Meeting in March, 2011."

**Discussion**

Administration has received a new appraisal for the property and will be proceeding with a new offer to purchase to Bucci Investment Corporation. If the offer is not accepted, a report will come back to the May 16, 2011 Council Meeting requesting the approval to initiate expropriation proceedings for the lands required for the North Highway Connector.

**Recommendation**

That Council:

1. Lift from the table consideration of the Initiation of Expropriation proceedings for lands required for the North Highway Connector (NHC) (Bucci Corp.).
2. Pass a resolution to re-table consideration of the Initiation of Expropriation proceedings for lands required for the North Highway Connector (NHC) (Bucci Corp.) to the May 16, 2011 Council Meeting.



Elaine Vincent  
Manager

**Christine Kenzie**

---

**From:** Liz Soley  
**Sent:** February 16, 2011 2:06 PM  
**To:** Christine Kenzie  
**Subject:** RE: Table Bucci item

Darn, I was trying to clean stuff off my desk, and I am a little premature on this one..... Sorry. Looking forward to the covering memo and hopefully when legal gets done with Bucci, they will be signing our agreement!!

*Liz Soley*

---

**From:** Christine Kenzie  
**Sent:** February 16, 2011 2:02 PM  
**To:** Liz Soley  
**Subject:** RE: Table Bucci item

This won't be going on the February 22nd Council Agenda --- will include it on the March 7th Council Agenda. I'll do up a covering memo next week and run it by you.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

---

**From:** Liz Soley  
**Sent:** February 16, 2011 1:55 PM  
**To:** Christine Kenzie  
**Subject:** FW: Table Bucci item

As it is the 16<sup>th</sup> and I haven't been asked for a report, I am assuming that this request via email is going to suffice for an extension to our tabling motion??

*Liz Soley*

---

**From:** Liz Soley  
**Sent:** February 11, 2011 10:32 AM  
**To:** Elaine Vincent  
**Cc:** Christine Kenzie  
**Subject:** Table Bucci item

Good morning. I believe that the NHC Bucci expropriation item was to come back to Council on March 7<sup>th</sup>, we are requesting that this be tabled until May 16, 2011. As I am unsure of the protocol to request a time extension of a tabled item, I am hoping that this email will suffice.

We have received a new appraisal on this property and are going to proceed with a new offer to purchase and are hoping to be able to close this deal before then, but if our offer is not accepted, we will be informing Council on May 16, 2011 that our final offer has been denied and that we are going to proceed with expropriation.

Thank you,

*Liz Soley*

Land Services Specialist

Land & Economic Development

City of Red Deer

[liz.soley@reddeer.ca](mailto:liz.soley@reddeer.ca)

phone 403.356.8940

fax 403.342.8260

**Christine Kenzie**

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

**From:** Liz Soley  
**Sent:** February 11, 2011 10:32 AM  
**To:** Elaine Vincent  
**Cc:** Christine Kenzie  
**Subject:** Table Bucci item

Good morning. I believe that the NHC Bucci expropriation item was to come back to Council on March 7<sup>th</sup>, we are requesting that this be tabled until May 16, 2011. As I am unsure of the protocol to request a time extension of a tabled item, I am hoping that this email will suffice.

We have received a new appraisal on this property and are going to proceed with a new offer to purchase and are hoping to be able to close this deal before then, but if our offer is not accepted, we will be informing Council on May 16, 2011 that our final offer has been denied and that we are going to proceed with expropriation.

Thank you,

*Liz Soley*

Land Services Specialist  
Land & Economic Development  
City of Red Deer  
liz.soley@reddeer.ca  
phone 403.356.8940  
fax 403.342.8260



**Legislative & Governance Services**

**DATE:** March 1, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Oil & Gas Facility Abandonment Compensation Local Improvement

---

***History***

At the Monday, October 4, 2010 Council Meeting the following resolution was passed:

“**Resolved** that Council of the City of Red Deer, having considered the report from the Development Engineer and the Engineering Services Manager dated September 27, 2010 re: NAL Sour Gas Facilities Abandonment Compensation – Local Improvement hereby directs Administration to initiate a Local Improvement Plan for the abandonment of the NAL Sour Gas Facilities and directs administration to continue to explore alternative options for cost recovery and to bring back such options when the Local Improvement Bylaw is presented to Council.”

***Discussion:***

A report is attached from Administration regarding the Oil & Gas Facility Abandonment Agreement.

***Recommendation:***

That Council consider the recommendation contained in the attached report.

Elaine Vincent  
Manager

/attach.



**Date:** February 23, 2011  
**To:** City Manager  
**From:** Engineering Services Manager  
**Re:** Oil & Gas Facility Abandonment Agreement

---

The City of Red Deer has negotiated an agreement with NAL Resources Limited (NAL) which allows for four sour gas wells, the associated pipelines and a level 2 sour group pipeline within the City's Northeast sector to be abandoned by December 2012. The City's conditions of this agreement are that The City obtain the necessary approvals or agreements to recover the costs associated with this early abandonment of the facilities, and City Council's approval of the Oil & Gas Facility Abandonment Agreement prior to March 31, 2011. Administration is recommending a mutually acceptable agreement for the recovery of the associated costs from a group of benefiting select landowners be entered into, and approval of the removal of the conditions of the agreement.

Effective February 1, 2011, Conserve Oil Corporation has acquired all interests of NAL as related to this agreement.

**A. Background**

Future growth is planned for the northeast area of the city. A major impediment to urban development in this area is the existence of a level 2 sour pipeline and the four producing wells connecting to it. Beginning in 2006, The City has been working with NAL to ensure that the oil and gas wells do not prevent urban growth from expanding into this area.

The major challenge for urban growth is the level 2 sour pipeline. A level 2 sour pipeline has a 500 metre setback from any urban development. This setback affects the immediate city expansion area. The wells also pose a problem for growth but they are located further away from immediate city development and have a 100 metre setback from each well. Both the wells and the pipeline have an emergency planning zone which denotes an evacuation area if a sour gas breach occurs. The attached Figure 1 illustrates the developable land which is affected by the wells, associated pipeline and development setbacks.

Through the signing of an Oil and Gas Facility Abandonment Agreement in December 2009, The City has taken the initiative to arrange for the subject oil and gas facilities be abandoned from the northeast sector in exchange for The City paying compensation for the loss of future production from these wells and royalties.

The estimated timelines for the abandonment of the facilities are as follows:

- By December 31, 2011, Conserve Oil Corporation will shut down the 4 wells, associated pipelines that connect the 4 wells to the level 2 sour pipeline and the level 2 sour pipeline.
- On December 31, 2011, Conserve Oil Corporation will invoice The City for early abandonment of the facilities.
- By December 31, 2012, Conserve Oil Corporation will complete the abandonment of the facilities.

#### **B. Public Consultation**

##### **August 2008 Land Owner Meeting**

An initial landowner meeting was held by The City in August 2008. The meeting reviewed the impediments posed by the existing sour gas facilities on urban development in the northeast sector, shared possible solutions for early abandonment and estimated costs. The proposal included a two stage approach involving the early abandonment of some of the facilities and the construction of a substitute pipeline further east that would be shut down over the next 10 years. The estimated cost was approximately \$2.4M plus interest. The contemplated repayment option for this cost was through a Local Improvement Tax, however, The City indicated at that time that repayment by the landowners may be delayed until subdivision or redevelopment of the lands occurred.

##### **September 2010 Land Owner Meeting**

Since the initial land owner meeting held in 2008, The City entered into the conditional abandonment agreement to shut down all 4 wells and associated pipelines by the end of 2011 and complete the abandonment of the facilities by the end of 2012. No substitute pipeline will be required. As a result of this, and a review of the anticipated production life of the facilities, the project cost has reduced substantially and is now \$520,000.

A second landowner meeting was held in September 2010 whereby the revised cost for early abandonment was presented as well as the process for the Local Improvement Tax was reviewed. Since the August 2008 landowner meeting, The City has received legal clarification as to the ability of landowners to delay repaying their portion of the Local Improvement Tax until future redevelopment or subdivision occurs. It is found that the

intent of a Local Improvement Tax is to allow the benefiting parties the ability to repay the cost of the improvement over a period of time if need be, but not to delay the repayment indefinitely. Deferral of Local Improvement Tax as originally proposed would result in The City granting a loan to landowners which is not permitted in the MGA.

Comments received from the landowners has indicated very low support for the Local Improvement option.

**C. Further Focused Landowner Meeting**

Since the second landowner's meeting, Engineering Services Department has convened a Focused Landowner's meeting to explore an equitable voluntary payment option for the early abandonment of the NAL wells and pipelines. The Focused Landowner's Group consists of six landowners whose properties are more immediately developable, are interested in developing their property, and are willing to participate in a cost sharing agreement. This group of six landowners are indicated on Figure 2. The City is one of the landowners – NE 26.

Conditions of the funding agreement is as follows:

- The \$520,000 cost be pro-rated to reflect each landowner's benefiting area due to the development set back elimination.
- Timing of payment from the Focused Landowner's Group is coordinated with the conditions of the Oil & Gas Facility Abandonment Agreement between Conserve Oil Corporation and The City of Red Deer.
  - Full payment required by March 31, 2011.
  - Deferral of payment is optional until November 1, 2011 subject to acceptable securities.

All participants of the Focused Landowner's Group have agreed to and signed a Landowner Agreement.

**D. Recommendation**

The above information has been presented with the intent to inform Council of this mutually acceptable cost sharing agreement. We respectfully recommend that Council:

1. direct Administration to enter into the Landowner's Agreements for the payment of the early abandonment of the Oil & Gas facilities as outlined above, and
2. approve removal of conditions to the Oil & Gas Facility Abandonment Agreement.



---

Frank Colosimo, P.Eng.  
Engineering Services Manager

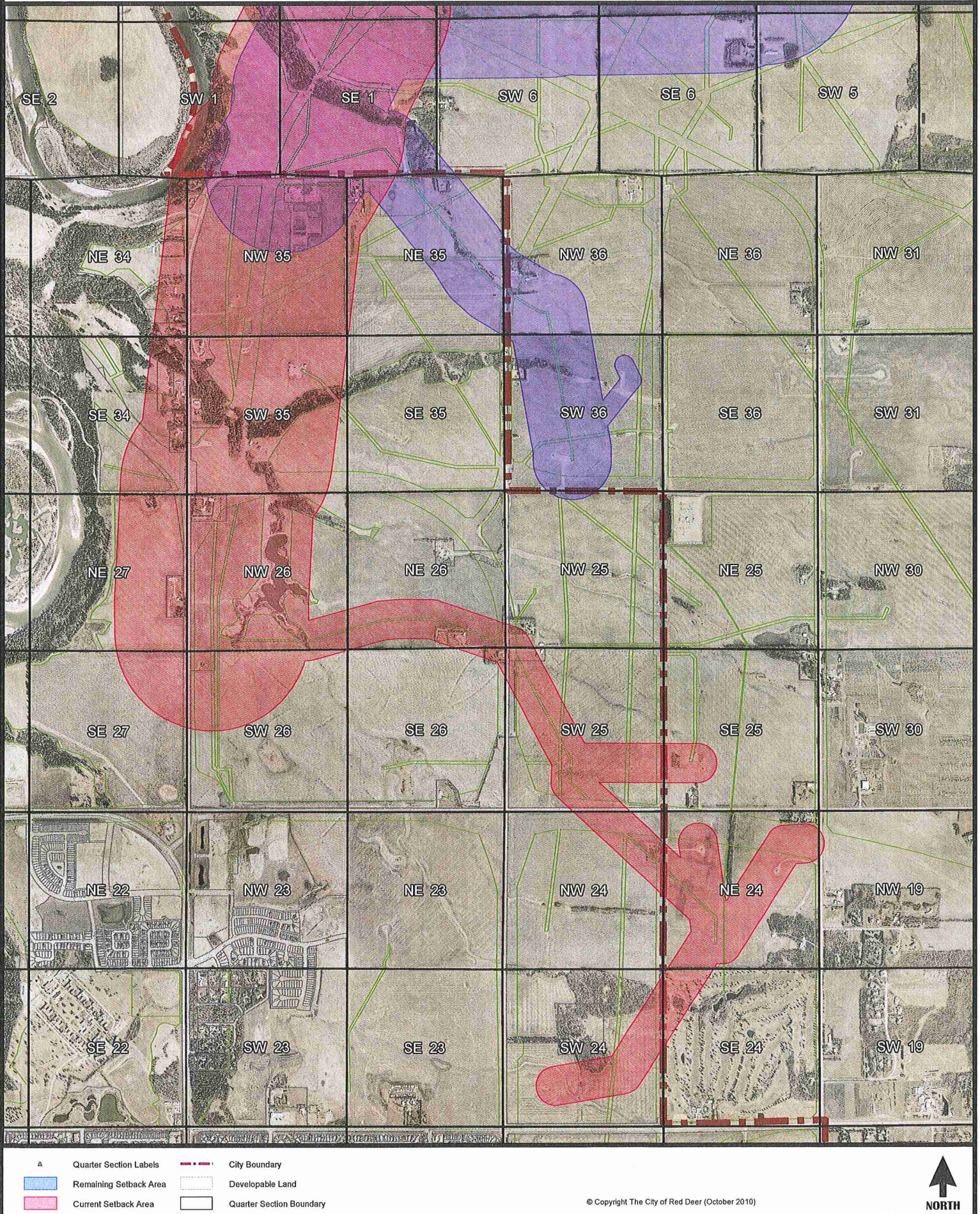
FC/ldr  
Attach.

- c.     Director of Development Services  
        Oil and Gas Specialist  
        Financial Services Manager  
        Land & Economic Development Manager  
        Director of Planning  
        Divisional Strategist  
        Project Coordinator

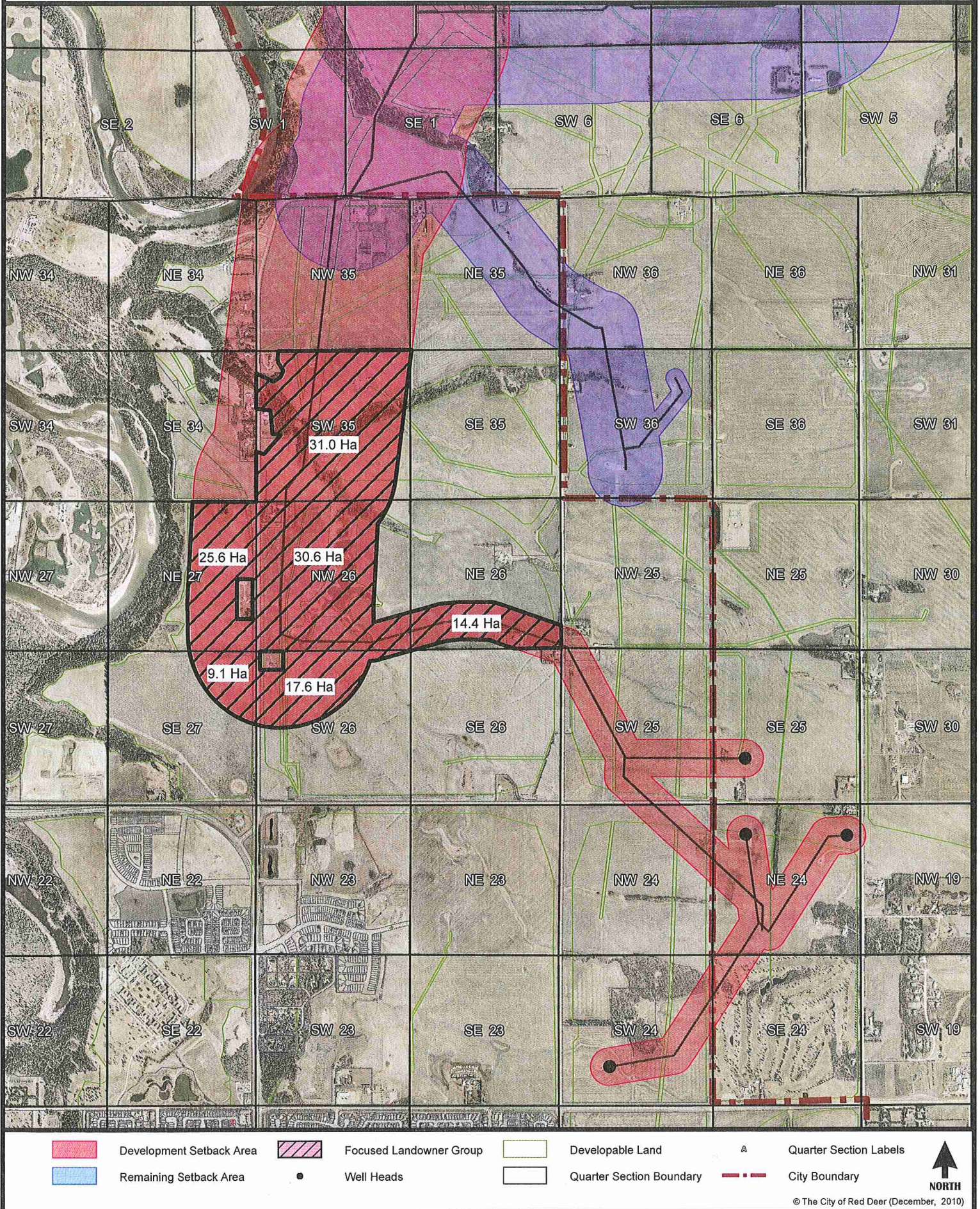


# Developable Land Affected by Well and Pipeline Proximity

## Figure 1



**Figure 2**



*Comments:*

I support strongly support the arrangement by which the landowners with more immediate development plans, which includes The City as an interested party, are willing to participate in a cost sharing agreement to pay for the abandonment of the oil & gas facility. The funding was approved in the 2011 budget. This is a successful outcome of negotiations with the interested landowners and represents a better alternative than the local improvement which was considered earlier.

“Craig Curtis”  
City Manager

**DATE:** March 9, 2011  
**TO:** Frank Colosimo, Engineering Services Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Oil & Gas Facility Abandonment Compensation Local Improvement

---

**Reference Report:**

Engineering Services Manager dated February 23, 2011

**Resolutions:**

At the Monday, March 7, 2011 Council Meeting the following resolutions were passed:

**“Resolved** that Council of The City of Red Deer having considered the report from the Engineering Services Manager dated February 23, 2011, Re: Oil & Gas Facility Abandonment Agreement, hereby directs Administration to enter into the Landowner’s Agreements for the payment of the early abandonment of the Oil and Gas facility with the following conditions:

1. The \$520,000 cost be pro-rated to reflect each landowner’s benefiting area due to the development set back elimination.
2. Timing of payment from the Focused Landowner’s Group is coordinated with the conditions of the Oil & Gas Facility Agreement between NAL and The City of Red Deer:
  - Full payment required by March 31, 2011.
  - Deferral of payment is optional until November 1, 2011 subject to acceptable securities.”

**“Resolved** that Council of The City of Red Deer having considered the report from the Engineering Services Manager dated February 23, 2011, Re: Oil & Gas Facility Abandonment Agreement and as The City has made appropriate cost-sharing arrangements with the main landowners affected, The City hereby approves the Oil & Gas Facility Abandonment Agreement dated December 11, 2009 and confirms the removal of The City’s conditions.”

**Report back to Council:** No

**Comments/Further Action:**

Administration to enter into the Land Owners Agreement for payment of the early abandonment of the Oil & Gas facilities and approves removal of the conditions of the Oil & Gas Facility Abandonment Agreement.

A handwritten signature in black ink, appearing to read 'Elaine Vincent', with a large, stylized 'V' and 'C'.

Elaine Vincent  
Legislative & Governance Services Manager

- c Lorraine Poth, Director of Corporate Services
- Paul Goranson, Director of Development Services
- Paul Meyette, Director of Planning Services
- Dean Krejci, Financial Services Manager
- Howard Thompson, Land & Economic Development Manager
- Jim Benum, Oil & Gas Specialist
- Jim Jorgensen, Divisional Strategist
- Lee Birn, Project Coordinator



## Submission Request For Inclusion on a Council Agenda

ORIGINAL

Requests to include a report on a Council Agenda must be received by 4:30pm on Monday (5 business days) prior to the scheduled meeting.

PLEASE NOTE: If reports are not received by Monday (5 business days) prior to the scheduled meeting/hearing the report may be moved to the next Agenda.

CONTACT INFORMATION		
Name of Report Writer:	Frank	
Department & Telephone Number:	8158	
REPORT INFORMATION		
Preferred Date of Agenda:	march 7.	
Subject of the Report (provide a brief description)	NAC. SOOR GAS FACILITY ABANDONMENT.	
Is this Time Sensitive? Why?	Yes, agreement expires March 31/11.	
What is the Decision/Action required from Council?	enter into agreement.	
Please describe Internal/External Consultation, if any.	FOCUSED LAND OWNER.	
Is this an In-Camera item?	NO.	
How does the Report link to the Strategic Plan and other existing Plans & Policies?		
Has Legal Counsel been consulted? Are there any outstanding issues? Please describe. Yes, NO.		
Are there any financial/budget implications? Please describe. Are there other organizational implications? Please describe. Yes, city req'd to pay portions of compensation.		
Presentation: (10 Min Max.)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Presenter Name and Contact Information:		
COMMUNITY IMPACT		
Should External Stakeholder(s) be advised of the Agenda item? (e.i. Community Groups, Businesses, Community Associations) If Yes, please provide the Contact Information for the External Stakeholder(s)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
External Stakeholder(s) Contact Information: (please provide, name, mailing address, telephone number and e-mail address)		
FOR LEGISLATIVE & GOVERNANCE SERVICES USE ONLY		
Has this been to CLT / City Manager Briefings/ Committees: MPC, EAC, CPAC (Please circle those that apply)		
CLT When/describe: _____	City Manager Briefings When/Describe: _____	Board(s) / Committee(s) When/Describe: _____
Do we need Communications Support?		
<input type="checkbox"/> YES		<input type="checkbox"/> NO

Please return completed form, along with report and any additional information to Legislative & Governance Services.

Legislative & Governance Services

**DATE:** March 1, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Oil & Gas Facility Abandonment Compensation Local Improvement

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***History***

At the Monday, October 4, 2010 Council Meeting the following resolution was passed:

***“Resolved*** that Council of the City of Red Deer, having considered the report from the Development Engineer and the Engineering Services Manager dated September 27, 2010 re: NAL Sour Gas Facilities Abandonment Compensation – Local Improvement hereby directs Administration to initiate a Local Improvement Plan for the abandonment of the NAL Sour Gas Facilities and directs administration to continue to explore alternative options for cost recovery and to bring back such options when the Local Improvement Bylaw is presented to Council.”

***Discussion:***

A report is attached from Administration regarding the Oil & Gas Facility Abandonment Agreement.

***Recommendation:***

That Council consider the recommendation contained in the attached report.



Elaine Vincent  
Manager

/attach.

ORIGINAL



REVISED  
REPORT

**Date:** February 23, 2011  
**To:** City Manager  
**From:** Engineering Services Manager  
**Re:** Oil & Gas Facility Abandonment Agreement

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The City of Red Deer has negotiated an agreement with NAL Resources Limited (NAL) which allows for four sour gas wells, the associated pipelines and a level 2 sour group pipeline within the City's Northeast sector to be abandoned by December 2012. The City's conditions of this agreement are that The City obtain the necessary approvals or agreements to recover the costs associated with this early abandonment of the facilities, and City Council's approval of the Oil & Gas Facility Abandonment Agreement prior to March 31, 2011. Administration is recommending a mutually acceptable agreement for the recovery of the associated costs from a group of benefiting select landowners be entered into, and approval of the removal of the conditions of the agreement.

Effective February 1, 2011, Conserve Oil Corporation has acquired all interests of NAL as related to this agreement.

**A. Background**

Future growth is planned for the northeast area of the city. A major impediment to urban development in this area is the existence of a level 2 sour pipeline and the four producing wells connecting to it. Beginning in 2006, The City has been working with NAL to ensure that the oil and gas wells do not prevent urban growth from expanding into this area.

The major challenge for urban growth is the level 2 sour pipeline. A level 2 sour pipeline has a 500 metre setback from any urban development. This setback affects the immediate city expansion area. The wells also pose a problem for growth but they are located further away from immediate city development and have a 100 metre setback from each well. Both the wells and the pipeline have an emergency planning zone which denotes an evacuation area if a sour gas breach occurs. The attached Figure 1 illustrates the developable land which is affected by the wells, associated pipeline and development setbacks.

Through the signing of an Oil and Gas Facility Abandonment Agreement in December 2009, The City has taken the initiative to arrange for the subject oil and gas facilities be abandoned from the northeast sector in exchange for The City paying compensation for the loss of future production from these wells and royalties.

The estimated timelines for the abandonment of the facilities are as follows:

- By December 31, 2011, Conserve Oil Corporation will shut down the 4 wells, associated pipelines that connect the 4 wells to the level 2 sour pipeline and the level 2 sour pipeline.
- On December 31, 2011, Conserve Oil Corporation will invoice The City for early abandonment of the facilities.
- By December 31, 2012, Conserve Oil Corporation will complete the abandonment of the facilities.

## **B. Public Consultation**

### **August 2008 Land Owner Meeting**

An initial landowner meeting was held by The City in August 2008. The meeting reviewed the impediments posed by the existing sour gas facilities on urban development in the northeast sector, shared possible solutions for early abandonment and estimated costs. The proposal included a two stage approach involving the early abandonment of some of the facilities and the construction of a substitute pipeline further east that would be shut down over the next 10 years. The estimated cost was approximately \$2.4M plus interest. The contemplated repayment option for this cost was through a Local Improvement Tax, however, The City indicated at that time that repayment by the landowners may be delayed until subdivision or redevelopment of the lands occurred.

### **September 2010 Land Owner Meeting**

Since the initial land owner meeting held in 2008, The City entered into the conditional abandonment agreement to shut down all 4 wells and associated pipelines by the end of 2011 and complete the abandonment of the facilities by the end of 2012. No substitute pipeline will be required. As a result of this, and a review of the anticipated production life of the facilities, the project cost has reduced substantially and is now \$520,000.

A second landowner meeting was held in September 2010 whereby the revised cost for early abandonment was presented as well as the process for the Local Improvement Tax was reviewed. Since the August 2008 landowner meeting, The City has received legal clarification as to the ability of landowners to delay repaying their portion of the Local Improvement Tax until future redevelopment or subdivision occurs. It is found that the

intent of a Local Improvement Tax is to allow the benefiting parties the ability to repay the cost of the improvement over a period of time if need be, but not to delay the repayment indefinitely. Deferral of Local Improvement Tax as originally proposed would result in The City granting a loan to landowners which is not permitted in the MGA.

Comments received from the landowners has indicated very low support for the Local Improvement option.

### **C. Further Focused Landowner Meeting**

Since the second landowner's meeting, Engineering Services Department has convened a Focused Landowner's meeting to explore an equitable voluntary payment option for the early abandonment of the NAL wells and pipelines. The Focused Landowner's Group consists of six landowners whose properties are more immediately developable, are interested in developing their property, and are willing to participate in a cost sharing agreement. This group of six landowners are indicated on Figure 2. The City is one of the landowners – NE 26.

Conditions of the funding agreement is as follows:

- The \$520,000 cost be pro-rated to reflect each landowner's benefiting area due to the development set back elimination.
- Timing of payment from the Focused Landowner's Group is coordinated with the conditions of the Oil & Gas Facility Abandonment Agreement between Conserve Oil Corporation and The City of Red Deer.
  - Full payment required by March 31, 2011.
  - Deferral of payment is optional until November 1, 2011 subject to acceptable securities.

All participants of the Focused Landowner's Group have agreed to and signed a Landowner Agreement.

**D. Recommendation**

The above information has been presented with the intent to inform Council of this mutually acceptable cost sharing agreement. We respectfully recommend that Council:

1. direct Administration to enter into the Landowner's Agreements for the payment of the early abandonment of the Oil & Gas facilities as outlined above, and
2. approve removal of conditions to the Oil & Gas Facility Abandonment Agreement.

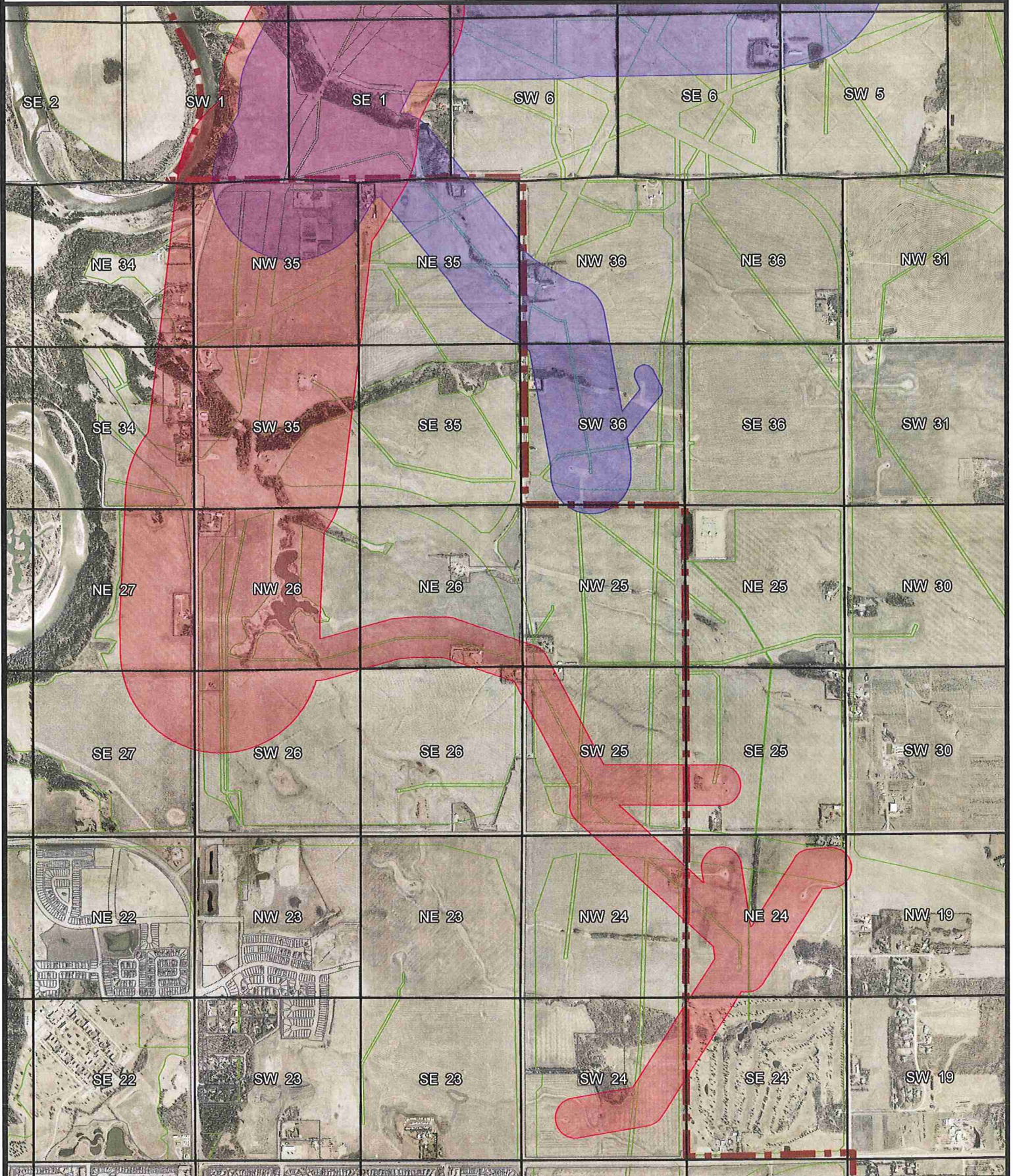


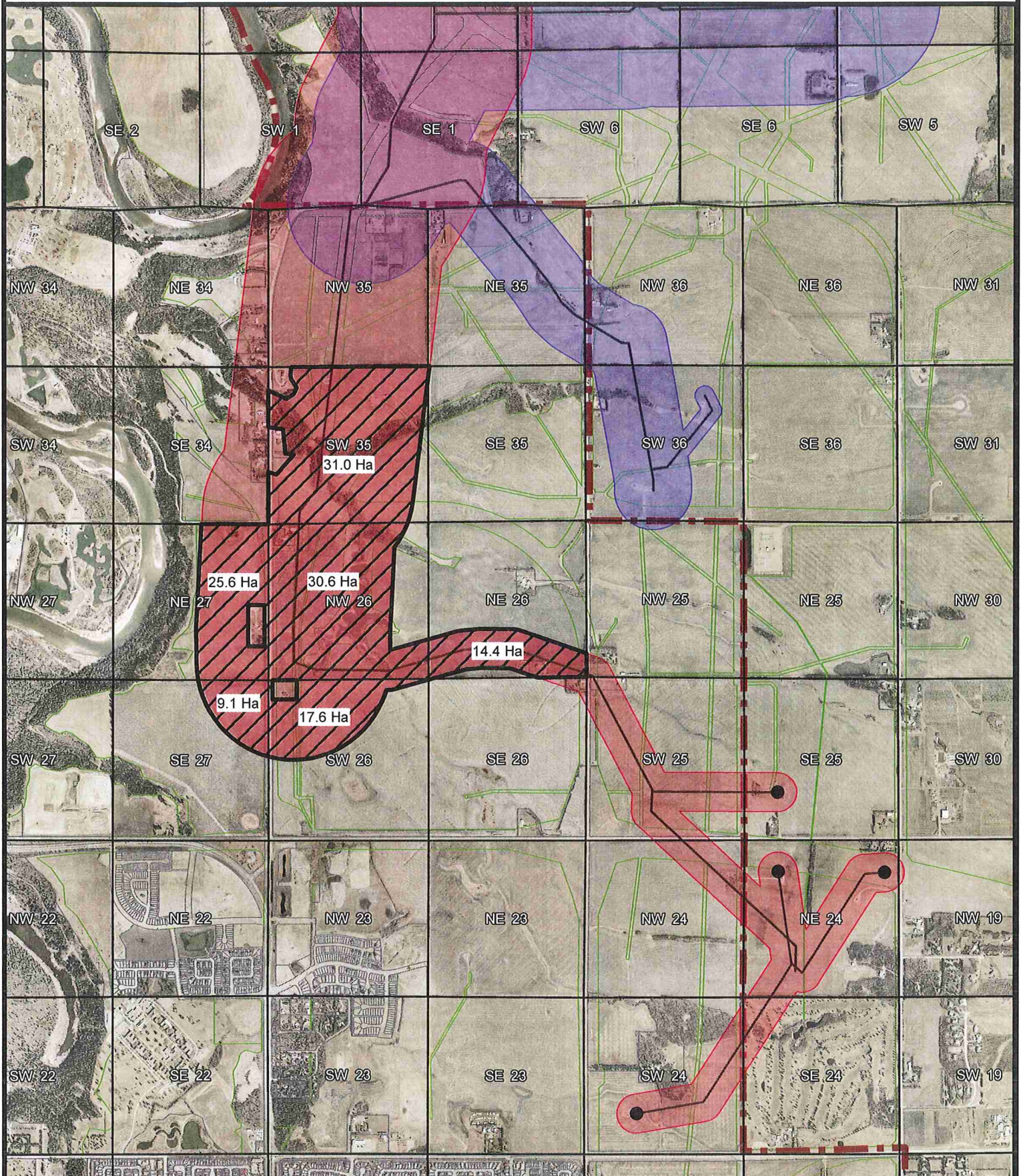
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Frank Colosimo, P.Eng.  
Engineering Services Manager

FC/ldr  
Attach.

- c. Director of Development Services  
Oil and Gas Specialist  
Financial Services Manager  
Land & Economic Development Manager  
Director of Planning  
Divisional Strategist  
Project Coordinator





- |  |   |  |  |
|--|---|--|--|
|  Development Setback Area |  Focused Landowner Group |  Developable Land         |  Quarter Section Labels |
|  Remaining Setback Area   |  Well Heads              |  Quarter Section Boundary |  City Boundary          |



BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

MARCH 1 / 2011

Gave Wording of Resolution re. NRZ.

Resolved That: approve removal of  
- CB. Report. Manager. Candidates

Having considered the report of the  
Engineering Services Manager dated \_\_\_\_\_ 2011,  
and as the City has made appropriate  
cost sharing arrangements with the main  
landowners affected, the City hereby  
approves the removal of the City's  
~~agreed~~ candidates to the ~~Share of Agreement~~  
Oil & Gas Facility Memorandum Agreement  
dated December 11, 2009.  
— Don Scamson.

*Backup  
- NOT FORWARDED  
TO Council*

**Christine Kenzie**

---

**From:** Elaine Vincent  
**Sent:** March 04, 2011 3:52 PM  
**To:** Christine Kenzie  
**Subject:** FW: NAL Abandonment Agreement

Elaine Vincent  
Manager, Legislative and Governance Services  
The City of Red Deer  
Phone: 403-342-8134  
Fax: 403-346-6195  
elaine.vincent@reddeer.ca

-----Original Message-----

From: Don Simpson [mailto:dsimpson@chapmanriebeek.com]  
Sent: Friday, March 04, 2011 3:48 PM  
To: Elaine Vincent  
Cc: Howard Thompson; Frank Colosimo  
Subject: NAL Abandonment Agreement

Hi Elaine:

Further to our discussion and after looking once again at the contract, one of the conditions was that Council "approve" the agreement.

Accordingly, on reflection, I think it would be prudent to add "approval" into Resolution #2 just to remove any possible doubt and to be sure we are 100% in compliance with the agreement. The wording would then be as you have it now, but with the last clause of the resolution reading as follows:

"The City hereby approves the Oil and Gas Facility Abandonment Agreement dated December 11, 2009 and confirms the removal of the City's conditions."

Hope this will be o.k.

Don Simpson  
Chapman Riebeek LLP  
Barristers and Solicitors  
300, 4808 Ross Street  
Red Deer, AB T4N 1X5  
Tel: (403) 346-6603  
CELL: 403-352-5433  
Fax: (403) 340-1280

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**Christine Kenzie**

~~BACKUP INFORMATION~~  
~~NOT SUBMITTED TO COUNCIL~~

**From:** Elaine Vincent  
**Sent:** March 03, 2011 7:52 PM  
**To:** Don Simpson  
**Cc:** Frank Colosimo; Christine Kenzie  
**Subject:** RE: COUNCIL AGENDA - NAL Compensation - Resolutions

thanks Don. I needed to follow up with you on this so you saved me a step.

Elaine

---

**From:** Don Simpson [dsimpson@chapmanriebeek.com]  
**Sent:** March 03, 2011 5:25 PM  
**To:** Elaine Vincent  
**Cc:** Frank Colosimo  
**Subject:** COUNCIL AGENDA - NAL Compensation - Resolutions

On the above items set for Monday, it seems to me that we need both of the two resolutions: one to authorize the agreements with the Landowners, the other to confirm condition removal.

Resolution #7 should not be "OR": there should be two separate resolutions.

Don Simpson  
Chapman Riebeek LLP  
Barristers and Solicitors  
300, 4808 Ross Street  
Red Deer, AB T4N 1X5  
Tel: (403) 346-6603  
CELL: 403-352-5433  
Fax: (403) 340-1280

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Council Decision – October 4, 2010

**DATE:** October 5, 2010

**TO:** Lee Birn, Development Engineer  
Frank Colosimo, Engineering Services Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** NAL Sour Gas Facilities Abandonment Compensation Local Improvement

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**Reference Report:**

Development Engineer and Engineering Services Manager, dated September 27, 2010

**Resolutions:**

**"Resolved** that Council of the City of Red Deer, having considered the report from the Development Engineer and the Engineering Services Manager dated September 27, 2010 re: NAL Sour Gas Facilities Abandonment Compensation – Local Improvement hereby directs Administration to initiate a Local Improvement Plan for the abandonment of the NAL Sour Gas Facilities and directs administration to continue to explore alternative options for cost recovery and to bring back such options when the Local Improvement Bylaw is presented to Council."

**Report Back to Council:** Yes

**Comments/Further Action:**

A Local Improvement Plan for the abandonment of the NAL Sour Gas Facilities is to be brought back to Council. Alternative options for cost recovery are to be brought back to Council along with the Local Improvement Plan.

A handwritten signature in black ink, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Legislative & Governance Services Manager

- c Director of Development Services  
Jim Benum, Oil and Gas Specialist, PCPS  
Sean LaFrance, Project Coordinator  
Corporate Meeting Coordinator



**DATE:** February 23, 2011 **Document #**1073676

**TO:** Craig Curtis  
City Manager

**FROM:** Colleen Jensen  
Community Services Director

**SUBJECT:** **Crime Prevention and Policing Study/Strategy and Policing Model Review – Part I Report**

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## INTRODUCTION

In 2003 – 2004 The City undertook the Crime Prevention and Policing Study and resulting Strategy. Phase I of the study provided statistical information of the crime prevention and policing situation of the day. Phase 2 assessed the community and stakeholder views of safety and security in the community and evaluated it against the research findings in Phase I. The end result was a comprehensive strategy and implementation plan for future direction for the crime prevention and policing initiatives for the community. Over the last five years, work has been undertaken to implement the various strategies in the implementation plan.

During the 2010 budget Council approved funding to undertake the update of the Crime Prevention and Policing Strategies as well as conducting a review of the pros and cons of the current policing service model in comparison to other policing models. In March 2010 the project Term of the Reference were approved and appointments made to the Steering Committee by Council. Based on a selection process and recommendation by the Steering Committee, Council approved the contracting of *perivale + taylor Consulting Ltd* to undertake the review.

## DISCUSSION

In late August 2010 *perivale + taylor Consulting Ltd.* began gathering data and conducting stakeholder meetings along with conducting a workshop with Council on August 19, 2010

The Crime Prevention and Policing Study/Strategy Update and Policing Model Review is divided into three Parts:

- Part 1: Research and Statistical Analysis
- Part 2: Community Perception and Strategy Development
- Part 3: Policing Service Model Review

The focus of Part I is a situational analysis that updates the statistical data and provides a comparison to the 2004 data.

Where to from here: Work has begun on Part 2 and will focus on strategy development and include significant community consultation. Work on Part 3 has also been initiated by the consultants. The final draft of all three Parts of the Study are scheduled to be presented to Council by the end of June.

**RECOMMENDATION**

The Draft Part I Report has been presented and reviewed by the Steering Committee. The attached Review Highlights provides highlights of Part I: Research and Statistical Analysis.

It is recommended that that the Highlights Report be received as information by Council.

Respectfully submitted



Colleen Jensen  
Community Services Director

## **Review Summary and Highlights**

### **Introduction**

This document summarizes the salient issues from Part One of the Report of the *Review*, 'Research and Statistical Analysis'. The selected highlights provide a summary of the detailed background and statistical, documentary and interview data considered and analyzed in the full report. Given that these are merely highlights, the full report should be consulted to place the issues discussed in their full context. The highlight sections refer to the chapters of the Part One Report. Within the Highlights, sub-sections have been emphasized which may be of particular interest.

Part Two and Part Three, of the *Review* will address 'Community Perceptions and Strategy Development' and the 'Policing Service Model Review', respectively.

### **Background to the Review**

The City of Red Deer Council provided direction that the *Crime Prevention and Policing Study/Strategy Update and Policing Service Model Review* be undertaken. The *Review* is intended to provide recommendations with respect to crime prevention and policing strategies and the most effective policing service model for Red Deer. This will assist Council in understanding trends and needs, and will provide a basis for an informed decision making process.

Municipalities operate in an environment of fiscal restraint and competition between social, educational, health, and infrastructure priorities. City Councils are adopting a different perspective on crime and disorder. They are developing broader, more complex, multifaceted approaches to the alleviation of core reasons for crime and the reduction of the opportunities to commit crime. A frequent approach is for local government to orchestrate an integrated response involving a range of available resources from both the municipality and the community. An essential element in this reassessment is evaluating the nature and quality of the police service provided and examining alternative models and service providers.

### **The Organisation of the Research and Report of the Review**

Although the three parts of the *Review* are subject to three reports, the methodology, and resulting data gathering, is cumulative in nature and was designed such that information gathered benefits all three parts. The bulk of the data gathering is conducted in the early phase, Part 1, this portion of the *Review*. A strategy of early broad data gathering maximized the opportunity for accurate findings in this Part 1

report. The qualitative and quantitative data gathered will also provide a valuable backdrop and foundation to subsequent parts of the *Review*.

The data upon which the report is based is drawn from multiple sources:

- Interviews
- Literature review
- Predicted crime rates and cost of policing
- Data analysis, comparison data and comparator sites
- Focus groups
- Review Surveys
  - Website Survey (*will be included in Report Part 2*)
  - Print Survey (*will be included in Report Part 2*)
  - Telephone survey (*to be conducted in March 2011 and included in Report Part 2*)

Over one hundred interviews were conducted with a variety of stakeholders. These included members of Council, representatives of the City administration and special functions within the City which may impact policing, police at detachment and divisional level, and members of various community groups who may liaise with police or play a role of community safety and security. The approach was intended to ensure inclusivity such that every reasonable aspect of community safety and security could be reviewed and a broad input to the *Review* achieved.

### **The Review**

#### **Demographics and Crime**

A review of demographic information was conducted to examine the characteristics of criminogenic factors (e.g. age, education, place of residence) and to consider how demographic variables might affect how crime occurs, how it is reported, compared, and viewed within the city.

*An important factor in influencing crime rates in Red Deer was the numbers of single young males and the median age of males in the population. As the percent of the male population between 15 and 44 years of age increases, so does the crime rate. Similarly, as the median age of the male population decreases, the crime rate increases. In addition, 'marital status', shows the proportion of the population who have never been married or are common-law is a significant predictor of crime rate. As the proportions of those who have never been married increases, crime rate increases. Further; as the proportion of those who are common-law decreases, crime rate increases.*

**Crime Rates and Costs of Policing**

To analyze policing costs and crime rates *perivale + taylor* developed the National Operational Resource Model (NORM). The model is based upon regression analyzes of characteristics of crime and demographics which, generally, impact crime rates and policing costs. The NORM analysis provides a theoretical baseline from which the actual crime rates and policing costs can be viewed.

Using data from Statistics Canada Community Profiles and Statistics Canada, *Police Resources in Canada, 2007*, taking into account factors such as population, immigration<sup>1</sup>, marital status, education, earnings and employment, population density, and policing issues (such as crime rate, costs *per capita*, police per 100 000 population, clearance rate), Red Deer has an observed (actual) policing cost per capita of \$138. However, the equation derived from the model, detailed in the report, indicates the predicted cost per capita, is \$190: a 38% difference between what is observed (actual) and what is predicted by the model. The magnitude of the difference may indicate that this is a relatively blunt instrument being used to predict something that likely involves many more variables than have been included in this analysis.

Similarly, the observed crime rate for Red Deer is 13,206 per 100,000 population. The formula generated from the NORM model however, indicates that the crime rate is predicted to be 9849. The difference between the observed crime rate and the predicted crime rate is 25%. Importantly, however, the model does not explain all the differences – the model doesn't fit perfectly (although explaining nearly 67% of the variance). Other factors clearly impact on costs per capita that are not taken into account by the model. The utility of this model is that there is some basis for comparison.

As noted above, the observed crime rate per 100,000 is higher than predicted by the model: the observed crime rate is 13,206, but the predicted value is 9849. Before concluding that Red Deer has a crime rate that is greater than could be expected, it is important to specify the limitations of this form of analysis in advance of drawing any firm conclusions.

While the variance explained in each of the two models, policing costs and crime rates, in the report is relatively high, the models do not completely explain the variation in cost per capita or in crime rate: there is still a large portion of variance left unexplained by this analysis. The portions of variance left unexplained means that the models are not including all the relevant explanatory variables – other factors are influential in determining per capita costs and crime rates. This variance in crime rates may be influenced by factors such as the location of Red Deer between two major urban centres and the resulting transient or the apparent/reported migration to Red Deer of users of social support networks.

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<sup>1</sup> This variable refers to the proportion of the total population who are immigrants, that is from out of country..

Despite these limitations, both the initial stages of the model and the more inclusive final model provide evidence that particular variables are relatively more important than others in the determination of costs per capita and crime rate.

*The above analysis may encourage thinking 'outside the box', as it is clearly evident that cost per capita and crime rates are impacted by some unidentified factors that are outside the control of the police. A broader approach to community safety and security, as outlined throughout the report of the Review, would incorporate strategies that address risk factors that may be related to demographic factors and are outside the control of the police. The analysis provided above also facilitates decisions regarding the planning of communities.*

### **Economic Growth and Crime**

City Council expressed concern regarding the impact of growth on the City. The Review examined a number of potential definitions to measurably describe *strong economic growth* and determined that population growth, unlike definitions which include value-added or a region's gross product is an objective measurement. The Review's research incorporated analyses of Canadian and international comparator jurisdictions.

Although the research was not conclusive regarding economic growth (or reduction) and crime, certain conclusions could be applied in the Red Deer context.

Without conducting detailed time series analyses, it could be concluded that economic factors which exist in Red Deer or its environs may impact incidence of crime. Further, it is likely that property or acquisitive crimes (those in which the perpetrator unlawfully 'acquires' goods or services for another purpose, such as, the purchase of illegal drugs) are more likely to be impacted and disorder crimes such as drunkenness and assaults may also be impacted.

Some of the factors which may influence the commission of acts of crime or disorder are macro in nature and have their origin in national or international arenas. These are likely beyond the control of City authorities.

*However, in Red Deer the City and stakeholders can assess and identify:*

- *which contributing factors are within its control,*
- *crime and disorder incidents which require intervention, and*
- *strategies designed to prevent or reduce incidents of crime.*

**Current and Previous Trend Comparisons of Crime Rates**

To provide an understanding of current crime and police work loads in Red Deer the *Review* examines the trends and changes in crime rates/total violations for the city. It also compares the Red Deer data with other Alberta, national, and international communities. The comparator communities were selected based on population and, also, to provide a variety of population changes to examine the effect, if any, on crime rates. The varying populations are examined given Red Deer's recognition that the population of the city may expand and the concern that this may have an impact on crime rates.

The trends and comparisons are based on data from the City of Red Deer census, Statistics Canada Census and Uniform Crime Reporting (UCR), Police Resources in Canada, Vital Signs Reports, and Red Deer RCMP Police Reporting and Occurrence System generated UCR submissions. The base years for the majority of comparisons are 2004 and 2009.<sup>2</sup> It should be noted that data from these sources are not always consistent, one with the other. This is problematic in terms of analysis and evaluation of overall trends and issues.

In Red Deer, the overall rate of violent crime in 2009 is lower than 2004. The table below illustrates and summarizes the five-year trend from 2004 to 2009.<sup>3</sup>

The total reported violation trend has remained relatively constant when compared between 2004 and 2009. However, there have been fluctuations within this time, for example an 8% rise in 2005, followed by an almost 19% drop in 2006 (from the previous year) and then a gradual increase during 2007 and 2008 to a level in 2009 just under 1% higher than that of 2004.

Correspondingly, during this same period, there has been an almost 20% decrease in the overall crime rate, associated with all reported violations. The number of reported total property crime violations in 2004 (8177) decreased almost 11% during this period to 7278 violations in 2009. When viewed as a rate per 100,000 population, property crime decreased by almost 19% during this period with two exceptions: *theft over \$5000* non-motor vehicle which has an increase of 16% but is represented by an increase of only 18 incidents; and *mischievous*, which has an increase of over 700 incidents representing a rate increase of 15.8%.. Property crime, as a percentage of all Criminal Code violations, excepting traffic, has decreased by 5.5% during this same period.

However, it should be noted that number of reported violent crimes has been trending upward since 2004, increasing by almost 19% from 2004 (1825) to 2009 (2171), although the rate per 100,000 population has

<sup>2</sup> Finding contained in Maclean's magazine "Canada's Most Dangerous Cities" October 2010 are also discussed

<sup>3</sup> Part 1 of the Report and the Appendices contain exact numbers for specific crime categories

*Red Deer Crime Prevention and Policing Review – Part 1 Highlights  
February 23, 2011*

decreased by just under 5% during this same time period. As a percentage of all Criminal Code violations excepting traffic, violent crime has increased by 3.2% from 2004 to 2009.

**Red Deer Crime Rate Trends 2004 to 2009 – Totals and Homicide**

<i>Red Deer</i>	<i>2004</i>	<i>2005</i>	<i>2006</i>	<i>2007</i>	<i>2008</i>	<i>2009</i>	<i>2004-2009 % change</i>
Population <sup>4</sup>	75,923					89,891	Pop +18%
Total All Violations	13,199	14,275	11,609	11,946	12,064	13,317	+0.89%
Rate per 100,000 pop	17,827	18,684	13,452	11,593	11,491	14,410	-19.17%
All Criminal Code Violations including. traffic	12,846	13,727	11,240	11,532	11,661	12,881	+0.27%
Rate per 100,000 pop	17,350	17,967	13,024	11,191	11,107	13,938	-19.67%
All Criminal Code Violations excluding. traffic	12,541	13,013	10,749	10,986	11,000	12,185	-2.84%
Rate per 100,000 pop	16,938	17,032	12,455	10,661	10,477	13,185	-22.16%
Total Violent Criminal Code	1825	1972	1975	1861	1913	2171	+18.95%
Rate per 100,000 pop	2465	2581	2289	1806	1822	2349	-4.71%
Total Property Crime	8177	7748	6445	6846	6740	7278	-10.9%
Rate per 100,000 pop	11,044	10,141	7468	6644	6420	7875	-18.7%
Homicide	2	4	0	0	3	2	
Rate per 100,000 pop	2	5	0	0	3	2	
Attempted Murder	1	2	0	2	1	1	
Rate per 100,000 pop	1	3	0	2	1	1	

In comparing the city of Red Deer to other municipalities, inside and outside of Alberta, as well as in review of best practices across North America,

*crime rates and the pattern of these rates over time, including underlying trends in Red Deer, are for the most part, in keeping with crime rates and patterns in other communities. Further, these rates become more aligned as the similarity of comparison communities to Red Deer increases.*

For many years the ratio of police to population was the foundation for inter-agency comparisons.

Advocates of the use of the ratio, more popularly known as the “cop to pop”, proposed the ratio as the barometer of policing. It was suggested that the more officers per 1000 population the better the policing. Inter-force comparisons were frequently made in determining the effectiveness and efficiency of policing by comparing staffing ratios. Further, in regard to the crime rates noted above, no one community, no

<sup>4</sup> Red Deer City Census

one model of policing – contracted or employed, stands alone as better than the rest with regards addressing crime issues. Each model or program must be considered *in situ*.

### **Perceptions of Crime**

During the course of the *Review*, participants in interviews and focus groups frequently mentioned an 'increase in crime' and 'the unsafe nature of the downtown area'. When clarification was sought regarding the nature of "unsafe", only isolated examples or hearsay anecdotes were provided. Those references alluded to panhandling and the presence of homeless people in the downtown core. Others mentioned an "increase in crime" given that Red Deer has become a city, however, specific details were lacking. Also mentioned in interviews was the feeling of apprehension that was engendered by the implementation of Neighborhood Watch, in that if such a crime prevention program is warranted, then crime must be rife. The preventive aspects of Neighbourhood Watch did not appear to be fully appreciated nor understood.

It was observed that the Maclean's 'Safe cities' report ranking based upon the Crime Severity Index (CSI) is problematic for the City of Red Deer. The report generated intense concern regarding the safety of citizens however; the report was also seen as biased. On the one hand, the CSI is a statistical compilation and represents the City of Red Deer's ranking against other municipal centres. On the other hand, the total context (site and situation) for why Red Deer is ranked 11<sup>th</sup> is not fully explored in the MacLean's article.

*Crime prevention and police programs must be viewed in situ to fully assess their value.*

An important aspect of 'perceptions of crime' is the distinction between the fear of being a victim of crime and the probability of being a victim of crime. Individuals or communities that feel vulnerable to victimization are influenced by the feeling that they will be targeted by criminals or that they are unable to control their circumstances to prevent victimization. An important issue in this discussion which relates to the downtown is the need for residential, retail, and entertainment facilities to be located in the downtown. This would encourage the presence of people in the downtown core. This issue will be addressed in subsequent phases of the *Review*; however, it was frequently mentioned in interviews and focus groups that currently the downtown is largely void of citizens who interviewees considered to be mainstream or any purpose for a family to visit or spend time there. The perceptions of crime are described prior to an examination of police workload to provide a context for both the reporting and the outcomes of police work.

**Police Workload**

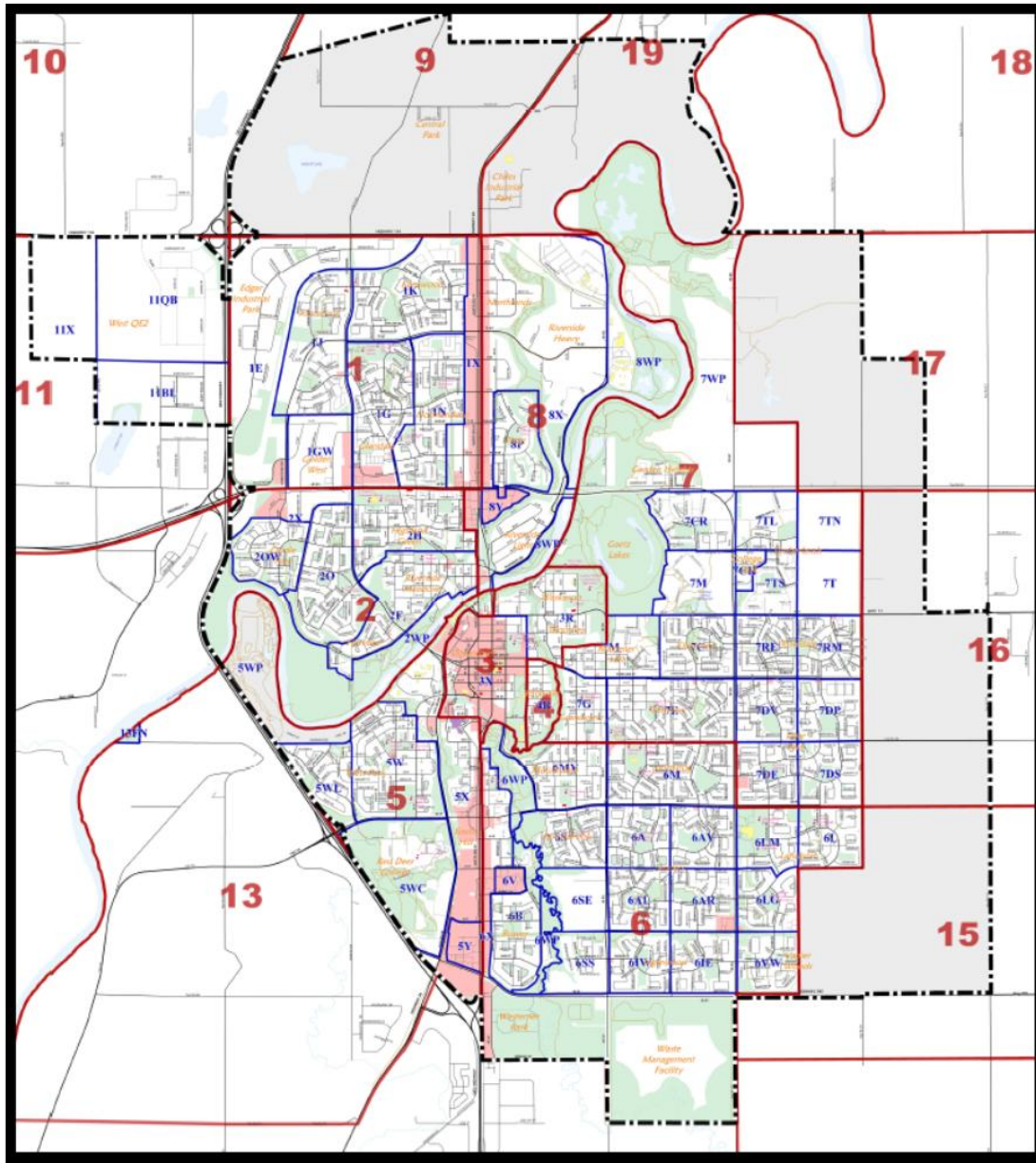
Analyses of operational and management workloads was undertaken through the review of data, as available. Data included: calls for service; response times; aggregated incident reports; caseloads; and crime data indicating growth or reduction of crime based upon Uniform Crime Reports (from Statistics Canada); Computer Integrated Information and Dispatch System (CIDDS); Police Reporting and Occurrence System (PROS); and RCMP reports at detachment and divisional levels.

As illustrated in the report of the *Review*, the area policed by Red Deer Municipal RCMP includes the urban core ('Downtown'), peripheral neighbourhoods and rural areas within municipal boundaries. For policing purposes, the jurisdiction is divided into 18 patrol zones, as illustrated in the graph below. Zones are also subdivided into smaller units of measure called atoms. The bulk of policing activity occurs in zones considered more urban. Not only do the calls for service vary within each zone, but the types of calls that occur within each of these zones also vary. Depending upon the zone under consideration, the types of calls for service occurring within the atoms comprising a particular zone also differ.

In the analysis of *calls for service* by zone (January 2009 to June 2010), as reported by various methods to the RCMP, most calls for service come from Zone 3 (22.4%), the downtown core. The detachment is located in this zone and, as noted in the analysis of call type, many of these calls are of an administrative nature which may be addressed by a unit called to the detachment or an individual reporting an accident, however, the majority are dealt with by staff at the detachment rather than a patrol officer. In rank order, Zones 1, 6 and 2 generate the next highest calls for service, approximately 15% of all calls for service.

*Red Deer Crime Prevention and Policing Review – Part 1 Highlights  
February 23, 2011*

**Graph: Zones and Atoms in Red Deer**

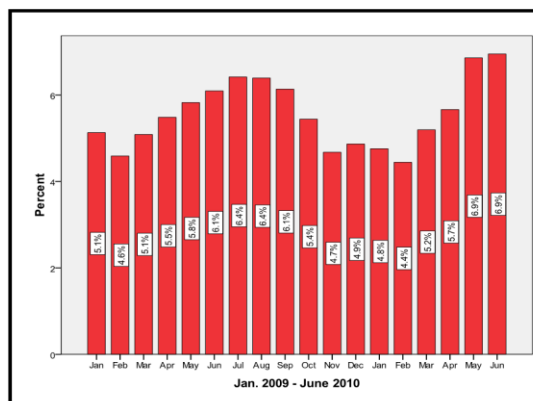


The types of calls that come to the attention of the police are many and varied. The 15 most frequent calls for service overall for the duration of the period under examination (January 2009 – June 2010) are those involving traffic collisions (7.4% of all calls), disturbing the peace (6.5%), false alarms (5.7%), theft under \$5000 (5.5%) and violation of municipal bylaws (5.0%). The ten most frequent types of calls for service make up nearly half of all calls for service while the most frequent 15 calls for service takes up nearly 60% of officers' time. Although all events have some human toll, as can be seen, these, most frequent calls, are relatively minor incidents.

*Red Deer Crime Prevention and Policing Review – Part 1 Highlights*  
February 23, 2011

The distribution of calls for service varies over the course of months and seasons – each of which has particular opportunities for social interaction, as well as climatic implications for the types of activities taking place. In the first six months of 2009 and 2010 the table below illustrates the proportions of calls. While January, February and March remain relatively consistent in both 2009 and 2010, the proportionate volume of calls during the months of April to June is somewhat higher in 2010 than in 2009. The table and graph below illustrate and compare the most frequent 15 types of calls for service.

Calls for Service – Temporal Comparison		
Month	2009	2010
Jan	5.1%	4.8%
Feb	4.6%	4.4%
Mar	5.1%	5.2%
Apr	5.5%	5.7%
May	5.8%	6.9%
Jun	6.1%	6.9%



A common observation by policing and other emergency responders is that the volume of calls varies by the time of day. These observations are largely substantiated in the analyses of the calls for service for Red Deer RCMP. The *Review* details the percentage volume of cases occurring over a 24-hour period. Notably, 29.5% of the calls in any given day are received between 1 and 6 pm, on average: a five hour period (approximately 21% of the day) is associated with just under 30% of the calls for service. The majority of calls, 80%, come to the attention of police via phone. The next largest proportion, though substantially less, are walk-ins to the detachment at 8.5%. “Unspecified calls” are exactly that – unspecified – while “other” calls consist of reporting methods such as CPIC<sup>5</sup>, email, fax, internal emails and mail.

It is apparent that, given the priority codes, response times will differ.

*What is known is that the bulk of the calls for service, 85%, are considered ‘routine’.*

It is noted that most calls for service are considered *completed*, although *unsolved*, at nearly 37% of calls for service. This refers to calls for service where all investigative efforts have been completed and an offender has not been identified or there is not sufficient evidence to proceed with a charge or clear the call otherwise.

<sup>5</sup> The Canadian Police Information Centre (CPIC) was created in 1966 to provide tools to assist the police community in combatting crime. It was approved by Treasury Board in 1967 as a computerized information system to provide all Canadian law enforcement agencies with information on crimes and criminals. CPIC is operated by the RCMP under the stewardship of National Police Services, on behalf of the Canadian law enforcement community.

**New Legislation and Crime Prevention & Policing**

Since the 2004 *Crime Prevention and Policing Study* was conducted there have been a number of legislative amendments and new statute initiatives that impact law enforcement and crime prevention.

This includes, but is not limited to:

- *Safer Communities and Neighbourhoods (SCAN) Act* <sup>6</sup>
- *Gunshot and Stab Wound Mandatory Disclosure Act*
- *Protection for Persons in Care Act*
- *Health Information Act*
- *Traffic Safety Act*
- *Mental Health Act (Community Treatment Orders)*

It is also noted that policy requirements<sup>7</sup> applicable to both public police in Alberta and also some specific requirements within the RCMP impact the demand on police time. Some areas of concern include:

- *Judicial Interim Release*: Judicial release packages must be completed and forwarded to the Hearing Officer to substantiate conditions and incarceration requests.
- *Subject Behaviour Observation Reports (SB/OR)*: Must be completed by each member on scene.
- *Victim Service Referral Form*: To be completed for property and persons crimes.
- *Impaired Driving Investigations*: 3-4 hours for investigation.
- *Domestic Violence Investigation*: Completion of the Family Violence Investigation Report, Family Violence Check sheet form and possible acquisition of Protection orders etc.

**Opportunities to Enhance Crime Prevention in Red Deer**

The *Review* mandate included an examination of existing domestic and international crime prevention programs. An included purpose was to examine the extent to which any of these initiatives may be applied in the Red Deer context given the unique characteristics of the city with regards size, location, demographics, community involvement, and policing approaches. In looking towards a comprehensive crime prevention strategy for the City of Red Deer, the literature asserts that it is necessary to adopt a comprehensive community-based model with intervention strategies aimed at each level: primary (reducing opportunities for crime or social disorder), secondary (focus on at-risk individuals, groups, or communities), and tertiary (prevent offenders from re-offending). Red Deer has already undertaken a number of initiatives to work toward this model.

<sup>6</sup> RSA. In, [https://www.solgps.alberta.ca/safe\\_communities/scan/Pages/SCAN.aspx](https://www.solgps.alberta.ca/safe_communities/scan/Pages/SCAN.aspx)

<sup>7</sup> Part 2,3 of the report of the *Review* will further address the issue of 'police time'

**Strategic Framework.**

As part of the mandate of the *Review*, the Council also requested the development of a 'Strategic Framework' for policing and crime prevention. Based upon the various data gathered in Part One, a draft framework was developed which, pending discussion with Council and further input in subsequent parts of the review, will provide a comprehensive guidelines and structure for the orchestration of a city wide approach to crime and policing issues.

*Comments:*

The Crime Prevention and Policing Study/Strategy and Policing Model Review – Part 1 Report is presented for Council's information at this time.

"Craig Curtis"  
City Manager

ORIGINAL



Council Decision – March 7, 2011

**DATE:** March 9, 2011  
**TO:** Colleen Jensen, Director of Community Services  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Crime Prevention and Policing Study/Strategy and Policing Model Review – Part I Report

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**Reference Report:**

Community Services Director dated February 9, 2011.

**Report Back to Council:** Yes

**Comments/Further Action:**

The above Part I Draft report was presented for Council's information at the Monday, March 7, 2011 Regular Council Meeting. A final draft including Parts 1, 2 and 3 is scheduled to be presented to Council by the end of June 2011.

A handwritten signature in black ink, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Legislative & Governance Services Manager

c Christina Lust, Divisional Strategist  
Corporate Meeting Coordinator

ORIGINAL



## Request: Report for Inclusion on a Council Agenda

Requests to include a report on a Council Agenda must be received by 4:30pm on Monday (5 business days) prior to the scheduled meeting.

**PLEASE NOTE:** If reports are not received by Monday (5 business days) prior to the scheduled meeting/hearing the report may be moved to the next Agenda.

CONTACT INFORMATION			
Name of Report Writer:	Christina Lust on behalf of Colleen Jensen		
Department & Telephone Number:	Community Services Division 403-309-8500		
REPORT INFORMATION			
Preferred Date of Agenda:	March 7, 2011		
Subject of the Report (provide a brief description)	Crime Prevention and Policing Study/Strategy Update – Part 1: Research and Statistical Analysis		
Is this Time Sensitive? Why?	This date meets the timelines for the project. We want to release the information to the public prior to Let's Talk.		
What is the Decision/Action required from Council?	Draft report received as information by Council		
Please describe Internal/ External Consultation, if any.	On January 20 <sup>th</sup> the Steering Committee will review the draft report and provide feedback to the consultants. By February 10 <sup>th</sup> the revised report will be provided by the consultants and circulated to Council. On March 3 <sup>rd</sup> the consultants will be presenting the report to Council at a workshop. March 7 <sup>th</sup> the report will be presented to open Council and as a result will be released to the public.		
Is this a Committee of the Whole item?	No		
How does the Report link to the Strategic Plan? DC2.2: Ensure The City is prepared for our role and obligations and emergency management.	<div style="background-color: yellow; padding: 10px; border: 1px solid black;"> <p><i>Feb 9, 2011</i></p> <p><i>Schedule at 3:00 p.m. for Consultants - travelling from B.C.</i></p> <p><i>I need name from Chris Lust</i></p> </div>		
Has Legal Counsel been consulted? Are there any outstanding issues?			
Has Financial Services been consulted? Are there any financial issues? This item was approved in the 2010 operating budget.			
Presentation: (10 Min Max.)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	Presenter Name and Contact Information: perivale + taylor Consult who will be making the presentation
COMMUNITY IMPACT			
Should External Stakeholder(s) be advised of the Agenda item (e.i. Community Groups, Businesses, Community Associations) If Yes, please provide the Contact Information for the External Stakeholder(s)			
External Stakeholder(s) Contact Information: (please provide, name, mailing address, telephone number and e-mail address) CPAC members will be advised through their representatives on the Steering Committee.			
FOR LEGISLATIVE & ADMINISTRATIVE SERVICES USE ONLY			
Has this been to SMT / Topics/ Committees: MPC, EAC, CPAC			(Please circle those that apply)
<b>SMT</b>	<b>Topics</b>	<b>Board(s) / Committee(s)</b>	
When/describe: _____	When/Describe: _____	When/Describe: _____	

Do we need Communications Support?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Please return completed form, along with report and any additional information to Legislative & Administrative Services.

ORIGINAL



REVISED MEMO  
FEB 25, 2011

**DATE:** February 23, 2011

**TO:** Craig Curtis  
City Manager

**FROM:** Colleen Jensen  
Community Services Director

**SUBJECT:** Crime Prevention and Policing Study/Strategy and Policing Model Review – Part I Report

## INTRODUCTION

In 2003 – 2004 The City undertook the Crime Prevention and Policing Study and resulting Strategy. Phase I of the study provided statistical information of the crime prevention and policing situation of the day. Phase 2 assessed the community and stakeholder views of safety and security in the community and evaluated it against the research findings in Phase I. The end result was a comprehensive strategy and implementation plan for future direction for the crime prevention and policing initiatives for the community. Over the last five years, work has been undertaken to implement the various strategies in the implementation plan.

During the 2010 budget Council approved funding to undertake the update of the Crime Prevention and Policing Strategies as well as conducting a review of the pros and cons of the current policing service model in comparison to other policing models. In March 2010 the project Term of the Reference were approved and appointments made to the Steering Committee by Council. Based on a selection process and recommendation by the Steering Committee, Council approved the contracting of *perivale + taylor Consulting Ltd* to undertake the review.

## DISCUSSION

In late August 2010 *perivale + taylor Consulting Ltd.* began gathering data and conducting stakeholder meetings along with conducting a workshop with Council on August 19, 2010

The Crime Prevention and Policing Study/Strategy Update and Policing Model Review is divided into three Parts:

- Part 1: Research and Statistical Analysis
- Part 2: Community Perception and Strategy Development
- Part 3: Policing Service Model Review

The focus of Part I is a situational analysis that updates the statistical data and provides a comparison to the 2004 data.

Where to from here: Work has begun on Part 2 and will focus on strategy development and include significant community consultation. Work on Part 3 has also been initiated by the consultants. The final draft of all three Parts of the Study are scheduled to be presented to Council by the end of June.

### **RECOMMENDATION**

The Draft Part I Report has been presented and reviewed by the Steering Committee. The attached Review Highlights provides highlights of Part I: Research and Statistical Analysis.

It is recommended that that the Highlights Report be received as information by Council.

Respectfully submitted



Colleen Jensen  
Community Services Director

## **Review Summary and Highlights**

### **Introduction**

This document summarizes the salient issues from Part One of the Report of the *Review*, 'Research and Statistical Analysis'. The selected highlights provide a summary of the detailed background and statistical, documentary and interview data considered and analyzed in the full report. Given that these are merely highlights, the full report should be consulted to place the issues discussed in their full context. The highlight sections refer to the chapters of the Part One Report. Within the Highlights, sub-sections have been emphasized which may be of particular interest.

Part Two and Part Three, of the *Review* will address 'Community Perceptions and Strategy Development' and the 'Policing Service Model Review', respectively.

### **Background to the Review**

The City of Red Deer Council provided direction that the *Crime Prevention and Policing Study/Strategy Update and Policing Service Model Review* be undertaken. The *Review* is intended to provide recommendations with respect to crime prevention and policing strategies and the most effective policing service model for Red Deer. This will assist Council in understanding trends and needs, and will provide a basis for an informed decision making process.

Municipalities operate in an environment of fiscal restraint and competition between social, educational, health, and infrastructure priorities. City Councils are adopting a different perspective on crime and disorder. They are developing broader, more complex, multifaceted approaches to the alleviation of core reasons for crime and the reduction of the opportunities to commit crime. A frequent approach is for local government to orchestrate an integrated response involving a range of available resources from both the municipality and the community. An essential element in this reassessment is evaluating the nature and quality of the police service provided and examining alternative models and service providers.

### **The Organisation of the Research and Report of the Review**

Although the three parts of the *Review* are subject to three reports, the methodology, and resulting data gathering, is cumulative in nature and was designed such that information gathered benefits all three parts. The bulk of the data gathering is conducted in the early phase, Part 1, this portion of the *Review*. A strategy of early broad data gathering maximized the opportunity for accurate findings in this Part 1

report. The qualitative and quantitative data gathered will also provide a valuable backdrop and foundation to subsequent parts of the *Review*.

The data upon which the report is based is drawn from multiple sources:

- Interviews
- Literature review
- Predicted crime rates and cost of policing
- Data analysis, comparison data and comparator sites
- Focus groups
- Review Surveys
  - Website Survey (*will be included in Report Part 2*)
  - Print Survey (*will be included in Report Part 2*)
  - Telephone survey (*to be conducted in March 2011 and included in Report Part 2*)

Over one hundred interviews were conducted with a variety of stakeholders. These included members of Council, representatives of the City administration and special functions within the City which may impact policing, police at detachment and divisional level, and members of various community groups who may liaise with police or play a role of community safety and security. The approach was intended to ensure inclusivity such that every reasonable aspect of community safety and security could be reviewed and a broad input to the *Review* achieved.

## **The Review**

### **Demographics and Crime**

A review of demographic information was conducted to examine the characteristics of criminogenic factors (e.g. age, education, place of residence) and to consider how demographic variables might affect how crime occurs, how it is reported, compared, and viewed within the city.

*An important factor in influencing crime rates in Red Deer was the numbers of single young males and the median age of males in the population. As the percent of the male population between 15 and 44 years of age increases, so does the crime rate. Similarly, as the median age of the male population decreases, the crime rate increases. In addition, 'marital status', shows the proportion of the population who have never been married or are common-law is a significant predictor of crime rate. As the proportions of those who have never been married increases, crime rate increases. Further, as the proportion of those who are common-law decreases, crime rate increases.*

Despite these limitations, both the initial stages of the model and the more inclusive final model provide evidence that particular variables are relatively more important than others in the determination of costs per capita and crime rate.

*The above analysis may encourage thinking 'outside the box', as it is clearly evident that cost per capita and crime rates are impacted by some unidentified factors that are outside the control of the police. A broader approach to community safety and security, as outlined throughout the report of the Review, would incorporate strategies that address risk factors that may be related to demographic factors and are outside the control of the police. The analysis provided above also facilitates decisions regarding the planning of communities.*

### **Economic Growth and Crime**

City Council expressed concern regarding the impact of growth on the City. The *Review* examined a number of potential definitions to measurably describe *strong economic growth* and determined that population growth, unlike definitions which include value-added or a region's gross product is an objective measurement. The *Review's* research incorporated analyses of Canadian and international comparator jurisdictions.

Although the research was not conclusive regarding economic growth (or reduction) and crime, certain conclusions could be applied in the Red Deer context.

Without conducting detailed time series analyses, it could be concluded that economic factors which exist in Red Deer or its environs may impact incidence of crime. Further, it is likely that property or acquisitive crimes (those in which the perpetrator unlawfully 'acquires' goods or services for another purpose, such as, the purchase of illegal drugs) are more likely to be impacted and disorder crimes such as drunkenness and assaults may also be impacted.

Some of the factors which may influence the commission of acts of crime or disorder are macro in nature and have their origin in national or international arenas. These are likely beyond the control of City authorities.

*However, in Red Deer the City and stakeholders can assess and identify:*

- *which contributing factors are within its control,*
- *crime and disorder incidents which require intervention, and*
- *strategies designed to prevent or reduce incidents of crime.*

## **Crime Rates and Costs of Policing**

To analyze policing costs and crime rates *perivale + taylor* developed the National Operational Resource Model (NORM). The model is based upon regression analyzes of characteristics of crime and demographics which, generally, impact crime rates and policing costs. The NORM analysis provides a theoretical baseline from which the actual crime rates and policing costs can be viewed.

Using data from Statistics Canada Community Profiles and Statistics Canada, *Police Resources in Canada, 2007*, taking into account factors such as population, immigration<sup>1</sup>, marital status, education, earnings and employment, population density, and policing issues (such as crime rate, costs *per capita*, police per 100 000 population, clearance rate), Red Deer has an observed (actual) policing cost per capita of \$138. However, the equation derived from the model, detailed in the report, indicates the predicted cost per capita, is \$190: a 38% difference between what is observed (actual) and what is predicted by the model. The magnitude of the difference may indicate that this is a relatively blunt instrument being used to predict something that likely involves many more variables than have been included in this analysis.

Similarly, the observed crime rate for Red Deer is 13,206 per 100,000 population. The formula generated from the NORM model however, indicates that the crime rate is predicted to be 9849. The difference between the observed crime rate and the predicted crime rate is 25%. Importantly, however, the model does not explain all the differences – the model doesn't fit perfectly (although explaining nearly 67% of the variance). Other factors clearly impact on costs per capita that are not taken into account by the model. The utility of this model is that there is some basis for comparison.

As noted above, the observed crime rate per 100,000 is higher than predicted by the model: the observed crime rate is 13,206, but the predicted value is 9849. Before concluding that Red Deer has a crime rate that is greater than could be expected, it is important to specify the limitations of this form of analysis in advance of drawing any firm conclusions.

While the variance explained in each of the two models, policing costs and crime rates, in the report is relatively high, the models do not completely explain the variation in cost per capita or in crime rate: there is still a large portion of variance left unexplained by this analysis. The portions of variance left unexplained means that the models are not including all the relevant explanatory variables – other factors are influential in determining per capita costs and crime rates. This variance in crime rates may be influenced by factors such as the location of Red Deer between two major urban centres and the resulting transient or the apparent/reported migration to Red Deer of users of social support networks.

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<sup>1</sup> This variable refers to the proportion of the total population who are immigrants, that is from out of country..

## **Current and Previous Trend Comparisons of Crime Rates**

To provide an understanding of current crime and police work loads in Red Deer the *Review* examines the trends and changes in crime rates/total violations for the city. It also compares the Red Deer data with other Alberta, national, and international communities. The comparator communities were selected based on population and, also, to provide a variety of population changes to examine the effect, if any, on crime rates. The varying populations are examined given Red Deer's recognition that the population of the city may expand and the concern that this may have an impact on crime rates.

The trends and comparisons are based on data from the City of Red Deer census, Statistics Canada Census and Uniform Crime Reporting (UCR), Police Resources in Canada, Vital Signs Reports, and Red Deer RCMP Police Reporting and Occurrence System generated UCR submissions. The base years for the majority of comparisons are 2004 and 2009.<sup>2</sup> It should be noted that data from these sources are not always consistent, one with the other. This is problematic in terms of analysis and evaluation of overall trends and issues.

In Red Deer, the overall rate of violent crime in 2009 is lower than 2004. The table below illustrates and summarizes the five-year trend from 2004 to 2009.<sup>3</sup>

The total reported violation trend has remained relatively constant when compared between 2004 and 2009. However, there have been fluctuations within this time, for example an 8% rise in 2005, followed by an almost 19% drop in 2006 (from the previous year) and then a gradual increase during 2007 and 2008 to a level in 2009 just under 1% higher than that of 2004.

Correspondingly, during this same period, there has been an almost 20% decrease in the overall crime rate, associated with all reported violations. The number of reported total property crime violations in 2004 (8177) decreased almost 11% during this period to 7278 violations in 2009. When viewed as a rate per 100,000 population, property crime decreased by almost 19% during this period with two exceptions: *theft over \$5000* non-motor vehicle which has an increase of 16% but is represented by an increase of only 18 incidents; and *mischiefs*, which has an increase of over 700 incidents representing a rate increase of 15.8%.. Property crime, as a percentage of all Criminal Code violations, excepting traffic, has decreased by 5.5% during this same period.

However, it should be noted that number of reported violent crimes has been trending upward since 2004, increasing by almost 19% from 2004 (1825) to 2009 (2171), although the rate per 100,000 population has

<sup>2</sup> Finding contained in Maclean's magazine "Canada's Most Dangerous Cities" October 2010 are also discussed

<sup>3</sup> Part 1 of the Report and the Appendices contain exact numbers for specific crime categories

*Red Deer Crime Prevention and Policing Review – Part 1 Highlights*  
February 23, 2011

decreased by just under 5% during this same time period. As a percentage of all Criminal Code violations excepting traffic, violent crime has increased by 3.2% from 2004 to 2009.

**Red Deer Crime Rate Trends 2004 to 2009 – Totals and Homicide**

<i>Red Deer</i>	2004	2005	2006	2007	2008	2009	2004-2009 % change
Population <sup>4</sup>	75,923					89,891	Pop +18%
Total All Violations	13,199	14,275	11,609	11,946	12,064	13,317	+0.89%
Rate per 100,000 pop	17,827	18,684	13,452	11,593	11,491	14,410	-19.17%
All Criminal Code Violations including. traffic	12,846	13,727	11,240	11,532	11,661	12,881	+0.27%
Rate per 100,000 pop	17,350	17,967	13,024	11,191	11,107	13,938	-19.67%
All Criminal Code Violations excluding. traffic	12,541	13,013	10,749	10,986	11,000	12,185	-2.84%
Rate per 100,000 pop	16,938	17,032	12,455	10,661	10,477	13,185	-22.16%
Total Violent Criminal Code	1825	1972	1975	1861	1913	2171	+18.95%
Rate per 100,000 pop	2465	2581	2289	1806	1822	2349	-4.71%
Total Property Crime	8177	7748	6445	6846	6740	7278	-10.9%
Rate per 100,000 pop	11,044	10,141	7468	6644	6420	7875	-18.7%
Homicide	2	4	0	0	3	2	
Rate per 100,000 pop	2	5	0	0	3	2	
Attempted Murder	1	2	0	2	1	1	
Rate per 100,000 pop	1	3	0	2	1	1	

In comparing the city of Red Deer to other municipalities, inside and outside of Alberta, as well as in review of best practices across North America,

*crime rates and the pattern of these rates over time, including underlying trends in Red Deer, are for the most part, in keeping with crime rates and patterns in other communities. Further, these rates become more aligned as the similarity of comparison communities to Red Deer increases.*

For many years the ratio of police to population was the foundation for inter-agency comparisons. Advocates of the use of the ratio, more popularly known as the “cop to pop”, proposed the ratio as the barometer of policing. It was suggested that the more officers per 1000 population the better the policing. Inter-force comparisons were frequently made in determining the effectiveness and efficiency of policing by comparing staffing ratios. Further, in regard to the crime rates noted above, no one community, no

<sup>4</sup> Red Deer City Census

one model of policing – contracted or employed, stands alone as better than the rest with regards addressing crime issues. Each model or program must be considered *in situ*.

### **Perceptions of Crime**

During the course of the *Review*, participants in interviews and focus groups frequently mentioned an 'increase in crime' and 'the unsafe nature of the downtown area'. When clarification was sought regarding the nature of "unsafe", only isolated examples or hearsay anecdotes were provided. Those references alluded to panhandling and the presence of homeless people in the downtown core. Others mentioned an "increase in crime" given that Red Deer has become a city, however, specific details were lacking. Also mentioned in interviews was the feeling of apprehension that was engendered by the implementation of Neighborhood Watch, in that if such a crime prevention program is warranted, then crime must be rife. The preventive aspects of Neighbourhood Watch did not appear to be fully appreciated nor understood.

It was observed that the Maclean's 'Safe cities' report ranking based upon the Crime Severity Index (CSI) is problematic for the City of Red Deer. The report generated intense concern regarding the safety of citizens however; the report was also seen as biased. On the one hand, the CSI is a statistical compilation and represents the City of Red Deer's ranking against other municipal centres. On the other hand, the total context (site and situation) for why Red Deer is ranked 11<sup>th</sup> is not fully explored in the MacLean's article.

*Crime prevention and police programs must be viewed in situ to fully assess their value.*

An important aspect of 'perceptions of crime' is the distinction between the fear of being a victim of crime and the probability of being a victim of crime. Individuals or communities that feel vulnerable to victimization are influenced by the feeling that they will be targeted by criminals or that they are unable to control their circumstances to prevent victimization. An important issue in this discussion which relates to the downtown is the need for residential, retail, and entertainment facilities to be located in the downtown. This would encourage the presence of people in the downtown core. This issue will be addressed in subsequent phases of the *Review*; however, it was frequently mentioned in interviews and focus groups that currently the downtown is largely void of citizens who interviewees considered to be mainstream or any purpose for a family to visit or spend time there. The perceptions of crime are described prior to an examination of police workload to provide a context for both the reporting and the outcomes of police work.

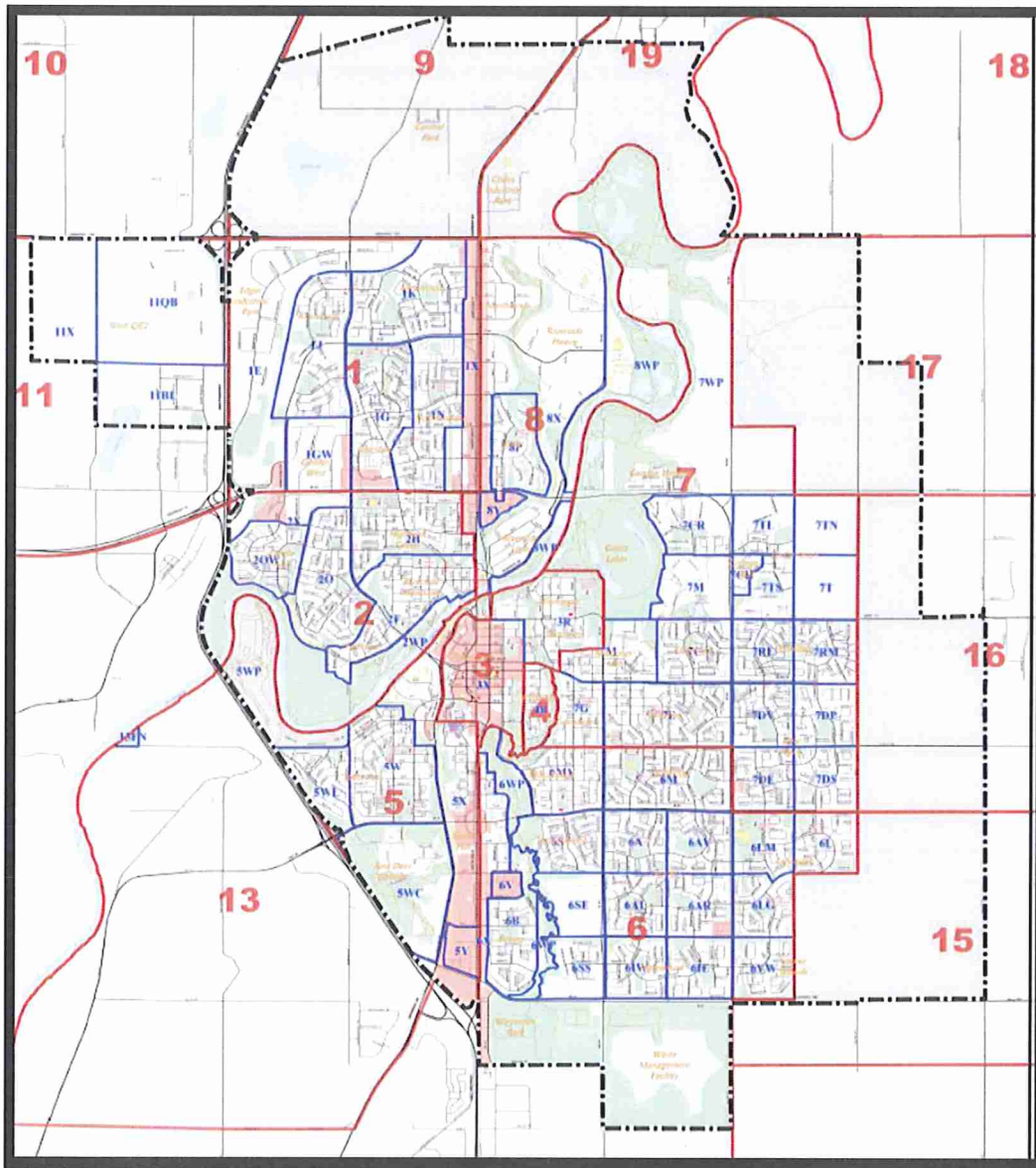
## **Police Workload**

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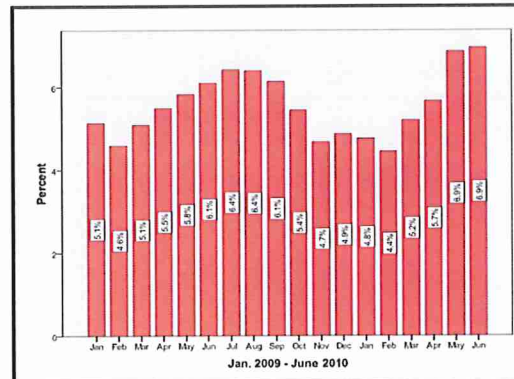
Graph: Zones and Atoms in Red Deer



The types of calls that come to the attention of the police are many and varied. The 15 most frequent calls for service overall for the duration of the period under examination (January 2009 – June 2010) are those involving traffic collisions (7.4% of all calls), disturbing the peace (6.5%), false alarms (5.7%), theft under \$5000 (5.5%) and violation of municipal bylaws (5.0%). The ten most frequent types of calls for service make up nearly half of all calls for service while the most frequent 15 calls for service takes up nearly 60% of officers' time. Although all events have some human toll, as can be seen, these, most frequent calls, are relatively minor incidents.

The distribution of calls for service varies over the course of months and seasons – each of which has particular opportunities for social interaction, as well as climatic implications for the types of activities taking place. In the first six months of 2009 and 2010 the table below illustrates the proportions of calls. While January, February and March remain relatively consistent in both 2009 and 2010, the proportionate volume of calls during the months of April to June is somewhat higher in 2010 than in 2009. The table and graph below illustrate and compare the most frequent 15 types of calls for service.

Calls for Service – Temporal Comparison		
Month	2009	2010
Jan	5.1%	4.8%
Feb	4.6%	4.4%
Mar	5.1%	5.2%
Apr	5.5%	5.7%
May	5.8%	6.9%
Jun	6.1%	6.9%



A common observation by policing and other emergency responders is that the volume of calls varies by the time of day. These observations are largely substantiated in the analyses of the calls for service for Red Deer RCMP. The *Review* details the percentage volume of cases occurring over a 24-hour period. Notably, 29.5% of the calls in any given day are received between 1 and 6 pm, on average: a five hour period (approximately 21% of the day) is associated with just under 30% of the calls for service. The majority of calls, 80%, come to the attention of police via phone. The next largest proportion, though substantially less, are walk-ins to the detachment at 8.5%. "Unspecified calls" are exactly that – unspecified – while "other" calls consist of reporting methods such as CPIC<sup>5</sup>, email, fax, internal emails and mail.

It is apparent that, given the priority codes, response times will differ.

*What is known is that the bulk of the calls for service, 85%, are considered 'routine'.*

It is noted that most calls for service are considered *completed*, although *unsolved*, at nearly 37% of calls for service. This refers to calls for service where all investigative efforts have been completed and an offender has not been identified or there is not sufficient evidence to proceed with a charge or clear the call otherwise.

<sup>5</sup> The Canadian Police Information Centre (CPIC) was created in 1966 to provide tools to assist the police community in combatting crime. It was approved by Treasury Board in 1967 as a computerized information system to provide all Canadian law enforcement agencies with information on crimes and criminals. CPIC is operated by the RCMP under the stewardship of National Police Services, on behalf of the Canadian law enforcement community.

## **New Legislation and Crime Prevention & Policing**

Since the *2004 Crime Prevention and Policing Study* was conducted there have been a number of legislative amendments and new statute initiatives that impact law enforcement and crime prevention.

This includes, but is not limited to:

- *Safer Communities and Neighbourhoods (SCAN) Act* <sup>6</sup>
- *Gunshot and Stab Wound Mandatory Disclosure Act*
- *Protection for Persons in Care Act*
- *Health Information Act*
- *Traffic Safety Act*
- *Mental Health Act (Community Treatment Orders)*

It is also noted that policy requirements<sup>7</sup> applicable to both public police in Alberta and also some specific requirements within the RCMP impact the demand on police time. Some areas of concern include:

- *Judicial Interim Release*: Judicial release packages must be completed and forwarded to the Hearing Officer to substantiate conditions and incarceration requests.
- *Subject Behaviour Observation Reports (SB/OR)*: Must be completed by each member on scene.
- *Victim Service Referral Form*: To be completed for property and persons crimes.
- *Impaired Driving Investigations*: 3-4 hours for investigation.
- *Domestic Violence Investigation*: Completion of the Family Violence Investigation Report, Family Violence Check sheet form and possible acquisition of Protection orders etc.

## **Opportunities to Enhance Crime Prevention in Red Deer**

The *Review* mandate included an examination of existing domestic and international crime prevention programs. An included purpose was to examine the extent to which any of these initiatives may be applied in the Red Deer context given the unique characteristics of the city with regards size, location, demographics, community involvement, and policing approaches. In looking towards a comprehensive crime prevention strategy for the City of Red Deer, the literature asserts that it is necessary to adopt a comprehensive community-based model with intervention strategies aimed at each level: primary (reducing opportunities for crime or social disorder), secondary (focus on at-risk individuals, groups, or communities), and tertiary (prevent offenders from re-offending). Red Deer has already undertaken a number of initiatives to work toward this model.

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<sup>6</sup> RSA. In, [https://www.solgps.alberta.ca/safe\\_communities/scan/Pages/SCAN.aspx](https://www.solgps.alberta.ca/safe_communities/scan/Pages/SCAN.aspx)

<sup>7</sup> Part 2,3 of the report of the *Review* will further address the issue of 'police time'

**Strategic Framework.**

As part of the mandate of the *Review*, the Council also requested the development of a 'Strategic Framework' for policing and crime prevention. Based upon the various data gathered in Part One, a draft framework was developed which, pending discussion with Council and further input in subsequent parts of the review, will provide a comprehensive guidelines and structure for the orchestration of a city wide approach to crime and policing issues.



**DATE:** February 23, 2011 Document #1073676

**TO:** Craig Curtis  
City Manager

**FROM:** Colleen Jensen  
Community Services Director

**SUBJECT:** **Crime Prevention and Policing Study/Strategy and Policing Model Review – Part I Report**

---

## INTRODUCTION

In 2003 – 2004 The City undertook the Crime Prevention and Policing Study and resulting Strategy. Phase I of the study provided statistical information of the crime prevention and policing situation of the day. Phase 2 assessed the community and stakeholder views of safety and security in the community and evaluated it against the research findings in Phase I. The end result was a comprehensive strategy and implementation plan for future direction for the crime prevention and policing initiatives for the community. Over the last five years, work has been undertaken to implement the various strategies in the implementation plan.

During the 2010 budget Council approved funding to undertake the update of the Crime Prevention and Policing Strategies as well as conducting a review of the pros and cons of the current policing service model in comparison to other policing models. In March 2010 the project Term of the Reference were approved and appointments made to the Steering Committee by Council. Based on a selection process and recommendation by the Steering Committee, Council approved the contracting of *perivale + taylor Consulting Ltd* to undertake the review.

## DISCUSSION

In late August 2010 *perivale + taylor Consulting Ltd.* began gathering data and conducting stakeholder meetings along with conducting a workshop with Council on August 19, 2010

The Crime Prevention and Policing Study/Strategy Update and Policing Model Review is divided into three Parts:

- Part 1: Research and Statistical Analysis
- Part 2: Community Perception and Strategy Development
- Part 3: Policing Service Model Review

The focus of Part I is a situational analysis that updates the statistical data and provides a comparison to the 2004 data.

Where to from here: Work has begun on Part 2 and will focus on strategy development and include significant community consultation. Work on Part 3 has also been initiated by the consultants.

### **RECOMMENDATION**

The Draft Part I Report has been presented and reviewed by the Steering Committee. The attached Review Highlights provides highlights of Part I: Research and Statistical Analysis.

It is recommended that that the Highlights Report be received as information by Council.

Respectfully submitted

Colleen Jensen  
Community Services Director

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Backup -  
NOT FORWARDED  
TO COUNCIL

Home > City Government > News Releases > Recent > Crime Prevention and Policing Review part one  
results reveal decrease in crime rates

Receive news release notifications by e-mail

## Crime Prevention and Policing Review part one results reveal decrease in crime rates

March 8, 2011

Part one of the Crime Prevention and Policing Review results show there has been an almost 20 per cent decrease in crime rates between 2004 and 2009.

This report is a follow up to the Crime Prevention and Policing Study completed in 2005 and will help Red Deer define what can and should be done to continue to best address crime in our community.

"Part one of the review focused on collecting data about crime in the community," said Director of Community Services, Colleen Jensen. "Part two of the review will focus on consulting with residents to identify solutions and strengthen crime prevention programs already in place."

A telephone survey will be conducted in March to gather more information about crime and perceptions of crime in Red Deer and community discussions will be held in the spring to discuss crime prevention strategies and solutions for Red Deer.

"Everyone wants a safe community and we want to work with residents to identify strategies that will work best for Red Deer," said Jensen.

-end -

For more information please see the backgrounder.

For more information, please contact:

Colleen Jensen  
Director of Community Services  
The City of Red Deer  
403-342-8323

## Christine Kenzie

---

**From:** Christina Lust  
**Sent:** February 28, 2011 9:41 AM  
**To:** Christine Kenzie  
**Subject:** RE: Crime Prevention and Policing - Council Memo - REVISED FEBRUARY 25, 2011

Colleen will make a brief introduction.

The consultants who will be speaking are:  
Peter Copple - Project Lead for perivale + taylor  
Keith Taylor

-----Original Message-----

**From:** Christine Kenzie  
**Sent:** February 28, 2011 9:26 AM  
**To:** Christina Lust  
**Subject:** RE: Crime Prevention and Policing - Council Memo - REVISED FEBRUARY 25, 2011

I will need the name of the consultant who will be making the presentation to Council -- so that I can note this on the Schedule for the Mayor. Will you be introducing the item --- or will the consultant just start the presentation?

Thanks.

Christine Kenzie | Corporate Meeting Coordinator  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
christine.kenzie@reddeer.ca

-----Original Message-----

**From:** Christina Lust  
**Sent:** February 25, 2011 8:38 AM  
**To:** Christine Kenzie  
**Subject:** Crime Prevention and Policing - Council Memo - REVISED FEBRUARY 25, 2011

Here is the memo with the changes. Is this sufficient or do you want me to send the original by interoffice mail as well?  
Chris

-----Original Message-----

**From:** community@reddeer.ca [mailto:community@reddeer.ca]  
**Sent:** February 25, 2011 6:38 AM  
**To:** Christina Lust  
**Subject:**

This E-mail was sent from "RNPE5AF1A" (Aficio MP 7000).

Scan Date: 02.25.2011 08:37:44 (-0500)

**Christine Kenzie**

BACKUP INFORMATION  
~~NOT SUBMITTED TO COUNCIL~~

---

**From:** Christina Lust  
**Sent:** January 05, 2011 4:53 PM  
**To:** Bev Greter; Christine Kenzie  
**Subject:** RE: Jan 5 2011 Agenda Request - March 7

That would be good to have them early on the agenda as they will need to be on their way to catch a plane that evening. I will confirm that with the consultant's and if there is any change will let you know.

Chris

---

**From:** Bev Greter  
**Sent:** January 05, 2011 4:50 PM  
**To:** Christina Lust  
**Cc:** Christine Kenzie  
**Subject:** FW: Jan 5 2011 Agenda Request - March 7

Thanks Chris.

I have copied this to Christine too as she's back now taking care of Council (I'm her back up). We have noted your item for the March 7 Council Meeting.

Typically we try to accommodate out of town guests at the start of the Council meeting. Can you please confirm that works for you?

Thanks,  
Bev

Bev Greter  
Corporate Meeting Coordinator  
Legislative & Governance Services  
Phone: 403.342.8201  
[Bev.greter@reddeer.ca](mailto:Bev.greter@reddeer.ca)  
[www.reddeer.ca](http://www.reddeer.ca)

---

**From:** Christina Lust  
**Sent:** Wednesday, January 05, 2011 4:41 PM  
**To:** Bev Greter  
**Subject:** Jan 5 2011 Agenda Request - March 7

Hi Bev:

We now have our dates finalized with LGS and the consultants for the presentation of the Crime Prevention and Policing Strategy Update and Policing Service Model Review. See attached Agenda request form.

Chris

2011/01/06

**Bev Greter**

**From:** Christina Lust  
**Sent:** Tuesday, December 14, 2010 10:35 AM  
**To:** Bev Greter  
**Subject:** RE: January 24 - CP&Policing Study Review

*1<sup>st</sup> 22<sup>nd</sup>?* *March? 3<sup>rd</sup>*  
It looks like it will be in February. I have been waiting for the official word so I could send you the form. Thanks for making note of that.  
Chris

\*\*\*\*\*

Christina Lust  
Divisional Strategist  
Community Services  
City of Red Deer  
Phone: 403-309-8500  
Fax: 403-342-8222  
Email: [christina.lust@reddeer.ca](mailto:christina.lust@reddeer.ca)  
Website: [www.reddeer.ca](http://www.reddeer.ca)

---

**From:** Bev Greter  
**Sent:** December 14, 2010 10:09 AM  
**To:** Christina Lust  
**Subject:** January 24 - CP&Policing Study Review

Hi Chris,

I had a note on my desk, is there something coming to the January 24 Council meeting on this? I assume a report, same as the CPAC presentation on November 29.

Thanks,  
Bev

Bev Greter  
Corporate Meeting Coordinator  
Legislative & Governance Services  
Phone: 403.342.8201  
[Bev.greter@reddeer.ca](mailto:Bev.greter@reddeer.ca)  
[www.reddeer.ca](http://www.reddeer.ca)

**Engineering Services**

**Date:** February 24, 2011

**To:** City Manager

**From:** Engineering Services Manager

**Re:** **Structure Appearance and Bike Path Review – NHC Project**

---

Detailed design of the North Highway Connector project is underway. Prior to design completion, the following items should be discussed with Council.

1. For the information of City Council, we wish to provide an opportunity for Council to view what the bridge structures and retaining walls will look like when completed.
2. To address City Council's inquiry relative to what provisions have been made within the project for pedestrians and cyclists and explore alternatives for a dedicated cyclist route.

**A. Northland Drive Structures**

There are three bridge structures proposed as follows:

- The Red Deer River Bridge – staged with two separate bridges with the first one beginning in 2014;
- The Multi-Purpose Crossing Structure – built to ultimate width in 2011 as part of the phase 1 grading contract
- The CN Rail Overpass – staged with the ultimate foundation for retaining walls in 2011 followed by the 2 travel lanes plus a truck climbing lane beginning in 2014.

The location of the structures and artistic renditions of the three structures are illustrated in the power point presentation.

**B. Pedestrian and Cyclist Provisions**

In response to an earlier question of Council regarding the provisions of pedestrian and cyclist facilities on the North Highway Connector project, the current design includes a typical combined 3.0m wide asphalt pathway to provide cyclist and pedestrian accommodation. This design is utilized throughout the City on arterial roadways and is shown on attached Figure 1.0.

City Manager  
February 24, 2011  
Page 2

Engineering was requested to consider the provision of dedicated cyclist lanes along Northland Drive for commuter cyclists. In response, two potential future options have been deemed achievable and are outlined below.

**Option A1 – (Figure 2.0)**

**Separate Cyclist / Pedestrian Pathway One Side of Road**

This option will add a dedicated cyclist path adjacent to the initial combined use pathway for a total width 5.0m separated by a double solid paint line. Implications of this option are:

- Vehicle concrete barriers are required to provide cyclist safety within 60m ROW areas as embankment widening is not a cost effective option through the river valley. No barriers are required in the wider 95m ROW areas such as along 20th Avenue.
- Barriers may be considered as unattractive and will create more maintenance consideration relative snow clearing and maintenance vehicle access.
- Reduced width over the bridges (The combined pathway width reduces to 3.5m over the bridge structures.)
- Increased engineering and construction costs.

**Option A2**

**Separate Cyclist / Pedestrian Pathway One Side of Road**

This option is similar to Option A1 except that the CN Rail Bridge and the River Bridge pathway area is widened from 3.5m to 5.0m

**Option B – (Figure 3.0)**

**Separate Cyclist / Pedestrian Pathway Each Side of Road**

This option will add a dedicated pedestrian path 3.0m in width on the opposite side of the ROW leaving the initially constructed combined use pathway for cyclists. Implications of this option are:

- Vehicle concrete barriers are required to provide cyclist safety within 60m ROW areas as embankment widening is not a cost effective option through the river valley. No barriers are required in the wider 95m ROW areas such as along 20th Avenue.
- Barriers may be considered as unattractive and will create more maintenance consideration relative snow clearing and maintenance vehicle access
- Requires addition of pedestrian pathway on second river and CN Rail bridges
- Both pathways will be of standard width with no reductions over the bridges.
- Increased engineering and construction cost

City Manager  
February 24, 2011  
Page 3

### **Cost Impact Summary**

A summary of the cost impacts for each option is presented in the following table. A 20% engineering and contingency factor is included in each estimate.

<b>Design Option</b>	<b>Total Costs of Ultimate 6 lane expressway</b>  Highway 2/Highway 11A interchange to Highway 2/ Mackenzie Road Interchange
Combined Cyclist / Pedestrian Pathway - one side of road. (current concept). (Figure 1.0)	\$483.2M
Option A1 Separate Cyclist / Pedestrian Pathway - one side of road with pathway <b>narrowing</b> at bridges. (Figure 2.0)	\$496.7M
Option A2 Separate Cyclist / Pedestrian Pathway - one side of road with pathway <b>widening</b> at bridges.	\$500.4M
Option B Separate Cyclist / Pedestrian Pathway - each side of road and bridge widening. (Figure 3.0)	\$500.8M

### **C. Options Excluded**

Concepts requiring the following spatial requirement were not deemed to be acceptable for the following reasons:

- Dedicated cyclist lanes within the carriageway of Northland Drive are not appropriate due to safety concerns as a result of the high traffic speeds (80km/h) and high traffic volumes which will be experienced along this expressway. Furthermore, the Transportation Association of Canada (TAC) Geometric Design Guide for Canadian Roads specifically recommends that cyclist lanes not be considered on expressways due to safety considerations.
- Options requiring additional right-of-way requirements and/or additional roadway embankment widening have not been considered as these options are not believed to be cost effective.

City Manager  
February 24, 2011  
Page 4

#### **D. Discussion**

Phase 1 includes the construction of Northland Drive through the Red Deer River Valley from Gaetz Avenue to 30 Avenue and 30th Avenue to 67 Street. Due to primarily industrial and undeveloped lands adjacent to Phase 1 it is anticipated that very low cyclist and pedestrian activity will be experienced until Northland Drive is further extended and adjacent land is further developed.


It is expected that further information related to bicycle lanes will be developed and direction will be provided as part of the Integrated Transportation Study, and may assist in choosing the ultimate option.

As seen from the presentation, provision has been made in Phase 1 for pedestrians and cyclists to share a pathway in the boulevard area. Council has the opportunity to consider one of two options presented for enhancement to the pedestrian and cyclist facilities in future phases of the NHC Project. The future options presented above can be implemented as a staged concept similar to the staging of the 2 lane, 4 lane, and ultimately the 6 lane roadway.

#### **E. Recommendation**

Engineering respectfully recommends:

- That Council support the provisions made in Phase 1 for Combined Cyclist / Pedestrian Pathway – One Side of Road as illustrated in Figure 1.0.
- That Council defers further consideration of options for dedicated cyclist lanes until the Transportation Movement Study is completed and the planning of Phase 2 of the NHC Project occurs in the future.



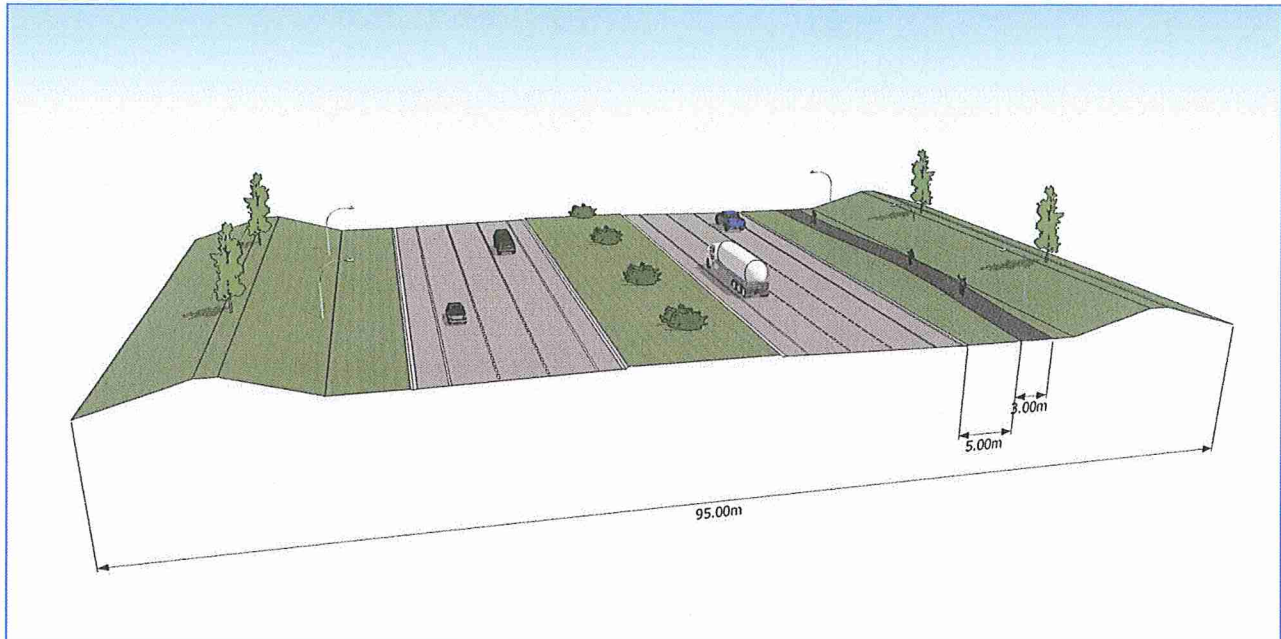
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Frank Colosimo, P.Eng.  
Engineering Services Manager

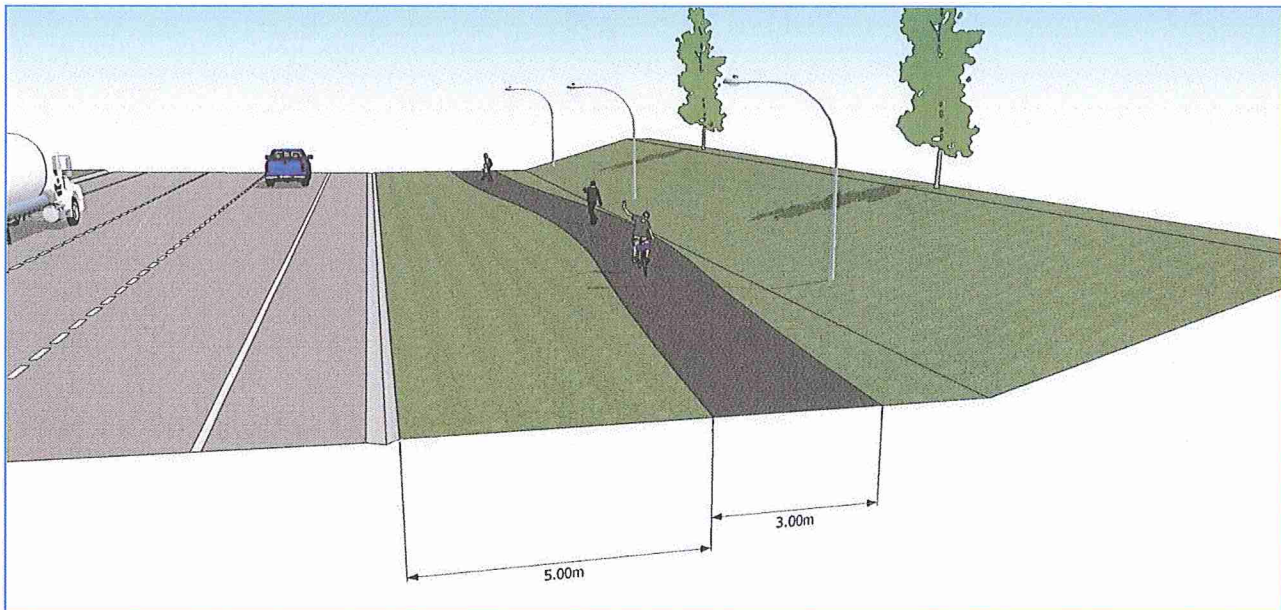
KGH/ldr  
Attach.

c. Director of Development Services

**Current Concept**  
**Combined Cyclist / Pedestrian Pathway**  
**One Side of Road**



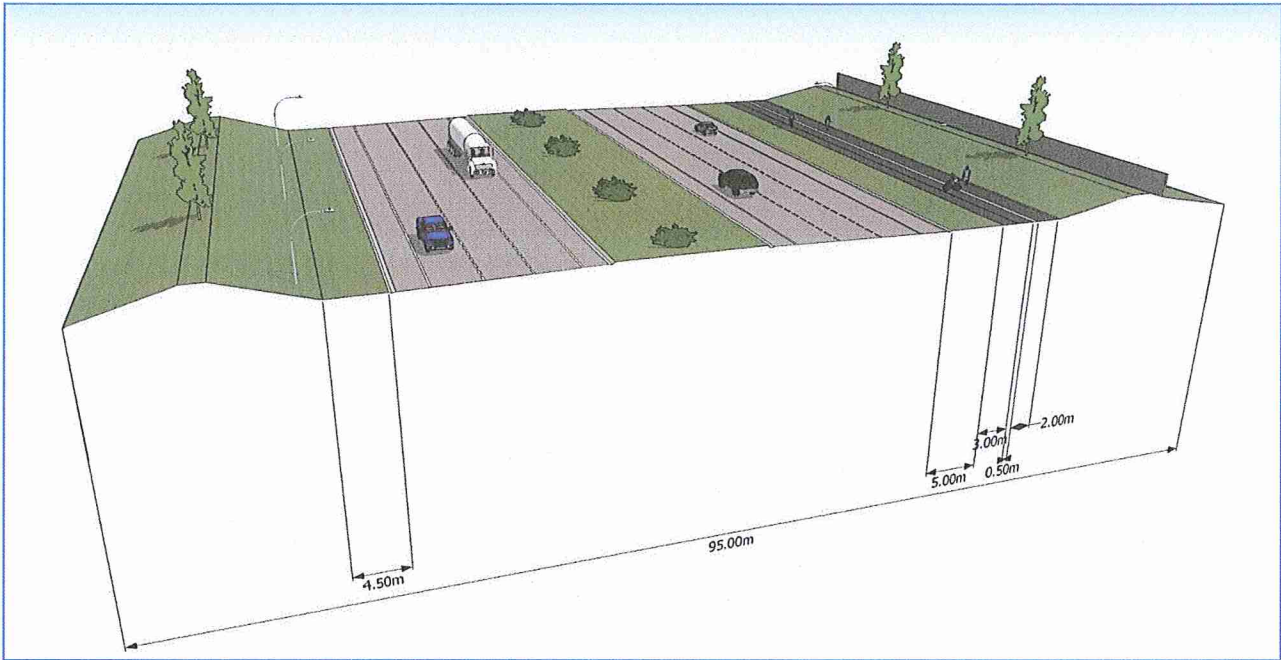
**Full Cross Section – Current Concept**



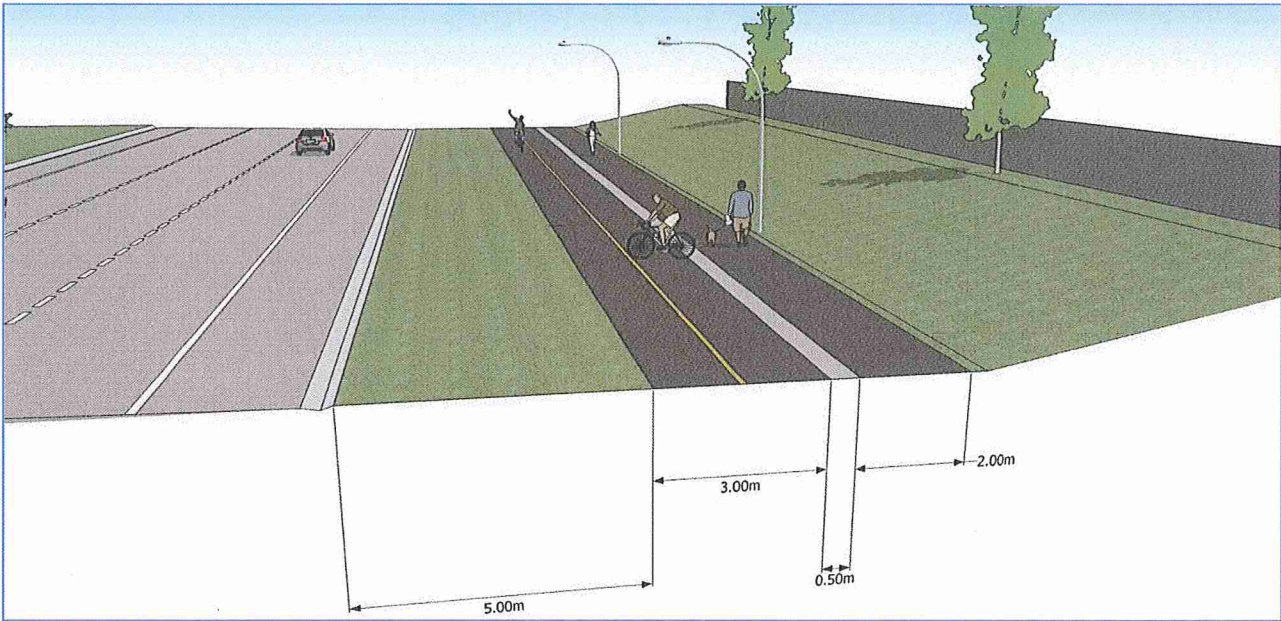
**Pathway Detail – Current Concept**

Figure 1.0

**Option A**  
**Separate Cyclist / Pedestrian Pathway**  
**One Side of Road**



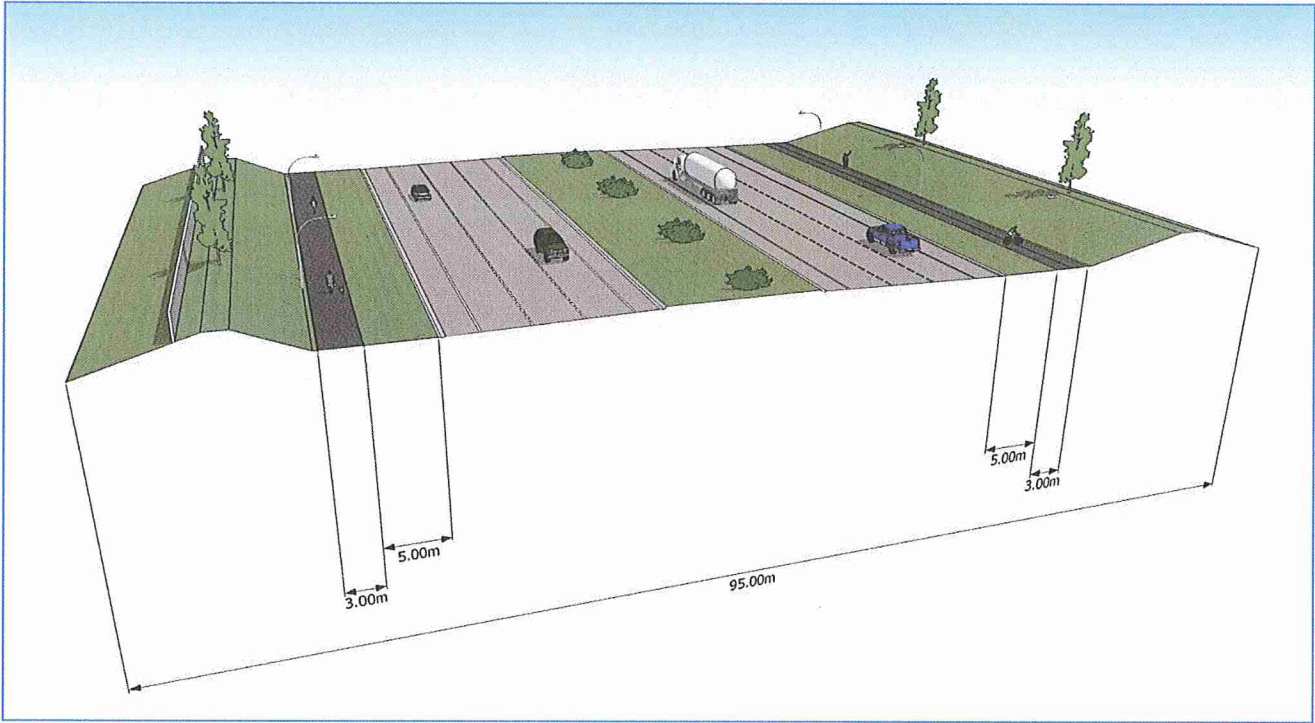
**Full Cross Section – Option A**



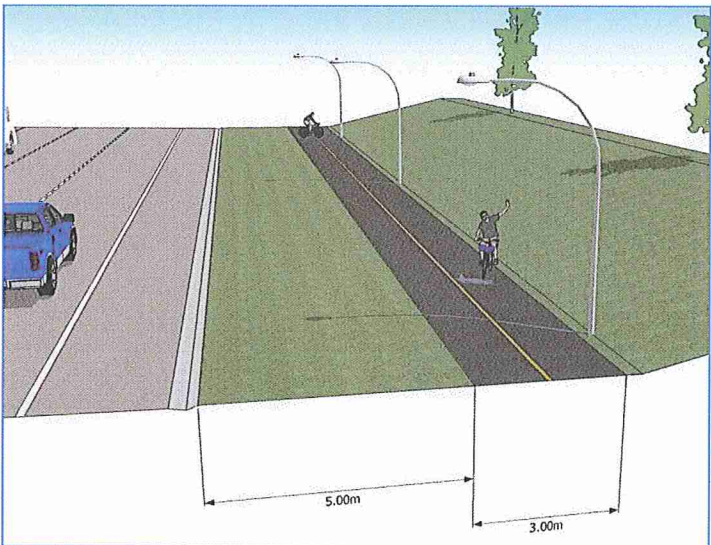
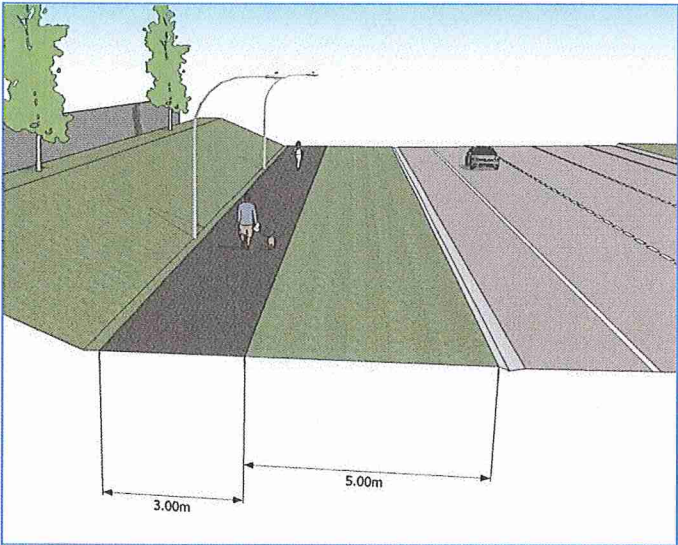
**Pathway Detail – Option A**

**Figure 2.0**

**Option B**  
**Separate Cyclist / Pedestrian Pathway**  
**Each Side of Road**



**Full Cross Section – Option B**



**Pathway Details – Option B**

**Figure 3.0**

*Comments:*

I recommend Option A2, a separate cyclist/pedestrian pathway all the way through, including an expanded bridge.

“Craig Curtis”  
City Manager

**DATE:** March 9, 2011  
**TO:** Frank Colosimo, Engineering Services Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Structure Appearance and Bike Path Review – NHC Project

---

**Reference Report:**

Engineering Services Manager dated February 24, 2011

**Resolution:**

**“Resolved** that Council of the City of Red Deer after considering the report from the Engineering Services Manager, dated February 24, 2011, Re: Structure Appearance and Bike Path Review – NHC Project, hereby:

1. Supports Option A2, Figure 2, Separate Cyclist / Pedestrian Pathway, one side of road with pathway widening at bridges.
2. Defers further consideration of options for dedicated cyclist lanes until the Transportation Movement Study is completed and the planning of Phase 2 of the NHC Project occurs in the future.”

**Report Back to Council:** Yes

**Comments/Further Action:**

Administration is to continue with detailed design incorporating the above recommendation.



Elaine Vincent  
Legislative & Governance Services Manager

c Paul Goranson, Director of Development Services  
Paul Meyette, Director of Planning Services  
Lorraine Poth, Director of Corporate Services  
Dean Krejci, Financial Services Manager  
Corporate Meeting Coordinator

## Submission Request For Inclusion on a Council Agenda

Requests to include a report on a Council Agenda must be received by 4:30pm on Monday (5 business days) prior to the scheduled meeting.

**PLEASE NOTE:** If reports are not received by Monday (5 business days) prior to the scheduled meeting/hearing the report may be moved to the next Agenda.

CONTACT INFORMATION			
Name of Report Writer:	Frank C		
Department & Telephone Number:	8150		
REPORT INFORMATION			
Preferred Date of Agenda:	March 7, 2011		
Subject of the Report (provide a brief description)	NHC - Bike lanes & structure appearance		
Is this Time Sensitive? Why?	Yes, detail design underway		
What is the Decision/Action required from Council?	Est-bridge appearance Decision on separate bike lanes.		
Please describe Internal/ External Consultation, if any.	Internal review w/ PW & EPC on bike lanes		
Is this an In-Camera item?	NO		
How does the Report link to the Strategic Plan and other existing Plans & Policies?			
Has Legal Counsel been consulted? Are there any outstanding issues? Please describe. NO			
Are there any financial/budget implications? Please describe. Are there other organizational implications? Please describe. Yes - cost increase for NHC future is Bike lanes			
Presentation: (10 Min Max.)	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	Presenter Name and Contact Information: Stadec & Frank, chosen.
COMMUNITY IMPACT			
Should External Stakeholder(s) be advised of the Agenda item? (e.i. Community Groups, Businesses, Community Associations) If Yes, please provide the Contact Information for the External Stakeholder(s)		<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
External Stakeholder(s) Contact Information: (please provide, name, mailing address, telephone number and e-mail address)			
FOR LEGISLATIVE & GOVERNANCE SERVICES USE ONLY			
Has this been to CLT / City Manager Briefings/ Committees: MPC, EAC, CPAC (Please circle those that apply)			
<b>CLT</b> When/describe: _____	<b>City Manager Briefings</b> When/Describe: _____	<b>Board(s) / Committee(s)</b> When/Describe: _____	
Do we need Communications Support?		<input type="checkbox"/> YES	<input type="checkbox"/> NO

Please return completed form, along with report and any additional information to Legislative & Governance Services.

ORIGINAL



**Engineering Services**

**Date:** February 24, 2011

**To:** City Manager

**From:** Engineering Services Manager

**Re:** **Structure Appearance and Bike Path Review – NHC Project**

---

SIGNED  
Revised Report  
AS AT  
MARCH 2 -  
1:20 P.M.

Detailed design of the North Highway Connector project is underway. Prior to design completion, the following items should be discussed with Council.

1. For the information of City Council, we wish to provide an opportunity for Council to view what the bridge structures and retaining walls will look like when completed.
2. To address City Council's inquiry relative to what provisions have been made within the project for pedestrians and cyclists and explore alternatives for a dedicated cyclist route.

**A. Northland Drive Structures**

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Engineering was requested to consider the provision of dedicated cyclist lanes along Northland Drive for commuter cyclists. In response, two potential future options have been deemed achievable and are outlined below.

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- Barriers may be considered as unattractive and will create more maintenance consideration relative snow clearing and maintenance vehicle access.
- Reduced width over the bridges (The combined pathway width reduces to 3.5m over the bridge structures.)
- Increased engineering and construction costs.

**Option A2**

**Separate Cyclist / Pedestrian Pathway One Side of Road**

This option is similar to Option A1 except that the CN Rail Bridge and the River Bridge pathway area is widened from 3.5m to 5.0m

**Option B – (Figure 3.0)**

**Separate Cyclist / Pedestrian Pathway Each Side of Road**

This option will add a dedicated pedestrian path 3.0m in width on the opposite side of the ROW leaving the initially constructed combined use pathway for cyclists. Implications of this option are:

- Vehicle concrete barriers are required to provide cyclist safety within 60m ROW areas as embankment widening is not a cost effective option through the river valley. No barriers are required in the wider 95m ROW areas such as along 20th Avenue.
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### **Cost Impact Summary**

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Combined Cyclist / Pedestrian Pathway - one side of road. (current concept). (Figure 1.0)	\$483.2M
Option A1 Separate Cyclist / Pedestrian Pathway - one side of road with pathway <b>narrowing</b> at bridges. (Figure 2.0)	\$496.7M
Option A2 Separate Cyclist / Pedestrian Pathway - one side of road with pathway <b>widening</b> at bridges.	\$500.4M
Option B Separate Cyclist / Pedestrian Pathway - each side of road and bridge widening. (Figure 3.0)	\$500.8M

### **C. Options Excluded**

Concepts requiring the following spatial requirement were not deemed to be acceptable for the following reasons:

- Dedicated cyclist lanes within the carriageway of Northland Drive are not appropriate due to safety concerns as a result of the high traffic speeds (80km/h) and high traffic volumes which will be experienced along this expressway. Furthermore, the Transportation Association of Canada (TAC) Geometric Design Guide for Canadian Roads specifically recommends that cyclist lanes not be considered on expressways due to safety considerations.
- Options requiring additional right-of-way requirements and/or additional roadway embankment widening have not been considered as these options are not believed to be cost effective.

**D. Discussion**

Phase 1 includes the construction of Northland Drive through the Red Deer River Valley from Gaetz Avenue to 30 Avenue and 30th Avenue to 67 Street. Due to primarily industrial and undeveloped lands adjacent to Phase 1 it is anticipated that very low cyclist and pedestrian activity will be experienced until Northland Drive is further extended and adjacent land is further developed.

It is expected that further information related to bicycle lanes will be developed and direction will be provided as part of the Integrated Transportation Study, and may assist in choosing the ultimate option.

As seen from the presentation, provision has been made in Phase 1 for pedestrians and cyclists to share a pathway in the boulevard area. Council has the opportunity to consider one of two options presented for enhancement to the pedestrian and cyclist facilities in future phases of the NHC Project. The future options presented above can be implemented as a staged concept similar to the staging of the 2 lane, 4 lane, and ultimately the 6 lane roadway.

**E. Recommendation**

Engineering respectfully recommends:

- That Council support the provisions made in Phase 1 for Combined Cyclist / Pedestrian Pathway – One Side of Road as illustrated in Figure 1.0.
- That Council defers further consideration of options for dedicated cyclist lanes until the Transportation Movement Study is completed and the planning of Phase 2 of the NHC Project occurs in the future.



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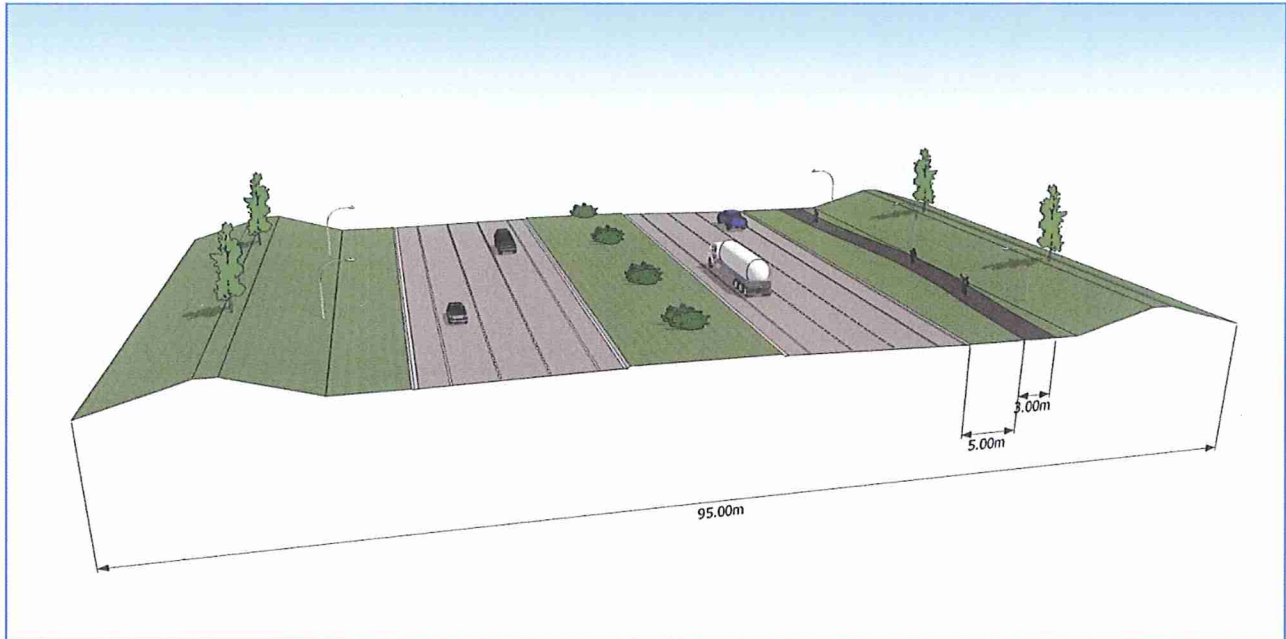
Frank Colosimo, P.Eng.  
Engineering Services Manager

KGH/ldr  
Attach.

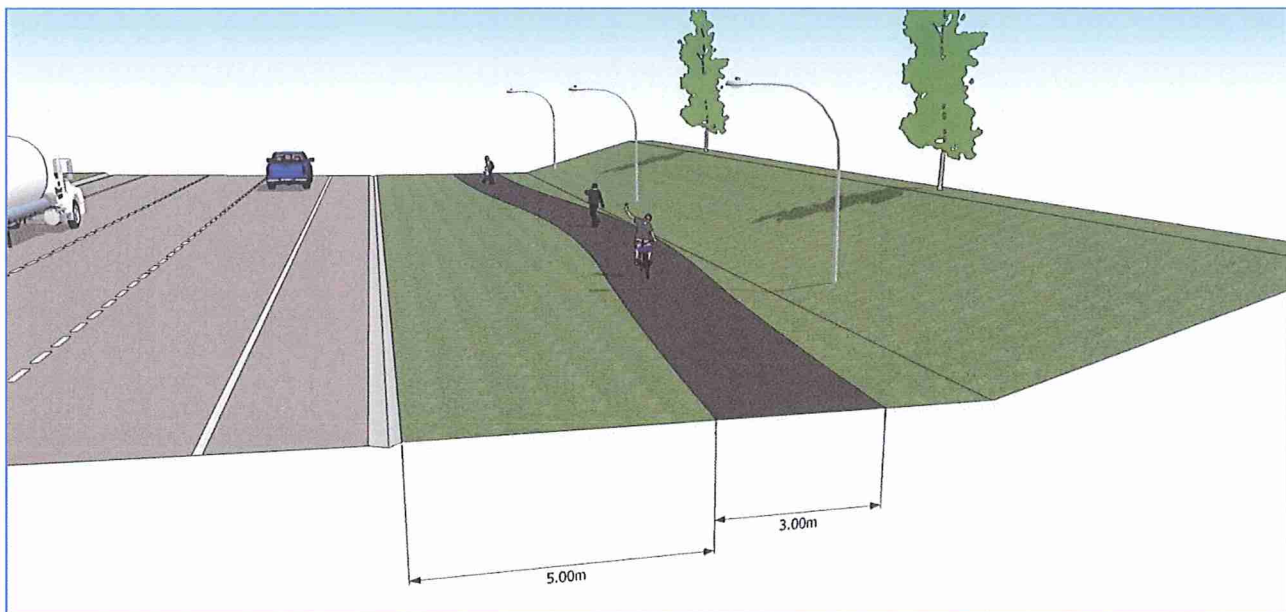
c. Director of Development Services

ORIGINAL

**Current Concept**  
**Combined Cyclist / Pedestrian Pathway**  
**One Side of Road**



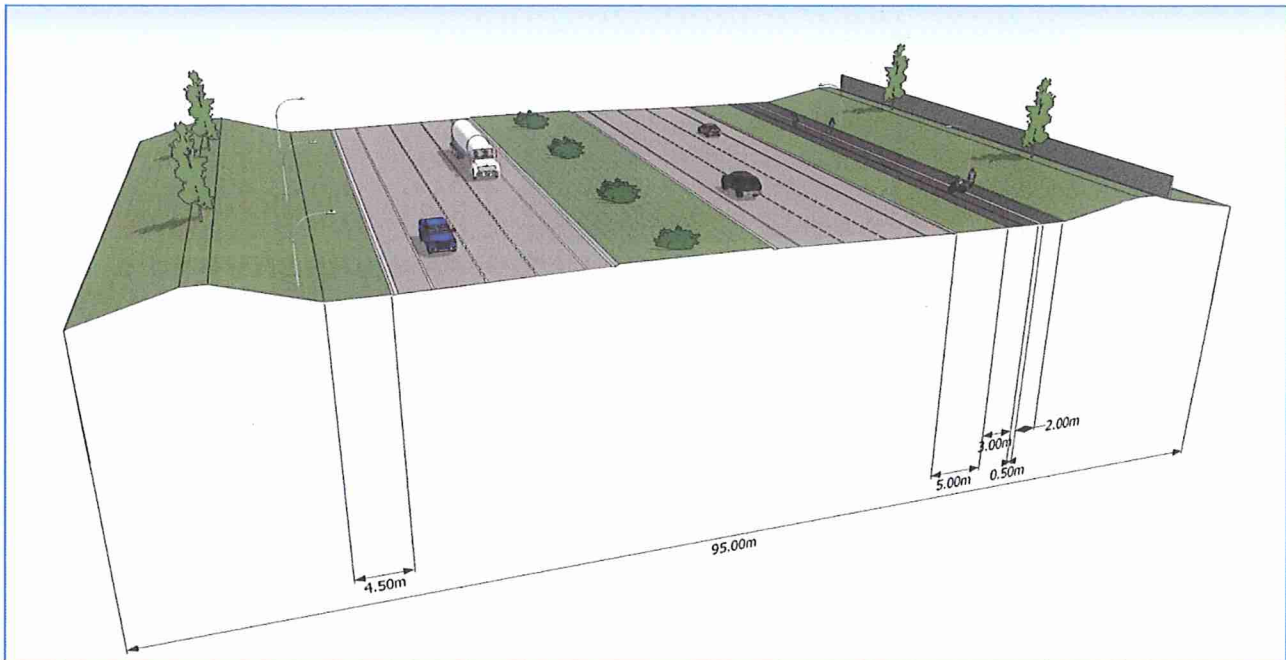
**Full Cross Section – Current Concept**



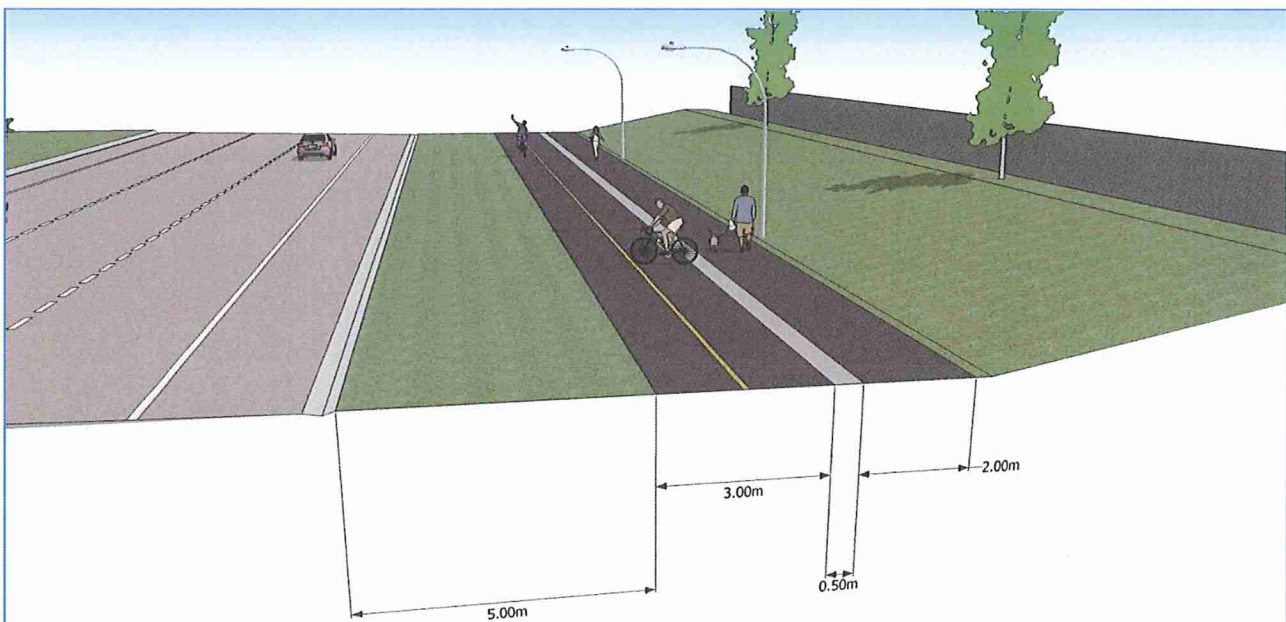
**Pathway Detail – Current Concept**

**Figure 1.0**

**Option A**  
**Separate Cyclist / Pedestrian Pathway**  
**One Side of Road**



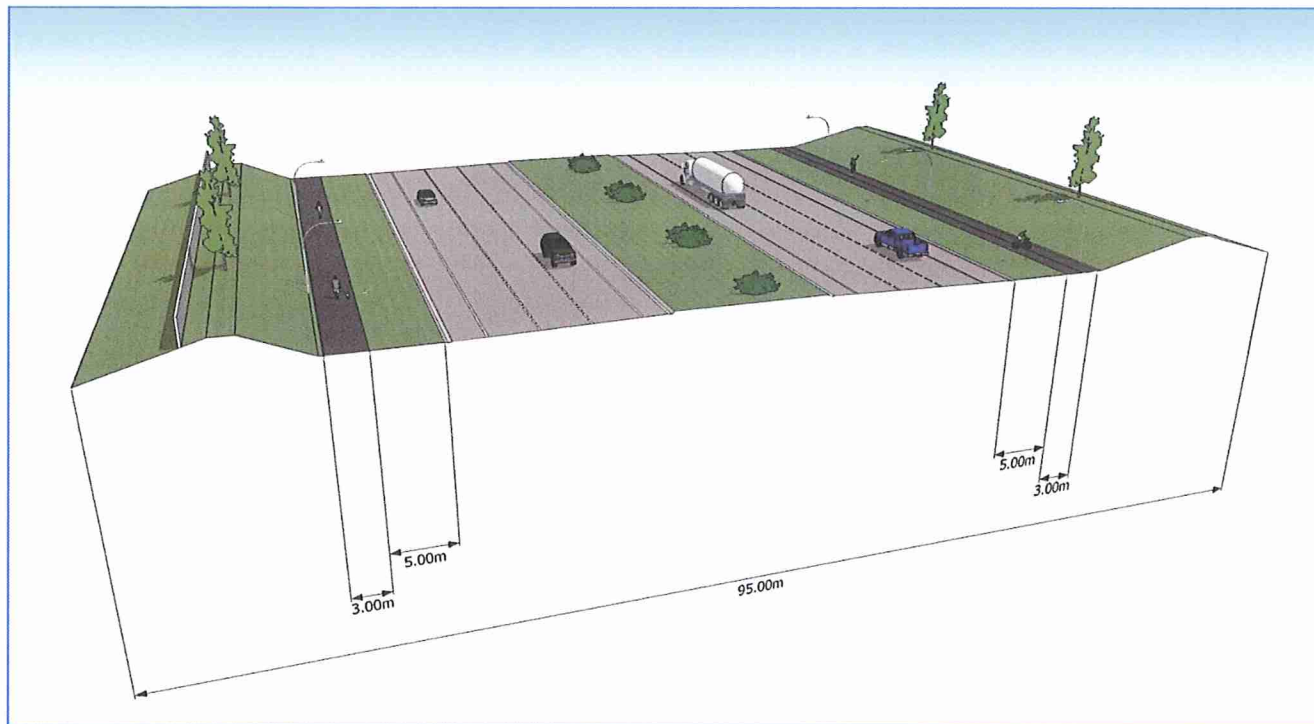
**Full Cross Section – Option A**



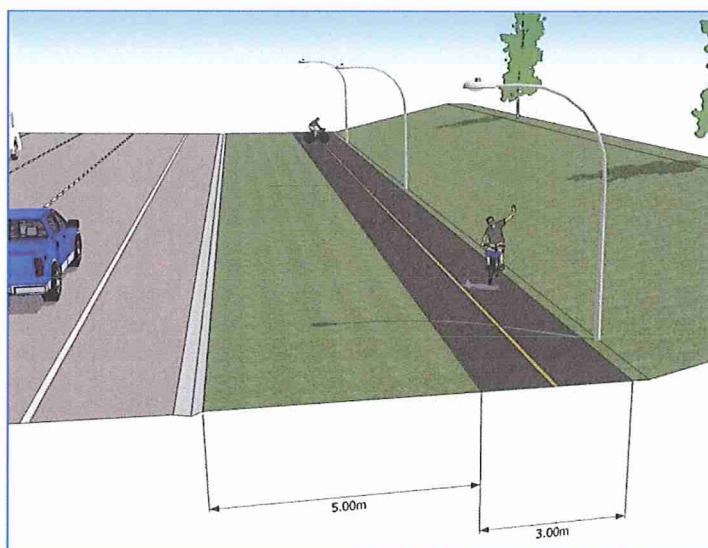
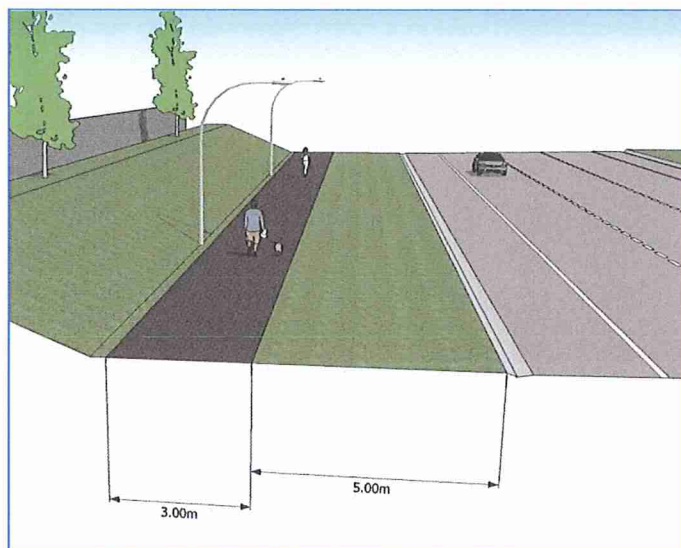
**Pathway Detail – Option A**

**Figure 2.0**

**Option B**  
**Separate Cyclist / Pedestrian Pathway**  
**Each Side of Road**



**Full Cross Section – Option B**



**Pathway Details – Option B**

**Figure 3.0**

**Legislative & Governance Services**

**DATE:** February 17<sup>th</sup>, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Draft Proposal: Council Governance and Policy Committee (CGPC)

---

**Background**

Council has invested significant effort in reviewing its governance model over the last two years. The governance model refers to how Council does the things it does. One of the key areas of a governance model consists of the elements of the decision making process and is designed to assure Council members that they are involved in appropriate ways and at the most opportune time. A solid governance model will ensure that Council can be confident of its decisions given that the process of making key decisions is sound and comprehensive.

One of the key underlying issues in terms of how Council members view the approval system is their own unease regarding the time available to them to review and discuss issues before they are presented for resolution. The decision making processes tend to place the emphasis on the here and now rather than on the more city-wide conceptual and far reaching issues that will influence much of the City's future. Often Council will question the decision making process as it is not certain if: 1) consultation was done as broadly as it should have been done; 2) the public advisory bodies/committees provided input into the issue; and 3) this represents the best for the community or is it arising from input of the vocal few.

In the current environment Council generally exercises its governance responsibility through the establishment of Council Policies, Bylaws or through resolution. Generally there are four methods for Council to exercise its governance:

- 1) Council identifies an issue and passes a resolution directing the administration to review the issue and report to Council; or
- 2) Staff members identify a Council issue that needs to be addressed and in conjunction with Corporate Service and LGS draft a proposed solution; review it with the impacted Departments head(s) responsible and perhaps the City Manager and bring a report to Council; or
- 3) Establish an advisory committee to Council to help garner public opinion on specific issues; or
- 4) Discussion on the issue is delayed until it can be scheduled into a workshop with Council.

**Discussion**

The City of Red Deer is changing. Its previous governance model is transforming and effort must be put in place to ensure that Council has a forum to drive those changes and an opportunity to establish the governance framework it envisions for the City of Red Deer. Council is shifting its focus with an emphasis on:

- 1) Outward vision rather than internal focus
- 2) Encouragement of diversity in viewpoints
- 3) Strategic leadership rather than administrative detail
- 4) Clear distinction of roles between Council, the City Manager and Administration
- 5) Collective rather than individual decisions
- 6) Future rather than past or present
- 7) Proactivity more than reactivity
- 8) Public awareness and input into the decision making processes

To help Council focus on its comprehensive governance framework an option presented for consideration would be the establishment of a Council Governance and Policy Committee. Following is a draft Terms of Reference for consideration.

**Proposed Purpose of the Committee:**

- 1) To provide an opportunity for Council to lead the Governance processes
- 2) To develop a comprehensive governance and policy framework to support Council
- 3) To ensure Council's intentions, directions and expected outcomes are captured in their governance and policy framework
- 4) To review Council's governance and policy bank and make recommendations and enhancements
- 5) To identify priorities for updating Council's governance and policy framework and suggested timing
- 6) To review Council's committee structure and recommend changes to committee mandate and role

**Proposed Membership**

The committee would consist of:

Voting Members:

- 1) All members of Council

Non Voting Members:

- 2) The City Manager (staff liaison)
- 3) The Legislative and Governance Services Manager
- 4) Corporate Services Policy Coordinator
- 5) The Communications and Strategic Planning Manager

The committee would be provided administrative support by the Legislative and Governance Services Department. Other departments depending on issues on the agenda would be resources to the committee.

In proposing this option, consideration was given to whether a standing committee or committee of the whole of Council would be the best option to move forward. The rationale for choosing all of Council for the committee is as follows:

- All of council can participate in key policy debates and become directly involved in key policy issues
- All members of Council are concurrently involved: no one member of Council has more access to information than another which reduces that potential perception that one Councillor can unduly influence or control the agenda

### **Proposed Guidelines**

- 1) All governance issues being placed before Council must first be considered by CGPC ensuring that CGPC is advisory to Council
- 2) The matters being placed on the CGPC agenda will include any matters wherein the intentions, direction and outcomes from Council are not currently in the governance framework
- 3) Matters of information only will NOT be added to the agenda of the CGPC.
- 4) Chairing of the CGPC will be done by a member of Council and will be rotated to ensure all members of Council has an opportunity to chair within the three year term of Council
- 5) CGPC would meet monthly on the Monday between Council meetings
- 6) The City Manager is the primary advisor as the City Manager is Council's primary policy advisor
- 7) The CGPC is not intended to replicate the meetings of Council but rather a more informal discussion on governance matters

### **Proposed Public Involvement**

To ensure compliance with the Municipal Government Act, all of the meetings of this Committee would be held in a committee meeting room and would be open to the Public. The Agenda and Minutes of the Committee would be posted on the City of Red Deer website. Items that may need to be held in camera due to compliance with the Freedom of Information and Protection of Privacy Act will be noted as such on the agenda.

### **Analysis**

The proposed benefits of the establishment of the Council Governance and Policy Committee are:

- 1) Enhanced transparency of the issues, and items Council is reviewing
- 2) Council's focus is geared towards governance and policy issues
- 3) All governance/policy issues are considered at the CGPC allowing time of reflection in a more informal matter
- 4) Increased public awareness of complex strategic issues
- 5) Enhanced strategic leadership as Council focuses on its future goals
- 6) Reduced risk of quick decisions without the long term objectives being considered
- 7) Increased confidence in the decision making process
- 8) A focus on Council directed priorities

The risks with this proposal include:

1. The potential for CGPC meetings to become a dress rehearsal for Council meetings
2. The policy focus can be viewed as too broad by some

### **Recommendation**

That Council consider:

1) the adoption of a Council Governance and Policy Committee with its first meeting to be held May 24<sup>th</sup>, 2011 from 1:30 p.m to 4:00 p.m and subsequent meetings to be held at the same time on:

June 20<sup>th</sup>, 2011

July 18<sup>th</sup>, 2011 (cancelled)

August 15<sup>th</sup>, 2011

September 20<sup>th</sup>, 2011

October 24<sup>th</sup>, 2011

November 21, 2011

- 2) the approval of the draft terms of reference for the Committee subject to review after 6 months of implementation
- 3) the adoption of the process as outlined for Chairing of the committee meetings.



Elaine Vincent,  
Manager  
Legislative & Governance Services

*Comments:*

I strongly support the establishment of this Committee, as previously discussed with Council, to support our governance framework.

“Craig Curtis”  
City Manager

ORIGINAL

**DATE:** March 9, 2011  
**TO:** Frieda McDougall, Deputy City Clerk  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Draft Proposal: Council Governance and Policy Committee (CGPC)

---

**Reference Report:**

Legislative & Governance Services Manager dated February 17, 2011

**Resolution:**

The following resolution was passed during the regular Council meeting held on Monday, March 7, 2011:

**“Resolved** that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager, dated February 17, 2011, Re: Draft Proposal: Council Governance and Policy Committee (CGPC), hereby:

- I. Adopts a Council Governance and Policy Committee with its first meeting to be held May 24, 2011 from 1:30 p.m. to 4:00 p.m. and subsequent meetings to be held:
  - June 20, 2011
  - July 18, 2011 (cancelled)
  - August 15, 2011
  - September 12, 2011
  - October 24, 2011
  - November 21, 2011
2. Approves the draft terms of reference for the CGPC Committee subject to review after six months of implementation as follows:

.../2

### **Proposed Purpose of the Committee:**

- 1) To provide an opportunity for Council to lead the Governance processes
- 2) To develop a comprehensive governance and policy framework to support Council
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- 4) To review Council's governance and policy bank and make recommendations and enhancements
- 5) To identify priorities for updating Council's governance and policy framework and suggested timing
- 6) To review Council's committee structure and recommend changes to committee mandate and role

### **Proposed Membership**

The committee would consist of:

Voting Members:

- 1) All members of Council

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- 2) The City Manager (staff liaison)
- 3) The Legislative and Governance Services Manager
- 4) Corporate Services Policy Coordinator
- 5) The Communications and Strategic Planning Manager

The committee would be provided administrative support by the Legislative and Governance Services Department. Other departments depending on issues on the agenda would be resources to the committee.

### **Proposed Guidelines**

- 1) All governance issues being placed before Council must first be considered by CGPC ensuring that CGPC is advisory to Council
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.../3

- 3) Matters of information only will NOT be added to the agenda of the CGPC.
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### **Proposed Public Involvement**

To ensure compliance with the Municipal Government Act, all of the meetings of this Committee would be held in Council Chambers and would be open to the Public. The Agenda and Minutes of the Committee would be posted on the City of Red Deer website. Items that may need to be held in camera due to compliance with the Freedom of Information and Protection of Privacy Act will be noted as such on the agenda.

3. Adopts the process as outlined for Chairing of the committee meetings as follows:

Chairing of the CGPC will be done by a member of Council and will be rotated to ensure all members of Council have an opportunity to chair within the three year term of Council."

**Report Back to Council:** Yes

### **Comments/Further Action:**

Administration to proceed with set up of the Council Governance and Policy Committee with the first meeting to be held Tuesday, May 24, 2011 and monthly thereafter. The draft Terms of Reference is to be reviewed by Council after six months of implementation.

  
Elaine Vincent  
Legislative & Governance Services Manager

- c Mayor and City Councillors  
Craig Curtis, City Manager  
Lorraine Poth, Director of Corporate Services  
Julia Harvie-Shemko, Communications & Strategic Planning Manager  
Kim Woods, Research & Policy Coordinator  
Lynn Iviney, Legislative Services Committees Coordinator  
Corporate Meeting Coordinator(s)

ORIGINAL



**Legislative & Governance Services**

**DATE:** February 17<sup>th</sup>, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Elaine Vincent, Legislative & Governance Services

**SUBJECT:** Draft Proposal: Council Governance and Policy Committee (CGPC)

---

D.M. 1060713  
Revised  
Feb 25, 2011

**Background**

Council has invested significant effort in reviewing its governance model over the last two years. The governance model refers to how Council does the things it does. One of the key areas of a governance model consists of the elements of the decision making process and is designed to assure Council members that they are involved in appropriate ways and at the most opportune time. A solid governance model will ensure that Council can be confident of its decisions given that the process of making key decisions is sound and comprehensive.

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## **Discussion**

The City of Red Deer is changing. Its previous governance model is transforming and effort must be put in place to ensure that Council has a forum to drive those changes and an opportunity to establish the governance framework it envisions for the City of Red Deer. Council is shifting its focus with an emphasis on:

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In proposing this option, consideration was given to whether a standing committee or committee of the whole of Council would be the best option to move forward. The rationale for choosing all of Council for the committee is as follows:

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### **Proposed Guidelines**

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- 8) A focus on Council directed priorities

The risks with this proposal include:

1. The potential for CGPC meetings to become a dress rehearsal for Council meetings
2. The policy focus can be viewed as too broad by some

## Recommendation

That Council consider:

1) the adoption of a Council Governance and Policy Committee with its first meeting to be held May 24<sup>th</sup>, 2011 from 1:30 p.m to 4:00 p.m and subsequent meetings to be held at the same time on:

June 20<sup>th</sup>, 2011

July 18<sup>th</sup>, 2011 (cancelled)

August 15<sup>th</sup>, 2011

September 20<sup>th</sup>, 2011

October 24<sup>th</sup>, 2011

November 21, 2011

- 2) the approval of the draft terms of reference for the Committee subject to review after 6 months of implementation
- 3) the adoption of the process as outlined for Chairing of the committee meetings.



Elaine Vincent,  
Manager  
Legislative & Governance Services

**Christine Kenzie**

BACKUP INFORMATION  
~~NOT SUBMITTED TO COUNCIL~~

**From:** Elaine Vincent  
**Sent:** February 25, 2011 9:37 AM  
**To:** Christine Kenzie  
**Subject:** RE: Council Governance Report

I think we will do CGPC meetings from 1 till 4 on Mondays....

*Elaine Vincent*  
Manager, Legislative and Governance Services  
The City of Red Deer  
Phone: 403-342-8134  
Fax: 403-346-6195  
[elaine.vincent@reddeer.ca](mailto:elaine.vincent@reddeer.ca)

---

**From:** Christine Kenzie  
**Sent:** Friday, February 25, 2011 9:25 AM  
**To:** Elaine Vincent  
**Subject:** RE: Council Governance Report

Just a question on the start date of May 24th for this committee. May 24th is a Council Agenda Review morning for the May 30th Council Agenda --- unless you want the Governance meeting to be held in the afternoon.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

---

**From:** Elaine Vincent  
**Sent:** February 25, 2011 8:40 AM  
**To:** Christine Kenzie  
**Subject:**

Final version of the CGPC agenda item for next council meeting...

*Elaine Vincent*  
Manager, Legislative and Governance Services  
The City of Red Deer  
Phone: 403-342-8134  
Fax: 403-346-6195  
[elaine.vincent@reddeer.ca](mailto:elaine.vincent@reddeer.ca)  
<< File: 1060713 - memo to city manager re Governance and Policy Committee - 2.DOC >>



Legislative & Governance Services

**CONFIDENTIAL**

**DATE:** February 10, 2011  
**TO:** Frieda McDougall, Deputy City Clerk  
**FROM:** Elaine Vincent, Legislative and Governance Services Manager  
**SUBJECT:** February 7, 2011 City Manager Briefings Meeting - Directives

---

REMINDER:

The following action item is for follow up on:

**Council Governance Committee**

Legislative & Governance Services to prepare a report to open Council for the first Council meeting of March 2011.

A handwritten signature in cursive script, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Legislative & Governance Services Manager

c Corporate Meeting Coordinator



## **Legislative & Governance Services**

**DATE:** March 1, 2011

**TO:** City Manager

**FROM:** Legislative & Governance Services Manager

**SUBJECT:** Amendment to Committees Bylaw 3431/2009  
Ensuring that Council Members Who are Not Appointed to a Committee  
Have the Ability to Attend In Camera Meetings of Council Committees

---

### **Background**

On December 13, 2010, Administration prepared an amendment to the Committees Bylaw with respect to:

1. The role of Council members attending a committee meeting to which they are not the appointed representative
2. That role of members of the public attending committee meetings
3. The role of the Mayor as ex-officio member of all committees

Based on clause 2, above, when a Council committee convenes an in camera meeting of the committee to discuss confidential items, any Council members who are not the appointed representatives are required to leave the meeting, along with any other members of the public. While the non-representative Council member does not have voice or vote to the committee, because the committee is dealing with broader policy issues that may inform Council's future decision making, Council members feel it is important to be able to attend even the in camera portion of committee meetings.

Since the adoption of the bylaw amendment, further discussion has occurred with respect to the unique role of Council members when in attendance at committee meetings in contrast to the role of a general member of the public and administration. Council has given preliminary direction to change the committee's bylaw to ensure that Council members who are not appointed to a committee have the ability to attend in camera meetings of Council committees.

### **Discussion**

In attempting to draft an amendment to the Committee's bylaw to achieve Council's preliminary direction, the following was reviewed:

#### **1. The Role of Councillor**

Council annually appoints Council member representatives to each Council committee and to other committees in which Council has an interest. The role of the Council representative is to 'hear' what the community is saying and be able to reflect Council's position to the community. Council members are required to attend the committee meetings to which they have been formally

appointed and may choose to attend committee meetings to which they have an interest. Committee meeting minutes are kept and shared with members of Council to ensure they have an awareness of issues under discussion. As no motions can be passed 'in camera' only members of the committee with the right to attend the meetings have access to this information.

## **2. Ex-Officio Status**

Under the Municipal Government Act (MGA), s 154 states:

- (2) The chief elected official is a member of all Council committees and all bodies to which Council has a right to appoint members under this Act, unless the Council provides otherwise;
- (3) Despite subsection (2), the chief elected official may be a member of a board, commission, subdivision authority or development authority established under Part 17 only if the chief elected official is appointed in the chief elected official's personal name.

This indicates that the Mayor is ex-officio to all committees (except as required under section (3)) but the same privilege is not granted to other members of Council. Council could however establish an ex-officio status for members of Council under the Committees Bylaw.

Robert's Rules defines ex-officio as "membership by virtue of some office," and states that as a "member," ex-officio members are entitled to full vote – unless there is some concrete rule that restricts the voting rights of a certain class of members. A consequence then of considering all Council members ex-officio to all committee meetings could result in committee meetings becoming meetings of the whole of council if a quorum of Council is achieved through the attendance of representative and non-representative members.

## **3. FOIP**

The FOIP Act defines an in camera meeting as the absence of the public at large. It then defines a governing body as the assembly of persons that is responsible for the administration of the public body (Council) and a committee of its governing body as a group of people who have been designated by the governing body of the local public body to act on its behalf and consider a particular issue or subject. This is supported by the MGA that permits that Councils and Council committees may close all or part of their meetings to the public if a matter to be discussed is within one of the exceptions to disclosure provided for under the FOIP Act. So who then can legitimately attend an in camera meeting? Attendance should be limited to appointed members and to those staff persons who have been 'designated' the responsibility of supporting and providing expertise to the committee. Unless non-representative members have been appointed as ex-officio members, they would not qualify to attend an in camera meeting.

## **Analysis**

In attempting to draft the bylaw amendment, it became clear that the desire of Council to attend in camera meetings could not be considered until the issue of ex-officio was dealt with to ensure that the organization remained in compliance with the FOIP Act.

The options to move forward then would be:

**Option 1: Grant ex-officio status as intended by Robert's Rules of Order to all members of Council**

Pro's:

- 1) Council is treated as an equal with no one member of Council having information that another member of Council can not have.
- 2) Council has 'status' as a committee member for all committee's.
- 3) Council can choose to attend and fully participate in all meetings of Committees that the Council person chooses.
- 4) Ensure's compliance with both the MGA and the intent of Ex-officio

Con's:

- 1) Role confusion between appointed Council members and other members of Council who choose to attend; potential to devalue the role of the appointed Council member.
- 2) Too strong of a Council influence which may detract from the primacy of the Council table.
- 3) Could impact the appointment process of Council members.
- 4) Too strong a Council influence which could inhibit the public members contribution.
- 5) Perception of Council bias or pre-decision making as committees bring items to open Council meetings.

**Option 2: Grant ex –officio status with limitations to all members of Council to ensure that the governance framework is respected. The limitations would be that the granting of ex-officio status would apply only to the attendance at committee meetings of the Council's choice and would not allow the Council member to vote. This would only enable them to attend the in camera portion of the meetings of Council**

Pro's:

- 1) Achieves the desired outcome of allowing Council members to attend in camera meetings to which they are not the appointed Council representative.
- 2) Allows for the ex-officio status to only apply to the in camera piece as the limitations would exclude the voting on items.
- 3) It respects our governance framework and the appointment process that is in place.

Con's:

- 1) Role confusion between appointed Council members and other members of Council who choose to attend: potential to devalue the role of the appointed Council member.
- 2) Too strong of a Council influence which may detract from the primacy of the Council table.
- 3) Too strong of a Council influence which could inhibit the public members contribution.
- 4) Perception of Council bias or pre-decision making as committees bring items to open Council meetings.

**Option 3: Status quo until the item can be considered by the proposed Governance and Policy Committee**

In determining the recommendation, the following pros and cons were considered:

**Pro's:**

- 1) The conversation regarding ex-officio status could be considered at the same time as the discussion related to Committees and the roles of the Members of the Public therefore reducing the need for additional amendments as conversations and linkages could be held at the same time.
- 2) Contributes to role clarity between appointed members and Council members who choose to attend.
- 3) Respects the governance framework that is currently in place.

**Con's:**

- 1) Does not achieve the objective required by Council in the short term.
- 2) Delays implementation until all information can be considered which is a longer time frame than desired.
- 3) Perception of inequality amongst Council members.

**Recommendation**

The bylaw amendment passed on December 13, 2010 attempted to treat non appointed members of the Committee the same as a member of the Public and has prevented Council from having access to discussions and information they feel is relevant in performing their role as Council.

In recommending that the role of non representative members of Council be the same as that of the public attending committee meetings, Council's governance framework was supported as this move highlights the importance of the primacy of the Council table and the necessity to ensure that the debate occurs with Councillors at the Council table vs. Councillors at the Committee table.

As provided in the report dated December 6, 2010, a quote from Mr. Cuff's book 'Off the Cuff' provides the following: 'While a municipality may establish committees and other advisory agencies to examine certain matters, there ought to be little questions as to the primacy of a Council in making the final and formal decision. Council committees represent but one of a series of decision making processes that enable the members of Council to fully grasp the issues under review, their policy and budget consequences and their potential impact on the public. The council meeting, however, is the forum where the decision should be finally considered, debated and either approved or denied. '

To ensure that respect for the Primacy of the Council table and ensuring compliance with FOIP and the definition of ex-officio, Administration recommends Option 3 which is the status quo until the longer conversation is concluded in relation to roles and responsibilities of Council and the Public as well as the appointment process of Council to committees.

If Council chooses it could proceed with Option 2, to achieve its desired outcome. If Council chooses to pursue option 2, Administration will draft a bylaw amendment to bring back to Council in one month's time.



Elaine Vincent, Manager  
Legislative & Governance Services

*Comments:*

I recommend Option 3. As stated in the report this has implications for our governance model and should be reviewed at the first meeting of the Council Governance & Policy Committee meeting.

“Craig Curtis”  
City Manager

ORIGINAL



Council Decision – March 7, 2011

**DATE:** March 9, 2011  
**TO:** Frieda McDougall, Deputy City Clerk  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Amendment to Committees Bylaw 3431/2009  
Ensuring the Council Members Who are Not Appointed to a Committee  
Have the Ability to Attend In Camera Meetings of Council Committees

---

**Reference Report:**

Legislative & Governance Services Manager dated March 1, 2011

**Resolution:**

The following resolution was passed during the regular Council meeting held on Monday, March 7, 2011:

**“Resolved** that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager, dated March 1, 2011, Re: Amendment to Committees Bylaw 3431/2009 – Ensuring that Council Members Who are Not Appointed to a Committee have the Ability to Attend In Camera Meetings of Council Committees hereby agrees not to implement any changes until the item can be considered by the proposed Council Governance and Policy Committee.”

**Report Back to Council:** No

**Comments/Further Action:**

Administration to proceed with including this item on the first meeting of the Council Governance and Policy Committee scheduled for May 24, 2011 at 1:30 p.m. in Council Chambers.

A handwritten signature in black ink, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Legislative & Governance Services Manager

c Lynn Iviney, Legislative Services Committees Coordinator  
Corporate Meeting Coordinator(s)

DM 1077891



## Legislative & Governance Services

**DATE:** March 1, 2011

**TO:** City Manager

**FROM:** Legislative & Governance Services Manager

**SUBJECT:** Amendment to Committees Bylaw 3431/2009  
Ensuring that Council Members Who are Not Appointed to a Committee  
Have the Ability to Attend In Camera Meetings of Council Committees

---

### Background

On December 13, 2010, Administration prepared an amendment to the Committees Bylaw with respect to:

1. The role of Council members attending a committee meeting to which they are not the appointed representative
2. That role of members of the public attending committee meetings
3. The role of the Mayor as ex-officio member of all committees

Based on clause 2, above, when a Council committee convenes an in camera meeting of the committee to discuss confidential items, any Council members who are not the appointed representatives are required to leave the meeting, along with any other members of the public. While the non-representative Council member does not have voice or vote to the committee, because the committee is dealing with broader policy issues that may inform Council's future decision making, Council members feel it is important to be able to attend even the in camera portion of committee meetings.

Since the adoption of the bylaw amendment, further discussion has occurred with respect to the unique role of Council members when in attendance at committee meetings in contrast to the role of a general member of the public and administration. Council has given preliminary direction to change the committee's bylaw to ensure that Council members who are not appointed to a committee have the ability to attend in camera meetings of Council committees.

### Discussion

In attempting to draft an amendment to the Committee's bylaw to achieve Council's preliminary direction, the following was reviewed:

#### 1. The Role of Councillor

Council annually appoints Council member representatives to each Council committee and to other committees in which Council has an interest. The role of the Council representative is to 'hear' what the community is saying and be able to reflect Council's position to the community. Council members are required to attend the committee meetings to which they have been formally

appointed and may choose to attend committee meetings to which they have an interest. Committee meeting minutes are kept and shared with members of Council to ensure they have an awareness of issues under discussion. As no motions can be passed 'in camera' only members of the committee with the right to attend the meetings have access to this information.

## **2. Ex-Officio Status**

Under the Municipal Government Act (MGA), s 154 states:

- (2) The chief elected official is a member of all Council committees and all bodies to which Council has a right to appoint members under this Act, unless the Council provides otherwise;
- (3) Despite subsection (2), the chief elected official may be a member of a board, commission, subdivision authority or development authority established under Part 17 only if the chief elected official is appointed in the chief elected official's personal name.

This indicates that the Mayor is ex-officio to all committees (except as required under section (3)) but the same privilege is not granted to other members of Council. Council could however establish an ex-officio status for members of Council under the Committees Bylaw.

Robert's Rules defines ex-officio as "membership by virtue of some office," and states that as a "member," ex-officio members are entitled to full vote – unless there is some concrete rule that restricts the voting rights of a certain class of members. A consequence then of considering all Council members ex-officio to all committee meetings could result in committee meetings becoming meetings of the whole of council if a quorum of Council is achieved through the attendance of representative and non-representative members.

## **3. FOIP**

The FOIP Act defines an in camera meeting as the absence of the public at large. It then defines a governing body as the assembly of persons that is responsible for the administration of the public body (Council) and a committee of its governing body as a group of people who have been designated by the governing body of the local public body to act on its behalf and consider a particular issue or subject. This is supported by the MGA that permits that Councils and Council committees may close all or part of their meetings to the public if a matter to be discussed is within one of the exceptions to disclosure provided for under the FOIP Act. So who then can legitimately attend an in camera meeting? Attendance should be limited to appointed members and to those staff persons who have been 'designated' the responsibility of supporting and providing expertise to the committee. Unless non-representative members have been appointed as ex-officio members, they would not qualify to attend an in camera meeting.

## **Analysis**

In attempting to draft the bylaw amendment, it became clear that the desire of Council to attend in camera meetings could not be considered until the issue of ex-officio was dealt with to ensure that the organization remained in compliance with the FOIP Act.

The options to move forward then would be:

**Option 1: Grant ex-officio status as intended by Robert's Rules of Order to all members of Council**

Pro's:

- 1) Council is treated as an equal with no one member of Council having information that another member of Council can not have.
- 2) Council has 'status' as a committee member for all committee's.
- 3) Council can choose to attend and fully participate in all meetings of Committees that the Council person chooses.
- 4) Ensure's compliance with both the MGA and the intent of Ex-officio

Con's:

- 1) Role confusion between appointed Council members and other members of Council who choose to attend; potential to devalue the role of the appointed Council member.
- 2) Too strong of a Council influence which may detract from the primacy of the Council table.
- 3) Could impact the appointment process of Council members.
- 4) Too strong a Council influence which could inhibit the public members contribution.
- 5) Perception of Council bias or pre-decision making as committees bring items to open Council meetings.

**Option 2: Grant ex –officio status with limitations to all members of Council to ensure that the governance framework is respected. The limitations would be that the granting of ex-officio status would apply only to the attendance at committee meetings of the Council's choice and would not allow the Council member to vote. This would only enable them to attend the in camera portion of the meetings of Council**

Pro's:

- 1) Achieves the desired outcome of allowing Council members to attend in camera meetings to which they are not the appointed Council representative.
- 2) Allows for the ex-officio status to only apply to the in camera piece as the limitations would exclude the voting on items.
- 3) It respects our governance framework and the appointment process that is in place.

Con's:

- 1) Role confusion between appointed Council members and other members of Council who choose to attend: potential to devalue the role of the appointed Council member.
- 2) Too strong of a Council influence which may detract from the primacy of the Council table.
- 3) Too strong of a Council influence which could inhibit the public members contribution.
- 4) Perception of Council bias or pre-decision making as committees bring items to open Council meetings.

**Option 3: Status quo until the item can be considered by the proposed Governance and Policy Committee**

In determining the recommendation, the following pros and cons were considered:

Pro's:

- 1) The conversation regarding ex-officio status could be considered at the same time as the discussion related to Committees and the roles of the Members of the Public therefore reducing the need for additional amendments as conversations and linkages could be held at the same time.
- 2) Contributes to role clarity between appointed members and Council members who choose to attend.
- 3) Respects the governance framework that is currently in place.

Con's:

- 1) Does not achieve the objective required by Council in the short term.
- 2) Delays implementation until all information can be considered which is a longer time frame than desired.
- 3) Perception of inequality amongst Council members.

### **Recommendation**

The bylaw amendment passed on December 13, 2010 attempted to treat non appointed members of the Committee the same as a member of the Public and has prevented Council from having access to discussions and information they feel is relevant in performing their role as Council.

In recommending that the role of non representative members of Council be the same as that of the public attending committee meetings, Council's governance framework was supported as this move highlights the importance of the primacy of the Council table and the necessity to ensure that the debate occurs with Councillors at the Council table vs. Councillors at the Committee table.

As provided in the report dated December 6, 2010, a quote from Mr. Cuff's book 'Off the Cuff' provides the following: 'While a municipality may establish committees and other advisory agencies to examine certain matters, there ought to be little questions as to the primacy of a Council in making the final and formal decision. Council committees represent but one of a series of decision making processes that enable the members of Council to fully grasp the issues under review, their policy and budget consequences and their potential impact on the public. The council meeting, however, is the forum where the decision should be finally considered, debated and either approved or denied. "

To ensure that respect for the Primacy of the Council table and ensuring compliance with FOIP and the definition of ex-officio, Administration recommends Option 3 which is the status quo until the longer conversation is concluded in relation to roles and responsibilities of Council and the Public as well as the appointment process of Council to committees.

If Council chooses it could proceed with Option 2, to achieve its desired outcome. If Council chooses to pursue option 2, Administration will draft a bylaw amendment to bring back to Council in one month's time.



Elaine Vincent, Manager  
Legislative & Governance Services

**Legislative & Governance Services**

**DATE:** February 23, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Citizen Representative Appointments to Committees  
Recommendations from the Nomination Review Committee

---

The following summary indicates the committees, boards and commissions for which Citizen Representative appointments are to be made.

***Community Housing Advisory Board***

- I Citizen Representative to the Organizational Meeting of 2012
- I Aboriginal Representative to fill an unexpired term to the Organizational Meeting of 2011

***Crime Prevention Advisory Committee***

- I Citizen Representative to fill an unexpired term to the Organizational Meeting of 2012

***Environmental Advisory Committee***

- I Citizen Representative to fill an unexpired term to the Organizational Meeting of 2011

***Library Board***

- I Citizen Representative to fill an unexpired term to the Organizational Meeting of 2011
- I Citizen Representative to fill an unexpired term to the Organizational Meeting of 2012

***Red Deer & District Family & Community Support Services Board***

- I Citizen Representative to fill an unexpired term to the Organizational Meeting of 2011
- I Citizen Representative to the Organizational Meeting of 2012

***River Bend Golf and Recreation Society***

- I Citizen Representative to fill an unexpired term to the Organizational Meeting of 2012



**Legislative & Governance Services**

The applicant names of those persons nominated are submitted to members of Council in confidence.

A handwritten signature in cursive script, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Manager

**Legislative & Governance Services**

**DATE:** February 23, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Citizen Representative Appointments to Committees  
Recommendations from the Nomination Review Committee

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***Community Housing Advisory Board***

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***Crime Prevention Advisory Committee***

- I Citizen Representative to fill an unexpired term to the Organizational Meeting of 2012

***Environmental Advisory Committee***

- I Citizen Representative to fill an unexpired term to the Organizational Meeting of 2011

***Library Board***

- I Citizen Representative to fill an unexpired term to the Organizational Meeting of 2011
- I Citizen Representative to fill an unexpired term to the Organizational Meeting of 2012

***Red Deer & District Family & Community Support Services Board***

- I Citizen Representative to fill an unexpired term to the Organizational Meeting of 2011
- I Citizen Representative to the Organizational Meeting of 2012

***River Bend Golf and Recreation Society***

- I Citizen Representative to fill an unexpired term to the Organizational Meeting of 2012



**Legislative & Governance Services**

The applicant names of those persons nominated are submitted to members of Council in confidence.

A handwritten signature in cursive script, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Manager



ORIGINAL

Letters To  
Successful  
applicants

LEGISLATIVE & ADMINISTRATIVE SERVICES

March 8, 2011

Ms. Bonita Ross  
8 Munro Crescent  
Red Deer, AB T4N 1C8

Dear Ms. Ross:

***Appointments to the Community Housing Advisory Board***

Thank you for submitting your committee application. At the City of Red Deer's Council Meeting held on Monday, March 7, 2011, the following appointments to the *Community Housing Advisory Board* were made:

**"Resolved** that Council of The City of Red Deer hereby appoints the following to serve on the *Community Housing Advisory Board* for terms to expire as follows:

Bonita Ross

Citizen Representative to the Organizational Meeting of 2012. (October, 2012)

Shannon Seaton

Aboriginal Representative to fill the unexpired term of Joe Chodzicki to the Organizational Meeting of 2011. (October 31, 2011)

Congratulations on your appointment. The staff liaison for the *Community Housing Advisory Board* will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

Elaine Vincent  
Manager

c: Roxana Nielsen-Stewart, Staff Liaison, Community Housing Advisory Board  
Committees Coordinator

## LEGISLATIVE &amp; ADMINISTRATIVE SERVICES

March 8, 2011

Mr. Shannon Seaton  
#5, 7 McPhee Street  
Red Deer, AB T5N 5T3

Dear Mr. Seaton:

***Appointments to the Community Housing Advisory Board***

Thank you for submitting your committee application. At the City of Red Deer's Council Meeting held on Monday, March 7, 2011, the following appointments to the *Community Housing Advisory Board* were made:

**"Resolved** that Council of The City of Red Deer hereby appoints the following to serve on the *Community Housing Advisory Board* for terms to expire as follows:

Bonita Ross

Citizen Representative to the Organizational Meeting of 2012 (October, 2012).

Shannon Seaton

Aboriginal Representative to fill the unexpired term of Joe Chodzicki to the Organizational Meeting of 2011 (October 31, 2011).

Congratulations on your appointment. The staff liaison for the *Community Housing Advisory Board* will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,



Elaine Vincent  
Manager

c: Roxana Nielsen-Stewart, Staff Liaison, Community Housing Advisory Board  
Committees Coordinator

## LEGISLATIVE &amp; GOVERNANCE SERVICES

March 8, 2011

Mr. Cory Leniuk  
63 Gish Street  
Red Deer, AB T4P 2N6

Dear Mr. Leniuk:

***Appointments to the Environmental Advisory Committee***

Thank you for submitting your committee application. At the City of Red Deer's Council Meeting held on Monday, March 7, 2011, the following appointment to the *Environmental Advisory Committee* was made:

**"Resolved** that Council of The City of Red Deer hereby appoints the following to serve on the *Environmental Advisory Committee* for terms to expire as follows:

Cory Leniuk

Citizen Representative to fill the unexpired term of  
Linda Cassidy to the Organizational Meeting of  
2011." (October 31, 2011)

Congratulations on your appointment. The staff liaison for the *Environmental Advisory Committee* will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,



Elaine Vincent  
Manager

c: Nancy Hackett, Staff Liaison, Environmental Advisory Committee  
Committees Coordinator

## LEGISLATIVE &amp; GOVERNANCE SERVICES

March 8, 2011

Mr. Rod Walker  
22 Fern Road  
Red Deer, AB T4N 4Z4

Dear Mr. Walker:

***Appointments to the Library Board***

Thank you for submitting your committee application. At the City of Red Deer's Council Meeting held on Monday, March 7, 2011, the following appointments to the *Library Board* were made:

**"Resolved** that Council of The City of Red Deer hereby appoints the following to serve on the *Library Board* for terms to expire as follows:

Amy Collins	Citizen Representative to fill the unexpired term of Sheila Bannerman to the Organizational Meeting of 2011." (October 31, 2011)
Roderick (Rod) Walker	Citizen Representative to fill the unexpired term of S. Balamurugan to the Organizational Meeting of 2012." (October, 2012)

Congratulations on your appointment. The staff liaison for the *Library Board* will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,



Elaine Vincent  
Manager

c: Dean Frey, Executive Director, Library  
Committees Coordinator

LEGISLATIVE &amp; GOVERNANCE SERVICES

March 8, 2011

Ms Amy Collins  
Box 2927, C8 99 Pioneer Way  
Blackfalds, AB T0M 0J0

Dear Ms. Collins:

***Appointments to the Library Board***

Thank you for submitting your committee application. At the City of Red Deer's Council Meeting held on Monday, March 7, 2011, the following appointments to the *Library Board* were made:

**"Resolved** that Council of The City of Red Deer hereby appoints the following to serve on the *Library Board* for terms to expire as follows:

Amy Collins

Citizen Representative to fill the unexpired term of Sheila Bannerman to the Organizational Meeting of 2011." (October 31, 2011)

Roderick (Rod) Walker

Citizen Representative to fill the unexpired term of S. Balamurugan to the Organizational Meeting of 2012." (October, 2012)

Congratulations on your appointment. The staff liaison for the *Library Board* will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,



Elaine Vincent  
Manager

c: Dean Frey, Executive Director, Library  
Committees Coordinator

LEGISLATIVE &amp; GOVERNANCE SERVICES

March 8, 2011

Mr. Antonio De Guzman  
104 Cornett Drive  
Red Deer, AB T4P 2G8

Dear Mr. De Guzman:

***Appointments to the Red Deer & District Family & Community Support Services Board***

Thank you for submitting your committee application. At the City of Red Deer's Council Meeting held on Monday, March 7, 2011, the following appointments to the *Red Deer & District Family & Community Support Services Board* were made:

**"Resolved** that Council of The City of Red Deer hereby appoints the following to serve on the *Red Deer & District Family & Community Support Services Board* for terms to expire as follows:

Antonio De Guzman

Citizen Representative to fill the unexpired term of Margarita Bartolome to the Organizational Meeting of 2011." (October 31, 2011)

Patrick Sean Noble

Citizen Representative to the Organizational Meeting of 2012." (October, 2012)

Congratulations on your appointment. The staff liaison for the *Red Deer & District Family & Community Support Services Board* will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,



Elaine Vincent  
Manager

c: Linda Boyd, Staff Liaison, Red Deer & District FCSS  
Committees Coordinator

## LEGISLATIVE &amp; GOVERNANCE SERVICES

March 8, 2011

Ms Cathy Lavers  
4614 – 51 Street  
Red Deer, AB T4N 2A4

Dear Ms Lavers:

***Appointments to the Crime Prevention Advisory Committee***

Thank you for submitting your committee application. At the City of Red Deer's Council Meeting held on Monday, March 7, 2011, the following appointment to the *Crime Prevention Advisory Committee* was made:

**“Resolved** that Council of The City of Red Deer hereby appoints the following to serve on the *Crime Prevention Advisory Committee* for terms to expire as follows:

Cathy Lavers

Citizen Representative to fill the unexpired term of  
Louise Lambert to the Organizational Meeting of  
2012.” (October, 2012)

Congratulations on your appointment. The staff liaison for the *Crime Prevention Advisory Committee* will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,



Elaine Vincent  
Manager

c: Dean Scott, Staff Liaison, Crime Prevention Advisory Committee  
Committees Coordinator



ORIGINAL

FILE

LEGISLATIVE & GOVERNANCE SERVICES

March 8, 2011

Mr. Sean Patrick Noble  
96 McLevin Crescent  
Red Deer, AB T4R 1S9

Dear Mr. Noble:

***Appointments to the Red Deer & District Family & Community Support Services Board***

Thank you for submitting your committee application. At the City of Red Deer's Council Meeting held on Monday, March 7, 2011, the following appointments to the *Red Deer & District Family & Community Support Services Board* were made:

**"Resolved** that Council of The City of Red Deer hereby appoints the following to serve on the *Red Deer & District Family & Community Support Services Board* for terms to expire as follows:

Antonio De Guzman

Citizen Representative to fill the unexpired term of Margarita Bartolome to the Organizational Meeting of 2011." (October 31, 2011)

Patrick Sean Noble  
Meeting

Citizen Representative to the Organizational of 2012." (October, 2012)

Congratulations on your appointment. The staff liaison for the *Red Deer & District Family & Community Support Services Board* will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script, reading 'Elaine Vincent'.

Elaine Vincent  
Manager

c: Linda Boyd, Staff Liaison, Red Deer & District FCSS  
Committees Coordinator

## LEGISLATIVE &amp; GOVERNANCE SERVICES

March 8, 2011

Mr. Clayton Szakacs  
42 Jensen Place  
Red Deer, AB T4P 0G2

Dear Mr. Szakacs:

***Appointments to the River Bend Golf and Recreation Society***

Thank you for submitting your committee application. At the City of Red Deer's Council Meeting held on Monday, March 7, 2011, the following appointment to the *River Bend Golf and Recreation Society* was made:

**"Resolved** that Council of The City of Red Deer hereby appoints the following to serve on the *River Bend Golf and Recreation Society* for terms to expire as follows:

Clayton Szakacs

Citizen Representative to fill the unexpired term of Gregory MacKinnon to the Organizational Meeting of 2012."  
(October, 2012)

Congratulations on your appointment. The staff liaison for the *River Bend Golf and Recreation Society* will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,



Elaine Vincent  
Manager

c: Andrew Gilchrist, General Manager, River Bend Golf & Recreation Society  
Committees Coordinator

## Christine Kenzie

---

**From:** Christine Kenzie  
**Sent:** March 09, 2011 1:00 PM  
**To:** Dean Frey  
**Subject:** RE: New Library Board members

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

**Attachments:** Rod Walker Contact Information.pdf

Attached is a copy of Rod Walker's committee application -- with his contact information. (The scan went a little crooked) Copies of the letters acknowledging the appointments made by Council to the Library Board are in the internal mail to you. Rod was chosen to fill the unexpired term of S. Balamurugan to 2012.

Tara Veer is supposed to call and chat with yourself and/or Michael Todd to update you on Council not appointing Kerry Chow to the Library Board.

Let me know if you need anything else.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

---

**From:** Dean Frey [mailto:dfrey@rdpl.org]  
**Sent:** March 09, 2011 11:03 AM  
**To:** Christine Kenzie  
**Subject:** New Library Board members

Hi Christine:

I heard from Colleen Jensen that our two new Board Members named by Council on Monday night are Rod Walker and Amy Collins. I have Amy's contact information, but not Rod's. We'd like to set up a lunch with the Board Chair before our next meeting on March 23rd.

Thanks for this!

- Dean

--

Dean Frey  
Director  
Red Deer Public Library  
4818 - 49th Street  
Red Deer, Alberta, Canada  
T4N 1T9

2011/03/09

ph: 403-342-9102  
fax: 403-341-3110  
e-mail: [dfrey@rdpl.org](mailto:dfrey@rdpl.org)  
web: <http://www.rdpl.org/>

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[This message has been scanned for security content threats and viruses.]

[The City of Red Deer I.T. Services asks that you please consider the environment before printing this e-mail.]



ORIGINAL

*Letters to  
Unsuccessful  
Applicants*

LEGISLATIVE & GOVERNANCE SERVICES

March 8, 2011

Mr. K. Marquart  
77 Dumas Crescent  
Red Deer, AB T4R 2S7

Dear Mr. Marquart:

**Re: Council Committees Application  
Red Deer & District Family and Community Support Services Board  
Community Housing Advisory Board**

At the City of Red Deer's Regular Council Meeting held on Monday, March 7 2011 consideration was given to membership on Council Committees.

While you were not appointed to the Red Deer & District Family and Community Support Services Board or the Community Housing Advisory Board this year, we greatly appreciate your interest in the community and willingness to serve on committees.

Council's goal is to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. I would encourage you to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,

Elaine Vincent  
Manager



ORIGINAL

LEGISLATIVE & GOVERNANCE SERVICES

March 8, 2011

Ms Priscilla Ristau  
101 Northey Avenue  
Red Deer, AB T4R 2A3

Dear Ms Ristau:

**Re: Council Committees Application  
Red Deer & District Family and Community Support Services Board  
Community Housing Advisory Board**

At the City of Red Deer's Regular Council Meeting held on Monday, March 7 2011 consideration was given to membership on Council Committees.

While you were not appointed to the Red Deer & District Family and Community Support Services Board or the Community Housing Advisory Board this year, we greatly appreciate your interest in the community and willingness to serve on committees.

Council's goal is to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. I would encourage you to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,

Elaine Vincent  
Manager



ORIGINAL FILE

LEGISLATIVE & GOVERNANCE SERVICES

March 8, 2011

Ms Judith Clark  
54 Ogden Avenue  
Red Deer, AB T4N 5B4

Dear Ms Clark:

**Re: Council Committees Application  
Library Board  
Crime Prevention Advisory Committee**

At the City of Red Deer's Regular Council Meeting held on Monday, March 7 2011 consideration was given to membership on Council Committees.

While you were not appointed to the Library Board or the Crime Prevention Advisory Committee this year, we greatly appreciate your interest in the community and willingness to serve on committees.

Council's goal is to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. I would encourage you to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,

Elaine Vincent  
Manager



ORIGINAL FILE

LEGISLATIVE & GOVERNANCE SERVICES

March 8, 2011

Mr. Dan Beveridge  
5832 – 45 Avenue  
Red Deer, AB T4N 3M3

Dear Mr. Beveridge:

**Re: Council Committees Application  
Environmental Advisory Committee**

At the City of Red Deer's Regular Council Meeting held on Monday, March 7 2011 consideration was given to membership on Council Committees.

While you were not appointed to the Environmental Advisory Committee this year, we greatly appreciate your interest in the community and willingness to serve on committees.

Council's goal is to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. I would encourage you to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,

Elaine Vincent  
Manager



ORIGINAL FILE

LEGISLATIVE & GOVERNANCE SERVICES

March 8, 2011

Mr. Christopher Rombs  
201, 48 Holmes Street  
Red Deer, AB T4N 6L6

Dear Mr. Rombs:

**Re: Council Committees Application  
Environmental Advisory Committee  
Red Deer & District Family and Community Support Services Board**

At the City of Red Deer's Regular Council Meeting held on Monday, March 7 2011 consideration was given to membership on Council Committees.

While you were not appointed to the Environmental Advisory Committee nor the Red Deer & District Family and Community Support Services Board this year, we greatly appreciate your interest in the community and willingness to serve on committees.

Council's goal is to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. I would encourage you to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,

Elaine Vincent  
Manager

LEGISLATIVE & GOVERNANCE SERVICES

March 8, 2011

Ms TerryLee Ropchan  
103 Lampard Close  
Red Deer, AB T4R 2W7

Dear TerryLee:

**Re: Council Committees Application  
Environmental Advisory Committee**

At the City of Red Deer's Regular Council Meeting held on Monday, March 7 2011 consideration was given to membership on Council Committees.

While you were not appointed to the Environmental Advisory Committee this year, we greatly appreciate your interest in the community and willingness to serve on committees.

Council's goal is to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. I would encourage you to continue to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,



Elaine Vincent  
Manager



ORIGINAL FILE

LEGISLATIVE & GOVERNANCE SERVICES

March 8, 2011

Mr. Harlan Hulleman  
8 Orillia Park Drive  
Red Deer, AB T4N 5A6

Dear Mr. Hulleman:

**Re: Council Committees Application  
Library Board**

At the City of Red Deer's Regular Council Meeting held on Monday, March 7 2011 consideration was given to membership on Council Committees.

While you were not appointed to the Library Board this year, we greatly appreciate your interest in the community and willingness to serve on committees.

Council's goal is to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. I would encourage you to continue to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Manager



ORIGINAL **FILE**

LEGISLATIVE & GOVERNANCE SERVICES

March 8, 2011

Mr. Kerry Chow  
101, 5110 – 36 Street  
Red Deer, AB T4N 0T2

Dear Mr. Chow:

**Re: Council Committees Application  
Library Board**

At the City of Red Deer's Regular Council Meeting held on Monday, March 7 2011 consideration was given to membership on Council Committees.

While you were not appointed to the Library Board this year, we greatly appreciate your interest in the community and willingness to serve on committees.

Council's goal is to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. I would encourage you to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,

Elaine Vincent  
Manager



ORIGINAL FILE

LEGISLATIVE & GOVERNANCE SERVICES

March 8, 2011

Ms Kim Barrett  
28 Oakdale Place  
Red Deer, AB T4P 0E1

Dear Ms Barrett:

**Re: Council Committees Application  
Red Deer & District Family & Community Support Services Board**

At the City of Red Deer's Regular Council Meeting held on Monday, March 7 2011 consideration was given to membership on Council Committees.

While you were not appointed to the Red Deer & District Family & Community Support Services Board this year, we greatly appreciate your interest in the community and willingness to serve on committees.

Council's goal is to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. I would encourage you to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,

Elaine Vincent  
Manager

## LEGISLATIVE &amp; GOVERNANCE SERVICES

March 8, 2011

Ms Margaret Scheyen  
3302 – 44A Avenue  
Red Deer, AB T4N 3J8

Dear Ms Scheyen:

**Re: Council Committees Application  
Red Deer & District Family & Community Support Services Board**

At the City of Red Deer's Regular Council Meeting held on Monday, March 7 2011 consideration was given to membership on Council Committees.

While you were not appointed to the Red Deer & District Family & Community Support Services Board this year, we greatly appreciate your interest in the community and willingness to serve on committees.

Council's goal is to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. I would encourage you to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,



Elaine Vincent  
Manager

## LEGISLATIVE &amp; GOVERNANCE SERVICES

March 8, 2011

Mr. Antonio De Guzman  
104 Cornett Drive  
Red Deer, AB T4P 2G8

Dear Mr. De Guzman:

**Re: Council Committees Application  
Community Housing Advisory Board**

At the City of Red Deer's Regular Council Meeting held on Monday, March 7 2011 consideration was given to membership on Council Committees.

While you were not appointed to the Community Housing Advisory Board this year, we greatly appreciate your interest in the community and willingness to serve on committees.

Council's goal is to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. I would encourage you to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,



Elaine Vincent  
Manager

## LEGISLATIVE &amp; GOVERNANCE SERVICES

March 8, 2011

Ms Bonita Ross  
8 Munro Crescent  
Red Deer, AB T4N 1C8

Dear Ms Ross:

**Re: Council Committees Application  
Red Deer & District Family & Community Support Services Board**

At the City of Red Deer's Regular Council Meeting held on Monday, March 7 2011 consideration was given to membership on Council Committees.

While you were not appointed to the Red Deer & District Family & Community Support Services Board this year, we greatly appreciate your interest in the community and willingness to serve on committees.

Council's goal is to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. I would encourage you to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,



Elaine Vincent  
Manager



ORIGINAL  
FILE

LEGISLATIVE & GOVERNANCE SERVICES

March 8, 2011

Mr. Clayton Szakacs  
42 Jensen Place  
Red Deer, AB T4P 0G2

Dear Mr Szakacs:

**Re: Council Committees Application  
Crime Prevention Advisory Committee**

At the City of Red Deer's Regular Council Meeting held on Monday, March 7 2011 consideration was given to membership on Council Committees.

While you were not appointed to the Crime Prevention Advisory Committee this year, we greatly appreciate your interest in the community and willingness to serve on committees.

Council's goal is to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. I would encourage you to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,

Elaine Vincent  
Manager

## Christine Kenzie

---

**From:** Christine Kenzie  
**Sent:** March 08, 2011 11:23 AM  
**To:** 'clayton.szakacs@servus.ca'  
**Subject:** Appointment to Council Committee

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Dear Mr. Szakacs:

At the Monday, March 7, 2011 Council Meeting, Council passed a resolution to appoint you to the *River Bend Golf & Recreation Society* to fill an unexpired term to the Organizational Meeting of Council in 2012. (October, 2012)

You will be receiving a formal letter regarding this appointment in the next few days.

Congratulations on your appointment.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

FILE COPIES  
OF ACKNOWLEDGEMENT  
E-MAILS to  
Successful Applicants

## Christine Kenzie

---

**From:** Christine Kenzie  
**Sent:** March 08, 2011 11:19 AM  
**To:** 'sean@sunxt.com'  
**Subject:** Appointment to Council Committee

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

Dear Mr. Noble:

At the Monday, March 7, 2011 Council Meeting, Council passed a resolution to appoint you to the *Red Deer & District Family & Community Support Services Board* for a term to expire at the Organizational Meeting of Council in 2012. (October, 2012)

You will be receiving a formal letter regarding this appointment in the next few days.

Congratulations on your appointment.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

## Christine Kenzie

---

**From:** Christine Kenzie  
**Sent:** March 08, 2011 11:16 AM  
**To:** 'tdeguzman@action-group.org'  
**Subject:** Appointment to Council Committee

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

Dear Mr. De Guzman:

At the Monday, March 7, 2011 Council Meeting, Council passed a resolution to appoint you to the *Red Deer & District Family & Community Support Services Board* to fill an unexpired term to the Organizational Meeting of Council in 2011. (October 31, 2011)

You will be receiving a formal letter regarding this appointment in the next few days.

Congratulations on your appointment.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

## Christine Kenzie

---

**From:** Christine Kenzie  
**Sent:** March 08, 2011 11:14 AM  
**To:** 'walkerrt@shaw.ca'  
**Subject:** Appointment to Council Committee

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Dear Mr. Walker;

At the Monday, March 7, 2011 Council Meeting, Council passed a resolution to appoint you to the *Library Board* to fill an unexpired term to the Organizational Meeting of Council in 2012. (October, 2012)

You will be receiving a formal letter regarding this appointment in the next few days.

Congratulations on your appointment.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

## Christine Kenzie

---

**From:** Christine Kenzie  
**Sent:** March 08, 2011 11:12 AM  
**To:** 'amy\_collins2001@hotmail.com'  
**Subject:** Appointment to Council Committee

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Dear Amy;

At the Monday, March 7, 2011 Council Meeting, Council passed a resolution to appoint you to the *Library Board* to fill an unexpired term to expire at the Organizational Meeting of Council in 2011. (October 31, 2011)

You will be receiving a formal letter regarding this appointment in the next few days.

Congratulations on your appointment.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

## Christine Kenzie

---

**From:** Christine Kenzie  
**Sent:** March 08, 2011 11:08 AM  
**To:** 'des\_merc@hotmail.com'  
**Subject:** Appointment to Council Committee

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Dear Cory;

At the Monday, March 7, 2011 Council Meeting, Council passed a resolution to appoint you to the *Environmental Advisory Committee* for a term to fill an unexpired term to the Organizational Meeting of Council in 2011 (October 31, 2011).

You will be receiving a formal letter regarding this appointment in the next few days.

Congratulations on your appointment.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

## Christine Kenzie

---

**From:** Christine Kenzie  
**Sent:** March 08, 2011 11:06 AM  
**To:** 'laversc@telus.net'  
**Subject:** Appointment to Council Committee

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

At the Monday, March 7, 2011 Council Meeting, Council passed a resolution to appoint you to the *Crime Prevention Advisory Committee* for a term to expire at the Organizational Meeting of Council in 2012.

You will be receiving a formal letter regarding this appointment in the next few days.

Congratulations on your appointment.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

## Christine Kenzie

---

**From:** Christine Kenzie  
**Sent:** March 08, 2011 11:02 AM  
**To:** 'shannon\_d\_seaton@yahoo.ca'  
**Subject:** Appointment to Council Committee

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

At the March 7, 2011 Council Meeting, Council passed a resolution to appoint you to the *Community Housing Advisory Board* as the Aboriginal Representative. Your term of appointment is to fill an unexpired term to the Organizational Meeting of Council in 2011 (October 31, 2011).

You will be receiving a formal letter regarding this appointment in the next few days.

Congratulations on your appointment.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

## Christine Kenzie

---

**From:** Christine Kenzie  
**Sent:** March 08, 2011 11:00 AM  
**To:** 'Bonita Ross'  
**Subject:** Appointments to Council Committees

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

At the Monday, March 7, 2011 Council Meeting, Council passed a resolution to appoint you to the *Community Housing Advisory Board* for a term to expire at the Organizational Meeting of Council in 2012 (October, 2012).

You will be receiving a formal letter regarding this appointment in the next few days.

Congratulations on your appointment.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)



**DATE:** March 1, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** External Auditor's Report – Recommendations from Audit Committee

---

**Background**

Council has been provided In-Camera with information relating to an External Auditor's Report. The recommendations contained in the report will remain confidential under the provisions of the Freedom of Information & Protection of Privacy Act which provides that:

- 24(1) The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected reveal
- (a) Advice, proposals, recommendations, analyses or policy options developed by or for a public body
  - (b) consultations or deliberations involving
    - i. officers or employees of a public body
  - (d) plans relating to the management of personnel or the administration of a public body that have not yet been implemented

**Recommendation**

That Council endorses the recommendations via resolution of the External Auditors as contained in the report submitted.

A handwritten signature in cursive script, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Manager

**DATE:** March 9, 2011  
**TO:** Lorraine Poth, Director of Corporate Services  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** External Auditor's Report – Recommendations from Audit Committee

---

**Reference Report:**

Audit Committee letter dated February 22, 2011 re: External Auditors report dated November 24, 2010

**Resolution:**

The following resolution was passed during the Regular Council meeting held on Monday, March 7, 2011:

“**Resolved** that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager, Re: External Auditor's Report – Recommendations from the Audit Committee, hereby agrees to the recommendations as contained in the External Auditor's Report, presented to the In Camera meeting of Council on Monday, March 7, 2011.”

**Report Back to Council:** No

**Comments/Further Action:**

Administration to follow up on the recommendations contained in the External Auditors Report presented to Council at the In Camera meeting on Monday, March 7, 2011.



Elaine Vincent  
Legislative & Governance Services Manager

c Dean Krejci, Financial Services Manager  
Michelle Andrew, Corporate Controller  
Tara Veer, Chair, Audit Committee



**DATE:** March 1, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** External Auditor's Report – Recommendations from Audit Committee

---

**Background**

Council has been provided In-Camera with information relating to an External Auditor's Report. The recommendations contained in the report will remain confidential under the provisions of the Freedom of Information & Protection of Privacy Act which provides that:

- 24(1) The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected reveal
- (a) Advice, proposals, recommendations, analyses or policy options developed by or for a public body
  - (b) consultations or deliberations involving
    - i. officers or employees of a public body
  - (d) plans relating to the management of personnel or the administration of a public body that have not yet been implemented

**Recommendation**

That Council endorses the recommendations via resolution of the External Auditors as contained in the report submitted.

A handwritten signature in cursive script, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Manager



**DATE:** March 1, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** ATU Negotiations

---

**Background**

Council has been provided In-Camera with information relating to negotiations with ATU. The recommendations contained in the report will remain confidential under the provisions of the Freedom of Information & Protection of Privacy Act which provides that:

- 24(1) The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected reveal
- (a) Advice, proposals, recommendations, analyses or policy options developed by or for a public body
  - (b) consultations or deliberations involving
    - i. officers or employees of a public body
  - (d) plans relating to the management of personnel or the administration of a public body that have not yet been implemented

**Recommendation**

That Council endorses the recommendations via resolution of the Human Resources Manager dated March 7, 2011 re: ATU Mandate as contained in the report submitted.



Elaine Vincent  
Manager

**DATE:** March 9, 2011  
**TO** Marge Wray, Human Resources Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** ATU Negotiations

---

**Reference Report:**

Human Resources Manager dated March 7, 2011

**Resolution:**

The following resolution was passed during the Regular Council meeting held on Monday, March 7, 2011:

**“Resolved** that Council of The City of Red Deer having considered the In Camera report from the Human Resources Manager, Re: ATU Negotiations, hereby approves the recommendations of the Human Resources Manager contained in the In Camera report as presented to Council on March 7, 2011.”

**Report back to Council:** No

**Comments/Further Action:**

Administration to proceed with the ATU Negotiations recommendations presented in the In Camera report from the Human Resources Manager.



Elaine Vincent  
Legislative & Governance Services Manager

c Kristy Svoboda, HR Team Leader – Consulting & Labour Relations



**DATE:** March 1, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** ATU Negotiations

---

**Background**

Council has been provided In-Camera with information relating to negotiations with ATU. The recommendations contained in the report will remain confidential under the provisions of the Freedom of Information & Protection of Privacy Act which provides that:

- 24(1) The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected reveal
- (a) Advice, proposals, recommendations, analyses or policy options developed by or for a public body
  - (b) consultations or deliberations involving
    - i. officers or employees of a public body
  - (d) plans relating to the management of personnel or the administration of a public body that have not yet been implemented

**Recommendation**

That Council endorses the recommendations via resolution of the Human Resources Manager dated March 7, 2011 re: ATU Mandate as contained in the report submitted.

A handwritten signature in cursive script, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Manager

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL



**DATE:** November 24, 2010  
**TO:** Craig Curtis, City Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** IBEW Negotiations

---

**Background**

Council has been provided In-Camera with information relating to negotiations with IBEW. The recommendations contained in the report will remain confidential under the provisions of the Freedom of Information & Protection of Privacy Act which provides that:

- 24(1) The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected reveal
- (a) Advice, proposals, recommendations, analyses or policy options developed by or for a public body
  - (b) consultations or deliberations involving
    - i. officers or employees of a public body
  - (d) plans relating to the management of personnel or the administration of a public body that have not yet been implemented

**Recommendation**

That Council endorses the recommendations of the Human Resources Manager dated November 29, 2010 re: IBEW Mandate as contained in the report submitted.



Elaine Vincent  
Manager



Planning Department

**DATE:** February 07, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Julia Townell, Bylaw Research Coordinator  
**SUBJECT:** Land Use Bylaw Amendment Regarding Community Gardens

---

## BACKGROUND

The City's Parks Section currently operates three community gardens in the city of Red Deer. The development of additional community gardens has been requested from a number of community groups, including community associations, churches, Sunnybrook Farms, and Rethink Red Deer. However, not all of the proposed garden sites are located within the permitted districts. The *Land Use Bylaw* currently permits community gardens as a discretionary use in both the Public Service (Institutional or Government) district (PS), and the Parks and Recreation District (P1). Community gardens are also permitted as a discretionary use in the Environmental Preservation District (A2), as they are considered *an agricultural use*.

## DISCUSSION

In keeping with The City of Red Deer's environmental initiatives, Administration is requesting that community gardens be permitted as a discretionary use in all districts. Administration does not believe that allowing community gardens in all districts will have a negative impact on surrounding areas. However, as gardens will be discretionary, their development is subject to approval by the Development Authority.

The Parks Section is in support of this amendment.

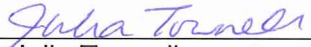
## OPTIONS

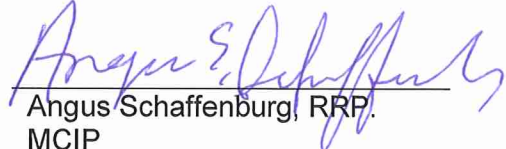
- 1) Give First Reading to the proposed Land Use Bylaw amendment.
- 2) Table consideration of the proposed Land Use Bylaw pending the provision of additional information as determined by Council.
- 3) Defeat First Reading.

## RECOMMENDATION

Administration recommends that Council give First Reading to amend the Land Use Bylaw, to include a definition for Community Garden, to allow community gardens as a discretionary use in all districts, subject to approval by the Development Authority, and to remove reference to garden plots in P1 and PS districts.

Respectfully submitted by,

  
\_\_\_\_\_  
Julia Townell  
Bylaw Research Coordinator,  
Planning Department

  
\_\_\_\_\_  
Angus Schaffenburg, RRP.  
MCIP  
Acting Manager, Planning  
Department

/attach.

- c. Paul Meyette, Director, Planning Services  
David Girardin, Parks Planning Coordinator

**BYLAW NO. 3357/F-2011**

Being a Bylaw to amend Bylaw No. 3357/2006, The Land Use Bylaw of the City of Red Deer.

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

Bylaw No. 3357/2006 is hereby amended as follows:

1. Section 1.3 is amended by adding the following new definition for Community Garden:  
  
“A Community Garden means a garden plot, or multiple garden plots, gardened collectively by a group of community participants.
  2. Section 1.3 is amended by deleting the definition of Landscaped Area in its entirety and replaced with the following:  
  
“Landscaped Area means the portions of a lot or development which are modified and enhanced through the use of lawns, garden plots, naturescaping materials, shrubs, trees, flowers or other ornamentals.
  3. Section 3.8 is amended by adding the following discretionary use:  
  
“Community Gardens are discretionary use in all districts and subject to approval by the Development Authority.”
  4. Section 7.3 is amended by deleting subsection (1) (b) (xviii) “Garden plots for the participation of the public at large”.
  5. Section 7.4 is amended by deleting subsection (1) (b) (xv) “Garden plots for the participation of the public at large”.
2. In all other respects, Bylaw No. 3357/2006 is hereby ratified and confirmed.

READ A FIRST TIME IN OPEN COUNCIL this	day of	2011.
READ A SECOND TIME IN OPEN COUNCIL this	day of	2011.
READ A THIRD TIME IN OPEN COUNCIL this	day of	2011.
AND SIGNED BY THE MAYOR AND CLERK this	day of	2011.

---

MAYOR

---

CITY CLERK

*Comments:*

I support the recommendation of Administration that Council give First Reading to Land Use Bylaw Amendment 3357/F-2011 to allow Community Gardens permitted as a discretionary use in all land use districts. A Public Hearing would be held on Monday, April 4, 2011 at 6:00 P.M. during Council's regular meeting.

"Craig Curtis"  
City Manager

ORIGINAL



Council Decision – March 7, 2011

**DATE:** March 9, 2011  
**TO:** Julia Townell, Bylaw Research Coordinator  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Land Use Bylaw Amendment 3357/F-2011 regarding Community Gardens

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**Reference Report:**

Bylaw Research Coordinator dated February 7, 2011

**Bylaw Reading:**

Land Use Bylaw Amendment 3357/F-2011 received first reading at the March 7, 2011 regular Council meeting. A copy of the bylaw is attached.

**Report Back to Council:** Yes

**Comments/Further Action:**

Land Use Bylaw Amendment 3357/F-2011 allows for community gardens to be a permitted discretionary use in all districts however still subject to approval of the Development Authority.

This office will advertise for the public hearing to be held in four weeks time, on Monday, April 4, 2011, at 6:00 p.m., during Council's regular meeting.

A handwritten signature in black ink, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Legislative & Governance Services Manager  
/attach.

- c Paul Meyette, Director of Planning Services  
Paul Goranson, Director of Development Services  
Angus Schaffenburg, Acting Planning Manager  
David Girardin, Parks Planning Coordinator  
Corporate Meeting Coordinator

ORIGINAL



## Submission Request For Inclusion on a Council Agenda

Requests to include a report on a Council Agenda must be received by 4:30pm on Monday (5 business days) prior to the scheduled meeting.

**PLEASE NOTE:** If reports are not received by Monday (5 business days) prior to the scheduled meeting/hearing the report may be moved to the next Agenda.

CONTACT INFORMATION		
Name of Report Writer:	Julia Townell	
Department & Telephone Number:	403-342-8185 403-356-8886	
REPORT INFORMATION		
Preferred Date of Agenda:	ASAP	
Subject of the Report (provide a brief description)	Land Use Bylaw Amendment Regarding Community Gardens	
Is this Time Sensitive? Why?	Yes. The Parks Section would like approval prior to May, for the growing season.	
What is the Decision/Action required from Council?	Give First Reading to the proposed bylaw amendment.	
Please describe Internal/ External Consultation, if any.	Legal Counsel, Parks Section, Planning, and Inspections & Licensing	
Is this an In-Camera item?	No.	
How does the Report link to the Strategic Plan and other existing Plans & Policies? Distinctive character – Ensure green spaces and park systems are core to our distinctive character. - Maintain a caring and supportive community, which identifies and addresses social needs in a role appropriate for The City of Red Deer.		
Has Legal Counsel been consulted? Are there any outstanding issues? Please describe. Yes / No outstanding issues.		
Are there any financial/budget implications? Please describe. Are there other organizational implications? Please describe. No.		
Presentation: (10 Min Max.)	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Presenter Name and Contact Information: - DAVID GIKARDIN? & JULIA TOWNELL
COMMUNITY IMPACT		
Should External Stakeholder(s) be advised of the Agenda item? (e.i. Community Groups, Businesses, Community Associations) If Yes, please provide the Contact Information for the External Stakeholder(s)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
External Stakeholder(s) Contact Information: (please provide, name, mailing address, telephone number and e-mail address)		
FOR LEGISLATIVE & GOVERNANCE SERVICES USE ONLY		
Has this been to CLT / City Manager Briefings/ Committees: MPC, EAC, CPAC (Please circle those that apply)		
<b>CLT</b> When/describe: _____	<b>City Manager Briefings</b> When/Describe: _____	<b>Board(s) / Committee(s)</b> When/Describe: _____
Do we need Communications Support?		
		<input type="checkbox"/> YES <input type="checkbox"/> NO

Please return completed form, along with report and any additional information to Legislative & Governance Services.



ORIGINAL

Planning Department

**DATE:** February 07, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Julia Townell, Bylaw Research Coordinator  
**SUBJECT:** Land Use Bylaw Amendment Regarding Community Gardens

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## BACKGROUND

The City's Parks Section currently operates three community gardens in the city of Red Deer. The development of additional community gardens has been requested from a number of community groups, including community associations, churches, Sunnybrook Farms, and Rethink Red Deer. The City of Red Deer's Environmental Master Plan (EMP) draft also recommends an increase in community gardening space. However, not all of the proposed garden sites are located within the permitted districts. The *Land Use Bylaw* currently permits community gardens as a discretionary use in both the Public Service (Institutional or Government) district (PS), and the Parks and Recreation District (P1). Community gardens are also permitted as a discretionary use in the Environmental Preservation District (A2), as they are considered *an agricultural use*.

## DISCUSSION

In keeping with The City of Red Deer's environmental initiatives, Administration is requesting that community gardens be permitted as a discretionary use in all districts. Administration does not believe that allowing community gardens in all districts will have a negative impact on surrounding areas. However, as gardens will be discretionary, their development is subject to approval by the Development Authority.

The Parks Section is in support of this amendment.

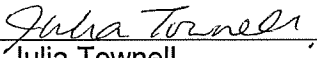
## OPTIONS

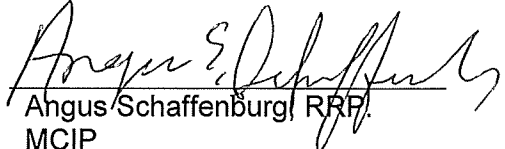
- 1) Give First Reading to the proposed Land Use Bylaw amendment.
- 2) Table consideration of the proposed Land Use Bylaw pending the provision of additional information as determined by Council.
- 3) Defeat First Reading.

## RECOMMENDATION

Administration recommends that Council give First Reading to amend the Land Use Bylaw, to include a definition for Community Garden, to allow community gardens as a discretionary use in all districts, subject to approval by the Development Authority, and to remove reference to garden plots in P1 and PS districts.

Respectfully submitted by,

  
\_\_\_\_\_  
Julia Townell  
Bylaw Research Coordinator,  
Planning Department

  
\_\_\_\_\_  
Angus Schaffenburg, RRP  
MCIP  
Acting Manager, Planning  
Department

/attach.

- c. Paul Meyette, Director, Planning Services  
David Girardin, Parks Planning Coordinator



Planning Department

**DATE:** February 07, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Julia Townell, Bylaw Research Coordinator  
**SUBJECT:** Land Use Bylaw Amendment Regarding Community Gardens

REVISED  
COVER PAGE  
/ FRONT PAGE  
AS AT  
FEB 15, 2011  
→ removed reference  
to Environmental  
Master Plan

## BACKGROUND

The City's Parks Section currently operates three community gardens in the city of Red Deer. The development of additional community gardens has been requested from a number of community groups, including community associations, churches, Sunnybrook Farms, and Rethink Red Deer. However, not all of the proposed garden sites are located within the permitted districts. The *Land Use Bylaw* currently permits community gardens as a discretionary use in both the Public Service (Institutional or Government) district (PS), and the Parks and Recreation District (P1). Community gardens are also permitted as a discretionary use in the Environmental Preservation District (A2), as they are considered *an agricultural use*.

## DISCUSSION

In keeping with The City of Red Deer's environmental initiatives, Administration is requesting that community gardens be permitted as a discretionary use in all districts. Administration does not believe that allowing community gardens in all districts will have a negative impact on surrounding areas. However, as gardens will be discretionary, their development is subject to approval by the Development Authority.

The Parks Section is in support of this amendment.

## OPTIONS

- 1) Give First Reading to the proposed Land Use Bylaw amendment.
- 2) Table consideration of the proposed Land Use Bylaw pending the provision of additional information as determined by Council.
- 3) Defeat First Reading.

**Christine Kenzie**

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

**To:** Julia Townell  
**Cc:** Elaine Vincent; David Girardin  
**Subject:** FW: LUB Community Gardens 3.DOC - REVISED REPORT FEBRUARY 15 2011  
**Attachments:** LUB Community Gardens 3.DOC

Further to a telephone call this afternoon from David Girardin from Parks, this report will be pulled from the February 22, 2011 Council Agenda and moved to the March 7, 2011 Council Agenda. Representatives from the Parks Department (David) will not be available to attend the February 22nd Council Agenda to give a presentation on this item.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

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**From:** Julia Townell  
**Sent:** February 15, 2011 11:17 AM  
**To:** Christine Kenzie  
**Cc:** David Girardin  
**Subject:** LUB Community Gardens 3.DOC - REVISED REPORT FEBRUARY 15 2011

Here is the revised report, removing the one sentence referencing the Environmental Master Plan.

Julia



LUB Community  
Gardens 3.DOC (8...

**Legislative & Governance Services**

**DATE:** March 1, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Glendale Northwest NASP Amendment Bylaw No. 3217/A -2011  
and  
Land Use Bylaw Amendment 3357/C-2011  
7410 & 7510-59 Avenue (Lot 11, Plan 982-2249), and 7475 Taylor Drive (Lot  
9, Plan 982-2243)  
Land Exchange in Glendale West (Dentooms Site)

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***History:***

At the Monday, February 7, 2011 Council Meeting, Council gave first reading to Glendale Northwest Neighbourhood Area Structure Plan (NASP) Amendment Bylaw No. 3217/A-2011 and Land Use Bylaw Amendment 3357/C-2011.

Council passed the following resolution regarding the Land Exchange in Glendale West:

**“Resolved** that Council of The City of Red Deer having considered the report from the Land Services Specialist, dated February 7, 2011, re: Land Exchange in Glendale West (Dentooms Site) agrees to table consideration of the land exchange to the Monday, March 7, 2011 Council Meeting, following approval of second and third readings of Glendale NW Neighbourhood Area Structure Plan Bylaw Amendment 3217/A-2011 and Land Use Bylaw Amendment 3357/C-2011.”

***Public Consultation Process***

Public Hearings have been advertised for Glendale Northwest NASP Amendment 3217/A-2011 and Land Use Bylaw Amendment 3357/C-2011 to be held on Monday, March 7, 2011 at 6:00 P.M. during Council's regular meeting. Advertisements were placed in the Red Deer Advocate on February 18, 2011 and February 25, 2011. The owners of the property bordering the site have been notified by letter of the Public Hearings.

Page 2

**Recommendation:**

That Council consider:

1. Giving second and third readings to the Glendale Northwest Neighbourhood Area Structure Plan Bylaw Amendment 3217/A-2011 and Land Use Bylaw Amendment 3357/C-2011.
2. Passing a resolution to lift from the table consideration of the Land Exchange in Glendale West (Dentooms Site).
3. Passing a resolution to approve the Land Exchange in Glendale West (Dentooms Site).

A handwritten signature in black ink, appearing to read 'Elaine Vincent', with a large, stylized loop at the end.

Elaine Vincent  
Manager



## PLANNING DEPARTMENT

Backup information regarding Item  
Item 6.1 - Report Submitted to the  
February 7, 2011 Council Agenda

**To:** Craig Curtis, City Manager  
**From:** Orlando Toews, Senior Planner  
**Date:** January 26, 2011  
**Re:** Proposed:  
Glendale Northwest NASP Amendment Bylaw No. 3217 / A – 2011, and  
Land Use Bylaw Amendment Bylaw No. 3357 / C - 2011  
**Location:** 7410 & 7510 – 59 Avenue (Lot 11, Plan 982-2249), and  
7475 Taylor Drive (Lot 9, Plan 982-2243)

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### Purpose of this Report

Council is respectfully requested to consider giving First Reading to two bylaws. One bylaw would amend the Glendale Northwest Neighbourhood Area Structure Plan (NASP), and the other bylaw would amend the Land Use Bylaw to redesignate a site within Glendale to complement the proposed amendment to the Glendale Northwest NASP.

### Background

Adopted NASPs form the basis for future zoning, subdivision and development decisions for an area. The existing Glendale Northwest NASP was approved by Council on December 7, 1998 and amended on September 25, 2000. To date much of the plan area has been subdivided and developed. The subject lands are the only remaining lands in the NASP that have not been developed / redeveloped. The subject lands are comprised of a City owned parcel next to Taylor Drive and a privately owned parcel to the east along 59 Avenue (*Figure 1: Location and Air Photo of Subject Area in Glendale*). Currently the City owned parcel is undeveloped and contains a tree stand. The privately owned parcel is the former Dentoom's greenhouse site and contains open space, treed areas and an occupied detached dwelling.

The Land Use Concept in the current Glendale NW NASP envisions the subject site developing with detached dwellings in a cul-de-sac near the south end of the site and extending northward along the east side of the site facing 59 Avenue. The balance of the land in the northwest corner would be retained as a natural area.

### Proposal

A twofold request has been submitted. One is to amend the Glendale NW NASP to allow for detached and semi-detached (duplexes) dwellings in combination with a land swap (*Figure 2: Current and Proposed Parcel Boundaries / Ownership*) with the City to provide a natural / ecological preservation parcel along the north end of the site (*Figure 3: Current and Proposed Land Use Concepts in Glendale NW NASP*). In conjunction with the requested NASP

Report to Council  
January 26, 2011  
Page 2 of 6

amendment the proponent is also requesting an amendment to the Land Use Bylaw to redesignate the site from the A1 – Future Urban Development District to the R1 – Residential (Low Density) District, R1A – Residential (Semi-Detached Dwelling) District, and P1 – Parks & Recreation District (*Figure 4: Current and Proposed Land Use Districts*).

In 2010 the proponent had applied for similar NASP and LUB amendments, but that proposal included a higher density (R3) component which could have resulted in a total of approximately 41 dwelling units being developed on the site. However, the proposed NASP amendment and its accompanying Land Use Bylaw (redesignation) amendment were defeated by Council. The current proposed amendments strive to address the concerns expressed by Council by eliminating the proposed apartment component and reducing the overall density.

### **Internal Referral**

Affected city departments met to review the proposal. Comments were focused mostly on technical aspects, many of which will be addressed at the subdivision and development stages. There were no objections to the overall concept of the proposed NASP amendment.

The Municipal Planning Commission has reviewed the proposed NASP amendment and provided a recommendation for Council's consideration.

### **Neighbourhood Consultation**

All landowners (119) within 100 metres of the subject site were notified of the proposal by mail. The mail-out package included background information about the existing NASP and a comment sheet. To date four (4) comment sheets have been received (attached). The table below outlines key concerns expressed in the comment sheets along with administration's response:

<b>Comment / Concern</b>	<b>Administration Response</b>
1. Would like to know the exact number of detached and duplex dwellings, not an approximate number.	It is estimated that the site could accommodate approximately five detached dwellings and thirty duplex units (in fifteen duplex buildings). The actual lot yield is not expected to exceed these numbers. The NASP's focus is on the suitability of the site for the proposed use; the details of the exact lot yield will be determined at the subdivision stage as per the standards of applicable land use district.
2. What about providing a back lane along the north end of Good Crescent?	Much of Glendale was developed to be laneless. The existing NASP shows this specific area to be laneless and the proposed amendment does not change that. Services for both Good Crescent and the proposed cul-de-sac are / will be provided from the street; therefore additional lane dedication is not required.

Report to Council  
January 26, 2011  
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3. Concern regarding proposed walk-outs that may overlook the north side of Good Crescent.	The existing NASP already identifies the area along the north side of Good Crescent as having the potential for walk out basements and the amendment does not propose to alter that potential. Specific applications for walk-outs will be dealt with through the development permit process.
4. Concern that the proposed lane extension northward from Good Crescent will encourage improper drainage and create traffic issues in the lane	The existing NASP already shows the lane extension; the proposal does not alter the lane extension. The lane will accommodate the extension of services to the subject site as well as provide alternate access to the four R1 lots that are proposed to front onto 59 Avenue. Drainage must meet City standards and will be addressed at the permitting stage.
5. Cul-de-sac should be aligned with Gunn Street	Aligning the cul-de-sac entrance with Gunn Street would result in inefficient land use; thus it has to be offset to the north of Gunn a sufficient amount to allow for safe access and turning.
6. Would be nice to have an east-west link through cul-de-sac	The proposed PUL in the south west corner may be able to accommodate a walkway.

### **Planning Analysis**

The current Glendale NW NASP limits all residential development in the NASP area to detached dwellings and that is what has developed in the south and north ends of the NASP area. Staff estimates that under the current NASP, the Dentoons / City site could accommodate approximately 21 detached dwellings. The proposed amendment would alter the land use concept to allow for approximately 35 dwelling units consisting of up of 5 detached dwellings and 30 duplex dwelling units (in 15 duplex buildings). The proposed amendment increases the number of dwelling units from what the current NASP contemplates, but contains fewer dwelling units than the previous proposal that Council considered in 2010. The current NASP only contemplates detached dwellings; the proposal increases the mix of housing types available in this part of Glendale.

The proposed amendments appear to comply with the direction and policies of the Municipal Development Plan (MDP). This includes the Guiding Principles in Section 3.2 of the MDP which contains such statements as, "Ensure the efficient use of land for urban purposes by encouraging integration of uses, increased densities and innovative designs," and "Build vibrant, attractive, and safe neighbourhoods that provide for a range of housing choices...", and "Provide a diversity of connected parks and open spaces."

Report to Council  
January 26, 2011  
Page 4 of 6

The MDP also contains specific policies that support the proposed NASP and LUB amendments, including:

- Policy 5.6** The City shall give priority to the efficient utilization of existing and planned capacity in utility and transportation infrastructure in determining appropriate short-term growth directions.
- Policy 5.10** The City shall undertake reviews of potential redevelopment and intensification opportunities in the established areas, including but not limited to...vacant and underutilized sites in communities.
- Policy 5.18** The City should support infill residential and commercial development on vacant and underutilized parcels of land in established areas, particularly along major transit routes.

One of the concerns raised with the previous proposal was the traffic volume along 59 Avenue. In response the Engineering Services requested that the proponent have a Traffic Impact Assessment (TIA) study prepared to the satisfaction of Engineering Services that would identify and propose measures to alleviate traffic issues associated with the proposed development. The resulting TIA, which was reviewed by Engineering Services, indicated that the existing road system could accommodate the traffic and parking generated by the proposed development. Note that the TIA addressed the previous proposal which was for a higher density than what is being proposed now.

In order to ensure consistency within the Glendale NW NASP, amendments to the NASP's land use concept would also necessitate some text amendments. Staff suggests the following proposed text changes be considered in conjunction with the proposed land use concept changes:

Report to Council

January 26, 2011

Page 5 of 6

Existing Text	Proposed Text
<p><b>4.1     <u>Residential Areas</u></b></p> <p>All residential development will be in the form of single-family detached residences under the R1, Residential Low Density District of the City's Land Use Bylaw. In total, ± 3.1 hectares (7.7 acres) of land could be developed for single-family development. Using a density of 13.5 single-family residential units per net hectare, the plan area could yield ±42 housing units. Based on 3.4 persons per average single-family housing unit, the population yield is estimated at ±143 persons. Due to the large amount of open space areas, the proposed ±127 persons population results in a density of only 15.3 persons per gross hectare over the entire plan area, which is well below the City's engineering design criteria and maximum standard of 45 persons per gross hectare.</p> <p>The eventual development of the residential cul-du-sac, on lands presently occupied by the greenhouse operation, could end up being a joint venture development between the City of Red Deer and the owner of the greenhouse property. As an intermediate step due primarily to this area not currently being all in one ownership, when the Dentoom lands are initially subdivided the area immediately to the west of the greenhouses could be dedicated as the 10% municipal reserve requirement under the Municipal Government Act. The City of Red Deer would then remove (cancel) the municipal reserve designation on this parcel and transfer and register, as municipal reserve, an equal amount of land on the adjoining City lands containing the treed area that is to be preserved. This would then free up all the lands required to facilitate the development of cul-du-sac in accordance with the concept plan as illustrated on Figure 2. The City would then have the option of selling their portion of land (former reserve) to a private developer or jointly participate in the cul-du-sac development.</p>	<p><b>4.1     <u>Residential Areas</u></b></p> <p>Residential development will be predominantly detached dwellings under the R1 Residential Low Density District of the City's Land Use Bylaw. Other residential development will include a cul-de-sac of R1A Residential (Semi-Detached Dwelling) District accessed via 59 Avenue in the south plan area on the former Dentoom site (see Figure 2).</p>
<p><b>Part of 6.0 Public Services</b></p> <p>Passive park areas will include a landscaped berm adjacent to the east side of Taylor Drive and a treed park area to the west of the existing Dentoom residence and greenhouse that will preserve the unique native tree feature that currently exists at this location.</p>	<p><b>Part of 6.0 Public Services</b></p> <p>Passive park areas will include a landscaped berm adjacent to the east side of Taylor Drive and a treed ecological preservation area along the north end of the Dentoom site that will preserve the unique native tree feature that currently exists at this location.</p>
<p><b>Part of 8.0 Staging and Servicing</b></p> <p>Stage 4, also for residential development, cannot be developed until the utility services for Stages 2 and 3 are in place and subsequently extended into this final development phase.</p>	<p><b>Part of 8.0 Staging and Servicing</b></p> <p>Stage 4, also for residential development, cannot be developed until the utility services for Stages 2 and 3 are in place and subsequently extended into this final development phase. The developer will need to submit a detailed servicing plan prior to development occurring. The servicing plan will also clarify emergency overland storm drainage and/or on-site storm water detention.</p>

Report to Council  
January 26, 2011  
Page 6 of 6

### **Summary**

Staff believes the proposed NASP amendment and the accompanying Land Use Bylaw amendment are reasonable because they:

- locate mid density residential development near a neighbourhood access point thereby minimizing internal local road usage,
- take advantage of being near transit routes,
- have a minimal impact on the existing roads,
- provide a variety of housing options,
- comply with the MDP policies concerning infill, redevelopment and utilization of existing infrastructure, and
- provide for the preservation of an ecologically important area.

### **Alternatives**

Council has several alternatives available to it:

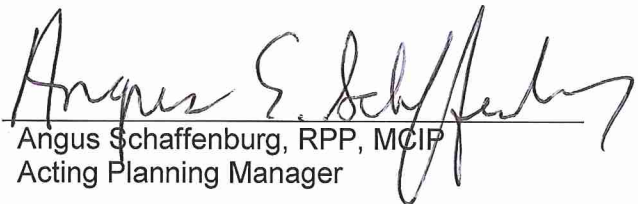
1. Give First Reading to the two proposed amending bylaws, or
2. Table consideration of the proposed amending bylaws pending the provision of additional information as determined by Council, or
3. Defeat First Reading.

### **Recommendation**

Planning staff supports the first alternative and therefore respectfully recommends that Council give First Reading to Bylaw 3217 / A - 2011 and Bylaw 3357 / C – 2011.



Orlando Toews, RPP, MCIP  
Senior Planner



Angus Schaffenburg, RPP, MCIP  
Acting Planning Manager

**Figure 1: Location and Air Photo of Subject Area in Glendale**



**Figure 2: Current and Proposed Parcel Boundaries / Ownership**

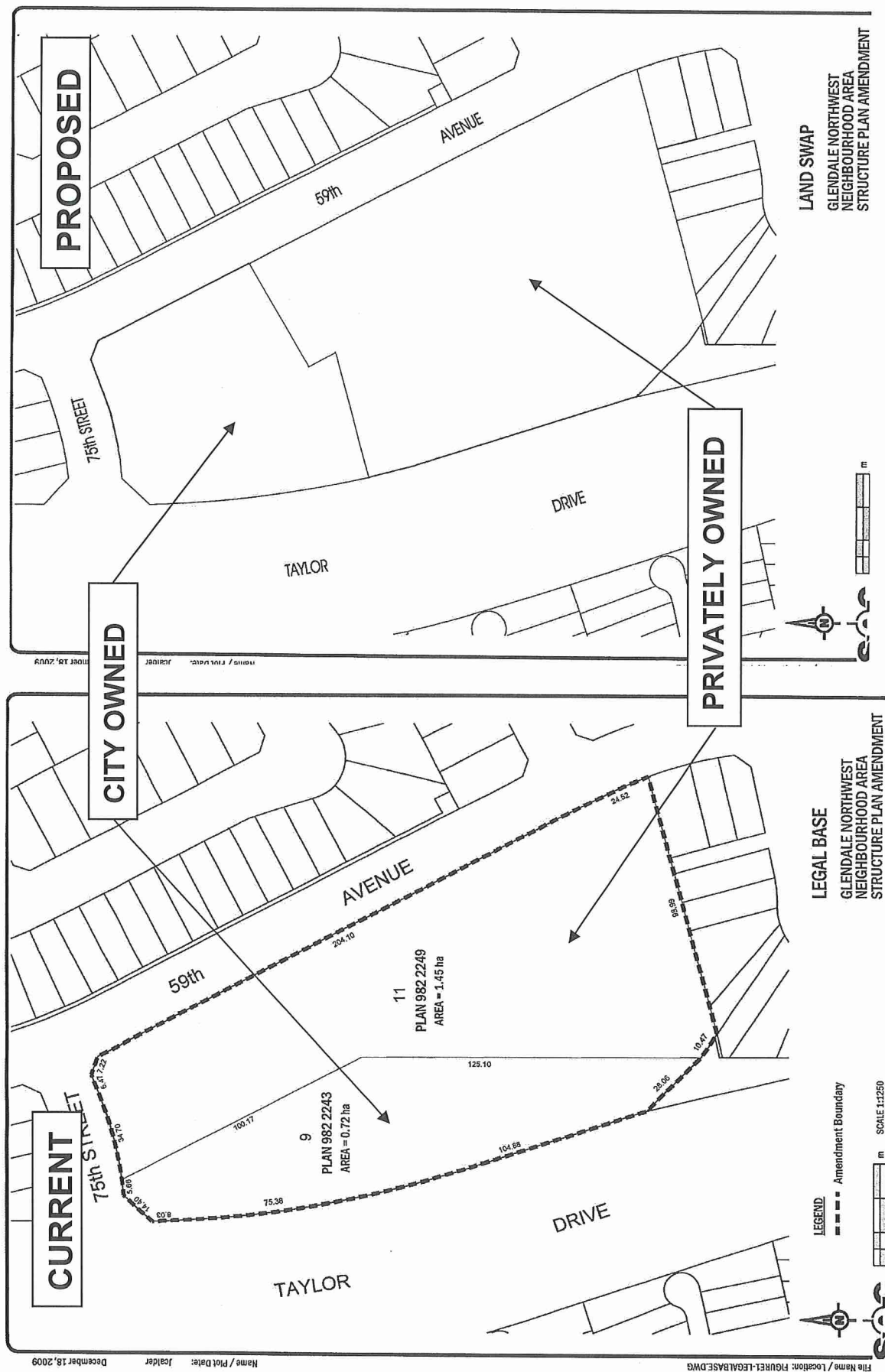


Figure 3: Current and Proposed Land Use Concepts in Glendale NW NASP

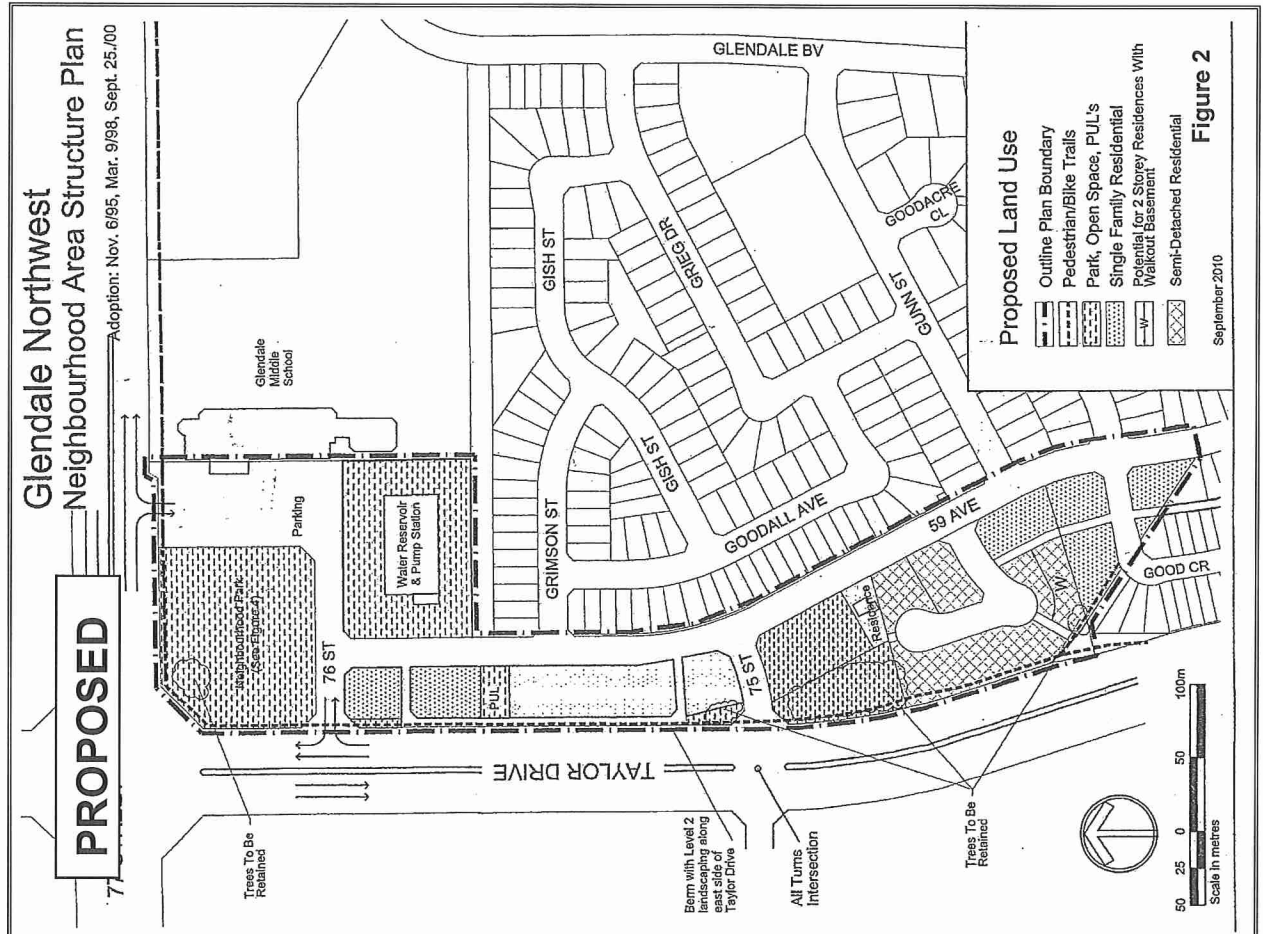
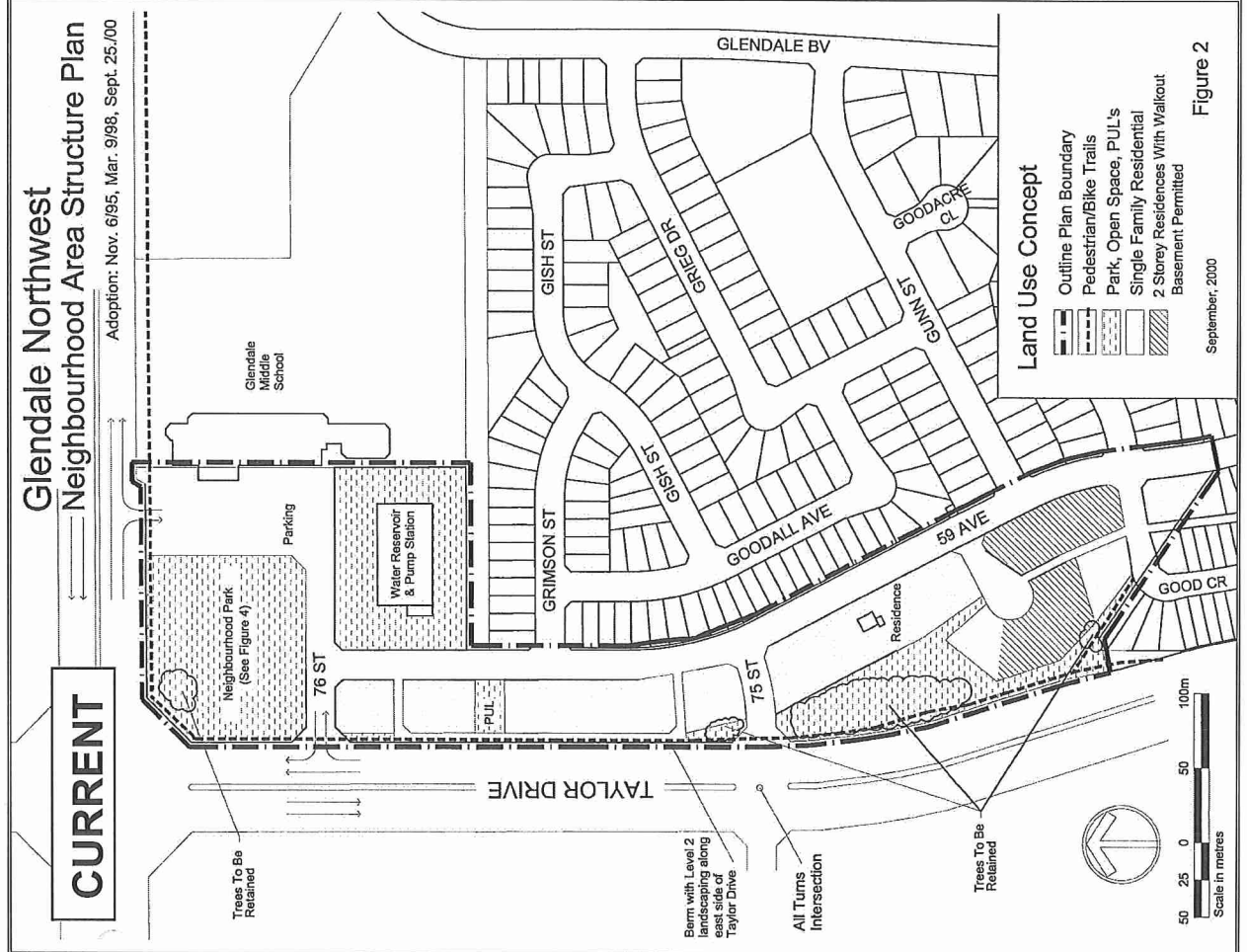
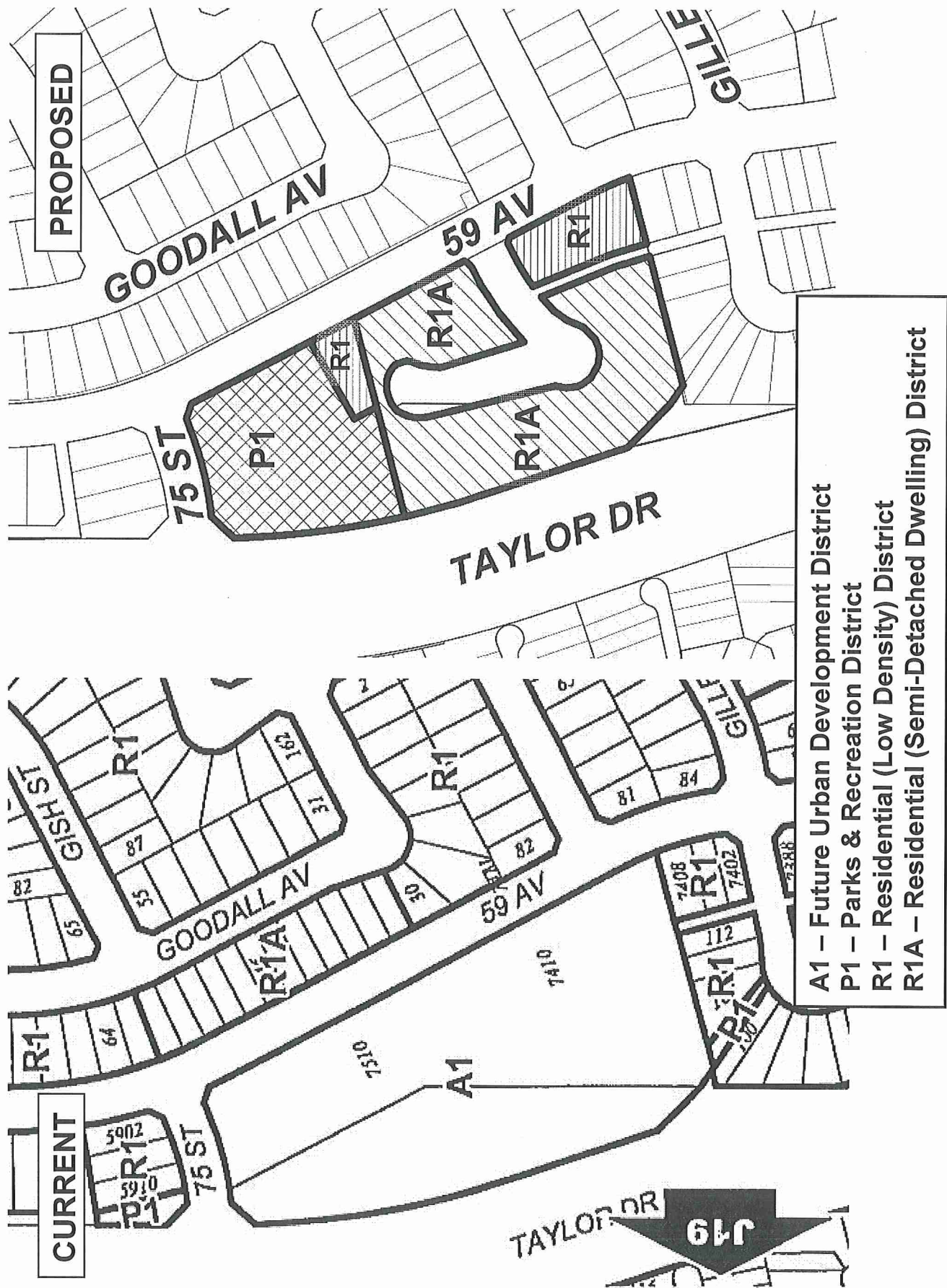


Figure 4: Current and Proposed Land Use Districts (Zoning) in the Land Use Bylaw



BYLAW NO. 3217/A - 2011

Being a bylaw to amend Bylaw No. 3217 / G - 2000, the Glendale Northwest Neighbourhood Area Structure Plan.

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

1. That the text in Section 4.1 *Residential Areas* be REPLACED by the following text:

Residential development will be predominantly detached dwellings under the R1 Residential Low Density District of the City's Land Use Bylaw. Other residential development will include a cul-de-sac of R1A Residential (Semi-Detached Dwelling) District accessed via 59 Avenue in the south plan area on the former Dentoom (see Figure 2).
2. That the text in Section 6.1 *Public Services* be REPLACED by the following text:

Passive park areas will include a landscaped berm adjacent to the east side of Taylor Drive and a treed ecological preservation area along the north end of the Dentoom site that will preserve the unique native tree feature that currently exists at this location.
3. That the text in Section 8.0 *Staging and Servicing* be amended by the ADDITION of the following text at the end of the section:

The developer will need to submit a detailed servicing plan prior to development occurring. The servicing plan will also clarify emergency overland storm drainage and/or on-site storm water detention.
4. That Figure 2 *Land Use Concept*, be REPLACED by the map attached hereto and forming part of this bylaw.
5. That Figure 3 *Staging & Servicing*, be REPLACED by the map attached hereto and forming part of this bylaw.

READ A FIRST TIME IN OPEN COUNCIL this7<sup>th</sup> day of February 2011.

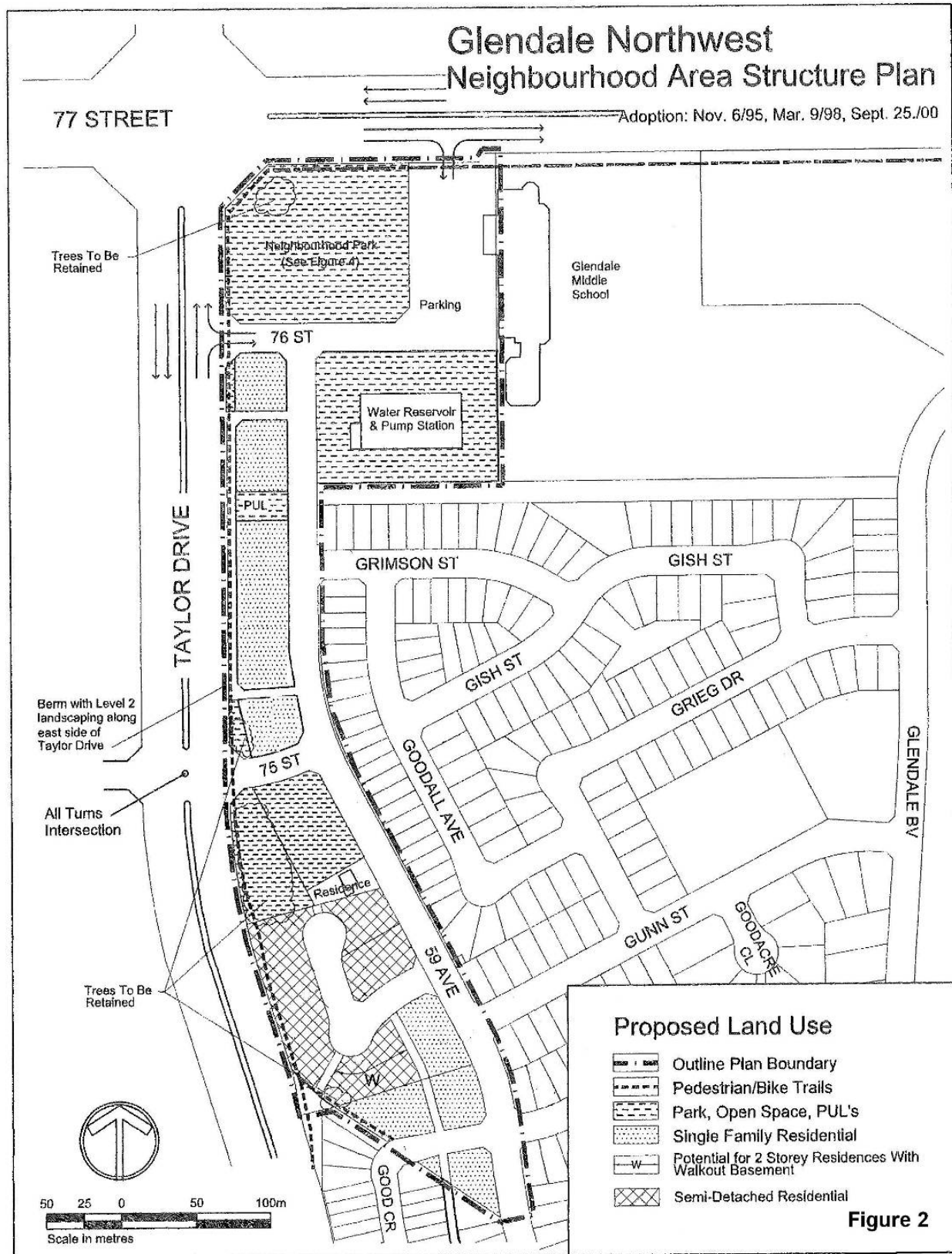
READ A SECOND TIME IN OPEN COUNCIL this day of 2011.

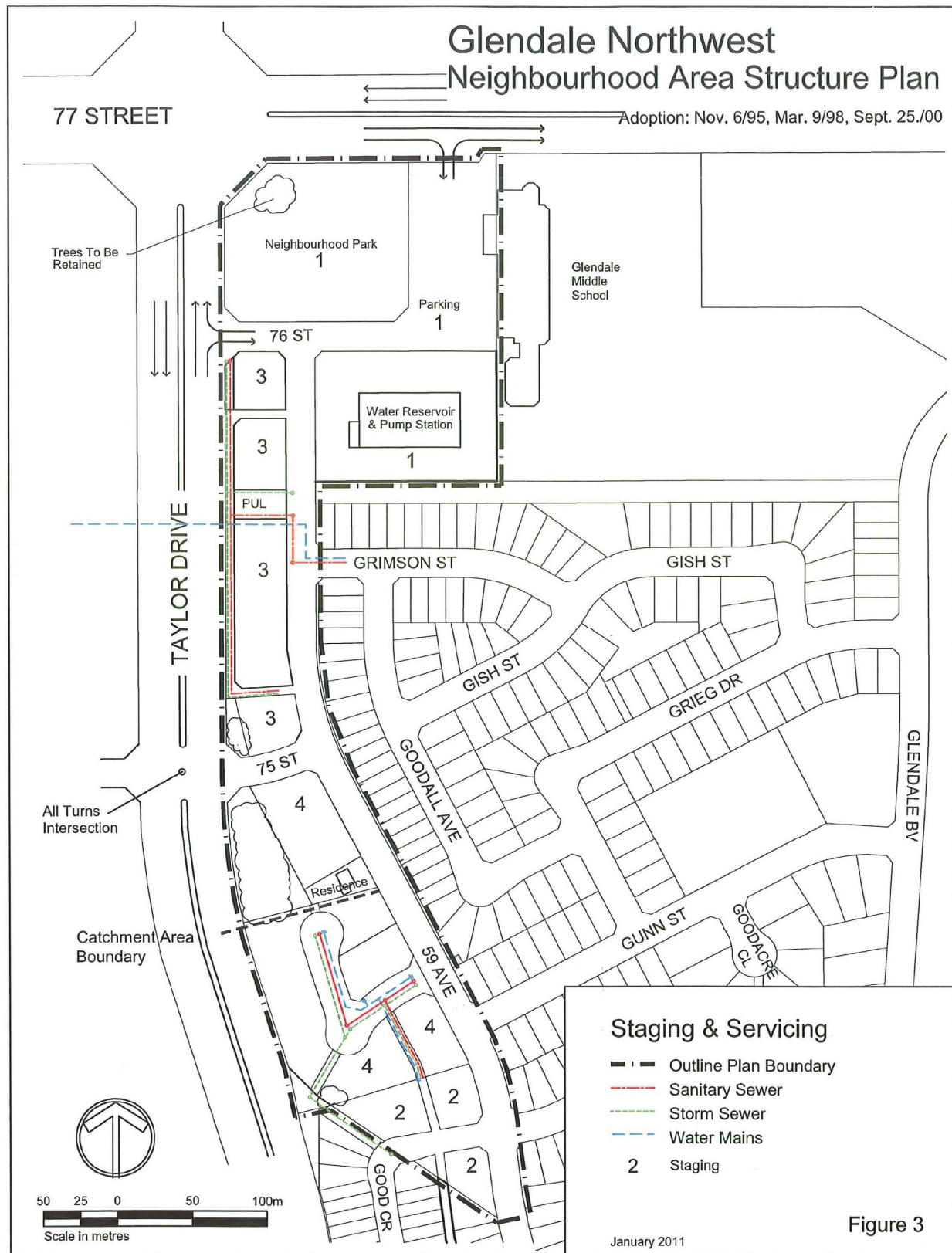
READ A THIRD TIME IN OPEN COUNCIL this day of 2011.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2011.

MAYOR

CITY CLERK





**BYLAW NO. 3357/C - 2011**

Being a bylaw to amend Bylaw No. 3357 / 2006, the Land Use Bylaw of the City of Red Deer

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

1.
- That “Land Use District Map K19” contained within “Schedule A” of the Land Use Bylaw is hereby amended in accordance with Land Use District Map No. 1 / 2011 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this7<sup>th</sup>day ofFebruary2011.

READ A SECOND TIME IN OPEN COUNCIL thisday of2011.

READ A THIRD TIME IN OPEN COUNCIL thisday of2011.

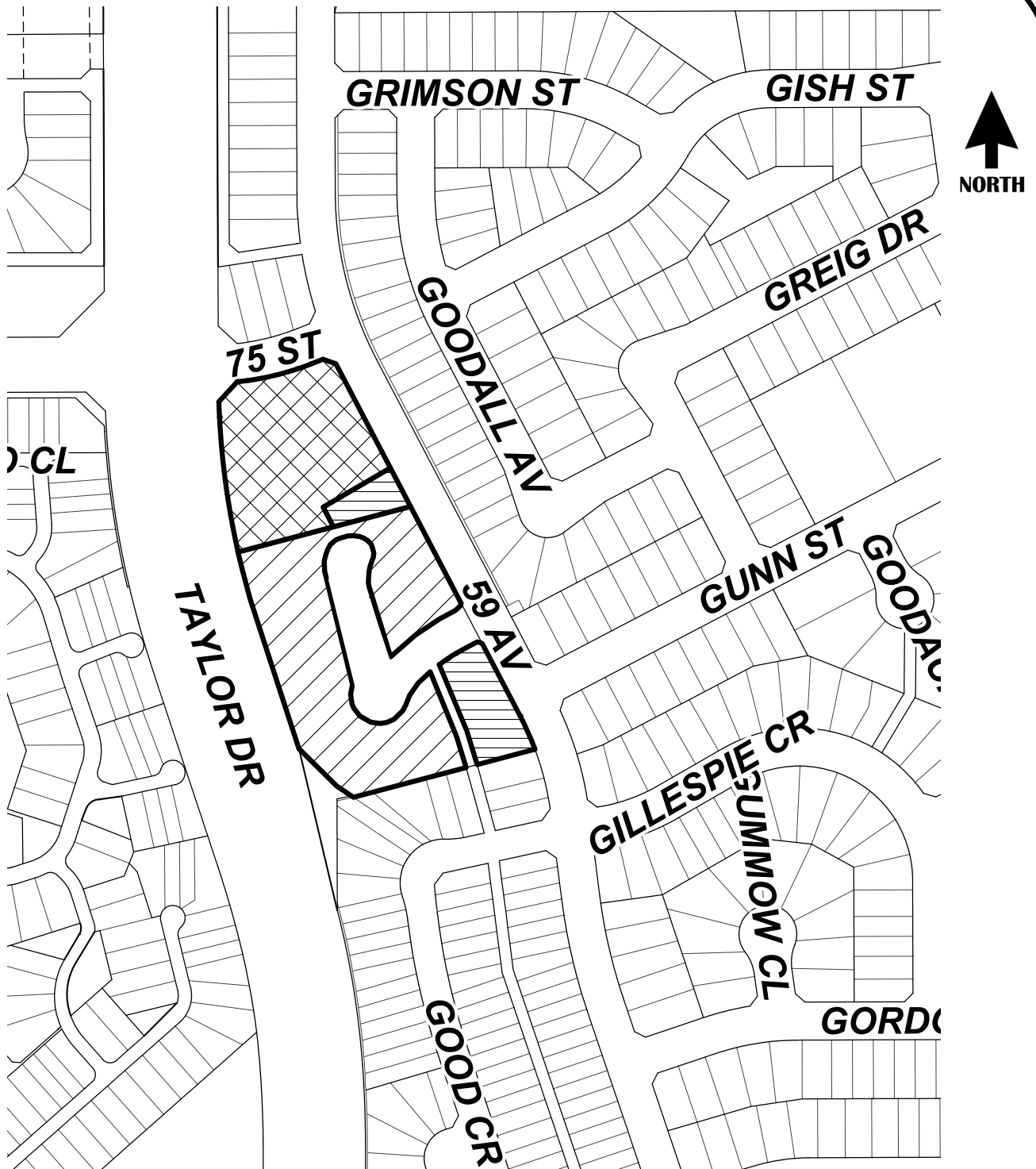
AND SIGNED BY THE MAYOR AND CITY CLERK thisday of2011.

MAYOR

CITY CLERK



# *Proposed Amendment to Land Use Bylaw 3357/2006*



## Change District from:



A1 to P1



A1 to R1



A1 to R1A

## Affected District:

A1 - Future Urban Development District

P1 - Park and Recreation District

R1A - Residential (Semi Detached Dwelling) District

R1 - Residential (Low Density) District

Proposed Amendment

Map: 1 / 2011

Bylaw: 3357 / C-2011

Date: Jan 19, 2011



## OFFICE OF THE MAYOR

**DATE:** February 2, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Mayor Morris Flewwelling, Chair, Municipal Planning Commission

**RE:** Glendale Northwest NASP Amendment Bylaw No. 3217 / A - 2011  
7410 & 7510 – 59 Avenue (Lot 11, Plan 982-2249), and  
7475 Taylor Drive (Lot 9, Plan 982-2243)

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At the Wednesday, February 2, 2011 meeting of the Municipal Planning Commission, Orlando Toews, Senior Planner, City of Red Deer, presented a report with respect to the Glendale Northwest NASP Amendment – Bylaw 3217 / A – 2011 – 7410 & 7510 59 Avenue (Lot 11, Plan 982-2249), and 7475 Taylor Drive (Lot 9, Plan 982-2243).

The report indicated that the proponent had applied for similar NASP and LUB amendments in 2010, but that proposal included a higher density (R3) component which could have resulted in a total of approximately 41 dwelling units being developed on the site. However, the proposed NASP amendment and its accompanying Land Use Bylaw (redesignation) amendment were defeated by Council. The current proposed amendments strive to address the concerns expressed by Council by eliminating the proposed apartment component and reducing the overall density.

The proponent has submitted a two fold request. One is to amend the Glendale Northwest NASP to allow for detached and semi-detached (duplex) dwellings in combination with a land swap with the City to provide a natural / ecological preservation parcel along the north end of the site. In conjunction with the requested NASP amendment the proponent is also requesting an amendment to the Land Use Bylaw to redesignate the site from the A1 – Future Urban Development District to the R1 – Residential (Low Density) District, R1A – Residential (Semi-Detached Dwelling) District, and P1 – Parks & Recreation District.

Craig Curtis  
February 2, 2011  
Page 2

After discussion, the following motion was introduced and passed:

**“Resolved** that the Municipal Planning Commission, having considered the report from the City of Red Deer Planning Department, dated January 24, 2011 re: Request for Recommendation Regarding Glendale Northwest NASP Amendment Bylaw No. 3217 / A – 2011, 7410 & 7510 59 Avenue (Lot 11, Plan 982-2249), and 7475 Taylor Drive (Lot 9, Plan 982-2243), hereby supports the proposed Glendale Northwest NASP amendment, Bylaw No. 3217 /A – 2011 and recommends Council’s consideration of this amendment.

The above is submitted for Council’s consideration.

Respectfully submitted,



Mayor Morris Flewwelling  
Chair, Municipal Planning Commission

c: O. Toews, Senior Planner

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# Glendale

## NORTHWEST NEIGHBOURHOOD AREA STRUCTURE PLAN

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Prepared by  
**PARKLAND COMMUNITY PLANNING SERVICES**  
For  
**THE CITY OF RED DEER**

Originally adopted as an Outline Plan by Council Resolution on Nov. 6, 1995  
Outline Plan amended by Council Resolution on March 9, 1998  
Approved as a Neighbourhood Area Structure Plan on Dec. 7, 1998 (Bylaw 3217/98)  
Area Structure Plan amended by Council on Sept. 25, 2000 (Bylaw 3217/G-2000)

**September 25, 2000**

**GLENDALE**  
**Northwest Neighbourhood Area Structure Plan**

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Glendale Northwest Neighbourhood Area Structure Plan

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## 1.0 Introduction

The Glendale Northwest Neighbourhood Area Structure Plan was originally approved as an Outline Plan by City Council on November 6, 1995, and was subsequently amended in March 1998, December 1998 and September 2000. These amendments were necessary to reflect the City's Transportation Plan Update, re-alignment of Taylor Drive, the addition of 75<sup>th</sup> Street as a new access road and the addition of a lane west of 59<sup>th</sup> Avenue between 75<sup>th</sup> and 76<sup>th</sup> Streets. All Plan amendments have been processed in accordance with the City of Red Deer's **Planning and Subdivision Guidelines**. Neighbourhood Area Structure Plans are required by the City of Red Deer as a pre-condition to subdivision of larger land areas and form the basis for future zoning, subdivision and development decisions for the area.

This Neighbourhood Area Structure Plan (NW ¼ 29-38-27-W4 and NE ¼ Section 30-38-27-W4) is located in the northwest corner of the Glendale neighbourhood, a northside community in the City of Red Deer. This Neighbourhood Area Structure Plan is bordered on the west by Taylor Drive; to the north by 77<sup>th</sup> Street; to the east by 59<sup>th</sup> Avenue; and to the south by existing residential development. The Glendale Northwest Neighbourhood Area Structure Plan conforms to the City's Municipal Development Plan, the Northwest Area Structure Plan and the Community Services Master Plan.

The Area Structure Plan area comprises of three main landowners, the City of Red Deer, Red Deer School District #104 and Mr. Harry Dentoom. Recent new residential developments in the south portion of the Plan area are privately owned. Land ownership is shown on Figure 1.

## 2.0 Existing Features

As shown on Figure 1, the Dentoom lands contain an existing residence and green house operation while the City of Red Deer lands are undeveloped with the exception of a water reservoir and pump station located southeast of the 76<sup>th</sup> Street and 59<sup>th</sup> Avenue intersection. All of the roadways in this area are constructed including 75<sup>th</sup>, 76<sup>th</sup>, and 77<sup>th</sup> Streets, Taylor Drive and 59<sup>th</sup> Avenue.

Much of the westerly edge of the site, being lands owned by the City of Red Deer, is tree covered within which exists a unique native treed area (south of 75<sup>th</sup> Street) containing significant spruce and poplar trees, and wild rose and dogwood vegetation. The Johnstone Park Ecological profile completed in 1997, included this area which identified these natural features and recommended that this unique area be retained by the City and incorporated into the future open space and park requirements of the neighbourhood.

## 3.0 Environmental Hazards

Results of a Phase 1 Environmental site assessment undertaken in 1998 by UMA Engineering Ltd. revealed no significant sources of contamination of lands within this plan area. No mitigation activities on these lands are required.

## 4.0 Land Use

The long term land uses as illustrated in Figure 2 are the result of a series of conceptual design alternatives examined in consultation with area landowners. Factors affecting site design, serviceability and public input regarding land uses received during the adoption of the original

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**Glendale Northwest Neighbourhood Area Structure Plan**

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1995 Plan and subsequent amendments thereto, are reflected in the layout of this Neighbourhood Area Structure Plan. The primary land use for the area is residential. The only other land use identified is for open space purposes, being a combination of park, recreation, buffer areas and utility corridors (public utility lots) for the provision of services.

**4.1 Residential Areas**

All residential development will be in the form of single-family detached residences under the R1, Residential Low Density District of the City's Land Use Bylaw. In total,  $\pm 3.1$  hectares (7.7 acres) of land could be developed for single-family development. Using a density of 13.5 single-family residential units per net hectare, the plan area could yield  $\pm 42$  housing units. Based on 3.4 persons per average single-family housing unit, the population yield is estimated at  $\pm 143$  persons. Due to the large amount of open space areas, the proposed  $\pm 127$  persons population results in a density of only 15.3 persons per gross hectare over the entire plan area, which is well below the City's engineering design criteria and maximum standard of 45 persons per gross hectare.

The eventual development of the residential cul-du-sac, on lands presently occupied by the greenhouse operation, could end up being a joint venture development between the City of Red Deer and the owner of the greenhouse property. As an intermediate step due primarily to this area not currently being all in one ownership, when the Dentoom lands are initially subdivided the area immediately to the west of the greenhouses could be dedicated as the 10% municipal reserve requirement under the Municipal Government Act. The City of Red Deer would then remove (cancel) the municipal reserve designation on this parcel and transfer and register, as municipal reserve, an equal amount of land on the adjoining City lands containing the treed area that is to be preserved. This would then free up all the lands required to facilitate the development of cul-du-sac in accordance with the concept plan as illustrated on Figure 2. The City would then have the option of selling their portion of land (former reserve) to a private developer or jointly participate in the cul-du-sac development.

**4.2 Open Space Areas**

All lands identified as open space areas will be used for park, recreation and buffer areas or, for public utility lots containing utility servicing infrastructure. In all cases, these publicly accessible lands will be landscaped and/or grassed forming part of the neighbourhood's open space area. The previously identified unique native treed area will be retained and incorporated into the neighbourhood park area. A berm containing Level 2 landscaping will be constructed along the east side of Taylor Drive.

Based on previous public consultation undertaken during adoption of the initial 1995 Glendale Outline Plan, the large open space area west of the Glendale Middle School will be developed for community play fields and recreation areas as shown on Figure 4. The development of this new recreational area will be an extension and enhancement of existing open space areas and facilities located in conjunction with the area's two schools and the City's water reservoir site.

## **5.0 Transportation**

The proposed road network is based primarily on the established roadways in the area including the newly re-aligned Taylor Drive. Incorporated into the proposed road network are the transportation concepts identified in the City's 1996 Transportation Plan Update including the 75<sup>th</sup> Street connection between Taylor Drive and 59<sup>th</sup> Avenue.

### **5.1 Traffic Circulation**

The transportation and access concepts illustrated on Figure 2 are based on both Taylor Drive and 77<sup>th</sup> Street ultimately being constructed to a four lane divided arterial standard. In the interim, some present access situations are temporary. The present all turns access at 76<sup>th</sup> Street will ultimately be replaced with vehicle right-in and right-out only turn movements for accessing and exiting 76<sup>th</sup> Street. Presently the only vehicular access to the Glendale Middle School parking lot is via 76<sup>th</sup> Street. Upon completion of 77<sup>th</sup> Street to a four lane divided arterial roadway, a new right-in and right-out only access to and from the parking lot may be added.

The Taylor Drive and 75<sup>th</sup> Street intersection will ultimately become a full all-turns intersection allowing unrestricted access into both the existing Glendale neighbourhood and the proposed new future Johnstone Park development area west of Taylor Drive.

### **5.2 Pedestrian Circulation**

The proposed pedestrian and bike trail system along the north and west boundaries of the Plan will form part of the larger City wide community trail system identified in the City's Northwest Area Structure Plan and the Community Services Master Plan. A shale trail between Taylor Drive and Good Crescent will facilitate convenient pedestrian movement from the greater Glendale neighbourhood to the major trail system along the east side of Taylor Drive.

## **6.0 Public Services**

Due to the relatively small amount of land contained within this Neighbourhood Area Structure Plan, no school site is designated within the Plan area as a developed school site already exists adjacent to this area. However, considerable additional active recreation areas are proposed under this plan. As illustrated in Figure 4, the large open area to the west of the Glendale Middle School parking lot will be developed for park and recreational purposes in conjunction with the City's Recreation, Parks & Culture Department and possible user groups such as the Red Deer Soccer Association. Facilities proposed for this site include a Class A sports field (soccer), a multi-purpose pad, tennis courts and possible shelter building. Any future changes made to the actual type and/or number of sports fields and other public related facilities proposed for this site would not constitute an amendment to this Plan. Development of public uses on this site will complement and enhance the community facilities that already exist at the nearby schools.

Ultimately, the Glendale Middle School parking area could be expanded including the addition of a limited access (right in/right out only) to 77<sup>th</sup> Street. The City's water reservoir site, located to the southwest of the Glendale Middle School, has already been developed as active open play space in the form of grass and slope areas that are used as toboggan runs in the winter season.

Glendale Northwest Neighbourhood Area Structure Plan

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Passive park areas will include a landscaped berm adjacent to the east side of Taylor Drive and a treed park area to the west of the existing Dentoom residence and greenhouse that will preserve the unique native tree feature that currently exists at this location.

## **7.0 Social Services**

No church site, day care or social care sites are required within this Neighbourhood Area Structure Plan due to the small area of land contained within the Plan. These services have been provided for, or are already present within the existing larger Glendale community.

## **8.0 Staging and Servicing**

As indicated on Figure 3, the availability and extension of municipal utility infrastructure determines the staging sequence within the Neighbourhood Area Structure Plan. All utilities including water, sewer, storm, electricity, gas, telephone and cable services exist within the immediate area and can logically be extended to facilitate development of this land. The relocation of an existing aerial power line will be required.

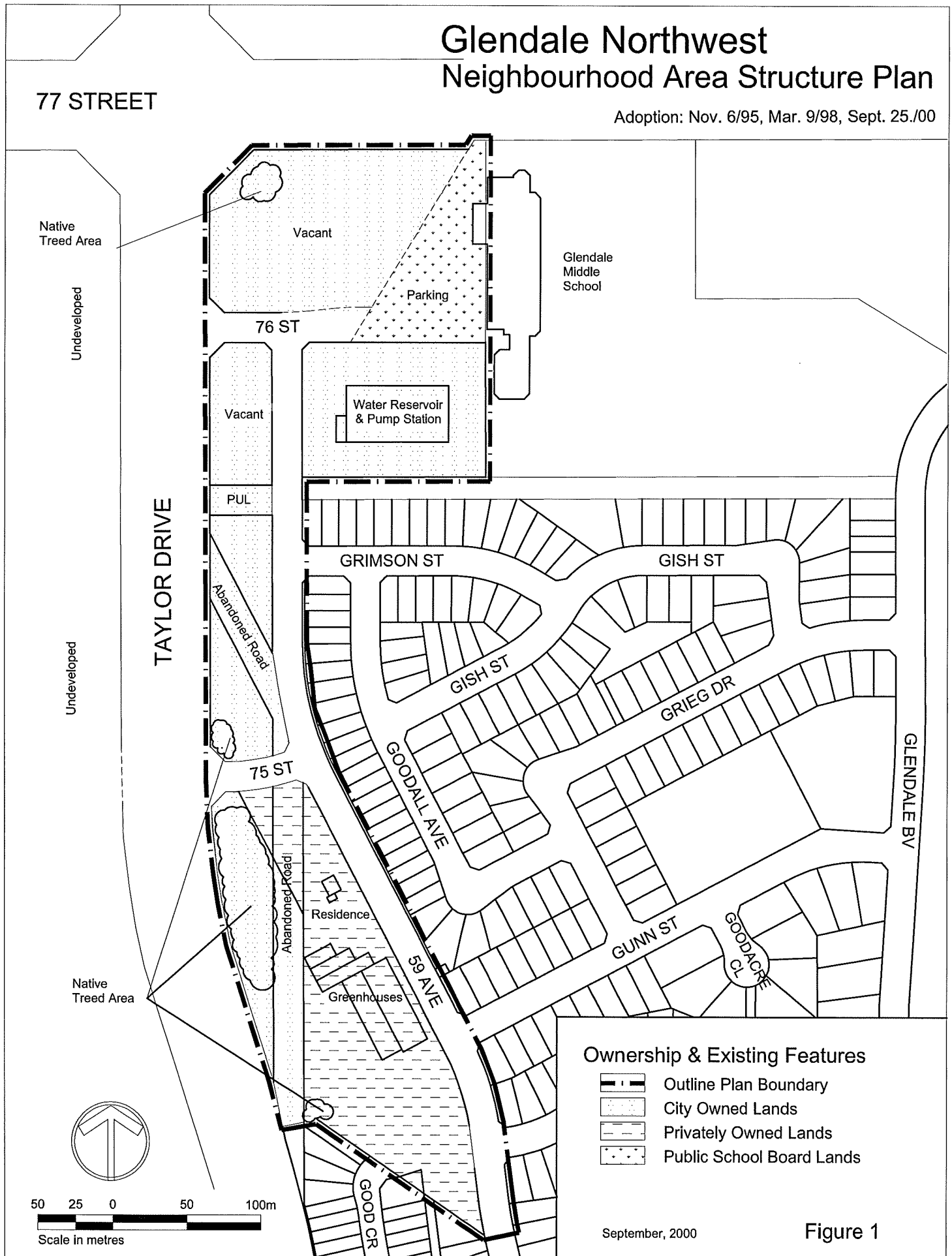
The proposed open space, park and recreation areas at the north end of the Plan area have automatically been designated as Stage 1. These lands are already partially developed for their intended use and do not depend upon the installation and/or extension of any water or sewer services. The large recreational site west of Glendale Middle School has already been pre-graded and, subject to funding, will be completed with the installation of sports fields. The timing of any modification and/or expansion of the existing school parking area is subject to the availability of funding.

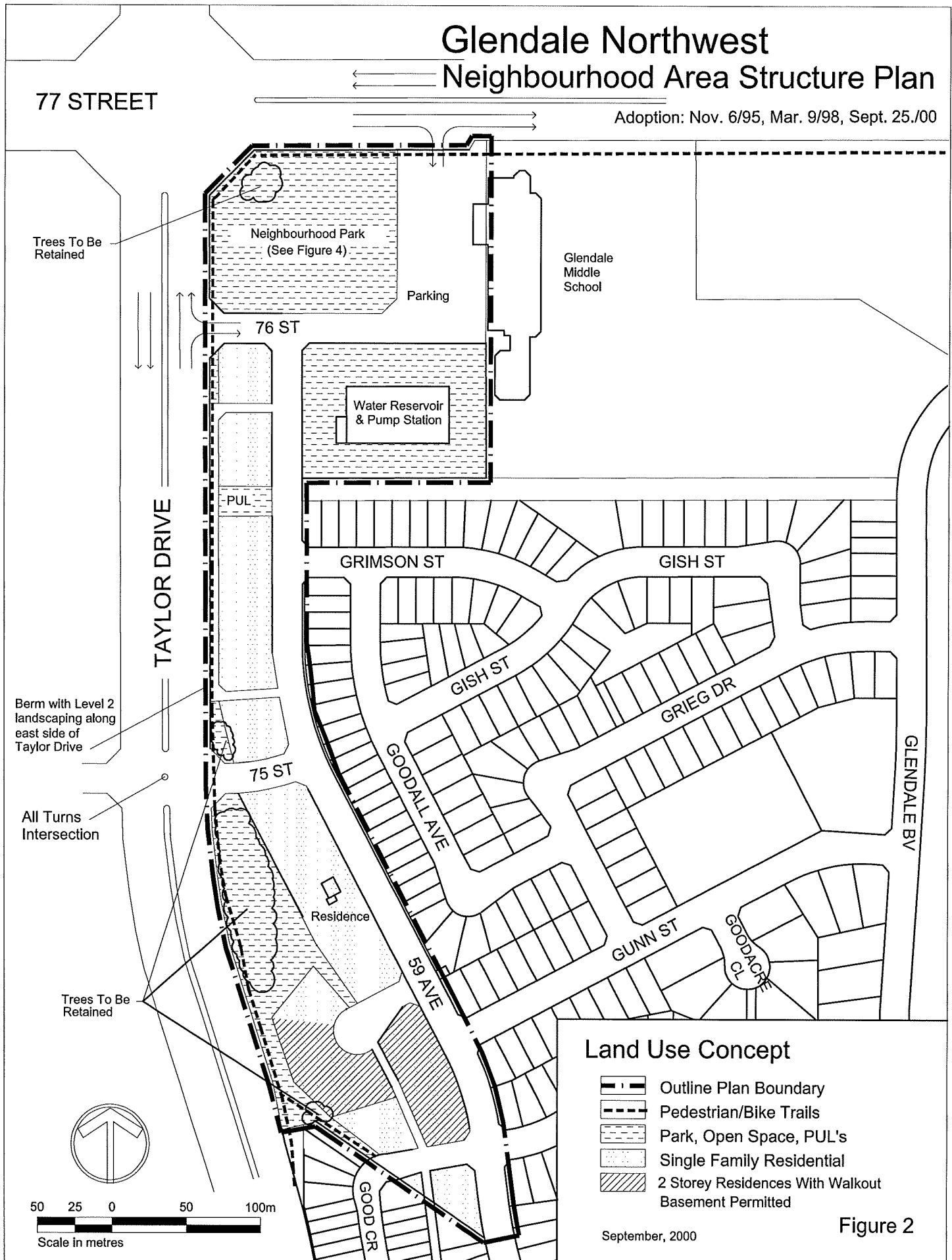
Stage 2 comprises of private development lands that would see the extension/completion of Good Crescent to 59<sup>th</sup> Avenue to facilitate the construction of residential dwellings that would be similar in style to the homes that presently exist to the south. Stage 3, designated for residential development, comprises of City owned land that could be developed by the City or alternatively, sold to a private developer as raw land.

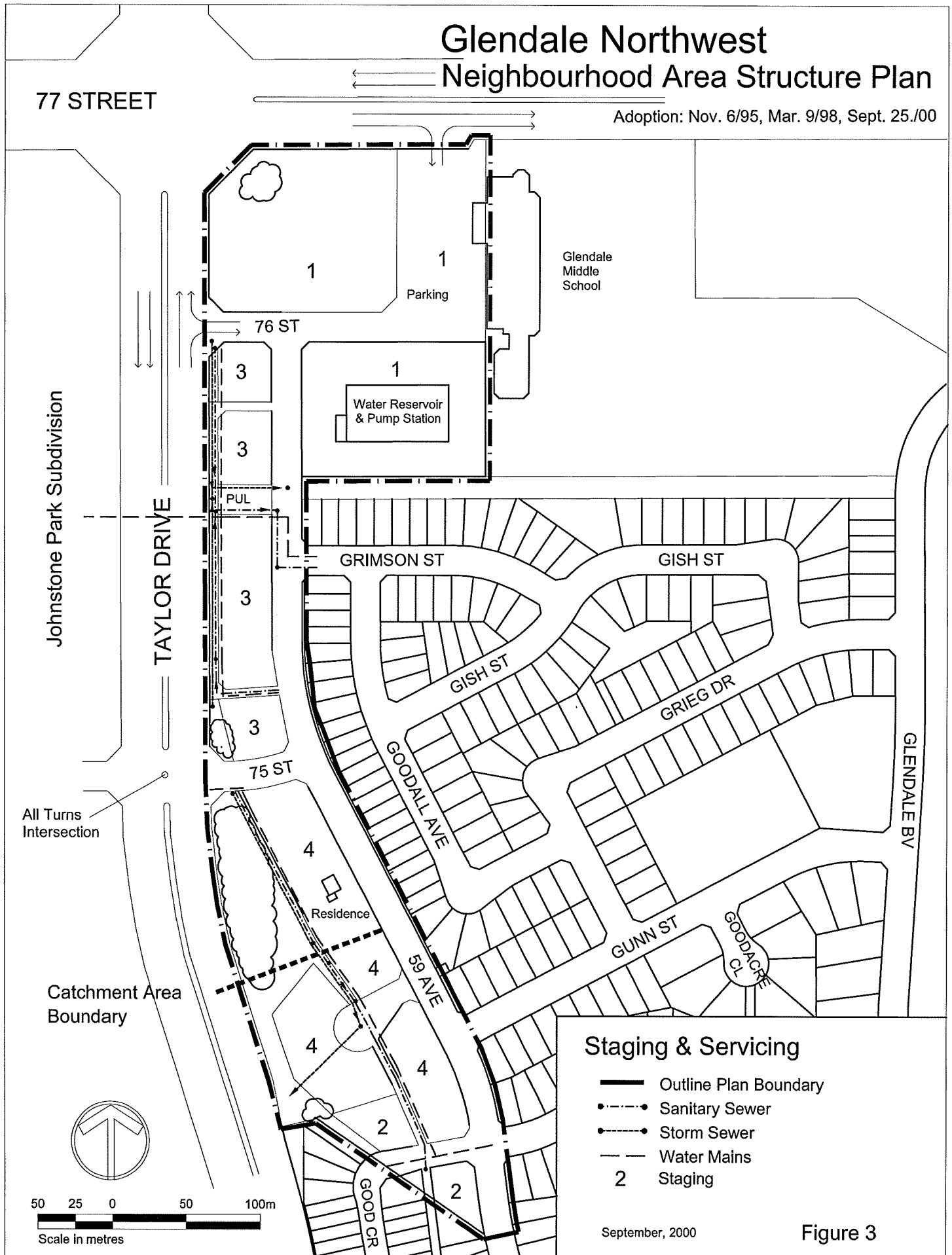
Stage 4, also for residential development, cannot be developed until the utility services for Stages 2 and 3 are in place and subsequently extended into this final development phase.

# Glendale Northwest Neighbourhood Area Structure Plan

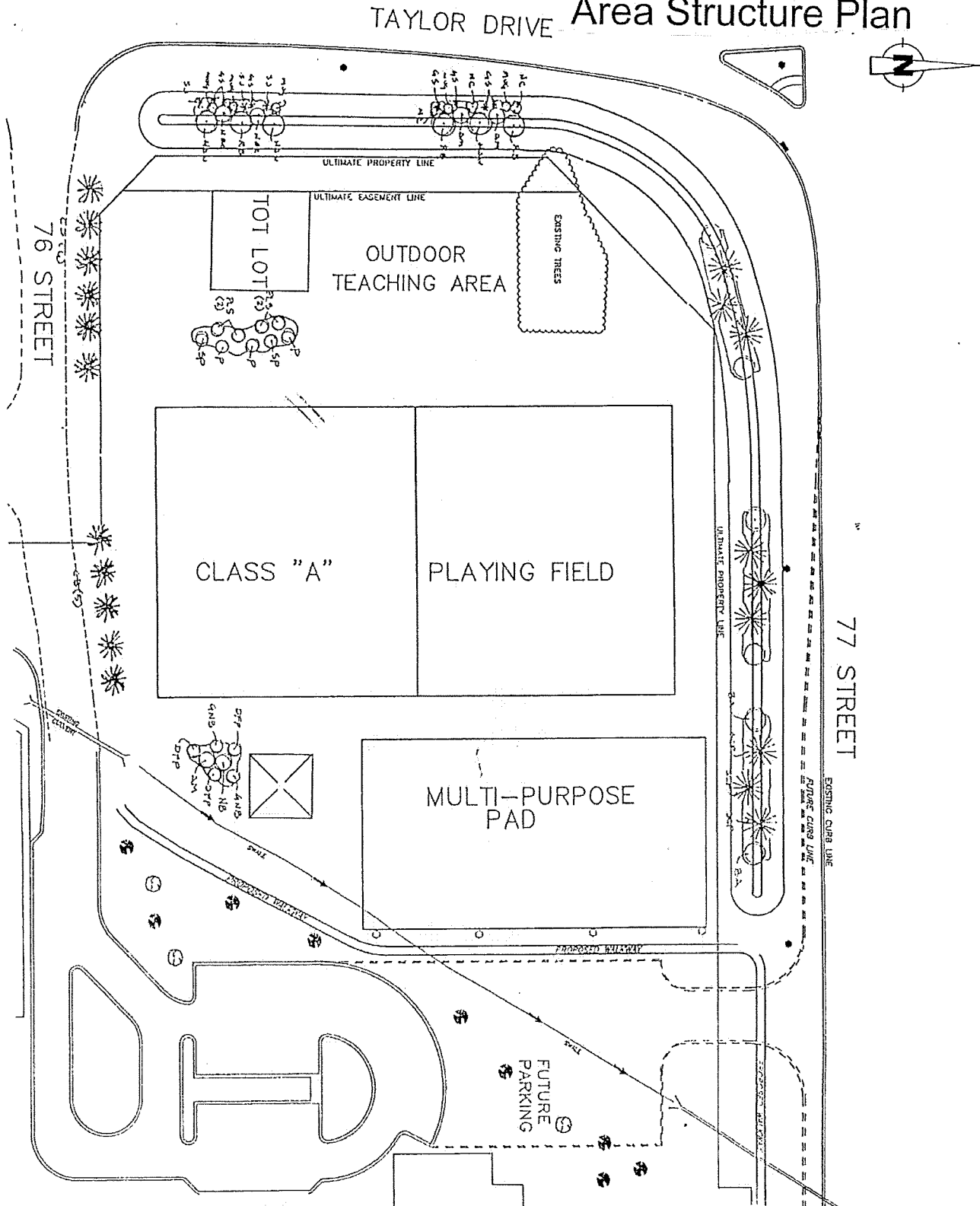
Adoption: Nov. 6/95, Mar. 9/98, Sept. 25/00







# Glendale Northwest Neighbourhood Area Structure Plan



**Neighbourhood Park Plan &  
School Parking Expansion Area**

Sept. 2000

**Figure 4**

City of Red Deer Council

**Comment Sheets**

from

Neighbouring Landowner Referral (December 2010)

re

Proposed Glendale NW NASP Amendments

and

Land Use Bylaw Amendments

**Proposed Amendments to the  
Glendale Northwest Neighbourhood  
Area Structure Plan and the Land Use Bylaw**



**December 2010**

**COMMENT SHEET**

Your Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**Comments:**

*We would like to see a confirmed  
number of duplexes and detached dwellings not  
an approximate number. e.g. 5 detached dwellings  
and 15 duplexes. In our opinion the approximate  
figure still allows you to sneak in another  
no. of houses*

Please return this comment sheet **no later than January 12, 2011** to Orlando Toews, Senior Planner, The City of Red Deer Planning Department, Box 5008, Red Deer, Alberta T4N 3T4, or fax to: 403-342-8200 or e-mail your comments to: [orlando.toews@reddeer.ca](mailto:orlando.toews@reddeer.ca).

The City is collecting your information to help make decisions on proposed programs, services, and/or plans in/for the city of Red Deer. The personal information on this form is collected under the authority of the *Municipal Government Act, Section 3* and is protected under the provisions of the *Freedom of Information and Protection of Privacy (FOIP) Act*. An individual choosing to provide a comment to a member of Council, to a member of a committee and/or to City of Red Deer administration must understand that comments, including personal information could be publicly disclosed. The City will seek to balance the dual objectives of open government and protection of privacy. When disclosing public comments, The City will endeavor to disclose only the author's name, unless there is a legislative, privacy or public interest reason to disclose more or less information. If you have any questions about the collection, use and protection of this information, please contact the Manager of the Planning Department, 3<sup>rd</sup> floor, City Hall, 4914 - 48 Ave, Red Deer, AB 403-406-8700.

# Proposed Amendments to the Glendale Northwest Neighbourhood Area Structure Plan and the Land Use Bylaw



December 2010

## COMMENT SHEET

Your Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

**Comments:** A east west walk way between 59th avenue and taylor drive would be nice as new higher units in plan and long distance to walk all the way around to taylor. (Tracks in snow will support or deny my suggestion)

Proposed units on south side need to have a review of impact to privacy and possible noise level to the existing two story units.

Street entrance to the proposed new area needs to be across from an existing roadway in order for the traffic, noise and head lights to not impact the residences on the east.

~~Design needs to maxamize parking both on street and on proposed lots as parking and locations to pile snow is a major concern.~~

Limited R2 lots is a not bad alternative!

Please return this comment sheet **no later than January 12, 2011** to Orlando Toews, Senior Planner, The City of Red Deer Planning Department, Box 5008, Red Deer, Alberta T4N 3T4, or fax to: 403-342-8200 or e-mail your comments to: [orlando.toews@reddeer.ca](mailto:orlando.toews@reddeer.ca).

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# Proposed Amendments to the Glendale Northwest Neighbourhood Area Structure Plan and the Land Use Bylaw



December 2010

## COMMENT SHEET

Your Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**Comments:** We have concerns about the proposed walk-outs that will overlook the properties on the north side ~~of~~ of Good Cres. We do not want to have any more houses overlooking our backyard! There is no fence that we can build tall enough to have any privacy in our own yard.

We also have concerns about the alley extension - the grade of the extension will encourage improper drainage into ours and adjoining yards. Also, the increased traffic ~~to~~ effect on our yard which runs parallel. Would there be appropriate maintenance on the proposed alley, as there has been none on the existing alley in recent memory.

\* Both of the above major issues, walk outs and alley extension, were major reasons in the original council required project re-design.

Please return this comment sheet **no later than January 12, 2011** to Orlando Toews, Senior Planner, The City of Red Deer Planning Department, Box 5008, Red Deer, Alberta T4N 3T4, or fax to: 403-342-8200 or e-mail your comments to: [orlando.toews@reddeer.ca](mailto:orlando.toews@reddeer.ca).

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Planning Department 4914 - 48 Avenue Phone: 403-406-8700 Fax: 403-342-8200 E-mail: [planning@reddeer.ca](mailto:planning@reddeer.ca)

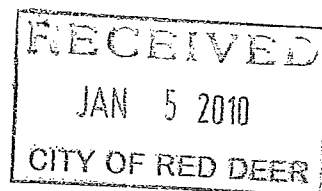
The City of Red Deer Box 5008 Red Deer, AB T4N 3T4 [www.reddeer.ca](http://www.reddeer.ca)

**Proposed Amendments to the  
Glendale Northwest Neighbourhood  
Area Structure Plan and the Land Use Bylaw**



December 2010

**COMMENT SHEET**



Your Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

**Comments:**

Any chance of a back Alley behind.  
104, 108, 112 Good Crescent?  
Please advise as we have limited  
parking in the front - this would allow  
to have a garage @ 104 Good Crescent  
and 108, 112 could have back yard parking.

Thank you.

Please return this comment sheet **no later than January 12, 2011** to Orlando Toews, Senior Planner, The City of Red Deer Planning Department, Box 5008, Red Deer, Alberta T4N 3T4, or fax to: 403-342-8200 or e-mail your comments to: [orlando.toews@reddeer.ca](mailto:orlando.toews@reddeer.ca).

The City is collecting your information to help make decisions on proposed programs, services, and/or plans in/for the city of Red Deer. The personal information on this form is collected under the authority of the *Municipal Government Act, Section 3* and is protected under the provisions of the *Freedom of Information and Protection of Privacy (FOIP) Act*. An individual choosing to provide a comment to a member of Council, to a member of a committee and/or to City of Red Deer administration must understand that comments, including personal information could be publicly disclosed. The City will seek to balance the dual objectives of open government and protection of privacy. When disclosing public comments, The City will endeavor to disclose only the author's name, unless there is a legislative, privacy or public interest reason to disclose more or less information. If you have any questions about the collection, use and protection of this information, please contact the Manager of the Planning Department, 3<sup>rd</sup> floor, City Hall, 4914 - 48 Ave, Red Deer, AB 403-406-8700.

ORIGINAL



Council Decision – March 7, 2011

**DATE:** March 9, 2011

**TO:** Orlando Toews, Senior Planner

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Glendale Northwest NASP Amendment Bylaw No. 3217/A-2011, 7410 & 7510 – 59 Avenue (Lot 11, Plan 982-2249), and 7475 Taylor Drive (Lot 9, Plan 982-2243) and Land Use Bylaw Amendment 3357/C-2011

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**Reference Report:**

Senior Planner dated January 26, 2011

**Resolution:**

The following tabling resolution was passed during the regular Council meeting held on Monday, March 7, 2011:

“**Resolved** that the Glendale Northwest Neighbourhood Area Structure Plan Amendment Bylaw 3217/A-2011 be tabled for six weeks to allow Administration time to prepare a report to consider the option of rezoning the proposed area to R1. Also to be included in the report from Administration is a breakdown of the current park space in the Glendale district. This report is to be brought back to the April 18, 2011 Council meeting.”

**Report Back to Council:** Yes

**Comments/Further Action:**

Prior to receiving second and third readings, a motion was introduced to review changing the zoning on the proposed Glendale Neighbourhood Area Structure Plan Amendment 3217-A/2011 to R1. Administration is to provide a report regarding this change including a breakdown of the current park space in the Glendale district. As a result of the requested report, Land Use Bylaw Amendment 3357/C-2011 was not discussed and will also be brought back to the April 18, 2011 Council meeting.

A handwritten signature in black ink, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Legislative & Governance Services Manager

c: Paul Meyette, Director of Planning Services  
Angus Schaffenburg, Acting Planning Manager  
Greg Scott, Recreation, Parks & Culture Manager  
Trevor Poth, Parks Superintendent  
Corporate Meeting Coordinator

DM 1077891

ORIGINAL



Legislative & Governance Services

**DATE:** March 1, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Glendale Northwest NASP Amendment Bylaw No. 3217/A -2011  
and  
Land Use Bylaw Amendment 3357/C-2011  
7410 & 7510-59 Avenue (Lot 11, Plan 982-2249), and 7475 Taylor Drive (Lot  
9, Plan 982-2243)  
Land Exchange in Glendale West (Dentooms Site)

---

***History:***

At the Monday, February 7, 2011 Council Meeting, Council gave first reading to Glendale Northwest Neighbourhood Area Structure Plan (NASP) Amendment Bylaw No. 3217/A-2011 and Land Use Bylaw Amendment 3357/C-2011.

Council passed the following resolution regarding the Land Exchange in Glendale West:

**“Resolved** that Council of The City of Red Deer having considered the report from the Land Services Specialist, dated February 7, 2011, re: Land Exchange in Glendale West (Dentooms Site) agrees to table consideration of the land exchange to the Monday, March 7, 2011 Council Meeting, following approval of second and third readings of Glendale NW Neighbourhood Area Structure Plan Bylaw Amendment 3217/A-2011 and Land Use Bylaw Amendment 3357/C-2011.”

***Public Consultation Process***

Public Hearings have been advertised for Glendale Northwest NASP Amendment 3217/A-2011 and Land Use Bylaw Amendment 3357/C-2011 to be held on Monday, March 7, 2011 at 6:00 P.M. during Council's regular meeting. Advertisements were placed in the Red Deer Advocate on February 18, 2011 and February 25, 2011. The owners of the property bordering the site have been notified by letter of the Public Hearings.

**Recommendation:**

That Council consider:

1. Giving second and third readings to the Glendale Northwest Neighbourhood Area Structure Plan Bylaw Amendment 3217/A-2011 and Land Use Bylaw Amendment 3357/C-2011.
2. Passing a resolution to lift from the table consideration of the Land Exchange in Glendale West (Dentooms Site).
3. Passing a resolution to approve the Land Exchange in Glendale West (Dentooms Site).

A handwritten signature in black ink, appearing to read 'Elaine Vincent', with a large, stylized loop at the end.

Elaine Vincent  
Manager

**Land and Economic Development**

**DATE:** February 2, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Alice Granberg, Land Services Specialist

**SUBJECT:** Land Exchange in Glendale West (Dentooms Site)

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*History:*

The property owned by the City of Red Deer and located in Glendale West and best known as the former Dentooms Greenhouse site has remained undeveloped. An efficient development of the City's portion would have been difficult due to the configuration of the parcel. A Land Exchange agreement with the adjacent owner is an effective way to create two better configured parcels.

*Discussion:*

A developer recently approached the City as they were interested in developing property located in Glendale West at the corner of Taylor Drive and 75<sup>th</sup> Street (aka Dentooms Site). The City's property is an awkward shaped piece of land located at the west side of the property. The developers land is another awkward shaped parcel covering the east side of the Property.

The developer has proposed that he exchange approximately 0.331 hectares of his northeast portion of the lands for an approximate 0.413 hectare south west proportion of the City's lands. This would result in both the City's and Developer's lands being of an improved configuration. The City's newly configured parcel would be designated as Park.

In consideration of the shortfall in the Lands being exchanged the developer will pay consideration representative of fair market value for the shortfall in the lands exchanged (0.082 hectares).

Internal department communication has been coordinated by our former development authority PCPS and our current Planning Services department and all departments have expressed their concerns and any concerns have been effectively addressed to the satisfaction of all internal departments.

***Public Consultation Process:***

This Land Exchange will not be completed unless the NASP and LUB amendments are approved through MPC and Council, part of those processes include public consultation. Planning's report to Council for the NASP and LUB amendments indicate the results of the Public Consultations.

***Recommendation:***

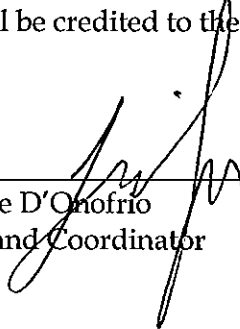
The City of Red Deer's Municipal Development Plan Bylaw #3404/2008 indicates the City's preference for efficient development which allows for greater densities and better use of infill properties. The approval of this Land Exchange will further demonstrate Council's commitment to more efficient development of City of Red Deer lands.

NOTE: The following resolution should only be passed concurrently with the second and third reading of the LUB and NASP amendments to be presented to Council by Planning Services.

Land and Economic Development recommends the approval of this Land Exchange with the condition that all necessary development and subdivision approvals are received through the City's normal development/subdivision approval processes and on the condition that any shortfall in the lands being exchanged will be compensated for by the Developer at fair market value and in accordance with the *Municipal Government Act*. The funds received from the sale of excess land will be credited to the Land Bank account.



Alice Granberg  
Land Services Specialist



Joe D'Onofrio  
Land Coordinator

*Comments:*

I support the recommendation of Administration that, following the Public Hearing, Council consider second and third readings of Glendale NW Neighbourhood Area Structure Plan Bylaw Amendment 3217/A-2011 and Land Use Bylaw Amendment 3357/C-2011. I also support the recommendation that Council consider a resolution to approve the land exchange.

“Craig Curtis”  
City Manager



**Legislative & Governance Services**

**DATE: February 24, 2011**

**TO: Craig Curtis, City Manager**

**FROM: Elaine Vincent, Legislative & Administrative Services Manager**

**SUBJECT: Notice of Motion  
Councillor Buck Buchanan – Fluoridation of Water**

---

***History***

At the Monday, February 22, 2011 meeting of Council, Councillor Buck Buchanan introduced the attached Notice of Motion regarding Fluoridation of Water.

***Discussion***

The Notice of Motion is presented for Council's consideration. If passed, Administration will prepare a question for consideration by the electorate, in conjunction with the 2013 municipal election, to acquire Red Deer citizens' direction with respect to the practice of adding fluoride to drinking water."

***Recommendation***

That Council consider the Fluoridation of Water Notice of Motion

Elaine Vincent  
Manager

/attach.

## **NOTICE OF MOTION**

### **Fluoridation of Water**

#### **Submitted by Councillor Buck Buchanan**

"Whereas Council of The City of Red Deer recognizes the public debate regarding fluoridation of drinking water; and

Whereas there are many conflicting opinions as to the benefits and detriments to this practice; and

Whereas, in the mid 1950s, The City of Red Deer by way of plebiscite heard from electors and instituted the practice of adding fluoride to drinking water;

Therefore be it resolved that Council directs administration to prepare a question for consideration by the electorate, in conjunction with the 2013 municipal election, to acquire Red Deer citizens' direction with respect to the practice of adding fluoride to drinking water."

*Comments:*

I support the Notice of Motion as submitted to ensure the issue it is dealt with at the time of the next municipal election. Council has the option to make a decision on this, with public engagement, as opposed to holding a plebiscite. If it is Council's direction to go ahead with a plebiscite sooner, there will be a cost and large amount of staff time required.

"Craig Curtis"  
City Manager

ORIGINAL



Legislative & Governance Services

**DATE:** February 24, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Elaine Vincent, Legislative & Administrative Services Manager  
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*Recommendation*

That Council consider the Fluoridation of Water Notice of Motion

Elaine Vincent  
Manager

/attach.



**COPY**

**NOTICE OF MOTION**

**Fluoridation of Water**

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D. M. ~~#15115~~  
10/15/08



Christine Kenzie

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Backup -  
NOT FOLLOWED  
TO COUNCIL

**From:** Tara Veer [tara.veer@reddeer.ca]  
**Sent:** March 07, 2011 9:52 AM  
**To:** Christine Kenzie  
**Subject:** FW: Two Motions or Notices of Motion

Hi Christine,

I hear both Elaine and Frieda are gone, so not sure who will be sitting in for them today but likely you?

Tara

**Councillor Tara Veer | Red Deer City Council**  
Legislative & Governance Services | The City of Red Deer  
D 403.342.8111 | F 403.346.6195  
Councillor Tara Veer

---

**From:** Tara Veer [mailto:tara.veer@reddeer.ca]  
**Sent:** Sunday, March 06, 2011 9:22 PM  
**To:** 'Elaine Vincent'; 'Frieda McDougall'  
**Subject:** Two Motions or Notices of Motion

Hi Ladies,

Hope you had a great weekend.

For our fluoride debate tomorrow, I'm wondering if you could prepare two separate motions for me.

- 1) The AHS representative who presented to council in Topics years ago (I believe Norbert was still CM) had a powerpoint which we have seen since then. In it was a slide demonstrating Health Canada's regulations that "ideal" fluoridation is 0.7, a reduction of the 0.8 that we currently do. I would like to move that we immediately move towards a reduction (according to Health Canada guidelines, but would like to use the graph and information to back up the motion and the "wherasis".
- 2) Secondly, I would like to move that if we go to plebiscite or public consultation that the City provide some credible information links/material etc. to our public to assist them in making an *informed* decision. My personal view is that the information that the City currently sends out is heavier on the "pro-flouride" side without giving enough consideration to professionals who are concerned about its detriments.

Thank you and see you tomorrow!

Tara

**Councillor Tara Veer | Red Deer City Council**  
Legislative & Governance Services | The City of Red Deer

2011/03/08

D 403.342.8111 | F 403.346.6195  
Councillor Tara Veer

---

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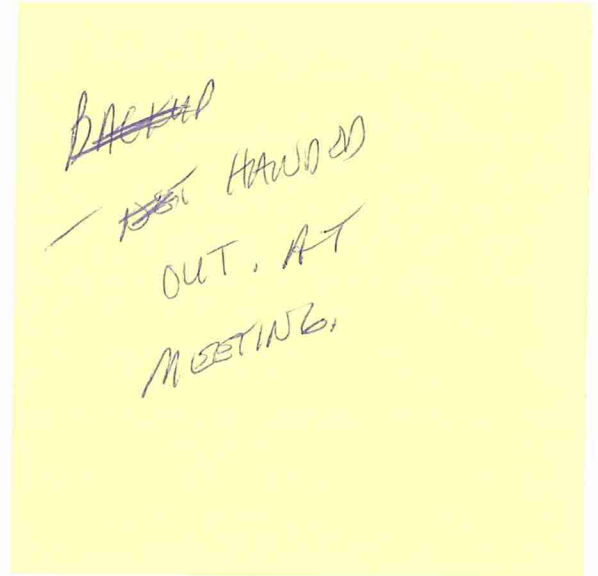
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**Christine Kenzie**

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

**From:** Elaine Vincent  
**Sent:** March 07, 2011 8:40 AM  
**To:** Christine Kenzie; Bev Greter  
**Subject:** FW: Water Fluoridation Debate  
For distribution at tonight's meeting

*Elaine Vincent*  
Manager, Legislative and Governance Services  
The City of Red Deer  
Phone: 403-342-8134  
Fax: 403-346-6195  
elaine.vincent@reddeer.ca



---

**From:** Morris Flewwelling  
**Sent:** Monday, March 07, 2011 8:38 AM  
**To:** Elaine Vincent; Frieda McDougall  
**Subject:** FW: Water Fluoridation Debate

---

**From:** Spencer Thiessen [mailto:spencer@subversiveoutrage.com]  
**Sent:** March 06, 2011 5:28 PM  
**To:** Tara Veer; Buck Buchanan; Cindy Jefferies; Dianne Wyntjes; Morris Flewwelling; chris.stephen@reddeer.ca; Frank Wong; Lynne Mulder; Paul Harris  
**Subject:** Water Fluoridation Debate

To My Elected Representatives The City Council of Red Deer,

My name is Spencer Thiessen, I represent a group committed to seeing the fluoridation of Red Deer's (and on a broader scope, any other city that subscribes to this practice) city water supply, end. While the science and facts supporting my endeavour are many, I would like to draw your attention to a few poignant interjections to what has been an otherwise widely praised practice. This first and closest to home is the presentation by Dr. James Beck (University of Calgary) who raised three simple questions, and through the course of his presentation, attempted to answer them. Those questions were, 1) Is it safe? 2) Is it effective? 3) Is it ethical? If one attempts to answer those questions for themselves, the third would obviously seem the most important, and so I would hope that if you see no other part of the presentation, that you give ear to the good Doctor's opinion of whether or not this practice can be considered ethical.

Presentation to Calgary City Council:

[http://www.youtube.com/watch?v=9A2QXRfPsPs&feature=mfu\\_in\\_order&list=UL](http://www.youtube.com/watch?v=9A2QXRfPsPs&feature=mfu_in_order&list=UL)

If the opinion of a single Doctor is not enough for you to see fit to ban this practice in the interim, until a full investigation into the practice can be had (or simply ended altogether), here are a number of scientific studies suggesting adverse health effects, based on the addition or content of fluoride in drinking water.

<http://www.subversiveoutrage.com/documents/Fluoride1.zip>

2011/03/08



<http://www.subversiveoutrage.com/documents/Fluoride2.zip>

I believe that after conferring on the evidence I have presented here, that it would be clear that this practice should be stopped immediately pending a full investigation into the effects of this practice. I sincerely doubt that after reading the evidence, that anyone could consider it responsible or ethical to continue fluoridation of Red Deer's drinking water.

Thank you for your attention regarding this matter.

Sincerely,

Spencer Thiessen  
Wearechange Red Deer

---

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## **NOTICE OF MOTION**

### **Fluoridation of Water**

**Submitted by Councillor Paul Harris**

**Whereas** Council of The City of Red Deer recognizes the public concern regarding the fluoridation of water; and

**Whereas** there are many conflicting opinions as to the benefits and detriments to this practice; and

**Whereas** the best practices globally are changing to eliminate fluoride from the water supply; and

**Whereas**, since the adoption of water fluoridation in the 1950s, fluoride has become widely available through other sources, such as toothpaste, bottled water, drops, and topical treatment; and

**Whereas** individuals cannot determine if the amount of fluoride being consumed is within recommended safe limits; and

**Whereas** correlation studies indicate that that there is no demonstrable beneficial difference between developed countries that fluoridate and those that don't; and

**Whereas** there is a growing understanding of the fragile nature of the environment and the environmental impact of the fluoridated water is unclear; and

**Whereas** there is a growing evidence about the fluoride exposure in drinking water being linked to osteosarcoma in young males; and

**Whereas** there is growing evidence that fluoride is a neurotoxin at very low doses; and

**Whereas** one percent of the population has a sensitivity to fluoride which is linked to skin rashes (e.g. dermatitis, urticaria, eczema); mouth lesions (canker sores); gastric distress; headache; joint pain; weakness; visual disturbances; and lethargy.

**Therefore be it resolved that** Council directs administration to temporarily stop the practice of adding fluoride allowing Council time to assess the practice, consider public opinion, and determine the best way to enable individual choice.





Health  
Canada

Santé  
Canada

Your health and  
safety... our priority.

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL  
Votre santé et votre  
sécurité... notre priorité

Fluoride and Human Health

Updated

July 2008

# IT'S YOUR HEALTH

## Fluoride and Human Health

### The Issue

Most Canadians are exposed to fluorides on a daily basis, through the trace amounts that are found in almost all foods and through those that are added to some drinking water supplies to prevent tooth decay.

### Background

Fluorides are chemical compounds, which in nature are found in air, water, soil and almost all foods. Fluorides are released into the environment by weathering processes and by volcanic activity and may be released by the production of phosphate fertilizers, by aluminum smelting and by chemical manufacturing.

### Health Benefits of Fluorides

The use of fluoride for the prevention of dental cavities is endorsed by over 90 national and international professional health organizations including Health Canada, the Canadian Public Health Association, the Canadian Dental Association, the Canadian Medical Association, the Food and Drug Administration of the United States and the World Health Organization.

Fluorides protect tooth enamel against the acids that cause tooth decay. Many studies have shown that fluoridated drinking water greatly reduces the number of cavities in children's teeth. Fluoride is

used in many communities across Canada, spanning most provinces and territories. About 40 percent of Canadians receive fluoridated water.

### Considerations for Children

If children under the age of six ingest high levels of fluorides during the period of tooth formation, they can develop dental fluorosis. This condition causes white areas or brown stains to appear on the teeth, which affects the appearance of the teeth but not their function. However, excessive intakes of fluoride can cause damage to tooth enamel, resulting in tooth pain and some problems with chewing. The risk goes away once teeth are formed, at age 6 or 7. Health Canada has set labelling requirements for dental products (such as toothpaste) that contain fluoride because young children have a tendency to swallow these products.

### Considerations for Adults

High levels of fluorides consumed for a very long period of time may lead to skeletal fluorosis. These levels are much higher than those to which the average Canadian is exposed daily. Skeletal fluorosis is a progressive but not life-threatening disease in which bones increase in density and become more brittle. In mild cases, the symptoms may include pain and stiff joints. In more severe cases, the symptoms may include

Canada 

difficulty in moving, deformed bones and a greater risk of bone fractures.

## Minimizing Your Risk

There are several steps that you can take to maintain your fluoride intake within the optimal range for attaining the dental benefits.

- Never give fluoridated mouthwash or mouth rinses to children under six years of age, as they may swallow it
- Talk to your dentist before using fluoridated mouthwash
- Health Canada does not recommend the use of fluoride supplements (drops or tablets). This guideline is consistent with recommendations made by Health Canada's First Nations and Inuit Health Branch (FNIHB) and the Canadian Association of Public Health Dentistry (CAPHD).
- Make sure that your children use no more than a pea-sized amount of toothpaste on their toothbrush, and teach them not to swallow toothpaste. Children under six years of age should be supervised while brushing, and children under the age of three should have their teeth brushed by an adult without using any toothpaste.

## Provincial and Municipal Governments Role

The fluoridation of drinking water supplies is a decision that is made by each municipality, in collaboration with the appropriate provincial or territorial authority. This decision may also be taken in consultation with residents. For those communities wishing to fluoridate their water supply, the Federal-Provincial-Territorial Committee on Drinking Water has recommended an optimal fluoride concentration of 0.8 to 1.0 mg/L

## Government of Canada's Role

Health Canada works in collaboration with the provinces and territories to maintain and improve drinking water quality. Together, both levels of government develop the Guidelines for Canadian Drinking Water Quality. These guidelines are reviewed and revised periodically to take into account new scientific knowledge.

Fluoride is one of the many chemicals for which guidelines have been set. The maximum acceptable concentration of fluoride in drinking water is 1.5 milligrams per litre, a level at which Health Canada believes there is no undue health risks.

The government of Canada created the Office of the Chief Dental Officer (OCDO) in October 2004 to improve the oral health status of Canadians and to increase awareness about the prevention of oral diseases.

## Need More Info?

- To obtain a copy of the **Canadian drinking water guideline for fluoride** or to learn more about Health Canada's **drinking water program**, go to Health Canada's **Water Quality** web section at :  
[www.healthcanada.gc.ca/waterquality](http://www.healthcanada.gc.ca/waterquality)
  - For information from Canada's Chief Dental Officer on **fluoridation** go to:  
[www.hc-sc.gc.ca/ahc-asc/branch-dirigen/fnihb-dgspni/ocdo-bdc/project-eng.php#a6](http://www.hc-sc.gc.ca/ahc-asc/branch-dirigen/fnihb-dgspni/ocdo-bdc/project-eng.php#a6)
  - For more information on **The Office of the Chief Dental Officer** go to :  
[www.hc-sc.gc.ca/ahc-asc/branch-dirigen/fnihb-dgspni/ocdo-bdc/index-eng.php](http://www.hc-sc.gc.ca/ahc-asc/branch-dirigen/fnihb-dgspni/ocdo-bdc/index-eng.php)
- For more information on Oral Health visit:
- Health Canada's **Oral Health** web section at:  
[www.hc-sc.gc.ca/hl-vs/oral-bucco/index-eng.php](http://www.hc-sc.gc.ca/hl-vs/oral-bucco/index-eng.php)
  - **The Canadian Dental Association:**  
[www.cda-adc.ca/](http://www.cda-adc.ca/)

- **The Canadian Association of Public Health Dentistry** at:  
[www.caphd-acsd.org/](http://www.caphd-acsd.org/)

- For additional articles on health and safety issues go to the ***It's Your Health*** web section at:  
[www.healthcanada.gc.ca/iyh](http://www.healthcanada.gc.ca/iyh)  
You can also call toll free at 1-866-225-0709  
or TTY at 1-800-267-1245\*

**Bev Greter**

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

**From:** Elaine Vincent  
**Sent:** Monday, March 07, 2011 9:07 AM  
**To:** Bev Greter  
**Subject:** FW: Two Motions or Notices of Motion  
 can you see if you can find the research...please

Nov 3.08.

847569-

Elaine Vincent  
 Manager, Legislative and Governance Services  
 The City of Red Deer  
 Phone: 403-342-8134  
 Fax: 403-346-6195  
 elaine.vincent@reddeer.ca

**From:** Tara Veer [mailto:tara.veer@reddeer.ca]  
**Sent:** Sunday, March 06, 2011 9:22 PM  
**To:** Elaine Vincent; Frieda McDougall  
**Subject:** Two Motions or Notices of Motion

Hi Ladies,

Hope you had a great weekend.

For our fluoride debate tomorrow, I'm wondering if you could prepare two separate motions for me.

- 1) The AHS representative who presented to council in Topics years ago (I believe Norbert was still CM) had a powerpoint which we have seen since then. In it was a **slide demonstrating Health Canada's regulations that "ideal" fluoridation is 0.7, a reduction of the 0.8 that we currently do.** I would like to move that we immediately move towards a reduction (according to Health Canada guidelines, but would like to use the graph and information to back up the motion and the "whereas").
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Thank you and see you tomorrow!

Tara

**Councillor Tara Veer | Red Deer City Council**  
 Legislative & Governance Services | The City of Red Deer  
 D 403.342.8111 | F 403.346.6195

3/7/2011

Councillor Tara Veer

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BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

**Bev Greter**

**From:** Frieda McDougall  
**Sent:** Saturday, August 14, 2010 2:57 PM  
**To:** 'pete@canadiancloset.ca'  
**Cc:** Tara Veer; Elaine Vincent  
**Subject:** FW: Flouridation  
**Attachments:** Harry J S Pete Ludwig.vcf; fluor-eng[1].pdf; Fluoride Facts and Dental Health Red Deer.doc; Red Deer City Council Notes Apr 20 09.pdf

Hello Mr. Ludwig. I have been asked to reply to your email of August 9, below. I forwarded your inquiry about fluoridation to our Environmental Services department and have the following information to offer to you.

The addition of fluoride to Red Deer's public water supply was mandated by a plebiscite held in the mid 1950's. A requirement to add fluoride to the water supply was added to the City's Approval to Operate a Waterworks System and has remained in place throughout all subsequent Approvals. Due to this inclusion, the water treatment plant is legally required to continue the practice. The Water Utility can apply to have the Approval amended to remove fluoridation if mandated to do so by City Council.

The Guidelines for Canadian Drinking Water Quality target the optimum concentration of fluoride in drinking water at 0.8 mg/L, with a maximum allowable concentration of 1.5 mg/L. Fluoride is a naturally occurring mineral that is found in the Red Deer River in concentrations between 0.1 and 0.25 mg/L. Commercially produced fluoride (hydrofluorosilicic acid) is added to bring the concentration up to the optimum dose of 0.8 mg/L. Fluoride dosage is strictly controlled by the plant computer control system and the fluoride concentration is tested daily in the water lab.

There have been a large number of scientific papers written on the subject of fluoridation, with some in favor of the practice and some against. The majority of researchers and dental practitioners still agree that controlled dosages of fluoride can reduce dental cavities, particularly in young children. The American Dental Association has supported fluoridation for over 50 years and states that it is the single most effective measure for preventing tooth decay over a lifetime. Further information on public drinking water fluoridation practices is available on the American Waterworks Association website, [www.awwa.org](http://www.awwa.org).

The Red Deer Water Utility relies on the local health industry professionals, the Guidelines for Canadian Drinking Water, and the Provincial Environment Department to provide us with direction and advice on health related chemicals such as fluoride. The City is complying with what the health industry experts are suggesting is good practice as well as complying with the legal and regulatory requirements of the operating approval.

Through discussions with local Health officials it has been shown that fluoridation of the public water supply is still the most effective means of providing the benefits of fluoride to the general public. If the health region was given the responsibility for administering fluoride supplements, they would need to purchase individual doses and ensure that everyone who received them was informed and trained about proper fluoride concentrations and the risks of overdosing. DTHR does not have the financial or administrative resources needed to perform this task.

In late 2007, the fluoride market became disrupted due to problems at the manufacturing level and the North American supply of this product became scarce. The City of Red Deer was unable to maintain a steady supply of fluoride and in consultation with DTHR and Alberta Environment, determined to cease fluoride treatment and to re-evaluate the market after a 1 year period. After fluoride again became

3/7/2011

consistently available, The City of Red Deer with the support of the DTHR and Alberta Environment resumed its use.

Fluoride occurs naturally in the Red Deer River and the concentration is not reduced by the conventional water treatment or media filtering processes used at the Red Deer water treatment plant. This means that even though the City has stopped adding this chemical, low levels of fluoride are still present in the treated water. Customers who wish to remove the remaining fluoride from their drinking water can obtain a point of use device such as an RO filter for that purpose. The City recommends that the installation and regular maintenance of these devices is always done by qualified professionals.

Currently, the dose in some municipalities has been lowered to 0.7 mg/L, based on a 2009 Health Canada report, which is recommending that the optimum fluoride dose be lowered slightly. The maximum concentration in drinking water will remain at 1.5 mg/L. The report has passed through the provincial and territorial consultation process but the new guideline is still under review by Health Canada. Red Deer has not yet applied to amend our operating approval to allow fluoride to be fed at the lower dose.

Attached for your information are three reports provided for Council's information in 2009. If you require any additional information, please contact Randy Reaman, Water Superintendent at [randy.reaman@reddeer.ca](mailto:randy.reaman@reddeer.ca).

Frieda McDougall, Deputy City Clerk  
Legislative & Governance Services  
The City of Red Deer  
Phone: 403-342-8136  
[frieda.mcdougall@reddeer.ca](mailto:frieda.mcdougall@reddeer.ca)

---

**From:** Pete Ludwig [<mailto:pete@canadiancloset.ca>]  
**Sent:** Monday, August 09, 2010 10:05 AM  
**To:** [tara.veer@reddeer.ca](mailto:tara.veer@reddeer.ca)  
**Subject:** Flouridation

Dear Tara:

We've talked before about public art, etc. and met at Starbucks (where my daughter is now Assistant Manager!). Anyways, I also have concerns about fluoridation.

I can't recall the exact figure, but I read somewhere that Red Deer City has something like a 1.3 strength versus other cities which have a 1.4 strength of fluoride additive. Do you know where I can find out more about the City's exact use and content of its fluoride additive – and even where it is purchased from?

Here is a little video from an Australian news segment on fluoridation that you may find informative.

<http://www.youtube.com/watch?v=nZBRBPgTOt0>

Thanks! in advance,

Your Servant in Christ Jesus,

Harry J. S. "Pete" Ludwig

I am w/o a pc at the moment, but correspondence should be sent to: [hwitsius@gmail.com](mailto:hwitsius@gmail.com)

3/7/2011



**Harry J. S. "Pete" Ludwig**  
Canadian Closet  
Office Administrator

(403) 309-6894 Work  
pete@canadiancloset.ca  
#151 2004 50 Ave  
SouthPointe Common  
Red Deer AB T4R 3A2  
www.canadiancloset.ca

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BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

**Bev Greter**

**From:** Elaine Vincent  
**Sent:** Monday, March 07, 2011 8:40 AM  
**To:** Christine Kenzie; Bev Greter  
**Subject:** FW: Water Fluoridation Debate  
 for distribution at tonights meeting

*Elaine Vincent*  
 Manager, Legislative and Governance Services  
 The City of Red Deer  
 Phone: 403-342-8134  
 Fax: 403-346-6195  
 elaine.vincent@reddeer.ca

**From:** Morris Flewwelling  
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**Subject:** FW: Water Fluoridation Debate

**From:** Spencer Thiessen [mailto:spencer@subversiveoutrage.com]  
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**To:** Tara Veer; Buck Buchanan; Cindy Jefferies; Dianne Wyntjes; Morris Flewwelling;  
 hris.stephen@reddeer.ca; Frank Wong; Lynne Mulder; Paul Harris  
**Subject:** Water Fluoridation Debate

To My Elected Representatives The City Council of Red Deer,

My name is Spencer Thiessen, I represent a group committed to seeing the fluoridation of Red Deer's and on a broader scope, any other city that subscribes to this practice) city water supply, end. While the science and facts supporting my endeavour are many, I would like to draw your attention to a few poignant interjections to what has been an otherwise widely praised practice. This first and closest to home is the presentation by Dr. James Beck (University of Calgary) who raised three simple questions, and through the course of his presentation, attempted to answer them. Those questions were, 1)Is it safe? 2)Is it effective? 3)Is it ethical? If one attempts to answer those questions for themselves, the third would obviously seem the most important, and so I would hope that if you see no other part of the presentation, that you give ear to the good Doctor's opinion of whether or not this practice can be considered ethical.

Presentation to Calgary City Council:

[http://www.youtube.com/watch?v=9A2QXRfPsPs&feature=mfu\\_in\\_order&list=UL](http://www.youtube.com/watch?v=9A2QXRfPsPs&feature=mfu_in_order&list=UL)

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<http://www.subversiveoutrage.com/documents/Fluoride1.zip>

3/7/2011

<http://www.subversiveoutrage.com/documents/Fluoride2.zip>

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Thank you for your attention regarding this matter.

Sincerely,

Spencer Thiessen  
Wearechange Red Deer

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ORIGINAL



Council Decision – March 7, 2011

**DATE:** March 9, 2011

**TO:** Alice Granberg, Land Services Specialist  
Joe D'Onofrio, Land Coordinator

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Land Acquisition

---

**Reference Report:**

Land Services Specialist and Land Coordinator dated March 7, 2011

**Resolution:**

The following resolution was passed during the In Camera meeting of Council held on Monday, March 7, 2011:

“**Resolved** that Council of The City of Red Deer having considered the In Camera report from the Land Services Specialist and the Land Coordinator dated March 7, 2011 hereby agrees that Council endorses the recommendations via resolution of the Land Services Specialist and Land Coordinator as contained in the report submitted at the In Camera session of Council.”

**Report back to Council:** No

**Comments/Further Action:**

Administration to proceed with the recommendations presented in the In Camera report from the Land Services Specialist and the Land Coordinator on behalf of the Land and Economic Development department.

A handwritten signature in black ink, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Legislative & Governance Services Manager

- c Lorraine Poth, Director of Corporate Services  
Paul Meyette, Director of Planning Services  
Dean Krejci, Financial Services Manager  
Scott Cameron, Social Planning Manager  
Howard Thompson, Land & Economic Development Manager  
Don Simpson/Michelle Baer, Chapman Riebeek

DM 1077891

