

DATE: July 5, 1995  
TO: All Departments  
FROM: City Clerk  
RE: PLEASE POST FOR THE INFORMATION OF EMPLOYEES

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**SUMMARY OF DECISIONS**

★★★★★★★★★★★★★★

FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL  
HELD IN THE COUNCIL CHAMBERS, CITY HALL  
**TUESDAY, JULY 4, 1995**  
COMMENCING AT 4:30 P.M.

★★★★★★★★★★★★★★★★★★★★★★★★★★★★★★★★

(1) Confirmation of the Minutes of the Regular Meeting of June 19, 1995

**DECISION - CONFIRMED AS TRANSCRIBED**

PAGE

(2) **UNFINISHED BUSINESS**

1) Public Works Manager - Re: City Entrance Signs . . . 1

**APPROVED OVEREXPENDITURES FOR WORK ON THE THREE CITY  
ENTRANCE SIGNS**

(3) **PUBLIC HEARINGS**

(4) **REPORTS**

- 1) Engineering Department Manager - Re: Tenders For:
  - A) Taylor Drive Reconstruction, from south of 77 Street to CPR Track Crossing
  - B) 30 Avenue Reconstruction, from Lees Street to Delburne Road.. 4

**APPROVED AWARDING BOTH TENDERS TO BORDER PAVING AND APPROVED THE REALLOCATION OF FUNDS TO CARRY OUT THE ROAD WORK**

- 2) City Clerk - Re: Civic Holiday - Monday, August ~~2~~, 1995 .. 10

**APPROVED THE FIRST MONDAY IN AUGUST IN ANY GIVEN YEAR AS A CIVIC HOLIDAY**

- 3) Land & Economic Development Manager - Re: Updated Land Bank Administration Business Plan, 1994 - 1999 And Review of Land Sales First Half 1995 .. 13

**AGREED TO NOT PROCEED WITH SERVICING OF PHASE II OF LANCASTER MEADOWS IN 1995**

**TABLED CONSIDERATION OF THE LAND BANK ADMINISTRATION BUSINESS PLAN PENDING WRITTEN COMMENTS FROM THOSE ORGANIZATIONS WHO ORIGINALLY COMMENTED, AND OTHER INTERESTED PARTIES**

- 4) City Assessor - Re: Valley Hotel - Tax Roll 16-2-0055 .. 15

**DENIED REQUEST TO CANCEL TAX PENALTIES**

- 5) Recreation, Parks & Culture Board - Re: Invitation To Bid: 1998 Alberta Winter Games .. 18

**AGREED TO PROCEED WITH A BID ON THE 1998 ALBERTA WINTER GAMES**

- 6) Land & Economic Development Manager - Re: Disposal Of Part Of Lot 5 MR, Block A, Plan 942-2275 For Access Road From Taylor Drive To Bower Centre Developments - Lot 4, Block A, Plan 977 RS . . 27

**APPROVED DISPOSAL OF MUNICIPAL RESERVE**

- 7) Mayor & City Manager - Re: Public Input On Emergency Services . . 29

**DIRECTED ADMINISTRATION TO DEVELOP POLICY GUIDELINES AND AN APPROPRIATE WORK PLAN FOR PUBLIC INPUT ON EMERGENCY SERVICES**

- 8) City Assessor - Re: Mobile Home Assessment/Tax - 1996 Taxation Year . . 30

**ADMINISTRATION TO PREPARE A BYLAW REQUIRING ASSESSMENT AND TAXATION OF A MOBILE UNIT LOCATED IN A MOBILE HOME PARK TO THE OWNER OF THE MOBILE UNIT, IN 1996**

- 9) Land & Economic Development Manager - Re: Downtown Site - Discount Theatre . . 35

**GAVE FIRST READING TO LAND USE BYLAW AMENDMENT 2672/U-95**

- 10) Engineering Department Manager - Re: Oriole Park West - Phase 1, Development Agreement For Conwood Construction Ltd. . . 42

**AGREED TO THE BUDGET AMOUNT FOR CONSTRUCTION OF WATER AND STORM TRUNK FACILITIES AND ARTERIAL ROADWAYS FOR THE DEVELOPMENT AND DEFERRED LANDSCAPING ALONG 67 STREET**

(5) **CORRESPONDENCE**

- 1) Red Deer Visitor & Convention Bureau - Re: Introductory Signs On Highway 2 . . 49

**AGREED TO FILE**

- 2) Ralph Salomons - Re: Rezoning - New Life Fellowship  
Christian Reformed Church, Former Vehicle Licensing Centre,  
5220 - 77 Street, Red Deer, Lot 1, Block 2, Plan 782-1439 . . 51

**FIRST READING GIVEN TO BYLAW 2672/S-95**

- 3) James Yip - Re: Permit/s To Operate Food/Beverage Vending  
Cart On City Property . . 52

**AGREED TO THE OPERATION OF FOOD/BEVERAGE VENDING CART ON CITY  
PROPERTY ON SITES #1, 2, 3, 6, AND 7**

**APPROVED POLICY THAT VENDING OR SIMILAR UNITS NOT BE ALLOWED  
TO LOCATE WITHIN CITY HALL PARK**

- 4) Libby Szarka - Re: Approval For Operation Of Push Vending  
Unit . . 70

**APPROVED REQUEST TO LOCATE A VENDING CART ON THE EAST  
SIDEWALK OF 51 AVENUE BETWEEN 58 AND 59 STREETS SUBJECT TO  
CONDITIONS**

(6) **PETITIONS AND DELEGATIONS**

**THERE WERE NO PETITIONS OR DELEGATIONS**

(7) **NOTICES OF MOTION**

- 1) City Clerk - Re: Alderman Guilbault - Elected Officials Title . . 75

**ADMINISTRATION TO PREPARE A REPORT OUTLINING THE REQUIRED  
BYLAW AMENDMENTS AND ANY OTHER IMPACTS OF CHANGING THE  
OFFICIAL NAME OF ELECTED OFFICIALS**

(8) **WRITTEN ENQUIRIES**

**THERE WERE NO WRITTEN ENQUIRIES SUBMITTED**

(9) **BYLAWS**

- 1) 2672/S-95 - Land Use Bylaw Amendment/Former Vehicle  
Licensing Centre, 5220 - 77 Street/Church  
First Reading .. 51

**FIRST READING CARRIED**

- 2) 2672/T-95 - Land Use Bylaw Amendment/Kentwood Site -  
Discount Theatre .. 79  
First Reading .. 35  
.. 81

**FIRST READING CARRIED**

- 3) 2672/U-95 - Land Use Bylaw Amendment/Downtown Site -  
Discount Theatre .. 35  
First Reading .. 83

**FIRST READING CARRIED**

**A G E N D A**

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FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL,

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

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Committee of the Whole:

- 1) Committee Appointment

UNFINISHED BUSINESS

NO. 1

PATH: gord\memos\sgn-chg2.cc  
MASTERFILE: 1340.302

DATE: June 26, 1995  
TO: City Clerk  
FROM: Public Works Manager  
**RE: CITY ENTRANCE SIGNS**

---

At the May 22, 1995 meeting of City Council, it was agreed that the Administration bring back a redesign of the entrance signs to include both "A Nuclear Weapons Free Zone" and "Community of Volunteers".

Since that time, we have worked on a revised design of the entrance signs. Our proposed design for the signs is attached. The letters "Community of Volunteers" around the coat of arms are 4 inch letters. They will be slightly smaller and more difficult to read than the 5 inch "Nuclear Weapons Free Zone" letters. We believe they will still be readable from the roadway.

We have also attached our report for the May 22, 1995 meeting of Council.

**RECOMMENDATION**

It is respectfully recommended that Council authorize an over expenditure of \$360 to the Public Works Department 1995 Operating Budget to add the words "Community of Volunteers" to the three City entrance signs.

It is further recommended that Council authorize an additional over expenditure of \$1 730 to repaint the three City entrance signs and reshingle them with cedar shake shingles.

*B Moore*

*for* Gordon A. Stewart, P.Eng.  
Public Works Manager

/blm

Att.

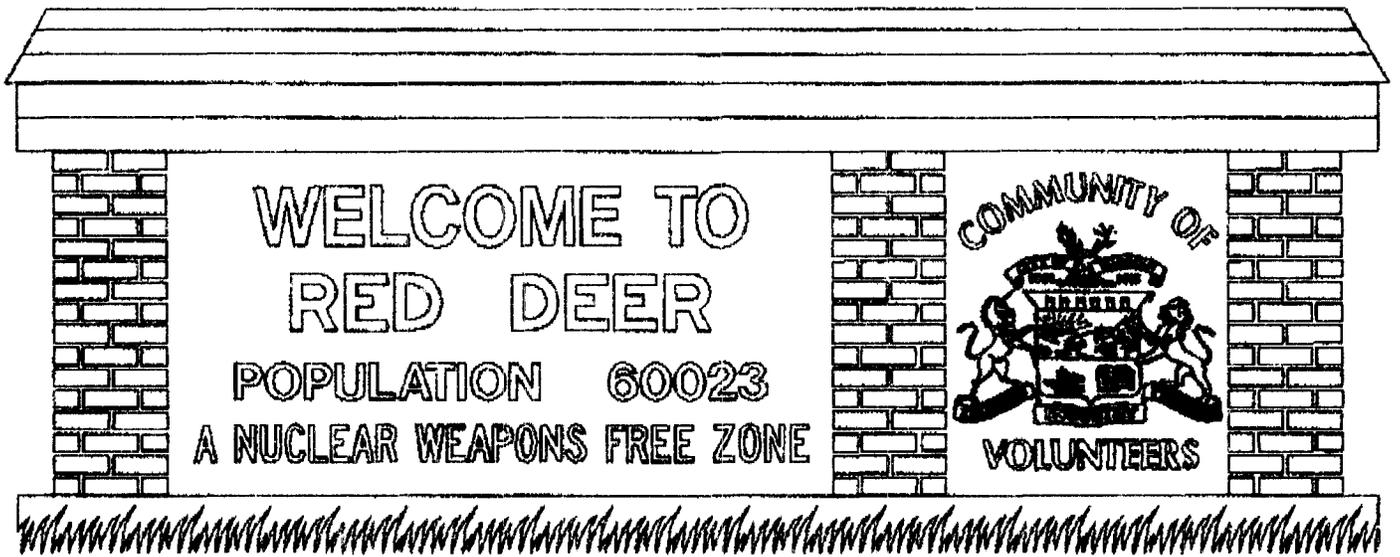
c Director of Development Services

**COMMENTS:**

We concur with the recommendation of the Public Works Manager.

"G. SURKAN", Mayor

"M.C. DAY", City Manager



DATE: May 12, 1995  
TO: Public Works Manager  
FROM: Signage Coordinator

**BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL**

**RE: LOGO CHANGE - THE CITY OF RED DEER ENTRANCE SIGNS**

The estimated cost for changing the three entrance signs' logos from "A Nuclear Weapons Free Zone" to "A Community of Volunteers" is \$360.00.

Attached also is an estimate for providing some required maintenance to the sign structure. Repairs would include re-shingling the roof as well as sanding and repainting the structure. If cedar shakes are used for the roof, the estimated total cost of repair for all three signs is \$1 730. However, if asphalt shingles are used, then the cost is \$970.

While attention is being given to these signs, regarding a logo change, perhaps we should take the opportunity to improve the general appearance of the structure as well.

  
Kathy Charles  
Signage Coordinator

/blm

Att.

c Solid Waste Superintendent

**THE CITY OF RED DEER PUBLIC WORKS DEPARTMENT  
SOLID WASTE SECTION  
ESTIMATE SHEET**

Project: Logo Change - City of Red Deer Entrance Signs  
 Estimated for: G. d Stewart  
 Estimated by: Krattiy Charles Date: 95/06/26  
 Checked by: \_\_\_\_\_ Date: \_\_\_\_\_

**MATERIALS**

Item	Unit	Unit Cost	Quantity	Total Cost
Vinyl for changes				27.09
<b>TOTAL MATERIAL</b>				27.09

**LABOUR**

Description	No. of Hours	Hourly Rate	Total Cost
Sign Technician - 1.0 hr / sign x 24.25 / hr x 3 signs	3.0	24.25	72.76
Meters & Signs Lab. II - 2 labs x 21.70 / hr x 1.5 hr / sign x 3 signs	4.5	2 x 21.70	195.30
Sign truck - 1.5 hr / sign x 3 signs	4.5	7.50	33.75
<b>TOTAL LABOUR</b>			301.81

Total Labour and Material	328.90
10% Contingency	32.89
10% Administration	
7% G.S.T.	
<b>TOTAL ESTIMATED COST</b>	<b>361.79</b>

**THE CITY OF RED DEER PUBLIC WORKS DEPARTMENT  
SOLID WASTE SECTION  
ESTIMATE SHEET**

Project: Repairs to City's Entrance Signs  
 Estimated for: Gord Stewart  
 Estimated by: Kathy Charles Date: 95/05/12  
 Checked by: \_\_\_\_\_ Date: \_\_\_\_\_

**MATERIALS**

Item	Unit	Unit Cost	Quantity	Total Cost
Asphalt shingles	bundle	9.62	15	144.30
Cedar shakes	sq. ft.	1.66	500	830.05
Paint (white gloss)	gal.	11.98	3	35.94
<b>TOTAL MATERIAL</b>				

**LABOUR**

Description	No. of Hours	Hourly Rate	Total Cost
Meters & Signs Labourer II (sanding, painting, re-shingling) 8hrs/sign x 3 signs	24	21.70	520.80
Sign truck	24	7.50	180.00
<b>TOTAL LABOUR</b>			<b>700.80</b>

Total Labour and Material	
10% Contingency	
10% Administration	
7% G.S.T.	
<b>TOTAL ESTIMATED COST</b>	

**THE CITY OF RED DEER PUBLIC WORKS DEPARTMENT  
SOLID WASTE SECTION  
ESTIMATE SHEET**

Project: Loop Change - The City of Red Deer Entrance Signs  
 Estimated for: Gord Stewart  
 Estimated by: Kathy Charles Date: 95/05/12  
 Checked by: \_\_\_\_\_ Date: \_\_\_\_\_

**MATERIALS**

Item	Unit	Unit Cost	Quantity	Total Cost
Vinyl for changes				28.50
<b>TOTAL MATERIAL</b>				

**LABOUR**

Description	No. of Hours	Hourly Rate	Total Cost
Sign Technician - 3hrs/sign @ 3 signs	9.0	23.10	207.90
Meters & Signs Labourer II - 1hr/sign @ 3 signs	3.0	21.70	65.10
Sign truck	3.0	7.50	22.50
<b>TOTAL LABOUR</b>			295.50

Total Labour and Material	324.00
10% Contingency	32.40
10% Administration	
7% G.S.T.	
<b>TOTAL ESTIMATED COST</b>	<b>356.40</b>

DATE: May 15, 1995  
TO: City Clerk  
FROM: Public Works Manager  
RE: **ALDERMAN HULL - NOTICE OF MOTION  
COMMUNITY OF VOLUNTEERS**

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Alderman Hull has suggested that the City's entrance signs be used as a means to recognize the volunteers in Red Deer. We support this recognition. We can change the wording of the three entrance signs to the city for a total cost of \$360.

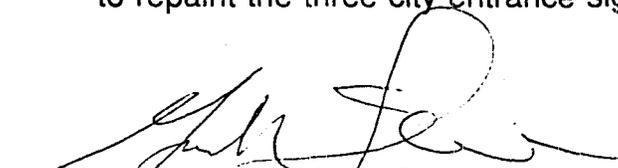
In preparing the cost estimate in response to Alderman Hull's notice of motion, Public Works Department staff inspected the three entrance signs to the city of Red Deer. These signs were installed quite some time ago. In 1991 some funding became available, through the Ample grants, to upgrade these signs by installing lighting, additional landscaping, etc.

These signs are not included in the sign regular maintenance program undertaken by our department. Our maintenance program is focused on the regulatory and information signs which form part of the roadway system. Our inspection revealed that the entrance signs need sanding and repainting as well as reshingling. Presently these signs have cedar shakes on the roof. If we continue with the shakes, the cost to repaint and reshingle is estimated at \$1 730. If asphalt shingles are used, this cost would be \$970.

#### **RECOMMENDATION**

It is respectfully recommended that Council authorize an over expenditure of \$360 to the Public Works Department 1995 operating budget to change the wording on the three city entrance signs from "A Nuclear Weapons Free Zone" to "A Community of Volunteers".

It is further recommended that Council authorize an additional over expenditure of \$1 730 to repaint the three city entrance signs and reshingle them with cedar shake shingles.



Gordon A. Stewart, P.Eng.  
Public Works Manager

/blm

**FILE**

**DATE:** July 5, 1995  
**TO:** Public Works Manager  
**FROM:** City Clerk  
**RE:** CITY ENTRANCE SIGNS

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At the Council meeting of July 4, 1995, consideration was given to your report dated June 26, 1995 concerning the above topic, and at which meeting the following resolution was passed:

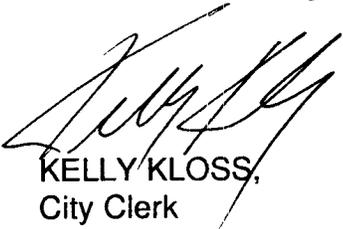
"RESOLVED that Council of The City of Red Deer, having considered the report from the Public Works Manager dated June 26, 1995 re: City Entrance Signs, hereby agrees as follows:

- 1) That an overexpenditure be authorized in the amount of \$360.00 to the Public Works Department 1995 Operating Budget for the purpose of adding the words 'Community of Volunteers' to the three City Entrance Signs;
- 2) That an overexpenditure be authorized in the amount of \$1730.00 to the Public Works Department 1995 Operating Budget to repaint and reshingle, with cedar-shake shingles, the three City Entrance Signs;

and as presented to Council July 4, 1995."

The decision of Council in this instance is submitted for your information and appropriate action. I trust that you will be making the necessary changes at your earliest convenience.

This memo will confirm that the 1995 population is 60,023, which should also be reflected on the Entrance Signs.



KELLY KLOSS,  
City Clerk  
KK/fm

cc. Director of Development Services  
Director of Corporate Services

NO. 1

640-198 E 640-199 E

DATE: June 22, 1995

TO: City Clerk

FROM: Engineering Department Manager

RE: **TENDERS FOR**

**A. TAYLOR DRIVE RECONSTRUCTION, FROM SOUTH OF 77 STREET TO CPR TRACK CROSSING**

**B. 30 AVENUE RECONSTRUCTION, FROM LEES STREET TO DELBURNE ROAD**

---

As part of the 1995 -1999 Major Capital Budget, approval was received from Council to proceed with construction of the above projects this year with budgets of \$1,250,000 and \$700,000 respectively. The source of funding was 25% from the Major Thoroughfare Subdivision Fund and 75% from the Provincial Basic Capital Fund.

We engaged the services of ISL Consulting Engineers and AI-Terra Engineering to undertake the detailed design and tendering. Tenders were advertized in the Advocate and Construction Associations in Red Deer, Edmonton, and Calgary. Documents were taken out by three general contractors and numerous sub-contractors. Only one bid on each project was received. When the other two general contractors were contacted to inquire why they did not bid, the responses were full workloads and high mobilization costs to come to Red Deer.

The bids received from Border Paving Ltd. of Red Deer were \$1,177,465 and \$807,880 respectively. This compares to the consultant's pre-tender estimates of \$1,274,000 and \$778,200. When other components of the projects such as engineering fees, utility relocations, land acquisition, streetlighting, pavement markings, signing, and GST are added, the required project budgets are \$1,427,100 and \$936,900. This adds up to budget shortfalls of \$177,100 and \$236,900 (see attached table).

There are identifiable reasons for the increase in project costs. During the detailed design, the south limit of Taylor Drive was extended 100 m to reduce annual road maintenance costs. It was also determined that the most economical way to provide for road drainage was to extend a storm sewer from the north near Kennedy Drive. A right turn lane was added to 77 Street at the Taylor Drive intersection, during the detailed design phase. The length of water line on the 30th Avenue project was extended 200 m to the south to accommodate Lancaster Phase 1. The intersection of Lees Street and 30th Avenue was widened as per the recommendation in the Notre Dame High School traffic study. A turning lane was added to 30th Avenue at the Delburne Road intersection. None of these items were included in our preliminary budget estimates.

After discussing this matter with the Director of Corporate Services, it appears that there are two choices for City Council to consider if work is to proceed this summer.

City Clerk  
Page 2  
June 22, 1995

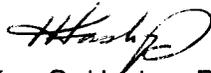
1. The 1995 -1999 Major Capital Budget contains \$800,000 in year 1996 for the extension of Ross Street, from Rutherford Drive east to the future subdivision collector road. Of this amount, \$414,000 could be reallocated to these two projects and the Ross Street project deferred until the Rosedale Subdivision develops further.
2. Choose one of the projects to proceed and defer the other until another budget year. This is a difficult choice to make, as both roadways are in a poor state of repair and need rebuilding at the earliest opportunity.

The attached table illustrates the projects included in the tenders and their expected final costs based on the tenders received. The 30th Avenue water line is a trunk extension chargeable to the water off-site fund. It is a required water loop to service the new Notre Dame High School and Lancaster Phase 1. The small access road is for the new E. L. & P. electrical substation on 30th Avenue and the cost will be charged to that project. The Glendale Subdivision cost is to establish and market a potential R2 site and seven single family lots in an area established by the Taylor Drive and 77 Street project. This amount was not included in the 1995 -1999 Major Capital plan, as it has surfaced during the course of the detailed design of Taylor Drive and 77 Street (see attached plan). A detailed report from the Land & Economic Development Manager supporting this expenditure will appear elsewhere in the agenda.

### **RECOMMENDATION**

In view of the state of disrepair on the roadways, the tenders received, and as the need for the Ross Street extension is uncertain, it is the recommendation of both the Director of Corporate Services and the undersigned, that we proceed with Option 1 as outlined above. This will provide the best level of service to our citizens at the least possible cost.

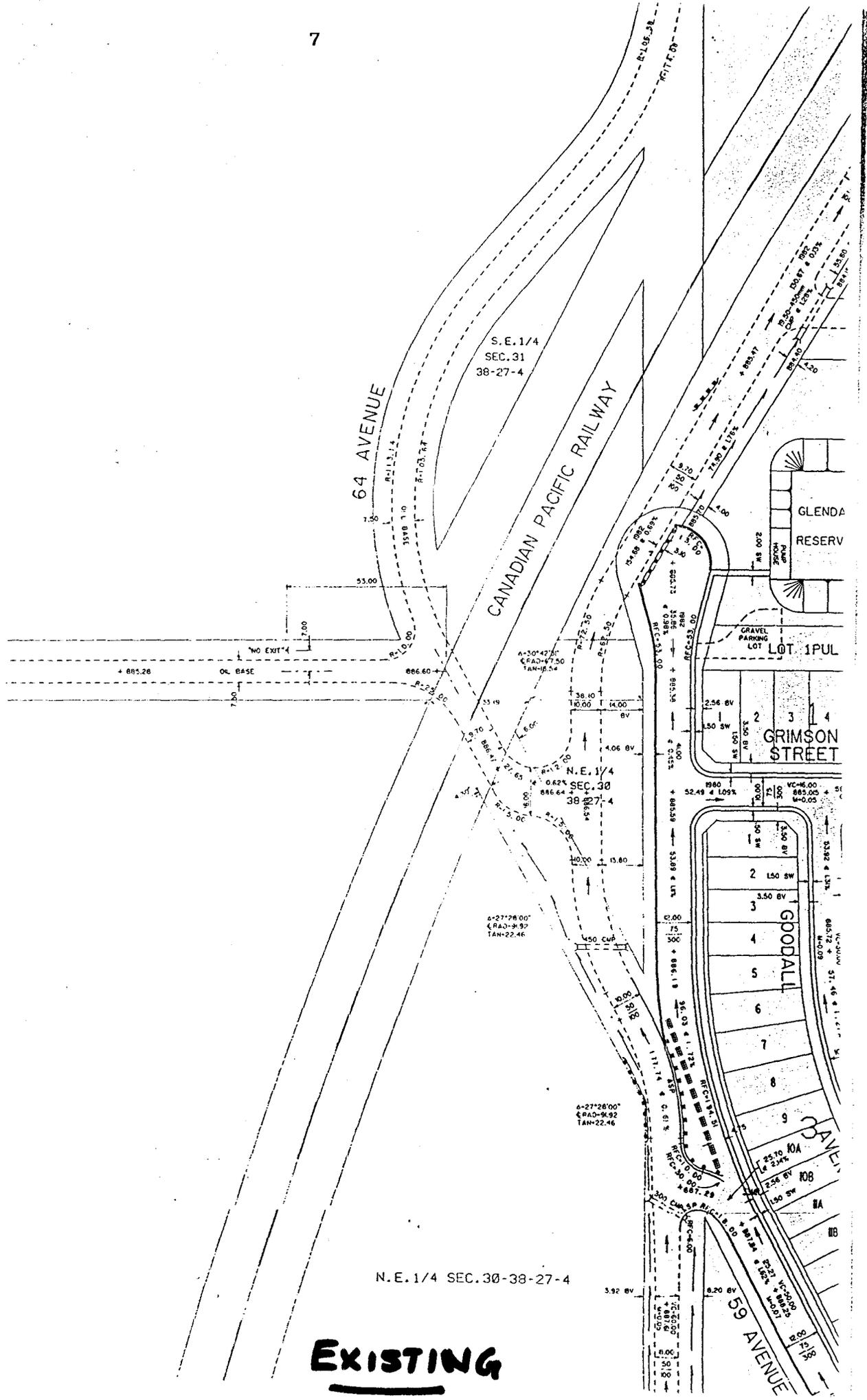
Subject to the Council approval of the report from the Land & Economic Development Manager and successful rezoning of the R1 and R2 sites, we will proceed with the Glendale Subdivision extension as well, as it avoids the need to spend approximately \$50,000 on a temporary access road to the Glendale School.

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

KGH/emg  
Att.

c.c. Land & Economic Development Manager  
c.c. Director of Corporate Services  
c.c. City Planner

PROJECT COST SUMMARY					
PROJECT	30 AVENUE ROADWAY	30 AVENUE WATER LINE	30 AVENUE E.L. & P. ACCESS	TAYLOR DRIVE	GLENDALE SUBDIVISION
<b>A. PROJECT BUDGET AMOUNT</b>	\$700,000.00	\$200,000.00	\$25,000.00	\$1,250,000.00	\$317,200.00
<b>B. TENDER / ESTIMATED AMOUNTS</b>					
ENGINEERING FEES	\$75,700.00	\$21,400.00	\$3,900.00	\$127,600.00	\$30,000.00
LAND COSTS	\$5,500.00	N/A	N/A	\$12,000.00	N/A
LEGAL SURVEY	N/A	N/A	N/A	\$4,300.00	\$5,400.00
UTILITY RELOCATION	\$20,000.00	N/A	N/A	\$10,650.00	\$22,580.00
STREET LIGHTING	\$500.00	N/A	N/A	\$51,150.00	\$24,800.00
PAVEMENT MARKING	\$3,000.00	N/A	N/A	\$8,600.00	\$700.00
TENDER AMOUNT	\$736,480.00	\$231,953.40	\$13,595.90	\$1,077,465.00	\$182,432.10
CONTINGENCY AMOUNT	\$71,400.00	\$19,000.00	\$1,500.00	\$100,000.00	\$25,000.00
G.S.T. ( 7%)	\$56,551.60	\$17,566.74	\$1,056.71	\$82,422.55	\$14,520.25
G.S.T. REBATE (57.14% OF G.S.T. TOTAL)	(\$32,313.58)	(\$10,037.63)	(\$603.81)	(\$47,096.25)	(\$8,296.87)
<b>TOTAL PROJECT AMOUNT</b>	<b>\$936,818.02</b>	<b>\$279,882.50</b>	<b>\$19,448.81</b>	<b>\$1,427,091.30</b>	<b>\$297,135.48</b>
<b>C. PROJECT SHORTFALL</b>	<b>(\$236,818.02)</b>	<b>(\$79,882.50)</b>	<b>\$5,551.19</b>	<b>(\$177,091.30)</b>	<b>\$20,064.52</b>



N.E. 1/4 SEC. 30-38-27-4

**EXISTING**

77 STREET



St. Teresa Of Avila School

Glendale School

Parking

PHASE

ONE

64 AVENUE

FUTURE

59

PHASING

Gunn

Street

Avenue

TENTATIVE

LEGEND

-  OUTLINE PLAN BOUNDARY
-  BOUNDARY BETWEEN PHASES
-  PUBLIC UTILITY LOT / LOCAL PARKS
-  DETACHED DWELLINGS ONLY
-  DETACHED DWELLINGS, DUPLEXES OF TOWNHOUSES ONLY

GLENDALE OUTLINE PLAN

DATE: June 26, 1995

TO: Kelly Kloss, City Clerk

FROM: Alan Scott, Land and Economic Development Manager

RE: **R-2 MULTIPLE FAMILY SITE AND 7 SINGLE FAMILY LOTS -  
TAYLOR DRIVE AND 77 STREET RECONSTRUCTION**

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Elsewhere in this agenda the Engineering Department Manager has reported on the Taylor Drive reconstruction from south of 77 Street to the CP rail track crossings. The project realigns Taylor Drive (64 Avenue), and creates a final intersection with 77 Street. As a result, the realignment of roads in the area of the Glendale School will complete the access to this facility. The project provides an opportunity to develop an R-2 multiple family site of approximately 2.43 acres, adjacent on the west side to Glendale School, and seven single family residential building lots backing onto Taylor Drive and fronting on 59 Avenue. These lots would be the first phase of a proposed addition to the Glendale area, of several single family lots, once the remaining portion of 64 Avenue is realigned.

The creation of this multi-site and the seven single family building lots would provide an estimated net revenue to the City, from the subsequent sale, of approximately \$160,000. We have a pending offer on the multiple family site, with the proposed development being for approximately 30 townhouse units. The single family lots would be placed in our inventory and would sell over a period of time. Based on current residential lot sales, we would not anticipate a quick sale of these lots.



Alan V. Scott

AVS/mm

c: A. Wilcock, Director Corporate Services  
K. Haslop, Engineering Manager  
P. Meyette, City Planner

**COMMENTS:** We concur with the recommendation of the Engineering Department Manager.  
For Council's information, the Public Hearing dealing with the rezoning of the property that will be established as a result of the Taylor Drive reconstruction will be held at the Council meeting of July 17, 1995.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

**FILE**

**DATE: July 5, 1995**

**TO: Engineering Department Manager**

**FROM: City Clerk**

**RE: TENDERS FOR**  
**A) TAYLOR DRIVE RECONSTRUCTION, FROM SOUTH OF 77 STREET**  
**TO CPR TRACK CROSSING**  
**B) 30 AVENUE RECONSTRUCTION, FROM LEES STREET TO**  
**DELBURNE ROAD**

---

At the Council meeting of July 4, 1995, consideration was given to your report dated June 22, 1995 concerning the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from the Engineering Department Manager dated June 22, 1995 re: Tenders for : A) Taylor Drive Reconstruction from south of 77 Street to C.P.R. Track crossing; and B) 30 Avenue reconstruction, from Lees Street to Delburne Road, hereby agrees that the tenders as outlined above be awarded to Border Paving, and that \$414,000.00 be reallocated in the Major Capital Budget, from 1996 to 1995, to provide the necessary funding as outlined in the above noted report, and as presented to Council July 4, 1995."

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



KELLY KLOSS,  
City Clerk

KK/fm

cc. Director of Corporate Services  
Land & Economic Development Manager  
City Planner

**ALE**

**DATE: July 5, 1995**

**TO: Engineering Department Manager**

**FROM: City Clerk**

**RE: TENDERS FOR**  
**A) TAYLOR DRIVE RECONSTRUCTION, FROM SOUTH OF 77 STREET TO CPR TRACK CROSSING**  
**B) 30 AVENUE RECONSTRUCTION, FROM LEES STREET TO DELBURNE ROAD**

---

At the Council meeting of July 4, 1995, consideration was given to your report dated June 22, 1995 concerning the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from the Engineering Department Manager dated June 22, 1995 re: Tenders for : A) Taylor Drive Reconstruction from south of 77 Street to C.P.R. Track crossing; and B) 30 Avenue reconstruction, from Lees Street to Delburne Road, hereby agrees that the tenders as outlined above be awarded to Border Paving, and that \$414,000.00 be reallocated in the Major Capital Budget, from 1996 to 1995, to provide the necessary funding as outlined in the above noted report, and as presented to Council July 4, 1995."

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



KELLY KLOSS,  
City Clerk

KK/fm

cc. Director of Corporate Services  
Land & Economic Development Manager  
City Planner

NO. 2

**DATE: June 2, 1995**

**TO: City Council**

**FROM: City Clerk**

**RE: CIVIC HOLIDAY - MONDAY, AUGUST 7, 1995**

---

Under Section 247 of the previous Municipal Government Act, either the Mayor or Council could declare up to two days in a year as Civic Holidays. Under the new Municipal Government Act Section 56 states that a Council may declare up to two days in a year as Civic Holidays, however, that authority is not also given to the Mayor.

Traditionally, the Mayor has declared the first Monday in August a Civic Holiday. Now however, it is required that Council make this declaration.

If Council agrees to declare the first Monday in August a Civic Holiday a resolution could be passed approving same for any given year. This would eliminate the need for this matter to come before Council each year for approval.

**RECOMMENDATION:**

That Council declare the first Monday of August, in any given year, to be a Civic Holiday.



KELLY KLOSS,  
City Clerk

KK/fm

cc. City Solicitor

**COMMENTS:** We concur with the recommendation of the City Clerk. As noted in the attached material this does not obligate any business or institution to offer the day off to their employees. However, since many employers refer to the holiday by its traditional civic name we feel it would be helpful for us to officially designate it as such.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

**Date:** June 19, 1995  
**To:** City Clerk  
**From:** Labour Relations Coordinator  
**RE:** Civic Holiday - Monday, August 7, 1995

---

In response to your memo concerning Civic Holidays I have confirmed the following information:

1. From an employment perspective, if Council declares a civic holiday, City businesses are not required to change any of their terms and conditions of employment for the day. A statutory general holiday, which legally requires employers to grant employees time off or pay overtime, can only be declared by the Lieutenant Governor in Council under Division 8 of the Employment Standards Code.
2. The City's collective agreements with its unions determine the contractual obligations for all days considered holidays. The minimum obligations are outlined in the Employment Standards Code. Currently, all City contracts have the August Civic Holiday named as a day off. The holiday for Exempt, IAFF and CUPE is currently taken without pay.

Aside from the statutory requirements outlined in the Employment Standards Code holidays are open to negotiation and Council's direction can be pursued.



Civic holidays

56(1) A council may declare up to 2 days in a year as civic holidays.

(2) The minimum length of a civic holiday is a half day.

**FILE**

**DATE: June 14, 1995**  
**TO: Personnel Manager**  
**FROM: City Clerk**  
**RE: CIVIC HOLIDAY - MONDAY, AUGUST 2, 1995**

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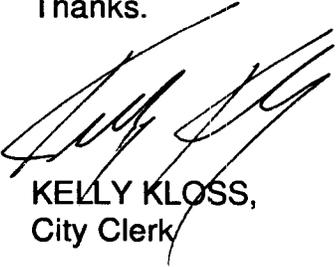
BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

Attached is a letter from myself to City Council dated June 2, 1995 concerning the above topic. In speaking with the Mayor, she indicated she would like additional information prior to this matter being presented to Council. Specifically, the following questions were asked:

- 1) If Council declares this a Civic Holiday, is it a legal requirement for City Businesses to comply with the declaration?
- 2) What contractual commitment does the City have with regard to Union agreements if this day is not declared?
- 3) Any other comments you may have regarding this issue.

As it is planned that this matter be presented to the July 4, 1995 Council Meeting, your response to the above questions should be submitted to this department by Monday, June 26, 1995.

Thanks.



KELLY KLOSS,  
City Clerk

KK/fm

cc. City Solicitor

**FILE**

**DATE:** July 5, 1995  
**TO:** Council and Committee Secretary Sandra Ladwig  
**FROM:** City Clerk  
**RE:** AUGUST CIVIC HOLIDAY

---

The new Municipal Government Act outlines that Civic Holidays must now be declared by Council and not the Mayor. In regard to this, consideration was given to this issue at the Council meeting of July 4, 1995 with the following resolution being passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from the City Clerk dated June 2, 1995 re: Civic Holiday - Monday, August 7, 1995, hereby declares that the first Monday in August, in any given year, be a Civic Holiday, and as presented to Council July 4, 1995."

The decision of Council in this instance is submitted for your information. I trust that you will be ensuring that the appropriate ad, having Council declare August 7, 1995 as a Civic Holiday, is placed in the Red Deer Advocate.



KELLY KLOSS,  
City Clerk

KK/fm

cc. Personnel Manager

NO. 3

DATE: June 22, 1995

TO: Kelly Kloss, City Clerk

FROM: Alan Scott, Land and Economic Development Manager

RE: **UPDATED LAND BANK ADMINISTRATION BUSINESS PLAN  
1994 - 1999 AND REVIEW OF LAND SALES FIRST HALF 1995**

---

Please find attached an updated Land Bank Administration Business Plan which extends performance projections through 1999. The report incorporates changes to the City structure over the past year, and updates the City's land holdings to take into account sales to December 31, 1994.

There are several changes to the Business Plan which we would like to point out to Council. They are as follows:

- ▶ Page 7, TABLE 1 is an inventory of land held for subdivision development. This table does not include any land which has been serviced and is available for sale. We have added two tables on the following page 8, to reflect both residential and industrial land, which is serviced and available for sale. We have also restated market value of our land inventory held for subdivision development, to better reflect December 1994 land values. Because we have separated undeveloped and developed land, it appears that the market value of our Land Bank is reduced. We have indeed lowered per acre values to better reflect the current market, but we also show increased market values in land which is subdivided and serviced, making it ready for sale.
- ▶ The second area where major changes are reflected is in TABLE 9 on page 26, which provides an estimate of the five-year cash flow. Reduced sales in 1994 and projected lower sales for 1995 have an impact on the revenues. In addition, the price reduction approved by Council also lowers revenues, resulting in less money being provided to reduce the long term debt over the five year period.

Nevertheless, it is still anticipated that the Land Bank will contribute \$431,000 annually to general revenues, while reducing the long term debt, after interest, by some half a million dollars in the five year period.

### **Summary of Land Sales - January 1 to June 30, 1995**

#### ***Residential***

Residential land sales continue to be soft for the second year in a row. In 1994, City residential land sales were below average, largely because of a lack of inventory. We knew we would not be in a position last year to supply our percentage of the market, but that decision was made in order to postpone major investments into the new Lancaster Meadows area.

2/...

City Clerk  
Page 2  
June 22, 1995

---

We are now proceeding with the servicing of Lancaster Meadows and have completed a pre-sale in Phase 1, resulting in the sale of 8 single family and 7 duplex lots. This brings our residential lot sales to 16 for the year, valued at \$769,300. We are carrying an inventory of 90 residential building lots, which represent slightly more than a one year supply.

We continue to receive a good number of inquiries with respect to residential building lots in both Lancaster Meadows and Oriole Park. While the Oriole Park lots continue to move slowly, we are satisfied that they fill a need in the upper end of the market and, over a period of time, will be purchased and developed into an attractive subdivision.

During budget debate, we indicated to Council that a decision with respect to proceeding with Phase 2 of Lancaster Meadows in 1995 would be made based upon sales in Phase 1. Phase 1 contains 43 single family lots and 8 duplex lots, with 35 singles and 1 duplex remaining in inventory. Based on this inventory, we would recommend that we delay development of Phase 2 until 1996. The existing inventory of residential building lots is adequate to carry us through to the 1996 construction year.

### ***Industrial***

For the second consecutive year, we are enjoying excellent sales of industrial and commercial land. To date, 15.49 acres of industrial land, valued at \$832,134, have been sold, with pending sales on an additional 5.78 acres, valued at \$427,500. This is well above average and has already exceeded our total sales for 1994. We continue to respond to inquiries on industrial land on a regular basis, and are confident that total sales for the year will approach \$2 million.

### **RECOMMENDATION**

I would recommend that Council adopt the Land Bank Administration Business Plan 1994 - 1999. I would further recommend that we not proceed with the servicing of Phase 2 of Lancaster Meadows in 1995, as our supply of residential building lots in inventory is adequate to meet our needs over the next 12 months.

I would be pleased to answer any questions of Council.

  
Alan V. Scott

AVS/mm

**COMMENTS:** We concur with the recommendation of the Land and Economic Development Manager. It is particularly gratifying to note the pace of sales in the industrial area which has historically been the softer part of the Land Bank Market.

Att.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

**COUNCIL MEETING OF JULY 4, 1995**

**ATTACHMENT TO REPORT ON  
OPEN AGENDA**

**RE: LANDBANK ADMINISTRATION  
BUSINESS PLAN 1994 - 1999**

# **LAND BANK ADMINISTRATION**

## **BUSINESS PLAN**

**1994 - 1999**



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### **1.0 BACKGROUND**

- 1.1 Land Bank Audit**
- 1.2 Strategic Plan**
- 1.3 Business Plan**

### **2.0 EXISTING SITUATION**

- 2.1 Inventory**
- 2.2 Land Absorption**

### **3.0 PROPOSED BUSINESS PLAN**

- 3.1 Administration**
- 3.2 Marketing**
- 3.3 Front End Servicing**
- 3.4 Financial Reporting**
- 3.5 Financial Projections**

## **APPENDIX:**

### **STRATEGIC PLAN**

**SCHEDULE "A" - CITY LAND SALES  
PROCESS FOR SALE OF BLOCKS OF RAW LAND**

**SCHEDULE "B" - INDUSTRIAL AND COMMERCIAL LAND SALES APPROVAL**

**1.0 BACKGROUND**

The City of Red Deer has been involved in land banking for approximately 35 years. The City's decision to land bank was a result of many factors, primarily related to great demand and lack of supply of serviced lands. The encouragement of federal and provincial governments to communities to undertake land banking was also a significant factor in deciding to land bank and develop lots.

Land banking in Red Deer was initially established to satisfy residential housing need, but was extended to industrial, commercial and recreational uses.

Prior to 1970, the City was the primary developer of serviced lots to homeowners and contractors. Over the past 20 years, the development industry has assumed a greater responsibility in this regard. During the late 1970's and early 1980's, developer interest in Red Deer was keen despite the predominant role of the City in land ownership and participation in development. With the recession in the 1980's, the City was again placed in a position of being the major owner and developer of lands in the city.

Through Council initiatives and private sector encouragement, the role of the City Land Bank has been redefined in recent years to encourage greater private sector participation in residential development. At the present time, The City of Red Deer is the primary provider of serviced industrial lots in the city.

In the past, City Council adhered to policies which had a direct impact on the performance of the Land Bank. For many years, residential building lots were sold to the public at below market values, with control being maintained through a number of restrictions on the purchaser. Over the years, the controls were removed and the sale price was brought in line with market values.

Council also adopted a policy which provided Municipal Reserves in greater quantities than the 10% required under the Planning Act. This policy proved too costly and was rescinded a number of years ago.

The Land Bank has also been used to acquire land for uses unrelated to land development. Examples include Waskasoo Park, Westerner relocation, and the railroad portion of the Major Continuous Corridor Project.

**1.1 LAND BANK AUDIT**

In January 1990, City Council appointed a Land Bank Audit Task Force and in August, the IBI - Price Waterhouse Group was appointed to carry out a "value for money audit" of the Land Bank.

The operational audit was completed in six months. The process for carrying out the operational audit involved a cooperative and interactive effort between the consultant, the task force, City departments involved in administering the Land Bank, and the development community as represented by the Urban Development Institute, the Red Deer Home Builders' Association, and the Red Deer Real Estate Board.

These groups, individually and collectively, were involved in addressing the performance issues and operational aspects of the Land Bank, and contributed to the development of the recommendations of the consulting team.

The recommendations in the final report entitled, "Land Bank Operational Audit", dated March 1991, may be summarized as follows:

- ▶ Development of a formal, centralized, single authority to oversee and be responsible for the operation of the Land Bank.
- ▶ Preparation of a strategic plan for the Land Bank. The plan should reflect the goals and objectives of the City's economic development strategy for industrial land.
- ▶ Development of a detailed Land Bank management/inventory system.
- ▶ Preparation of a 5-10 year business plan.
- ▶ Continuation of the general philosophy, whereby, the City "front ends" the construction of major trunk facilities.
- ▶ Adjustment of the recorded value of industrial lands to reflect the lower of cost or market.
- ▶ City and private sector should examine ways to maximize private sector involvement in all facets of land development and marketing.
- ▶ Quarterly reporting of subdivision activity at the administrative level, with semi-annual and annual reporting to Council.

The final report was considered by City Council at its meeting on May 13, 1991, when the following resolution was adopted:

**"RESOLVED that Council of The City of Red Deer, having considered the report from the Audit Task Force - Land Bank dated March 20, 1991 re: Land Bank Operational Audit submitted by IBI - Price Waterhouse Group dated March 1991, hereby agrees that same be approved in principle and**

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that the City administration be directed to review the report and present back to Council an implementation program for consideration, and as presented to Council May 13, 1991."

A report on the Land Bank Operational Audit by the City Commissioner was considered by City Council in Committee of the Whole on October 15, 1991. At this meeting, City Council endorsed the following recommendations:

- ▶ That the Economic Development Manager be assigned full control of all "business functions" related to the Land Bank and the responsibility for preparation of the necessary planning and policy documents.
- ▶ That the Director of Community Services be assigned to provide direction and assistance to the Economic Development Manager in broad policy planning for the Land Bank, on a part-time basis, for one year.

## **1.2 STRATEGIC PLAN**

A draft strategic plan for the Land Bank was completed by the administration in early 1992, based on the following recommendation and the Land Bank Operational Audit:

- ▶ **Initiate Strategic Planning Process**

"A strategic planning process needs to be initiated in order to develop goals, objectives, strategies and plans for all elements of the Land Bank operations. Fundamentals such as a mission statement for the Land Bank need to be developed. Based on the mission statement, the goals of the Land Bank need to be clearly articulated, and the objectives developed by which Council can monitor the performance of the Land Bank operation. The strategic plan should also identify when and how the City should participate in development through the Land Bank.

The strategic plan will identify the organizational structure for administering and managing the Land Bank asset."

(Land Bank Operational Audit pg. vi)

The strategic plan was prepared in consultation with representatives of the Red Deer Chamber of Commerce, Red Deer Real Estate Board, Red Deer Home Builders' Association, and the Urban Development Institute. The draft recommendations were also advertised in the media, and the public was given an opportunity to participate through a public open house at the Red Deer & District Museum & Archives.

The strategic plan includes the following definition, mission statement and goals for the land bank:

▶ **Definition:**

The land bank consists of all lands which are held or have been acquired by the City, specifically for development and resale as residential, commercial or industrial parcels. Services front ended by the City related to the development of City and private land are deemed to be an asset of the Land Bank.

▶ **Mission Statement:**

The function of the Land Bank administration is to ensure that there is an adequate supply of serviced and unserviced industrial, commercial and residential land, to provide for economic and orderly development of the city of Red Deer.

▶ **Goals:**

- To manage the Land Bank in a manner that will encourage private sector development.
- To sell or lease industrial, commercial or residential land at market value.
- To administer the Land Bank through a single department, with appropriate input from relevant City departments and the industry related private sector.
- To develop innovated marketing for the sale of industrial, commercial and residential land.
- To reduce the present inventory of industrial, commercial and residential land held by the City.
- To provide for the economic, orderly and well-planned development of the city.
- To provide for the administration of all expenditures related to the servicing of industrial, commercial and residential subdivisions.

The complete strategy, including all goals and objectives, is included as Section 4.0.

The strategic plan was considered by City Council at its meeting on March 30, 1992, when the following resolution was adopted:

"RESOLVED that Council of The City of Red Deer, having considered report from the Economic Development Manager dated March 23, 1992 re: Land Bank Administration Proposed Strategic Plan, hereby agrees as follows:

1. That the Land Bank Administration Strategic Plan be approved and adopted subject to deleting therefrom Section 1.1 and substituting therefore the following:

'To encourage the private sector to increase its share of serviced residential land development from 60% to approximately 75% on a phased basis;'

2. That the Land Bank Committee be authorized to proceed with the development of a business plan for the Land Bank;
3. That once the business plan as noted in 2. has been completed and submitted to Council, Council reserves the right to again review its participation rate in residential land development;

and as presented to Council March 30, 1992."

### **1.3 BUSINESS PLAN**

The administration has now completed a Five-Year Business Plan for the Land Bank, based on the following recommendation in the Land Bank Operational Audit:

▶ **Business Plan Development**

A 5 to 10 year business plan should be developed immediately by staff. The purpose of the business plan is to understand and ultimately respond to changing market conditions and to develop a business strategy which meets the objectives and goals of the Land Bank. The key elements which should be included in the business plans are:

- historic market analyses including competition;
- identification of target markets;
- projected product requirements;
- immediate, mid and long term development strategies, and financial sensitivity analyses related to development;
- risk assessment;
- marketing strategies;
- current market value of land estimates; and
- implementation schedule.

Business plans need to be developed for both residential and industrial components. The business plan needs to be reviewed and revised annually based on most recent projections, and the direction of the strategic plan."

(Land Bank Operational Audit pg. vii)

## **2.0 EXISTING SITUATION**

This section outlines in detail the existing status of the Land Bank in regard to inventory, land absorption, front ending and financial status.

### **2.1 INVENTORY**

The current Land Bank inventory, as of December 31, 1994, is shown on Table 1, which indicates the original cost of land, together with estimates of current market value. Plan 1 shows the location of those lands in the city by type.

The current Land Bank inventory comprises:

- ▶ Serviced residential lots - 45 single family and 14 duplex lots.
- ▶ 268.09ha (662.45 acres) of land proposed for residential purposes.
- ▶ 169.15ha (418.23 acres) of land proposed for industrial purposes.

### **2.2 LAND ABSORPTION**

The historic development and absorption of residential and industrial land is summarized in Table 2. Although demand has fluctuated in relation to the economy of the region and the province, one can draw the following broad conclusions:

- ▶ Since 1980 the annual demand for residential lots has been approximately 300 lots per annum. Of this total, the City has provided an average of 129 lots, or 47.8 per cent of the total.
- ▶ Since 1980, the City has sold 79.75ha (197.08 acres) of industrial land, or an average of approximately 5.31ha (13.13 acres) per annum.

**TABLE 1**  
**Land Inventory Held for Subdivision Development**  
**December 31, 1994**

SUBDIVISION	LEGAL DESCRIPTION	AREA (ha)	AREA (acres)	ORIGINAL COST	CURRENT MARKET VALUE
<u>Residential:</u>					
Lancaster	Pt. SW 1/4 11	34.40	85.00	\$554,710.00	\$1,955,000
Lancaster	NW 1/4 2	64.75	160.00	640,000.00	3,200,000
Kentwood	Pt. SW 1/4 32	14.63	36.15	71,323.95	831,450
Kentwood	Pt. SW 1/4 32	12.14	30.00	700,000.00	690,000
Kentwood	Pt. SE 1/4 31	57.92	143.12	792,392.00	2,146,800
	Pt. NE 1/4 31	15.50	38.30	68,629.77	574,500
Madison	Pt. SW 1/4 27	24.28	60.00	981,558.00	300,000
C & E No. 1	Pt. NE 1/4 30	2.52	6.22	93,300.00	143,060
Oriole Park Mera West	Pt. SW 1/4 19	32.57	80.49	845,145.00	1,207,350
Oriole Park CP Area 1	Pt. NE 1/4 19	7.03	17.36	260,040.00	260,040
Oriole Park CP Area 4	Pt. NE 1/4 18	2.35	5.81	87,150.00	133,630
<b>Total Residential</b>		<b>268.09</b>	<b>662.45</b>	<b>\$5,094,248.72</b>	<b>\$11,441,830</b>
<u>Industrial:</u>					
Edgar	W 1/2 31	81.59	201.62	\$ 290,405.38	\$ 2,016,200
Edgar	W 1/2 30	76.96	190.17	5,378,400.00	1,901,700
Edgar	Pt. NE 1/4 31	10.70	26.44	47,377.84	396,600
<b>Total Industrial</b>		<b>169.25</b>	<b>418.23</b>	<b>\$ 5,716,183.22</b>	<b>\$ 4,314,500</b>
<b>TOTAL LAND BANK</b>		<b>437.34</b>	<b>1080.68</b>	<b>\$10,810,431.94</b>	<b>\$15,756,330</b>

**TABLE 1A**  
**Developed Land in Inventory**  
**December 31, 1994**

RESIDENTIAL	NUMBER AND TYPE OF LOT	LAND AND DEVELOPMENT COSTS	CURRENT MARKET VALUE
<u>Subdivision</u>			
Kentwood 4B	1 Single Family	\$ 26,500	\$ 51,285
Oriole Park 2A	26 Single Family	994,770	1,497,680
Oriole Park 2B	18 Single Family	345,627	928,114
CPR Phase 7A	16 Duplex	310,490	336,530
<b>Total Residential</b>	<b>45 Single Family 16 Duplex</b>	<b>\$ 1,677,387</b>	<b>\$ 2,813,609</b>

**TABLE 1B**  
**Developed Land in Inventory**  
**December 31, 1994**

SUBDIVISION	LEGAL DESCRIPTION	AREA (ha)	AREA (acres)	LAND AND DEVELOPMENT COSTS	CURRENT MARKET VALUE
<u>Subdivision</u>					
Edgar	Pt. NW 1/4 32	3.78	9.35	\$ 484,254.27	\$ 561,000
Edgar	Pt. NE 1/4 31	12.45	30.76	1,582,305.47	1,845,600
Riverside Light	Pt. NW 1/4 21	6.69	16.54	876,438.06	1,157,800
Riverside Light	SE 1/4 33-38	9.39	23.54	726,379.67	823,900
Riverside Light		1.94	4.79	194,496.19	200,000
Westerner	NW 1/4 33-37	1.65	3.00	239,412.00	450,000
Northlands	NW 1/4 33-38	2.14	5.28	281,492.64	792,000
Northlands	NW 1/4 33-38	2.05	5.06	269,763.78	354,200
<b>Total Industrial</b>		<b>40.09</b>	<b>98.32</b>	<b>\$ 4,654,542.08</b>	<b>\$ 6,184,500</b>

**TABLE 2  
LAND ABSORPTION  
1980 - 1994**

YEAR	CITY POPULATION	TOTAL RESIDENTIAL LOTS DEVELOPED	CITY RESIDENTIAL LOTS SOLD	CITY INDUSTRIAL LAND ha (acres)
1980	41,371	460	529	11.9 (29.4)
1981	45,405	920	150	14.7 (36.2)
1982	48,562	126	97	- -
1983	50,257	3	79	0.6 (1.6)
1984	51,070	106	71	0.2 (0.6)
1985	52,620	88	170	2.5 (6.2)
1986	54,192	304	162	2.3 (5.6)
1987	54,309	563	96	1.9 (4.6)
1988	54,839	278	53	5.0 (12.4)
1989	55,947	191	91	3.4 (8.5)
1990	56,922	284	90	13.1 (32.4)
1991	58,252	237	110	4.2 (10.3)
1992	58,656	268	101	4.3 (10.65)
1993	59,826	296	106	9.3* (23.0)*
1994	59,826	325	29	6.3 (15.63)
<b>TOTAL</b>		<b>4449</b>	<b>1,934</b>	<b>79.7 (197.08)</b>
<b>Average 1980-94</b>		<b>297</b>	<b>129</b>	<b>5.3 (13.14)</b>

\*Includes 11 acres former railway lands, consolidated with Golden West properties.

**2.3 FRONT END SERVICES**

The City of Red Deer builds the necessary trunk services to lands to be developed and finances this activity through debentures. Developers are assessed a recovery on a developable area basis. This approach permits the City to direct development in an orderly and cost effective manner. In order to achieve this degree of control, the City makes a substantial financial commitment, with the intent that costs will be recovered from the developer over time, through area assessments.

The approach of front ending services by the City is favourable for the developer who can maximize financial resources on the task of developing lots. In this manner, more affordable lots are provided, front end services are more efficiently developed by the City, which has greater experience in this area, and equity is achieved for all participants, including the developer, City and property purchasers.

The City's net investment, excluding interest (recovery of offsites), as at the end of 1994, is approximately \$4 million, shown in Table 3. It should be noted that in 1987, the City wrote off \$5,881,719.00 (including interest), which had accumulated in the Offsite Levies Account, due to costs associated with premature extension of services over the years.

**TABLE 3  
NET INVESTMENT (RECOVERY) OF OFFSITES  
December 31, 1994**

<b>Description Of Offsite</b>	<b>Balance Incl. Interest</b>	<b>Deduct Interest</b>	<b>Balance Excl. Interest</b>
Public Roadways	(\$1,988,496)	(\$1,633,391)	(\$ 355,105)
Trunk Water Lines	5,948,367	4,487,690	1,460,677
Trunk Sanitary Lines	1,762,735	437,579	1,325,156
Trunk Storm Lines	10,472,044	8,938,903	1,533,141
<b>TOTAL</b>	<b>\$16,194,650</b>	<b>\$12,230,781</b>	<b>\$3,963,869</b>

**2.4 FINANCIAL STATUS**

The financial status of the Land Bank is shown in Tables 4 and 5. Table 4 shows a balance sheet for the Land Bank as of the end of 1994. Table 5 shows revenues and expenditures for the 1994 fiscal year.

The financial status of the Land Bank may be summarized as follows:

- ▶ The total assets of the Land Bank are valued at \$26,073,569.
- ▶ The total debenture debt of the Land Bank is \$8,701,920. However, this is offset by "working capital" due from the general operating fund in the sum of \$4,267,593.

- ▶ The operation of the Land Bank in 1994 had a deficit of \$45,857.

**TABLE 4  
LAND BANK BALANCE SHEET  
December 31, 1994**

<b>ASSETS:</b>	
Developed Residential and Industrial lots - at cost (market value is \$8,998,109)	\$ 493,422
Due from General Operating Fund	4,267,593
Unserviced Land for Resale - at cost (market value is \$15,756,330)	10,878,884
Investment in Servicing Costs for Subdivisions	6,469,801
Investment in Offsite Services	3,963,869
<b>TOTAL ASSETS</b>	<b>\$ 26,073,569</b>
<b>LIABILITIES:</b>	
Long Term Debt	\$ 8,701,920
<b>SURPLUS</b>	<b>17,371,649</b>
<b>TOTAL LIABILITY AND SURPLUS</b>	<b>\$ 26,073,569</b>

**TABLE 5  
LAND BANK: STATEMENT OF REVENUES & EXPENDITURES  
YEAR ENDED DECEMBER 31, 1994**

DESCRIPTION	INDUSTRIAL and COMMERCIAL	RESIDENTIAL	OFFSITES	GENERAL	TOTAL
<b>REVENUES:</b>					
Land Sales	\$ 1,132,580	\$ 3,100,115	\$ 20,000	\$ 0	\$ 4,252,695
Other Revenue	17,196	7,734	0	99,830	124,760
Developers' Levies	837	882,151	215,596	0	1,098,584
From Own Functions*	5,779	0	1,800,921	21,473	1,828,173
Offsite Recoveries	0	0	0	0	0
	<b>\$ 1,156,392</b>	<b>\$ 3,990,000</b>	<b>\$ 2,036,517</b>	<b>\$ 121,303</b>	<b>\$ 7,304,212</b>
<b>EXPENDITURES:</b>					
Miscellaneous	\$ 25,888	\$ 47,268	\$ 11,999	\$ 0	\$ 85,155
Paved roads construction	278,354	469,269	0	0	747,623
Gravel roads construction	0	0	0	0	0
Sidewalk/curb/gutter/const.	0	0	0	0	0
Water mains construction	132,356	106,705	47,284	0	286,345
Sanitary sewer const.	55,827	17,221	333,281	0	406,329
Storm sewer construction	92,628	45,240	581,423	0	719,291
Offsite levies	514,967	1,148,293	0	0	1,663,260
Street lighting const.	0	4,702	0	0	4,702
Traffic light const.	0	0	0	0	0
Underground power const.	109,083	486,161	0	0	595,244
Land acquisition & Prelevel.	16,508	337,096	0	0	353,604
Administration fee**	0	0	0	1,877,726	1,877,726
Recreation levies	0	208,539	0	0	208,539
Parks levies	263	101,310	0	0	101,573
Survey fees	7,139	55,897	0	0	63,036
Eng. design/supervision	54,215	183,427	0	0	237,642
	<b>\$ 1,287,228</b>	<b>\$ 3,211,128</b>	<b>\$ 973,987</b>	<b>\$ 1,877,726</b>	<b>\$ 7,350,069</b>
Development Surplus (Def.)	<b>(\$ 130,836)</b>	<b>\$ 778,872</b>	<b>\$1,062,530</b>	<b>(\$ 1,756,423)</b>	<b>(\$ 45,857)</b>

\* Includes contributions from City Utilities and Westerner relocation.

\*\* Includes interest on Land Bank debt.

### **3.0 BUSINESS PLAN**

Following the development of the Golden West Industrial Subdivision by private developers, as a partially serviced industrial park, the City recognized the need for fully serviced industrial land. Small areas, such as Riverside Industrial Park, had been available for many years, but it was with the development of Northland Industrial Park that the City made a major step forward in this area. Because of radical and regular swings in the economy, private sector developers expressed no interest in developing fully serviced industrial land. Industrial land development was, therefore, identified as a market requiring public sector involvement. Coupled with their existing role in residential land development, the City remained the dominant Red Deer land developer.

With the adoption of the new Strategic Plan, the City's role will be reduced to 25% of residential land development, and the private sector will be encouraged to assume a role in industrial land development.

Administration of the City Land Bank will be consolidated into one department, providing full accountability to City Council and the public.

### **3.1 ADMINISTRATION**

"To administer the Land Bank through a single department, with appropriate input from relevant City departments and the industry related private sector."

#### **3.1.1 A Land Bank Committee shall consist of:**

City Manager  
Directors of the City Administration  
Representative of Parkland Community Planning Services  
Land Bank Administration (Chairman)

The Land Bank Committee shall meet at least quarterly, and have the following objectives:

1. To make recommendations with respect to the phasing development
2. To review the inventory of land within the context of the Strategic Plan and make recommendations with respect to the acquisition and sale

3. To review and make recommendations on the Business Plan for the Land Bank
4. To review the market analysis prepared by the Land Bank Manager, and make recommendations to Council
5. To review the management as required, of the Land Bank

**3.1.2 A Subdivision Committee shall consist of:**

Representatives of:           Parks Department  
  Engineering Department  
  Electric Light and Power Department  
  Parkland Community Planning Services  
  Fire Department  
  Land and Appraisal Coordinator (Chairman)

In addition, there will be the following ad hoc members:

Representatives of:           Land and Economic Development Department  
  City Assessor  
  Bylaws and Inspections  
  Alberta Government Telephones  
  Northwestern Utilities  
  Shaw Cable

The Subdivision Committee shall meet on a monthly basis and have the following objectives:

1. To review and make recommendations on the design of outline plans for neighbourhood, following circulation by individual departments
2. To review cost associated with detailed design and report to the Land Bank Committee
3. To review the detailed design of subdivision developments
4. To review costs and detailed design of servicing of city subdivisions and report to the Land Bank Committee
5. To monitor scheduling and construction of subdivisions

**3.1.3** The staff responsible for the administration of the Land Bank shall consist of the following, with estimates of time required:

- 50% Land Bank Manager (Economic Development Manager)
- 50% Land and Appraisal Coordinator
- 50% Land Bank Marketing Officer (Economic Development Officer)
- 90% Land Conveyancing\Property Values Clerk
- 25% Land Bank Secretary (Economic Development Clerk)

*(% indicates an estimate of the amount of each position's time devoted to Land Bank administration. These numbers will be adjusted as we gain experience.)*

**3.1.4** The **Land Bank Manager** is responsible for the management of the Land Bank. The position:

1. Acts as Chairman of the Land Bank Committee.
2. Reports on a quarterly basis to the Administration and, on an annual basis, to City Council on the status of the Land Bank, including expenditures, revenues, forecasts, inventory and other assets.
3. Negotiates with the private sector on annual and long-term participation rates in residential land development.
4. Prepares pro forma statements for approval by City Council on new subdivision development.
5. Prepares marketing plans and participates in the marketing of residential, commercial and industrial land.
6. Supervises the Land and Appraisal Coordinator in his Land Bank related activities, the Land Bank Marketing Officer, the Land Conveyancing/Property Values Clerk, and the Land Bank Secretary.

**3.1.5** The **Land Bank Marketing Officer** is responsible for implementing the marketing program for industrial and commercial land. The position:

1. Reports to the Land Bank Manager.

2. Assists in developing marketing material and advertising.
3. Monitors the market and provides input on land values and industry requirements, such as size, shape and servicing standards.
4. Maintains an ongoing contact with the real estate industry to provide information on City land and responds to their requirements.
5. Calls on businesses on a regular basis, making them aware of available industrial and commercial land, and assists them in cases where they wish to buy or lease City land.
6. Assists in the preparation of industrial and commercial land sales agreements.

**3.1.6** The **Land and Appraisal Coordinator** administers the day-to-day operation of the Land Bank. The position:

1. Reports to the Land Bank Manager.
2. Acts as Chairman of the Subdivision Committee.
3. Administers public residential land sales and lot draws, pricing and sale policy recommendations, and ensures all land transactions comply with municipal policies and provincial regulations.
4. Advises developers on the availability and development restrictions of City-owned land.
5. Reviews land sale and lease agreements and land development contracts with the City.
6. Reviews subdivision applications and processes tenders for legal survey work and allocates same for City subdivisions.
7. Monitors the development of City subdivisions to ensure agreement to scheduling is maintained.

**3.1.7** The **Land Conveyancing/Property Values Clerk** is responsible for accounting procedures related to all Land Bank land transactions. The position:

1. Reports to the Land Bank Manager.
2. Records payments received for land on a daily basis and ensures that payments are made in accordance with the corresponding Land Sales and Lease Agreements.
3. Lists Land Bank inventory at month end.
4. Reviews Accounts Receivable listing on a monthly basis as to outstanding payments to ensure the proper billing and collection of funds and sale proceeds and terms of development, and reviews with Land Bank Manager as to action to be taken.
5. Prepares and maintains files for each property and prepares Land Sales and Lease Agreements for residential lot sales.
6. Transfers properties when conditions in corresponding agreements have been met. Submits legal documents to Optionee's solicitor and/or Land Titles Office for registration purposes.
7. Prepares all correspondence and legal documents in the sale or lease of residential building lots. Reviews documents with the Manager, obtains signatures from authorized City officials and submits documents to optionee's solicitor or Land Titles Office for registration.
8. Provides routine information on the availability and sale of lots, lot draws, payments due, withdrawal of caveats, etc. Explains related City policies and distributes brochures on building lots.
9. Maintains a filing system for all Land Bank land sales. Files and retrieves information as required.
10. Maintains a current knowledge of City land sales policies and regulations as established by Council, and as described in land sales brochures for each land sales program.
11. Liaises with other City Departments as required (e.g. Accounting for month-end listings; City Clerks for official signatures and corporate seal; Building Inspections for building permits and occupancy approvals; Economic Development for status of industrial and commercial land sales.)

**3.1.8** The **Land Bank Secretary** is responsible for general secretarial duties associated with the management of the Land Bank, and assists with marketing of industrial and commercial land. The position:

1. Reports to the Land Bank Manager.
2. Assists in the preparation of industrial and commercial land sale brochures.
3. Assists in the preparation of land sales and lease agreements for industrial and commercial land.
4. Prepares and maintains files for each industrial and commercial land sale and lease. Ensures that agreements are signed by the City and optionee/lessee and ensures that the optionee/lessee is aware of all conditions and City policies associated with the transaction.
5. Maintains a current knowledge of City industrial and commercial land sales policies and regulations as established by City Council, and as described in land sale brochures for each land sales program.
6. Liaises with other departments as required on matters related to the development of industrial and commercial land.

The Land Bank Administration shall manage the City's Land Bank within the guidelines adopted by Council in the Land Bank Strategic Plan.

## **3.2 MARKETING**

The Marketing Plan for the City's Land Bank will be designed around two goals:

- a) To reduce the inventory of industrial land
- b) To reduce, on a phased basis, the City's participation in residential land development to 25% of the market

In the context of this plan, the private sector will be encouraged as much as possible in land development and marketing. Mechanisms will be provided to improve communications with the private sector and to use their resources to achieve the goals and objectives of the Land Bank.

**3.2.1 Industrial Land Bank**

Quality development in an orderly and controlled fashion will continue to be emphasized. To achieve these goals, the following policies will apply to the sale and lease of City-owned industrial land:

- ▶ Removal of construction requirements on Edgar Industrial and Riverside Heavy Industrial Park land purchases.
- ▶ Construction commencement and completion requirements extended to three and four years, respectively, on Riverside Light and Northland Industrial Park land purchases.
- ▶ Purchase and lease prices to be established by Council on an annual basis, or more frequently, if necessary. Land Bank Manager shall have authority to enter into agreement on behalf of the City on offers at approved prices.
- ▶ Development standards to conform to The City of Red Deer Land Use Bylaw.
- ▶ Three methods of acquiring City industrial land shall be made available:
  - a) Cash at the time agreement is signed.
  - b) Offer to Purchase with conditions which shall be removed within 30 days of the agreement being signed. Must be accompanied by a 5% deposit, refundable if conditions are not removed.
  - c) Option to Purchase, which can be exercised within 90 days of the agreement being signed. Must be accompanied by a 5% deposit, refundable in the event the City rejects the proposal.

Terms beyond 90-day option period are subject to negotiations.

- ▶ Amendment see Schedule "B"

**3.2.2 Commercial Land Bank**

Commercial land is developed from time to time in industrial, commercial and residential subdivisions. Because of the uniqueness of these parcels, special conditions will be applied on an individual basis.

- ▶ Existing commercial land, zoned C-4, will continue to be available under existing development guidelines with development approval, construction time frames and payment plans to remain as they currently exist.
- ▶ Commercial land developed within new subdivisions will be marketed based on recommendations from the Land Bank Committee.

### **3.2.3 Residential Land Bank**

Residential land development will continue to be important to the overall administration of the City's Land Bank. A phased reduction to 25% of the annual demand will be introduced over a period of time, and based on negotiations and discussions with the private sector. A wide variety of building lots, catering to the needs of all citizens, groups and organizations, will continue to be a critical component of the Land Bank. However, the private sector, with its increased participation in land development, will assume a greater responsibility for meeting the needs of the purchaser. The City will limit its development and sale of special use building lots to a percentage equal to its overall land development participation.

- ▶ Residential building lots will continue to be offered to individuals and contractors at market value.
- ▶ Selling price will be approved by Council as new subdivisions are developed, and terms of purchase will remain as they currently exist.
- ▶ The City will explore opportunities for joint development with the private sector.
- ▶ A one and five year projection will be completed by the Land Bank Administration for adoption by City Council. The plan will be developed with input from the private sector and will include projections for their short- and long-term development plans.

### **3.2.4 Unserviced Land Bank**

A new aspect of the Land Bank Marketing Plan will be the sale of unserviced and partially serviced land to developers for residential and industrial land development. This should provide more private sector developers with the opportunity to become involved in subdivision development and marketing and, in concert with existing developers, offer the customer a broader selection from which to choose.

- ▶ In keeping with the City's General Plan, quality development of both residential and industrial subdivisions will be stressed. Of prime importance will be the need for all proposals to conform with the approved subdivision outline plan.
- ▶ Sales will be according to the policy approved by City Council, as outlined in Schedule A.
- ▶ Sale price will be done based on standard appraisal practise and will be established through an independent appraisal, subject to City Council approval.

### **3.3 FRONT END SERVICING**

The City will continue to pay for the extension of trunk services and roads to ensure developers can afford to participate in land development. In assessing the feasibility and need to extend front end services, the City will:

- ▶ Ensure trunk services will be extended in a logical and cost effective fashion, i.e., not "leap-frogging" bare land.
- ▶ Encourage lands within existing service basins be developed prior to extending trunks and roads.
- ▶ Ensure the pay back for front ending can be achieved in a timely manner.
- ▶ Determine the expenditure achieves its objectives and is a sound investment.

A study into future service extensions has been undertaken by the City Engineering Department. Upon its completion and approval by City Council, further recommendations may be proposed for the City's participation in front end servicing.

### **3.4 FINANCIAL REPORTING**

The Land Bank Administration will report to the Land Bank Committee quarterly, and City Council annually, on expenditures, revenues, inventory and other assets. The reports will contain forecasts and provide recommendations for both short and long term, in relation to the City's participation in land development.

3.4.1 Forming the basis of the annual report will be a budget outlining plans for development over the next twelve months. It will include a projection of land development plans, showing the rate of participation by the City and the private sector. The layout of the pro-forma statement is as follows:

**TABLE 6**  
**Development Revenues and Expenditures**  
**for the Year Ended December \_\_\_\_, 19\_\_**

Account No.	Description	Industrial & Commercial	Residential	Offsites	General	TOTAL
	<b>REVENUES:</b>					
	Land Sales					
	Other Revenue					
	Developer's Levies					
	From Own Functions					
	Offsite Recoveries					
	<b>EXPENDITURES:</b>					
6-6XXX-00	Miscellaneous					
6-6XXX-01	Paved roads construction					
6-6XXX-02	Gravel roads construction					
6-6XXX-03	Sidewalk, curb/gutter const.					
6-6XXX-04	Water mains construction					
6-6XXX-05	Sanitary sewer construction					
6-6XXX-06	Storm sewer construction					
6-6XXX-07	Offsite levies					
6-6XXX-08						
6-6XXX-09	Traffic light construction					
6-6XXX-10	Power constr. distribution					
6-6XXX-11	Land acquisition					
6-6XXX-12	Prelevelling					
6-6XXX-13	Administration fee					
6-6XXX-14	Recreation levies					
6-6XXX-15	Landscape development					
6-6XXX-16	Survey fees					
6-6XXX-19	Engineering design/s/vision					
	<b>Development Surplus (Deficit)</b>					

A similar form will be used at the end of the year to show actual performance and any variances from the approved pro-forma statement.

**3.4.2** For each request for expenditures on new subdivision development, a pro-forma statement will be prepared, which will indicate to Council an estimate of all costs involved and a projection of revenues from land sales. The statement will clearly indicate the profitability of each new investment in land development.

**TABLE 7**  
**Subdivision Development**  
**Revenues and Expenditures for \_\_\_\_\_ Subdivision**

<b>REVENUES:</b>	
Lot Sales	
Deferred Revenues	
<b>Total Revenue</b>	
<b>EXPENDITURES:</b>	
Offsite levies	
Recreation levies	
Oversize Contribution	
Boundary Conditions	
Area Contribution	
Prelevelling	
Recreation site servicing costs	
Utility servicing costs	
Surface improvements	
Legal survey	
Maintenance fee	
Engineering design	
Carrying costs	
Marketing	
Administration	
Taxes	
<b>Total Expenditures</b>	
<b>Estimated Recovery</b>	

**3.4.3** The budget for the Land Bank administration has been structured to include all costs associated with administering the Land Bank. Costs related to the Land Bank but accumulated by other departments are estimated at \$94,300. Under the existing Land Bank administration, at least five City employees devote some of their time to Land Bank related duties. The structure proposed does nothing more than recognize this time commitment and assign the salary costs directly to the Land Bank. The proposed budget is consistent with the amount allocated for administration of the Land Bank over previous years.

**TABLE 8  
Land Bank Salaries**

Including the following personnel and percentage of their time devoted to the administration of the Land Bank.

POSITION	% OF TIME	
Manager	40%	
Land and Appraisal Coordinator	40%	
Marketing Officer	50%	
Land Conveyancing and Property Values Clerk	80%	
Land Secretary	25%	
<b>Total Salaries</b>		<b>\$ 98,137</b>
Fringe Benefits		19,380
Capital Equipment		6,000
Marketing, Advertising		5,500
Travel		4,000
Printing, Stationery and Supplies		1,900
Professional Development		2,600
Contribution to Other Departments for Land Bank related services* (under review)		94,300
<b>TOTAL</b>		<b>\$ 231,817</b>

\* Examples of costs covered by this account would include engineering design, accounting, planning, appraisals, etc.

**3.5 FINANCIAL PROJECTIONS**

A financial projection covering the five-year period 1995 - 1999 has been developed, based on Council's resolution which calls for the City to reduce its participation in land development to 25% of the market. Our projections are calculated using the following information:

- ▶ Five Year Plan (1995 - 1999)<sup>1</sup>

1995	1996	1997	1998	1999
308	314	320	326	333

- ▶ City participation in land developing being phased down to 25% by 1996

	1995	1996	1997	1998	1999
Percentage	27.5%	25%	25%	25%	25%
Number of Lots	(85)	(79)	(80)	(82)	(83)

- ▶ Industrial land sales averaging 6.0ha (15 ac.) per year
- ▶ Commercial land sales averaging 0.6ha (1.5 ac.) per year
- ▶ Raw land sales averaging 4.0ha (10 ac.) per year
- ▶ Projections are expressed in 1995 dollars.

<sup>1</sup> Five Year Plan revised January, 1995

**TABLE 9**  
**City Land Bank**  
**Five-Year Cash Flow Statement**

	1995	1996	1997	1998	1999
Projected Total Development	308	314	320	326	333
City Portion	85 (27.5%)	79 (25%)	80 (25%)	82 (25%)	83 (25%)
<b>Revenue</b>					
Residential Sales	3,621,000	3,365,400	3,408,000	3,493,200	3,535,800
Industrial Sales	900,000	900,000	900,000	900,000	900,000
Commercial Sales	225,000	225,000	225,000	225,000	225,000
Offsite Levies (Private)	970,050	1,022,250	1,044,000	1,061,400	1,087,500
<b>Total Revenue</b>	<b>5,716,050</b>	<b>5,512,650</b>	<b>5,577,000</b>	<b>5,679,600</b>	<b>5,748,300</b>
<b>Expenditures</b>					
Internal Servicing	1,479,000	2,065,000	1,900,000	1,940,000	1,960,000
Service Extensions	640,000	250,000	487,000	500,000	500,000
Offsite Levies	467,200	540,200	539,200	551,150	554,800
Marketing & Administration	568,000	568,000	568,000	568,000	568,000
Recreation Levies	60,775	56,485	57,200	58,630	59,345
Interest on Debt	539,000	474,000	401,000	320,000	240,000
Miscellaneous Expenses	20,000	20,000	20,000	20,000	20,000
<b>Total Expenditures</b>	<b>3,773,975</b>	<b>3,973,685</b>	<b>3,972,400</b>	<b>3,957,780</b>	<b>3,902,145</b>
<b>GROSS MARGIN</b>	<b>1,942,075</b>	<b>1,538,965</b>	<b>1,604,600</b>	<b>1,721,820</b>	<b>1,846,155</b>
<b>Disbursement of Funds</b>					
Offsite Levies	1,595,000	885,000	1,080,000	1,460,000	1,100,000
Transfer to General Revenue	431,000	431,000	431,000	431,000	431,000
<b>Net Land Bank Revenue</b>	<b>( 83,925)</b>	<b>222,965</b>	<b>93,600</b>	<b>(169,180)</b>	<b>315,155</b>
Land Bank Debt Beginning	4,434,327	4,518,252	4,295,287	4,201,687	4,370,867
Land Bank Debt Year Ending	4,518,252	4,295,287	4,201,687	4,370,867	4,055,712

Based on the five-year forecast, the status of the Land Bank at December 31, 1999 would be as follows:

Outstanding unrecovered expenditure:           \$ 4,055,712.00

▶ **Land Inventory:**

(a) Residential Land	227.19ha (561.39 acres)
(b) Industrial Land	<u>135.87ha (335.73 acres)</u>
<b>Total</b>	<b>363.06ha (897.12 acres)</b>

- ▶ These estimates are calculated on the understanding that additional land will not be acquired for the Land Bank.

**APPROVED STRATEGIC PLAN**

**Definition:**

The Land Bank consists of all lands which are held or have been acquired by the City, specifically for development and resale as residential, commercial or industrial parcels. Services front ended by the City related to the development of City and private lands are deemed to be an asset of the Land Bank.

<b>Mission Statement</b>
The function of the Land Bank administration is to ensure that there is an adequate supply of serviced and unserviced industrial, commercial and residential land to provide for economic and orderly development of the City of Red Deer.

<b>Goals</b>
--------------

- 1. To manage the Land Bank in a manner that will encourage private sector development.**
  - 1.1 To encourage the private sector to increase its share of serviced residential land development from 60% to approximately 75%, on a phased basis.
  - 1.2 To encourage the private sector to assume a role in the development of industrial and commercial land.
  - 1.3 To re-evaluate the role of the land bank on a regular basis, based on the success of the private sector in assuming a greater role in land development.
  
- 2. To sell or lease residential, commercial and industrial land at market value.**

2.1 An independent market analysis shall be conducted at least annually, or more frequently, if required, and market prices shall be reviewed by the Land Bank Committee and approved by City Council.

2.2 Market value related to specific lots shall take into account such things as shape, location, restrictive covenants, development requirements, etc.

**3. To administer the Land Bank through a single department, with appropriate input from relevant City departments and the industry related private sector.**

3.1. To clearly define financial performance measures of the Land Bank.

3.2 All costs associated with administration, marketing, development, including interest, and maintenance of the Land Bank shall be borne by the Land Bank.

3.3 All land purchase costs, when the primary purpose is subdivision development, shall be charged to the Land Bank.

3.4 To develop and implement an inventory management system. Such inventory shall be reported annually.

3.5 To define and categorize all lands contained within the Land Bank.

3.6 To develop a reporting system to advise both administration, quarterly, and City Council, annually, on expenditures, revenues, forecasts, inventory and other assets and recommendations.

3.7 To develop a process by which the public and the industry related private sector can meet, at least annually, and participate in major policy decisions affecting the Land Bank.

3.8 To establish a Land Bank Committee which will meet at least quarterly, to make recommendations for the phasing of all development, to review the inventory of land, and the sale of lands. The Land Bank Committee shall include the City Manager, Directors of Community Services, Development Services and Corporate Services, and representatives of the Parkland Community Planning Services and Land Bank administration.

3.9 Land shall be valued on an annual basis at current market value.

3.10 To make the Land Bank self-financing by using Land Bank surpluses to provide funds for future expenditures.

**4. To develop innovative marketing for the sale of industrial, commercial and residential land.**

4.1 To maximize the sale of industrial and commercial land.

4.2 To reduce the sale of serviced residential lots on a phased basis, allowing the private sector to assume an increased share of residential land development, as outlined in 1.1 above. The City shall develop additional land if it is shown the demand is not being met.

4.3 To review all policies relating to land sales and land use and make recommendations designed to encourage the marketing of City developed land.

4.4 To sell blocks of suitably sized parcels of land to private developers for resale as serviced lots.

**5. To reduce the present land inventory of residential, commercial and industrial land held by the City.**

5.1 To reduce the current inventory of residential land on a phased basis.

5.2 To reduce the current inventory of industrial land by permitting the sale of parcels to the private sector, without the current development and servicing requirements.

**6. To provide for the economic, orderly and well-planned development of the city.**

6.1 To provide for a direction of growth which will ensure the logical development of the city.

6.2 To continue to provide a high standard of design and high quality living environment.

- 6.3 To provide commercial sites within land subdivisions as defined in the relevant Area Structure and Area Redevelopment Plans.
  - 6.4 To provide serviced residential lots for home builders and individuals wanting to build their own homes. With the increased role of the private sector, these sites should be provided in both private and public subdivision developments.
  - 6.5 To provide land for a variety of uses benefitting the public, including lots for churches, child care centres, social care facilities, and other special uses. With the increased role of the private sector in residential land development, new standards shall be adopted to ensure the provision of sites for these purposes in private subdivisions.
  - 6.6 To establish a Subdivision Committee, comprised of representatives of servicing and planning departments, to coordinate development.
- 7. To provide for the administration of all expenditures related to the servicing of residential, commercial and industrial subdivisions.**
- 7.1 To review the sequencing of servicing, to minimize leap-frogging, and ensure efficient and cost effective use of trunk services.
  - 7.2 To recover servicing costs related to private and city developments through applicable development charges under terms as approved by City Council.
  - 7.3 To review the potential for joint development which would be mutually beneficial to the private and public sector.

## **SCHEDULE "A"**

# **CITY LAND SALES PROCESS FOR SALE OF BLOCKS OF RAW LAND**

1. Where the property has been openly available for sale, and where the proposal matches the Land Use Bylaw designation or the City Council adopted plans for the site, the Land and Economic Development Department will circulate the proposal for City Department comments. Following review of these comments, the Land and Economic Development Department shall make a recommendation to Council regarding the sale. City Council may accept, reject or vary this recommendation.
2. Where the property has not been available for sale, and where the proposal does match the City Council adopted plans or Land Use Bylaw designation for the area, the Land and Economic Development Department shall seek Council approval to sell the land. If Council agrees, the Department shall advertise the site for sale to solicit any and all proposals. Upon receipt of any proposals, they will be circulated for City Department comments. The City Land Bank Committee shall review the proposals and comments and make recommendations to Council. City Council may accept, reject or vary this recommendation.
3. Where the proposal does not match the City Council adopted plans or Land Use Bylaw designation, and whether the property has been openly available for sale or not, the Land Bank Committee shall consider the merit of changing the planned use of the site. Where it is deemed that a change in the planned use has merit, the Land Bank Committee shall advise Council of the proposal to change the planned use and request permission to have planning staff discuss the proposed land use change with the affected neighbourhood. Following consideration, planning staff will present a report detailing neighbourhood input and present this to Council. City Council will either reject the proposal or initiate a process to change the planned land use. Following the change in planned land use, the property shall be advertised for sale to solicit any and all proposals. Upon receipt of any proposals, they will be circulated for City Department comments. The Land Bank Committee shall review the proposals and comments and make recommendations to Council. City Council may accept, reject or vary these recommendations.

# CITY LAND

## PROCESS FOR SALE OF BLOCKS OF RAW LAND

### Situation #1

City Land openly available for sale/  
Proposal to purchase matches the zoning or adopted plans



Circulate for City Department comments



Land and Economic Development Department makes a recommendation to Council



Council may accept, reject or vary this recommendation

## Situation #2

City Land has not been available for sale/  
Proposal to purchase matches the zoning or adopted plans



Seek Council approval for sale



Land Bank shall advertise the site to solicit additional proposals



Circulate for City Department comments



Proposals to purchase evaluated by the City Land Bank Committee



City Land Bank Committee makes a recommendation to Council



Council may accept, reject or vary this recommendation

### Situation #3

City land may or may not have been available for sale/  
Proposal to purchase conflicts with zoning or adopted plans



City Land Bank Committee considers the merit of changing the planned  
use of the site



If the City Land Bank Committee agrees that a change in planned land use has merit,  
Council permission would be sought to have planning staff discuss the proposal  
with the affected neighbourhood



Planning staff would discuss the proposed change in land use with the affected  
neighbourhood and present a report to council outlining the views of the affected neighbourhood



### Situation #3 (cont'd)

Council will consider neighbourhood views and either reject the proposal to change the planned use or accept the proposal to change the planned use and initiate a process to change the planned use



Following the change in planned land use, the property shall be advertised for sale to solicit any and all proposals



Circulate for City Department comments



Proposals to purchase evaluated by the City Land Bank Committee



City Land Bank Committee makes a recommendation to Council



Council may accept, reject or vary this recommendation

## **SCHEDULE "B"**

# **INDUSTRIAL AND COMMERCIAL LAND SALES APPROVAL**

At the Council Meeting of February 13, 1995, the following resolution was passed:

"RESOLVED that Council of The City of Red Deer having considered report from the Land and Economic Development Manager dated February 7, 1995, re: Industrial and Commercial Land Sales hereby approves an amendment to the Land Bank Administration Business Plan 1994-1998 to reflect the following:

1. Purchase and lease prices for City owned industrial and commercial land are to be established by Council on an annual basis or more frequently, if necessary. The Land and Economic Development Manager shall have the authority to enter into an agreement on behalf of the City on all offers which conform with Council approved prices, and meet other requirements contained within the current industrial and commercial land sale policies.
2. In cases where offers are at less than prices established by Council, but where it can be shown that for a variety of reasons (e.g. shape, size, location, etc.) the offer reflects market value, the City Manager shall have the authority to approve such sales.

and as presented to Council February 13, 1995."

**FILE**

**DATE: July 5, 1995**

**TO: Land & Economic Development Manager**

**FROM: City Clerk**

**RE: UPDATED LAND BANK ADMINISTRATION BUSINESS PLAN, 1994 - 1999  
AND REVIEW OF LAND SALES FIRST HALF 1995**

---

At the Council meeting of July 4, 1995, consideration was given to your report dated June 22, 1995 concerning the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer , having considered the report from the Land and Economic Development Manager dated June 22, 1995 re: Updated Land Bank Administration Plan, 1994 - 1999 and Review of Land Sales first half of 1995, hereby agrees that the Land Bank Administration Business Plan 1994 - 1999 be adopted, and as presented to Council July 4, 1995."

Prior to voting on the above, the following tabling motion was introduced and passed:

"RESOLVED that Council of The City of Red Deer hereby agrees to table the resolution relative to the Updated Land Bank Administration Business Plan, 1994 - 1999 pending written comments from organizations that had originally commented on the Land Bank Administration Business Plan and any other interested parties."

In addition to the above, Council agreed not to proceed with the servicing of Phase 2 of Lancaster Meadow in 1995.

I trust you will now be providing for the comments referred to in the above resolution, with a report being presented back to Council in due course.



KELLY KLOSS,  
City Clerk  
KK/fm

cc. Director of Development Services  
Director of Corporate Services  
Director of Community Services  
City Assessor  
E.L. & P. Manager  
City Planner

**DATE:** June 21, 1995  
**TO:** City Clerk  
**FROM:** City Assessor  
**RE:** VALLEY HOTEL - TAX ROLL 16-2-0055

---

A principal from the company, Bond Investments Ltd., visited my office on June 8, 1995, and discussed the circumstances pertaining to the sale and repossession of the above-noted property and dates, etc. He requested that the City consider forgiving the penalty that has been allocated against the outstanding 1994 property taxes for the periods they were not paid. He was advised that City administration had no jurisdiction over the bylaw and that any consideration is at the discretion of City Council. Therefore, the attached letter, which in essence is a request to have the penalty in the amount of \$3,591.42 reduced and/or forgiven, has been forwarded.

It is apparent that the firm, Bond Investments Ltd., sold the hotel to 511627 Alberta Ltd. in 1992, and that company paid the 1993 property taxes. The mortgage holder, Bond Investments Ltd., should have had foresight in requiring that proof of tax payment be forwarded to them on an annual basis, thereby apprising them that property taxes were not paid as at due date, or penalty date. While I can sympathize with the situation they find themselves in, I cannot recommend that the City reduce or eliminate the penalty that has been applied by City bylaw.

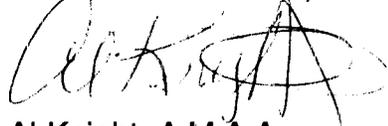
Should Council wish to entertain the request as made by the owners, Section 347(1) is quoted as follows:

"If a Council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- a) Cancel or reduce tax arrears;
- b) Cancel or refund all or part of a tax; or
- c) Defer the collection of the tax."

### **RECOMMENDATION**

City administration cannot recommend that the penalty as allocated to this account be cancelled or reduced, due to precedent setting conditions to other similar circumstances.



Al Knight, A.M.A.A.  
 City Assessor

### **COMMENTS:**

We concur with the recommendation of the City Assessor.

AK/ngl

"G. SURKAN"  
 Mayor

Enc.

"M.C. DAY"  
 City Manager

c.c. Director of Corporate Services

## **BOND INVESTMENTS LTD.**

**Suite 22 - 10741 - 108 Street  
Edmonton, Alberta  
T5H 3A4**

**Telephone: 403 - 426-4133**

**June 14, 1995**

**City of Red Deer  
Box 5008  
Red Deer, Alberta  
T4N 3T4**

**Attention: Mr. Al Knight**

**Dear Sir:**

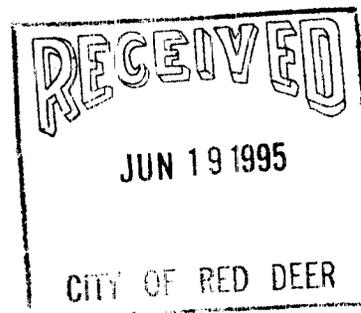
**Re: Valley Hotel - Tax Roll 1620055**

**Further to our telephone conversation on Thursday, June 8, 1995, I wish to confirm that Bond Investments Ltd. sold the Valley Hotel to 511627 Alberta Ltd., a company basically owned and controlled by Mr. Ken Satre, effective October 1st, 1992. Bond Investments Ltd. carried back a first mortgage securing a significant unpaid portion of the purchase price.**

**The taxes for 1992, were, of course, paid and as between purchaser and vendor were dealt with in the Statement of Adjustments.**

**We know that 511627 Alberta Ltd. paid the property tax in the year 1993. We were, however, unaware, that the company, had failed or neglected to pay the 1994 taxes.**

**511627 Alberta Ltd. continued to make monthly mortgage payments regularly during 1994, but started to be late in its payments around November and were late with its December 1994, payment. We received the December 1994 payment on or about December 28th, 1994.**



- 2 -

We received a telephone call from one of the staff at the hotel on January 12, 1995, advising that Mr. Satre's company was abandoning the hotel and indeed, the hotel closed some time during the evening of January 13th, 1995.

We immediately began to secure the hotel and investigate the situation following January 13th, 1995, and discovered, on investigation that the 1994 taxes had not been paid.

Effective April, 1995, the hotel has been leased to Tom McNichol and Rose Hue, who are from April 1995, responsible for taxes among other operating expenditures.

We have now tendered payment of taxes for the year 1994 and 1995, respectively.

We respectfully request the City of Red Deer to forgive the penalty accumulating on the unpaid taxes for the year 1994, in the amount of \$3,574.42.

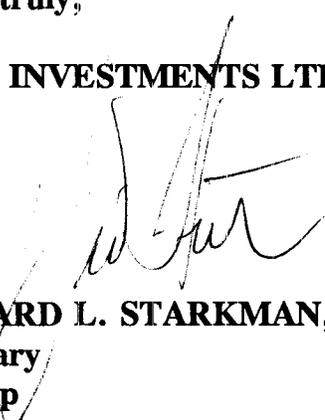
Had we been aware that the taxes remained due and payable we would have exercised rights against Mr. Satre's company but we were caught unawares with his situation.

We draw to your attention that in the long history that Bond Investments Ltd. did own the Valley Hotel, it was always prompt with respect to the payments of taxes.

Yours truly,

**BOND INVESTMENTS LTD.**

Per:



**HOWARD L. STARKMAN, Q.C.**

Secretary  
HLS/np

**FILE**

**DATE: July 5, 1995**  
**TO: City Assessor**  
**FROM: City Clerk**  
**RE: VALLEY HOTEL - TAX ROLL 16-2-0055**

---

At the Council meeting of July 4, 1995, consideration was given to your report dated June 21, 1995 concerning the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from the City Assessor dated June 21, 1995 re: Valley Hotel - Tax Roll 16-2-0055, hereby agrees that the request by Bond Investments Ltd. to cancel the tax penalties relative to Tax Roll 16-2-0055 be denied, and as presented to Council July 4, 1995."

The decision of Council in this instance is submitted for you information. I ask that you please advise Bond Investments Ltd. of Council's decision, as well as their payment and penalty options if the amount has not already been paid.



KELLY KLOSS,  
City Clerk

KK/fm

cc. Director of Corporate Services

NO. 5

RPC -5.534

**DATE:** June 19, 1995

**TO:** KELLY KLOSS  
City Clerk

**FROM:** MONICA BAST, Chair  
Recreation, Parks and Culture Board

**RE:** INVITATION TO BID: 1998 ALBERTA WINTER GAMES

---

The Recreation, Parks and Culture Board considered the attached letter from the Alberta Sport, Recreation, Parks and Wildlife Foundation during its regular meeting of June 13, 1995, at which time the following resolution was passed.

*"THAT the Recreation, Parks and Culture Board support and recommend to Council that The City submit a bid for the 1998 Alberta Winter Games and that Council strike a steering committee similar to that of the World Junior Hockey Championships to work with the Bid Red Deer Operating Committee in the preparation of a bid prior to October 31, 1995."*

The Board is enthusiastic about the potential of this event coming to Red Deer; the past success of these games held in Red Deer in 1988 clearly demonstrated that a strong volunteer steering and organizing committee is needed to again make this event a success.



MONICA BAST, Chair  
Recreation, Parks and Culture Board

:kt  
Enc.

- c. Lowell R. Hodgson, Director of Community Services  
Ed Morris, Recreation Development Superintendent

COMMENTS:

We support the recommendation of the Recreation, Parks & Culture Board.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager



## THE CITY OF RED DEER

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

CS-4.690

OFFICE OF THE DIRECTOR  
COMMUNITY SERVICES DIVISION

May 31, 1995

Bid Red Deer Operating Committee  
Attn: Noreen Stewart  
Westerner Exposition Association  
P.O. Box 176  
Red Deer, Alberta  
T4N 5E8

Dear Noreen:

**RE: Invitation to Bid: 1998 Alberta Winter Games**

Attached is an Invitation to Bid on the 1998 Alberta Winter Games. I pass this on to your committee and, by copy of this letter, to the management board to make you aware of this opportunity. By copy of this letter to the Recreation, Parks & Culture Board, I also make them aware of this.

City Council support for a bid is necessary in this instance. Therefore, I remind you of this so that appropriate deadlines can be met if, indeed, a decision is made to bid for these games.

Yours sincerely,

LOWELL R. HODGSON, Director  
Community Services Division

:dmg

Att.

C Merv Phillips, Chairman, Bid Red Deer Management Board  
Monica Bast, Chairman, Recreation, Parks & Culture Board  
Don Batchelor, Manager, Recreation, Parks & Culture Department



*a delight  
to discover!*



Alberta  
Sport Recreation  
Parks & Wildlife  
Foundation



Percy Page Centre, 11759 Groat Road, Edmonton, Alberta T5M 3K6 Telephone (403) 427-1976 Facsimile (403) 488-9755

May 19, 1995

Her Worship  
Mayor Gail Surkan  
P.O. Box 5008  
RED DEER AB T4N 3T4

Dear Mayor Surkan:

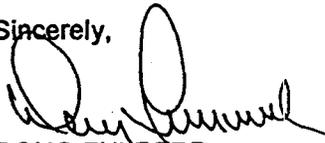
### INVITATION TO BID - 1998 Alberta Winter Games

We are enclosing a copy of the Invitation to Bid for the 1998 Alberta Winter Games. In addition, we are enclosing a copy of the "Criteria for Selecting Alberta Winter Games Host Communities". This policy indicates that your community, a former Alberta Summer and Winter Games host, is eligible to bid for the 1998 Alberta Winter Games.

If you are interested in applying to host these Games, a formal bid will be required. A letter outlining your community's interest in hosting the Games, together with a motion of support from your Municipal Council, should be forwarded to the Alberta Sport, Recreation, Parks & Wildlife Foundation by September 15, 1995. The deadline for the receipt of the completed bid proposal is October 31, 1995. Newly revised Bid Guidelines to assist you with the preparation of your bid, are available on request.

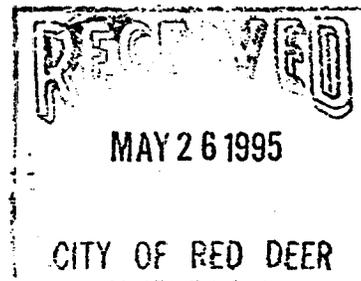
Please don't hesitate to contact our office if we can provide you with any additional information concerning this invitation, or to request a copy of the Bid Guidelines. We look forward to hearing from you in this regard.

Sincerely,

  
DOUG FULFORD  
CHAIRMAN

Alberta Sport, Recreation, Parks & Wildlife Foundation

/cs  
Encls.



98WINTER:106-02.DOC



AGT Limited

Alberta Energy Company Ltd.

Alberta Treasury Branches

Amoco Canada Petroleum Company Ltd.

Canada Safeway Ltd.

Canadian Western Natural Gas

Northwestern Utilities

NOVA Corporation

Pepsi-Cola



## CRITERIA FOR SELECTING ALBERTA WINTER GAMES HOST COMMUNITIES

### POLICY STATEMENT

REVISED 1992

The "Alberta Winter Games" is a program of the Alberta Sport, Recreation, Parks & Wildlife Foundation and is intended to provide a competitive opportunity in a multi-sport festival for developing athletes twelve to seventeen years of age.

The Alberta Sport, Recreation, Parks & Wildlife Foundation believes that all communities within the Province of Alberta that have the capability of doing so, be given the opportunity to bid to host an Alberta Winter Games. In the selection of a host community, the primary consideration is the potential benefit to the developing athlete. Other considerations include the benefit to the host community and to sport in the province.

Communities with populations less than 10,000 are encouraged to join together with neighboring communities and submit a joint bid.

Note: Communities that have previously hosted Alberta Winter Games will be invited to re-bid for Alberta Winter Games after ten years.

### GUIDELINES AND PROCEDURES

Potential bid communities will be initially assessed by Foundation staff. A "selection committee" of the Programs Committee will then tour those communities that qualify under the guidelines.

As well as the above consideration, the following criteria will be considered:

#### Physical Facilities:

- capability of feeding and accommodating a minimum of 2500 athletes, coaches and officials
- capacity to host a full complement of sport events
- availability of medical facilities
- availability of adequate hotel/motel and camping facilities to accommodate Games visitors.

#### Financial Resources:

- commitment of the municipality
- capability of raising adequate funds, gifts-in-kind, and services, to offset expenses
- potential of high media profile.

**Human Resources:**

- evidence of community support
- evidence of leadership and organizational ability
- past experience in hosting major events
- past support of Alberta Sport, Recreation, Parks & Wildlife Foundation programs, including hosting of Zone Games
- previous Alberta Summer, Winter, or Seniors Games hosting experience
- support by the local media.

**NOTE:**

- Communities that have hosted a previous Winter Games, but are not yet eligible to re-bid can still submit a "letter of intent", indicating their wish to host a Winter Games.
- If, in the judgment of the Selection Committee, no bids are received that are deemed worthy of hosting the Alberta Winter Games, formal bids will be solicited from those communities submitting "letters of intent".
- Communities that have previously hosted Alberta Summer or Seniors Games are eligible to submit a formal bid and be given serious consideration to host an Alberta Winter Games.

CS/cs  
Updated  
May, 1995

**DATE:** June 20, 1995

**TO:** KELLY KLOSS  
City Clerk

**FROM:** LOWELL R. HODGSON  
Community Services Director

**RE:** INVITATION TO BID:  
**1998 ALBERTA WINTER GAMES**

---

The Alberta Sport, Recreation, Parks & Wildlife Foundation recently invited Alberta municipalities to bid for the right to host the 1998 Alberta Winter Games. Intentions to bid must be submitted by September 15th and the final bid is due by October 31, 1995.

Red Deer has hosted three previous Alberta Games - 1975 and 1977 Summer Games, and 1988 Winter Games. We are eligible again, as ten years will have passed since last hosting Winter Games.

The foundation has a policy and a commitment to move the games throughout the province and, therefore, rather than bid for each and every opportunity, Red Deer has had a standing letter with the foundation, expressing our interest and our willingness to host Alberta Games. Since there is a cost in preparing a bid, we have simply stated our interest, but indicated that we wouldn't go to the expense of preparing a bid if there is a commitment to move them to other centres.

The Recreation, Parks & Culture Board is recommending that we formally bid for the 1998 Alberta Winter Games. Bid Red Deer is supportive of this recommendation and is available to assist a bid committee and to lend funding for such a bid. I, too, am supportive of a formal bid, with the understanding that this will be a committee of volunteers, drawn together to both prepare a bid and to organize the games if we are successful with the bid. The resources of the Recreation, Parks & Culture Department have been significantly reduced in recent years, and they would not be able to lead this, but, rather, could provide support and participate as a resource.

Red Deer has all of the facilities necessary for hosting Alberta Winter Games and, therefore, I do not anticipate any capital expenditures being necessary. However, The City must be prepared to sign an undertaking with the foundation, agreeing to underwrite any potential losses in hosting these games. While our experience with previous games has been that these can operate successfully and even with minor profits, the risk must still be taken by the host municipality. City Council should be aware of this prior to a bid submission.

.../2

City Clerk

Page 2

June 20, 1995

Invitation to Bid: 1998 Alberta Winter Games

---

**Recommendation**

That Council of The City of Red Deer support a bid for the right to host the 1998 Alberta Winter Games, inviting a volunteer bid and hosting committee to undertake this task.



LOWELL R. HODGSON

:dmg

- c Don Batchelor, Recreation, Parks & Culture Manager
- Monica Bast, Recreation, Parks & Culture Board Chairman
- Bid Red Deer Committee

**DATE:** June 28, 1995

**TO:** KELLY KLOSS  
City Clerk

**FROM:** LOWELL R. HODGSON  
Director of Community Services

**RE:** SUPPLEMENTARY INFORMATION CONCERNING  
1998 ALBERTA WINTER GAMES BID PROPOSAL

---

Red Deer has hosted Alberta Games in 1975, 1977 and 1988. What follows is information concerning our experience with these Games, as well as information on three other unsuccessful bids that we made.

**1975 Summer Games:**

- Eleven thousand, two hundred dollar deficit covered by the City.
- Our legacy was the all-weather Legion Track that was built prior to the hosting of these Games.

**1977 Summer Games:**

- We did not bid, but we agreed to host them if another suitable centre was not found.
- The City contribution to these Games was \$12,000.
- Legacy grant from the Province was used towards the construction of the four south tennis courts at Rotary Recreation Park.
- Games operated at a profit; however, I do not have the actual figure at the time of dictating this report.

**1988 Winter Games:**

- We did not bid, but were awarded these Games as another suitable centre was not found.
- City contribution towards hosting these Games was \$25,000.
- The legacy grant from the Province was given to the Red Deer Games Foundation to assist worthy athletes with advanced training and competition opportunities.
- At the time of dictating this memo, I do not have the actual figures; however, these Games operated at a profit.

We bid for three other Games but were unsuccessful.

**1978 Winter Games:**

- A \$226,000 budget was estimated, with an \$11,200 contribution to be made from the City (approximately 5% of the budget).

.../2

City Clerk  
Page 2  
June 28, 1995

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**1980 Winter Games:**

- A \$220,000 budget was developed, with a City contribution of \$10,000 (approximately 4½% of budget).

**1982 Winter Games:**

- A \$327,000 budget was projected, with a City contribution commitment of \$15,000 (approximately 4½% of budget).

The 1994 Alberta Winter Games were held in St. Albert, with their budget approximately \$750,000. These Games operated with a \$40,000 profit, and thus qualified for the legacy grant from the Province.

If a bid is to be made for the 1998 Alberta Winter Games, Bid Red Deer will loan the Bid Committee sufficient resources to make a bid, with the understanding that this is a loan to be repaid from any operating surplus which might result. Groups receiving financial help with bids will also be asked to consider a contribution, following the event, to Bid Red Deer in order to have this fund grow and to support others.

If City Council is supportive of a bid to the 1998 Alberta Winter Games, a commitment will need to be given to this as a 1998 expenditure, and I would recommend \$30,000 towards a budget which is likely in the vicinity of \$600,000 - \$750,000.



LOWELL R. HODGSON

:ad

**FILE**

**DATE: July 5, 1995**  
**TO: Recreation, Parks & Culture Board**  
**FROM: City Clerk**  
**RE: INVITATION TO BID: 1998 ALBERTA WINTER GAMES**

---

At the Council meeting of July 4, 1995, consideration was given to your report dated June 19, 1995 concerning the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from the Recreation, Parks and Culture Board dated June 19, 1995 re: Invitation to Bid: 1998 Alberta Winter Games, hereby agrees as follows:

- 1) That The City submit a bid for the 1998 Alberta Winter Games;
- 2) That a Steering Committee be established, similar to that of the World Junior Hockey Championships, for the preparation of a bid prior to October 31, 1995, with the membership of said committee to be appointed by the Mayor;

and as presented to Council July 4, 1995."

The decision of Council in this instance is submitted for your information. I ask that you now submit recommendations for membership, to the Mayor, for appointment to the Steering Committee.

I wish you success in securing the 1998 Alberta Winter Games.

  
KELLY KLOSS,  
City Clerk

KK/fm

cc. Director of Community Services  
Bid Red Deer Operating Committee

NO. 6

DATE: June 15, 1995  
TO: Kelly Kloss, City Clerk  
FROM: Alan Scott, Land and Economic Development Manager  
RE: **DISPOSAL OF PART OF LOT 5 MR, BLOCK A, PLAN 942-2275  
FOR ACCESS ROAD FROM TAYLOR DRIVE TO  
BOWER CENTRE DEVELOPMENTS - LOT 4, BLOCK A, PLAN 977 RS**

---

---

To accommodate an access road from Taylor Drive into the Bower Centre Developments site, it is necessary to cross part of the above note municipal reserve. To finalize this project, it is necessary to include part of the municipal reserve shown cross-hatched on the attached plan.

### **RECOMMENDATION**

We recommend that City Council approve the following description of that portion of Lot 5 MR, Block A, Plan 942-2275, that will be required to be disposed of, to allow the access from Taylor Drive to the site.

"All that portion of Lot 5 MR, Block A, Plan 942-2275 containing 315 square metres more or less."



Alan V. Scott

PAR/mm

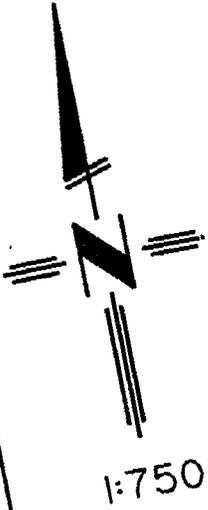
Att.

### **COMMENTS:**

We recommend that Council approve the disposal of Municipal Reserve as described above.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager



Plan 942-2275 TAYLOR DRIVE

← TO 22 STREET

5 M<sup>2</sup> MUNICIPAL RESERVE

5 M<sup>2</sup> MUNICIPAL RESERVE



PROP. ACCESS

BOWER  
BUSINESS  
CENTRE

Lot 4  
Blk A  
Plan 977B

AREA REQ'D FOR ACCESS ROAD  
314.8± m<sup>2</sup>

Plan 922-1625  
DRUMMOND

**DATE:** July 5, 1995

**TO:** Land and Economic Development Manager

**FROM:** City Clerk

**RE:** **DISPOSAL OF PART OF LOT 5 MR, BLOCK A, PLAN 942-2275 FOR ACCESS ROAD FROM TAYLOR DRIVE TO BOWER CENTRE DEVELOPMENTS - LOT 4, BLOCK A, PLAN 97 RS**

---

At the Council meeting of July 4, 1995, consideration was given to your report dated June 15, 1995 concerning the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from the Land and Economic Development Manager dated June 15, 1995 re: Disposal of Part of Lot 5 MR, Block A, Plan 942-2275 For Access Road From Taylor Drive To Bower Centre Developments, Lot 4, Block A, Plan 977 RS, hereby approves the disposal of Municipal Reserve lands described as:

'All that portion of Lot 5 MR, Block A, Plan 942-2275 containing 315 square meters more or less, excluding therefrom all mines and minerals.'

and as presented to Council July 4, 1995."

The decision of Council in this instance is submitted for your information. This office will now proceed with advertising and posting of the site in accordance with the requirements of the Planning Act.

Land & Economic Development Manager  
July 5, 1995  
Page 2

It is my understanding that Bower Centre Developments will be paying for the cost of the advertising. Please advise Sandra Ladwig of the account number this advertising is to be charged to.

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

KELLY KLOSS,  
City Clerk

KK/fm

cc. Director of Community Services  
Director of Development Services  
Bylaws & Inspections Manager  
City Assessor  
E.L. & P. Manager  
City Planner  
Council and Committee Secretary, S. Ladwig

NO. 7

DATE: June 28, 1995  
TO: Members of Council  
FROM: Mayor Gail Surkan  
Mike Day, City Manager

**RE: PUBLIC INPUT ON EMERGENCY SERVICES**

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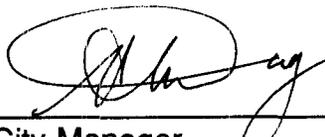
As members of Council are aware, there a number of emerging issues related to the provision of emergency services in Red Deer. Examples include:

- the need for more detailed planning to accommodate the growth of the community, particularly in its eastern and northwestern sectors;
- the need to work closely with the David Thompson Health Authority to ensure the City's ambulance service meshes well with ambulance services delivered across the region;
- the need to consider alternate ways of delivering fire and ambulance service that may improve the service or lower its cost.

The Strategic Plan adopted by Council for the City of Red Deer includes a commitment to active public participation in municipal decision making. Given the significance of emergency services in the community and the public's keen interest in their future direction, it would be appropriate to develop a more detailed public participation plan to guide the City in seeking citizen input on emergency service issues. Included in those issues will be the potential delivery of 911 services by a private contractor.

We recommend that Council direct the Administration to develop policy guidelines and an appropriate work plan to provide for public input to the planning of emergency services in Red Deer.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
City Manager

218 Ebert Close,  
Red Deer, Alberta.  
T4R 2C5

June 24th, 1995

Mayor Gail Surkan,  
Mayor's Office,  
City Hall,  
Red Deer, Alberta,  
T4N 3T4

**Submitted To City Council**

Date: July 4/95

Dear Mrs. Surkan:

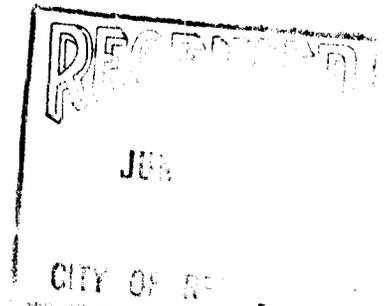
**Re: Contracting out of 911 Emergency Service**

It was indeed most disturbing to learn that the 911 Emergency Dispatch Service had been contracted out to a firm in Airdrie, a firm with only two months experience in handling such a service, ( That is of course providing what I read in the newspaper is correct.) with no opportunity for other agencies to offer a bid.

However, the contracting out of this service does not cause me as much concern as the manner in which the decision was made. Until the actual announcement was made, I presume other taxpayers like myself, learned for the first time that all discussions concerning this matter and the actually decision making process was carried on behind closed doors. Even more disconcerting was the rationale for such secrecy, reportedly given by yourself, which was to the effect that "The city did not hold public meetings because its a complicated issue. It would be difficult to ask the public to make a judgment". The preceding quote was take from an editorial in the Red Deer Advocate.

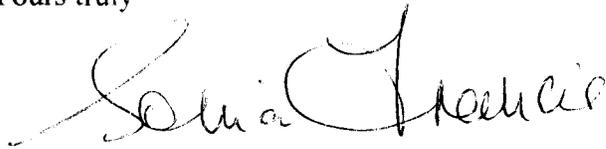
Am I to conclude from this statement that you do not consider the taxpayers of this city equal to the task of making difficult decisions particularly if such decisions have to be based on technical data.? If so, I find such an opinion extremely insulting, both as a professional (retired) and as a voting taxpayer.

In addition, am I to assume that a precedence has now been set, in that if the council in its wisdom feels that a matter is too complicated for the ordinary taxpayer to comprehend, it will go into closed session and carry out all discussions and follow the decision making process in secrecy, only informing the public when such difficult decisions are made? If this be the case, I feel a deep concern for the future of the democratic process as we know it.



Although this letter of concern was not to deal primarily with the actual decision made by the council, I do not feel that I can conclude without expressing the view that I do have grave reservations at to the decision made in regard to this emergency service response contract, as in most instances a call to 911 presents as a life and death situation. Up to the present time so far as I am aware, the service given by the fire department has been of the highest caliber. I hope that the council will reconsider its action and open the matter for public discussion and, if indeed privatization is the final outcome that the council will allow other agencies to place bids for the service, as then and only then can one be assured that the best service will be provided.

Yours truly

A handwritten signature in cursive script that reads "Sonia Francis". The signature is written in black ink and is positioned below the "Yours truly" text.

(Miss) Sonia Francis



# Children's Services Centre

*A community resource for children with special needs and their caregivers*

June 28, 1995

Honorable Mayor Surkan  
Box 5008  
Red Deer AB T4N 3T4

**Submitted To City Council**

Date: July 4/95

Honorable Mayor Surkan and Council Members:

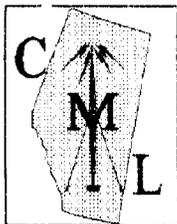
I can understand the importance of the careful consideration that I trust you are giving to the emergency phone 911 services. The Red Deer Firefighters have been providing an exceptional service in this area, but now there is a possibility of contracting the service out to save money. I applaud your efforts in exploring ways to save funds. However, I believe that as a community we need to not only look at dollars and cents, but as well need to look at what makes sense for us as a community. The firefighters contribute to the community in a variety of ways above and beyond the excellent "contracted" services they provide. For example, individually and collectively they support the community through many volunteer efforts. I am aware of the direct impact that these efforts have had on children and families. Through their efforts, children and families have more resources, are more capable and future difficulties (to the child, family and community) have been prevented or reduced.

The Red Deer Firefighters are part of our community. Thus, I trust their significant contributions will be considered within your deliberations to determine what makes best sense for the 911 services within our community.

Sincerely,

Dwaine Souveny  
Coordinator  
Children's Services Centre

cc Jim Lyman  
Red Deer Firefighters Association



# Consolidated Monitoring Ltd.

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9707 - 110 Street, Ste. 404, Edmonton, Alta. T5K 2L9 • Tel: (403) 488-3777 • Fax: (403) 488-3289

July 3, 1995

Red Deer City Council Members  
c/o City Clerk's Office

**Submitted To City Council**

Date: July 4/95

Dear Council Members,

We have recently learned of Council's decision to grant the contract for 911 Emergency Dispatch Services to Medi-Fire Dispatch Inc. While we have no grievance about your decision, we have some serious concerns about the "Revenue Sharing" scheme which see Medi-Fire Dispatch Inc. "Aggressively Approach" alarm monitoring as a means of generating additional income both for itself and for the City of Red Deer.

We wish to make a presentation to council on this matter at the meeting of July 04, 1995 and would appreciate your granting us time to make our presentation.

I thank you for your attention to this matter.

Sincerely,

Manager

Brad Moss

DATE: JUNE 28, 1995  
TO: MAYOR  
ALDERMAN  
FROM: CITY CLERK  
RE: E911 - CALL ANSWER & DISPATCH

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Submitted To City Council  
Date: July 4/95

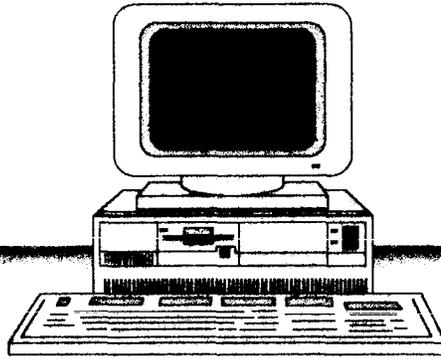
At the Council retreat on Monday June 26, 1995 the above issue was discussed. During this discussion, Council members requested a copy of the process that is followed relative to Call Answer and Dispatch.

Attached is the requested information.



Kelly Kloss  
City Clerk

cc. Director of Development Services



# *E911 - Call Answer & Dispatch*

*Dennis A. Dubois*

Red Deer Emergency Services

# *Introduction*

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- *A common misconception exists regarding 911 service.*
- *In reality, the provision of an E911 service presupposes that a series of events will transpire when a 911 call is placed.*
- *This presentation will attempt to clarify this misconception.*

## *Overview*

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- *Two primary activities must be accomplished on receipt of a 911 call.*
- *Other activities are related to the primary activities.*

# *inary Activities*

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- **Call Answer Functions**
- **Dispatch Functions**

# *ocabulary*

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- *Call answer functions* are those activities related directly with the act of answering the incoming 911 call.
- *Dispatch functions* are those activities related to the generation of a physical response of emergency response personnel to the reported emergency.

# *Call Answer Process*

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- *E911 Call rings the Emergency phone.*
- *Automatic Number Identification and Automatic Location Information is displayed on computer terminal along with previous call history and special information related to this location. I.E..  
- Dangerous Goods site etc..*

## *Call Answer continued*

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- *E911 operator answers the incoming call with a set phrase*
- **Red Deer 911 - What service do you require - Fire, Police or Ambulance?**
- *The caller now indicates what service is required.*

## *Call Answer continued*

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- *The E911 operator now directs the call and the attached information on the computer terminal to the appropriate Dispatcher.*

# *Dispatch Process*

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- *The caller and the attached information are displayed on the appropriate Dispatchers terminal and telephone set.*
- *Depending on the system configuration, the Dispatch location may be in the same location or a different location that the call answer location.*

## *Dispatch Process continued*

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- *The Dispatcher now questions the caller as to the nature of the emergency and confirms that the address displayed is correct.*
- *The Dispatcher will now dispatch via the dispatch frequency and/or land lines the appropriate personnel and equipment.*

## *Three Types of Dispatch*

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- ***Fire Dispatch***
- ***Ambulance Dispatch***
- ***Police Dispatch***

## *Fire Dispatch*

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- *Determines the response required based on pre-defined Standard Operating Procedures.*
- *Determines map coordinates of the fire/hazmat incident.*
- *Initiates the alert tones to the appropriate Fire Stations*

## *re Dispatch Continued*

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- *Announces the location, extent and map coordinate of incident.*
- *Sends a printout of the information to the appropriate Fire Stations via a computer link.*
- *The Dispatcher will now handle all radio traffic related to this incident, make calls for on call personnel and call other required agencies.*

## *re Dispatch Continued*

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- *Other agencies would include EL&P, Public Works, Northwestern Utilities.*
- *If necessary, mutual aid assistance would be initiated by the Dispatcher if requested by the On Scene Commander.*

# *ambulance Dispatch*

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- *Determines the response required based on pre-defined Standard Operating Procedures.*
- *Determines map coordinates of the medical emergency.*
- *The caller is asked to respond to a series of questions related to the nature of the patients state of health.*

## *ambulance Dispatch Continued*

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- *Initiates the alert tones to the appropriate Fire Stations*
- *Announces the location, nature of medical emergency and map coordinates.*
- *Sends a printout of the information to the appropriate Fire Stations via a computer link.*

## *ambulance Dispatch Continued*

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- *The caller is kept on the telephone line and pre-arrival instructions are given based on the information provided by the caller and the Priority Medical Dispatch system.*
- *The Dispatcher will now handle all radio traffic related to this incident, make calls for on call personnel and call other required agencies.*

## *ambulance Dispatch Continued*

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- *When requested by the responding medical aid team, the dispatcher places a call to the Emergency Department at the hospital. This procedure is done on all medical calls.*

## *Police Dispatch*

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- *Requests for service from the police are directed by the Call Answer position directly to the RCMP for action via dedicated telephone lines.*
- *Calls received from members of the hearing/speech impaired community are dealt with in the 911 Center in all cases because we have the TDD equipment available and the RCMP do not.*



# E-911 CALL FLOWCHART

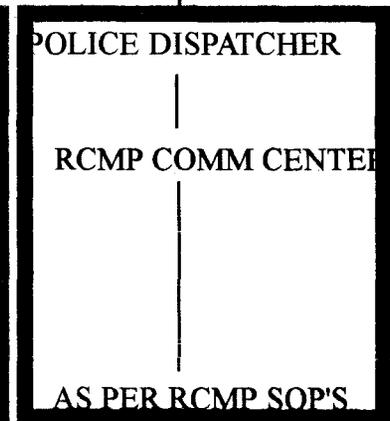
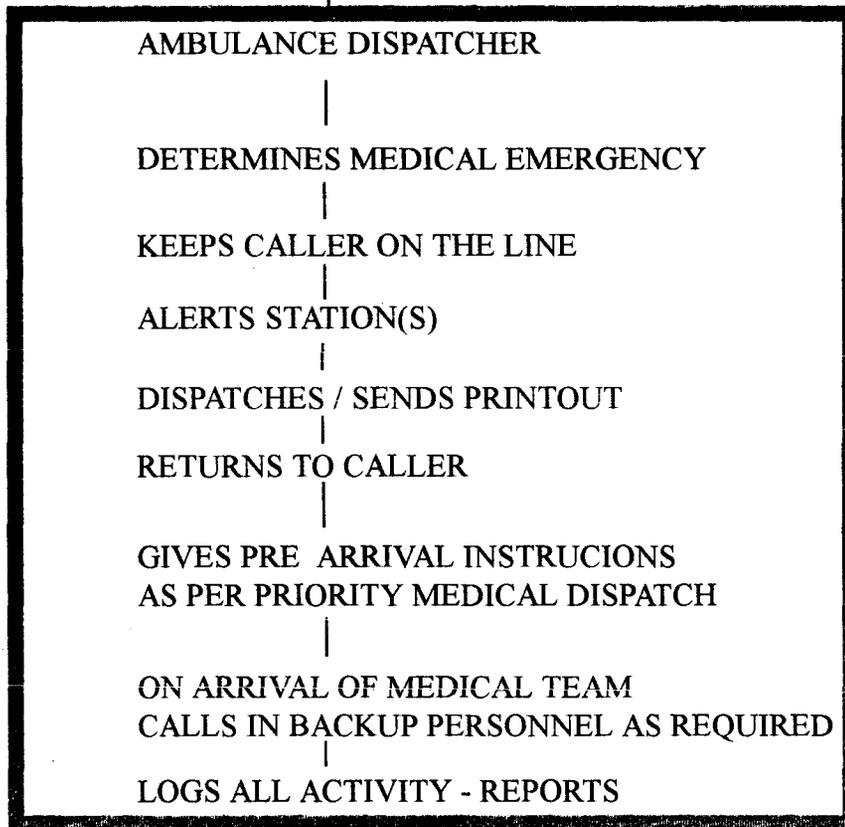
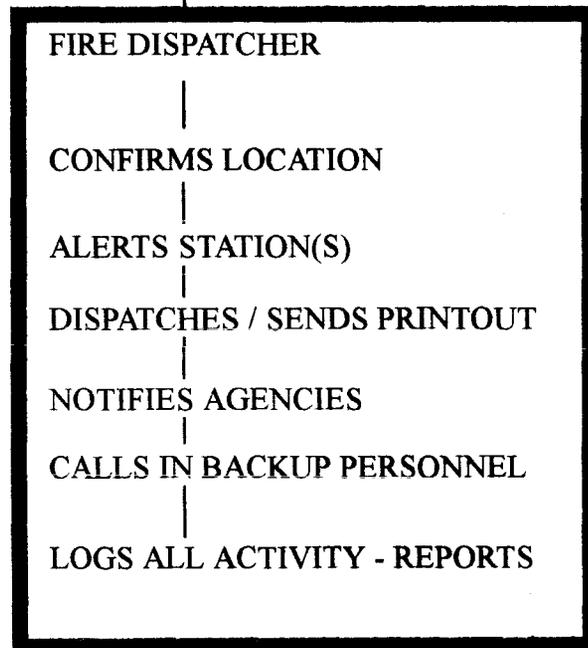


CALLER DIALS 911

CALL ANSWER SITE 911 RINGS

TERMINAL DISPLAYS ANI/ALI INFORMATION

911 CALL TAKER ANSWERS CALL "911 - WHAT SERVICE DO YOU REQUIRE - FIRE, POLICE OR AMBULANCE?"



Note - Multiple calls may be in progress at any time.



**NATIONAL  
PAGETTE**  
MESSAGING INC.

#6, 7464 - 50th Avenue  
Red Deer, Alberta T4P 1X7  
Telephone: (403) 340-4488  
Fax: (403) 343-0000

July 4, 1995

Submitted To City Council

Date: July 4/95

City Clerk  
City of Red Deer

Dear Mr Kloss:

National Pagette would welcome the opportunity to bid for the 911 and alarm monitoring services presently held by the City's Fire Department. We have been in business for over 63 years and are locally situated with a modern computerized facility. We have vast experience in emergency dispatch, alarm monitoring, and answering service.

In discussion with our head office and regional office, I have been requested to gather the information required to do an evaluation of what the City of Red Deer and surrounding area's 911 service would entail. This information is vital to the process of determining whether we, at National Pagette, can satisfy the requirements and ensure the citizens of Red deer that we have the experience, knowledge, and pricing to maintain the high standards set.

National Pagette (Red Deer) has been dispatching a rural fire department for over three years and has experience in ambulance dispatch, crisis line, and evacuation lines. We also monitor approximately 90 percent of the local alarm systems.

I would like to thank you for considering our request for the opportunity to investigate this further.

Yours respectfully,

Steve Proudler  
Communications Consultant

# FILE

**DATE:** July 5, 1995  
**TO:** Mayor & City Manager  
**FROM:** City Clerk  
**RE:** PUBLIC INPUT ON EMERGENCY SERVICES

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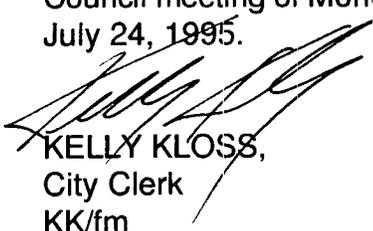
At the Council meeting of July 4, 1995, consideration was given to your report dated June 28, 1995 concerning the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from the Mayor and City Manager dated June 28, 1995 re: Public Input on Emergency Services, hereby directs the Administration to develop policy guidelines and an appropriate work plan to provide for public input to the planning of emergency services in Red Deer, and as presented to Council July 4, 1995."

At the above noted Council meeting, members of Council asked that the following information be included in the Administration's report:

- 1) The feasibility of discussing all aspects of Emergency Services at one time, in a public meeting setting;
- 2) The feasibility of breaking down Emergency Services into components and holding public meetings separately for each component. An example used for these components would be a) E. 911 - Operated by public or private sector; b) Sprinkler installation in residential units; c) Fire/Ambulance Service on the East Hill; d) Allowing for fairness and opportunity to the business sector for involvement in the process.

For your information, it is Council's expectation that this matter be presented back to the Council meeting of Monday, July 31, 1995, and as such we would require your report by July 24, 1995.



KELLY KLOSS,  
City Clerk  
KK/fm

cc. Director of Development Services  
Fire Chief  
Deputy Fire Chief, D. Dubois

**DATE: June 21, 1995**  
**TO: City Clerk**  
**FROM: City Assessor**  
**RE: MOBILE HOME ASSESSMENT/TAX - 1996 TAXATION YEAR**

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In 1995 and previous years, the assessment and license fee has been mailed to and collected from the owner of the mobile unit or the occupant, depending on information available from the mobile home park owner.

Pursuant to provincial legislation, Bill 31 and Bill 32, Municipal Government Amendment Act, 1995, The City of Red Deer must implement an assessment and tax on all mobile units located in mobile home parks in the 1996 taxation year. Section 304 of Bill 31 as amended in Bill 32 in Clause 1(j) and (k) essentially required that the municipality pass a bylaw that directs the assessment and tax of the property to either the owner of the mobile unit or to the mobile home park owner. There are pluses and minuses to each situation, which we will outline briefly with a recommendation in conclusion.

**A. Assessment and Tax to Mobile Home Owner:**

- 1) The mobile home owner is a direct recipient of the Assessment and Tax Notice and has a right of appeal on the property assessment.
- 2) The mobile home owner pays the taxes and is not subject to a premium that will be charged by most mobile home park owners, should they be required to collect taxes.
- 3) The municipality has some difficulty in following up and collecting delinquent property taxes because the tax is not a charge to the physical land itself.
- 4) The mobile unit can be moved, which would then make it virtually impossible for the municipality to collect outstanding property taxes. These units are not very mobile. This is not a major concern.

**B. Assessment and Tax to the Park Owner**

- 1) Enables the municipality to collect the property tax from the owner/operator of the mobile home park, which minimizes the loss of property tax collection.
- 2) Mobile home park owners have indicated they would add the tax to the monthly rental with a premium added to cover the bad debt situations that would occur by mobile home residents vacating and not paying taxes.

City Clerk  
Page 2  
June 21, 1995

- 3) Taxes, according to information we have, are considered rent by the provincial legislation, and therefore would require a six (6) month notice as required by the Landlord and Tenant Act to increase rents and allow the park owner to collect sufficient funds to pay the tax.
- 4) The municipality would be required to complete a breakdown of all assessments and taxes for the mobile home park owner so that property tax can be collected by the park owner in an equitable manner based on the individual assessments of the units.
- 5) A significant amount of administration would be required by the mobile park owners to facilitate the collection of property tax and submission to the City.
- 6) Park owners would undoubtedly request some form of compensation from the City to reimburse them for the procedure that must be utilized for administration of the property tax within the parks. In the City of Red Deer, 1994, we have some 950 mobile home units located in mobile home parks, with a total tax revenue of \$259,384.00. This represents an average tax per unit of \$273.00 per annum, or \$22.75 per month per unit. Total write-offs in 1994 were approximately \$21,000.00 or approximately 8% of the total revenue.

We have had some verbal feedback from owners of mobile home parks that indicates that they would be strenuously opposed to the City passing a bylaw requiring that they collect property taxes. However, it has been indicated that, if this is to happen, a bylaw should be passed in early July so that the six month window for increases could be exercised and notice given to mobile home owners of the rental increase that would be required to accommodate the tax payments.

The Assessment and Tax Department feel that, with some cooperation from the mobile park owners supplying owners' names and changes to the mobile home units that we could administer tax collection on the mobile home owner effectively. We would therefore recommend that the City of Red Deer pass a bylaw that would require the Assessment and Tax Department to assess and tax the owner of the mobile unit in the mobile home parks for 1996. We suggest that this be monitored for approximately a one-year term to evaluate the effectiveness of collection and the feasibility of continuing with this method of taxation or amending the bylaw to require the mobile home park owners to collect the property tax. The mobile home park owners would then be aware of the interim situation and the consequences of not cooperating and supplying the City with information that would be required to assess and tax mobile home owners in the parks.

City Clerk  
Page 3  
June 21, 1995

This proposal would also satisfy the Minister of Municipal Affairs' concern as outlined in the attached correspondence from his office.

**RECOMMENDATION**

Recommend that City Council pass a bylaw requiring the Assessment and Tax Department to assess and tax the mobile unit located on a site in a mobile home park to the owner of the mobile unit in 1996.



Al Knight, A.M.A.A.  
City Assessor

AK/ngl

Enc.

c.c. Corporate Services Division

**COMMENTS:**

We concur with the recommendation of the City Assessor. For those mobile home owners that would prefer to be included in the City's monthly installment plan for payment of taxes, this option will be available to them effective January 1996

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager



ALBERTA  
MUNICIPAL AFFAIRS

Office of the Minister

MLA, Drayton Valley - Calmar

Copy Alan Wilrock  
Ryan Strader  
~~Kelly Kross~~  
Al Knight May 25/95  
m.

May 19, 1995

To All Chief Elected Officials

Bill 32, the Municipal Government Amendment Act, contains a provision which amends section 304(k). This revision grants a municipality the authority to enact a by-law changing the assessed person for mobile units from the owner of the unit to the owner of the park when the units are on leased sites in mobile home parks. This amendment, requested by numerous municipalities, has come under strong opposition from mobile home park operators and their tenants.

The purpose of the change is not to immediately move all tax collection problems onto the mobile home park operator. Municipalities have the availability of distress warrants to collect taxes. The mobile home park operator has the option of a more arduous civil procedure, but has no avenue to recover legal and administrative costs. If a municipality chooses to enact a by-law authorized by this amendment, I would expect that the municipality would cooperate with park owners to make it easier for them to collect and administer the tax collection process.

I have allowed the amendment to proceed through the House, but I will be monitoring the result of this legislation. The intention of the amendment is to allow municipalities another avenue to deal with collection problems that could not be addressed in any other manner. If it appears that mobile home park operators or tenants are burdened by this amendment, we will have to review whether this provision should remain in the Act. This amendment should be used in a responsible way and at the same time encourage cooperation and dialogue between park owners and municipalities.

.../2

To All Chief Elected Officials

Page 2

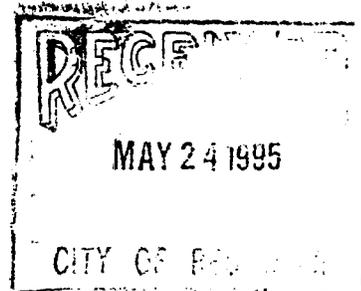
I ask for your municipality's assurance and cooperation in making this provision a positive tool for all Albertans.

Sincerely,



Tom Thurber  
Minister

cc: All Government Members  
Alderman Patricia Mackenzie, President, AUMA  
Mr. Roelof Heinen, President, AAMD&C  
Mr. Blair Turner, President, Manufactured Housing Association of Alberta



**FILE**

**DATE: July 5, 1995**  
**TO: City Assessor**  
**FROM: City Clerk**  
**RE: MOBILE HOME ASSESSMENT/TAX - 1996 TAXATION YEAR**

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At the Council meeting of July 4, 1995, consideration was given to your report dated June 21, 1995 concerning the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from the City Assessor dated June 21, 1995 re: Mobile Home Assessment/Tax - 1996 Taxation Year, hereby agrees that the Administration prepare a Bylaw requiring the Assessment and Tax Department to assess and tax the mobile unit, located on a site in a mobile home park, to the owner of that mobile unit, in 1996, and as presented to Council July 4, 1995."

The decision of Council in this instance is submitted for your information and appropriate action. I trust you will now be preparing the necessary bylaw for Council's consideration at a future meeting.



KELLY KLOSS,  
City Clerk

KK/fm

cc. Director of Corporate Services

DATE: June 28, 1995  
TO: Kelly Kloss, City Clerk  
FROM: Alan Scott, Land and Economic Development Manager  
RE: **DOWNTOWN SITE - DISCOUNT THEATRE**

---

Following the June 19 meeting of Council, we met with Bill Ramji and other representatives of the Discount Theatre project to explore potential sites of interests in the downtown area of the city. At our first meeting, five sites were identified - one of which was privately owned, a second owned by the Public School Board, while three were owned by the City. Four of the sites were rejected as not being viable for reasons of access, size, proximity to dangerous goods sites, or cost.

One site owned by the City of Red Deer, was identified as being of interest. The parcel of land in question is a remnant piece consisting of approximately 1.68 acres, located immediately north-west of the Red Deer Curling Rink. The land is zoned P-1 and was identified several years ago as an area where entertainment facilities would be appropriate. Indeed, Central Alberta Theatre considered the site as a permanent home about ten years ago.

Following the exploratory meeting and the identification of a specific site, we met with the Director of Community Services, Recreation Parks and Culture Manager, Parkland Community Planning, and Engineering Services to determine whether the site could be made available, and what costs, if any, would be incurred in extending services. Community Services confirmed that the site was a remnant parcel, and was not included in any plans for future recreational or parks development. Apart from a sanitary sewer line, which would have to be extended from the north, all City services were readily available.

Based upon the proposed Discount Theatre development, it was recognized that the actual site of 1.68 acres was not large enough to accommodate both the building and the required parking. Community Services is anxious to develop an outdoor facility to the north of the proposed site, east of the existing tennis courts, which could be used for parking and such outdoor activities as torch relays, etc. It was felt the possibility existed for a joint development involving both the City and the theatre group, in constructing the parking and outdoor facility.

In addition, several other points were identified as needing to be resolved, prior to any final decision with respect to a sale of the site. These points are as follows:

1. **Rezoning** - we recommend that the site be rezoned for Direct Control with specific uses of recreation/entertainment.
2. **Public Meeting** - as well as the public hearing associated with rezoning, we would recommend that a public meeting be held to advise the neighbourhood of the proposed change in use.

City Clerk  
Page 2  
June 28, 1995

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3. **Traffic** - any sale of the site would be subject to the completion of a traffic study, at the expense of the purchaser.
4. **Flood proofing** - the site to be elevated to a level necessary for flood proofing. This is estimated to require 1 to 1.5 feet of fill. Flood proofing would be at the expense of the developer.
5. **Surplus funds** - from the sale of the site would be used to develop additional parking north of the site and 43 Street, on a joint 50/50 basis with half the costs to be shared by the developer. An agreement for joint use and long term maintenance would be negotiated with the developer.
6. **Development standards** - the developer would be required to provide a high standard of landscaping and development, to the standard of the renovated curling rink and arena.

In 1994, Council adopted a policy whereby any sites which are rezoned, are to be advertised for sale with a proposal call. While we recognize the exercise to this point has been the result of a desire by Council to identify a downtown location for the Discount Theatre developers, we do feel that other interested parties should be given the opportunity to consider this site for development. We have discussed a potential price for the site, and we feel our estimated value is relatively accurate. However, to ensure market value, we would recommend that Council approve an independent appraisal of the site.

### **RECOMMENDATION**

The Administration recommends that City Council give first reading to a bylaw to rezone the site to Direct Control, with specific recreation/entertainment uses, and that we proceed immediately to advertise the site for sale with a call for development proposals. We further recommend that an independent appraisal of the site be completed to confirm market value.

Respectfully submitted on behalf of the Administration,



Alan V. Scott

AVS/mm

What are the City Official's  
Thinking of.

There is an over Flow of  
Car's Now in This area when  
Hockey + Curling are in  
Full Swing, with out a 1200  
seat Theatre being Built  
on The Corner of 48th Ave  
+ 43st.

Submitted To City Council

Date:

July 4/95

As you know there where  
lots of New Homes Built  
South of The Pioneer Lodge in  
1994 + 95. + The Seniors  
Do not want or need our  
wee parking Areas in our  
neighborhood being used, in this  
manner.

Delivered by Ruth Miller  
95/07/04

No Way Not  
In Our NEIGHBORHOOD

It is almost Impossible  
Now To make a Left Turn  
on To 48th Ave. at 5:00 P.M.  
on Farmers Market Day.

Do you want This  
Every Night when Hockey  
Runs every Night in Fall  
Winter + Spring until 11:00  
P.M. on Later. Plus The  
Curling Rink.

Now Thank You.

# Cheap-seats theatre has potential in downtown

By **JIM LOZERON**  
*Advocate staff*

Red Deer could be getting a new downtown discount theatre after all.

Theatre developer Bill Ramji originally proposed a \$2-million 1,200-seat movie house for a site in north Red Deer.

Now, he wants to put it on an unused piece of city-owned land bordering 48th Avenue at the corner of 43rd Street.

The site on the former exhibition grounds is directly south of the Recreation Centre tennis courts and west of the curling rink and arena.

On Tuesday, city council will consider a request from Ramji to rezone the property which is now classified as park land.

City commissioners will recommend a rezoning bylaw be given first reading, said Red Deer Mayor Gail Surkan.

First reading would clear the way for a public hearing to get feedback on the proposal. After that, council could consider final approval of the rezoning application.

Surkan declined to speculate on the chances of the project getting a green light at the former exhibition grounds.

Ramji, co-owner of F.F. Base Management Corp., had hoped to place the theatre on three acres of land at 52nd Avenue and 77th Street.

But city council rejected the site on June 19 when it refused to relax zoning for the theatre which would have up to nine screens. The move followed strong opposition from downtown business people, city planners and residents of the nearby Kentwood subdivision.

Opponents said the theatre should go downtown in line with city policies encouraging entertainment facilities in the central business district to help revitalize the area.

Surkan said she met with Ramji several times to try to find a suitable alternate site after council rejected the north side location.

## QUESTION TO THE PEOPLE

There are mixed feelings on the street as to whether theatre and entertainment complexes should be forced to locate downtown.

*Please see survey on Page B1.*

## Theatre proposal

by **Angie-Marie Garcia**,  
*Sunday Express Staff*

In a last ditch attempt to keep a discount movie theatre from leaving town, the city is proposing a site west of the curling rink.

The area being proposed for the 1,200 seat theatre is currently a parking lot.

The theatre would be built on an angle facing the curling rink.

Development of the parking lot south of the Recreation Centre and directly north of the Curling Rink is also part of the proposal.

The parking lot would be developed by the city and theatre promoters.

"Besides a parking lot it would be a major staging area for special events.

That's encouraging," said city Community Services manager Lowell Hodgson.

Hodgson says special events like the Rick Hansen Tour and the Olympic torch passing through the city would have utilized such an area.

Theatre developer Bill Ramji says they are looking at two or three possible sites.

"The one near the curling rink is a good site and is economically viable.

I'm pretty positive this site will work," said Ramji.

He wants to get the land issue settled as soon as possible.

Ramji has indicated that if a site can't be found in Red Deer soon, he will investigate opportunities in Calgary.

July 4, 1995

Your Worship, Members of the Council

BACKUP INFORMATION  
~~12~~ SUBMITTED TO COUNCIL  
July 8/95

The issues I would like to confirm tonight are:

1. Council will address giving first reading on the Kentwood site.
2. Council is willing to zone and sell the downtown site as proposed by the Mayor.

On the second issue, our views are as follows:

- If Council agrees to sell the downtown site without going to Tender, not only does it expedite the development of our proposal, it also eliminates delays from other unprepared parties.
- If Council should agree to a public hearing on this matter in their July 31 meeting, then I can assure you that we will have a complete set of plans and elevations prepared for submission to the City by July 19. Further more, we will have arranged to meet with the community before July 31.

Knowing how narrow our window of opportunity is and the fact that we are working under a time line, I will now leave it to Council to decide our fate.

Thank you.

*Bill Ramji*

Submitted To City Council

To Mayor Surkan  
Councillors and City Commissioners

Date: July 4/95

Re: Request to rezone property on 48th Ave & 43rd Street  
from Parkland to Commercial.

I would like to put forward for your attention, the following considerations:-

LOCATION: Why rezone out of Parkland when Red Deer already has many sites covered in cement and asphalt that could be considered. Too close to creek area.

DOWNTOWN REVITALIZATION: Does not directly address this need. The site is on the 'fringe' of downtown and not in or around the core area that is so badly in need of sprucing up. The site under consideration is already in a very vital area, in that close by is the new curling rink, arena, Kinex, tennis courts that may be covered with a structure, seniors homes and also Recreation Centre and Museum. All of these buildings, with the exception of the homes, cover much of that area's parkland zone.

TRAFFIC FLOW & PARKING: Parking already poses a problem during curling venues, some of which would take place during the same hours as a movie theatre operates. Bar patrons from across the street would also be in the area at similar times to the screening of a late show. Theatre patrons could be tempted to park at the Red Deer Lodge, adding to congestion.

AESTHETICS: How will this building blend in with close by attractive Rotary Park, flowing creek and treed Spruce Drive. The identity that we have in that of a Parkland City, should we not be capitalizing upon this instead of detracting from it. It should be our responsibility as citizens and city representatives to ensure that a buffer is maintained along the city creeks and rivers, to protect the riparian areas and allow for a filtering of water from the paved areas back to the rivers. This can also prevent flooding.

Thank you for your consideration to the above points

Sincerely Margaret Towers

MARGARET TOWERS  
TAMARA RANCH  
RR3 Red Deer  
T4N 5E3  
403.886.4864

THE CITY OF RED DEER CLERK'S DEPARTMENT	
RECEIVED	
TIME	2:50 PM
DATE	9/07/04
BY	KK

Although not a resident of Red Deer, I do live close by and consider Red Deer to be my city. I am very interested in its growth and development and feel it has tremendous potential. I may one day own property in the city and so have a vested interest.

MT

**DATE:** June 28, 1995

**TO:** KELLY KLOSS  
City Clerk

**FROM:** LOWELL R. HODGSON  
Director of Community Services

**RE:** DOWNTOWN SITE - DISCOUNT THEATRE

---

The purpose of this memo is to express the support of the Community Services Division for the recommendations outlined to City Council in the report of the Land and Economic Development Manager dated June 28, 1995. Further to his recommendations, however, I would add the need for a meeting and a recommendation from the Recreation, Parks & Culture Board, as well as a meeting with the Parkvale community residents to discuss this proposal, and to seek their input. Both of these meetings can be held while the site is being advertised.

The support of the Community Services Division is based on the opportunity to develop this remnant parcel of land that currently serves little purpose, and has never been properly finished or landscaped into a use that is compatible with the other recreation facilities in this area. Our support for the sale of this site, however, is tied to a commitment to develop the site north of 43 Street in such a way that it can not only serve as a parking lot to service this development, but also as a staging area or plaza where large crowds can be accommodated for special events. We believe, if properly designed, it can be aesthetically pleasing to serve these purposes as well as a day-to-day parking lot not only for this facility, but also for Farmer's Market and other similar events.

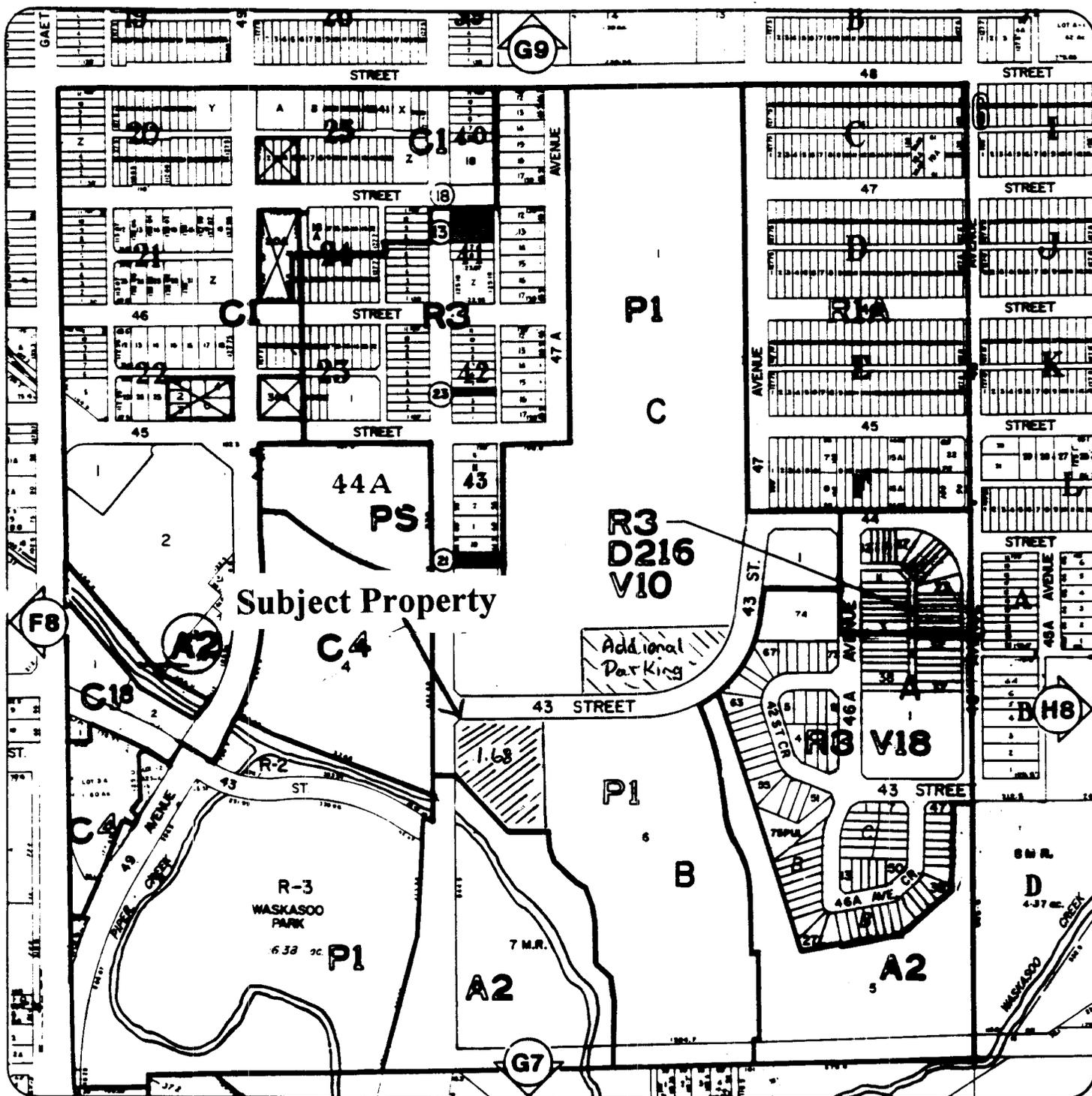


LOWELL R. HODGSON

:ad

City of Red Deer --- Land Use Bylaw  
**Land Use Districts**

**G8**



scale in metres

**Revisions :**

- 2672 / D-80 (15/9/80)
- 2672 / P-80 (10/NOV/80)
- 2672 / M-81 (22/6/81)
- 2672 / V-84 (7/1/85)
- 2672 / C-85 (18/3/85)
- 2672 / B8-87 (02/11/87)
- 2672 / N-88 (19/9/88)
- 2672 / C-95 (27/03/95)

DATE: June 28, 1995

TO: City Clerk

FROM: Engineering Department Manager

**RE: 1.68 ACRE SITE WEST OF THE RED DEER CURLING RINK  
USE - POSSIBLE DISCOUNT THEATRE**

---

We would like to expand upon the third point entitled TRAFFIC in the information presented from the Land & Economic Development Manager's report dated June 28, 1995.

From an engineering perspective, we would generally support the proposed development at this location. The site is serviceable, requires some minor existing utility relocation, has access to abundant off-street parking areas, and is surrounded on two sides by collector type roadways. Our preliminary review of the proposal does raise some concerns relative to traffic generation, accommodation, and impact for the whole area which includes two ice arenas, a curling rink, and tennis courts.

### **PARKING**

1. Determine the total parking demand for the proposed theatre and the other existing facilities, and a comparison to the available parking.
2. Determine the peak parking demand for the theatre (when patrons are arriving for the second show and the first show is not quite finished) and the possibility of the peak demand occurring at the same time for all facilities.
3. Investigate the possibility of shared parking agreements between the facilities, if normal events are not overlapping.

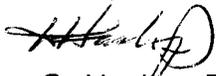
### **TRAFFIC**

1. Determine the traffic generated by the theatre proposal and an analysis of how the traffic will access the site. This will determine the impact of the theatre traffic on existing 47 Avenue volumes adjacent to the Parkvale Subdivision and on 48 Avenue.
2. Review the intersection configuration at 43 Street and 48 Avenue to determine what, if anything, needs to be done to handle the traffic volumes. For example, there may be a need to provide left or right turn lanes and/or traffic signals.

City Clerk  
Page 2  
June 28, 1995

3. Determine the pedestrian requirements and parking lot access points to maximize pedestrian safety and minimize traffic congestion.
4. Determine the need and location of passenger loading/unloading bays.

Further information is required in order to address these concerns and, therefore, we are recommending that a local area traffic study be undertaken by the developer as a condition of the development permit. This study is expected to confirm that the site is generally satisfactory for this use from a traffic perspective and will provide some assistance in the proper design of the theatre site layout as well as outline any improvements required to supply adequate access to the site. The matter of responsibility for payment of any improvements will need to be addressed once they are determined.



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

KGH/emg

**COMMENTS:**

It is our reading of Council's intention that every effort be made to find an appropriate downtown site for the proposed discount theatre; however, should no adequate site be available that the Kentwood site be reconsidered.

Accordingly, included are two bylaws, one for the downtown site and one for the Kentwood site. We recommend that to facilitate the timing of a final decision, both bylaws be given first reading tonight, but that subject to public input and the resolution of any logistical issue, strong preference be given to a downtown site.

Further, we concur with the recommendation of the Land & Economic Development Manager that Council approve proceeding to advertise the site and obtain an appraisal concurrently with the bylaw amendment process.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

**FILE**

**DATE: July 6, 1995**  
**TO: Land & Economic Development Manager**  
**FROM: City Clerk**  
**RE: DOWNTOWN SITE - DISCOUNT THEATRE**

---

At the Council meeting of July 4, 1995, consideration was given to your report dated June 28, 1995 concerning the above topic, and at which meeting Council gave first reading to Land Use Bylaw Amendment 2672/U-95.

Land Use Bylaw Amendment 2672/U-95 provides for the rezoning of approximately 1.68 acres located at the corner of 43 Street and 48 Avenue, from P1 to DC(7). The uses allowed under this Direct Control District would be Commercial Recreation facility and Commercial Entertainment facility. The Bylaw also indicates that City Council shall determine yards, landscaping, parking requirements and layout, egress and ingress, building heights, and architectural treatment for the use.

Although Council did give first reading to the above noted Bylaw, they did not approve the advertising of this site for sale or the completion of an independent appraisal. These issues would be considered following the Public Hearing of the Land Use Bylaw, to be held on Monday, July 31, 1995.

By way of a copy of this memo, I would ask the City Planner Paul Meyette to now make provisions for a Public Meeting to obtain the comments of the neighborhood relative to the above Bylaw. These comments would then be submitted to Council on the agenda of July 31, 1995.

I trust you will find this satisfactory.



KELLY KLOSS,  
City Clerk

KK/fm

attach.

cc. Director of Community Services  
Director of Development Services  
City Planner

DATE: June 28, 1995

TO: City Clerk

FROM: Engineering Department Manager

**RE: ORIOLE PARK WEST - PHASE 1  
DEVELOPMENT AGREEMENT FOR CONWOOD CONSTRUCTION LTD.**

---

Conwood Construction Ltd. has asked the City to prepare a Development Agreement with respect to the above noted subdivision located immediately south of 67 Street at 68 Avenue, as illustrated on Figure 1 attached. The development has an area of 12.907 hectares and will require major trunk and road extensions as illustrated on Figure 2. The cost of the trunk facilities and arterial roads is normally borne by the City's Off-site Levy fund. The estimated cost of the facilities in question and the sources of funding are as follows:

FACILITY	ESTIMATED COST <sup>1</sup>	FUNDING SOURCE	
		DEVELOPMENT OFF-SITE LEVIES <sup>2</sup>	OFF-SITE LEVY FUND <sup>3</sup>
Water Trunk	\$212,575	\$107,128	\$105,447
Storm Pond and Trunk Mains	\$568,755 <sup>4</sup>	\$216,773 \$351,982 <sup>5</sup>	\$0
Arterial Roads	\$340,681 <sup>6</sup>	\$93,059	\$247,622
<b>TOTALS:</b>	<b>\$1,122,011</b>	<b>\$768,942</b>	<b>\$353,069</b>

**NOTES PERTAINING TO THE ABOVE FACILITY COSTS AND FUNDING TABLE:**

1. All costs are based on estimates provided by the Developer. Final payments would be based on actual construction costs.
2. Off-site Levies paid by the Developer under this Development Agreement would be used to fund the facilities in question, subject to Council approval.
3. The balance of the cost of these facilities (i.e. the portion of cost not covered by off-site levies paid by this development) would be paid from the City's Off-site Levy Fund. The fund is financed through subdivision reserves and repaid over time by off-site levies paid in other development areas.
4. In accordance with the Storm Management Policy, the Developer will be reimbursed for the cost of constructing the storm detention pond, including the cost of land at a rate of \$33,850 / ha (\$13,700 / ac), off-site and administrative levies on the pond parcel, removing

City Clerk  
Page 2  
June 28, 1995

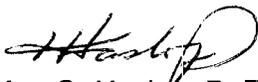
and replacement of topsoil from the pond parcel, 50% of the cost of excavating the pond, landscaping, and associated engineering. The land cost is based on comparable raw land values. The 50% reimbursement for pond excavation recognizes the fact that the Developer benefits from the use of the excavated material in pregrading his development.

5. The Developer has agreed to prepay the storm off-site levies on a portion of his land laying south of the subject subdivision (i.e. the remainder of the quarter section). The prepayment would apply to sufficient land area (at the current storm off-site levy rate of \$16,795 / ha) to cover the entire cost of the storm pond and storm trunks to be constructed (based on actual cost). The Developer may consider methods to delay construction of a portion of the storm trunk in order to defer costs. Any changes in scope or design of these facilities would be subject to Engineering Department approval of engineering plans.
6. The Engineering Department will approach Alberta Transportation and Utilities to seek 75% funding for the arterial road extension under the Basic Capital Program. It should be noted that the City has reached its funding limit for 1995. If approved, the Major Thoroughfare Fund will need to temporarily fund this project until Provincial Basic Capital Funds are re-allocated during the 1996 Major Capital Budget preparation.

### **RECOMMENDATION**

We respectfully request budget approval in the amount of \$1,122,011 for construction of water and storm trunk facilities and arterial roadways as required by the subject development and as outlined above. These facilities would be constructed by the Developer as a condition of his Development Agreement. An immediate rebate to the developer of \$353,069 will be required as noted in the table. The conditions of the approved standard Development Agreement would apply.

We also request Council approval to defer landscaping along 67 Street (a requirement of By-law 2672/W-92) as outlined in the attached memo date June 28, 1995 from the Recreation, Culture, and Parks Manager.

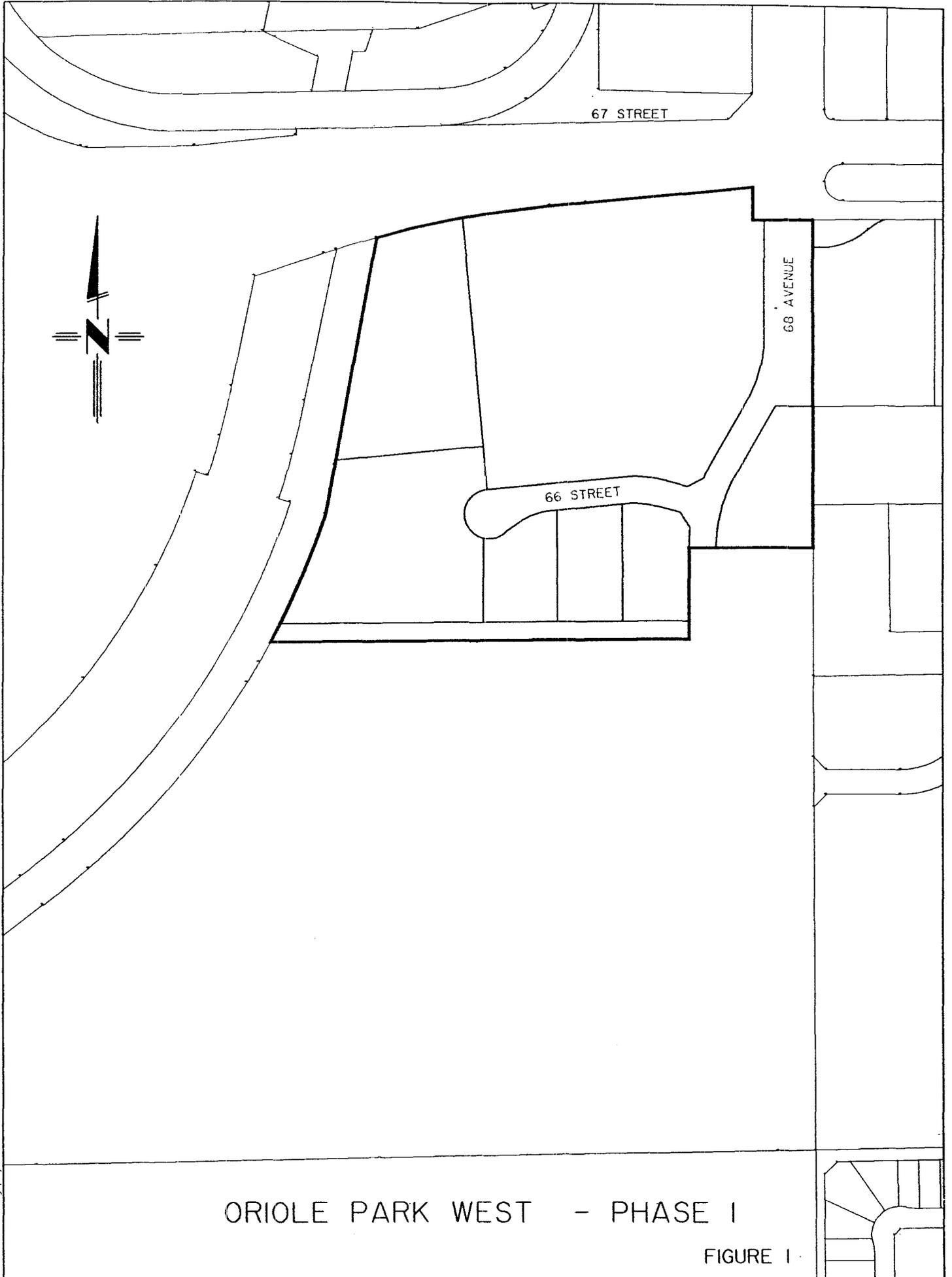


Ken G. Haslop, P. Eng.  
Engineering Department Manager

TCW/emg

Att.

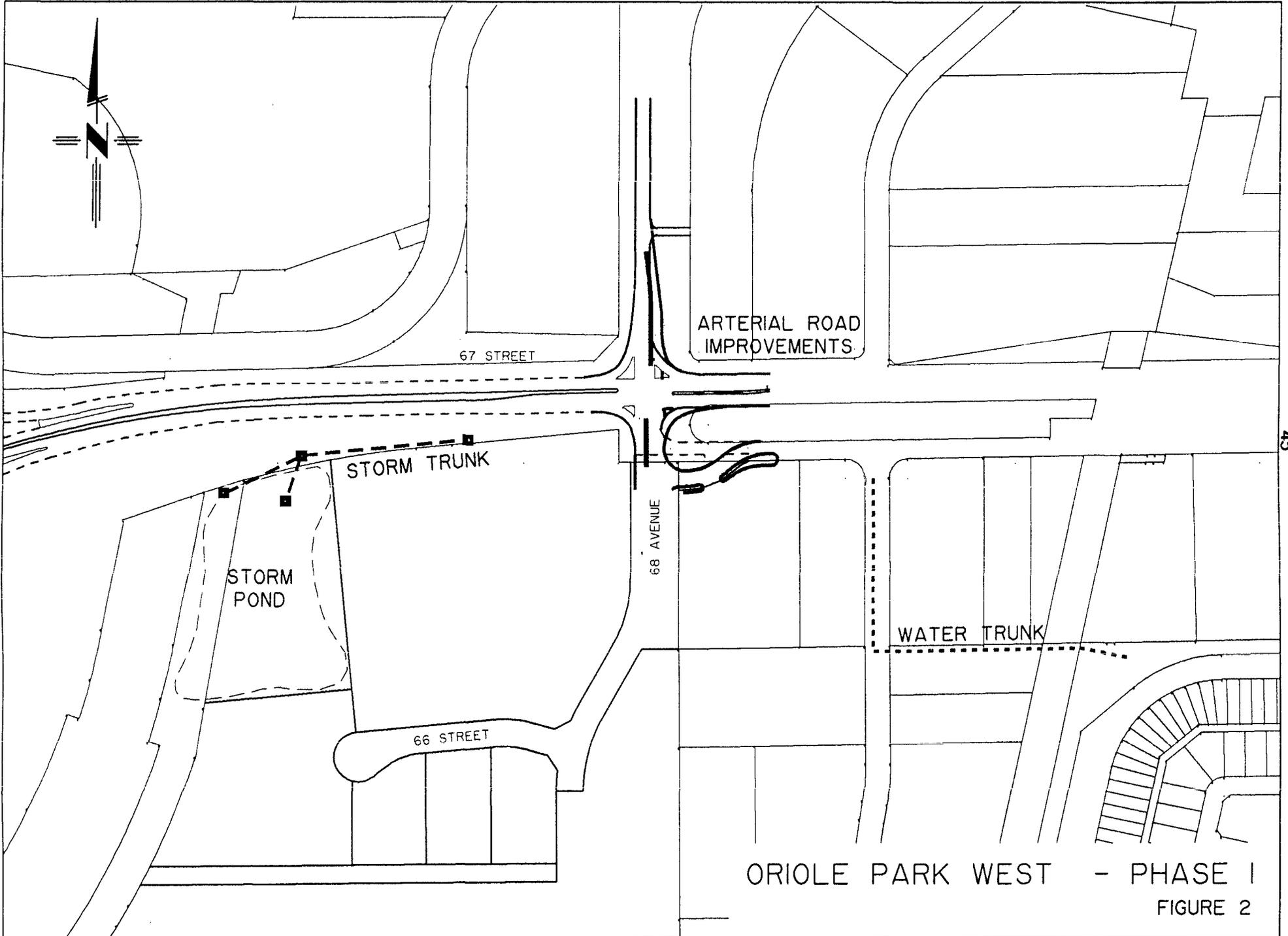
- c.c. Uli Wunsch, Conwood Construction Ltd.
- c.c. Director of Development Services
- c.c. Director of Corporate Services
- c.c. Land and Economic Development Manager
- c.c. Subdivision Administrator



/usr2/edms/drafting/project/67+168av.d

ORIOLE PARK WEST - PHASE I

FIGURE I



45

ARTERIAL ROAD  
IMPROVEMENTS

67 STREET

STORM TRUNK

STORM  
POND

68 AVENUE

WATER TRUNK

66 STREET

ORIOLE PARK WEST - PHASE I  
FIGURE 2

**DATE:** June 28, 1995

**TO:** KEN HASLOP  
Engineering Manager

**FROM:** DON BATCHELOR  
Recreation, Parks & Culture Manager

**RE:** ORIOLE PARK WEST - PHASE 1 (COSTCO)

---

Further to my memo of June 15, 1995 and our meeting of June 28, 1995, I wish to clarify that the landscaping requirement along 67 Street, in accordance with Bylaw 2672/W-92, may be deferred. However, authority to do this must be approved by City Council as part of the respective Development Agreement.

This landscaping bylaw for major entrance roads into our city is, of course, enforced to ensure that major developments are enhanced along the roadway with tree planting, such that the principles of the Strategic Plan and consistent landscape standards can be achieved throughout the city.

In this instance, the only suitable alignment for this required tree planting/landscaping is in conflict with a proposed storm sewer trunk line and future widening of 67 Street. This unique situation perhaps justifies that an exception be made in this case to defer the landscaping until after the sewer and roadway improvements are complete. It would not appear to be viable to accelerate these improvements due to the significant cost implications and timeframe required for these improvements.

With the approval of City Council, a deferral of the landscaping required under Bylaw 2672/W-92 can be protected by incorporating this landscaping as a deferral and an irrevocable Letter of Credit in the Development Agreement. Appreciating that this deferral may be for a considerable length of time ( $\pm 10$  years), it would be appropriate to clearly state in the agreement that the full landscape requirement of the C4 (Major Arterial District) will be imposed at the time of the respective Development Permit. Concentrating a major portion of the landscaping of the C4 District along the north property line of this site may lessen the impact of the absence/deferral of the tree planting required under Bylaw 2672/W-92.

In this instance, the developer of the site should be advised that in accordance with C4 of the Land Use Bylaw, 15% of the site area will be required for landscaping with significant plantings along the north property line.

Engineering Manager  
Page 2  
June 28, 1995

---

This letter should be incorporated in Appendix B of the Development Agreement.

A handwritten signature in black ink, appearing to read 'Don Batchelor', with a long horizontal stroke extending to the right.

DON BATCHELOR

:ad

- c. Lowell R. Hodgson, Community Services Director  
Alan Scott, Land & Economic Development Manager  
Paul Meyette, Principal Planner, P.C.P.S.

**COMMENTS:**

We concur with the recommendation of the Engineering Department Manager. With respect to the deferral of the landscaping we would recommend that Council approve same as outline in the report from the Recreation, Parks & Culture Manager, with the proviso that the Administration have the ability to substitute an alternate means, to protect the City's interest, than an irrevocable letter of credit if such means can be determined.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

**FILE**

**DATE: July 5, 1995**

**TO: Engineering Department Manager**

**FROM: City Clerk**

**RE: ORIOLE PARK WEST - PHASE 1, DEVELOPMENT AGREEMENT FOR CONWOOD CONSTRUCTION LTD.**

---

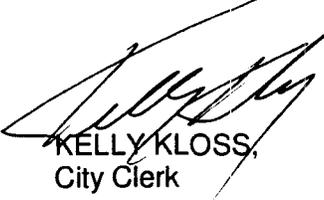
At the Council meeting of July 4, 1995 consideration was given to your report dated June 28, 1995 concerning the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from the Engineering Department Manager dated June 28, 1995 re: Oriole Park West - Phase 1, Development Agreement for Conwood Construction Ltd., hereby agrees as follows:

- 1) That the amount of \$1,122,011.00 be approved for construction of water and storm truck facilities and arterial roadways for the development of the subdivision located immediately south of 67 Street at 68 Avenue, by Conwood Construction Ltd.;
- 2) That the landscaping along 67 Street as outlined in the report from the Recreation, Parks and Culture Manager dated June 28, 1995 be deferred subject to the condition that the Administration have the abilities to substitute an alternate means, to protect The City's interests, than an irrevocable letter of credit if such means can be determined;

and as presented to Council July 4, 1995."

The decision of Council in this instance is submitted for your information and appropriate action. I trust you will find this satisfactory.

  
KELLY KLOSS,  
City Clerk

KK/fm

cc. Director of Corporate Services  
Land & Economic Development Manager  
City Planner



**RED DEER**

*a delight  
to discover!*

**Memorandum**

**To:** Mayor and Council  
City of Red Deer

**From:** Lorraine Martinek  
Chairman  
Red Deer Visitor and Convention Bureau

**Date:** June 16, 1995

**Subject:** Introductory Signs on Highway 2

---

We are pleased to advise that major introductory signs are now in place on Highway 2 north and south of the City.

The first sign, located on the east side of Highway 2 south of Red Deer, was completed late last year. The second sign, on the west side of Highway 2 north of Highway 11A, was recently completed. Both signs feature the Red Deer logo and slogan "A Delight to Discover!" The sign on the south is illuminated; unfortunately the one on the north is not, because of the high cost of bringing power to the site.

Both of the signs feature a changeable message panel which is used to promote upcoming events and attractions of interest to visitors, which are not of a commercial advertising nature. This space is available for a nominal fee, set to cover the maintenance and operating costs of the sign. This opportunity to promote an event to the 20,000 cars which pass by daily has already been a popular one; the space on the south sign has been fully booked since January.

Major funding for the introductory signs came from the lottery funded Provincial Community Tourism Action Program, the City of Red Deer and the Red Deer Visitor and Convention Bureau.

Page 2  
June 16, 1995

Local organizations including the Westerner Exposition Association and the Towne Centre Association also provided financial assistance. The Visitor Bureau will be responsible for operating and maintaining the signs.

We would like to thank City Council for your support of this project. We also wish to acknowledge the work of the volunteers who assisted in the planning, designing and siting of the signs. The positive response that we have already received clearly demonstrates that this has been a very worthwhile project which will increase the profile of Red Deer and build awareness of the many opportunities our community offers to visitors.

COMMENTS:

Submitted for Council's information.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

**FILE**

**DATE:** July 5, 1995

**TO:** Lorraine Martinek, Chairman  
Red Deer Visitor & Convention Bureau

**FROM:** City Clerk

**RE:** INTRODUCTORY SIGNS ON HIGHWAY 2

---

At The City of Red Deer Council meeting held July 4, 1995, your memo dated June 16, 1995, concerning the above topic, was presented to Council for their information.

On behalf of Council, thank you for keeping members up-to-date on this project.



KELLY KLOSS,  
City Clerk

KK/fm

51

NO. 2

**Ralph Salomons**

4440 - 49 AVENUE  
RED DEER, ALBERTA  
T4N 3W6

BUS. (403) 343-3023  
FAX. (403) 343-6490

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June 20, 1995

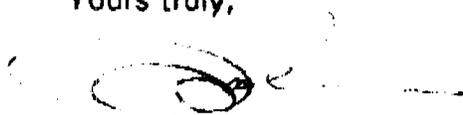
Mayor and Members of Council  
City of Red Deer  
4914 - 48th Avenue  
Red Deer, Alberta

RE: **Rezoning - New Life Fellowship Christian Reformed Church  
Former Vehicle Licensing Centre, 5220 - 77 Street, Red Deer  
Lot 1, Block 2, Plan 782-1439**

Because the joint application to rezone the above site to Public Service for a Church and to spot zone for a theatre was defeated by Council on June 19, 1995, the Church now wishes to submit its application to only rezone the south 4.5 acres of the 7.5 acre site to Public Service.

In order to prevent extensive delays, I am sure that you will endeavour to deal with this matter as expeditiously as possible.

Yours truly,



Ralph Salomons

COMMENTS: As Council is aware, this matter was previously discussed by Council, however, it was tied into the rezoning of the north portion of the property for a movie theatre. The applicant is now requesting Council to rezone only the portion required by the church and leave the northern portion under its current C4 zoning. Given the high degree of acceptance both on the part of the community and any of those heard at the former Public Hearing regarding this site, it would seem logical to proceed with the rezoning to Public Service for the use of the church.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

**RE/MAX**  
**COMMERCIAL**



## THE CITY OF RED DEER

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

**FILE**

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

July 5, 1995

Ralph Salomons  
4440 - 49 Avenue  
Red Deer, Alberta  
T4N 3W6

Dear Mr. Salomons:

RE:

- 1) LAND USE BYLAW AMENDMENT 2672/S-95: REZONING OF SOUTH PORTION OF FORMER VEHICLE LICENSING CENTRE TO ACCOMMODATE THE NEWLIFE FELLOWSHIP CHRISTIAN REFORMED CHURCH
- 2) LAND USE BYLAW AMENDMENT 2672/T-95: REZONING OF NORTH PORTION OF FORMER VEHICLE LICENSING CENTRE TO ACCOMMODATE DISCOUNT THEATRE
- 3) LAND USE BYLAW AMENDMENT 2672/U-95: REZONING OF PROPERTY AT THE CORNER OF 43 STREET AND 48 AVENUE TO DIRECT CONTROL TO ACCOMMODATE ENTERTAINMENT AND RECREATION USES

---

At The City of Red Deer Council meeting held on July 4, 1995, consideration was given to the above topics, each of which I will deal with individually below:

### LAND USE BYLAW AMENDMENT 2672/S-95

Land Use Bylaw Amendment 2672/S-95 was given first reading at the above noted Council meeting. This Bylaw provides for the rezoning of the former vehicle licensing centre from C4 to PS to accommodate the NewLife Fellowship Christian Reformed Church. The Public Hearing for this Bylaw will be held on Monday, July 31, 1995 at 7:00 p.m. or as soon thereafter as Council may determine. The advertising for this Bylaw shall appear on Friday, July 14 and July 21, 1995.

.../2



*a delight  
to discover!*

Ralph Salomons  
July 5, 1995  
Page 2

The Mayor and City Manager have agreed that the cost of the advertising of this Bylaw, and Bylaw 2672/T-95 will be shared equally between the applicant and The City. Once we know the exact costs for the advertising we will be invoicing you for 50 percent of that amount.

#### LAND USE BYLAW AMENDMENT 2672/T-95

Land Use Bylaw Amendment 2672/T-95 was given first reading at the above noted meeting. This Bylaw provides for the rezoning of the north portion of the former vehicle licensing centre to accommodate a Discount Theatre, as well as restricts the sale of, or serving, of wine, liquor, or beer on this site. A Public Hearing for this Bylaw will be held on Monday, July 31, 1995 at 7:00 p.m., or as soon thereafter as Council may determine. The advertising for this Bylaw will be done in conjunction with Land Use Bylaw Amendment 2672/S-95 and will appear on Friday, July 14, and July 21, 1995.

#### LAND USE BYLAW AMENDMENT 2672/U-95

Land Use Bylaw Amendment 2672/U-95 was given first reading at the above noted meeting. This Bylaw provides for the rezoning of a 1.68 acre site at the corner of 43 Street and 48 Avenue with the uses being Commercial Recreational Facility and Commercial Entertainment Facility. The Bylaw goes on to state that City Council should determine yards, landscaping, parking requirements and layout, egress and ingress, building heights, and architectural treatment for the use. The Public Hearing for this Bylaw will be held on Monday, July 31, 1995 at 7:00 p.m. or as soon thereafter as Council may determine. The advertising for this Bylaw will be on Friday, July 14 and July 21, 1995. The total cost of the advertising for this Bylaw will be borne by The City.

The process which will now be followed with regard to Bylaw 2672/U-95 will be for Parkland Community Planning Services to advertise for a Public Meeting prior to the July 31, 1995 Public Hearing to discuss the rezoning with the neighborhood and receive any input or comments. The information from the Public Meeting will be presented to the Council meeting of July 31 during the Public Hearing for this Bylaw. If this Bylaw is successful in receiving second and third reading, it will then be necessary for Council to decide if they wish to proceed with advertising the site for sale, or alternatively, consider selling it to the developer of the Discount Theatre. If Council agrees to advertise this site for sale we anticipate that a final recommendation on the sale of the site would not be placed before Council until the September 11 or September 25, 1995 Council meeting.

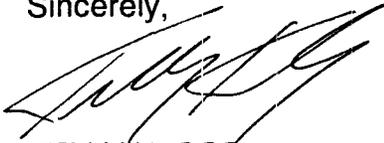
.../3

Ralph Salomons  
July 5, 1995  
Page 3

I trust you will now be advising your clients of Council's decisions.

If you have any questions with regard to the Public Meeting please contact Paul Meyette of the Parkland Community Planning Services.

Sincerely,



KELLY KLOSS,  
City Clerk

KK/fm

attchs.

cc. Director of Development Services  
Director of Community Services  
Land & Economic Development Manager  
City Planner  
Bylaws & Inspections Manager  
Fire Chief  
Public Works Manager  
Recreation, Parks & Culture Manager  
City Assessor  
Council and Committee Secretary, S. Ladwig

**James Yip**  
*Alberta First Catering*

16 ORESTON CLOSE  
RED DEER, AB T4N 5A2  
**Phone (403) 342-7219**

Council Members  
Red Deer City Hall  
P.O. Box 5008  
Red Deer, Alberta  
T4N 3T4

June 12, 1995

Re: **Permit/s to operate food/beverage  
vending cart on City property**

---

Dear Council Members,

Alberta First Catering is a new business venture conceived on June 5, 1995. It is a sole proprietorship owned and operated by James Yip, a Red Deer resident since 1971.

I am a journeyman cook of 13 years and a 3rd class power engineer. I would like to operate a mobile vending unit in compliance with Bylaw No. 2846/84 (pg. 6 (aa), pg. 8 (11')) at the site/s listed in Schedule "A".

The vending unit is constructed of aluminum and stainless steel, refer to unit specifications and unit diagram, Schedule B, fig. 1 and 2. The unit is self contained, but 110 V power and water would be utilized if available.

The unit is also in compliance with the Red Deer Regional Health board. It features three sinks, pressurized hot and cold running water, two - four gallon fresh water tanks, one - twelve gallon waste water tank, stainless steel surfaces, fire extinguisher, some shelter, and a first aid kit for emergencies. My home vending unit was inspected and approved on June 12, 1995 by Inspector Bob More of the Red Deer Regional Health Unit.

Alberta First Catering will operate the unit under the name of **Jimmies Street Gourmet**.

Products marketed by **Jimmy's Street Gourmet** will vary from time to time, season to season. Products will be designed to be consumed with little refuse generated. See Schedule C "Products List." In regards to deep fried items, approval from the Fire Marshall will be sought.

Eight potential sites have been selected, see Schedule A. In regards to site #1, I would like permission to set up two to four patio tables and chairs with umbrellas, as I feel they would enhance the atmosphere of the location.

Services offered by **Jimmies Street Gourmet** will be as outlined in Schedule D, "Services."

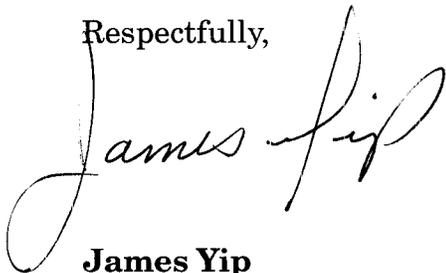
Equipment on site shall be as in Schedule E "On Board Equipment."

In addition to the site approval I would also like to apply for a license to operate **Jimmies Street Gourmet** out of my home. Areas of use would occupy about 20% of the property including one room for an office, one room for dry storage, two refrigerators, one chest freezer and two car stalls.

As some supplies for **Jimmies Street Gourmet** will be stored in my vehicle, I would like to purchase a parking pass.

In closing, I look forward to re-entering the hospitality industry and your approval of my submission.

Respectfully,



**James Yip**  
*Proprietor, Alberta First Catering*

**THE CITY OF RED DEER**  
CLERK'S DEPARTMENT

RECEIVED	
TIME	4:00 PM
DATE	95/06/13 R
BY	RC

## Schedule A

---

### OPERATING LOCATIONS (Weather Permitting)

---

- Site #1** S.W. corner of the new Provincial Court Building.
- Site #2** N.W. corner of 49th Avenue and 51 Street  
South side centre of planter, on the sidewalk across from the  
Treasury Branch.
- Site #3 & #4** South and West sides of City Hall Park.
- Site #5** In the City Park opposite the West City Hall entrance, on the  
concrete pad between the flag staffs.
- Site #6** Directly across from 4925 - 48 Street on the sidewalk in front of,  
or next to the planter.
- Site #7** Island directly in front of The Gallery on Ross, between 49 Av-  
enue and Gaetz Avenue.
- Site #8** In front of 4611 Gaetz Avenue on the sidewalk, during the eve-  
nings (the building is currently for sale).

In addition to these sites, **Jimmies Street Gourmet** will also  
locate at the Farmer's Market.

Refer to map for site locations.

## Schedule B

---

### SPECIFICATIONS

---

Dimensions:	Total length (including towbar)	10 feet
	Total width	4 feet
	Tare wt. approximately	575 lbs.
	Gross wt.	1,500 lbs.
	12 volt deep cycle battery	
	2 x 20 lb. propane cylinders	
	12 volt water pump	
	6 gallon propane water heater	
	8 gallon fresh water storage	
	12 gallon waste water storage	
	2 x 40,000 B.T.U. barbeques	
	3 plumbed in sinks	
	5 condiment inserts	
	Stainless steel surfaces	
	Aluminum body	
	Hard top converts to 8 ft. roof cw awnings	
	D.O.T. hiway rating	
	First aid kit (emergencies only)	
	Dry chem. ABC fire extinguisher	
	Attachable/portable counter	
	Total combined area 3.3 m <sup>2</sup>	

## Schedule C

---

### PRODUCTS LIST

---

- Hot/cold beverages
- Sandwiches
- Pastries/baked goods
- Hot dogs/sausages
- Corn dogs
- Chili
- Soups
- Burgers
- Popcorn/Nachos
- Confectionary
- Flowers
- Daily newspaper
- Salads
- Crepes hot/cold
- Hot roasted nuts
- Deep fried won tons
- Egg rolls
- Dumplings
- Chow Seu Bow
- Condiments

## **Schedule D**

---

### **SERVICES**

---

- Clean, courteous service
- Garbage policing and disposal within area
- Tourist and transit information (when operating downtown)
- Dynamic product selection within Health Board regulations
- Limited seating (if permission granted)
- Hot/cold foods
- Hot/cold beverages
- Hot/cold water

## Schedule E

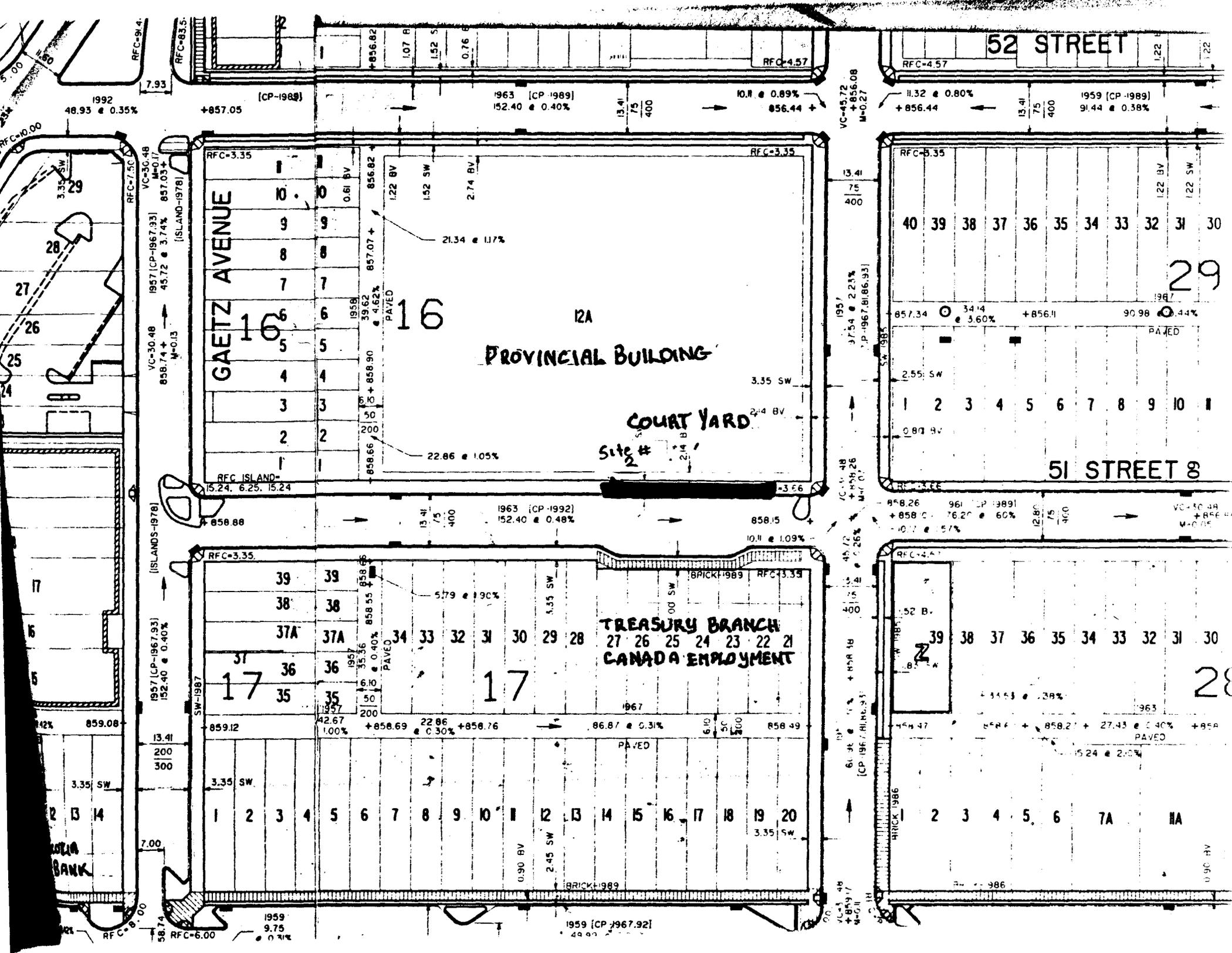
---

### ON BOARD EQUIPMENT

---

- Cutting board (plastic)
- Assorted utensils
- Dust pan, broom and or brush
- Sanitizing agents and towels
- Chest coolers c/w temp. gauges
- Auxiliary 2 burner propane camp stove
- Propane lamps (if required)
- First Aid kit
- Dry chemical fire extinguisher (5 lb.)
- 2 - 50 ft. extension cords
- Radio/tape player
- Beverage dispensers
- Paper goods





**16**

**PROVINCIAL BUILDING**

**COURT YARD**

Site # 2

GAETZ AVENUE

12A

1958  
39.62  
59.62  
857.07 +  
4.62%  
PAVED

1959  
856.82  
1.22 BV  
1.52 SW  
2.74 BV

21.34 @ 117%

22.86 @ 105%

RFC-3.35

RFC-3.35

RFC ISLAND-  
15.24, 6.25, 15.24

VC-30.48  
M=0.17  
1957 [CP-1967.93]  
858.74 +  
45.72 @ 3.74%  
M=0.13

[ISLAND-1978]

1992  
48.93 @ 0.35%

+857.05

1963 [CP-1989]  
152.40 @ 0.40%

10.1 @ 0.89%

856.44 +

VC-45.72  
M=0.27  
+856.08

13.41  
75  
400

**29**

40 39 38 37 36 35 34 33 32 31 30

1967

857.34 @ 3.44  
3.60%

+856.11

90.98 @ 4.44%

PAVED

2.55 SW

1 2 3 4 5 6 7 8 9 10 11

0.87 BV

**51 STREET 8**

RFC-3.35

RFC-3.35

VC-30.48  
M=0.17  
1957 [CP-1967.93]  
858.74 +  
45.72 @ 3.74%  
M=0.13

[ISLAND-1978]

1992  
48.93 @ 0.35%

+857.05

1963 [CP-1989]  
152.40 @ 0.40%

10.1 @ 0.89%

856.44 +

VC-45.72  
M=0.27  
+856.08

13.41  
75  
400

**17**

**TREASURY BRANCH**

**CANADA EMPLOYMENT**

39 38 37A 37A 36 36 35

34 33 32 31 30 29 28

27 26 25 24 23 22 21

1967

5.79 @ 190%

5.55 SW

0.90 BV

2.45 SW

86.87 @ 0.31%

858.49

PAVED

RFC-3.35

RFC-3.35

VC-30.48  
M=0.17  
1957 [CP-1967.93]  
858.74 +  
45.72 @ 3.74%  
M=0.13

[ISLANDS-1978]

1992  
48.93 @ 0.35%

+857.05

1963 [CP-1989]  
152.40 @ 0.40%

10.1 @ 0.89%

856.44 +

VC-45.72  
M=0.27  
+856.08

13.41  
75  
400

**28**

39 38 37 36 35 34 33 32 31 30

1963

34.53 @ 2.38%

+858.27

27.43 @ 2.40%

PAVED

15.24 @ 2.00%

1 2 3 4 5 6 7A 8A

0.90 BV

RFC-3.35

RFC-3.35

VC-30.48  
M=0.17  
1957 [CP-1967.93]  
858.74 +  
45.72 @ 3.74%  
M=0.13

[ISLANDS-1978]

1992  
48.93 @ 0.35%

+857.05

1963 [CP-1989]  
152.40 @ 0.40%

10.1 @ 0.89%

856.44 +

VC-45.72  
M=0.27  
+856.08

13.41  
75  
400

27

26

25

24

17

16

15

14

13

12

11

10

9

8

7

6

5

4

3

2

1

1959  
9.75  
0.31%

RFC-6.00

58.74

RFC-6.00

1959 [CP-1967.92]  
48.93

VC-30.48  
M=0.17  
1957 [CP-1967.93]  
858.74 +  
45.72 @ 3.74%  
M=0.13

[ISLANDS-1978]

1992  
48.93 @ 0.35%

+857.05

1963 [CP-1989]  
152.40 @ 0.40%

10.1 @ 0.89%

856.44 +

VC-45.72  
M=0.27  
+856.08

13.41  
75  
400

1957 [CP-1967.93]  
37.54 @ 2.23%  
M=0.13  
P-1967.81.86.93

VC-30.48  
M=0.17  
1957 [CP-1967.93]  
858.74 +  
45.72 @ 3.74%  
M=0.13

[ISLANDS-1978]

1992  
48.93 @ 0.35%

+857.05

1963 [CP-1989]  
152.40 @ 0.40%

10.1 @ 0.89%

856.44 +

VC-45.72  
M=0.27  
+856.08

13.41  
75  
400

1957 [CP-1967.93]  
37.54 @ 2.23%  
M=0.13  
P-1967.81.86.93

VC-30.48  
M=0.17  
1957 [CP-1967.93]  
858.74 +  
45.72 @ 3.74%  
M=0.13

[ISLANDS-1978]

1992  
48.93 @ 0.35%

+857.05

1963 [CP-1989]  
152.40 @ 0.40%

10.1 @ 0.89%

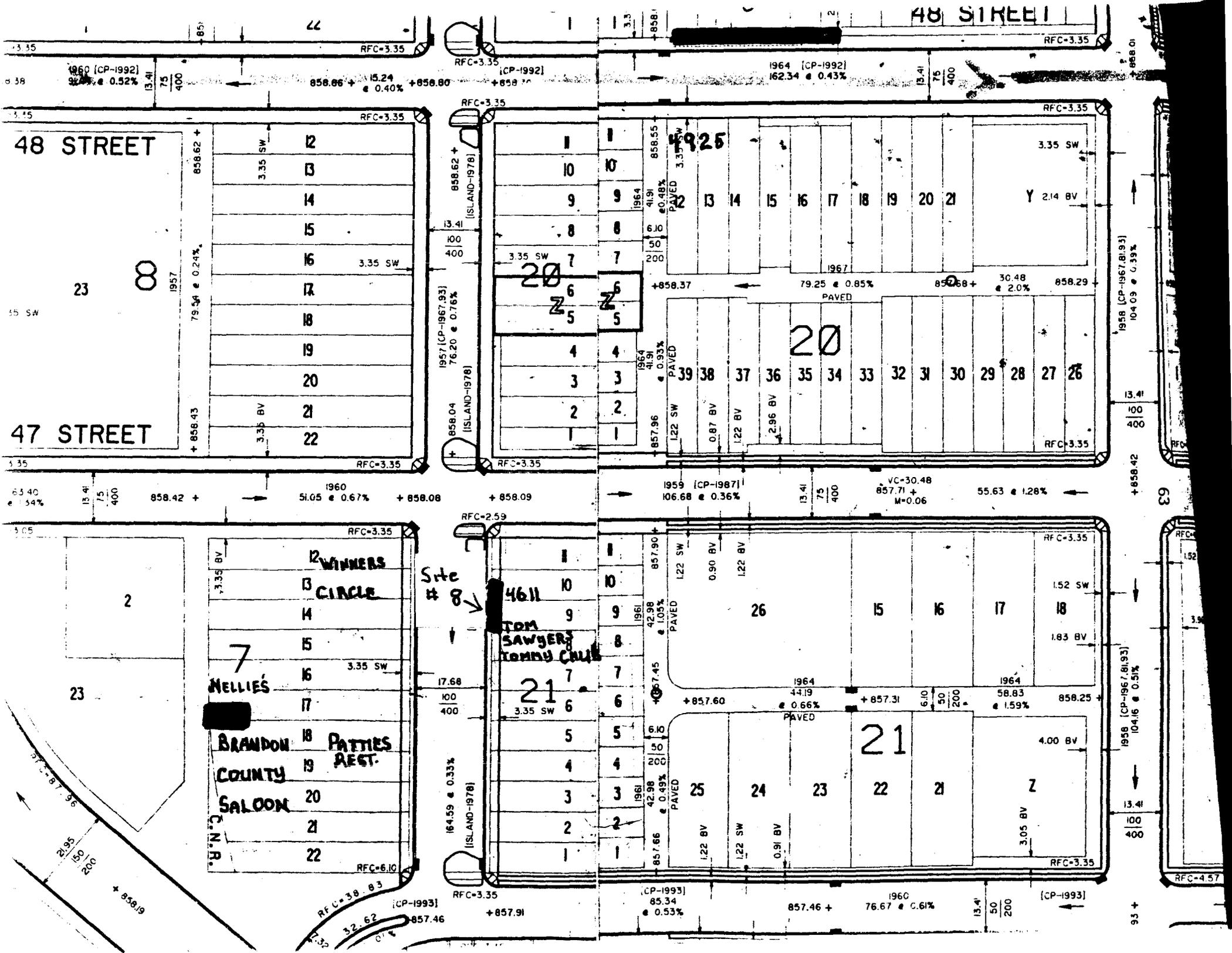
856.44 +

VC-45.72  
M=0.27  
+856.08

13.41  
75  
400







48 STREET

48 STREET

47 STREET

WINNERS CIRCLE  
MELLIE'S  
BRANDON COUNTY SALOON  
PATTIES REST.

Site # 8  
4611  
TOM SAWYER  
TOMMY CAUL

1960 (CP-1992)  
92.4% e 0.52%

(CP-1992)

1964 (CP-1992)  
162.34 e 0.43%

1960  
63.40 e 0.54%

1960  
51.05 e 0.67%

1959 (CP-1987)  
106.68 e 0.36%

VC-30.48  
857.71 +  
M=0.06

7  
MELLIE'S  
BRANDON COUNTY SALOON

21

21

RFC-3.35  
32.62  
857.46

RFC-3.35  
+857.91

(CP-1993)  
85.34  
e 0.53%

857.46 +  
76.67 e 0.61%

(CP-1993)

1958 (CP-1967.8193)  
104.09 e 0.39%

1958 (CP-1967.8193)  
104.16 e 0.51%

93 +

23 8

1925

20  
Z

20

7

21

21

RFC-3.35  
32.62  
857.46

RFC-3.35  
+857.91

(CP-1993)  
85.34  
e 0.53%

857.46 +  
76.67 e 0.61%

(CP-1993)

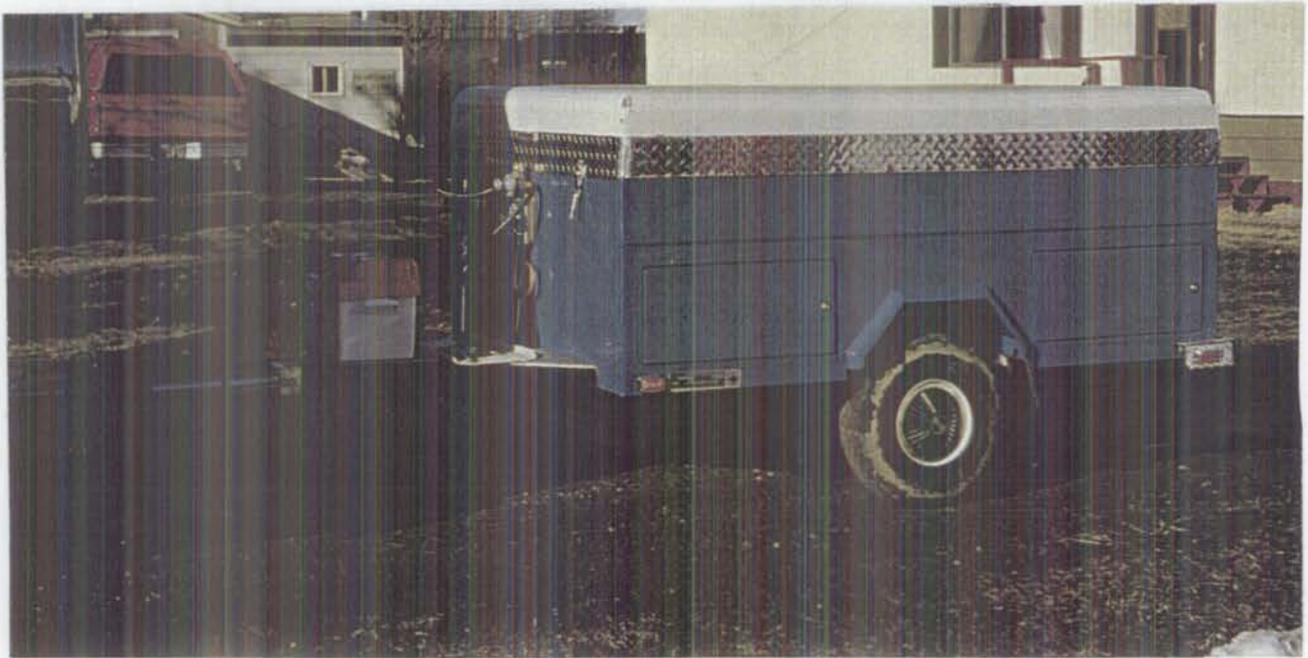
1958 (CP-1967.8193)  
104.09 e 0.39%

1958 (CP-1967.8193)  
104.16 e 0.51%

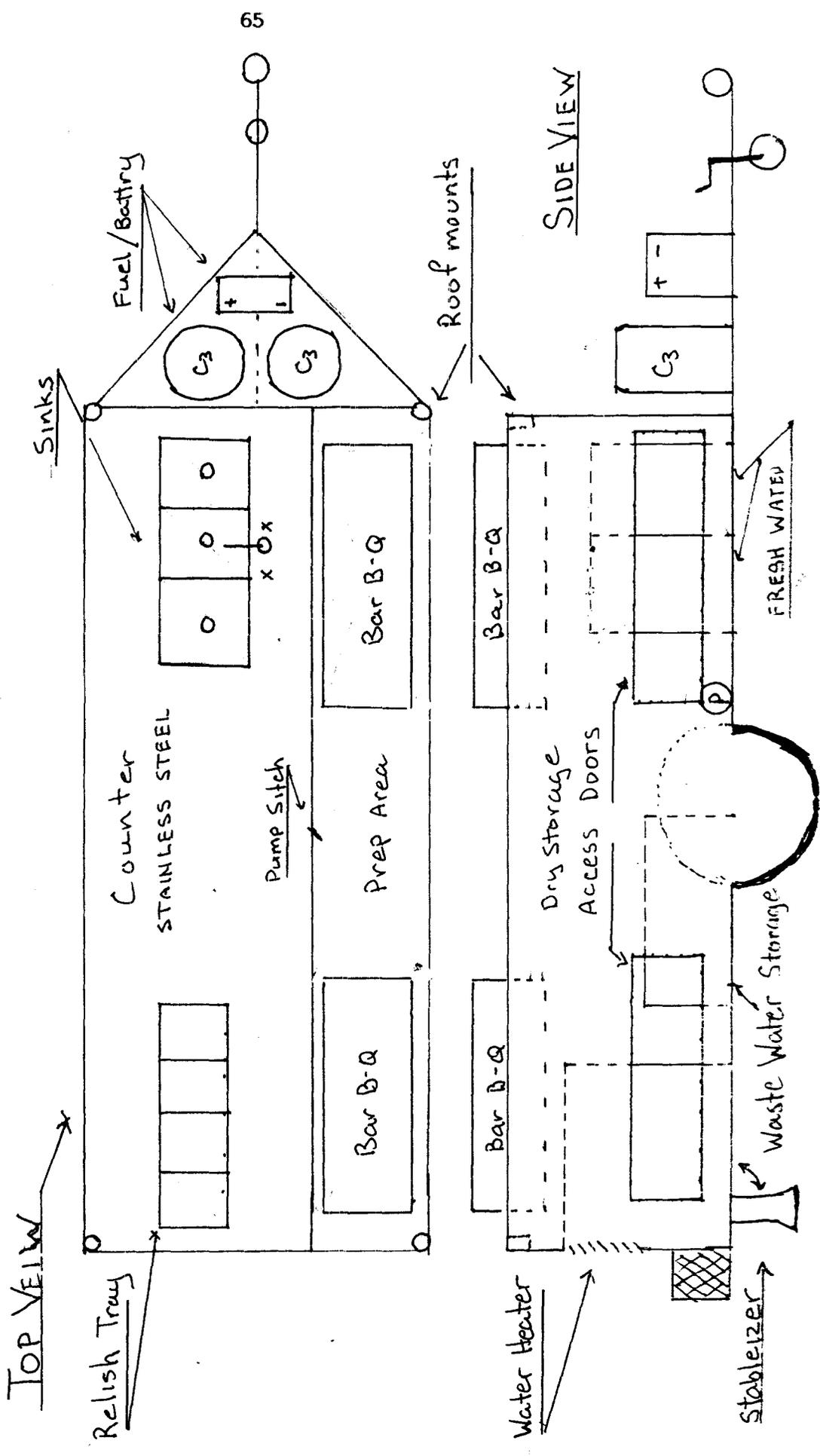
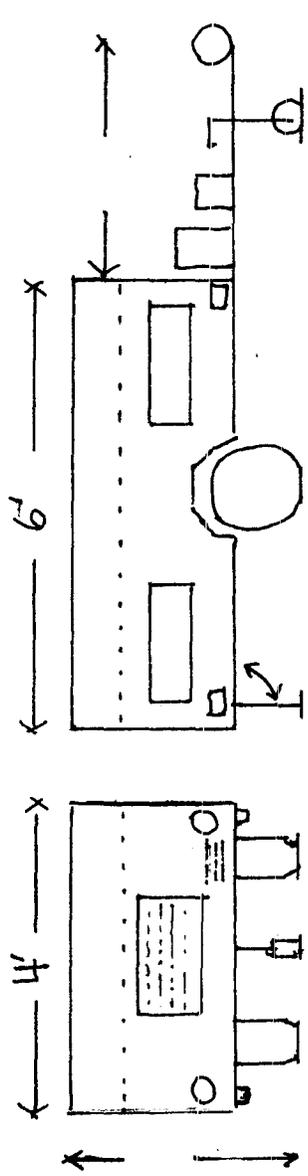
93 +



BEST ATTAINABLE  
IMAGE



— fig 2 — VENDING UNIT



**RED DEER REGIONAL HEALTH UNIT - FOOD PREMISES REPORT**

2845 Bremner Avenue  
Red Deer, AB T4R 1S2  
Telephone: (403) 341-2155

4934 - 50th Street  
Rocky Mountain House, AB T0M 1T0  
Telephone: (403) 845-3030

REPORT NUMBER
F

JIMMY'S STREET GOURMET

**FOOD ESTABLISHMENT REPORT**

Facility Name: ALBERTA FIRST CATERING	Permit Number: F	PHI No.
Facility Address: 10100 50th Street	City: Red Deer	Re-Inspection Date: Y M D 9 5 0 6 1 2
Municipality: Red Deer	Inspection Date: Y M M D D 9 5 0 6 1 2	
Owner / Operator's Name: JAMES P. ...		



**Bob More**  
C.P.H.I. (C)  
Public Health Inspector/  
Executive Officer  
Environmental Health  
Phone • 403-341-2155  
Fax • 403-341-2196

**COMMUNITY HEALTH CENTRE**

2845 BREMNER AVENUE, RED DEER, ALBERTA T4R 1S2

NOT OFFICIAL IDENTIFICATION

201 Health	
202 Hygiene	
203 Handwashing	
204 Clothing	
205 Education No.	
<b>Maintenance of Premise (300)</b>	
301 General Housekeeping	
302 Plumbing / Sewage	
303 Lighting	
304 Ventilation	
305 Water Supply	
306 Handsinks / Soap / Towels	
307 Floors / Walls / Ceiling	
<b>Equipment &amp; Utensils (400)</b>	
401 Requirements	
402 Sanitation	
403 Repair	
404 Food Contact Surfaces	
405 Storage	
406 Dishwashing	
Manual _____ ° _____ p.p.m.	
Mechanical _____ ° _____ p.p.m.	
<b>Transportation (500)</b>	
<b>Garbage Disposal (600)</b>	
<b>Pest Control (700)</b>	
OPS	

Remarks
- FOOD MUST BE PREPARED ON THE VENDING CART IN ORDER TO PREPARE FOODS AT HOME A PERMIT WOULD BE REQUIRED. SUBMIT PLANS TO BUILDING INSPECTION DEPT. AT CITY HALL
- UNIT CONSISTS OF 2 40 000 BTU BAR-B-QUE'S, 3 COMPARTMENT SINK & CONDIMENT CONTAINERS HOT & COLD RUNNING WATER WITH GREY WATER STORAGE RECEPTACLE
- REFRIGERATION CONSISTS OF TWO OR MORE LARGE COOLERS. TEMPERATURE MUST BE 4°C (40°F) OR LOWER.
- HOT FOODS MUST BE KEPT AT 60°C (140°F) OR HIGHER.
- SOAP & PAPER TOWELS ARE REQUIRED FOR HANDWASHING
- THREE CMPT. SINK METHOD 1 <sup>ST</sup> SINK - DETERGENT & HOT WATER 2 <sup>ND</sup> " - CLEAN HOT WATER 3 <sup>RD</sup> " - HOT WATER + 100ppm CHLORINE 100ppm = 1 TABLESPOON BLEACH / GALL WATER
- TWO REFRIGERATORS + CHEST FREEZER IN BASEMENT FOR FOOD STORAGE.
PERMIT APPLICATION IS APPROVED
OWNER / OPERATOR
INSPECTOR'S SIGNATURE

DATE: June 13, 1995  
TO: City Clerk  
FROM: Bylaws & Inspections Assistant Manager  
RE: **JAMES YIP - VENDING CARTS**

---

In response to your memo regarding the above referenced application, we have the following comments for Council's consideration.

The applicant has made several requests:

1. Approval of various sidewalk locations for vending carts.
2. A parking pass for use at meters.
3. A license to operate his business from his home.

From our point of view, we have no problems with the proposed locations; however, this is subject to comments from the Engineering Department.

To date, Council has not approved parking passes for any City parking. Parking passes are difficult to deal with as there are a number of groups who feel they have a need for a pass. The majority of spaces could be taken by pass holders (salesmen, volunteers, delivery agents, etc.) leaving minimal spaces for customers.

The third point should be referred to the Municipal Planning Commission as a home occupation application which, because it involves more than an "office" would possibly qualify as a discretionary use.

**Recommendations:**

1. Subject to the Engineering Department's comments, the various locations be approved.
2. That the application for a parking pass be denied.
3. Mr. Yip be referred to the Licensing Department where he could make application to the Municipal Planning Commission for a home occupation license.



R. Strader  
Bylaws & Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/vs

DATE: June 20, 1995

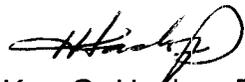
TO: City Clerk

FROM: Engineering Department Manager

**RE: JAMES YIP - ALBERTA FIRST CATERING VENDING CART**

---

We have reviewed the information concerning the locating of a vending cart in the Downtown area and have no objections. The vending cart must be parked on either a 3.35 m (11 ft) wide sidewalk or an island to allow room for pedestrian traffic.



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

BDJ/emg

c.c. By-laws and Inspections Manager

**COMMENTS:**

With regard to the application by Alberta First Catering, we recommend to Council the following:

1. That Sites #1,2,3,4,6,7 and 8 be approved subject to the condition that all locations are on a sidewalk that is 3.35 m (11 feet) wide or on an island, to allow for pedestrian traffic and do not, in the opinion of the City, obstruct the flow of traffic relative to sight lines;
2. If a portion of private property adjacent to the sidewalk is to be used, permission must be received from the property owner, e.g. Site #1 is adjacent to the Court House where the City sidewalk and Court House sidewalk are connected;
3. That the request to set up two to four patio tables and chairs with umbrellas at any location be denied;
4. That the request for an onstreet parking pass be denied;
5. That the applicant be referred to the Licensing Department where he could make application to the Municipal Planning Commission for a home occupation license;
6. That Site #5, request to locate within City Hall Park, be denied;
7. As a policy statement, Council agrees that vending carts within City Hall Park not be allowed. This will assist the Administration in advising future applicants on Council's intent.

In the process of reviewing this application, we have identified a number of issues which require further examination. Included in those issues is the current assumption of exclusive use when an operator identifies a number of sites which he cannot occupy simultaneously. Another issue is the process we are currently using which requires Council to approve each and every site. We anticipate preparing a report for the next Council meeting which will recommend some resolution of these and other issues.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

DATE: June 14, 1995  
TO: DIRECTOR OF COMMUNITY SERVICES  
DIRECTOR OF CORPORATE SERVICES  
X DIRECTOR OF DEVELOPMENT SERVICES  
X BYLAWS & INSPECTIONS MANAGER  
CITY ASSESSOR  
E.L. & P. MANAGER  
ENGINEERING DEPARTMENT MANAGER  
FIRE CHIEF (EMERGENCY SERVICES)  
INFORMATION TECHNOLOGY SERVICES MANAGER  
LAND AND ECONOMIC DEVELOPMENT MANAGER  
PERSONNEL MANAGER  
PUBLIC WORKS MANAGER  
R.C.M.P. INSPECTOR  
RECREATION, PARKS & CULTURE MANAGER  
SOCIAL PLANNING MANAGER  
TRANSIT MANAGER  
TREASURY SERVICES MANAGER  
PRINCIPAL PLANNER  
CITY SOLICITOR

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

FROM: CITY CLERK  
RE: JAMES YIP - ALBERTA FIRST CATERING VENDING CART

---

Please submit comments on the attached to this office by June 26, 1995, for the Council Agenda of July 4, 1995.

"Kelly Kloss"  
City Clerk



**THE CITY OF RED DEER**  
P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4

FILE No.

**FILE**

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

June 14, 1995

Mr. James Yip  
Alberta First Catering  
16 Oreston Close  
Red Deer, Alberta  
T4N 5A2

**BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL**

Dear Sir:

I acknowledge receipt of your letter dated June 12, 1995, re: Permit to Operate Vending Cart on City Property.

This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on Tuesday, July 4, 1995. Council meetings begin at 4:30 p.m., and adjourn for the supper hour at 6:00 p.m., reconvening at 7:00 p.m.

In the event you wish to be present at the Council meeting, would you please telephone our office on June 30, 1995, and we will advise you of the approximate time that Council will be discussing this item.

Would you please enter City Hall on the park side entrance when arriving, and proceed up to the second floor Council Chambers.

This request has been circulated to City administration for comments, and should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on June 30, 1995.

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

Yours sincerely,

Kelly Kloss  
City Clerk  
KK/ds



*a delight  
to discover!*



# THE CITY OF RED DEER

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

**FILE**<sup>No.</sup>

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

July 6, 1995

Alberta First Catering  
16 Orston Close  
Red Deer, Alberta  
T4N 5A2

ATTENTION: James Yip

Dear Sir:

RE: REQUEST TO OPERATE FOOD/BEVERAGE VENDING CART ON CITY  
PROPERTY

---

At the City of Red Deer Council meeting held on July 4, 1995, consideration was given to your letter dated June 12, 1992 concerning the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from James Yip, Alberta First Catering, dated June 12, 1995 re: Permits to Operate Food/Beverage Vending Cart on City property, hereby agrees as follows:

- 1) That Sites # 1, 2, 3, 6, 7 and 8 be approved subject to the condition that all locations are on a sidewalk that is 3.35 m (11 feet) wide or on an island, to allow for pedestrian traffic and do not, in the opinion of The City, obstruct the flow of traffic relative to sight lines;
- 2) That if a portion of private property adjacent to the sidewalk is to be used, permission must be received from the property owner, e.g. Site #1 is adjacent to the Court House where The City sidewalk and Court House sidewalk are connected;

.../2



*a delight  
to discover!*

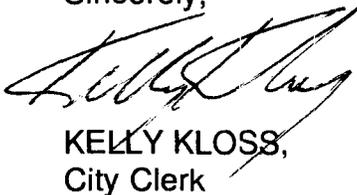
- 3) That the request to set up two to four patio tables and chairs with umbrellas at any location be denied;
- 4) That the request for an on-street parking pass be denied;
- 5) That the applicant be referred to the Licensing Department where he could make application to the Municipal Planning Commission for a home occupation license;
- 6) That Site # 4 and 5 denied;

and as presented to Council July 4, 1995."

The decision of Council in this instance is submitted for your information. Please note that the above approval does not imply exclusive rights to each of the above noted locations.

It would now be appropriate for you to contact The City's Licensing Department to ensure the necessary documentation is in order. If you have any questions please do not hesitate to contact the undersigned.

Sincerely,



KELLY KLOSS,  
City Clerk

KK/fm

cc. Director of Development Services  
Bylaws & Inspections Manager

**FILE**

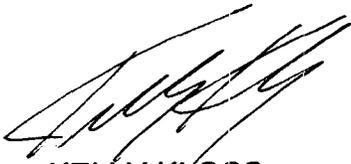
**DATE:** July 6, 1995  
**TO:** Bylaws & Inspections Manager  
**FROM:** City Clerk  
**RE:** OPERATION OF A VENDING CART IN CITY HALL PARK

---

At the Council meeting of July 4, 1995, consideration was given to the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer hereby approves a Council policy that vending carts or similar units not be allowed to locate within City Hall Park, and as presented to Council July 4, 1995."

I trust you will be taking the above into account when reviewing applications for the location of vending carts.



KELLY KLOSS,  
City Clerk

KK/fm

cc. Director of Development Services

**FILE**

**DATE: August 1, 1995**

**TO: Inspections & Licensing Manager**

**FROM: Assistant City Clerk**

**RE: COUNCIL RESOLUTION OF JULY 4, 1995 - VENDING CARTS IN CITY HALL PARK**

---

On July 6, 1995 the City Clerk forwarded a memo advising you of a resolution passed by City Council to not allow vending carts in City Hall Park, a copy of which is attached. Could you please advise if you will be preparing a Council policy to be included in the Council Policy Manual?

Thank you.

  
JEFF GRAVES  
Assistant City Clerk

JG/fm

attch.

June 27, 1995

Libby's Gourmet Hotdogs

TO WHOM IT MAY CONCERN:

I request approval for operation of my push vending unit on the location marked on the map provided.

Also enclosed in the envelope is proof of insurance and a food establishment report.

Yours sincerely,

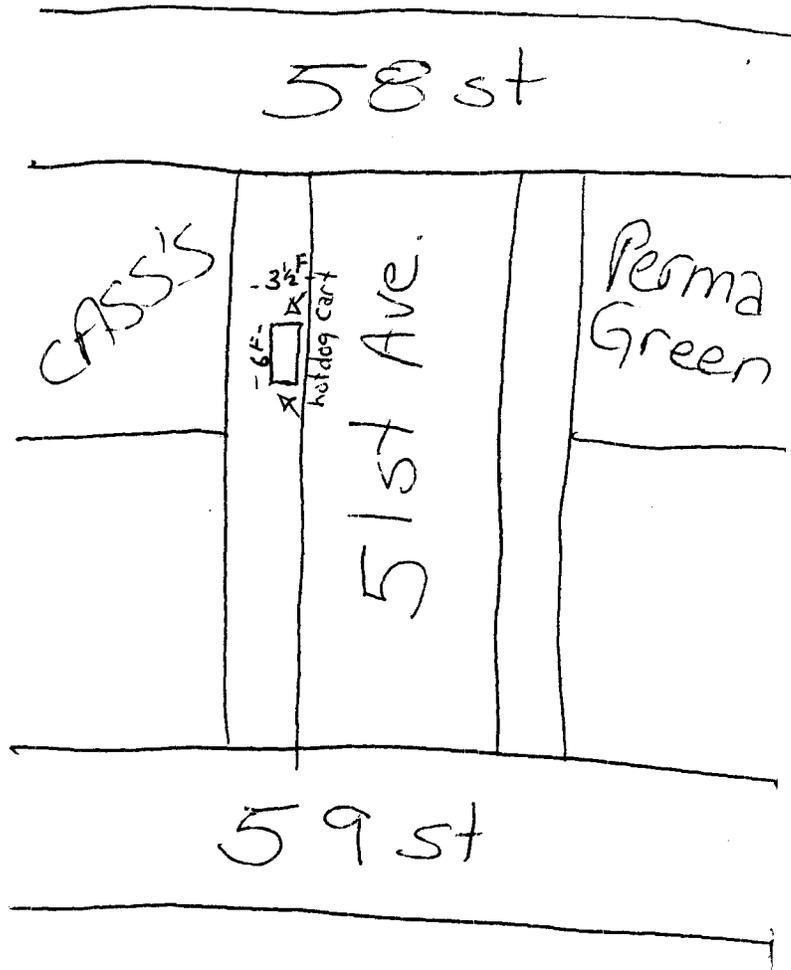
"Libby Szarka"

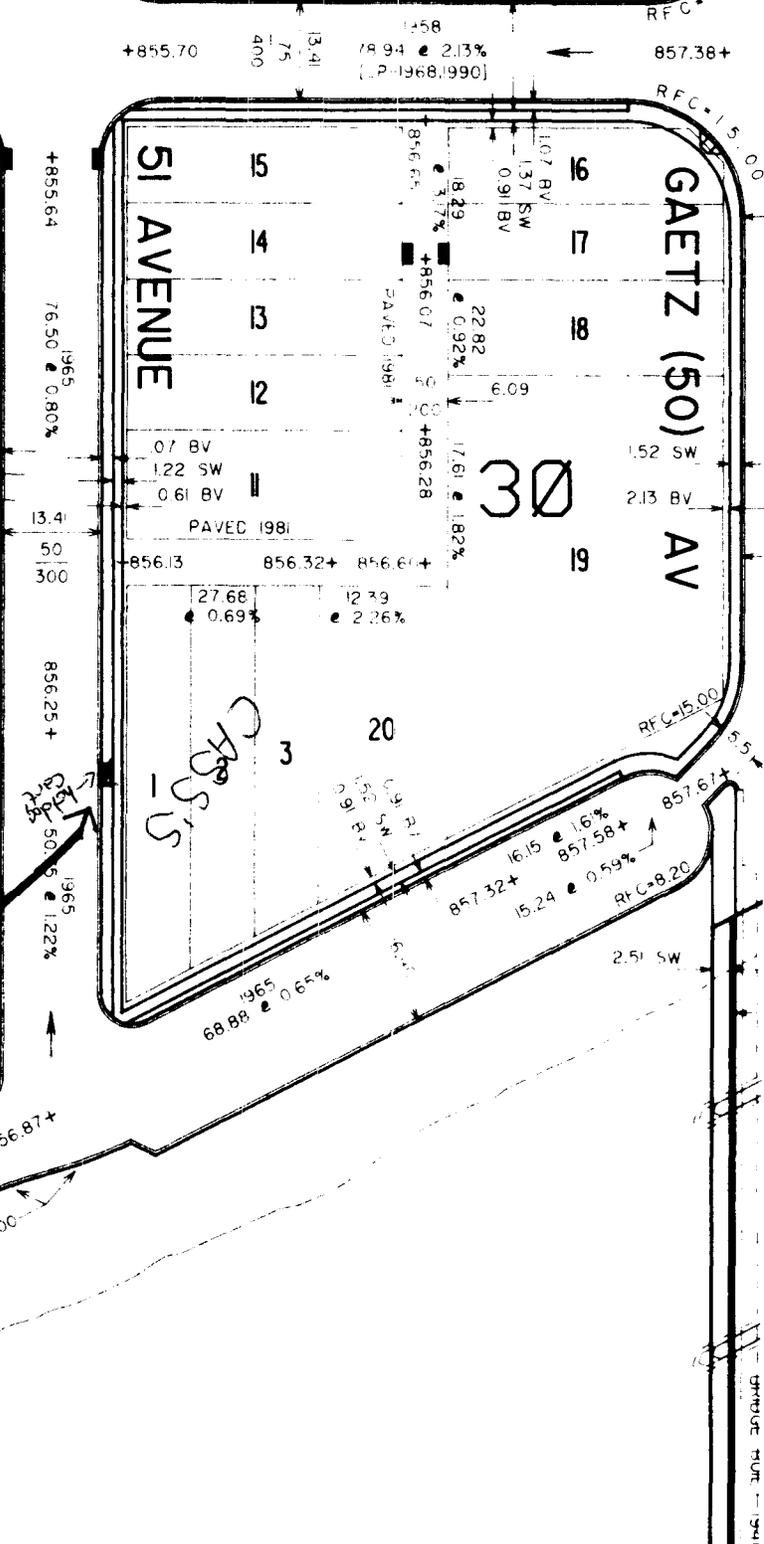
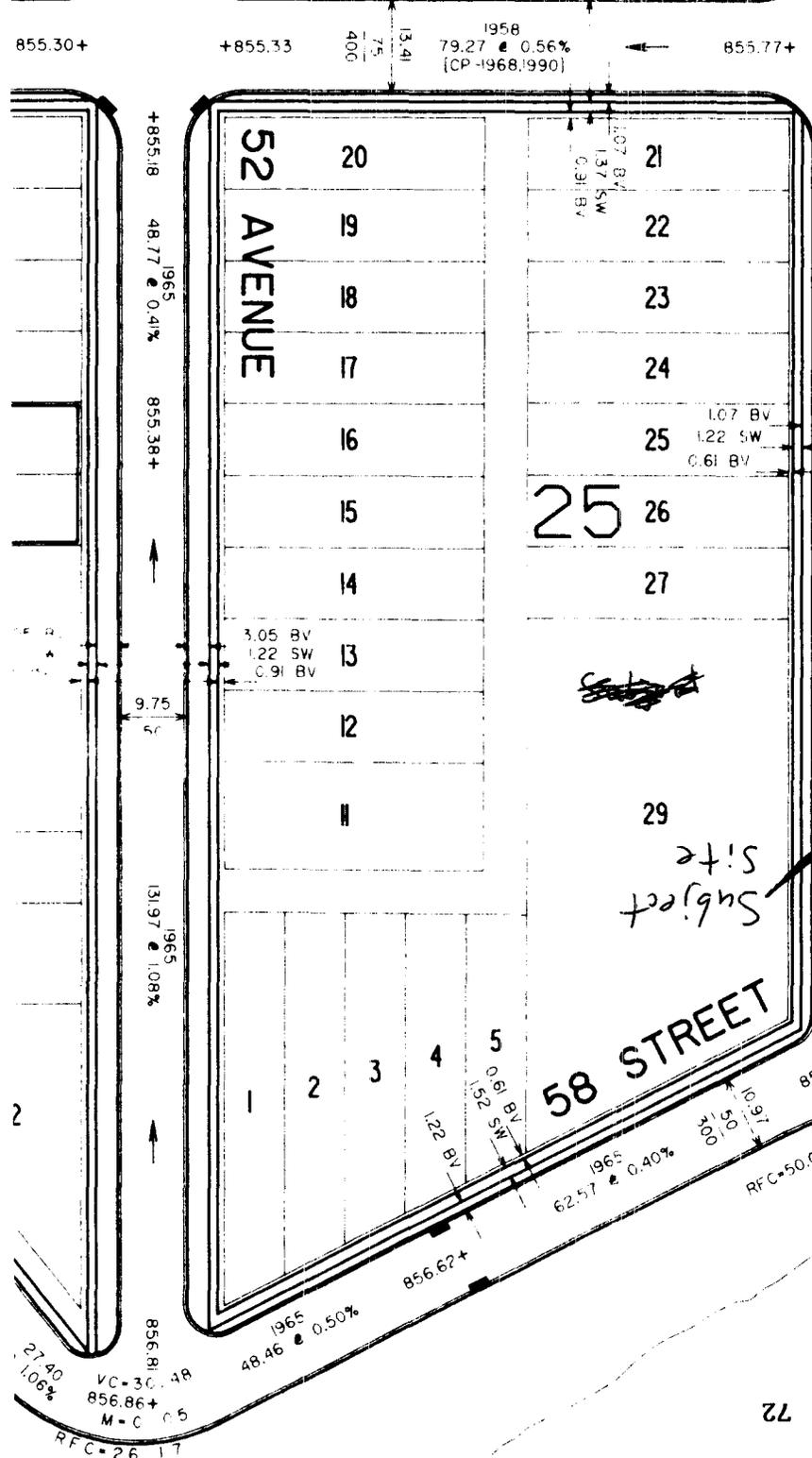
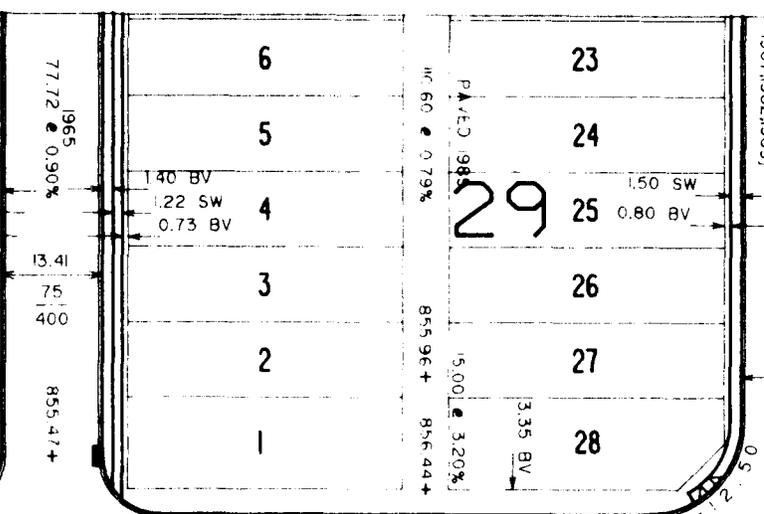
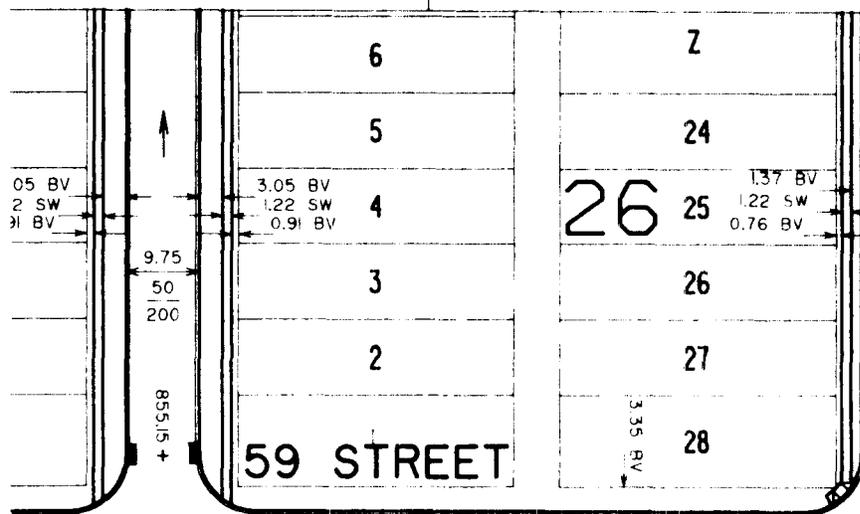
COMMENTS:

As the boulevard width of the sidewalk at the location selected by the applicant is not adequate, we recommend that Council deny the request.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager



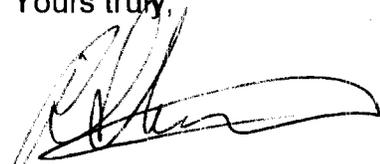


DATE: June 28, 1995  
TO: City Clerk  
FROM: Bylaws & Inspections Manager  
RE: **LIBBY'S GOURMET HOT DOG**

---

In response to your memo, we have no objection to the proposed location of the above subject to any comments from the engineering department.

Yours truly,

A handwritten signature in black ink, appearing to read 'R. Strader', written over a horizontal line.

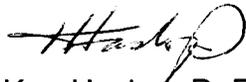
R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/yd

DATE: June 28, 1995  
TO: City Clerk  
FROM: Engineering Department Manager  
**RE: LIBBY'S GOURMET HOT DOGS  
PROPOSED VENDING LOCATION  
51 AVENUE - CASS'S INN**

---

We are not in favour of the vending location on 51 Avenue. The City sidewalk is only 1.22 m wide with a boulevard of 1.07 m between the street and the sidewalk. The width of the cart is 1.07 m, and if placed on the boulevard will present a hazard to parking vehicles. There is 0.60 m between the property line and the sidewalk. If the cart is located adjacent to the property line, it will encroach into the sidewalk, leaving a sidewalk width for pedestrians of only 0.75 m.



Ken Haslop, P. Eng.  
Engineering Department Manager

KGH/emg

c.c. By-laws and Inspections Manager



**THE CITY OF RED DEER**

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

FILE No.

**FILE**

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

June 27, 1995

Ms. Libby Szarka  
17 Page Ave.  
Red Deer, Alberta  
T4P 1J7

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Dear Ms. Szarka:

I acknowledge receipt of your letter received today re: operation of your vending unit.

This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on Tuesday, July 4, 1995. Council meetings begin at 4:30 p.m., and adjourn for the supper hour at 6:00 p.m., reconvening at 7:00 p.m.

In the event you wish to be present at the Council meeting, would you please telephone our office on Friday, June 30, 1995, and we will advise you of the approximate time that Council will be discussing this item.

Would you please enter City Hall on the park side entrance when arriving, and proceed up to the second floor Council Chambers.

This request has been circulated to City administration for comments, and should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on June 30, 1995.

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

Yours sincerely,

Kelly Kloss  
City Clerk

KK/ds

*Mooney Insurance Agency Ltd.*

COMMERCIAL, BONDING, AUTO & HOME

4910 - 45 Street

RED DEER, ALBERTA T4N 1K6

**SHARI KELLER**

Bus.: 342-5074

Fax.: 347-8090



*a delight  
to discover!*



BEST ATTAINABLE  
IMAGE



BEST ATTAINABLE  
IMAGE

# RED DEER REGIONAL HEALTH UNIT - FOOD PREMISES REPORT

2845 Bremner Avenue  
Red Deer, AB T4R 1S2  
Telephone: (403) 341-2155

4934 - 50th Street  
Rocky Mountain House, AB T0M 1T0  
Telephone: (403) 845-3030

REPORT NUMBER
F

## FOOD ESTABLISHMENT REPORT

Facility Name: UBBY'S GOURMET HOTDOGS	Permit Number: F	Previous Permit Number: F	PHI No.
Facility Address: 3602-42 AVE	Fac. Type	Dist. No.	Re-Inspection Date Y M D
Municipality: RED DEER	Legal Description:		
Owner / Operator's Name: UBBY STARUKA	Postal Code: T4N-1Z7	Telephone Number: 347-4231	

	Dept. Use Only
<b>Food Protection (100)</b>	
101 Source	
102 Condition	
103 Protection	
104 Handling	
105 Cold Food < 4°C	
106 Hot Food > 60°C	
107 Dry Food	
108 Raw / Cooked	
<b>Food Handlers (200) No. _____</b>	
201 Health	
202 Hygiene	
203 Handwashing	
204 Clothing	
205 Education No. _____	
<b>Maintenance of Premise (300)</b>	
301 General Housekeeping	
302 Plumbing / Sewage	
303 Lighting	
304 Ventilation	
305 Water Supply	
306 Handsinks / Soap / Towels	
307 Floors / Walls / Ceiling	
<b>Equipment &amp; Utensils (400)</b>	
401 Requirements	
402 Sanitation	
403 Repair	
404 Food Contact Surfaces	
405 Storage	
406 Dishwashing	
Manual _____ ° _____ p.p.m.	
Mechanical _____ ° _____ p.p.m.	
<b>Transportation (500)</b>	
<b>Garbage Disposal (600)</b>	
<b>Pest Control (700)</b>	
OPS	

Remarks
<ul style="list-style-type: none"> <li>• OVERALL WORK WELL CONSTRUCTED AND EQUIPPED</li> <li>• HOT/COLD RUNNING WATER</li> <li>• 12 HOUR REFRIGERATOR</li> <li>• 2 COMP. FREEZ.</li> <li>• FRESH / GREY WATER TANKS</li> <li>• BOOP / COUNTERS ALL SATISFACTORY</li> <li>• SOAP / TOWELS</li> </ul>
<ul style="list-style-type: none"> <li>• PLEASE ENSURE ALL PERISHABLE FOODS ARE KEPT BELOW 4°C OR ABOVE 60°C AT ALL TIMES</li> </ul>
<ul style="list-style-type: none"> <li>• PLEASE ENSURE FOODHANDLERS WASH HANDS FREQUENTLY.</li> </ul>
<ul style="list-style-type: none"> <li>- PERMIT TO BE ISSUED, OPERATIONS PERMITTED PENDING APPEAL.</li> </ul>

OWNER / OPERATOR

INSPECTOR'S SIGNATURE  
*[Signature]*

**COVER NOTE OF INSURANCE**  
effected through

**MOONEY INSURANCE AGENCY LTD.**  
**4910 - 45 STREET**  
**RED DEER, AB**  
**T4N 1K6**

**NO.**

**DATE JUNE 27, 1995**

<b>INSURERS SUBSCRIBING HERE TO:</b>	<b>AMOUNT OR PERCENTAGE</b>
WAWANESA POLICY# 4136677	100%

**SCHEDULE:**

**TO: THE CITY OF RED DEER**

We wish to confirm having  
effected or renewed the  
following insurance coverage

**INSURED:**  
LIBBY'S GOURMET HOT DOGS

**SUM INSURED OR  
LIMITS OF LIABILITY:**  
1,000,000 LIABILTIY

**POLICY FORM: COMMERCIAL GENERAL**

**LOCATION:**  
**MAILING ADDRESS:**  
3602 - 42 AVENUE  
RED DEER, AB T4N 2Z1  
**TERM: FROM JUNE 27, 1995**  
**TO JUNE 27, 1996**

**PREMIUM:**  
(as per policy to be issued)

**LOSS PAYABLE:**

**CONDITIONS: (AS PER POLICY TO  
TO BE ISSUED)**

This Cover Note and the evidence of it are subject to all terms  
and conditions of a policy or policies to be issued or renewed.  
This Cover Note shall automatically be terminated and voided by the  
deliverance to the Insured of such policy, or renewal certificate,  
or by expiration or cancellation of this binder.

N.B. Premiums will be charged on all  
insurances placed. No flat cancellation  
are allowed.

Per: Shari Kelle

E. & O.E.



## THE CITY OF RED DEER

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

**FILE** FILE NO.

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

July 6, 1995

Libby Szarka  
17 Page Avenue  
Red Deer, Alberta  
T4P 1J7

Dear Miss Szarka:

At the City of Red Deer Council meeting held on July 4, 1995, consideration was given to your letter dated June 27, 1995 requesting approval for the placement of a vending unit on a City sidewalk, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Libby's Gourmet Hotdogs dated June 27, 1995 re: Request to Locate a Vending Unit on the East Side of the Sidewalk on 51 Avenue between 58 Street and 59 Street, hereby agrees that said request be approved subject to the following conditions:

- 1) That the sidewalk/boulevard area being 11 feet, or greater, in width;
- 2) That if any portion of the 11 feet outlined in # 1 above, includes private property, permission be received from the property owner;
- 3) That agreement to locate the vending unit be obtained from the property owner adjacent to the proposed location."

.../2

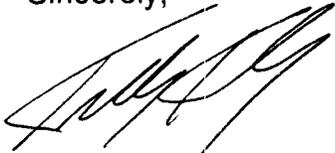


*a delight  
to discover!*

Libby Szarka  
July 6, 1995  
Page 2

As outlined in the above resolution, your application has been approved subject to various conditions. It would now be in order for you to contact The City's Licensing Department to determine the necessary procedures to follow in meeting these conditions. If you have any questions, or require additional information, please do not hesitate to contact the undersigned.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kelly Kloss', written over a horizontal line.

KELLY KLOSS,  
City Clerk

KK/fm

cc. Director of Development Services  
Bylaws & Inspections Manager

NOTICE OF MOTION

**DATE: June 20, 1995**  
**TO: City Council**  
**FROM: City Clerk**  
**RE: ALDERMAN GUILBAULT NOTICE OF MOTION - ELECTED OFFICIALS TITLE**

---

At the Council meeting of June 19, 1995, the following Notices of Motion were submitted by Alderman Guilbault concerning the above topic:

"WHEREAS it is in the interest of The City to have a diverse Council representing all groups, and to have a Council which remains current with changing social attitudes and perceptions; AND

WHEREAS the official title of 'Alderman', given to those elected to City Council may be perceived as having a gender bias;

BE IT RESOLVED that the Council of The City of Red Deer request the Administration to prepare a report for presentation to Council outlining the required Bylaw amendments, and any other impacts of making an official name change of elected officials, excluding the Mayor, from 'Alderman' to 'Councillor'."

"WHEREAS it is in the interest of The City to have a diverse Council representing all groups, and to have a Council which remains current with changing social attitudes and perceptions; AND

WHEREAS the official title of 'Alderman', given to those elected to City Council may be perceived as having a gender bias;

City Council  
June 20, 1995  
Page 2

BE IT RESOLVED the Council of The City of Red Deer request direction from the electorate concerning the level of support for an official name change of the elected City officials, excluding the Mayor, from 'Alderman' to 'Councillor', by placing a question on the ballot during the October 1995 Municipal General Election."

This is submitted for Council's consideration.



KELLY KLOSS,  
City Clerk  
KK/fm

COMMENTS:

Normally the City Manager and I do not comment on Notices of Motion. As a result, Council's direction is requested on both of the proposals raised by Alderman Guilbault. My own personal point of view is that the term of Alderman bears some traditional significance in the municipal system and does not, in itself, discourage or limit the participation of anyone at a municipal elected level. While I do not have extremely strong feeling on the matter, I would prefer to see the term of Alderman retained. I also do not feel that the public regards this issue as significant enough to incur the expense required to put it on the Municipal Ballot.

"G. SURKAN"  
Mayor

**DATE: June 27, 1995**  
**TO: City Council**  
**FROM: City Clerk**  
**RE: NOTICE OF MOTION - ALDERMAN GUILBAULT - ELECTED OFFICIALS  
TITLE**

---

Alderman Guilbault, at the Council meeting of June 19, 1995 submitted two Notices of Motion dealing with:

- 1) Change in the title "Alderman" to "Councillor"; and
- 2) If the above is not approved, to ask the electors by way of a question on the 1995 Municipal Election Ballot, the title that Council members should be called.

I'll address each item separately as follows:

1) CHANGING TITLE

Historically, since 1913, following Red Deer's incorporation as a City, the term Alderman has been used. The only time this was not the case was for the Council meetings of October 31, 1983 and November 14, 1983, during which time the members were referred to as "Councillors".

The title "Alderman" has been used by cities within Alberta, while smaller communities use the title "Councillor". Section 155 of the Municipal Government Act states that "A Councillor is to have the title 'Councillor' and a chief elected official that of 'Chief Elected Official' unless the Council directs that another title appropriate to the office be used".

Attached is a report completed by the City of Calgary addressing the question: "Should the term 'Councillor' be used instead of 'Alderman'." As can be seen, Alderman is a unique, specific title that readily identifies the person's office, whereas Councillor can have a broader application. The issue relates more to status and identification rather than gender.

It now becomes a matter of determining which term more precisely defines the office as it pertains to Red Deer City Council.

City Council  
June 27, 1995  
Page 2  
Notice of Motion - Elected Officials Title

2) ELECTION QUESTION

The Local Authorities Election Act provides for Council to submit a question to the electors. The preferable method of doing this is in conjunction with a general election as the cost to ask a question is shared. The cost to ask a question with a general election is approximately \$3,000.00. This amount is not budgeted for in the 1995 Budget and Council would need to approve an overexpenditure.

As Council has the authority to determine the title of members of Council, and as such a decision is more administrative in nature, Council may wish to determine if this item is significant enough to place before the electors and incur the additional cost.

RECOMMENDATION

That Council receive the preceding as information.



KELLY KLOSS  
City Clerk

KK/fm

**COUNCIL MEETING OF JULY 4, 1995**

**ATTACHMENT TO REPORT ON  
OPEN AGENDA**

**RE: ALDERMAN GUILBAULT  
NOTICE OF MOTION  
TITLE OF COUNCIL MEMBERS**



THE CITY OF CALGARY  
CITY CLERK'S DEPARTMENT

Copied to: Alderman McGregor  
87/03/02 C.

1987 February 24

MAR 2 - 1987

Mr. Charlie Sevcik  
City Clerk  
The City of Red Deer  
P.O. Box 5008  
Red Deer, Alberta  
T4N 3T4

SUBJECT: ALDERMAN OR COUNCILLOR

Dear Charlie:

Please find attached, as per your letter of 1987 February 18, a copy of our report entitled "Alderman or Councillor".

I hope you will find it helpful.

Yours very truly,

Joyce E. Woodward  
City Clerk

PLG/jm

Attachment





THE CITY OF CALGARY  
CITY CLERK'S DEPARTMENT

1987 February 19

Ms. Glenna Cross  
3301 - 112 Silvergrove Drive N.W.  
Calgary, Alberta  
T3B 5H4

Dear Ms. Cross:

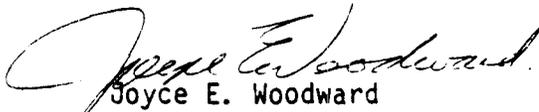
Re: City Councillor an Improvement over Alderman

Please be advised that Calgary City Council at its Regular Meeting held 1987 February 16 dealt with the above noted matter and adopted the following resolution:

"That the Recommendations of the Nominating, Agenda and Personnel Committee as contained in Communication (e) from the City Clerk, dated 1987 February 10, Re: Alderman or Councillor, be adopted."

Attached for your information is a copy of Communication (e), Re: Alderman or Councillor.

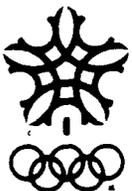
Yours very truly,

  
Joyce E. Woodward  
City Clerk

  
RF/sg

cc: City Clerk  
Secretary, Board of Commissioners  
City Archivist

Attach.



Host City  
for the 1988  
Olympic  
Winter  
Games



Communication (e)

1987 February 11

Mayor Ralph Klein and  
Members of Council

Ladies and Gentlemen:

Re: Alderman or Councillor

Please be advised that the attached report was considered by the Nominating, Agenda and Personnel Committee at its meeting held 1987 February 10.

RECOMMENDATION OF THE NOMINATING, AGENDA AND PERSONNEL  
COMMITTEE, 1987 FEBRUARY 10:

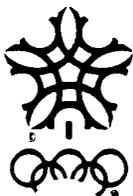
1. Refer directly to Council for information.
2. That the City Clerk be commended on the thoroughness of the report, Re: Alderman or Councillor.
3. That a copy of the report, Re: Alderman or Councillor be sent to Ms. Glenna Cross.

Yours very truly,

JOYCE E. WOODWARD,  
CITY CLERK.

ATTACHMENT

k:RF



City  
for the 1988  
Olympic  
Winter  
Games

COMMISSIONERS' REPORT TO THE  
NOMINATING, AGENDA AND PERSONNEL COMMITTEE

1987 February 10

RE: ALDERMAN OR COUNCILLOR

ISSUE:

Should the term "Councillor" be used instead of "Alderman".

BACKGROUND:

The Nominating, Agenda and Personnel Committee, at its meeting 1986 November 18, referred a letter from Ms. Glenna Cross to the Administration for a report. Ms. Cross suggested that the term Councillor be used instead of Alderman as she was uncomfortable referring to a female member of Council as Alderman.

Alderman Hunter, who was in attendance at the Nominating, Agenda and Personnel Committee meeting advised that she had written the City Clerk in response to a similar letter she had received from Ms. Cross, and requested that the report contain answers to questions she had raised with the City Clerk.

DEFINITIONS AND REFERENCES (MUNICIPAL COUNCILS)

Black's Law Dictionary

Council: "An assembly of persons for the purpose of concerting measures of state or municipal policy. The legislative body in the government of cities or boroughs. An advisory body selected to aid the executive; i.e. a body appointed to advise and assist the governor in his executive or judicial capacities or both."

City: "A municipal corporation; in most states, of the largest and highest class. Also, the territory within the corporate limits. A political entity or subdivision for local governmental purposes; commonly headed by a mayor, and governed by a city council."

City Council: "The principal governmental body of a municipal corporation with power to pass ordinances, levy taxes, appropriate funds, and generally administer city government. The name of a group of municipal officers constituting primarily a legislative and administrative body, but which is often charged with judicial or quasi judicial functions, as when sitting on charges involving the removal of an officer for cause."

Alderman: "Municipal officer; member of the legislative body of a municipality. Often called a councilman."

Black's does not contain a definition of "Councillor" or "City Councillor".



RE: ALDERMAN OR COUNCILLOR

Measures' Styles of Address

Alderman: "An alderman is addressed in the terms of ordinary correspondence. Alderman can be included in the address, e.g., John Smith, Esq., Alderman of ... or Alderman John Smith; and in the salutation in writing, e.g., My dear Alderman or My dear Alderman Smith; and in conversation, e.g., Alderman or Alderman Smith.

For an alderman who is a woman the address is: Alderman Mrs. John Smith or Alderman Mary Smith."

Measures' does not have a reference for "Councillor".

Rogers' Municipal Councillors' Handbook

City Council: "The council of a city is composed of a mayor ... and **aldermen** whose number varies according to the city by-laws."

Town Council: "... **town** councils are to consist of a mayor and ... **councillors** ..."

Village and Township Councils: "The council of a **village** and a township consists of a reeve who is its head ... and a sufficient number of **councillors** ..."

It should be noted that this publication is based on Ontario legislation, however, is a recognized reference book throughout Canada.

Municipal Government Act (Alberta)

Section 11: "Notwithstanding anything in this Act, a councillor of a **city** may also be referred to as an **alderman** and any such reference is for all purposes valid."

**HISTORY**

When Calgary was first incorporated as a Town, the Council was comprised of the Mayor and Town Councillors. However, upon the passage of the **Charter of the City of Calgary** in 1893, the Councillors were subsequently referred to as Aldermen and have remained so since that time.

On 1979 January 22, Council **defeated** a motion by Alderman Donnelly to phase out the title of Alderman in favour of City Councillor.

On 1984 February 20, Council adopted the recommendation of the Standing Policy Committee on Legislation to **receive for information and file** a Notice of Motion submitted by Alderman Husband to use the term Councillor in place of Alderman.

RE: ALDERMAN OR COUNCILLOR

GENERAL USAGE OF TITLES

Alberta All Alberta Cities use the term Alderman.

Major Canadian Cities Other Than Alberta

<u>City</u>	<u>Alderman</u>	<u>Councillor</u>
Victoria	X	
Vancouver	X	
Saskatoon	X	
Regina	X	
Winnipeg		X
Brandon	X	
Toronto	X	X

The City of Toronto has an electoral system in which one Alderman and one Councillor are elected from each Ward. While both are members of Toronto City Council, only Aldermen may serve on Standing Committees. Councillors, however, serve as the Toronto representatives on the Metro-Toronto Council.

Ottawa	X	
Hamilton	X	
Sarnia	X	
Montreal		X
Quebec		X
Fredericton		X
St. John		X
Charlottetown	X	
Dartmouth	X	
Halifax	X	
Whitehorse		X
Yellowknife	X	

Montreal and Quebec use the terms "Conseillor" and "Conseillere". The former is masculine and the latter is feminine. A direct translation is Councillor. It should be noted that the word Alderman or its equivalent is not used in the French Language.

International

<u>Country/ City</u>	<u>Alderman</u>	<u>Councillor</u>
Australia		
Melbourne	X	
New South Wales	X	
Brisbane		X
Queensland		X
Great Britain		X
New Zealand		X

Usage is under the authority of individual Australian State Governments.

RE: ALDERMAN OR COUNCILLOR

<u>Country/ City</u>	<u>Alderman</u>	<u>Councillor</u>	
South Africa		X	
United States	X	X	Councilman; Council Woman; Trustee. The use of the term elected officials in the United States varies widely.
France		X	Counseiller and Conseillere
Denmark			Radmaend
West Germany			Stadtrat

**CONCLUSION:**

The following points are worthy of consideration:

1. Historically, since 1894, following Calgary's incorporation as a City, the term Alderman has been used;
2. The Municipal Government Act allows cities to use either term, but it should be noted that all other municipal governments (towns, villages, etc.) must use the term Councillor;
3. Alderman is the term used by all Alberta cities, and the vast majority of other major Canadian cities;
4. In the references quoted in the report, it is noted that an Alderman is the municipal officer ranking next to the Mayor, while a Councillor is an official member of a Council. In those jurisdictions where both Aldermen and Councillors serve on the same municipal Council, the Alderman is the senior officer;
5. Alderman is a unique specific title which readily identifies the person's office, whereas Councillor can have a broader application;
6. This question has been considered twice by Calgary City Council and in both instances, the proposal was defeated;
7. The issue is one of status, rather than gender.

It now becomes a matter of determining which term more precisely defines the office as it pertains to Calgary City Council, and taking the above into consideration, Alderman stands out historically as the most appropriate term.

**RECOMMENDATION:**

That the Nominating, Agenda and Personnel Committee received this report for information and file.

ATTACHMENT





BEST ATTAINABLE IMAGE

ALDERMAN.

ALD.

Alderman (ǫldamān). Forms: 1-2 aldorman late WS. ealdor. 3 alldermann, aldorman, 4 eider, heldar, aldur, aldremen, 5 aldir, aldyr. 4- alderman. 3-9 Historical (alderman, ealdorman.) [f. OE. aldir (ealdor): see ALDER sb. 2 + M.A.S. i.e. the man who occupied the position held in an earlier stage of society by the aldir, patriarch or chief of the clan.]

The aldir or ealdor was thus a natural rank, the alderman its political equivalent. But the distinction necessarily faded away; the Northumbrian and Mercian Gospels glosses constantly have alderman for the WSax. ealdor, and in WSax. itself alderman differed from ealdor solely in its more restricted and technical use.

1. A senior, signor, superior, ruler; a noble or person of high rank.

In OE. the special title of one exercising authority under the king, over a former kingdom, as Mercia, a district, or county; a viceroy or lord-lieutenant. Used also to translate Lat. princeps, subregulus, optimas, utroque, dux, comes, promissus; and, in a more general sense, many other words, as pontifex, archidiaconus, presbyter, senator, etc. The special title is mostly supplanted by ealdor under the Danish empire; its general sense continued for several centuries, and is still used in the OE. text, recent historical, and have used the late West-Saxon and Kentish ealdorman, but the general OE. form was aldermann.

a. As OE. title.

750 O. E. Chron. (Parker MS.) Her Cupred cyning 7 sefaht aldir. Ebelhun bone ofermedan aldorman. c. 893 ibid. an. 495 Her cuomon twegen aldir-men on Breteue, Cordic and Cynric his sunu. 894 ibid. Eberard ealdorman, and Ebelm ealdorman, and Ebelnoþ ealdorman, and þa cingus þegnas. 1009 LAYAM. 1420 Numbert hehte þe aldir mon, þe scilde þas erde don. 1097 LANASDOR Arch. (1631) 249 Before the divisions of the Realm into Shires, every large territory had an Alderman, or Governor. 1990 THYRMS Animadu. (1865) 33 Brightnoth, aldermann, eric, or duke, of north-umberland. 976 HUME Hist. Eng. I. App. 1. 93 The Aldermen, or governors of counties, who after the Danish times, were often called Earls. 1839 KNIGHTLEY Hist. Eng. I. 76 After the Danish conquest, the title of Ealdorman was changed for that of Earl. 1866 Ld. BROUGHAM Brit. Const. x. 136 The Earl, Eorlderman, or Governor of the county. 1876 FREEMAN Norm. Conq. I. iii. 75 The chieftains of the first settlers in our island bore no higher title than Ealdorman or Heretoga.

b. As translation of foreign titles = ALDER sb. 2

c. 950 Lindisf. Gosp. John ii. 8 Brenged ðam aldormen (Ag. 9. Halton G. ealdre; Vulg. archidiacono). c. 1000 Ag. Gosp. Matt. xx. 21 Ealdormenn wealdas hyra þeoda (L. & R. aldormenn; Vulg. principes). c. 1200 ORMIN 14061 And son se þatt bridgume comm, þatt aldormann himm 9033de. 1397 TAVISA Higden Rolls Ser. IV. 313 Tiberius exiude many of þe aldermen (i.e. of the senators). c. 1396 P. PL Crada 691 Aungell & Arcangell. . . And alle Aldermen, þat bene ante trossum. c. 1550 CHYZE Matt. xxvii. 1 Al ye hedpriestes and ye aldermen of 7<sup>e</sup> people, took counsil againe Jhesu. 1618 BOLTON Florus I. l. (1636) 6 Called . . . for their antiquitie, 'Senators,' or Aldermen.

2. The headman, ruler, governor, or warden of a guild.

1130 . . . Ut sit aldermannus in Gilda Merc. York. 1280 Admirationes de Gildis adult. annos Hist. Eschop. 400 Gilda unde Gocelinus est . . . annus. 1316 E. Eng. Gilda xxviii. 73 Be þe ordinance of þe Alderman and of þe gilde breþeren. 1368 ibid. xx. 55 If ani broþer be ded wif-owen þe toun, þe aldirman xal do þe belleman gon for þe soule. 1496 ibid. 188 The Alderman of the seid Gilde shalbe at Seynt Katerines Chapell aforesaid, with all his Breðern. 1649 SELDEN Laws of Eng. I. xxxiii. (1730) 50 By custom they grew to be Fraternities, or Corporations under one Magistrate or Head, whom they called Alderman.

3. Since the guilds became identified with the corporation or ruling municipal body: A magistrate in English and Irish cities and boroughs, next in dignity to the mayor; properly, as in London, the chief officer of a ward.

c. 1100 Trin. Coll. Hom. 55 On him rixled lichamliche will, alle ealdre man on his burh. 1209 Lib. de Ant. Leg. 6 Omnes aldermanni et magnates civitatis per assensum universorum civium. c. 1330 Arch. & Merl. 5105 The Alderman Ich with his ward cam. c. 1386 CHAUCER Prov. 373 Euerich for the wisdom þat he kan Was shaply for to been an Alderman (i.e. aldirman, aldorman). 1468 in Heath Grocers' Comp. (1869) 7 For the fyrsye dyner made in the parlour to oure Aldermen. . . 1564 SHAKS. Rich. III. iii. vii. 66 The Mayor and Aldermen. . . Are come to haue some conference with his Grace. 1611 CORN. s. v. Alder. Alderman's pace, a leisurely walking, slow gait. 1699 GAULE Holy Maid. 74 What an Alderman's pace he comes. 1699 E. CHAMBERLAIN'S Gt. Brit. I. 201 The 26 Aldermen preside over the 26 Wards of the City of London. All the Aldermen that have been Lord-Mayors, and the three eldest Aldermen that have not yet arrived to that honourable Estate, are by their Charter Justices of the Peace. 1764 COWPER 50/6 61 Elbows still were wanting; these some say, An Alderman of Cripplegate contrived. 1876 STRUSS Const. Hist. III. 565 The title of alderman, which had once belonged to the heads of the several guilds, was transferred to the magistrates of the wards into which the town was divided, or to the assistants of the mayor, in the cases in which no such was made.

4. Formerly, there were also Aldermen of Hundreds. Chambers Cycl. 1751.

1596 SPENSER State of Irell. 107 When I come to appoint the Alderman, that is the head of the Hundreth.

Aldermanate (ǫldamānætt). [ad. med. L. aldermannatus, f. aldermannus after senator, consularius, etc. See -ATE.] The office or dignity of Alderman; the aldermen collectively.

1875 STRUSS Const. Hist. III. xxi. 581 We must trace the existence of the aldermanate . . . to the ancient guild system.

Aldermany (ǫldamānsi). rare. [f. ALDERMAN + -Y (cf. captain-y), after magistracy, lieutenantancy, in which the suffix, really -y, is apparently -y.] The office of an alderman. (In mod. Dicta.)

Aldermaness. An alderman's wife.

1640 BASHAM Inqul. Lep. 16 With the swiss Postman. . . And Aldermanesses and the Boord of Works.

Aldermanic (ǫldamānsik), a. [f. ALDERMAN + -IC: in imitation of words of Fr., L., or Gr. origin in -ic, as Germanic. The native adj. is ALDERMANLY.] Of, pertaining to, or like an alderman; a. (municipal.)

1770 WILKES Corr. (1805) IV. 32 For fear of growing more dull than usual in this thick aldermanic air. 1799 SOUTHEY Nonesuch. vi. Wks. III. 72 Aldermanic blim. 1819 SHELLEY Pet. Bell Wks. 1839, 240 Luncheon and snacks so aldermanic. 1837 LOCKHART Scott IV. xii. 166 The feast was . . . gorgeous; an aldermanic display of turtle and venison. 1890 HAWTHORNE Eng. Note-Books. (1899) II. 19 Quite as dull in their aldermanic way. 1896 M. HAY Under the Will I. 47 The aldermanic luxury of turtle soup. 1896 F. BUCKLAND Testings Anim. Life 355 A good plump seal or an aldermanic walrus.

b. (Old English.) Also caldermanic.

1861 PEARSON E. & Mid. Ages Eng. 173 Probably in most shires there were several families of caldermanic rank, from whom the holder of office was selected by the king, with advice and consent of his witan.

† Aldermanical, a. Obs. rare. [f. ALDERMAN + -ICAL = prec.]

1643 BROWN Damaus. ii. l. 203 See my Aldermanicall Father-in-Law!

† Aldermanikia, nonce-wd. Obs. [f. ALDERMAN; see MANIKIN.] A little or young alderman.

1640 BROWN Antiq. ii. 177 Item, a love Epistle for the Aldermanikia his sonne.

Aldermanity (ǫldamānsiti). [f. ALDERMAN + -ITY in humorous imitation of human, human-ity, etc.: see -ITY.]

1. The quality or office of an alderman.

1663 B. JOHNSON Staple of News in ii. I would fain see . . . a treatise of aldermanity truly written! 1803 LAMB Ellis Ser. ii. xxiv. (1865) 408 How would certain topics, as aldermanity . . . have sounded to a Terentian auditor?

2. The body of aldermen. (Cf. admiralty.)

1630 B. JOHNSON Magn. Lady v. vii. Twill purchase the whole Bench of Aldermanity.

Aldermanlike (ǫldamānslik), a. and adv. [f. as prec. + -LIKE.]

A. Adv. Like, or becoming to, an alderman.

1618 SHELTON Don Quix. Liv. 20 (T.) All in a grave posture and with an aldermanlike pace. 1799 MISS WILKES in Wishes Corr. (1809) IV. 285 On Friday morning; I shall arrive, alderman-like, with some Dorking fowls for your acceptance. 1830 BLAKET Free Will 68 What Swift says about its being an alderman-like virtue.

† B. Adv. After the manner of an alderman. Obs.

1617 J. ROPER Dict., Aldermanlike, Senator, patrician, adv.

Aldermanly (ǫldamānsli), a. [f. ALDERMAN + -LY.] Like, or becoming to, an alderman.

1790 SWIFT Wks. 1795 II. ii. 23 Exigencies wanting a reasonable infusion of this aldermanly discretion.

Aldermanry (ǫldamānsri). Also 5-6 aldyrmanry. [f. ALDERMAN + -RY, med. L. 13th c. aldermaneria. Cf. for the form yeomanry, for the sense deanery, archdeaconry.] A district of a borough having its own alderman, a ward; also, the dignity or rank of an alderman.

c. 1200 STRUSS Const. Hist. III. 561 'Early in the reign of Henry III. . . the name Aldermania seems to be used interchangeably with Wards.' 1908 ARNOLD Chron. 37 an. 1364 From 7<sup>e</sup> office of aldyrmanry vterly and percyly to cossen. 1668 DEXTER Dead Terms F v b, Those Divisions or Parages (of London), are called Wards or Aldermanries, being 26 in number. 1698 STOW London (ed. Strype 1754) I. ii. l. 347/1 The ancient division of this City was into Wards or Aldermanries. 1844 HOE. SMITH Moneyed Man I. viii. 150 The city assembly, the vulgar, untitled balls of the Aldermanry.

Aldermanship (ǫldamānsrip). [f. ALDERMAN + -SHIP: this is the most legitimate term for the office.] The office, position, or quality of an alderman; a. municipal.

1494 FABIAN VII. 331 He was dyscharged of his alderman-shyp. 1900 ARNOLD Chron. 37 an. 1384 They owe not to be removed for the office of aldyrmanshyp without certayn cause. 1714 FORTESCUE-ALAND in Fortescue's Abr. & Lim. Mon. 37 Our English termination, ship, as in Stewardship, Aldermanship, Worship. 1770 WILKES Corr. (1805) IV. 139 Mr. Martin does not accept the aldermanship. 1878 Daily News 6 Nov. The Vacant Aldermanship.

2. Old Eng. (Recent writers have used the late West Saxon ealdorman.)

1661 PEARSON E. & Mid. Ages Eng. 251 Ealdormanships of counties and towns. 1875 STRUSS Const. Hist. I. vi. 160 The original idea of the ealdormanship is, magistracy or jurisdiction, as implied in the attribute of age. 1876 FREEMAN Norm. Conq. I. iii. 80 Their progress from the ealdormanship of a corner of Hampshire to the Imperial crown.

Aldern (ǫldain), a. and sb.; also 1 aloren, 3 allerne, 5 alloren. [f. ALDER sb. 4 + -EN. Its subst. use is prob. due to comb. like aldern-tree; but there may have been a confusion with ELDER, ELDERN.]

A. Adv. Of alder.

1601 SHAKS. Twelfth Night III. ii. 6 To þam alderan stobbe. 1598 TAVISA Higden. De P. R. xvii. 264 The pine tree, and alloren

tree . . . deop under þe grounde dureþ and lesteþ longe tyne. 1600 MAY Kirge. 1. Then alderm boars first plow d the counn. B. sb. = ALDER sb. 1

c. 1190 W. DE BIBLESWORTH in Wright Voc. 171 Couard de unnes (of allernel. 1607 CORSELL Amer. Colled Beasts 116-170 If the right eye of a Hedge-hog be tryed with the oil of Alderne or Linseed, and put in a vessel of red brasse, and afterward anoint his eyes therewith, as with an eye-salve, he shall see as well in the dark as in the light.

† Aldership. Obs. Only form 2 alderscipe. [f. ALDER sb. 2 + -SHIP.] Chiefship, lordship.

c. 1175 Cotton Hom. 219, Dominatimes hlafofdisca, princ. þatus alderscipen.

† Alderwoman, nonce-wd. Obs. [f. ALDERMAN, after pairs like gentleman, -woman.] An alderman's wife; cf. ALDERESS, ALDERMANESS.

1640 BROWN Antiq. ii. ii. 276 Item, an Elegy for Mistris Alderwoman.

† Alderst, a. superl. Obs. or dial. [f. ALD old; see ALDER a. to which it belongs.]

1203 LAYAM. 6047 Þe aldeste hantse Fulgenius (1290 Þe aldest. ibid. 2105 Þe aldeste broðer. 1297 R. GLOUC. 213 Þe aldest hous al so. c. 1395 E. E. Allit. P. B. 1333 Bolde Baltazar, waz his barn aldest. (Mod. Sr. aldest.)

Aldfader, -father, obs. dial. var. ELDFATHER.

Aldide (ældaid). Chem. [f. ALD(EHYDE) + -IDE.] Gmelin's name for the aldehydes as a class; see ALDEHYDE 2.

Aldine (ǫldin), a. [f. Aldus prop. name + -INE.] Printed or produced by Aldus Manutius, a celebrated Venetian printer in the 16th c.; adopted also as a distinctive title of a modern series of books; and applied to certain styles of display types.

1808 DRYDEN Classics Introd. 27 A most beautiful copy of this Aldine edition. 1837 HALLAM Hist. Lit. I. l. iii. 257 (Aldus) . . . introduced (in 1501) a new Italian character, called Aldine.

Aldol (ældol). Chem. [f. ALD(EHYDE) + (ALCOH)OL; see -OL.] A clear viscid neutral liquid of composition CH<sub>3</sub>.CH(OH).CH<sub>2</sub>.CHO, polymerous with acetyl aldehyde; so called because regarded by Wurtz as intermediate in constitution and properties between aldehyde and alcohol; previously called acetaldehyde.

1874 WATTS Dict. Chem. and Suppl. 38 Aldol possesses the reducing powers of the aldehydes. 1898 — 3rd Suppl. 54 Aldol. . . is the aldehyde of butane-glycol.

Aldor, -ur, OE. forms of ALDER sb. 2, chief.

Aldormann, OE. form of ALDERMAN.

† Aldress. Obs. [f. ALDER sb. 2 + -ESS; †short for aldermaness.] The wife of an alderman or mayor.

1668 YORK Reg. MS. 7 (John Bramhall, alderman of Post-trace, desired to be buried) at the end of the mayors and aldermesses stall. 1668 R. THOMSON Diary I. 250 After with relations . . . to the funeral of Aldress Hick. 1773 ibid. II. 180 Madam Neville was this day buried—also was another aldress interred.

Aldur, OE. form of ALDER sb. 2

† Aldur-father. Obs. [App. a confusion betw. ald-father ancestor and aller-father father of all, first parent.] Ancestor, progenitor.

1340 ALEX. & Dind. 1050 Pin aldir-fapur, alixandre' al þat hap used.

Aldyr, -man, obs. ff. ALDER sb. 1, ALDERMAN.

Ale (fīl). Forms: 1 alu (WS. ealu, ealo), 2-ale (5 eale, ayle, 5-6 alle, Sc. 6-7 ail, aill; in mod. dial. yale, yall, yeale, yell, yill). [OE. alu, cogn. w. OS. alo, ON. öl (-alu), has been shown by Mr. J. Platt to be a -l stem: -\*alut, hence gen. and dat. aloþ, ealod, 13th c. alod: -\*alutaz, aintzi: see first quot.]

1. An intoxicating liquor made from an infusion of malt by fermentation. Various ingredients have at various times been added to impart flavour; at present hops or other bitters are in use.

Ale and beer seem originally to have been synonymous. The Alvismál says 'öl heitir með mönnum, en með 'Asum björt', it is called 'ale' among men, and among the gods 'beer.' After the introduction into England of 'the wicked weed called hops' (Retm. to Edw. VI's Parli., c. 1524, 'beer' was commonly hopped; at present 'beer' is in the trade the generic name for all malt liquors, 'ale' being specifically applied to the paler coloured kinds, the malt for which has not been roasted or burnt; but the popular application of the two words varies in different localities.

c. 940 Sax. Leechb. II. 268 Do healfne bolian ealod to, and gehate bet ealu. c. 1000 Hept. Indg. xiii. 4 Ne þe ealu þe drince nafre oððe win. c. 1200 Trin. Coll. Hom. 13 Þe man þe hit medeþ riht, þe suned aled gestinge. 1205 LAYAM. 24440 Ne mai hit na mon suggen on his tale: of þan win and of þan ale. c. 1300 Havelok 14 Fill me a cuppe of fu-god ale. 1377 LANGL. P. PL. B. v. 210, I bouste hir barly maite: she brewte it to selle, Þenye ale and podyng ale. 1466 Paston's Funer. in Lett. 549 II. 268 For vii barrels of bere 2viiz. viid. — For iiiiii barrels of ale, xiiii. liiij. 1485 MALORY Arthur (1816) II. 445 Wyu & ale. 1532 Plinympton Corr. 230, I am faine to eate browne bread & drink small ale. 1535 STEWART Cron. Scotl. II. 650 Of wyne and aill takane thame sic ane fill. 1540 BOUQUET Dietary x. 256 Ale is made of maite and water; and theye the whiche do put anye othe thyng to ale than is rehersed, except veyt, barme, or godes good, doth confyticate theyr ale. 1594 PLAT Jewell. iii. 16 It is the Hoppe onelic which maketh the essentiall difference betweene Beere and Ale. 1598 SHAKS. Twelfth Night III. ii. 304 Item, she brewes good Ale. 1613 — Hen. VIII. v. iv. 12 Do you looke for Ale and Cakes beere, you rudd

COUNCIL.

COUNCIL-MAN.

10. The local administrative body of a corporate town or city; also (since 1888) of an English 'administrative' county or district; more fully described as *borough, town, city, county or district council*; cf. also *Common Council, Select Council* (15, below).

a. 1428 in *Surtees Misc.* (1800) De Mayr and be Counsell of the chambre. 1568 N. Winst. *Cert. Tractates* (1882) I. iii. 26 To the honorable Prouest, Bailies, and Counsell of Edinburgh. A. 1474 *Sc. Acts Jus. III* (1597) § 56 In Burrowes . . . there shall of the auld Council of the seir before, foure worthy persones chosen seirly to the new Council. 1582 SAVILE *Tacitus' Hist.* II. lii. (1591) 31. As they were in this perplexity, the council of Mutina increased their cares. 1841 H. MARTINEAU *Hist. Peace* (1877) III. v. liii. 237 The town council is the great ruling body of the borough. 1863 H. COX *Instit.* III. ix. 730 The members of a Town Council are the Mayor, Aldermen, and Councillors. 1888 *Local Govt. Act* in *Whitaker's Almanac* 532/1 The original bill . . . provided for the establishment of district councils subordinate to the new county councils. . . A measure will be introduced in 1889 providing for the establishment of district councils. *Ibid.* 532/2 As to the constitution of the county councils. In each administrative county a council consisting of a chairman, aldermen, and councillors, will be established to be entrusted with the administrative and financial business of the county. The council will be constituted much like the council of a borough divided into wards. *Ibid.* 584/2 The mayor, aldermen, and burgesses of each county borough acting by the council, shall be the county council for that borough.

11. A body of men associated with the president (or directors) of a society or institution, to consult upon its business and share in its administration; a deliberative and administrative committee. [Latinized as *concilium*, though properly belonging to *L. concilium*: in *F. conseil*.]

1662 *Charter Roy. Soc. Frit. Societas de praeside concilio & sodalibus* consists, qui vocabatur & nuncupabuntur Praeses, Concilium, & Sodales Regalis Societatis Londini, etc. 1822 GREGG *Anat. Plants* Pref. At a Meeting of the Council of the said (Royal) Society the following Order was made, and entered in their Council-Book. 1806 *Med. Jnrl.* N.Y. 231 The Medical Council of the Jennerian Society. 1845 *Rules Philol. Soc.* III. The Council . . . shall consist of the President, the Vice-Presidents, a Treasurer, 1 or 2 Honorary Secretaries, and twenty ordinary Members. 1844 *Camden Soc. Publications* Pref. note, The Council of the Camden Society desire it to be understood, that, etc. 1892 (*ibid.*) The Metropolitan Auxiliary Council of the London Missionary Society.

b. In University use.  
In the Scottish Universities, the *General Council* is the great deliberative body consisting of the members of the University Court, the professors, and graduates, corresponding in function to Convocation in the University of London. In the University of Oxford, the *Hebdomadal Council* is a representative board which consults upon and administers the business of the University, and takes the initiative in all matters to be brought before the Congregation and Convocation.

1854 *Act 17-18 Vict. c. 31 (Oxf. Univ. Act)* § 5 Upon the 15th day of the said Michaelmas term 1854, there shall be elected . . . a council, which shall be called the hebdomadal council. *Ibid.* § 6 If any person shall be elected a member of the hebdomadal council in two or more classes, he shall, when he first takes his seat in the council, declare under which class he desires to sit. 1873 *Edin. Univ. Cal.* 43 The General Council of this University; and the General Council of the University of St. Andrews jointly, return a Member of Parliament.

12. In some of the Reformed churches: An advisory assembly of clerical, or clerical and lay, members.

*Congregational council*, and *National council*, advisory or consultative bodies organized by the Congregationalists in America. See *London Nonconformist Council*, etc.

13. *Council and Session (Sc.)*: see sense 7.

14. *Council of War*. a. An assembly of officers (military or naval) called to consult with the general or commanding officer, usually in a special emergency. Also *transf.* and *fig.*

1612-3 Br. HALL *Contempl.* O. T. xi. i. They may call a council of war, and lay their heads together. a 1671 Ld. FAIRFAX *Mem.* (1699) 72 We called a Council of war, wherein it was debated, whether we should attempt those in the works. 1855 TROLLOPE *Wardour* xiv. Generals in their councils of war did not consider more deeply.

*fig.* 1795 YAMBRUGH *Confed.* II. i. What a pretty little pair of amiable persons are there gone to hold a council of war together! Poor birds! 1850 W. B. CLARKE *Wreck Fav.* 220 We then held a 'council of war', in which it was agreed that all should keep as close to the rocks as possible.

b. In some foreign countries: A body forming a permanent advisory committee or board on military affairs.

1590 Sir R. WILLIAMS *For. Disc. Warrs* 17 All these Counsailes of warrs both at home and abroad, are expert and principall Captaines. 1893 H. COGAN tr. *Pinto's Trm.* XI. 33 The General of Austria assembled his Council of War, who were all of opinion that the commenced siege was to be continued. 1709 STEELE *Tatler* No. 7 18 The Emperor (of Austria) . . . has advanced . . . Count Henry Thaur to be . . . a Councillor of the Aulick Council of War. 1838 *Penny Cycl.* X. 65/1 (Prince Eugene) returned to Vienna, and was appointed president of the council of war.

15. *Common Council*. a. Without special meaning: = *General Council*; see 1.

1290 *S. Eng. Leg.* I. 357 At þe comynyn conseil a day seint Gregori a-roos sothe. And þad þe pope and is cardinales graunth him ane boue. a 1400-50 *Alexander* 5393 All sprits in þis speloken here speke þai to-gedire. Here is þaire comyn conseil.

b. The administrative body of a corporate town or city; a town or city council. In England (since the Act of 1835) retained as a title only in the case of London; used in some cities in U.S.

e. g. in Philadelphia the local authority now consists of the *Select Council and Common Council*, called together the *Councils*. The *Common Council* is mentioned in Penn's Charter of 25 Oct. 1701; the *Select Council*, formerly a court of Aldermen, appears in the Consolidation Act of 2 Feb. 1854.

a. 1467 *Ord. Worcester* in *Eng. Gilds* 387 Yf any of the xlviii. persones chosen and named for the comyn counsell of the seid cite, discoure any maner thing that ys seid at hur comyn coun-eille. 1486 in *Surtees Misc.* (1890) 47 To the . . . common counsell of the cite of York. 1538 STARKY *England* I. l. 9 To lyue other vnder a prynce or a comyn counsil in cytes and townys.

B. 1280 in *Picton L'pool Music. Rec.* (1883) I. 42 At the request of Mr. Mayor and his brethren, together with the consent of the Common Council there in the Common Hall assembled. 1688 *Emp. Elect. Sheriffs* 38 Sheriffs of London have been always chosen by the Mayor, Aldermen, Common-Council, and Livery-men. 1728 *Land. Gaz.* No. 50107 An act passed at a Court of Common-Council held for the City of London. 1810 WELLINGTON in *Gurw. Desp.* V. 403 You see the dash which the Common Council of the city of London have made at me. 1889 *Whitaker's Alm.* 323 Officers of the City of London. . . Appointed by the Court of Common Council.

1887 *City Govt. of Philadelphia* 20 The Assembly for the transaction of business was called the Common Council. *Ibid.* 15, 70, etc.

c. A meeting of such a body. *Obs.*  
1497 (see b above). 1548 HALL *Chron.* 170 The Mayre on y<sup>e</sup> next day . . . called a common counsaile. 1709 STEELE *Tatler* No. 52 P 4 As soon as he came into the Common Council.

d. Hence *Common councilman*: see under COUNCIL-MAN.

16. *Privy Council*: see PRIVY.

17. *Comb.*, as *council-door, -ground, -seat*; *council-book*, the book in which the acts of a council are registered; the register of privy-councillors; *council-day*, the day on which a council meets for deliberation; *council-fire*, a fire kindled by the North American Indians when in council; *council-general*, a general or common council; *council-hall, -room* = *COUNCIL-CHAMBER*. See also *COUNCIL-BOARD, -HOUSE, -MAN, -TABLE*.

1618 Sir L. STURKLEY *Petit. in Harl. Misc.* (Malh.) III. 190 The publick act registered in the 'Council-book. 1848 MACAULAY *Hist. Eng.* VI. (1871) I. 324 Halifax was informed that his services were no longer needed, and his name was struck out of the council-book. 1876 BANCROFT *Hist. U. S.* III. xvii. 256 The declaration was projected, executed, and entered in the council-books without any previous notice to Pitt. 1664-5 *Perry's Diary* (1879) III. 121 Very constant he is on 'council-days. 1688 DAVEN *Dk. of Gwent* v. 1. To keep guards doubled at the 'council-door. 1775 G. JOHNSON in *Sparks Life Genl. Morris* (1821) I. 42 The Indians will not sit still, and see their 'council-fire extinguished. 1876 BANCROFT *Hist. U. S.* III. x. 935 The Delawares, and the Shawnees, lighted the council-fire, smoked the calumet, and entreated for peace. 1817 *Blackw. Mag.* I. 191/1 A report made to the 'council-general of hospitals in Paris. 1800 A. T. DRANE *St. Cath. of Siena* 537 Let him call a Council-general (*Consiglio Generale*) of the chief citizens and listen to their advice. 1843 MARYAT *M. Violet* xv. We were . . . assembled at the 'council-ground on the shores of the Buona Ventura. 1688 DRYDEN *Dk. of Guise* v. 1. The 'council-hall was hung with crimson roset. 1848 FISCHOFF *Woolen Mannf.* II. 117 The Duke of Wellington. . . had proposed that both parties should meet in the 'council room, and calmly discuss the question before the ministers. 1795 POPE *Odys.* VIII. 5 Then to the 'council-seat they bend their way. 1877 WHELWRIGHT tr. *Aristophanes* II. 258 Nor is there any council-seat, for this is the third day and midst of Ceres' feasts!

**Council-board**. The board or table at which the members of a council sit; hence, the council in session, the assembled body of councillors.

1591 LAMBARDE *Archaeon* (1635) 116 To have his Causes determined . . . at the Council-board without open hearing. 1596 SHAKS. 1 *Hen. IV.* IV. iii. 99 (He) rated my Ynckle from the Council-Poord. 1647 CLARENDON *Hist. Reb.* II. (1843) 46/1 Acquainting his council-board . . . with the indignities he had sustained. a 1693 Ld. DELAMER *Wks.* (1694) 40 Attendance at the Council-Board. 1841 MACAULAY *W. Hastings* Ess. 1854 II. 652/2 When he landed from India . . . he had . . . looked forward to . . . a seat at the Council Board, an office at Whitehall. 1876 BANCROFT *Hist. U. S.* V. x. 437 The president . . . had no higher functions than those of the president of a council-board.

**Council-chamber**. An apartment appropriated to the meetings of a council; the place of consultation.

1530 PALSGR. 208/1 Counsell chambre, *chambre de parlement*. a 1533 Ld. BERNERS *Honon* lxxxiii. 254 The barons . . . went out of the counsell chambre. 1665 *Perry's Diary* (1879) III. 53 Thence . . . to White Hall to the Council-chamber. 1768-74 TUCKER *LT. Nat.* (1852) I. 506 Irreverent methodism . . . rushes with saucy familiarity into the council-chamber of heaven. 1806 MOKLEY *Partison's Mem.* Crit. Misc. III. 160 Those who . . . fought in literature, in the council-chamber, in the field, against the Church revival of their day.

**Council-house**. A house in which a council meets for deliberation; in Scotland and elsewhere, a common name for a town-hall.

c 1340 *Cursor M.* 16094 (Trin.) Pilate . . . seide in to þe parlor: þat was a counsell hous hadde. 1393 GOWER *Conf.* III. 181 That none but he be wepenles Shall come into the counsell hous. 1526 TINDALE *Acts* xxv. 23 Agrippa and Bernice . . . entred into the counsell house with the cap-

taines. 1594 SHAKS. *Rich. III.* III. v. 25 The subtile Traytor This day had plotted, in the Council-House, To murder me. 1760-72 tr. *Junius Villo's Voy.* ed. 3 II. 27 On the west side which faces the cathedral, is the council-house. 1890 *What to see in Birmingham* 6, The Council House.

b. † **Council-house-man**, a town-councillor.  
1697 *Land. Gaz.* No. 3355/3 *Courier* 19 Nov. 1, The Mayor, Aldermen, Sheriffs, and Council-House-Men . . . met at St. Mary's Hall. 1715 *Ibid.* No. 5377/1 An humble Address of the Mayor, Aldermen, Sheriffs, Council-house-men, and Inhabitants of the City of Coventry.

† **Councilist**. *Obs. rare* -1. [f. COUNCIL + -IST, after *canonist*, etc.] One versed in the subject of ecclesiastical councils.

1648 MILTON *Apol. Smect.* XII. I have not . . . read more of the councils. . . I should be sorry to have been such a prodigy of my time. . . If ye provoke me. . . I will in three months be an expert councilist.

† **Councilary**, a. *Obs.* [f. COUNCIL + -ARY.] Of or pertaining to council; advisory, CONSILIARY.  
1651 HOBBS *Philos. Rud. Wks.* (1811) II. 266 Christ . . . had not a royal or sovereign power committed to him. . . but councilary and doctrinal only.

**Counciling** (kaunsilin), *vbl. sb. nonce-word*. [as if from a verb \*council to hold a COUNCIL.] The holding of a council.

1870 BRYANT *Iliad* I. II. 51 Shall all our councilings and all our cares Be cast into the flames?

**Councillor** (kaunsilar). Forms: 3-7; as in COUNSELLOR; also 6-7 counsellour, -or, 6-councillor. [An alteration of the earlier word *counsellor*, through assimilation to *council*. When *counsil* (*F. conseil*), in the sense of an advising or deliberative body, came to be spelt *council*, *counsellor* (*F. conseiller*) in the sense of a member of such a body was conformably spelt *councillor*.] An official member of a council: a. of the council of state of a sovereign or ruler: cf. PRIVY COUNCILLOR; b. of the council of a colonial government, etc.; c. of a town, city, county or district council, (esp. as distinguished from an alderman).

a. (1340 *Cursor M.* 3005 Fairl) þe kinge (Abimelech) made him (Abraham) his counsaillour priue. c 1380 Sir FERRERS, 2032 Charls counsaill am y prue. c 1450 *Nom.* in *Wes. Wülcker* 684/18 (*Nomina dignitat.*) *Hic assessoris, counsellor, cellere.* 1512-8 Act 3 *Hen. VIII.* c. 23 § 5 The Kinges Highnes shall . . . direct his letters missyves to twayn of his honourable Counsellours. 1586 THYNNE in *Holinshead Chron.* III. 1499/2 For his woorthynesse and merit advanced to the estate of a councillor. 1623 SHAKS. *Hen. VIII.* II. 1. 219 One Gilbert Pecke, his Councillour. 1652 Sir G. CARLES in *N. Papers* (Camden) I. 256 To make Sir Geo. Carteret a councillor. . . is not the way to recover the honour of the K.'s council. 1655 DICKES *Campl. Ambass.* 6 Any of her Ministers or Councillours. 1747 Dr FORSYTH *Mem.* I. ii. (1840) 57 Wise princes always choose wise councillors. 1845 S. AUSTIN *Ranke's Hist. Ref.* I. 102 Among the imperial councillors, difference of opinion prevailed. 1889 *Whitaker's Almanac* 404 (Officials of the German Embassy in London) Councillor of Embassy. Councillor and Director of the Chancery of the Embassy.

b. 1608 B. WINGFIELD *Virginia in Capt. Smith's Wks.* *Introduct.* (Arb.) 76 So much differed the President and the other Councillors in managing the government of the Colony. 1889 *Whitaker's Almanac* 431 Straits Settlements . . . The Government consists of a Governor, assisted by an Executive Council of 8 members, and a Legislative Council of 8 official and 7 unofficial members. . . the Resident Councillor of Penang and Malacca having seats in both Councils.

c. 1566 *Pilgr. Perf.* (W. de W. 1537) 148 Hedges, counsaillers and rulers of the sayd cite. 1673 *Rav Journ.* *Low C.* 422 Private quarrels . . . are usually referred to a Councillor of the Parish. 1845 S. AUSTIN *Ranke's Hist. Ref.* III. 431 Their idea of the . . . dignity of the civil authority extended to the city councillors. 1863 H. COX *Instit.* III. ix. 730 The members of a Town Council are the Mayor, Aldermen, and Councillors. 1889 *Whitaker's Almanac* 583/1 (*County Councils*) County aldermen and county councillors will be eligible for the coronerships.

**Councillorship** (kaunsilarisip). [f. prec. + -SHIP.] The office or position of councillor.

1583 STOCKER *Civ. Warrs Low C.* I. 57 b. His Counsellorship of estate. 1596 Sir J. SMYTH in *Let. Lit. Men* (Camden) 95 In the whole course of your Councillorship and managing of affayres under her Majesty. a 1626 BACON *Adv. to Villiers* (J.). Of the great offices and officers of the kingdom, the most part are such as cannot well be severed from the councillorship. 1830 *Fraser's Mag.* I. 157 Chamberlainships, Councillorships, and Extraordinary Ambassadorships. 1854 H. MILLER *Sea & Sun.* (1858) 406, I even became political enough to stand for a councillorship.

**Council-man**. A member of a council, esp. of that of a corporate town; a councillor. *Obs. exc. Hist.*

1669 W. SHARPARD *Corporations*, etc. 57 To name the present Mayor, Recorder, Aldermen, Council-men, and Officers. 1821 BIRDCKETT *Hist. Encharist* II. 251 The bailiff, and councillors were summoned to appear personally at Rome.

**Common-councilman**. A member of a common council; a common councillor. Now used of the city of London, and common in U.S.

a 1637 B. JOHNSON *Fall of Mortimer* I. i. I, who am no common-council-man. 1709 STEELE *Tatler* No. 73 P 17 At the Common-Council-Men of the said Ward shall think it 1768-74 TUCKER *LT. Nat.* (1852) II. 127 (Vanities) qualified the councilman to dictate measures of state. 1837 Sir F. PALGRAVE *Merch. & Friar* III. (1844) 70 As the stou reforming Common-Councilman said to the spare conserva tive Alderman. 1873 RUSKIN in *Contemp. Rev.* XXI. 93 Mr. Greg's . . . philosophy of Expenditure was expressed with great precision by the Common Councillor of New York.

M I N U T E S

of the meeting of RED DEER CITY COUNCIL held in the Council Chambers of City Hall, on Monday, October 31, 1983 commencing at 7:00 p.m.

PRESENT:

Mayor R.J. McGhee

Councillor T. Connelly  
Councillor R. Gerdts  
Councillor C. Hood  
Councillor J. Kokotailo  
Councillor R. McGregor  
Councillor D. Moffat  
Councillor J. Oldring  
Councillor L. Pimm  
City Commissioner, M. Day  
City Clerk, R. Stollings  
City Solicitor, T. Chapman  
City Treasurer, A. Wilcock  
Senior Planner, D. Rouhi  
Associate Planner, C. Curtis  
City Engineer, B. Jeffers  
City Assessor, D. Wilson  
Assistant City Clerk, C. Sevcik  
Development Officer, R. Strader  
Economic Development Director, A. Scott  
F.C.S.S. Director, R. Assinger  
E.L. & P. Supt., A. Roth  
Economic Development Assistant, S. Galbraith

No reason in the Minutes or  
the Agenda why they were  
called Councillor.  
Nothing in the Minutes in  
Sept. or early Oct. 1983.

## M I N U T E S

of the ORGANIZATIONAL MEETING OF RED DEER CITY COUNCIL  
held in Council Chambers of City Hall, on Monday,  
October 31, 1983 commencing at 4:30 p.m.

## PRESENT:

Mayor R.J. McGhee

Councillor T. Connelly  
Councillor R. Gerdts  
Councillor C. Hood  
Councillor J. Kokotailo  
Councillor R. McGregor  
Councillor D. Moffat  
Councillor J. Oldring (arrived @ 4:45 p.m.)  
Councillor L. Pimm  
City Commissioner, M. Day  
City Clerk, R. Stollings  
City Solicitor, T. Chapman  
City Treasurer, A. Wilcock (retired @ 4:37 p.m.)  
Senior Planner, D. Rouhi (retired @ 4:37 p.m.)  
Associate Planner, C. Curtis (retired @ 4:37 p.m.)  
City Engineer, B. Jeffers (retired @ 4:37 p.m.)  
Assistant City Clerk, C. Sevcik  
F.C.S.S. Director, R. Assinger (retired @ 4:37 p.m.)

No reason in Minutes or  
Agenda material why they  
were all of a sudden called  
"Councillor."

## MINUTES

Of the regular meeting of RED DEER CITY COUNCIL  
held in the Council Chambers, City Hall,  
MONDAY, NOVEMBER 14th, 1983, commenced at 4:30 p.m.

---

PRESENT:

R.J. McGhee, Mayor  
Councillor T. Connelly  
Councillor R. Gerdts  
Councillor C. Hood  
Councillor J. Kokotailo  
Councillor R. McGregor  
Councillor D. Moffat  
(arrived @ 4:35 p.m.)  
Councillor J. Oldring  
(arrived @ 7 p.m.)  
Councillor L. Pimm

See Notice of Motion  
introduced by Roy McGregor.

STAFF:

City Commissioner, M. Day  
City Clerk, R. Stollings  
City Solicitor, T. Chapman  
City Treasurer, A. Wilcock  
Senior Planner, D. Rouhi  
Associate Planner, V. Parker  
Associate Planner, C. Curtis  
City Assesor, D. Wilson  
Assistant City Clerk, C. Sevcik  
Development Officer, R. Strader  
F.C.S.S. Director, R. Assinger  
E.L. & P. Supt., A. Roth

The minutes of the organizational meeting of Red Deer City Council, October 31, 1983 were confirmed as transcribed on a motion by Councillor McGregor, seconded by Councillor Connelly.

CARRIED

The minutes of the regular meeting of City Council held on October 31, 1983 were confirmed as transcribed on a motion by Councillor Gerdts, seconded by Councillor Kokotailo.

CARRIED

In order that new members of Council may be brought up-to-date on a number of important items that the previous Council have been involved with, may we receive previous reports and current status of the following:

- 1) Rail Relocation reports and present status.
- 2) Westerner relocation, present financial status and what charges, if any, are being assessed to City at large taxpayers.
- 3) Chamber of Commerce Downtown Study - action taken by Council - present status - is there a Council appointee to work with the Chamber committee and if not, why not?
- 4) Coliseum project - present status.

It is realized that previous Council members are well versed on the above topics - new members need to be brought up-to-date. Most of these items were election topics and one candidate (an incumbent) implied that a policy decision on rail relocation was urgent; consequently information is vital to new members.

A possible solution to this request would be for a special meeting of all Council members, and the Administration to review the above-noted topics and any other items that the Commissioners consider appropriate. It could conceivably be referred to as a Seminar or Workshop for the benefit of the new Council.

NOTICES OF MOTION:

The following notices of motion were submitted at this time by Councillor McGregor.

- (1) "During my fifteen years association with The City of Red Deer, members of Council have always been addressed and referred to as 'Aldermen'.

To the best of my knowledge Council members of the majority of Cities in Alberta refer to their Council members as Alderman (male or female).

And whereas the Municipal Government Act, Section Eleven (11), Page 3 provides

'Notwithstanding anything in this Act, a Councillor of a City may also be referred to as an alderman and any such reference is for all purposes valid.'

And whereas, Section Eleven (11) of the Municipal Government Act, stated above, only provides this alternative to Council members of Cities in Alberta.

And whereas, I have personally sat with three (3) female members of Council over the past years, namely Ethel Taylor, Anna Parkinson, and Margaret Parsons, who were referred to as Alderman without objection.

Be it therefore resolved that The City of Red Deer be in step with its colleagues of other Alberta cities do hereby agree to adopt the privilege extended in Section (11) of the Municipal Government Act and henceforth refer to members of Council as Alderman of The City of Red Deer."

- (2) "The Council of The City of Red Deer on May 24, 1983 passed Bylaw 2816/83 enforcing the closing of retail business in The City of Red Deer on Sundays and holidays and named the Bylaw 'Sundays & Holiday Closing Bylaw'.

In addition, Section four (4) of this Bylaw provided that no person shall cause, permit or allow any form of advertising either prior or on a holiday which indicates or tends to indicate that a retail business establishment will be or is open on a holiday or that goods or services are available or maybe purchased on a holiday where such operation would contravene Section three (3).

And whereas, Council of The City of Red Deer on September 12, 1983 passed Bylaw 2816/A-83 deleting Section four (4) in its entirety.

And whereas, Council of The City of Red Deer on September 12, 1983 passed Bylaw 2816/B-83 deleting all reference to holiday closing and renaming Bylaw 2816 to read the 'Sunday Closing Bylaw'.

And whereas, seven (7) Red Deer Retail Businesses, which included two (2) media companies, have been charged under Bylaw 2816/83 prior to the amending Bylaws 2816/A and 2816/B being passed on September 12, 1983 with court cases proceeding with prosecution December 2, 1983."

Be it therefore resolved that the Council of The City of Red Deer having passed amending Bylaws 2816A and 2816B hereby agree to drop all charges involved effective immediately to restore faith and good-will with the Business Community."

M I N U T E S

---

Of the Regular Meeting of RED DEER CITY COUNCIL  
held in the Council Chambers, City Hall, Monday,  
November 28, 1983, commencing at 4:30 p.m.

PRESENT

R.J. McGhee, Mayor

Aldermen: T. Connelly  
R. Gerdts  
C. Hood  
J. Kokotailo (arr. @ 4:34 p.m.)  
R. McGregor  
D. Moffat (arr. @ 4:49 p.m.)  
J. Oldring (arr. @ 4:51 p.m.)  
L. Pimm (arr. @ 4:37 p.m.)

City Commissioner, M. Day  
City Clerk, R. Stollings  
City Solicitor, T. Chapman  
City Treasurer, A. Wilcock  
Sr. Planner, D. Rouhi  
Associate Planner, V. Parker  
Associate Planner, C. Curtis  
City Assessor, D. Wilson  
Asst. City Clerk, C. Sevcik  
Development Officer, R. Strader  
Fire Chief, R. Oscroft  
Economic Dev. Dir., A. Scott  
Transit Supt., D. Proudler

*Vote on Notice of Motion  
to return to the term  
"Alderman". See  
Agenda & letter from  
Ethel Taylor.*

At this time, Mayor McGhee welcomed the 8th Company of Red Deer Girl Guides from the West Park Area who were accompanied by their leader, Jane McDonald.

The minutes of the meeting of November 14, 1983, were confirmed as transcribed on a motion by Alderman McGregor, seconded by Alderman Connelly.

CARRIED

Alderman Kokotailo arrived at this time, 4:34 p.m.

"That this matter be tabled for a period of two weeks pending receipt of the letter from the Alberta Surveyors Association."

MOTION TO TABLE - CARRIED

NOTICES OF MOTION

The following motion was considered by Council with regard to addressing members of Council as Aldermen.

Moved by Alderman McGregor, seconded by Alderman Oldring

"During my fifteen years association with the City of Red Deer, members of Council have always been addressed and referred to as 'Alderman'.

To the best of my knowledge Council members of the majority of Cities in Alberta refer to their Council members as Alderman (male or female).

And Whereas the Municipal Government Act, Section Eleven (11), Page 8 provides

'Notwithstanding anything in this Act, a Councillor of a City may also be referred to as an alderman and any such reference is for all purposes valid.'

And Whereas, Section Eleven (11) of the Municipal Government Act, stated above, only provides this alternative to Council members of Cities in Alberta.

And Whereas, I have personally sat with three (3) female members of Council over the past years, namely Ethel Taylor, Anna Parkinson, and Margaret Parsons, who were referred to as Alderman without objection.

BE IT THEREFORE resolved that the City of Red Deer be in step with its colleagues of other Alberta cities and do hereby agree to adopt the privilege extended in Section Eleven (11) of the Municipal Government Act and henceforth refer to members of Council as Alderman of The City of Red Deer."

Mayor McGhee, Aldermen Pimm, Kokotailo, & Gerdts registered dissenting votes.

MOTION CARRIED

In regard to the Notice of Motion submitted by Alderman McGregor that the City drop all charges against businesses for being in breach of the Sunday Closing Bylaw, it was indicated by the City Solicitor that Council dealt with the matter at its last meeting. In order for the matter to be reconsidered, a member of Council who voted in the majority would have to serve notice in accordance with the Procedure Bylaw. Accordingly, there was no further action taken at this time.

4524 Waskasoo Cres.,  
Red Deer, Alberta, T4N 2M2  
November 18th, 1983

114.

Mayor R. McGhee, and Councillors,  
City of Red Deer,  
City Hall,  
Red Deer, Alberta.

Dear City Councillors -

I would hope that Red Deer City Council continues to use the term "councillor" which has been enabled as an alternative title to "alderman" for our city's elected representatives of both men and women. I believe the term was officially adopted by the second last council.

As a feminist I always had reservations regards the title of alderman, and grew tired of the quipping by the public and fellow alderpersons, or councillors across this land, when attending municipal functions, or being introduced.

Therefore I was pleased when the province enabled the use of the term councillor as an alternative to alderman, regardless of the size of the municipality.

At provincial meetings and conventions there is always equal concern for the municipalities of all sizes and importance, and a term depictive of this is surely more suitable than one which does not.

In the Red Deer central Alberta area the councillors of the city of Red Deer and those of the <sup>for 71 185</sup> towns and villages share responsibility for the common weal in diverse ways. The Red Deer Regional Planning Commission is the most cohesive, but also there is common attendance in such other avenues of concern as the Red Deer Health Unit and Family and Community Support Services, etc.

To all work as "councillors" without connotation of the superiority of a city would seem to be a happy relationship. I believe most of our citizens would favour that.

Very sincerely,

*Red Taylor*

NOTICES OF MOTION

112.

NO. 1

November 17, 1983.

TO: Council

FROM: City Clerk

RE: Notices of Motion

The following notices of motion were introduced by Alderman McGregor at the meeting of Council, Nov. 14 and are brought forward for Council consideration at this time.

1. "During my fifteen years association with the City of Red Deer, members of Council have always been addressed and referred to as "Alderman".

To the best of my knowledge Council members of the majority of Cities in Alberta refer to their Council members as Alderman (male or female).

And whereas the Municipal Government Act, Section Eleven (11), Page 8 provides

'Notwithstanding anything in this Act, a Councillor of a City may also be referred to as an alderman and any such reference is for all purposes valid.'

And whereas, Section Eleven (11) of the Municipal Government Act, stated above, only provides this alternative to Council members of Cities in Alberta

And whereas, I have personally sat with three (3) female members of Council over the past years, namely Ethel Taylor, Anna Parkinson, and Margaret Parsons, who were referred to as Alderman without objection.

Be it therefore resolved that the City of Red Deer be in step with its colleagues of other Alberta cities and do hereby agree to adopt the privilege extended in Section Eleven (11) of the Municipal Government Act and henceforth refer to members of Council as Alderman of the City of Red Deer."

2. "The Council of the City of Red Deer on May 24, 1983 passed Bylaw 2816/83 enforcing the closing of retail business in the City of Red Deer on Sundays and holidays and named the Bylaw "Sundays & Holiday Closing Bylaw".

In addition, Section four (4) of this Bylaw provided that no person shall cause, permit or allow any form of advertising either prior or on a holiday which indicates or tends to indicate that a retail business establishment will be or is open on a holiday or that goods or services are available or may be purchased on a holiday where such operation would contravene Section three (3).

And whereas, Council of the City of Red Deer on September 12, 1983 passed Bylaw 2816A/83 deleting Section four (4) in its entirety.

And whereas, Council of the City of Red Deer on September 12, 1983 passed Bylaw 2816B/83 deleting all reference to holiday closing and renaming Bylaw 2816 to read the "Sunday Closing Bylaw".

And whereas, seven (7) Red Deer Retail Businesses, which included two (2) media companies, have been charged under Bylaw 2816/83 prior to the amending Bylaws 2816A and 2816B being passed on September 12, 1983 with court cases proceeding with prosecution December 2, 1983.

Be it therefore resolved that the Council of the City of Red Deer having passed amending Bylaws 2816A and 2816B hereby agree to drop all charges involved effective immediately to restore faith and goodwill with the Business Community."

Respectfully submitted

R. Stollings  
City Clerk

A G E N D A

For the regular meeting of RED DEER CITY COUNCIL,  
to be held in the Council Chambers, City Hall,  
MONDAY, NOVEMBER 28th, 1983, commencing at 4:30 p.m.

---

Confirmation of the November 14th, 1983 minutes.

PUBLIC HEARINGS

A public hearing will be held at 7 p.m., November 28th,  
1983 respecting Bylaws 2672/N-83 and 2672/O-83. p. 45

UNFINISHED BUSINESS

- 1) City Assessor - re: Multiple Family Sites .. 1
- 2) City Clerk - re: Transit Shelter Advertising .. 11
- 3) City Clerk - re: Associated Cab (Red Deer) Ltd. .. 31

○ REPORTS

- 1) City Commissioners - re: 1984 Budget .. 37
- 2) Fire Chief - re: Engine #8 .. 40
- 3) Chairman, Airport Commission - re: Dollar Rent A Car  
Rental Agency .. 41
- 4) Chairman, Airport Commission - re: Rental Appraisal  
Report for the Red Deer Industrial Airport .. 42
- 5) City Clerk - re: Public Hearings .. 45
- 6) City Engineer - re: 32 St. & Highway #2 New  
Construction Change in Traffic Bylaw .. 56
- 7) Director of Economic Development - re: Land Acquisition  
of Alberta Co-operative Limited .. 59

WRITTEN INQUIRIES

- 1) Councillor McGregor - re: Council Update on  
Rail Relocation; Financial Status of Westerner Relocation  
and Chamber of Commerce Downtown Study .. 66

(5)

CORRESPONDENCE

- 1) General Manager, Chamber of Commerce - re: Economic Development Appointments .. 67
- 2) Andy Buruma Enterprises Ltd. - re: Fence at Highland Green Shopping Centre .. 68
- 3) Red Deer & District Museum & Archives - re: 1982 Annual Report .. 73
- 4) David Lynn - re: Taxi Drivers License Appeal .. 74
- 5) Horn Surveys Ltd. - re: Bids and Estimates for Legal Surveys .. 82

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PETITIONS & DELEGATIONS

- 1) Gordon Holmes - re: Petition Against Commercial Bingo Hall in Red Deer .. 90

(7)

NOTICES OF MOTION

- 1) Councillor McGregor - re: Use of the title "Alderman" rather than "Councillor" .. 112

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BYLAWS

- 1) 2672/N-83 - 2nd & 3rd readings (Land Use Bylaw amendment) p. 45
- 2) 2672/O-83 - 2nd & 3rd readings (Land Use Bylaw amendment) p. 45
- 3) 2800/D-83 - three readings (Traffic Bylaw) p. 56

**FILE**

**DATE: July 5, 1995**  
**TO: City Solicitor**  
**FROM: City Clerk**  
**RE: CHANGING OF ELECTED OFFICIALS TITLE FROM "ALDERMAN" TO "COUNCILLOR"**

---

At the Council meeting of July 4, 1995, consideration was given to a Notice of Motion submitted by Alderman Guilbault concerning the above topic, and at which meeting the following resolution was passed:

"WHEREAS it is in the interest of The City to have a diverse Council representing all groups, and to have a Council which remains current with changing social attitudes and perceptions; AND

WHEREAS the official title of 'Alderman', given to those elected to City Council may be perceived as having a gender bias;

BE IT RESOLVED that the Council of The City of Red Deer request the Administration to prepare a report for presentation to Council outlining the required Bylaw amendments, and any other impacts of making an official name change of elected officials, excluding the Mayor, from 'Alderman' to 'Councillor'."

Please review and comment on any situations that you feel we would need to provide for the change of the name of Alderman to Councillor within City documents. I agree with your suggestion that a bylaw be drafted to make provision that wherever the word Alderman appears in any City documents or bylaws, it shall mean Councillor. Please prepare such bylaw for Council's consideration.

Thanks.



KELLY KLOSS,  
City Clerk

KK/fm

**BYLAW NO.2672/S-95**

Being a Bylaw to amend Bylaw No. 2672/80, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map" as referred to in Section 1.4 is hereby amended in accordance with the Use District Map No. 8/95 attached hereto and forming part of the Bylaw.
  
- 2 This Bylaw shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this	day of	A.D. 1995.
READ A SECOND TIME IN OPEN COUNCIL this	day of	A.D. 1995.
READ A THIRD TIME IN OPEN COUNCIL this	day of	A.D. 1995.

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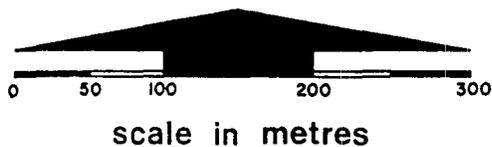
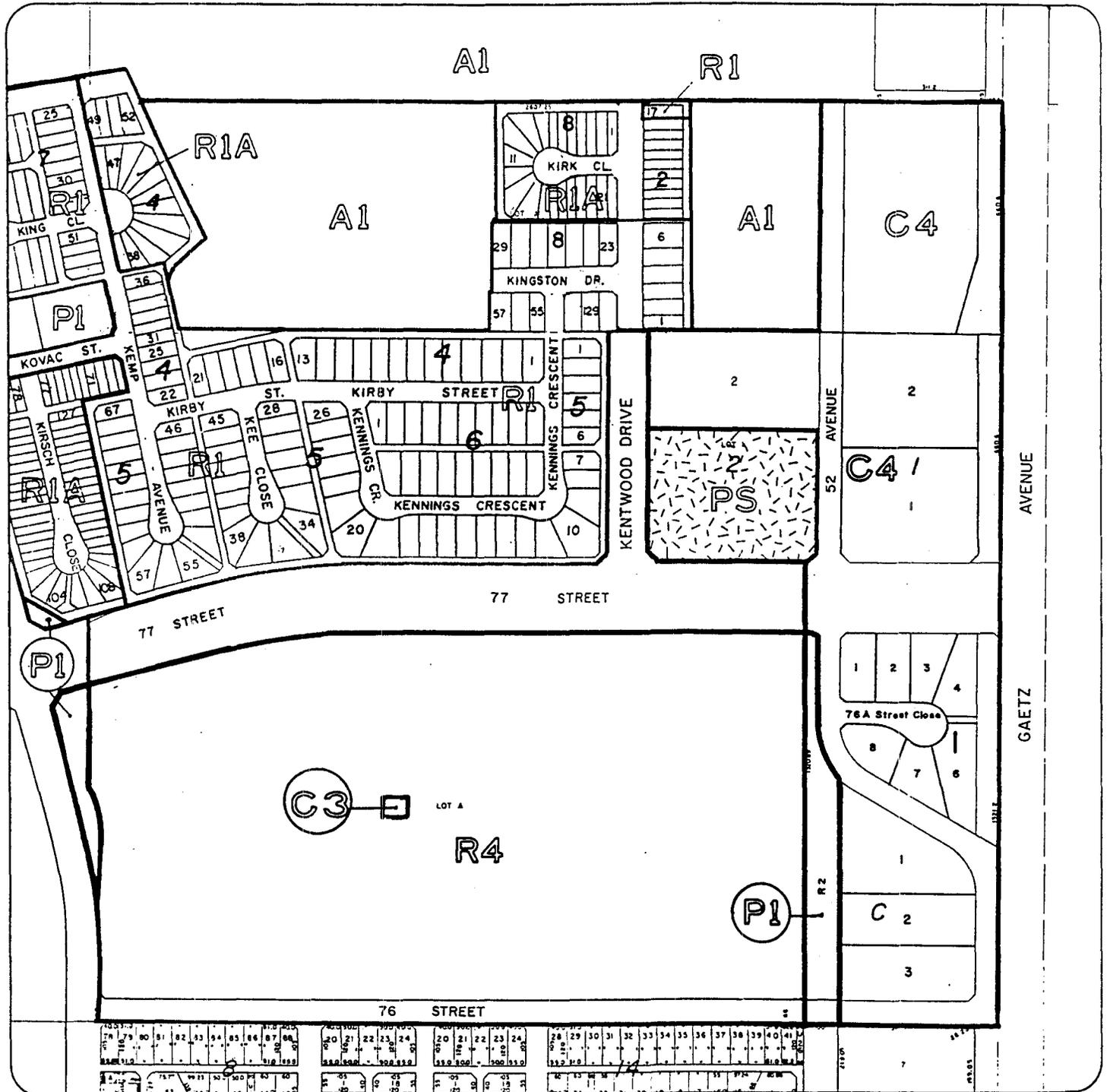
MAYOR

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CITY CLERK

# City of Red Deer --- Land Use Bylaw Land Use Districts

## F14



### Revisions :

MAP NO. 8/95  
(BYLAW No. 2672/S-95)

Change from C4 to PS

**BYLAW NO.2672/T-95**

Being a Bylaw to amend Bylaw No. 2672/80, the Land Use Bylaw of the City of Red Deer.

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

That Bylaw 2672/80 be amended as follows:

- 1 The "Land Use District Map" Number F14 in Schedule A is hereby amended in accordance with the Use District Map No. 9/95 attached hereto and forming part of the Bylaw.
  
- 2 Section 4.13.1 is amended by adding the following:
  - (26) On those sites, or portions thereof, hereinafter listed, "movie theatre" is a discretionary use; the sale or serving of wine, liquor or beer is not allowed.
    - (a) Lot 2, Block 2, Plan \_\_\_-\_\_\_ (northern 3 acres of existing Lot 1, Block 2, Plan 782-1439; civic address 7740 - 52nd Avenue)
  
- 3 This Bylaw shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      A.D. 1995.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      A.D. 1995.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      A.D. 1995.

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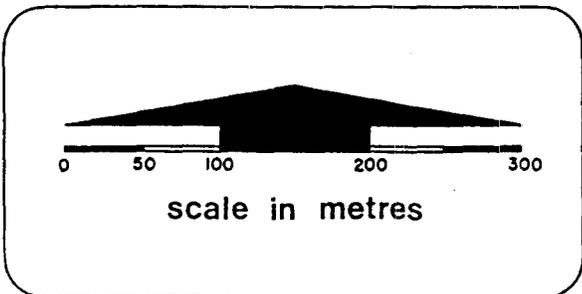
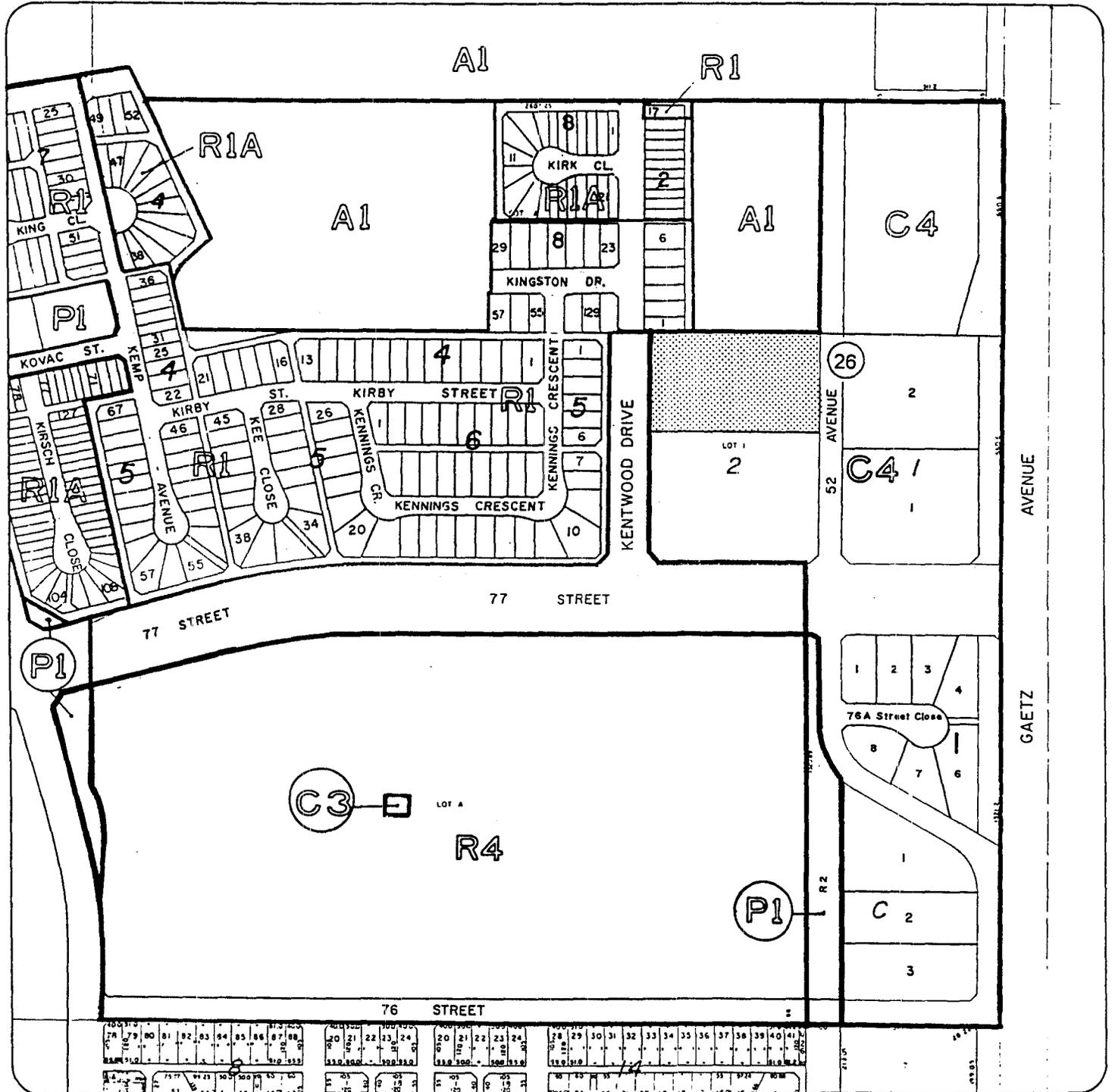
MAYOR

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CITY CLERK

# City of Red Deer --- Land Use Bylaw Land Use Districts

# F14



**Revisions :**

MAP NO. 9/95  
(BYLAW NO. 2672/T-95)

(26) An exception to allow a movie theatre; the sale or serving of wine, liquor, or beer is not allowed. ■

**BYLAW NO.2672/U-95**

Being a Bylaw to amend Bylaw No. 2672/80, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map" as referred to in Section 1.4 is hereby amended in accordance with the Use District Map No. 10/95 attached hereto and forming part of the Bylaw.
- 2 Section 7.3 is amended by adding the following:
  - 7.3.2 Uses
    - (8) Direct Control No. 7 - DC(7)
      - (a) Commercial recreation facility
      - (b) Commercial entertainment facility
  - 7.3.3 Regulations
    - (8) Direct Control No. 7 - DC(7) Notwithstanding any regulation in this bylaw, City Council shall determine yards, landscaping, parking requirements and layout, egress and ingress, building heights and architectural treatment for the use.
- 3 This Bylaw shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this                    day of                    A.D. 1995.

READ A SECOND TIME IN OPEN COUNCIL this                    day of                    A.D. 1995.

READ A THIRD TIME IN OPEN COUNCIL this                    day of                    A.D. 1995.

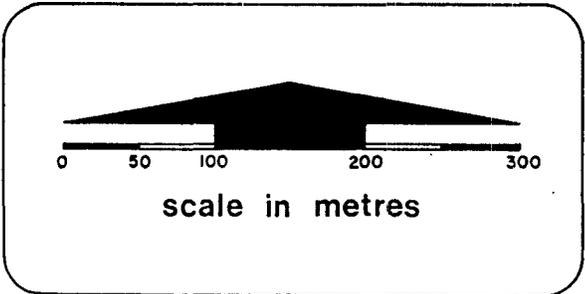
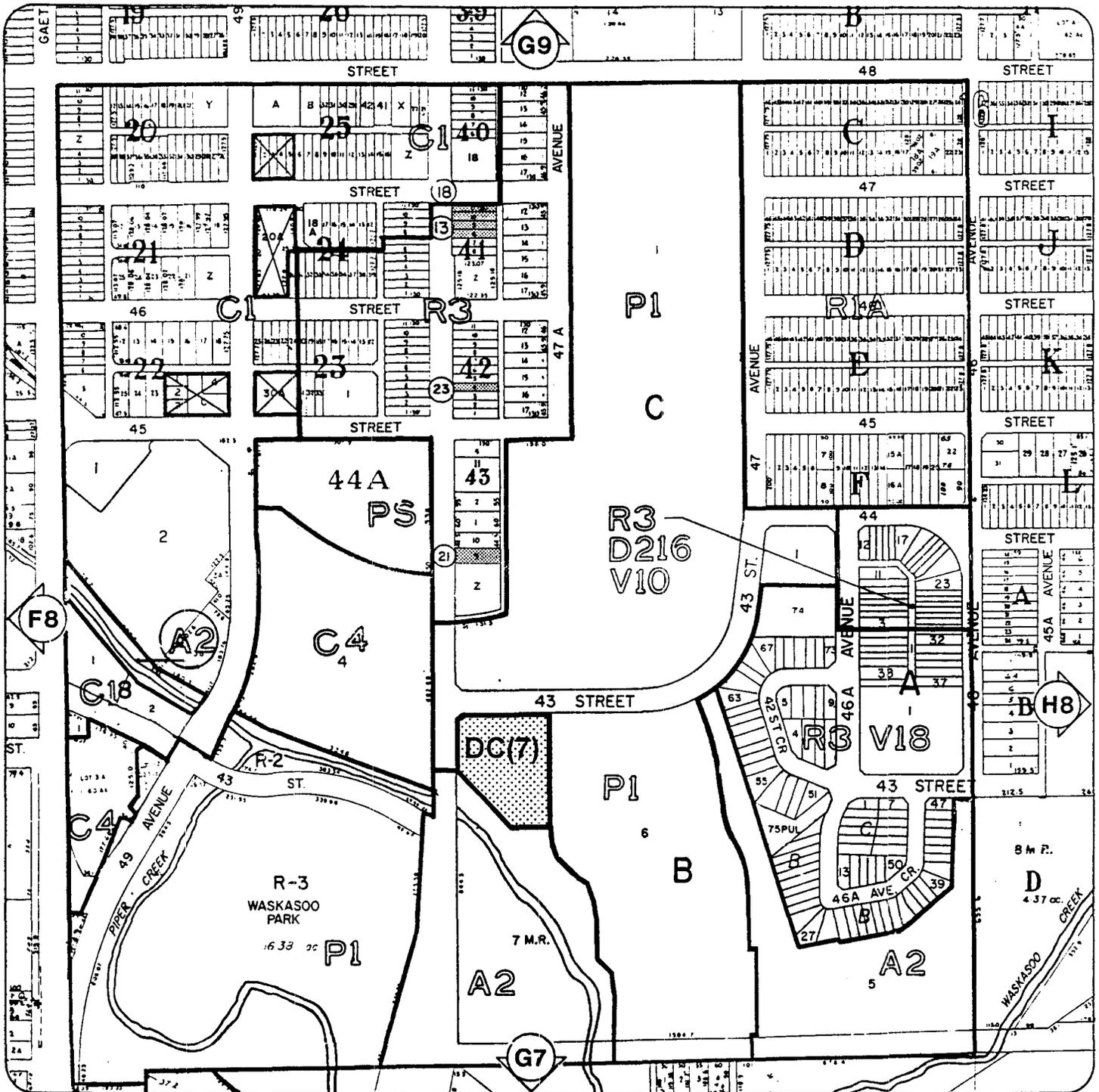
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

# City of Red Deer --- Land Use Bylaw

## Land Use Districts

# G 8



Revisions :

MAP NO. 10/95  
(BYLAW NO. 2672/U-95)

Change from P1 to DC(7)

**FILE**

**DATE: July 6, 1995**  
**TO: City Planner**  
**FROM: City Clerk**  
**RE: LAND USE BYLAW AMENDMENTS 2672/S-95, 2672/T-95, 2672/U-95**

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At the Council meeting of July 4, 1995, first reading was given to each of the above noted Land Use Bylaw Amendments, copy of which are attached hereto.

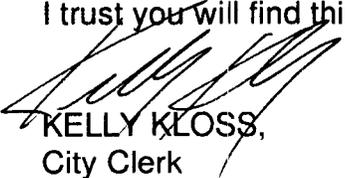
Land Use Bylaw Amendment 2672/S-95 provides for the southerly 4.5 acre parcel of the former vehicle licensing centre property at 5220 - 77 Street, currently zoned C4, to be changed to Public Service, with this property being developed and occupied by the NewLife Fellowship Christian Reformed Church.

Land Use Bylaw Amendment 2672/T-95 provides for a spot zoning of the northerly 3.0 acre parcel of the former vehicle licensing centre property at 5220 - 77 Street, for the development of a motion picture theatre. This Bylaw also provides that the sale or serving of wine, liquor, or beer is not allowed on this property.

Land Use Bylaw Amendment 2672/U-95 provides for the rezoning of approximately 1.68 acres located at the corner of 43 Street and 48 Avenue, from P1 to DC(7). The uses allowed under this Direct Control District would be Commercial Recreation facility and Commercial Entertainment facility. The Bylaw also indicates that City Council shall determine yards, landscaping, parking requirements and layout, egress and ingress, building heights, and architectural treatment for the use.

This office will now be advertising for Public Hearings, for each of the above noted Bylaws, to be held on Monday, July 31, 1995 at 7:00 p.m. or as soon thereafter as Council may determine. The advertising for this Public Hearing will appear in the Red Deer Advocate on Friday, July 14 and July 21, 1995.

I trust you will find this satisfactory.

  
KELLY KLOSS,  
City Clerk

KK/fm  
attchs.

cc. Director of Community Services  
Council and Committee Secretary, S. Ladwig