

DATE: December 10, 1991
TO: All Departments
FROM: City Clerk
RE: PLEASE POST FOR THE INFORMATION OF EMPLOYEES

SUMMARY OF DECISIONS

FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL
TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL,
MONDAY, DECEMBER 9, 1991,
COMMENCING AT 4:30 P.M.

- (1) Confirmation of the Minutes of the Meeting of November 25, 1991.

DECISION - MINUTES CONFIRMED

PAGE

- (2) UNFINISHED BUSINESS

- (3) PUBLIC HEARINGS

- (4) REPORTS

- 1) Dir. of Community Services/Recreation & Culture Manager/Parks Manager/
Social Planning Manager - Re: Community Services Master Plan . . 1

DECISION - MASTER PLAN APPROVED

- 2) City Assessor - Re: Deer Park Phase IVB/Proposed Church Site/Multi Site/
Land Use Bylaw Amendment 2672/W-91 . . 9

DECISION - WITHDRAWN

- 3) Public Works Manager - Re: Snow and Ice Control/Snow Clearing Routes .. 12

DECISION - APPROVED ROUTES

- 4) Public Works Manager - Re: Solid Waste Disposal Site Operating Costs .. 15

DECISION - APPROVED COSTS

- 5) City Clerk - Re: 1. Automated Voting System Bylaw 3056/91
2. Local Authorities Election Act Changes .. 16

DECISION - FIRST & SECOND READINGS GIVEN TO BYLAW

- 6) Public Works Manager - Re: Snow and Ice Control Costs/Overexpenditure for 1991 .. 25

DECISION - APPROVED OVEREXPENDITURE

- 7) Assistant City Clerk - Re: Business Revitalization Zone Boundary Expansion/Zones 1, 2 and 3 .. 29

DECISION - APPROVED EXPANSION TO INCLUDE ZONES 1 AND 2

- 8) Dir. of Financial Services - Re: Policy on Release of Information from Customer Files .. 61

DECISION - APPROVED POLICY

- 9) Dir. of Financial Services/Dir. of Engineering Services/Public Works Manager
- Re: Equipment Pool Study .. 65

DECISION - TABLED TO FUTURE COUNCIL MEETING

- 10) Economic Development Manager - Re: Land Bank Administration .. 71

DECISION - RECEIVED AS INFORMATION

- 11) Laidlaw Waste Systems Ltd. - Re: Multi-Family Recycling Program . . 76

DECISION - APPROVED PROGRAM

- 12) Mayor McGhee - Re: A.U.M.A./Complimentary Letters . . 85

DECISION - RECEIVED AS INFORMATION

- 13) Dir. of Engineering Services - Re: Preparation of a Solid Waste Master Plan . . 97

DECISION - APPROVED PREPARATION

(5) **WRITTEN ENQUIRIES**

(6) **CORRESPONDENCE**

- 1) Alberta Sports Hall of Fame - Re: Letter of Appreciation . . 99

DECISION - RECEIVED AS INFORMATION

- 2) Red Deer River Naturalists - Re: Environmental Issues . . 100

DECISION - DEFERRED TO ENVIRONMENTAL ADVISORY BOARD

- 3) Fielding & Dixon - Re: Port-O-Call Shopping Centre/Lane Closure . . 108

DECISION - APPROVED SALE OF LANE

- 4) Waskasoo Museum Foundation - Re: Old Red Deer Court House Repairs . . 124

DECISION - APPROVED REPAIRS

- 5) Alberta Urban Municipalities Association - Re: Alberta Railway Act . . 129

DECISION - RECEIVED AS INFORMATION

- 6) Morrisroe Community Enhancement Association - Re: Traffic Lights on 30 Avenue . . 135

DECISION - DEFERRED TO BUDGET DELIBERATIONS

(7) **PETITIONS & DELEGATIONS**

(8) **NOTICES OF MOTION**

- 1) City Clerk - Re: Backflow Prevention Valves . . 140

DECISION - DEFERRED TO FUTURE COUNCIL MEETING

(9) **BYLAWS**

- 1) 2672/W-91 - Land Use Bylaw Amendment/Deer Park Phase IVB/Proposed Church Site/Multi Site - 1st reading . . 9

DECISION - WITHDRAWN

- 2) 2827/A-91 - Business Revitalization Zone Boundary Expansion - 2nd and 3rd reading . . 29

DECISION - 2ND & 3RD READINGS GIVEN AS AMENDED

- 3) 3056/91 - Automated Voting System Bylaw - three readings . . 16

DECISION - 1ST & 2ND READINGS GIVEN

ADDITIONAL AGENDA

- 1) Towne Centre Association - Re: City Position on the County Mall Proposal

DECISION - RECEIVED AS INFORMATION

ADDITIONAL

- 1) Approved Appointment of Associate Members to the Archives Committee
2) Approved sale of CPR Parking Lot to Glenn's Sun & Slope

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, DECEMBER 9, 1991,

COMMENCING AT 4:30 P.M.

* * * * *

- (1) Confirmation of the Minutes of the Meeting of November 25, 1991.

PAGE

- (2) UNFINISHED BUSINESS

- (3) PUBLIC HEARINGS

- (4) REPORTS

- | | | |
|----|--|-------|
| 1) | Dir. of Community Services/Recreation & Culture Manager/Parks Manager/
Social Planning Manager - Re: Community Services Master Plan | .. 1 |
| 2) | City Assessor - Re: Deer Park Phase IVB/Proposed Church Site/Multi Site/
Land Use Bylaw Amendment 2672/W-91 | .. 9 |
| 3) | Public Works Manager - Re: Snow and Ice Control | .. 12 |
| 4) | Public Works Manager - Re: Solid Waste Disposal Site Operating Costs | .. 15 |
| 5) | City Clerk - Re: 1. Automated Voting System Bylaw 3056/91
2. Local Authorities Election Act Changes | .. 16 |
| 6) | Public Works Manager - Re: Snow and Ice Control Costs/Overexpenditure
for 1991 | .. 25 |

7)	Assistant City Clerk - Re: Business Revitalization Zone Boundary Expansion	.. 29
8)	Dir. of Financial Services - Re: Policy on Release of Information from Customer Files	.. 61
9)	Dir. of Financial Services/Dir. of Engineering Services/Public Works Manager - Re: Equipment Pool Study	.. 65
10)	Economic Development Manager - Re: Land Bank Administration	.. 71
11)	Laidlaw Waste Systems Ltd. - Re: Multi-Family Recycling Program	.. 76
12)	Mayor McGhee - Re: A.U.M.A./Complimentary Letters	.. 85
13)	Dir. of Engineering Services - Re: Solid Waste Master Plan	.. 97

(5) **WRITTEN ENQUIRIES**

(6) **CORRESPONDENCE**

1)	Alberta Sports Hall of Fame - Re: Letter of Appreciation	.. 99
2)	Red Deer River Naturalists - Re: Environmental Issues	.. 100
3)	Fielding & Dixon - Re: Port-O-Call Shopping Centre/Lane Closure	.. 108
4)	Waskasoo Museum Foundation - Re: Old Red Deer Court House Repairs	.. 124
5)	Alberta Urban Municipalities Association - Re: Alberta Railway Act	.. 129
6)	Morrisroe Community Enhancement Association - Re: Traffic Lights on 30 Avenue	.. 135

(7) **PETITIONS & DELEGATIONS**

(8) **NOTICES OF MOTION**

1)	City Clerk - Re: Backflow Prevention Valves	.. 140
----	---	--------

(9) **BYLAWS**

- 1) 2672/W-91 - Land Use Bylaw Amendment/Deer Park Phase IVB/Proposed Church Site/Multi Site - 1st reading . . 9
- 2) 2827/A-91 - Business Revitalization Zone Boundary Expansion - 2nd and 3rd reading . . 29
- 3) 3056/91 - Automated Voting System Bylaw - three readings . . 16

Committee of the Whole

- 1) Committee Appointments
- 2) Personnel Matter

ADDITIONAL 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, DECEMBER 9, 1991,

COMMENCING AT 4:30 P.M.

- 1) Towne Centre Association - Re: City Position on the
County Mall Proposal

. . 1

REPORTSNO. 1**CS-3.472**

DATE: November 27, 1991

TO: CITY COUNCIL

FROM: CRAIG CURTIS, Director of Community Services
LOWELL HODGSON, Recreation & Culture Manager
DON BATCHELOR, Parks Manager
COLLEEN JENSEN, Social Planning Manager

RE: COMMUNITY SERVICES MASTER PLAN

1. We are pleased to submit the new Community Services Master Plan for your consideration and approval.

The Master Plan was prepared entirely by staff within the Parks, Recreation & Culture and Social Planning Departments.

Limited funding for printing and public participation was approved by City Council in January 1991.

2. **OBJECTIVES**

The major objectives of the Master Plan are as follows:

- To clarify the "mission" for the Community Services Division and its departments within the context of the City's Vision 2020 Policy.
- To facilitate the provision of a wide range of community services to meet the evolving needs of residents in the community and identify the most appropriate mechanisms for service delivery.
- To facilitate a high degree of public involvement in planning for community service facilities and programs.
- To develop strategies to promote volunteerism through positive reinforcement and active management.
- To provide a policy framework for the planning, development and maintenance of open space in the city.
- To provide a policy framework for the development, management and maintenance of community service facilities in the city.

- To provide a policy framework for the delivery of community service programs and services in the community.
- To provide a policy for the division in regard to environmental initiatives, programs and services.
- To outline the financial implications of the proposed initiatives and provide a framework for assessing the appropriate degree of subsidy for all community service programs and facilities, reflecting the user pay principle where appropriate.

3. **MISSION STATEMENT**

The Community Services Division was created to coordinate the delivery of parks, recreation, culture and social services in the city. It includes the Parks, Recreation & Culture, and Social Planning Departments, and the Red Deer and District Archives. The Master Plan includes the following mission statements for the Division and its departments.

- **Community Services Division:**

To work with the citizens of Red Deer in identifying evolving community needs and values, and to provide leadership in the planning, development, and provision of services in the areas of Recreation & Culture, Parks and Social Planning.

- **Recreation & Culture Department:**

To work with the citizens of Red Deer in providing a diverse range of recreation and culture programs, services and facilities, thereby enhancing both individual and family well-being.

- **Parks Department:**

To work with the citizens of Red Deer in managing a park/open space system and developing programs and services which maintain, preserve and enhance the built and natural environments which are unique to Red Deer's "quality of life".

- **Social Planning Department:**

To work with the citizens of Red Deer to support and enhance individual, family and community life by evaluating community needs, and facilitating the planning, development and delivery of programs that address social concerns.

4. **SUMMARY OF RECOMMENDATIONS**

The recommendations in the Master Plan are outlined in the summary of recommendations at the beginning of the report (coloured pages 1 - 42).

The key recommendations are as follows:

- **Demographics**

The Master Plan is based on the following medium growth population projection for Red Deer:

Year 2000 - 68,527 persons
Year 2010 - 82,636 persons
Year 2020 - 99,055 persons

- **Open Space**

The Master Plan includes recommendations for the long-term expansion of Waskasoo Park to the northeast and south, as the city grows. It also reaffirms the City's support for the Regional River Valley Concept which has been approved by City Council and the Councils of the County of Red Deer and the County of Lacombe.

- **City Level Facilities**

The Master Plan includes detailed recommendations and policies for each major recreation, social service and park facility in the city. It also establishes a policy for City involvement in the development of specific facility types.

- **Library: Literacy and Legacy**

The Master Plan supports the proposal to expand the Red Deer Public Library into the historic Fire Hall building. The City commitment to the project has been approved and a major fundraising campaign is underway. Opening of the new facility is scheduled for 1994.

- **Trail System**

The Master Plan includes detailed recommendations for the phased expansion of the city's unique trail system. It also recommends that a high priority be given to extending linkages from Waskasoo Park into the downtown area.

- **Neighbourhood Park/School Sites**

The Master Plan recommends new standards for neighbourhood park sites within residential areas. It also identifies all existing and proposed sites for elementary, K-9 and middle schools.

- **East Hill District Park**

The Master Plan supports the proposed 24ha East Hill District Park within Lancaster Meadows, to the southeast of the intersection between 32 Street and 30 Avenue. The district park includes provision for public and separate high school sites, in conjunction with district level recreation and parks facilities. The first phase of park development is planned to commence in 1992, in conjunction with the construction of the new Public High School.

- **Facility Management/Maintenance Plan**

The Master Plan reaffirms the need to allocate additional funds for the maintenance and upgrading of existing community service facilities. The division is responsible for a large aging building "stock", which is deteriorating fairly rapidly.

- **Moratorium On Capital Development**

The Master Plan reaffirms the policy of a five-year moratorium on all major capital development for community services, with the exception of approved

projects, such as the library expansion. This moratorium has been recommended in view of the need for fiscal restraint and the allocation of additional resources for maintenance.

- **Environment**

The Master Plan includes a number of major initiatives for the preservation of Red Deer's unique natural environment and the demonstration of leadership in environmental management. It is recommended that the City endorse the concept and definition of "sustainable development", as outlined in Canada's Green Plan for a Healthy Environment.

- **Programs**

The Master Plan includes recommendations for recreation and culture, parks and social service programs. In accordance with the Vision 2020 Policy, the City shall, as a general principle, not deliver a service which could be effectively delivered by a community agency or the private sector, or is the responsibility of another level of government.

- **Volunteerism**

The Master Plan acknowledges the value in and benefits of volunteerism to the individual, the organization, and the community at large. The goal is to create an atmosphere throughout the community that encourages volunteerism, and commits the necessary resources to support it.

- **Integration of Persons With Disabilities**

In accordance with City policy, the Master Plan includes a goal for the division to encourage the integration of persons with disabilities into the corporation and the community.

5. **PUBLIC INPUT**

The draft Master Plan was the subject of extensive public input, both by the general public and by a large number of community service boards and agencies. A copy of all the written submissions is attached for your information, together with a response indicating how the concerns have been addressed.

City Council
November 27, 1991
Page 6

The amended Master Plan is supported by the following boards and agencies:

- Recreation, Parks & Culture Board
- F.C.S.S. Board
- Red Deer and District Archives Committee
- Environmental Advisory Board
- Red Deer Public Library Board
- River Bend Golf and Recreation Society
- Gaetz Lakes Sanctuary Committee
- Normandeau Cultural and Natural History Society
- Historical Preservation Committee
- Red Deer Public School District #104
- Red Deer College
- Red Deer Child Care Society
- Red Deer Tourist and Convention Board
- West Central Company of Adventurers
- Red Deer River Naturalists
- Handicapped Housing Society of Alberta

A public meeting on the Master Plan was held on October 17, 1991, which was attended by 120 persons. There was strong support for the majority of the recommendations and a copy of the minutes is attached for information.

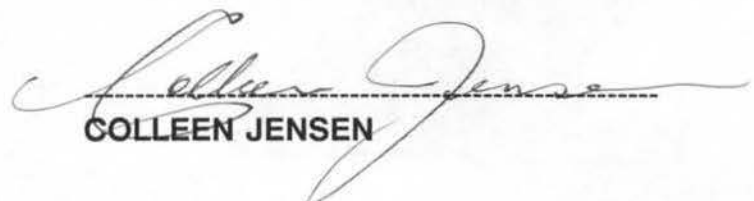
6. RECOMMENDATION

It is recommended that City Council approve the Community Services Master Plan as a working policy document for the Community Services Division and its departments.


 CRAIG CURTIS


 DON BATCHELOR


 LOWELL HODGSON


 COLLEEN JENSEN

:dmg
Atts.

DATE: December 3, 1991
TO: CITY COUNCIL
FROM: CRAIG CURTIS, Director
Community Services Division
RE: COMMUNITY SERVICES MASTER PLAN:
ERRATA

We have identified the following minor corrections which should be made to the Community Services Master Plan.

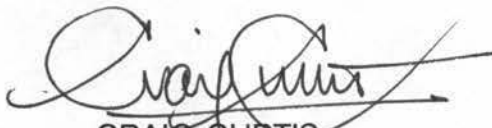
- **Section 4.2.25** (pg. 49) should be amended to include the following revised recommendation:

"The City should support the future development of the existing landfill site as an extension of Westerner Park, incorporating overflow parking, open space and possible sportsfield development. The City should give a high priority to preparing a detailed development and reclamation plan for this area."
- **Section 4.3.1** (pg. 71) should be amended to include the words "joint development with school boards" after "running track". This should also be clarified in Section 5.2.42 and in Figure 22.
- **Section 5.2.41** (pg. 115) should be amended to include the full recommendation as outlined in the summary.
- **Section 6.2** (pg. 131) should be amended to include the following revised recommendation:

"The Parks Department should continue to provide administrative support to the Environmental Advisory Board and ensure compliance with the Environmental Advisory Board Bylaw."
- **Section 7.2.3** (pg. 155) should be amended to delete the words "to 15%".
- **Figure 18** should be amended to show the correct trail width of 1.5m.

City Council
Page 2
December 3, 1991
Community Services Master Plan

- **Figure 22** should be amended to clarify that neighbourhood level tennis courts will not be developed by the City, and that we will "rely on others to provide". This is clear in the text.



CRAIG CURTIS

:dmg

Commissioners' Comments

Council has received a copy of the proposed Community Master Plan and we would like to congratulate all the people involved in its preparation, particularly the Dir. of Community Services for what is an outstanding document. We have no hesitation in concurring with the recommendation that Council approve the Community Services Master Plan as a working policy document, as amended in the manner outlined by the Dir. of Community Services. We would, however, suggest two minor changes in Section 8.0 Financial Implications. On page 185, we are concerned that the Budget for "Facility Management/Maintenance Plan" encompasses both major new capital expenditures and major maintenance and we believe this should be broken down into its component parts. On page 188, figure 29, we would suggest that this be couched in broader terms than the level of detail currently presented.

"R.J. MCGHEE"
Mayor

"M.C. DAY"
City Commissioner

Community Services



Master Plan

COMMUNITY SERVICES

MASTER PLAN

Contributing Staff:

Craig Curtis
Lowell Hodgson
Don Batchelor
Colleen Jensen
Paul Meyette
Diane George
Kathryn Lefebvre
Chris Kopf
Gerrit Willems

- Director of Community Services
- Recreation & Culture Manager
- Parks Manager
- Social Planning Manager
- Principal Planner (R.D.R.P.C.)
- Senior Secretary
- Secretary
- Landscape Technician
- Planning Technician (R.D.R.P.C.)

November 27, 1991

COMMUNITY SERVICES MASTER PLAN

TABLE OF CONTENTS

SUMMARY OF RECOMMENDATIONS

1.0 INTRODUCTION

- 1.1 CITY POLICY FRAMEWORK**
- 1.2 CITY ADMINISTRATION**
- 1.3 DIVISION POLICY FRAMEWORK**
- 1.4 MASTER PLAN OBJECTIVES**
- 1.5 MASTER PLAN METHODOLOGY**

2.0 DEMOGRAPHIC CHARACTERISTICS

- 2.1 POPULATION GROWTH**
- 2.2 POPULATION PROJECTIONS**
- 2.3 POPULATION AGE STRUCTURE**
- 2.4 POPULATION DISTRIBUTION**
- 2.5 FAMILY STRUCTURE**
- 2.6 ETHNIC ORIGIN**
- 2.7 PERSONS WITH DISABILITIES**

3.0 OPEN SPACE

- 3.1 OVERVIEW OF OPEN SPACE**
- 3.2 CITY LEVEL OPEN SPACE**
- 3.3 DISTRICT LEVEL OPEN SPACE**
- 3.4 NEIGHBOURHOOD LEVEL OPEN SPACE**
- 3.5 POLICING OF OPEN SPACE**

4.0 FACILITIES

- 4.1 OVERVIEW OF CURRENT FACILITIES**
- 4.2 CITY LEVEL FACILITIES**

- 4.2.1 A.C.R. Trail (Waskasoo Park)**
- 4.2.2 Alto Reste Cemetery**
- 4.2.3 Arena (Red Deer Arena)**
- 4.2.4 Barrett Park (Waskasoo Park)**
- 4.2.5 Bower Natural Area**
- 4.2.6 Bower Ponds (Waskasoo Park)**
- 4.2.7 Bower Woods (Waskasoo Park)**

- 4.2.8 Camille J. Lerouge High School Site
- 4.2.9 City Hall Park
- 4.2.10 Community Services Centre
- 4.2.11 Coronation Park (Waskasoo Park)
- 4.2.12 Court House Community Arts Centre (Old)
- 4.2.13 Curling Rink (Red Deer Curling Rink)
- 4.2.14 Fort Normandeau (Waskasoo Park)
- 4.2.15 Gaetz Lakes Sanctuary (Waskasoo Park)
- 4.2.16 Gaetz Park (Waskasoo Park)
- 4.2.17 Galbraith Park (Waskasoo Park)
- 4.2.18 Golden Circle Seniors Centre
- 4.2.19 Great Chief Park (Waskasoo Park)
- 4.2.20 Great West Adventure Park (Waskasoo Park)
- 4.2.21 Heritage Ranch (Waskasoo Park)
- 4.2.22 Highland Green Escarpment (Waskasoo Park)
- 4.2.23 Kin Canyon
- 4.2.24 Kinex Arena
- 4.2.25 Landfill Site
- 4.2.26 Library (Red Deer Public)
- 4.2.27 Lindsay Thurber Comprehensive High School Site
- 4.2.28 Lions Campground (Waskasoo Park)
- 4.2.29 Maskepetoon Park
- 4.2.30 McKenzie Trail Recreation Area (Waskasoo Park)
- 4.2.31 Memorial Centre
- 4.2.32 Michener Centre
- 4.2.33 Museum and Archives (Red Deer & District)
- 4.2.34 Pines Escarpment (Waskasoo Park)
- 4.2.35 Piper's Mountain (Waskasoo Park)
- 4.2.36 Recreation Centre
- 4.2.37 Red Deer Cemetery
- 4.2.38 Red Deer College
- 4.2.39 Red Deer Day Care Centre
- 4.2.40 Red Deer Golf & Country Club
- 4.2.41 River Bend Golf Course & Recreation Area (Waskasoo Park)
- 4.2.42 Riverside Park (Waskasoo Park)
- 4.2.43 Rotary Picnic Park (Waskasoo Park)
- 4.2.44 Rotary Recreation Park
- 4.2.45 Snell Gardens (Waskasoo Park)
- 4.2.46 South Bank Trail (Waskasoo Park)
- 4.2.47 Stephenson Park (Waskasoo Park)
- 4.2.48 Three Mile Bend (Waskasoo Park)
- 4.2.49 Victory Park (Waskasoo Park)
- 4.2.50 Westerner Natural Area
- 4.2.51 Westerner Park
- 4.2.52 Woodlea Park

4.3 DISTRICT LEVEL FACILITIES

- 4.3.1 District Level Standards
- 4.3.2 North District
- 4.3.3 Central District
- 4.3.4 West District
- 4.3.5 East Hill District
- 4.3.6 Northwest District
- 4.3.7 Southeast District

4.4 NEIGHBOURHOOD LEVEL FACILITIES

- 4.4.1 Neighbourhood Level Standards
- 4.4.2 Existing Neighbourhood Level Facilities

4.5 FACILITY MANAGEMENT AND MAINTENANCE

5.0 FACILITY TYPES

5.1 OVERVIEW OF FACILITY TYPES

5.2 ANALYSIS OF FACILITY TYPES

- 5.2.1 Amphitheatre/Bandstand
- 5.2.2 Arena
- 5.2.3 Art Gallery
- 5.2.4 Arts & Crafts Facility
- 5.2.5 Ball Diamond
- 5.2.6 Bicycle/Motocross (BMX) Track
- 5.2.7 Boating, Canoeing and Launching Facility
- 5.2.8 Bowling Alley
- 5.2.9 Campground
- 5.2.10 Cemetery
- 5.2.11 Clubhouse
- 5.2.12 Coliseum
- 5.2.13 Community Hall
- 5.2.14 Community Shelter
- 5.2.15 Court Facility
- 5.2.16 Curling Rink
- 5.2.17 Dance Studio
- 5.2.18 Day Care Centre
- 5.2.19 Equestrian Facility
- 5.2.20 Exhibition Facility
- 5.2.21 Fishing Pond
- 5.2.22 Fitness Centre
- 5.2.23 Gardens
- 5.2.24 Golf Facility

- 5.2.25 Gymnasium
- 5.2.26 Heritage Site
- 5.2.27 Horseshoe Facility
- 5.2.28 Lawnbowling Facility
- 5.2.29 Library
- 5.2.30 Meeting Room
- 5.2.31 Model Airplane Facility
- 5.2.32 Motocross Track
- 5.2.33 Multicultural Centre
- 5.2.34 Museum/Interpretive Centre
- 5.2.35 Music Rehearsal/Teaching Facility
- 5.2.36 Parking
- 5.2.37 Participark
- 5.2.38 Performing Arts Facility
- 5.2.39 Picnic Grounds
- 5.2.40 Playgrounds
- 5.2.41 Roller Skating Rink
- 5.2.42 Running Track
- 5.2.43 School
- 5.2.44 Senior Citizen's Centre
- 5.2.45 Shuffleboard Facility
- 5.2.46 Skateboard Park
- 5.2.47 Skating Pond
- 5.2.48 Skating Rink (Outdoor Ice)
- 5.2.49 Ski Hill/Trail/Jump
- 5.2.50 Snowmobile Area/Access
- 5.2.51 Speedskating Oval
- 5.2.52 Sportsfield
- 5.2.53 Stadium
- 5.2.54 Swimming/Wading Pool
- 5.2.55 Tennis Court
- 5.2.56 Trail
- 5.2.57 Washroom/Warming Hut

5.3 SUMMARY OF FACILITY GUIDELINES

6.0 ENVIRONMENT

6.1 CITY POLICY FRAMEWORK

6.2 ENVIRONMENTAL ADVISORY BOARD

6.3 FEDERAL AND PROVINCIAL LEGISLATION

- 6.3.1 Canada's Green Plan
- 6.3.2 Alberta's Environmental Protection and Enhancement Legislation

6.4 ENVIRONMENTAL ASSESSMENT**6.5 ENVIRONMENTAL MASTER PLAN****7.0 PROGRAMS****7.1 GENERAL PROGRAM GUIDELINES**

- 7.1.1 Service Delivery
- 7.1.2 Volunteerism
- 7.1.3 Fiscal Management
- 7.1.4 Integration of Persons with Disabilities

7.2 RECREATION & CULTURE PROGRAMS

- 7.2.1 Administration
- 7.2.2 Facilities
- 7.2.3 Recreation & Culture Section

7.3 PARKS PROGRAMS

- 7.3.1 Planning and Design
- 7.3.2 Open Space and Park Facilities
- 7.3.3 Cemeteries
- 7.3.4 Biological Services and Weed/Pest Control

7.4 SOCIAL PLANNING PROGRAMS

- 7.4.1 Administration & Research
- 7.4.2 Family and Community Support Services
- 7.4.3 Child Care
- 7.4.4 Special Transportation

7.5 COMMUNITY SERVICE AGENCY PROGRAMS

- 7.5.1 Red Deer and District Archives
- 7.5.2 Normandeau Cultural and Natural History Society
- 7.5.3 River Bend Golf and Recreation Society
- 7.5.4 Red Deer Library Board
- 7.5.5 G.H. Dawe Management Board

8.0 FINANCIAL IMPLICATIONS**8.1 CAPITAL BUDGET****8.2 OPERATING BUDGET****9.0 APPENDICES**

PLANS AND FIGURES

- PLAN 1 - Existing District Boundaries
- PLAN 2 - River Valley Concept
- PLAN 3 - Open Space
- PLAN 4 - Facilities
- PLAN 5 - City Trail System
- PLAN 6 - Future District Boundaries

- FIGURE 1 - Community Services Division: Administrative Structure
- FIGURE 2 - Community Services Boards
- FIGURE 3 - Community Services Master Plan Methodology
- FIGURE 4 - Population Growth: 1956 - 1990
- FIGURE 5 - Population Projections
- FIGURE 6 - Population by Age Group 1971 - 1990
- FIGURE 7 - Population by Age Group 1990 - 2020
- FIGURE 8 - Age Groups as a Percentage of Total Population 1990 - 2020
- FIGURE 9 - Population Distribution: 1990
- FIGURE 10 - Family Structure: 1990
- FIGURE 11 - Ethnic Origin: 1986
- FIGURE 12 - Open Space
- FIGURE 13 - Parkland Inventory System
- FIGURE 14 - Existing Facilities: City Level
- FIGURE 15 - Service Districts: 1990 Population
- FIGURE 16 - Service Districts: Future Population
- FIGURE 17 - Existing Facilities: District Level
- FIGURE 18 - Neighbourhood Park: Concept
- FIGURE 19 - Existing Facilities: Neighbourhood Level
- FIGURE 20 - Facility Management/Maintenance Projected 5-Year Costs: 1991-1995
- FIGURE 21 - Facility Management/Maintenance Direct City Costs: 1991-1995
- FIGURE 22 - Facility Guidelines
- FIGURE 23 - Community Services Division: Proposed Capital Budget
Direct City Costs: 1991 - 1995
- FIGURE 24 - Recreation & Culture Department: 1991 Budget
- FIGURE 25 - Parks Department: 1991 Budget
- FIGURE 26 - Social Planning Department: 1991 Budget
- FIGURE 27 - Community Services General: 1991 Budget
- FIGURE 28 - Community Services Division: 1991 Budget
- FIGURE 29 - Community Services Division: Proposed Operating Budget
Direct City Costs: 1991 - 1995

1.0 INTRODUCTION

The Community Services Master Plan is the policy framework for the coordination and delivery of recreation, culture, parks, and social services in the city of Red Deer.

1.1 CITY POLICY FRAMEWORK

The Community Services Master Plan has been prepared within the context of the City's Mission Statement and Goals as articulated in the Vision 2020 Policy document. This document is a long-range plan with a 30 year time horizon, which was adopted by City Council in July 1991.

1.2 CITY ADMINISTRATION

The Community Services Division of the city administration is responsible for the coordination and delivery of recreation, culture, parks, and social services in the city. It includes the Parks, Recreation & Culture, and Social Planning Departments as well as the Red Deer and District Archives.

1.3 DIVISION POLICY FRAMEWORK

Within the context of the Vision 2020 Policy document, the following mission statements have been adopted for the Division and its departments:

- Community Services Division:

To work with the citizens of Red Deer in identifying evolving community needs and values, and to provide leadership in the planning, development, and provision of services in the areas of recreation & culture, parks, and social planning.

- Recreation & Culture Department:

To work with the citizens of Red Deer in providing a diverse range of recreation and culture programs, services and facilities, thereby, enhancing both individual and family well-being.

- Parks Department:

To work with the citizens of Red Deer in managing a park/open space system and developing programs and services which maintain, preserve and enhance the built and natural environments which are unique to Red Deer's "quality of life".

- Social Planning Department:

To work with the citizens of Red Deer to support and enhance individual, family, and community life by evaluating community needs and facilitating the planning, development, and delivery of programs that address social concerns.

1.0 INTRODUCTION

The Community Services Master Plan is the policy framework for the coordination and delivery of recreation, culture, parks, and social services in the city of Red Deer.

1.1 CITY POLICY FRAMEWORK

The Community Services Master Plan has been prepared within the context of the City's Mission Statement and Goals, as articulated in the Vision 2020 Policy document. This document is a long-range plan with a 30-year time horizon, which was adopted by City Council in July 1991.

1.2 CITY ADMINISTRATION

The Community Services Division of the city administration is responsible for the coordination and delivery of recreation, culture, parks, and social services in the city. It includes the Parks, Recreation & Culture, and Social Planning Departments, as well as the Red Deer and District Archives.

1.3 DIVISION POLICY FRAMEWORK

Within the context of the Vision 2020 Policy document, the following mission statements have been adopted for the division and its departments:

- Community Services Division:

To work with the citizens of Red Deer in identifying evolving community needs and values, and to provide leadership in the planning, development, and provision of services in the areas of recreation, culture, parks, and social planning.

- Recreation & Culture Department:

To work with the citizens of Red Deer in providing a diverse range of recreation and culture programs, services and facilities, thereby, enhancing both individual and family well-being.

- Parks Department:

To work with the citizens of Red Deer in managing a park/open space system and developing programs and services which maintain, preserve and enhance the built and natural environments which are unique to Red Deer's "quality of life".

- Social Planning Department:

To work with the citizens of Red Deer to support and enhance individual, family, and community life by evaluating community needs and facilitating the planning, development, and delivery of programs that address social concerns.

1.4 MASTER PLAN OBJECTIVES

The objectives of this Master Plan are as follows:

- To clarify the "mission" for the Community Services Division and its departments within the context of the City's Vision 2020 Policy.
- To facilitate the provision of a wide range of community services to meet the evolving needs of residents in the community and identify the most appropriate mechanisms for service delivery.
- To facilitate a high degree of public involvement in planning for community service facilities and programs.
- To develop strategies to promote volunteerism through positive reinforcement and active management.
- To provide a policy framework for the planning, development, and maintenance of open space in the city.
- To provide a policy framework for the development, management, and maintenance of community service facilities in the city.
- To provide a policy framework for the delivery of community service programs and services in the community.
- To provide a policy for the division in regard to environmental initiatives, programs, and services.
- To outline the financial implications of the proposed initiatives and provide a framework for assessing the appropriate degree of subsidy for all community service programs and facilities reflecting the user pay principle where appropriate.

1.5 MASTER PLAN METHODOLOGY

- The City should review specific policies and recommendations in the Master Plan on an ongoing basis. A complete review of the plan should be undertaken every five years.

2.0 DEMOGRAPHIC CHARACTERISTICS

2.1 POPULATION GROWTH

The population of Red Deer in 1990 was 56,922.

2.2 POPULATION PROJECTIONS

The proposals in this Master Plan are based on the medium growth scenario for the next 30 years. This assumption may be summarized as follows:

- short term	1990 - 2000	- population	68,527
- medium term	2000 - 2010	- population	82,636
- long term	2010 - 2020	- population	99,055

2.3 POPULATION AGE STRUCTURE

- Pre-school (0 - 4 years)
- Youth (5 - 19 years)
- Young Work Force (22 - 44 years)
- Older Work Force (45 - 64 years)
- Seniors (65+ years)

2.4 POPULATION DISTRIBUTION

The City has been divided into a number of clearly identified neighbourhoods which have been further grouped into the following four recreation districts:

- North District
- Central District
- West District
- Southeast District

Approximately 39% of Red Deer's total population is located in the North District, north of the Red Deer River.

2.5 FAMILY STRUCTURE

There are 14,923 family households in Red Deer, which comprise 83.8% of the total population. Seventy-seven point eight per cent (77.8%) of children in Red Deer are raised in two-parent households, and 22.3% in one-parent households.

2.6 ETHNIC ORIGIN

People of British descent comprise nearly 30% of the city's population which is higher than the provincial average. People of German and French descent are the second and third largest groups. The percentage of Ukrainians and Aborigines is substantially lower than the provincial average.

2.7 PERSONS WITH DISABILITIES

For the purposes of this Master Plan a disability is defined as "any restriction or lack of ability to perform an activity in the manner or within a range considered normal for a human being" (World Health Organization). This includes persons with mental and physical disabilities.

3.0 OPEN SPACE

For the purposes of this Master Plan open space is defined as publicly owned land, which is utilized for parks or recreation purposes. Open space includes areas developed with specific recreation facilities as well as natural areas which are being preserved because of their environmental characteristics.

3.1 OVERVIEW OF OPEN SPACE

Open space in Red Deer is provided at three levels of service:

- City Level
- District Level
- Neighbourhood Level

- The Parks Department should maintain and update its parkland classification system. An additional natural area/ecospace classification system should be developed by which the value of these spaces would be assessed.

3.2 CITY LEVEL OPEN SPACE

- The City should continue to support the Regional River Valley Concept and should work cooperatively with the Red Deer Regional Planning Commission and the Counties of Red Deer and Lacombe to promote the preservation and recreational use of the Red Deer River valley as a regional open space corridor
- The City should continue the policy of acquiring escarpment and natural amenity areas through reserve dedication and land purchase. Priority should be given to the acquisition of the following areas as outlined on Plan 3.
 - The City should endeavour to acquire a strip of land or easement along the Red Deer River between Fort Normandeau and Heritage Ranch in order to provide a trail link between the two facilities as outlined in the Waskasoo Park Master Plan.
 - The City should endeavour to acquire the balance of privately owned land immediately west of the River Bend Golf Course and Recreation Area.
 - The City should endeavour to acquire the natural area known as Spruce Woods between the River Bend Golf Course and McKenzie Trail Recreation Area in the medium/long term, possibly through reserve dedication.
 - The City should endeavour to expand the Bower Woods area to the east through the dedication of Environmental and Municipal Reserve when the adjacent area is subdivided for residential development.
- The City should work with Red Deer College and the Province to ensure the acquisition of the privately-owned site known as the Bower Natural Area, and the preservation of the wooded portion of the site for future recreation use.

- The City should continue to support and promote the concept of a regional recreational trail between Red Deer and Sylvan Lake along the abandoned railway right-of-way.
- The City should continue to protect the recreational and natural amenity areas in the city by their designation as P1-Parks & Recreational and A2-Environmental Preservation in the Land Use Bylaw. School and education sites should be designated PS-Public Service, at the initial stages of development.

3.3 DISTRICT LEVEL OPEN SPACE

- The City should provide open space at the district level through a combination of Municipal Reserve dedication and land purchase.

3.4 NEIGHBOURHOOD LEVEL OPEN SPACE

- The City should provide open space at the neighbourhood level through the Municipal Reserve dedication at the time of subdivision.

3.5 POLICING OF OPEN SPACE

- The Division shall regularly review existing bylaws which relate to the policing of open space and address concerns which may be raised from time to time by the public, the Recreation, Parks, and Culture Board, Environmental Advisory Board, and City Council.
- The Division's emphasis in the policing of open space shall be on public education. The Division Information Officer shall have primary responsibility for the development of awareness campaigns, in consultation with the Parks and Recreation & Culture Departments.
- The Division staff shall, during regular site inspections, identify infractions of existing bylaws and notify the Building Inspections Department to undertake the necessary enforcement.

4.0 FACILITIES

Facilities are indoor and outdoor areas and structures that are specifically developed and operated to accommodate a given set of activities. They may range from a simple neighbourhood playground to an extensive multi-use recreation complex.

4.1 OVERVIEW OF CURRENT FACILITIES

Community Services facilities in Red Deer are provided at three levels of service:

- City Level
- District Level
- Neighbourhood Level

The provision and operation of facilities is a major responsibility of the Community Services Division and accounts for a substantial portion of annual budget expenditures.

4.2 CITY LEVEL FACILITIES

4.2.1 A.C.R. TRAIL (Waskasoo Park)

- The A.C.R. Trail area should be retained primarily as a natural area along the Waskasoo Creek trail system, with limited facility development. The impact of the proposed major continuous corridor road on this area should be carefully reviewed.

4.2.2 ALTO RESTE MEMORIAL CEMETERY

- The City should continue to operate the Alto Reste Cemetery, in accordance with existing standards and proceed with the development of the expansion area, as required.
- The City should encourage the sale of columbarium niches at Alto Reste Cemetery as a desirable use of limited cemetery lands.

4.2.3 ARENA (Red Deer Arena)

- The Red Deer Arena should be retained as a spectator arena facility with limited summer use.
- The City should give a high priority to upgrading the dressing rooms and bringing the building up to present Building Code requirements.

4.2.4 BARRETT PARK (Waskasoo Park)

- Barrett Park should be retained as a natural and landscaped park area along the Waskasoo Creek trail system. The area should be retained for passive recreation adjacent to downtown residential communities, and no active recreation facilities should be developed.

4.2.5 BOWER NATURAL AREA

- The City should continue to support Red Deer College in its attempts to acquire the Bower Natural Area, and preserve the wooded portion of the site as a low-key, natural area for non-motorized recreation, with trails for running, orienteering and cross-country skiing. However, no capital funding should be allocated for this purpose.

4.2.6 BOWER PONDS (Waskasoo Park)

- Bower Ponds should be maintained as a landscaped family recreation area. No additional facilities should be developed in this location due to limited access and parking.
- The City should give a high priority to the maintenance and reconstruction of the retaining wall, trail, stage and deck system along the west bank of the ponds.

- The City should continue to operate the pavilion/concession on a contractual basis.
- The City should continue to recognize Cronquist House Multicultural Centre as the focus of multicultural activities in the city. Programming should encourage maximum use of the house, in conjunction with activities such as the annual Folk Festival.

4.2.7 BOWER WOODS (Waskasoo Park)

- Bower Woods should be retained as a natural area along the Piper Creek trail system. This area should be expanded through Reserve dedication in the future, when adjacent privately-owned lands are developed.

4.2.8 CAMILLE J. LEROUGE HIGH SCHOOL SITE

- The City should support the retention of the existing recreation facilities on the Camille J. Lerouge high school site.

4.2.9 CITY HALL PARK

- City Hall Park should be retained as a landscaped ornamental park for passive recreation, and no additional facilities should be developed within its present boundaries. A high priority should be given to reconstructing the unistone walkways within the park.

4.2.10 COMMUNITY SERVICES CENTRE

- The Community Services Centre should be retained to provide shared accommodation and resources for community service agencies in the city.
- The City should continue to contract the management of the centre through the Red Deer Family Service Bureau.
- The manager of the facility should continue to promote a cooperative planning approach through the Facility Advisory Board and rents should be established to balance total operating costs.

4.2.11 CORONATION PARK (Waskasoo Park)

- Coronation Park should be retained as a landscaped, ornamental park for passive recreation, and no additional facilities should be developed.

4.2.12 OLD COURT HOUSE COMMUNITY ARTS CENTRE

- The City should support the Red Deer & District Allied Arts Council in its operation of the Old Court House Community Arts Centre, as a focus of the arts community of Red Deer. The maintenance, operation and management of the facility shall continue to be administered by a management board consisting of representatives of the Allied Arts Council and the City.

4.2.13 CURLING RINK (Red Deer Curling Rink)

- The City should support the principle of expanding the Red Deer Curling Club by an additional four sheets of ice.

4.2.14 FORT NORMANDEAU (Waskasoo Park)

- Fort Normandeau should be retained and supported as the centre of a cultural and historical interpretation for the site and for Waskasoo Park as a whole. The site should be actively promoted as a tourist attraction.

4.2.15 GAETZ LAKES SANCTUARY (Waskasoo Park)

- Gaetz Lakes Sanctuary should be retained as the major conservation area within Waskasoo Park. Only limited trail development should be permitted within the designated boundaries.
- Kerry Wood Nature Centre should remain the focus of natural history interpretation for Waskasoo Park and the surrounding region, and should be promoted as a major tourist attraction.
- The historic Allen Bungalow should be retained as a residence for on-site supervision and control.
- Gaetz Lakes Sanctuary should continue to be operated in accordance with the terms and conditions established by the Province and monitored by Gaetz Lakes Sanctuary Committee.
- The City should reaffirm the present road configuration adjacent to Gaetz Lakes Sanctuary, which does not provide for a direct vehicular link between 67 Street and 45 Avenue.
- The Normandeau Cultural & Natural History Society should prepare a management plan for Gaetz Lakes Sanctuary, and encourage public input during the planning process.
- The City should ensure that future development to the east of Gaetz Lakes Sanctuary be carefully planned, in order to protect the escarpment and avoid any detrimental impact on the sanctuary.

4.2.16 GAETZ PARK (Waskasoo Park)

- Gaetz Park should be retained primarily as a natural area along the main river trail system, and no additional facilities should be developed. Reforestation of the area should be undertaken on an ongoing basis.

4.2.17 GALBRAITH PARK (Waskasoo Park)

- Galbraith Park should be retained as a natural area along the main river and creek trail system. Reforestation of the area should be undertaken on an ongoing basis.

4.2.18 GOLDEN CIRCLE SENIORS CENTRE

- The Golden Circle Seniors Centre should continue to be supported as the City's major facility for seniors.
- The City should carefully review the space utilization study upon completion to determine the most practical and cost effective way of accommodating increasing requests for seniors programs.

4.2.19 GREAT CHIEF PARK (Waskasoo Park)

- Great Chief Park should remain as the city's primary spectator athletic park. A high priority should be given to the installation of an underground irrigation system.

4.2.20 GREAT WEST ADVENTURE PARK (Waskasoo Park)

- Great West Adventure Park should be retained as a primary activity node for BMX, and as the designated access point to the river for powerboats and snowmobiles.

4.2.21 HERITAGE RANCH (Waskasoo Park)

- Heritage Ranch should be actively promoted as a tourist attraction in the region and a gateway to Waskasoo Park. The facility shall serve as the city's year-round Visitor Information Centre, operated under agreement with the Red Deer Tourist & Convention Board.
- Heritage Ranch should be promoted as the focus of equestrian activities within Waskasoo Park and the equestrian trail system should be maintained to a high standard.
- The City should strictly enforce the bylaw prohibiting dogs in Heritage Ranch, except on the bicycle/pedestrian trail system.
- The City should support the further development of "The Crossing" concept at Heritage Ranch by the Red Deer Tourist and Convention Board.
- The City should reaffirm its support for the bid to locate the Alberta Sports Hall of Fame in Red Deer, with the preferred site on Highway 2 at Heritage Ranch.

4.2.22 HIGHLAND GREEN ESCARPMENT (Waskasoo Park)

- Highland Green escarpment should be retained as a natural and landscaped park area. The bicycle/pedestrian trail system should be extended from Taylor Drive to 52 Avenue in the future, as proposed in the Bicycle Master Plan.

4.2.23 KIN KANYON

- Kin Canyon should be retained as a natural and landscaped area, and reforestation should be undertaken on an ongoing basis. Consideration should be given to upgrading

the playground facilities in this location. The use and safety of the main bicycle trail system should be reviewed on a regular basis.

4.2.24 KINEX ARENA

- The Kinex Arena should be retained for typical arena activities with limited summer use.

4.2.25 LANDFILL SITE

- The City should support the future development of the existing landfill site as an extension of Westerner Park incorporating sports fields and overflow parking facilities. The City should give a high priority to preparing a detailed development and reclamation plan for this area.

4.2.26 LIBRARY (Red Deer Public)

- The Red Deer Public Library should be maintained in its existing location. The proposed expansion into the historic armoury building should be given a high priority, once a new fire hall has been constructed.
- The City should support the development of a small lecture theatre/auditorium within the library expansion as a focus for cultural programming in the downtown area.

4.2.27 LINDSAY THURBER COMPREHENSIVE HIGH SCHOOL SITE

- The City should support the retention of the existing recreation facilities on the Lindsay Thurber Comprehensive High School site.
- The City should work with both school boards to ensure that the Legion Track is maintained to a high standard as a city level facility.

4.2.28 LIONS CAMPGROUND (Waskasoo Park)

- The Lions Campground should continue to be promoted as a major tourist stop-over point. The City should continue to contract the operation to a private operator.

4.2.29 MASKEPETOON PARK

- The southwest portion of Maskepetoon Park should be preserved in its natural state. Development should be limited to low key interpretive hiking trails and viewing areas.
- The City should retain the athletic park site for future development depending on demand and the availability of capital funds. The facilities should be planned to complement those in Great Chief Park.

4.2.30 McKENZIE TRAIL RECREATION AREA (Waskasoo Park)

- The McKenzie Trail Recreation Area should be retained as a natural extension of the Gaetz Lakes Sanctuary and as a major picnicking area within Waskasoo Park. The City

should give a high priority to identifying funding sources for the proposed group picnic facility.

4.2.31 MEMORIAL CENTRE

- The Memorial Centre Theatre should be retained as a basic auditorium of a non-technical nature for use by community groups. The City should give a high priority to upgrading the facility as outlined in the division's Facilities Management/Maintenance Plan.
- The City should support the Red Deer International Folk Festival Society in its operation of the Memorial Festival Hall and ensure access by the Red Deer Public School District for gymnastics programs.

4.2.32 MICHENER CENTRE

- The City should continue to work with the Michener Centre administration to ensure community access to the centre's facilities, including the swimming pools, which serve the East Hill District.
- The City should continue to support retention and community operation of the former A.S.H. Curling Rink.
- The City should assess the impact of the Province's deinstitutionalization policy and ensure that the Province provides adequate support services in the community.

4.2.33 MUSEUM AND ARCHIVES (Red Deer & District)

- The City should continue to support the Red Deer & District Museum as the focus of cultural history interpretation and education for the City and the region, and should be promoted as a major tourist attraction. Efforts to upgrade the quality of permanent exhibits and interpretive programming should be given a high priority.
- The City should continue to support the Red Deer & District Archives as the repository of records, manuscripts, photographs and publications for the City and the region.

4.2.34 PINES ESCARPMENT (Waskasoo Park)

- Pines Escarpment should be retained as a natural area, with low-key trails for hiking and cross-country skiing. The trail system should be extended north from 77 Street to Highway 11A in the medium/long term.

4.2.35 PIPER'S MOUNTAIN (Waskasoo Park)

- Piper's Mountain should be retained primarily in its natural state, with limited trail development. Further mitigation of the archaeological site should be considered in the future.

4.2.36 RECREATION CENTRE

- The Recreation Centre should continue to operate as a public recreation facility and administrative centre for the City's Recreation & Culture Department.
- No expansion of the Recreation Centre should be considered. However, the City should give a high priority to major maintenance and upgrading of the outdoor pool in the short term.

4.2.37 RED DEER CEMETERY

- The City should continue to operate the Red Deer Cemetery in accordance with existing standards.

4.2.38 RED DEER COLLEGE

- The City should ensure community access to the extensive performing arts facilities at the College, as outlined in the joint use agreement.
- The City should continue to support the development of a future concert hall and art gallery at the Red Deer College as Phases II and III of the Arts Centre in the medium/long term, as contemplated in the joint use agreement.
- The City should endorse the college's practice of maintaining community access to the Red Deer College Learning Resources Centre.
- The City should continue to support the operation of the Kevin Sirois Fitness Testing and Training Centre.
- The City should endorse the college's practice of maintaining community access to its physical education facilities. The City should support the development of a campus centre at the college in the medium term.
- The City should continue to maintain the ball diamonds and sportsfields on the college site and ensure community access, as outlined in the joint use agreements.
- The City should endorse the college's policy of preserving the natural area in the southern portion of the site, to be used in conjunction with the Bower Natural Area for hiking, cross-country skiing, and orienteering.
- The City should support the development of a golf course on the cultivated portion of the college site south of Waskasoo Creek and immediately adjacent to Highway #2.

4.2.39 RED DEER DAY CARE CENTRE

- The Red Deer Day Care Centre should continue to be operated as a city level child care facility under a management agreement with the Red Deer Child Care Society. City funding should be directed towards low income and single parent families.

- The City should carefully monitor the ongoing maintenance of the facility and consider construction or lease of alternate accommodation in the short term upon completion of debenture payments.

4.2.40 RED DEER GOLF & COUNTRY CLUB

- The City should monitor and adhere to all terms of the easement agreement with the Red Deer Golf & Country Club for the bicycle/pedestrian trail along the river.

**4.2.41 RIVER BEND GOLF COURSE AND RECREATION AREA
(Waskasoo Park)**

- River Bend should be maintained as a major public golfing facility. Fees should continue to be comparable with the fees charged by golf courses operated by the private sector, in order to avoid unfair competition.
- River Bend should be maintained as the major cross-country skiing facility in the city. Trails should be track set and groomed to a high standard, and use of the biathlon range should be carefully monitored.
- The City should consider the future development of the west lake with additional family recreation facilities, as the demand arises.

4.2.42 RIVERSIDE PARK (Waskasoo Park)

- Riverside Park should be retained as part of the City's park inventory and act as a natural buffer between The Pines residential area and future industrial development on adjacent land.

4.2.43 ROTARY PICNIC PARK (Waskasoo Park)

- Rotary Picnic Park should be retained as a major family picnic area and children's playground along the Waskasoo Park trail system. The playground should continue to cater for children of all abilities.

4.2.44 ROTARY RECREATION PARK

- Rotary Recreation Park should be retained as a landscaped park, incorporating a number of the city's major recreation and culture facilities.
- The City should prepare a revised development plan for the park, incorporating facilities which can be realistically developed in the short/medium term. This plan should provide for the southerly expansion of the park up to 43 Street and development of a bicycle/pedestrian trail system.

4.2.45 SNELL GARDENS (Waskasoo Park)

- Snell Gardens should be retained as a landscaped ornamental park, with further botanical enhancements in the future. The City should continue to operate the greenhouse and lease the residence, until such time as maintenance costs become uneconomical.

4.2.46 SOUTH BANK TRAIL (Waskasoo Park)

- The South Bank Trail should be retained as a landscaped and natural area, providing access for the main river bicycle/pedestrian trail system. Attempts should be made to widen and/or improve the suitability of this area as part of the wildlife corridor through the city.

4.2.47 STEPHENSON PARK (Waskasoo Park)

- Stephenson Park should be retained as a natural area along the Waskasoo Park trail system and no additional facilities should be developed.

4.2.48 THREE MILE BEND (Waskasoo Park)

- Three Mile Bend should be retained as a natural park area where dogs are permitted off leash, with limited facility development. The area should be recognized as a focus for diverse recreation activities, such as freestyle ski training, archery, canoe lessons, and retriever training, as well as a valuable wildlife area.

4.2.49 VICTORY PARK (Waskasoo Park)

- Victory Park should be retained as a landscaped, ornamental park on an important arterial entryway, and no additional facilities should be developed.

4.2.50 WESTERNER NATURAL AREA

- The City should prepare a development plan for Westerner Natural Area as an extension of the Waskasoo Park system. Consideration should be given to the preservation of natural areas along Waskasoo Creek and the development of a bicycle/pedestrian trail as proposed in the Bicycle Master Plan.

4.2.51 WESTERNER PARK

- The City should support the Westerner Exposition Association in its operation of Westerner Park, and jointly participate in establishing management policy for the Centrum through the Centrum Management Board.
- The City should continue to guarantee payment of any operating deficits for the new facility in accordance with the funding agreement with the Province.
- The City should encourage the Westerner Exposition Association to prepare a new conceptual plan for Westerner Park.

4.2.52 WOODLEA PARK

- Woodlea Park should be retained primarily as a natural and landscaped park area. A new development plan should be prepared to accommodate a safe extension of the toboggan run onto the former ski hill, and the reforestation of the balance of the site.

4.3 DISTRICT LEVEL FACILITIES

District level facilities are those which serve whole sections of the city such as swimming pools, arenas, and large sportsfields. The planning of district level facilities is based on a series of recreation districts which include a number of individual neighbourhood units.

- The City should plan new district level facilities based on recreation districts with a population of approximately 20,000 persons.

4.3.1 DISTRICT LEVEL STANDARDS

- The City should plan for district school/park sites of a minimum of 15.0ha (37 acres) with one high school site and 24.0ha (59.3 acres) with two high school sites. These sites should be acquired through Municipal Reserve dedication and land acquisition, utilizing funds from the Public Reserve Trust Fund.
- The City should attempt to achieve the facility standards for district school/park sites as outlined on page 70.
- The City should permit portions of district school/park sites to be utilized for stormwater detention purposes, subject to an acceptable layout and design.
- The development of district parks should be funded through the tax levy and various grant programs. Where the park also serves a neighbourhood function, some of the facilities should be funded through the recreation levy.

4.3.2 NORTH DISTRICT

- The City should continue to operate the G.H. Dawe Community Centre through the G.H. Dawe Management Board as a partnership with both school boards.
- The City should give a high priority to the completion of the G.H. Dawe District Park site in accordance with the approved development plan.
- The Normandeau Day Care Centre should continue to serve as a district facility for the North District.

4.3.3 CENTRAL DISTRICT

- The City should work with the Public School Board to ensure that renovations to the Central Junior High School make provision for improved community access.

- The Recreation Centre Pool and Kinex Arena should continue to serve as district facilities for the Central District.

4.3.4 WEST DISTRICT

- The City should work with the Public School Board to undertake a feasibility study of facility modifications to the West Park Junior High School to improve accessibility and suitability for community use.
- The City should prepare a revised development plan for the West Park District Park making provision for improved landscaping, and incorporating a site for future district tennis courts.
- The Recreation Centre Pool and Kinex Arena should continue to serve as district facilities for the West Park district.

4.3.5 EAST HILL DISTRICT

- The City should continue to support the phased development of the East Hill District Park in accordance with the approved Development Plan, subject to a detailed review of the costs relating to each phase of development and its inclusion in the capital budget.

4.3.6 NORTHWEST DISTRICT

- The City should continue to designate a site for a future district park within the Northwest Area Structure Plan, to be acquired through reserve dedication in the future. Development is only proposed in the medium/long term.

4.3.7 SOUTHEAST DISTRICT

- The City should prepare a revised development plan for the Southeast District Park making provision for improved site grading and landscaping.
- The Michener Centre Pool and Kinsmen Community Arenas should continue to serve as a district facility for the southeast recreation district.

4.4 NEIGHBOURHOOD LEVEL FACILITIES

Neighbourhood level facilities are those which serve local neighbourhoods on a day-to-day basis, including neighbourhood parks, playgrounds and sportsfields.

- The City should plan new neighbourhood level facilities based on neighbourhood units of one quarter section with a population of 2,500 to 3,000 persons.

4.4.1 NEIGHBOURHOOD LEVEL STANDARDS

- The outline plans for neighbourhood units shall normally include a minimum 10% Municipal Reserve dedication. The Municipal Reserve shall *provide for a conveniently*

located neighbourhood school/park site of a minimum size of 5.1ha (12.5 acres), open space linkage, and parkettes.

- The outline plan for neighbourhood units shall make provision for two sites of 0.12ha (0.3 acres) for the possible development of social care residences and one site of 0.12ha (0.3 acres) for the possible development of a public or private day care facility.
- The City should attempt to achieve the facility standards for neighbourhood school/park sites as outlined on page 77 and 78, and illustrated in Figure 18.
- The City should permit up to 1.0ha (2.5 acres) of neighbourhood school/park sites to be utilized for stormwater detention purposes subject to an acceptable layout and design.
- The development of neighbourhood parks should continue to be funded through a recreation levy assessed against the developer. The cost of these facilities should be reviewed annually to ensure that sufficient funds are set aside to complete facility development. Accumulated funds should be invested by the City and the interest should be applied to the recreation levy account.

4.4.2 EXISTING NEIGHBOURHOOD LEVEL FACILITIES

- The City should continue to encourage community groups to raise funds for the preparation of detailed development plans and the development of enhanced facilities in neighbourhood parks.
- The City should give a high priority to upgrading landscaping and tree planting on certain older neighbourhood park sites where only limited landscaping was undertaken.
- The Parks Department should review all neighbourhood park sites and include recommendations for maintenance and upgrading in the division's Facility Management/Maintenance Plan.

4.5 FACILITY MANAGEMENT AND MAINTENANCE

- The division should maintain a 10-year Facility Management/Maintenance Plan which should be updated annually and presented to City Council prior to the annual budget deliberations.
- The City should endeavour to allocate a sum of approximately \$1.0 million per annum (1990 dollars) towards the management/maintenance of existing community service facilities.
- The City should maintain a moratorium on new capital facility development for community services for the period 1991-1995 excluding projects which show high cost benefits and projects outlined in the City's approved 1991-1995 Five-Year Capital Plan.

5.0 FACILITY TYPES

A "facility type" is a set of facilities that together satisfy a set of related community needs.

5.1 OVERVIEW OF FACILITY TYPES

The following four basic considerations were involved in the analysis of facility types.

- Identified Need
- Community Resources
- Fiscal Considerations
- Policy Considerations

5.2 ANALYSIS OF FACILITY TYPES**5.2.1 AMPHITHEATRE/BANDSTAND**

- The City should maintain the amphitheatre and stage at Bower Ponds for major community events such as the annual Folk Festival.
- The City should consider completion of the amphitheatre at River Bend Golf Course & Recreation Area in conjunction with other family recreation facilities in the medium/long term.
- The City should not attempt further programming of the Rotary Bandstand in Rotary Recreation Park and consider the redevelopment of this area in the future.
- The City should support the Towne Centre Association in its attempts to develop a "performance plaza" or bandstand within the downtown.

5.2.2 ARENA

- At the city level, the City should maintain the Red Deer Arena and Kinex, which will also serve the central and West Park districts.
- At the district level, the City should attempt to achieve a standard of developing an arena within new district parks to serve each future recreation district. No new facilities should be developed until existing facilities are fully utilized.

5.2.3 ART GALLERY

- The City should continue to support the development of a future art gallery at Red Deer College as Phase III of the performing arts centre. This facility should provide a permanent home for the college art collection and be available for community use.
- The City should retain the vacant site adjacent to the Old Court House Community Arts Centre for possible development as a community art gallery in the medium/long term.

5.2.4 ARTS AND CRAFTS FACILITY

- At the city level, the City should maintain the craft facilities within the Old Court House Community Arts Centre and Recreation Centre, and endorse the practice of maintaining community access to the facilities within Michener Centre and Red Deer College.
- At the district and neighbourhood level, the City should ensure that arts and crafts facilities within schools are available to the community, in terms of the joint use agreement.

5.2.5 BALL DIAMOND

- At the city level, future development of Maskepetoon Athletic Park should make provision for one additional Class 'A' baseball diamond.
- At the district level, the City should attempt to achieve a standard of four Class 'B' fastball diamonds at each district park site.
- At the neighbourhood level, the City should attempt to achieve a standard of at least one Class 'B' fastball diamond at each neighbourhood park site. Where no school site is included provision may be made for two Class 'B' fastball diamonds.

5.2.6 BICYCLE MOTOCROSS (BMX TRACK)

- The City should maintain the existing BMX track at Great West Adventure Park and monitor its use.

5.2.7 BOATING, CANOEING & LAUNCHING FACILITY

- The City should maintain the present canoe launching facilities within Waskasoo Park, and regularly maintain the access into the river channel.
- The City should encourage canoeing on Bower Ponds, Three Mile Bend and River Bend pond systems. However, canoeing on the more sensitive lake systems at Gaetz Lakes, McKenzie Trail Recreation Area and Heritage Ranch should be prohibited.
- The City should maintain the present powerboat launching site at Great West Adventure Park, and no additional powerboat facilities should be provided.

5.2.8 BOWLING ALLEY

- The City should not play a role in the provision of opportunities for bowling and should rely on commercial facilities operated by the private sector.

5.2.9 CAMPGROUND

- The City should monitor the use of Lions Campground and consider expansion at this site, or at an alternate location.

- The City should continue to study alternatives for the development of a primitive campground in Waskasoo Park to accommodate outdoor education programs.

5.2.10 CEMETERY

- The Parks Department shall give a high priority to the identification and planning of additional cemetery space, either in the form of expansion or at a new location, in the short/medium term.
- The Parks Department should continue to operate and maintain the two cemeteries to existing standards.
- The Parks Department should promote and encourage crematorium burials and columbarium niche placements as a wise use of municipal land.

5.2.11 CLUBHOUSE

- The City should develop a policy for the evaluation of requests for assistance by community services organizations in the development of clubhouses. This policy should outline conditions for the lease of land and for direct financial assistance.

5.2.12 COLISEUM

- The City should support the Westerner Exposition Association in the operation of the Centrum at Westerner Park and continue to guarantee payment of any operating deficits as required in accordance with the funding agreement with the province.

5.2.13 COMMUNITY HALL

- The City should not be involved in the development or operation of community hall type facilities and should rely on facilities operated by service clubs, non-profit societies, and the private sector.
- At the district and neighbourhood level, the City should ensure community access to social hall facilities within schools in terms of the joint agreement for facility use.

5.2.14 COMMUNITY SHELTER

- The City should attempt to achieve a standard of developing one basic community shelter in each neighbourhood park, funded through the recreation levy.
- The City should support the construction of an enhanced community shelter where no school is planned in the neighbourhood, provided that additional construction and operating costs are borne by a community association or group.
- The City should give a high priority to replacement of the Grandview Community Shelter and the renovation of specific community shelters, as outlined in the division's Facility Management/Maintenance Plan.

5.2.15 COURT FACILITY

- The City should not be involved in the provision of opportunities for the provision of court game facilities and should rely on commercial facilities operated by the private sector.

5.2.16 CURLING RINK

- The City should continue the policy of not being directly involved in the development or operation of curling rinks.
- The City should support the principle of expanding the Red Deer Curling Club by an additional four sheets of ice.

5.2.17 DANCE STUDIO

- The City should not be involved in the development or operation of specialized dance studios and should rely on commercial facilities operated by the private sector.
- The City should encourage the use of gymnasiums and multi-purpose rooms in schools for basic dance instruction.

5.2.18 DAY CARE CENTRE

- The City should continue to support the operation of its day care centres through the Red Deer Child Care Society. Special priority should be given to providing an accessible service for single parent and low income families, as well as the integration of children with disabilities.
- The City should view the private sector as a partner for the provision of additional day care. However, the location of these facilities should be closely monitored, with a preference for locations adjacent to parks and playgrounds.
- The City should monitor the demand for day care services and determine the City's future role through an external review, bearing in mind the division's service delivery policy.

5.2.19 EQUESTRIAN FACILITY

- The City should retain the equestrian facilities within Heritage Ranch and further promote their use.
- The City should maintain the policy of only permitting horseback riding on designated equestrian trails.

5.2.20 EXHIBITION FACILITY

- The City should recognize Westerner Park as the primary focus of exhibition facilities and should ensure that City facilities and events are complementary and comply with the current agreement.

- The City should support the Westerner Exposition Association in its operation of the exhibition facilities at Westerner Park.

5.2.21 FISHING POND

- The City should maintain stocked fishing ponds at Heritage Ranch and Bower Ponds for casual recreational fishing.

5.2.22 FITNESS CENTRE

- At the city level, the City should not be involved in the development and operation of specialized fitness centres and should rely on commercial facilities operated by the private sector. However, the City should continue to support the Kevin Sirois Fitness Testing and Training Centre.
- At the district level, the City should continue the policy of providing a small fitness facility at each district recreation centre, in conjunction with other recreation facilities.

5.2.23 GARDENS (Formal and Botanic)

- The City should retain the existing formal gardens at City Hall Park, Snell Gardens, and Victory Park and maintain these to a high standard.

5.2.24 GOLF FACILITY

- The City should continue to operate the golf facilities at Great Chief Park and River Bend Golf Course & Recreation Area. In order to avoid unfair competition, fees should be comparable with those charged by golf courses operated by the private sector.
- The City should not be involved in the development of additional golfing facilities and rely on provision through the private sector.

5.2.25 GYMNASIUM

- The City should not become directly involved in the development of gymnasium facilities and should rely on provision through the schools and other institutions.
- At the city level, the City should ensure community access to major gymnasiums at the high schools, Red Deer College, and Michener Centre.
- At the district and neighbourhood level, the City should ensure community access to school gymnasiums in terms of the joint agreement for facility use.

5.2.26 HERITAGE SITES

- The City should continue to support the Historical Preservation Committee operated by the Normandeau Cultural and Natural History Society.

- The Normandeau Cultural and Natural History Society should coordinate an update and revision of the Interpretive Master Plan for Waskasoo Park. The City should maintain and enhance the program of cultural and natural history interpretive signage within the framework of this plan.
- The City should actively promote the Red Deer Historical Walking Tours and the Red Deer Cemetery Tour, and support an extension of the interpretive signage program in the downtown area.
- The Historical Preservation Committee should work with the Towne Centre Association to investigate ways of preserving heritage buildings in the downtown area and follow up initiatives outlined in the Downtown Concept Plan.

5.2.27 HORSESHOE FACILITY

- The City should maintain the existing horseshoe pits at Rotary Recreation Park and Kiwanis Picnic Grounds. Additional horseshoe pits are proposed within the future group picnic facility at the McKenzie Trail Recreation Area and at Lions Campground.

5.2.28 LAWNBOWLING FACILITY

- The City should retain the lawnbowling green within Rotary Recreation Park and maintain it to a high standard. No additional facilities should be considered.

5.2.29 LIBRARY

- The City should continue to support the Red Deer Public Library with funding through a special tax levy. The expansion of the facility into the firehall/armoury building should be given a high priority.
- The City should encourage Red Deer College to maintain community access to the Red Deer College Learning Resources Centre and cooperation with the Red Deer Public Library.
- At the district level, the City should continue to support the library at the G.H. Dawe Community Centre as a joint project with both school boards. The development of a branch library to serve the East Hill should be considered in the medium/long term.

5.2.30 MEETING ROOM

- At the city level, the City should promote and maximize the use of existing meeting room space in community service facilities.
- At the district and neighbourhood level, the City should ensure that meeting space in schools is available to the public in terms of the joint use agreement.

5.2.31 MODEL AIRPLANE FACILITY

- The City should not be directly involved in the development of a site for a model airplane facility.

5.2.32 MOTOCROSS TRACK

- The City should continue the policy of prohibiting motorized off-road vehicles within the City's park system. However, the City should support user groups in their attempt to find a suitable site outside city limits.

5.2.33 MULTICULTURAL CENTRE

- The City should support the Red Deer International Folk Festival Society in the operation of the Cronquist House Multicultural Centre and the Memorial Festival Hall. No additional facilities should be developed.

5.2.34 MUSEUM/INTERPRETIVE CENTRE

- The City should continue to support the Red Deer & District Museum and Archives, the Kerry Wood Nature Centre, and the Fort Normandeau Interpretive Centre as major interpretive and educational facilities for cultural and natural history and significant tourist attractions.
- The City should not support the development of the proposed Sunnybrook Farm Agricultural Museum until its viability is demonstrated through a detailed development plan/feasibility study.

5.2.35 MUSIC REHEARSAL/TEACHING FACILITY

- The City should not become involved in the development of music rehearsal/teaching facilities and should rely on provision through the schools and other institutions
- At the city level, the City should ensure community access to the extensive music rehearsal facilities at the Red Deer College Arts Centre.

5.2.36 PARKING

- At the city level, the City should develop appropriately sized parking areas at all major facilities. All parking areas should be paved and landscaped to City standards.
- At the district level, the City should work with the school boards to jointly develop and maintain parking areas to serve the individual demand at district parks.
- At the neighbourhood level, the City should rely on parking within school parking lots to serve the needs of neighbourhood parks. Where no school site is planned, the City should attempt to provide a small paved parking area of 14 stalls.

- The City should continue to provide designated handicapped parking stalls within each parking area and ensure that adequate wheelchair access is available.

5.2.37 PARTICIPARK

- The City should maintain the existing participark in Kin Canyon and evaluate the need for the facility when repairs are no longer effective.

5.2.38 PERFORMING ARTS FACILITY

- The City should ensure community access to the extensive performing arts facilities in the Red Deer College Arts Centre.
- The City should maintain and market the Memorial Centre Theatre as a basic auditorium for a variety of performances with a particular emphasis on community events which do not require advanced technical facilities.
- The City should continue to support the development of a future concert hall at Red Deer College in Phase II of the performing arts centre in the long term, as contemplated in the joint use agreement.
- The City should support the development of a small lecture theatre/auditorium with the expansion of the library in the short term.

5.2.39 PICNIC GROUNDS

- At the city level, the existing picnicking facilities should be retained and upgraded as required. The City should identify funding community sources for the development of a major group picnic facility at the McKenzie Trail Recreation Area.
- At the district and neighbourhood level, small picnicking facilities should be considered for inclusion in neighbourhood and district parks, depending on the characteristics of the site.

5.2.40 PLAYGROUND

- At the city level, the City should retain the existing playgrounds within major park facilities. Specific attention should be given to including additional facilities for the disabled.
- At the district level, playgrounds should be included within district parks where they serve a neighbourhood function.
- At the neighbourhood level, the City should attempt to maintain the standard of one pre-school and one elementary playground within each neighbourhood park, to be funded through the recreation levy. In general, the City should attempt to provide a playground within 400 m of each residence.
- The City should continue to work with volunteers and community groups in the development and upgrading of neighbourhood playgrounds.

5.2.41 ROLLER SKATING/ROLLER BLADING RINK

- The City should not be directly involved in the development or operation of a single-purpose roller skating or roller blading rink.
- The City should continue to provide roller skating/roller blading opportunities at City arenas depending on demand.
- The City should promote roller blading as an appropriate use of hard-surface trails, and require users to respect their multi-use nature.

5.2.42 RUNNING TRACK

- At the city level, the City should continue to support the development of a campus centre and all-weather track at Red Deer College in the medium/long term. In the interim, the City should maintain the Legion Track to a high standard.
- The City should continue to explore alternatives for the future development of an indoor track.
- At the district level, the City should attempt to achieve a standard for one shale running track within each future district park.

5.2.43 SCHOOL

- The City should continue to support the agreement with the school boards for the allocation of Municipal Reserve in neighbourhood and district parks for school sites. The City should ensure designated school sites are clearly identified for the purposes for which they are planned.
- The City should continue to support the agreement with the school boards for the joint planning, development, and operation of playgrounds and joint use sites.
- The City should continue to support the agreement with the school boards for mutual free use of school and City community services buildings and facilities. In terms of this agreement, the City should ensure community access to major facilities.

5.2.44 SENIOR CITIZENS CENTRE

- The City should continue to support the operation of the Golden Circle Seniors Centre and the Downtown House through the Family and Community Support Services (F.C.S.S.) Program.
- The City should continue to monitor the need for new facilities for seniors citizens in the future.

5.2.45 SHUFFLEBOARD COURT

- The City should maintain the existing shuffleboard courts in Rotary Recreation Park and no additional facilities should be provided.

5.2.46 SKATEBOARD PARK

- The City should not be involved in the development and operation of a skateboard park. However, the City should consider the lease of a site for development and operation by a private group.

5.2.47 SKATING POND

- The City should retain the existing skating pond and pavilion at Bower Ponds and maintain them to a high standard. No provision should be made for skating on the ponds at Heritage Ranch, McKenzie Trail Recreation Area, and Three Mile Bend.
- The City should continue to prohibit skating and other defined recreation activities in the sensitive Gaetz Lakes Sanctuary.
- The City should consider the development of the south lake at River Bend for family skating in the medium/long term, as demand arises.

5.2.48 SKATING RINK (Outdoor Ice)

- At the neighbourhood level, the City should attempt to achieve a standard of one boarded and one snowbank rink within each neighbourhood park.
- The City should actively promote the involvement of community organizations in the operation and maintenance of outdoor rinks.

5.2.49 SKIING FACILITY

- The City should not consider the development of downhill facilities but encourage community downhill ski programming at Canyon Ski and Recreation Area.
- The City should maintain River Bend as the focus of cross-country skiing in the city with trails track set and groomed to acceptable standards, and linked with the biathlon range.
- The City should retain the freestyle ski jump facility at Three Mile Bend, providing that it is adequately controlled and managed by the user association.

5.2.50 SNOWMOBILE AREA/ACCESS

- The City should continue the policy of prohibiting snowmobiles within the city's park system, except along the frozen Red Deer River channel. The snowmobiling access ramp and facilities at Great West Adventure Park should be maintained and no additional facilities should be developed.

5.2.51 SPEEDSKATING OVAL

- The City should retain the speedskating oval in Rotary Recreation Park as a first class speedskating facility, accessible to competitive skaters and the public at large.

5.2.52 SPORTSFIELD

- At the city level, the future development of Maskepetoon Athletic Park should make provision for at least two Class 'A' sportsfields.
- At the district level, the City should attempt to achieve a standard of four Class 'A' sportsfields at each district park site.
- At the neighbourhood level, the City should attempt to achieve a standard of at least one Class 'B' sportsfield at each neighbourhood park site.
- The City should not develop any overlapping sportsfields and ball diamonds within new neighbourhood and district parks. Overlapping fields should be eliminated wherever possible when existing park facilities are upgraded.

5.2.53 STADIUM

- The City should monitor the need for additional spectator seating/stadium facilities at Great Chief Park in the future.

5.2.54 SWIMMING POOL

- At the city level, the City should maintain the swimming pools at the Recreation Centre, and encourage continued community use of the pools at the Roland Michener Recreation Centre.
- At the district level, the City should attempt to achieve a standard of developing a modified leisure pool within new district parks to serve each future recreation district. No new facilities should be developed until existing facilities are fully utilized.

5.2.55 TENNIS COURT

- At the city level, the City should retain the tennis complex within Rotary Recreation Park.
- At the district level, the City should attempt to achieve a standard of eight tennis courts within each new district park. Consideration should also be given to the development of additional tennis courts within existing district parks.
- At the neighbourhood level, the City should provide a site for a multi-purpose pad/tennis court which may be developed with community support.

5.2.56 TRAIL

- The City should maintain the existing bicycle/pedestrian trail system and adopt the proposals for extension, as outlined on Plan 5, as a framework for future development by both the Parks and Engineering Departments.
- The City should maintain the existing hiking and equestrian trail system and adopt the proposals for extension, as outlined in Plan 5, as a framework for development in the medium/long term.

5.2.57 WASHROOM/WARMING HUT

- The City should retain the existing washroom/warming huts in Waskasoo Park and maintain these to a high standard.

5.3 SUMMARY OF FACILITY GUIDELINES

- The City should adopt the overall guidelines for facility development as outlined in Figure 22.

6.0 ENVIRONMENT

Environment may be defined as all natural or man-made resources that impact the ecological and social well-being of the Red Deer community. Resources include all elements of water, air, land, wildlife, vegetation, and resultant ecosystems, development of facilities, and personal development programs and sessions.

6.1 CITY POLICY FRAMEWORK

- The Community Services Division should review all existing and proposed policies, programs, and facilities in the context of the guidelines for environmental management outlined in the Vision 2020 policy document.

6.2 ENVIRONMENTAL ADVISORY BOARD

- The Community Services Director, or his designate, should act as a technical advisor to the Environmental Advisory Board and identify items within the Division's mandate which should be reviewed by the Board.
- The Parks Department should continue to be responsible for the administration of the Environmental Advisory Board and ensure compliance with the Environmental Advisory Board Bylaw.

6.3 FEDERAL AND PROVINCIAL LEGISLATION**6.3.1 CANADA'S GREEN PLAN**

- The City should endorse the concept and definition of "sustainable development" as outlined in the Green Plan.
- The Community Services Division should make recommendations to the Environmental Advisory Board regarding how specific initiatives in the Green Plan, relating to community services, might be implemented at the municipal level.
- The Environmental Advisory Board should review the Green Plan in detail, and make recommendations to City Council on how it might respond to and take advantage of the specific initiatives now underway.

6.3.2 ALBERTA'S ENVIRONMENTAL PROTECTION AND ENHANCEMENT LEGISLATION

- The Community Services Division should make comments and recommendations to the Environmental Advisory Board regarding how the specific legislation, in terms of the Environmental Protection and Enhancement Act, may affect municipal jurisdiction and operations.
- The Environmental Advisory Board, together with its technical advisors, should give a high priority to participating in the Regulatory Review Process for the development of new environmental regulations in terms of the Environmental Protection and Enhancement Act, and bring forward comments and recommendations to City Council.

6.4 ENVIRONMENTAL ASSESSMENT

- The Community Services Division should make comments and recommendations to the Environmental Advisory Board regarding the establishment of a policy and procedure for updating environmental impact assessments.
- The Environmental Advisory Board, together with its technical advisors, should develop a procedure and policy for undertaking environmental impact assessments of major planning documents and development proposals at the municipal level and bring forward recommendations to City Council.

6.5 ENVIRONMENTAL MASTER PLAN

- The City should undertake a public survey/questionnaire to determine public awareness, understanding, and participation in environmental programs and services.
- The City should prepare an Environmental Master Plan to integrate and prioritize the various environmental initiatives being undertaken by the City. This Master Plan should be prepared under the guidance and direction of the Environmental Advisory Board and its technical advisors.

7.0 PROGRAMS

Programs are courses of instruction or opportunities for participation, competition, or enjoyment. They usually involve a leader and a group of participants. Community services programs relate to the major areas of recreation, culture, parks, environment, and social planning.

7.1 GENERAL PROGRAM GUIDELINES

The City's overall direction for community services programs is outlined in the Vision 2020 policy document, which includes the following goal:

"Goal #4

The provision of a wide range of community services to meet the evolving needs of residents, optimizing the active involvement of volunteers."

7.1.1 SERVICE DELIVERY

- The Community Services Division should determine the appropriate method of service delivery with special attention being given to the advantages and disadvantages of each delivery mechanism. The **most efficient** and **effective** mechanism should be used to reach the prescribed objective considering resources and benefits of involvement by the community and ensuring the standards and image of the division and its departments are not compromised.
- The division should assess community need and endeavour to ensure a broad range of programs and facilities are available to the community and will identify the appropriate method or means of delivery to be utilized.
- The division should in general **not** directly deliver or operate a program or facility similar to one operated by the private for-profit or non-profit sector unless, through the assessment of a service, it is identified that:
 - The prevention of a monopoly is necessary.
 - Direct service delivery will be more cost-effective.
 - An affordable rate for the service cannot be negotiated.
 - Direct service delivery will allow all segments of the community more satisfactory physical and/or psychological accessibility to a given service.
 - Community Services Division or its department standards are not being followed/met. In the context of this statement, standards are to include specifications and policies of the City and the Division and/or its departments relating to issues such as safety, environmental and social concerns.
 - The terms of the collective agreement may be breached.
- The division should undertake a cost analysis of the various forms of program delivery and ensure that adequate management costs are included for services not delivered directly.

7.1.2 VOLUNTEERISM

- The division acknowledges the value in and benefits of volunteerism to the individual, the organization, and the community at large and are committed to providing, when and where appropriate, the opportunity to volunteer. It will be our goal to create an atmosphere throughout the community that encourages volunteerism and resources necessary to support volunteerism will be committed.
- The division should promote volunteerism through positive reinforcement within the community. To achieve this objective we shall:
 - Promote the benefits of volunteerism through public education.
 - Encourage support systems which aid the community and organizations in developing volunteerism, such as the Community Information & Referral System (CIRS).
 - Involve volunteers in planning and delivery of programs and services.
 - Recognize publicly the volunteers, their accomplishments, and the benefits to the division and the community.
- The division will provide opportunities for volunteers to undertake a task or service, when and where appropriate, which provides benefits to the individual, the organization, the division, and the community. In achieving this objective we shall:
 - Identify the benefits and limitations of volunteer service to the community, organizations, the Division, and individual volunteers.
 - Establish guidelines to evaluate service delivery and establish the appropriate involvement of volunteers.
 - Evaluate the past and current use of volunteers in the delivery of programs and services.
 - Recruit and match volunteers to appropriate positions.
- Each department will provide support for the volunteers to effectively complete the task or service by:
 - Identifying volunteer manager or support staff for volunteers.
 - Defining volunteer management standards and guidelines.
 - Identifying necessary volunteer management resources.
 - Applying volunteer management standards equitably and fairly.
 - Recognizing individually and personally the contributions of each volunteer.
- Each department should regularly evaluate the appropriateness of volunteer service through:
 - Developing new program evaluation tools.
 - Regularly review of volunteer management practices to ensure procedures and standards are appropriate.
 - Adjusting program delivery methods annually as appropriate.

- The division will provide a high level of support for each volunteer to provide his/her service in an effective and efficient manner. In addition to the basic volunteer management statement, each department volunteer coordinator will ensure that:
 - Staff are committed to working alongside volunteers; the role of paid staff must include support to volunteers.
 - A job description outlining roles, responsibilities, and final authority accompanies any volunteer position.
 - Each volunteer has an interview/orientation and exit interview.
 - Training opportunities are provided to ensure that each volunteer has the skills and resources to successfully complete their task.
 - Volunteers receive support and supervision through their term of service.
 - A record of each volunteer service is maintained.
 - Each volunteer is recognized for their contribution.

7.1.3 FISCAL MANAGEMENT

- The Community Services Division should assess the appropriate degree of financial support or subsidy for all community service programs and facilities, reflecting the "user pay" principle where appropriate. Programs and services shall be subject to regular evaluation, bearing in mind the cost/benefit to the community.
- Each department within the division should maintain a fees and charges policy that shall address:
 - Which programs and services shall be made available free of charge.
 - Which programs and services shall be subsidized, and the identification and rationale for the level of services to be provided.
 - Which programs and services shall be provided on a fully user-pay basis.
 - Which programs and services shall generate a profit.

Where common services/facilities are being offered, an attempt should be made to ensure consistency throughout the division and associated agencies.

- Each department within the division should actively seek sponsorship for specific programs, services, and facilities provided that:
 - Each opportunity is assessed on its merits, bearing in mind the potential to create an expectation in the community which cannot be met on an ongoing basis.
 - The sponsorship does not alter priorities.
 - The City and department standards and image are not compromised by the nature of the specific sponsor.
- The division should commit itself to regular evaluation of the merits of each program or service, in comparison with the demand for new initiatives in response to community need. Such reviews should be undertaken at intervals of no more than three years. This is a process by which every aspect of the budget is justified and re-evaluated according to an agreed upon set of criteria.

- The division should identify management and maintenance costs at the initiation of all new programs. Approval of these funds should be obtained prior to the commencement to ensure that these costs do not detrimentally affect the funding of existing programs which might have to be cut to accommodate additional costs.
- The division should review the present seasons of operation of its programs and facilities to identify an appropriate balance between cost-effectiveness and service in relation to perceived public need.
- Each department within the division should prepare and maintain a policy manual. Administrative policies with financial implications shall be reviewed during the preparation of the annual budget.

7.1.4 INTEGRATION OF PERSONS WITH DISABILITIES

- The Community Services Division should actively seek to encourage and support the integration of persons with disabilities into the corporation and into the community.
- The division should focus on the integration of persons with disabilities in all aspects of its mandate.
- The division should advocate for the necessary support and funding with other levels of government so that persons with disabilities can be integrated into the community.
- Each department within the division should review its mandate to ensure that persons with disabilities are able to have access to and use all the services contained within their mandate.
- Each department within the division should continue to ensure that new facilities are barrier-free and that existing facilities be renovated to become barrier-free to the extent possible.
- Each department within the division should seek innovative ways to create opportunities so that persons with disabilities can be employed within their department.
- Each department within the division should schedule public meetings in facilities which are barrier-free and all advertising for such public meetings will include information on accessibility.
- Each department within the division should identify staff whose contact with the public necessitates participation in training sessions on individual needs of persons with disabilities and will encourage their participation in training sessions.
- Each department within the division should incorporate the specific recommendations of the Municipal Strategy on Integration into their department planning.

7.2 RECREATION & CULTURE PROGRAMS**7.2.1 ADMINISTRATION**

- The Recreation & Culture Department should continue to administer recreation and culture grant programs, in accordance with guidelines established by the Recreation, Parks and Culture Board.
- The Recreation & Culture Department should give a high priority to the expansion of its "CLASS" computer system to include a program registration component and a facility maintenance module. The system should also be expanded to provide major facilities with terminal access to booking schedules.
- The Recreation & Culture Department should continue to review methods of collecting revenue for facility bookings and program registration so as to provide the citizens of Red Deer with a cost-effective and convenient service.
- The Recreation & Culture Department should consider the future relocation of some program staff to district facilities and the renovation of the existing office space to better accommodate its needs.
- The Recreation & Culture Department should continue to be responsible for the administration of the Recreation, Parks and Culture Board and ensure compliance with all aspects of the Recreation, Parks and Culture Bylaw.
- The Recreation & Culture Department should continue to maintain a cultural policy, to be reviewed annually by the Cultural Advisory Committee.

7.2.2 FACILITIES

- The Recreation & Culture Department should continue to provide consulting services and assistance to a number of societies and boards which are responsible for the operation and maintenance of community service facilities. Such assistance should be provided on a cost-recovery basis.
- The Recreation & Culture Department should continue to assume prime responsibility for the annual updating of the division's 10-Year Facilities Management/Maintenance plan.
- The Recreation & Culture Department should continue to maintain a policy manual for all City recreation and culture facilities.
- The Recreation & Culture Department should give a high priority to the completion of operations manuals for each of its facilities to be used for staff orientation and preventative maintenance facility checks.
- The Recreation & Culture Department should continue to give the highest priority to maintaining staff training and emergency procedures at each of the facilities it operates.

7.2.3 RECREATION & CULTURE SERVICES

- The Recreation & Culture Department should acknowledge its primary market as being the "masses" as represented by the broad cross-section of the Red Deer Community.
- The Recreation & Culture Department should continue to put its emphasis on casual, drop-in, learn to, or participate-in programs that appeal to a broad cross-section of people.
- The Recreation & Culture Department should continue to deliver decentralized programming, occurring primarily at the district centres and to the degree feasible at neighbourhood centres.
- The Recreation & Culture Department should work with the Towne Centre Association to identify appropriate levels of programming in the downtown area.
- The Recreation & Culture Department should continue to allow flexibility in program locations as the city continues to grow and as community life cycles continue to change.
- The Recreation & Culture Department should use schools extensively as venues for program services. The school system should also be used as partners in the delivery of school-age child programs.
- The Recreation & Culture Department should continue the policy of completing program evaluations at the termination of each program in order to measure participant and/or parent satisfaction. Program standards should be developed and maintained within each program unit.
- The Recreation & Culture Department should explore and experiment with programs in order to maximize the accessibility to program opportunities as well as the choice of programs.
- The Recreation & Culture Department should evaluate existing programs and services in order to determine the appropriate use of volunteers. In this respect, the Recreation & Culture Services Sections should annually prepare a program delivery review schedule.
- The Recreation & Culture Department should measure proposed program and service delivery objectives in order to determine the appropriate level of volunteer involvement.
- The Recreation & Culture Department should ensure that adequate resources are in place annually to enable the department to work effectively with volunteers.
- The Recreation & Culture Department should provide opportunities for staff members and volunteer program leaders to become more knowledgeable about the needs of the disabled and become more skilful in accommodating their needs.
- The Recreation & Culture Department should undertake a survey of new Canadians in the community to determine their interests and needs and ensure their integration and participation in recreation and culture programs.

- The Recreation & Culture Department should hire a private sector consultant to prepare a comprehensive marketing plan for its programs and services.
- The Recreation & Culture Department should place a higher priority on marketing and an annual promotional budget should be identified.
- The Recreation & Culture Department should expand special event programming that caters to family participation and a specific budget should be identified.
- The Recreation & Culture Department should continue to prepare a fees and charges policy on an annual basis to be reviewed by the Recreation, Parks and Culture Board and City Council.
- The Recreation & Culture Department should continue to offer "basic" recreation and culture programs and services at a nominal cost to the broad cross-section of the community.
- The Recreation & Culture Department should continue to offer special events that have a very low threshold cost and focus on the family.
- The Recreation & Culture Department should continue to operate programs and services which recover the full cost of basic program supplies and a portion of facility rental. In addition, the administrative fee should be increased to 15%, in recognition of the significant costs involved in program administration and coordination.

7.3 PARKS PROGRAMS

7.3.1 PLANNING AND DESIGN

- The Parks Department should actively involve the public in the planning and design of appropriate park construction and redevelopment projects.
- The Parks Department should continue to review all subdivision and development proposals to ensure that natural and treed areas are preserved, wherever possible, through appropriate dedication of Environmental or Municipal Reserve.
- The Parks Department should plan all neighbourhood and district park sites in accordance with approved City standards and maintain detailed policy and construction standard manuals for this purpose.
- The Parks Department should give a high priority to public information/participation programs relating to environmental issues such as conservation, horticulture, and composting. The department should actively involve volunteers and community groups in the delivery of these programs.

7.3.2 OPEN SPACE AND PARK FACILITIES

- The Parks Department should continue to give a high priority to responding to public enquiries, complaints, and comments regarding park construction and maintenance issues.
- The Parks Department should develop a comprehensive Tree Management Strategy to ensure the health and survival of existing trees and co-ordinate tree planting initiatives in the future.
- The Parks Department should develop a ten-year tree planting plan, in conjunction with the Citizens Action Group On The Environment (C.A.G.E.). Priority should be given to the greening of major entry arteries and transportation routes and the reforestation of older park areas. Tree planting initiatives on public land should only proceed when funds have been allocated for ongoing maintenance.
- The Parks Department should continue the policy of naturalization by which turf maintenance is reduced or eliminated and natural habitats are retained and/or enhanced.
- The Parks Department should give a high priority to the replanting of escarpments with native tree/shrub species, where tree cover has been removed. Capital and maintenance funding through the Trees By 2000 program and corporate and private donations should be actively pursued.
- The Parks Department, in consultation with the Urban Development Institute, should consider an amendment to the Standard Residential Development Agreement that would require developers to provide tree planting within the boulevard of all major collector roads.

7.3.3 CEMETERIES

- The City should maintain a perpetual care fund through contributions at the time of lot/niche sales. The fund shall be used for annual maintenance and operations of the cemeteries and the annual expenditure shall not exceed the interest gained on the fund in any one year.
- The City may use a portion of the perpetual care fund through a loan for capital improvements and repair of the cemeteries, provided that the project demonstrates a payback over a reasonable period of time.
- The City should endeavour to make cemetery operations self-sufficient by the year 2000 through increased fees and perpetual care contributions.
- The City should increase cemetery fees for non-residents in the short term to reflect the actual costs incurred for burial, lot purchase, maintenance, and perpetual care.

7.3.4 BIOLOGICAL SERVICES AND WEED/PEST CONTROL

- The Parks Department should continue its public notification policy for the use of chemicals on parkland and continue to experiment and test alternative biological controls.
- The Parks Department should develop an Integrated Weed & Pest Management Strategy with the objective of reducing/eliminating chemical controls in favour of biological controls.
- The Parks Department should work with the City administration to develop a policy and procedure for undertaking environmental impact assessments for City projects.

7.4 SOCIAL PLANNING PROGRAMS**7.4.1 ADMINISTRATION AND PLANNING**

- The Social Planning Department should continue to monitor community social needs and, with the assistance of others in the community, work towards solutions for the needs identified.
- The Social Planning Department should continue to monitor services in the community to ensure a community awareness of other initiatives and to avoid duplication of effort.
- The Social Planning Department should produce a report annually on Red Deer's changing demographics and distribute this report widely to relevant community groups.
- The Social Planning Department should produce a report annually on Red Deer's changing demographics, and distribute this report widely to relevant community groups. The department should contact agencies, when appropriate, prior to City census preparation, to ensure accurate collection of pertinent data wherever possible.
- The Social Planning Department should recognize the importance and community impact of increasing immigration, and advocate for community initiatives to effect a positive integration of new Canadians into the community.
- The Social Planning Department should continue to support, philosophically, a decentralized service delivery system through contracting with non-profit community groups, when that method is demonstratively the most effective and efficient.
- The Social Planning Department should continue to promote cooperative agency efforts such as the Community Services Centre in order to maximize the effective and efficient use of resources.
- The Social Planning Department should encourage self-evaluation in affiliated agencies as part of monitoring the effectiveness and efficiency of service.
- The Social Planning Department should continue to recognize the importance of training and support to volunteers, particularly in the area of board development. A yearly board

development training program should be sponsored for board members and staff of affiliated agencies.

- The Social Planning Department should further support the effective management of volunteers through continued involvement with the Volunteer Managers Sub-Committee, of the Community Services Network, ensuring a Social Planning perspective on volunteer needs in the community, identifying and encouraging the participation of agencies that could also benefit from involvement in this committee.
- The Social Planning Department should continue to be responsible, through the assistance of Community Information and Referral Service, for the yearly updating and publication of the Community Services Directory.
- The Social Planning Department should continue to be responsible for the administration of the Red Deer and District Family and Community Support Services Board and ensure compliance with the joint agreement between the partners in the regional F.C.S.S. program.

7.4.2 FAMILY AND COMMUNITY SUPPORT SERVICES (F.C.S.S.)

- The Social Planning Department should give high priority to maintaining a strong "regional" program including the County of Red Deer, Village of Delburne, Village of Elnora, Town of Bowden, and Town of Penhold.
- The Social Planning Department should continue to emphasize a decentralized service delivery system through contracting with community, non-profit groups recognizing the autonomy of agencies and requiring full accountability for the public funding provided for the services.
- The Social Planning Department should review as a high priority the feasibility of 3-5 year funding for services sponsored by F.C.S.S., including the possibility of the retention of surpluses.
- The Social Planning Department should conduct an in-depth review of the goals and objectives of all F.C.S.S. funded agencies, including the determination of the most appropriate measures of assessing performance every three years with one-third of the F.C.S.S. services being reviewed annually.
- The Social Planning Department should continue the strong focus on volunteerism by placing a greater emphasis on F.C.S.S. budget needs relating to recognition and training of volunteers, and will require the goals and objectives of F.C.S.S. funded projects to justify the appropriate use of volunteers and a subsequent plan for training, support and recognition.
- The Social Planning Department should provide an annual opportunity for funded agencies to meet to discuss common issues identified through agency input.
- The Social Planning Department should continue with an external review of one service each year and increase the budget allocation for this review.

- The Social Planning Department should work towards an Integration Strategy with funded agencies to fulfil the philosophic objectives of the Brassard Report and the Premier's Council Action Plan, using a similar approach to the development of the Municipal Integration Strategy.
- The Social Planning Department should develop and implement a community awareness campaign to promote an understanding of the services of the funded agencies and their affiliation with the F.C.S.S. Program and the department.

7.4.3 CHILD CARE

- The Social Planning Department should continue to support the decentralized service delivery system for child care services by contracting with the Red Deer Child Care Society.
- The Social Planning Department should review the Day Care Management Agreement prior to its renewal in 1993.
- The Social Planning Department, in conjunction with the Red Deer Child Care Society, should promote a major external review of the pre-school child care program to examine current needs and service delivery.

7.4.4 SPECIAL TRANSPORTATION

- The Social Planning Department should give increased emphasis to expansion of Special Transportation Services to provide for increased demand for transportation and for lengthened hours of service.
- The Social Planning Department should initiate an external review of all aspects of Special Transportation Services.
- The Specialized Transportation Service should be evaluated as part of the regular Transit review.

7.5 COMMUNITY SERVICE PROGRAMS**7.5.1 RED DEER AND DISTRICT ARCHIVES**

- The City should continue to administer the Red Deer and District Archives through the Community Services Division. The Red Deer and District Archives Committee shall continue to advise Council on all matters relating to the display and collection of archival materials.
- The Red Deer and District Archives should continue to be the only office authorized to receive and obtain records solely on the basis of historical value. The Archivist shall be responsible for the collection and orderly preservation of historical documentation regarding the origin and development of the city.

- The Red Deer and District Archives should give a high priority to the development of a computerized inventory system to facilitate access to resources in the collection.

7.5.2 NORMANDEAU CULTURAL AND NATURAL HISTORY SOCIETY

- The City should continue to contract with the Normandeau Cultural and Natural History Society for the management and operation of the Red Deer & District Museum, the Gaetz Lakes Sanctuary, the Kerry Wood Nature Centre, the Allen Bungalow, the Fort Normandeau Historic Site and Interpretive Centre, the buildings in Heritage Square (excluding the Aspelund Loft Hus). The society shall also be responsible for the operation of the City's Historical Preservation Committee.
- The City should maintain a three-year operating agreement with the society, outlining the goals and objectives and details of the annual operating grant. The Director of Community Services shall act as a resource and liaison to the society and coordinate all aspects of the operating grant and capital budget.

7.5.3 RIVER BEND GOLF AND RECREATION SOCIETY

- The City should continue to contract with the River Bend and Recreation Society for the management and operation of the River Bend Golf Course and Recreation Area.
- The City should maintain a three year operating agreement with the society outlining the goals and objectives and the annual rent. The Director of Community Services shall act as a resource and liaison to the society and coordinate all aspects of the agreement on behalf of the City.

7.5.4 RED DEER LIBRARY BOARD

- The City should continue to support the operation of the Red Deer Public Library through the Red Deer Library Board. The Director of Community Services shall act as a resource and liaison to the board and library administration.

7.5.5 G.H. DAWE MANAGEMENT BOARD

- The City should continue to participate in the operation of the G.H. Dawe Community Centre through the G.H. Dawe Management Board.
- The City should maintain a three-year operating agreement with the board, outlining the goals and objectives of the annual operating grant. The Director of Community Services shall act as a resource and liaison to the board and coordinate all aspects of the operating grant and capital budget.

8.0 FINANCIAL IMPLICATIONS**8.1 CAPITAL BUDGET**

- The City should approve the division's proposed Five-Year Capital Budget as outlined in Figure 23, in principle, with an annual adjustment for inflation.

8.2 OPERATING BUDGET

- The City should approve the division's proposed Five-Year Operating Budget as outlined in Figure 29, in principle, with an annual adjustment for inflation.

FILE NO: R-37443

DATE: November 18, 1991
TO: The Mayor and City Council
FROM: Jim Bower
Recreation, Parks & Culture Board
RE: COMMUNITY SERVICES MASTER PLAN

The Recreation, Parks & Culture Board has been considering the Community Services Master Plan over the last three months, at the same time as other agencies were providing their input to the draft. We likewise participated in a Community Public Meeting attended by a hundred or more residents to consider this plan.

At our regularly scheduled meeting Wednesday, November 13, 1991, after a very lengthy discussion, the following resolution was passed:

"THAT the Recreation, Parks & Culture Board recommend to City Council endorsement of the Community Services Master Plan, as amended, including the Cultural Advisory Committee revisions, as amended, subject to:

1. Deletion of the first two paragraphs in Section 2.5
2. That Section 1.5 be amended to indicate that an ongoing review at any time would require public input and consultation with all relevant community services Boards.
3. That the Counties be named in the recommendation contained in Section 3.2
4. Page 52 - That wording of the recommendation regarding the Memorial Centre be amended to read: "That the Memorial Centre be retained as a basic auditorium for use by community groups."
5. Page 157 - That the last recommendation be amended to delete the reference to 15% administrative costs."

We will be in attendance at your December 9 meeting, along with administrative staff to present this plan for your consideration and approval.



Jim Bower
Vice President
Recreation, Parks & Culture Board

c Craig Curtis

CS-3.450

DATE: November 20, 1991

TO: CITY COUNCIL

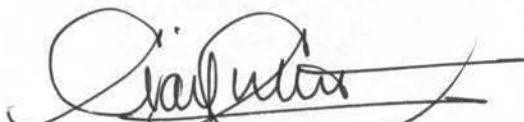
FROM: CRAIG CURTIS, Director
Community Services Division

RE: **COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM THE RECREATION, PARKS & CULTURE BOARD**
A memo from the Chairman of the Recreation, Parks
and Culture Board dated November 18, 1991 refers.

I have reviewed the recommendations from the Recreation, Parks and Culture Board with the Parks, Recreation & Culture, and Social Planning Managers and our comments are as follows:

- **Section 2.5** has been amended by the deletion of the first two paragraphs. This excludes the definition of a "household", which was considered inappropriate.
- **Section 1.5** has been amended to include reference to ongoing review of the plan in consultation with "all relevant community service boards".
- **Section 3.2** has been amended to explicitly refer to the two counties.
- **Section 4.2.31** has been amended to delete reference to equipment of a non-technical nature.
- **Section 7.2.3** has been amended to delete reference to a specific administrative fee. It was agreed that the justification for the fee would be included in the department's fees and charges policy which is reviewed annually by the Recreation, Parks and Culture Board and City Council.
- Following a recommendation from the Cultural Advisory Committee, **Section 7.2.1** has been amended to include reference to the City's Cultural Policy and the role of the Cultural Advisory Committee.

The amended plan is supported by the Cultural Advisory Committee and the Recreation, Parks and Culture Board.



CRAIG CURTIS

:dmg

DATE: November 15, 1991
TO: CITY COUNCIL
FROM: FRANCES CRAIGIE, Chairman
F.C.S.S. Board
RE: COMMUNITY SERVICES MASTER PLAN

The Red Deer & District F.C.S.S. Board has met on two occasions, October 17 & November 5, to discuss the Community Services Master Plan. The motion at the October 17 meeting was:

"THAT section 7.0 and 7.1 (including 7.1.1 through 7.1.4) of the Community Services Master Plan be recommended to City Council for adoption as amended."

The amendments are:

- Section 7.1.1. on page 143; last bullet on the page should be amended to read
"...it is identified that: - a balance between private/public sector involvement is considered necessary" (replacing "the prevention of a monopoly is necessary")
- Section 7.1.2 on page 146; the last bullet dealing with Volunteerism, the third item is amended to read: "- each volunteer has an interview/orientation and exit interview where appropriate."

At the regular F.C.S.S. Board meeting on November 5, Sections 4.0, 5.0 and 7.4 were considered. The motion at this meeting was:

"THAT the Red Deer & District F.C.S.S. Board recommend to Council of the City of Red Deer approval of the Community Services Master Plan, same to include amendments as noted and agency recommendations."

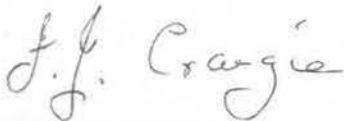
The amendments are:

- Section 5.2.44 Senior Citizens Centre, page 117, paragraph 2, line 7, the word "strictly" was changed to read "primarily".
- Section 7.4.1 Administration and Planning, page 166, paragraph 3, the first line was amended to read "in monitoring the effectiveness of boards and service delivery..."

City Council
Page 2
November 15, 1991
File No. SP-3.412

- Section 7.4.1 Administration and Planning, page 168, bullet 3 was amended to read "... in affiliated agencies and boards as part of monitoring the effectiveness and efficiency of service."
- Section 7.4.2 F.C.S.S., page 168, a suggested addition to the last paragraph was to indicate Red Deer as the unit authority within Red Deer & District F.C.S.S.
- Section 7.4.2, page 170, it was suggested that reference be made in paragraph 2, sentence 2, to recommendation #14 of the F.C.S.S. Ministerial Review Panel.
- It was noted in reviewing Section 7.4.3 regarding Day Care, page 171 that the term "day care" has been changed to "child care", which was felt to be more suitable.
- In reviewing Section 7.4.4 regarding Special Transportation, it was noted that this section has been re-written to reflect amalgamation.

The Red Deer & District F.C.S.S. Board would like to congratulate the administration on the preparation of this document and would like to reinforce our support for its approval by City Council. As a Board we like the direction and planning and we look forward to working within the parameters of the Plan.



FRANCES CRAIGIE

/kl

c. Craig Curtis, Community Services Director

DATE: November 21, 1991

CS-3.456

TO: CITY COUNCIL

FROM: CRAIG CURTIS, Director
Community Services Division

RE: COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM THE F.C.S.S. BOARD
A memo from the Chairman of the F.C.S.S. Board,
dated November 15, 1991, refers.

I have reviewed the comments from the F.C.S.S. Board with the Social Planning, Parks, and Recreation & Culture Managers. Our comments are as follows:

- **Section 7.1.1** has been amended to include a clause relating to "a balance between private/public sector involvement".
- **Section 7.1.2** has been amended to clarify that an interview/orientation and exit interview for volunteers would not always occur.
- The wording of **Section 5.2.44** has been slightly changed to clarify the role of the Downtown House.
- **Section 7.4.1** has been amended to include reference to the evaluation of the effectiveness of boards.
- **Section 7.4.1** has been amended to include reference to boards.
- **Section 7.4.1** has been amended to clarify that Red Deer is the "unit authority" for the regional F.C.S.S. Program.
- **Section 7.4.2** has been amended to include reference to recommendation #14 of the F.C.S.S. Ministerial Review Panel, which relates to the need for an integrated provincial and municipal public awareness campaign.
- **Section 7.4.3** has been amended to change the term "day care" to "child care".
- **Section 7.4.4** has been completely rewritten to reflect the amalgamation of the Citizens' Action Bus and the Seniors' Taxi Service.

City Council
Page 2
November 21, 1991
Community Services Master Plan: FCSS Board

The amended plan is fully supported by the F.C.S.S. Board, which includes elected representatives from the participating municipalities.



CRAIG CURTIS

:dmg

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

CITY ARCHIVES
P.O. Box 800
Red Deer, AB T4N 5H2
(403) 343-6842

November 22, 1991

Mayor R. McGhee and Council
The City of Red Deer
Red Deer, AB.

Your Worship and Members of Council:

Re: Community Services Master Plan

At its regular meeting of November 22, 1991, the Red Deer and District Archives Committee considered the draft community services master plan. After suggesting a few minor changes in the wording of three clauses, the Archives Committee unanimously passed a resolution of support for the Master Plan, particularly as it applies to the Red Deer and District Archives.

If you should have any questions or concerns about this resolution, please feel free to contact either Mr. Gordon Becker, Chairman, or myself.

Yours truly,

Lawrie Knight - Steinbach

Lawrie Knight-Steinbach
Secretary



*a delight
to discover!*

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

CITY ARCHIVES
P.O. Box 800
Red Deer, AB T4N 5H2
(403) 343-6842

November 22, 1991

Mr. Craig Curtis
Director of Community Services
P.O. Box 5008
Red Deer, AB
T4N 5H2

Dear Mr. Curtis:

RE: COMMUNITY SERVICES MASTER PLAN

At its regular meeting of November 20, 1991, the Red Deer and District Archives considered the draft Community Services Master Plan. The plan was well received as a well-written and comprehensive document. Consequently, the Committee unanimously passed a resolution approving of the Master Plan with the following minor modifications:

-Under item 4.2.33, change "City artifacts" to "the City's documentary heritage" and "repository of cultural history artifacts" to "repository of records, manuscripts, photographs and publications".

-Under item 5.2.26, second paragraph, add "with support from the Red Deer and District Archives".

-Under item 7.5.1, add "The Archivist also acts as a resource to the Historical Preservation Committee".

-Under item 7.5.2, add "with support from the Red Deer and District Archives".

If you should have any questions or concerns, please contact either Mr. Becker, Chairman, or Mrs. Steinbach, Secretary. If you have no objections, the Committee will then write a letter of support to the Mayor and Council.



*a delight
to discover!*

Yours truly,

Michael Dawe

Michael Dawe
Archivist

CS-3.467

DATE: November 26, 1991

TO: CITY COUNCIL

FROM: CRAIG CURTIS
Director of Community Services

RE: COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM THE RED DEER AND
DISTRICT ARCHIVES COMMITTEE
A letter from the Secretary of the Red Deer and District Archives
Committee dated November 22, 1991 refers.

I have reviewed the recommendations of the Red Deer and District Archives Committee with the Parks, Recreation & Culture and Social Planning Managers and our comments are as follows:

- **Section 4.2.33** has been amended as suggested to clarify that the Archives is responsible for "City records, manuscripts, photographs and publications". The recommendation has also been amended accordingly.
- **Section 5.2.26** has been amended to include reference to the Red Deer and District Archives and its support role in relation to the Historical Preservation Committee.
- **Section 7.5.1** has been amended to clarify the role of the Archivist as a resource to the Historical Preservation Committee.
- **Section 7.5.2** has not been further amended as the necessary clarification is included in **Section 7.5.1**.

The amended plan is supported by the Red Deer and District Archives Committee.



CRAIG CURTIS

:ad

CS-P-3.205

DATE: November 13, 1991
TO: CITY COUNCIL
FROM: COLLEEN PALICHUK, Chairman
ENVIRONMENTAL ADVISORY BOARD
RE: COMMUNITY SERVICES MASTER PLAN

The Environmental Advisory Board reviewed and discussed the proposed Community Services Master Plan at their October 21 and October 28, 1991 meetings.

The Board supports and recommends to City Council that the Master Plan be approved subject to the following:

- Section 3.5 and 6.4 be revised to incorporate the Board's concern for policing/enforcement proposals being referred to the Board for recommendation to Council and for the need to have a consistent environmental assessment procedure compatible with the Province.
- The Community Services Master Plan should provide a foundation for a City of Red Deer Environmental Strategy to be adopted by all City departments.

The above is submitted for Council's information and consideration at the time of the Community Services Master Plan being presented to Council.



COLLEEN PALICHUK

:ad

c. Craig Curtis, Director of Community Services

CS-3.449

DATE: November 19, 1991

TO: CITY COUNCIL

FROM: CRAIG CURTIS, Director
Community Services Division

RE: COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM THE ENVIRONMENTAL ADVISORY BOARD
A memo from the Chairman of the Environmental
Advisory Board dated November 13, 1991 refers.

I have reviewed the recommendations from the Environmental Advisory Board with the Parks, Recreation & Culture, and Social Planning Managers. Our comments are as follows:

- Section 3.5 has been revised to include reference to the Environmental Advisory Board as one of the groups which may raise concerns regarding the policing of open space.
- Section 6.4 has been amended to clarify the need for environmental impact assessments at the provincial and municipal level.

The amended plan is supported by the Environmental Advisory Board.



CRAIG CURTIS

:kl

c.



Red Deer Public Library

4818 - 49th Street, RED DEER, Alberta, Canada T4N 1T9
 Telephone: (403) 346-4576 Fax: (403) 346-6195

November 13, 1991

His Worship Mayor Bob McGhee
 City Hall
 P. O. Box 5008
 Red Deer, Alberta
 T4N 2K2

Dear Mayor McGhee:

During its meeting of October 16, 1991, the Library Board moved to recommend to City Council for adoption, the Community Services Master Plan, as amended by Marilyn Corbett. Mr. Curtis has a copy of the revisions.

Yours truly,

Chris Warren

Chris Warren
 Chairman
 Red Deer Library Board

Copied to: Director of Community Services
9/11/18
CS.



Red Deer Public Library

4818 - 49th Street, RED DEER, Alberta, Canada T4N 1T9
 Telephone: (403) 346-4576 Fax: (403) 346-6195

October 1, 1991

Mr. Craig Curtis
 Director, Community Services Division
 City of Red Deer,
 P. O. Box 5008
 Red Deer, Alberta
 T4N 3T4

Dear Mr. *Craig* Curtis:

Following are my comments on the August 28, 1991 draft of the Community Services Master Plan. This report will be studied and discussed at the October 16 meeting of the Red Deer Library Board as well.

SUMMARY SECTION

Section 1.2 - It might be useful here in the summary to expand on the liaison function with agencies such as the Museum Society and the Library Board, just as you have in the main body of the report.

✓ Section 5.2 - I find the first sentence under 5.2.39, Picnic Grounds, somewhat confusing.

✓ Section 5.2.43 - Should the heading be Schools, rather than School?

✓ Section 7.5 - The agencies mentioned in this section, with the exception of the Archives, are not Community Services Agencies. A better name for this section (both in the Summary and the body of the report), might be Affiliated Cultural and Recreational Agencies.

1.0 INTRODUCTION

✓ With respect to the chart on page 5, functional and liaison relationships are usually shown by means of broken lines. Were I an average citizen reading this report, I'm not certain what I would make of the organizational structure portrayed in the chart on page 5. The terms Arms Length Boards and Advisory Boards also require some explanation and differentiation.

✓ There's also a typographical error on page 5, in the fourth line from the top. The word should be "report", rather than "reported".

2.0 DEMOGRAPHIC CHARACTERISTICS

✓ I don't think the graph on page 10 bears out the statement that "population growth has varied significantly". A bar graph might prove more useful in substantiating this comment.

✓ I'm also not sure that your comment - that "the Baby Boom generation will dominate the demand for community services facilities and programs" is verified by your graphs on page 13, since the Baby Boom generation in 2020 will be aged 56 to 74, and that is not the age group with the greatest number of people on the second chart.

2.6 ETHNIC ORIGIN

I'm attaching for your information, a table on language distribution, which might be of use in this section. I think it points out the ethnic diversity in Red Deer, as compared to other centers in the province, in a very graphic manner.

4.0 FACILITIES - 4.2.26 LIBRARY

Increased circulation is not the reason we need to expand the Library. The reasons for expansion are: (1) to house a growing collection of books; (2) to house new media collection; (3) to provide program space; (4) to provide increased meeting room space for community use; (5) to provide adequate work space for staff.

The auditorium will be in the basement level of the Linking Structure; not the Firehall/Armoury. It will not replace the Snell Gallery, which will be retained, hopefully, as a meeting room. The adult services section will occupy the main and second floors of the existing Library building; the lower level will be used for staff work space (and the Snell Gallery).

On page 74, I notice a number of dots and "Ps" for the Library; the dot for Dawe I can understand, but not the dot for West District Park or for Morrisroe District Park, as well as the "Ps" for Northwest District park and East Hill District Park. Strangely enough, the Library itself is not indicated as existing in the Central District.

I'm assuming that the Capital Costs for 1993/94, for Other Community Services (affiliated agencies?) have been updated to reflect the major capital budgets submitted for 1992.

5.0 FACILITY TYPES

Since our highest circulation comes from our non-fiction collection, I would think it would be more appropriate to say that our primary focus is information. I would also suggest that the term "audiovisual media" should be used, rather than "audio and visual media". It is increased use of all of our services, not just circulation, which has resulted in our reaching capacity. The word "new" should be deleted from the first line on page 106. The Children's Library is not new, but it will indeed be expanded.

It is not the City, but the Library Board that supports the library at the Dawe Centre. I have attached some suggested changes in wording in this regard.

With respect to the Performing Arts Facility, Section 5.2.38, the Library is not planning to replace the Snell Gallery with the auditorium. The Snell Gallery would continue to be used for meeting space. In any case, I don't think it's politic to mention doing away with the Snell Gallery.

7.0 PROGRAMS

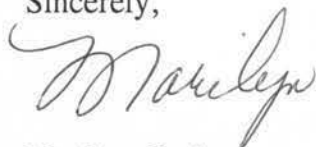
In this section, I would suggest renaming Section 7.5 Affiliated Cultural and Recreational Programs.

With regard to Section 7.1.2, Volunteerism, I'm not sure I understand what you mean by the last sentence of the first paragraph: "However, an objective review of current policy... to use only volunteers... has occasionally resulted in concessions (?) to program delivery..."

With regard to Section 7.5.4, Red Deer Library Board, I am attaching copies of pages 174-175, with some suggestions for clarification of the role and responsibilities of the Board vis-a-vis the Public Library and the Dawe Centre. Other pages with suggested changes are also attached.

I hope you will find these comments on the draft of the Master Plan helpful.

Sincerely,

A handwritten signature in cursive script, appearing to read "Marilyn Corbett".

Marilyn Corbett
Director

CS-3.453

DATE: November 20, 1991

TO: CITY COUNCIL

FROM: CRAIG CURTIS, Director
Community Services Division

RE: COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM THE RED DEER PUBLIC LIBRARY BOARD
A memo from the Chairman of the Library Board,
dated November 13, 1991, refers.

I have reviewed the comments from the Director of Library Services with the Parks, Recreation & Culture, and Social Planning Managers. Our comments are as follows:

- A number of minor grammatical and typographical errors, as identified, have been corrected.
- **Section 2.3** has been amended to clarify the effect of the "baby boom" generation.
- The wording of **Section 4.2.26** has been substantially revised as requested. However, the intent and the recommendations remain the same.
- The wording of **Section 5.2.29** has been substantially revised as requested. However, the intent and recommendations remain the same.
- The wording of **Section 7.5.4** has been substantially revised.

The amended plan is supported by the Red Deer Public Library Board.



CRAIG CURTIS

:dmg



River Bend Golf and Recreation Society

Box 157
Red Deer, Alberta, Canada
T4N 5E8
Telephone 403 343 8311

November 20, 1991

City of Red Deer
4914 - 48 Avenue
Red Deer, Alberta
T4N 3T4

ATTENTION: Mr. C. Curtis, Director
Community Services Division

Dear Sir:

At a meeting of the River Bend Golf and Recreation Society held on November 18, 1991, the following resolution was passed.

The River Bend Golf and Recreation Society accepts the Community Services Master Plan as presented to the Society with the recommendation that for a change in wording on page 120 (attached) to read as follows:

"The City should maintain River Bend as the focus of cross-country skiing in the City with trails track set and groomed to acceptable standards."

The River Bend Golf and Recreation Society would like to commend you for your providence in the development of this Plan and we look forward to our participation in the recreational enjoyment we can bring to the Public.

Yours very truly,

RIVER BEND GOLF AND RECREATION SOCIETY

Bill Rogers
WBR/bc
ESTIMATE/LETTER
RD.RIV

CS-3.454

DATE: November 20, 1991

TO: CITY COUNCIL

FROM: CRAIG CURTIS, Director
Community Services Division

RE: COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM THE RIVER BEND GOLF & RECREATION SOCIETY
A letter from the Chairman of the River Bend Golf &
Recreation Society, dated November 20, 1991, refers.

I have reviewed the comments of the River Bend Golf & Recreation Society with the Parks, Recreation & Culture, and Social Planning Managers. Our comments are as follows:

- **Section 5.2.49** has been amended to refer to "acceptable", rather than "competitive" standards.

The plan, as amended, is supported by the River Bend Golf & Recreation Society.



CRAIG CURTIS

:dmg



FORESTRY, LANDS AND WILDLIFE
Fish and Wildlife Division

#404, First Red Deer Place
4911 - 51 Street
Red Deer, Alberta
T4N 6V4

October 17, 1991

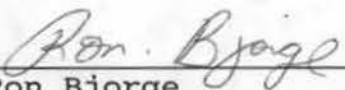
Mayor and Council of the City of Red Deer
City Hall
Box 5008
Red Deer, Alberta
T4N 3T4

Dear Mayor and Council Members:

Members of the Gaetz Lake Sanctuary Committee have recently reviewed a draft of the Community Services Master Plan. Our attention was directed to Section 4.2.15 Gaetz Lakes Sanctuary. By motion our committee supports the above mentioned section, subject to inclusion of a clause reaffirming the present road configuration adjacent to Gaetz Lakes Sanctuary by which there is no direct vehicular traffic link between 67 Street and 45th Avenue.

Should you have any questions on this matter, please feel free to contact myself.

Yours truly,



Ron Bjorge
Chairman
Gaetz Lake Sanctuary Committee

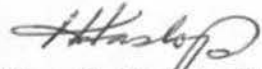
RB/mc



590-050D

DATE: October 29, 1991
TO: City Clerk
FROM: Engineering Department Manager
RE: **GAETZ LAKES SANCTUARY**

In response to an October 17, 1991 letter from the Gaetz Lakes Sanctuary Committee, please be advised that the Engineering Department currently has no plans to interconnect 45 Avenue with 67 Street. Any change in this plan would be subject to direction and/or approval from Council.



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

TCW/emg

CS-3.426

DATE: November 13, 1991

TO: CITY COUNCIL

FROM: CRAIG CURTIS
Director of Community Services

RE: COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM GAETZ LAKES SANCTUARY COMMITTEE
A memo from the Chairman of the Gaetz Lakes
Sanctuary Committee dated October 17, 1991 refers.

I have reviewed the recommendations from the Gaetz Lakes Sanctuary Committee with the Parks, Recreation & Culture and Social Planning Managers. Our comments are as follows:

- Section 4.2.15 of the draft Community Services Master Plan has been amended to include a statement and recommendation relating to the fact that no direct vehicular traffic link is proposed between 67 Street and 45 Avenue.

The revised plan is supported by the Gaetz Lakes Sanctuary Committee.



CRAIG CURTIS

:ad

M E M O

TO: COUNCIL MEMBERS
THE CITY OF RED DEER

FROM: EILEEN DUBOIS
CHAIRMAN OF THE NORMANDEAU BOARD

DATE: NOVEMBER 13, 1991

RE: DRAFT COMMUNITY SERVICES MASTER PLAN

The draft Community Services Master Plan was considered by the Normandeau Board at their October 23 meeting. Following discussion the following resolution was approved.

"THAT the Normandeau Society endorse the draft Community Services Master Plan and recommend its approval to City Council subject to the following:

1. the amendment of Section 4.2.15 to reconfirm that there be no vehicular access off 67 Street onto 45 Avenue,
2. that Section 4.2.15 be amended to include reference to the need for a management plan for the Gaetz Lakes Sanctuary,
3. that Section 4.2.15 be amended to propose a buffer zone and fencing along the escarpment to the east of Gaetz Lakes Sanctuary when future housing is developed,
4. that Section 4.2.15 be amended to include reference to reclamation and reforestation of the Red Deer Cemetery/Michener Crescent Hill escarpment,
5. that Section 4.2.28 be amended to include reference of the need for a small stage and storage facility to be constructed in conjunction with the amphitheatre at the Lion's Campground,
6. that Section 5.2.9 be amended to recommend campground expansion in the future either at Lion's Campground or at another location,
7. that educational purpose be added to the Kerry Wood Nature Centre, Fort Normandeau and the Museum Sections."

RE: DRAFT COMMUNITY SERVICES MASTER PLAN
NORMANDEAU BOARD RESPONSE

Page 2

In addition to the above resolution, the Normandeau Board further agreed that explicit provision should be made in Section 1.5 to provide for regular review and updating of the plan.

We were pleased to note that the need to revise and update the Waskasoo Park Interpretive Master Plan has been acknowledged and is addressed in Section 5.2.26, Heritage Sites.

On behalf of the Normandeau Board I would like to extend our appreciation to you for inviting the Normandeau Board to participate in this important planning process.

:er

DATE: November 20, 1991

TO: CITY COUNCIL

FROM: CRAIG CURTIS, Director
Community Services Division

RE: COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM NORMANDEAU CULTURAL
& NATURAL HISTORY SOCIETY
A memo from the Chairman of the Normandeau Cultural &
Natural History Society, dated November 13, 1991, refers.

I have reviewed the recommendations from the Normandeau Cultural & Natural History Society with the Parks, Recreation & Culture and Social Planning Managers. Our comments are as follows:

- **Section 4.2.15** has been amended to confirm that no vehicular link is planned between 67 Street and 45 Avenue.
- **Section 4.2.15** has been amended to include a recommendation that the Normandeau Cultural & Natural History Society prepare a management plan for the sanctuary.
- **Section 4.2.15** has been amended to include a recommendation that future development to the east of the sanctuary be carefully planned, in order to protect the escarpment and avoid any detrimental impact on the sanctuary.
- **Section 4.2.37** has been amended to include reference to the need for reforestation of the slope to the west of the Red Deer Cemetery.
- **Section 4.2.28** has been amended to include reference to the need for a small stage and storage facility to be constructed adjacent to the amphitheatre at Lions Campground.
- **Section 5.2.9** has been amended to recommend consideration of the expansion of camping facilities, either at the existing campground or at an alternative location.
- **Sections 4.2.15, 4.2.33 and 5.2.34** have been amended to clarify the educational purposes of these facilities.

City Council
Page 2
November 20, 1991

- **Section 1.5** has been amended to include a recommendation that a complete review of the Community Services Master Plan be undertaken every five years.
- **Section 5.2.26** has been amended to include a recommendation that the Interpretive Master Plan for Waskasoo Park be revised and updated.

The revised plan is supported by the Normandeau Cultural & Natural History Society.



CRAIG CURTIS

:dmg

M E M O

TO: COUNCIL MEMBERS
THE CITY OF RED DEER

FROM: ROBERT LAMPARD, M.D., CHAIRMAN
HISTORICAL PRESERVATION COMMITTEE

DATE: NOVEMBER 12, 1991

RE: DRAFT COMMUNITY SERVICES MASTER PLAN

The draft Community Services Master Plan was considered by the Historical Preservation Committee at their regular monthly meeting held November 6, 1991. Following is the resolution passed by the Committee at their meeting.

"THAT having considered the draft Community Services Master Plan the Historical Preservation Committee endorses the draft Community Services Master Plan and recommend its approval to City Council subject to the following:

1. The amendment of Section 5.2.26 Heritage Site to add to the main paragraph, the sentence "An interpretive walking tour has been prepared for the Red Deer Cemetery" and,

THAT bullet #1 should be revised to read, "The City should continue to support the Historical Preservation Committee operated by the Normandeau Cultural and Natural History with support from the Red Deer and District Archives and,

THAT bullet #3 be revised to read "The City should actively promote the Red Deer Historical Walking Tours and the Red Deer Cemetery Walking Tour and support an extension of the Interpretive Signage program."

2. THAT Section 5.2.34 Museum/Interpretive Centre have the final bullet be revised to read, "The City should not support the development of the proposed Sunnybrook Farm Agricultural Museum until its feasibility has been demonstrated through a feasibility study and plan.
3. THAT Section 7.5.1 Red Deer and District Archives have added to the large central paragraph of final sentence that reads, "The Archivist also acts as a resource to the Historical Preservation Committee."

RE: DRAFT COMMUNITY SERVICES MASTER PLAN

Page 2

On behalf of the Historical Preservation Committee, I would like to extend our appreciation to you for inviting the Historical Preservation Committee to participate in this important planning process.

:er

NBD DISC: CSMPHPCM.DOC

CS-3.437

DATE: November 20, 1991

TO: CITY COUNCIL

FROM: CRAIG CURTIS, Director
Community Services Division

RE: **COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM HISTORICAL PRESERVATION COMMITTEE**
A memo from the Chairman of the Historical Preservation
Committee, dated November 12, 1991, refers.

I have reviewed the recommendations from the Historical Preservation Committee with the Parks, Recreation & Culture and Social Planning Managers. Our comments are as follows:

- **Section 5.2.26** has been amended to include reference to the Red Deer Cemetery Walking Tour.
- **Section 5.2.26** has been amended to include reference to the Red Deer & District Archives and its support role in relation to the Historical Preservation Committee.
- **Section 5.2.34** has been amended, as requested, to clarify the need for a feasibility study of the proposed Sunnybrook Farm Agricultural Museum.
- **Section 7.5.1** has been amended to clarify the role of the Archivist as a resource to the Historical Preservation Committee.

The revised plan is supported by the Historical Preservation Committee.



CRAIG CURTIS

:dmg



RED DEER PUBLIC SCHOOL DISTRICT NO. 104

4747 - 53 Street

RED DEER, ALBERTA
T4N 2E6

Phone (403)343-1405

Fax (403)347-8190

November 13, 1991

BOARD OF TRUSTEES

B.I. HOPFNER
Chairman

L.L. CAMPBELL-CARDWELL

S.A. DYMIANIW

L.E. GODDARD

L.D. HARRIS

K.G. HAUCK

D.R. PICKERING

Mr. C. Curtis
City of Red Deer
Community Services Division
Box 5008
Red Deer, AB
T4N 3T4

ADMINISTRATIVE STAFF

D.A. BLACKER
Superintendent of SchoolsL.G. LUDERS
Deputy SuperintendentL.A. PIZZEY
Assistant Superintendent
(Human Resources)R.E. CONGDON
Assistant Superintendent
(Business Services)

CO-ORDINATORS

A. BURLEY
DR. R.B. DRYSDALE
E.M. KULMATYCKI
R.R. LANG
R.W. PAWLOFF
J. ST-JEAN

DAB:lw

Re: Community Services Master Plan

Please be advised that the Board of Trustees has reviewed and approved the proposed school sites concept plans as referred to in the Master Plan. The changes in recreational facilities to be provided on the neighborhood sites are appreciated. The reallocation of existing space should provide a more balanced and attractive recreational plan for these sites.

Thank you for the opportunities which have been provided for input and discussion regarding the Master Plan.

Yours truly,

D. A. Blacker
Superintendent of Schools



CS-3.470

DATE: November 26, 1991

TO: CITY COUNCIL

FROM: CRAIG CURTIS
Director of Community Services

RE: COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM THE RED DEER PUBLIC SCHOOL DISTRICT #104
A letter from the Superintendent of Schools dated
November 13, 1991

I have reviewed the comments from the Red Deer Public School District with the Parks, Recreation & Culture and Social Planning Managers and our comments are as follows:

- The Master Plan has been amended to include the most recent plan for school sites which has been approved by the Joint School Site Planning Committee and both School Boards.
- The revised neighbourhood park standards have been reviewed with both school administrations and are supported by the Joint School Site Planning Committee
- **Section 5.2.43** has been amended to clarify the fact that the revised Municipal Reserve agreement between the City and both School Boards has not yet been formally adopted.



CRAIG CURTIS

:ad

RED DEER COLLEGE



Box 5005
Red Deer, Alberta T4N 5H5
Telephone (403) 342-3300
Fax # (403) 341-4899

OFFICE OF THE PRESIDENT

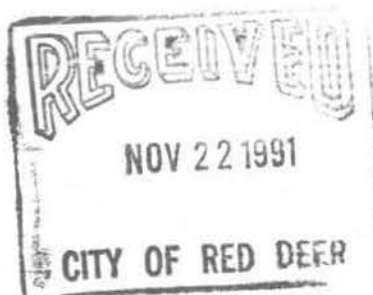
MEMORANDUM

Date: November 13, 1991
To: Craig Curtis, Director
Community Services Division
From: Dr. Ed Luterbach
President
Re: COMMUNITY SERVICES MASTER PLAN

Please be advised that the Community Services Master Plan amendments are acceptable as per the attached copy which has been stamped by my office. Please contact me if you have any comments or concerns.

Ed

Attachment
MH:cw



CS-3.469

DATE: November 26, 1991

TO: CITY COUNCIL

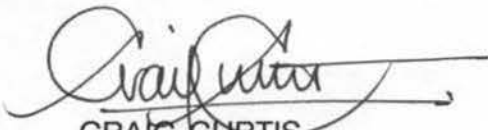
FROM: CRAIG CURTIS
Director of Community Services

RE: COMMUNITY SERVICES MASTER PLAN:
A memo from the President of the Red Deer College
dated November 13, 1991.

I have reviewed the recommendations from the Red Deer College with the Parks, Recreation & Culture and Social Planning Managers and our comments are as follows:

- **Sections 4.2.38, 5.2.2 and 5.2.54** have been amended to clarify that the Red Deer College is no longer proposing to develop an arena or swimming pool.
- **Sections 4.2.38 and 5.2.3** have been amended to clarify that the proposed art gallery is not included in the College's current five-year plan.
- **Section 4.2.38** has been amended to include reference to the proposed "Campus Centre".
- **Sections 4.2.38 and 5.2.29** have been amended to include reference to the proposed new 8,200m² library at the College. The development of this facility is dependent upon degree granting and/or degree completion being approved.
- **Section 3.2** has been amended to clarify the College's intent regarding the acquisition of the Bower Natural Area.

The amended Master Plan is consistent with all College planning and policy documents and is supported by the College administration.



CRAIG CURTIS



RED DEER CHILD CARE SOCIETY

an umbrella organization serving families since 1970

34

November 20, 1991

Craig Curtis
Community Services
City of Red Deer
Box 5008
Red Deer, AB
T4N 3T4

Dear Craig:

After reviewing the Community Services Master plan the Red Deer Child Care Society Board recommends the following changes:

*** Section 7.43 Day Care**

- 1) Change from Day Care to Child Care, as this is more reflective of the choices we offer to parents and the ages of children in our care (0 - 12 years of age).
- 2) A rewording of the final recommendation to include the Society Board in the review.

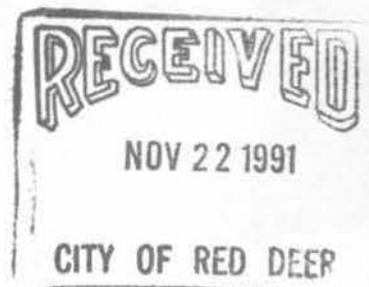
*** Section 4.2.39 City Level Facilities Red Deer Day Care Centre**

- 1) Red Deer Day Care Centre is estimated to be usable as a Day Care facility only until 1998. The Board would like to see relocation of the centre to the Easthill Recreation/School site. A joint venture between the City and Red Deer Child Care Society is proposed to this end. The Board of the Red Deer Child Care Society would like this included in the Master Plan.

Your attention to these changes is appreciated. If you have any questions please call me or Noreen Spencer at 347-7973.

Sincerely,

Gordon Mundle, Chairperson
Red Deer Child Care Society Board



CS-3.468

DATE: November 26, 1991

TO: CITY COUNCIL

FROM: CRAIG CURTIS
Director of Community Services

RE: COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM THE RED DEER CHILD CARE SOCIETY
A letter from the Chairperson of the Red Deer Child Care Society
dated November 20, 1991 refers.

I have reviewed the recommendations from the Red Deer Child Care Society with the Parks, Recreation & Culture and Social Planning Managers and our comments are as follows:

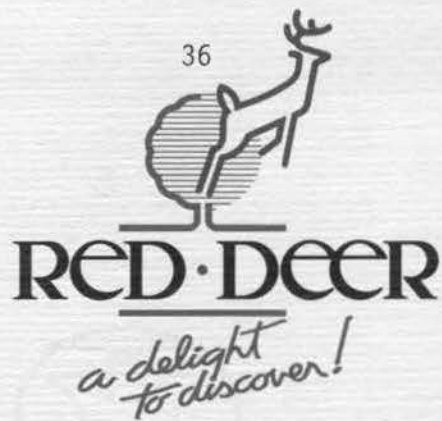
- **Section 7.4.3** has been amended to refer to "child care" instead of "day care". The recommendation has also been amended to explicitly refer to the involvement of the Red Deer Child Care Society in the external review of the program.
- **Section 4.2.39** has been amended to refer to the consideration of alternate accommodation. Any recommendations regarding future relocation within the East Hill District Park will be dependent upon the results from the external review of the program. Consequently, the Master Plan does not include this recommendation.

The amended plan is generally supported by the Red Deer Child Care Society. However, the Society would likely prefer a stronger commitment towards replacement of the Red Deer Day Care Centre.



CRAIG CURTIS

:ad



November 22, 1991

Mr. Craig Curtis
Director Community Services
The City of Red Deer

Dear Craig,

At its recent meeting, the Red Deer Tourist and Convention Board, having considered the draft of the Community Services master plan, passed a resolution expressing agreement in principle to the plan, subject to the comments and changes highlighted below:

p. 4 City Level Open Space

The Tourist Board strongly supports the river valley concept, and in particular the future development of a trail link between Heritage Ranch and Fort Normandeau. This trail would be an additional means to draw visitors to these portions of the park, and is an element of The Crossing concept.

The proposed trail development between Red Deer and Sylvan Lake has been identified as a product development initiative in the West Central Regional Tourism Generator Study, a project in which Red Deer is a partner. We suggest that the wording be changed to reflect the tourism as well as the recreational role of this trail.

p. 8 Fort Normandeau

The wording should be changed to eliminate the possibility of confusion between "the former 'crossing' site" and "The Crossing concept" referred to on page 9.

p. 9 Heritage Ranch

An additional statement should be added, with suggested wording as follows:

.../2

Mr. Craig Curtis
Page 2
November 22, 1991

Heritage Ranch should serve as the city's year round visitor information centre, operated under agreement with the Red Deer Tourist and Convention Board.

The Board is very pleased to see the support expressed for The Crossing concept and the Alberta Sports Hall of Fame, as long term initiatives for this site.

p. 18 Amphitheatre/Bandstand

The Tourist Board agrees that there is a need to develop a performance plaza downtown as a venue for events, and supports inclusion of this statement in the master plan.

p. 18 Art Gallery

The Tourist Board supports the development of an art gallery, and further notes that such a development could play an important role as a tourist attraction.

p. 19 Campground

The Tourist Board feels that, in view of the current occupancy levels of Lions Campground, the provision of additional campsites is already warranted. We feel that development of additional sites at Lions Campground or another suitable site should be a high priority. Further, revenue from community sources can likely be obtained to cover cost of such an expansion.

The Tourist Board also notes that the length of the operating season of Lions Campground was identified as a concern in Red Deer's tourism action plan.

p. 23 Model Airplane Facility

Motocross Track

While the Tourist Board recognizes the difficulties in accommodating these facilities in the park system, we suggest that the statements in the plan could be reworded to suggest support for efforts to develop these facilities at appropriate sites in the area.

Mr. Craig Curtis
 Page 3
 November 22, 1991

p. 35 Facilities

In reference to the statement regarding staff training, the Tourist Board emphasizes that such training should include customer service, and information on events and attractions, because of the important host role front line staff at recreation facilities can play in their interaction with visitors.

p. 36 Recreation and Culture Services

The Tourist Board strongly supports the proposed expansion of special event programming. There is also a need to recognize that such special events, in addition to benefitting community residents, have a role as tourist attractions, especially at a regional level.

Overall Comments

The Tourist Board is concerned that the additional development proposed is the master plan be prioritized, and phased in a manner which is affordable to the community.

The Tourist Board also notes that, in Red Deer's tourism action plan, Waskasoo Park, natural and protected areas, the river valley, the trail system, recreation opportunities, recreation facilities, park nodal attractions and heritage resources are all identified as tourism assets. We are concerned that the Community Services master plan does not adequately recognize the tourism role of a broad range of opportunities and facilities which fall within the scope of Community Services. In only a few cases (Heritage Ranch, Fort Normandeau, Kerry Wood Nature Centre and the Museum) is this role as a tourist attraction addressed. The potential importance of all these facilities and opportunities to visitors as well as to residents should, we feel, be recognized in the master plan because it may influence management and operational decisions relating to them.

We appreciate the opportunity to comment on the draft master plan. Please convey our thanks to Mr. Batchelor for his presentation and review of significant elements of the plan at our October meeting.

Sincerely,

Wendy Martens

per

Bill Olafson, Chairman

RED DEER TOURIST AND CONVENTION BOARD

WM/mm

DATE: November 21, 1991

CS-3.455

TO: CITY COUNCIL

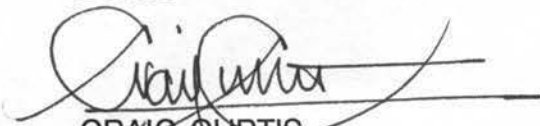
FROM: CRAIG CURTIS, Director
Community Services Division

RE: COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM THE RED DEER TOURIST & CONVENTION BOARD
A letter from the Chairman of the Red Deer Tourist &
Convention Board, dated November 20, 1991, refers.

I have reviewed the comments from the Red Deer Tourist & Convention Board with the Parks, Recreation & Culture, and Social Planning Managers. Our comments are as follows:

- **Section 3.2** has been amended to emphasize the tourism potential of the proposed Sylvan Lake Trail.
- **Sections 4.2.14** and **4.2.21** have been amended to avoid the possibility of confusion between "the former crossing site" and "The Crossing Concept".
- **Section 4.2.21** has been amended to include a policy regarding the role of Heritage Ranch as a year-round visitor information centre.
- **Section 5.2.9** has been amended to emphasize the need to consider expansion at Lions Campground. We do not agree that this will necessarily become a "high priority". In addition, it is very unlikely that revenue from community sources could cover the high cost of expansion.
- **Section 5.2.31** has been slightly amended so as not to exclude the possible provision of a site for a model airplane facility.
- The board expresses concern that the master plan does not adequately recognize the tourism role of a broad range of opportunities and facilities which fall within the scope of community services. We consider that this issue should be more properly addressed in the Tourism Action Plan. The board has been reluctant to include community facilities in this plan in the past, as it might imply eligibility for funding through the Community Tourism Action Program (C.T.A.P.).

The plan, as amended, is generally supported by the Red Deer Tourist & Convention Board.


CRAIG CURTIS
:dmg



CO-ADVENTURERS
 Red Deer Tourist and Convention Board
 Town of Sylvan Lake
 Town of Rocky Mountain House
 Town of Olds
 Municipal District of Clearwater

November 18, 1991

Mr. Craig Curtis
 Director
 Community Services
 City of Red Deer
 4914 - 48 Avenue
 Red Deer, AB
 T4N 3T3

Dear Craig:

On behalf of the West Central Company of Adventurers, I would like to offer several comments on the draft Community Services Master Plan.

As you know, the West Central Company of Adventurers is a consortium of five municipalities (the Towns of Sylvan Lake, Rocky Mountain House and Olds, the Municipal District of Clearwater and the City of Red Deer, represented by the Red Deer Tourist and Convention Board) who are working together to develop and promote the region as a tourist destination.

The work of our consortium is based on the West Central Regional Tourism Generator Study, completed for us in 1990 by Pannell Kerr Foster. One of the outcomes of this study was the identification of twenty priority tourism development initiatives for the region. Several of these initiatives are relevant in the context of the Community Services Master Plan.

Development of The Crossing at Red Deer, at the Heritage Ranch site, is one of these initiatives. It is identified as a Priority 1 initiative, needed in the near future in order to realize tourism growth in the region.

Man made attractions are needed to enhance and present the variety of tourism opportunities in the region; The Crossing is a cornerstone of the regional initiative due to its strategic location on Highway 2.

Positioning of Red Deer as a destination where visitors can explore the natural environment was identified as a Priority 2 initiative, a longer range development opportunity important to the region. Red Deer's river valley, parkland and protected areas, combined with unique environmental programs provide an opportunity to build on existing assets and offer a unique product which is of increasing interest to visitors.

/2

Craig Curtis
Page 2

Development of trails close to communities, including a trail between Sylvan Lake and Red Deer, was identified as a Priority 3 initiative.

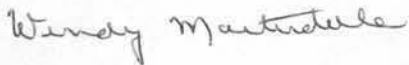
I would therefore express the support of the partners in West Central Company of Adventurers for:

- future development of The Crossing at Heritage Ranch, as a key element in our regional tourism strategy.

- continued emphasis on the preservation and enhancement of Red Deer's natural environment as an increasingly important tourism asset.

- future development of a trail between Red Deer and Sylvan Lake, as a tourism as well as a recreational initiative.

Yours truly,



Wendy Martindale
Manager
Red Deer Tourist & Convention Board

WM/sjw

Red Deer River Naturalists

P.O. BOX 785, RED DEER, ALBERTA, T4N 5H2

(phone 347-8200)

November 14, 1991

From: RDRN Issues Committee

To: The Mayor and Council
City of Red Deer

Reaction To The Community Services Master Plan

On behalf of the R.D.R.N. we would like to comment on the Community Services Master Plan. We continue to be pleased to see the continuing willingness of the City to invite and listen to public input.

Much of the plan is an affirmation of the many positive and environmentally sound practices followed by the City for the past decades. This City has shown environmental leadership long before the environment became a popular issue. We would hope that the present council will endorse this Master Plan and so continue to set a prudent and future-oriented tone.

Our comments on specific sections follow:

OPEN SPACE

3.2 CITY LEVEL OPEN SPACE

We strongly support efforts to protect and to increase the opportunity for all wildlife to move along the natural wildlife corridors provided by the creeks and rivers of the area. We also support the use of abandoned rail lines, such as the Red Deer to Sylvan Lake line, for combined wildlife and recreational trail use.

* We would encourage the exploration of the development of a class 1 bicycle path system between The City of Red Deer and its major "bedroom" communities: Sylvan Lake, Blackfalds, Innisfail etc. A goal of the City should be to establish such a system in conjunction with Alberta Transportation. A substantial proportion of our membership lives in the Counties surrounding Red Deer. Our organization would be pleased to work with the City as it endeavors to work with those adjacent rural bodies.

* We would continue to urge the study of ways and means to widen and/or improve the suitability of the wildlife corridor within the city in the areas of the water treatment plant and in the area between the Red Deer Golf and Country Club and Oriole Park.

* We would also urge continuing efforts to acquire those parcels of land which were originally intended to



* We would urge that the City reserve all natural wetlands within its jurisdiction as natural areas for the health of our wildlife, waterfowl and ground water. One such especially critical wet land is the one east and slightly north of the Michener Center. This wetland is no doubt hydrologically connected with the Gaetz Lakes Sanctuary and in any event is intrinsically important.

* We would urge the City to reserve all treed ravines containing drainages into the river basin as natural areas. This will ensure that erosion and the consequent water quality degradation of the River is reduced.

3.5 *POLICING OF OPEN SPACE*

We note a relaxation of the dog prohibition in the Heritage Ranch node of the park. This a particularly sensitive and important area for wildlife within the park, and a long way from the "gene pool" of The Gaetz Lake Sanctuary". Loose dogs wreak havoc with wildlife and will certainly make wildlife far less likely to be visible in that area - an area planned as one in which people would have more opportunity to see wildlife than in almost any other section of Waskasoo Park.

* Therefore, we ask that if dogs are to be allowed as proposed, that enforcement not only be "strict" but also be "aggressive". An extension of the season for patrolling the area is urged. This might be partially accomplished by providing the division information officer with the authority to enforce dog and other bylaws - as was originally proposed in the duty list for that position.

FACILITIES

4.2.6 *BOWER PONDS and GREAT CHIEF PARK*

* Following on the acknowledged success of the Great West Adventure Park for bicycle excitement, we would suggest a re-evaluation of a previously proposed idea to create exciting and more accessible in-city canoeing opportunities. The proposal was to dredge a portion of the old mill pond channel so as to allow a canoe circuit route centering on a down-river shooting of the Cronquist rapids followed by a portage to the east end of Bower Ponds, and another to the tree lined former log channel at the west end of the ponds. Users could then paddle to the east end of Great Chief Park and be ready for another run through the river rapids. This unique opportunity would be simple to access but exciting to use and should become very popular as well as providing an opportunity to re-awaken historic interest in both canoe transportation and the logging history of the area.

4.2.16 GAETZ LAKES SANCTUARY

We are pleased with the string of initiatives by the Gaetz Lakes Sanctuary Committee which have established further layers of protection to the status as a protected area for this major natural conservation area.

* We would like it spelled out that no public access is permitted in the sensitive area between the lakes except "in exceptional circumstances."

* To curtail further trails, we would suggest that "no additional trail development will be permitted within the sensitive areas between the lakes."

* We are pleased with the progress of the planting of the visual buffer between 67 Street and the Sanctuary.

* We also remind the City of its commitment not to link 45th Avenue with 67 Street. This protection is important to ensure against the Gaetz Lakes Sanctuary becoming isolated from the critical river valley wildlife corridor.

* We believe that the occupants of the Allan Bungalow should have a clear responsibility for on-site supervision and control, but we question whether this is made clear to the residents.

* We would suggest that it is now time for the Gaetz Lakes Sanctuary Committee and Normandeau Society to draft a formal management plan for the Gaetz Lakes Sanctuary. As informal keepers of the Sanctuary for several decades, the RDRN requests an opportunity to review the management plan before it is adopted.

4.2.21 HERITAGE RANCH

* We support the plan for this area so long as dog control is not only strictly, but also "aggressively" enforced and so long as vehicle access is not provided to the lower area or any closer to the critical habitat of the escarpment than at present.

* We do feel that initial aggressive beaver trapping in that area was unnecessary and imprudent and that the City should attempt to establish a protected and active beaver population in the lower ponds, both as a tourist attraction and as a check against the natural growth of poplar trees taking over the important and presently open meadow habitat.

As anticipated by us, ground squirrels have not been a problem with regard to horse safety.

* We feel that only very modest means be employed to keep ground squirrel numbers from becoming too large since they provide a basis for the mammal and hawk food chain and the subsequent tourist attractiveness of the area.

4.2.25 *LANDFILL SITE*

We are concerned that the present management of the landfill site holds potential for the chemical contamination of the creek system and the river.

* We would question the health safety of the landfill site as a future recreational area due to the toxins which have been dumped into the site over the years. Further, we would suggest that the proposed use of the land as an eventual parking lot be carefully researched so as to determine whether or not escaping methane gas from the site might prove a potential explosive fire hazard to parked cars.

4.2.32 *MICHENER CENTER*

* We would urge co-operative planning between the province and the City to assure the retention of the remaining natural drainage course to the Sanctuary in the eastern end of the Michener Center land as well as the retention of the nest-rich wetland area to the north east of the area.

4.2.38 *RED DEER COLLEGE*

In addition to preserving the natural area to the south of the college for hiking, cross-country skiing, and orienteering,

* we would request that The City pursue the acquisition of the Bower Woods adjacent to Red Deer College and integrate them into the Waskasoo Urban Park System.

* We suggest that the most southerly portion of the Bower Natural Area be examined as a protected site for a major Bank Swallow nesting colony which would serve to enhance the present innovative biological mosquito program begun by the City with our active encouragement.

4.3 *DISTRICT LEVEL FACILITIES*

The need for an integrated bicycle pathway system for both recreation and transportation to the shopping facilities of the district and to downtown becomes increasingly important as our petroleum resources become exhausted and as the need for less contaminated air becomes ever more apparent to our health.

* We would urge that Council recognize that class 1 bicycle paths are not merely a recreational amenity but an important future component of the City's transportation network, and would suggest that a fixed percentage of the Engineering Departments Transportation Budget be allocated to the development and maintenance of such a class 1 bicycle path system.

* We would encourage the further development of class 1 bicycle paths to link not only park areas but residential with industrial areas as well.

4.4 *NEIGHBOURHOOD FACILITIES AND STANDARDS*

Many of the City neighbourhood parks are virtually treeless, rendering these barren sights less aesthetic and less environmentally useful than they would be if many more trees and bushes were included. We endorse a shift away from a near total emphasis on playing fields and manicured grass in these parks. We believe there should be a re-affirmation of the commitment to the preservation and enhancement of natural areas in all community parks and all new subdivisions. Active playing fields, given the changing demographics of the City, not only fail to be cost effective, but are actively destructive of wildlife habitat values.

* We would suggest that mature native trees be transplanted into these parks from existing treed areas, such as Oriole Park, where the trees are slated for clearing for roadway and lot development.

FACILITIES

5.2.9 *CAMPGROUNDS*

* We would suggest that as the next campground facility, the City consider acquiring the wooded and uncultivated portion of the Cronquist farm property between West Park and Highway 2. A current resident deer and fox population might stay if development is initially sparse and if a portion of the crop and pasture land is maintained in a natural state so as to allow for the continuation of the habitat-dependent food chain. Retention of the wetland between the wooded section and 32nd street would add to the tourism potential of the area, as would its proximity to the highway and to the tourist information centre at Heritage Ranch.

5.2.32 *MOTOCROSS TRACK*

We agree with the prohibition of motorized off-road vehicles and support the City in its ongoing attempts to find a suitable site outside city limits and in an area that would not be unduly damaged ecologically.

* We would suggest that the longer the search for an appropriate site drags on, the more difficult it will be to find one.

ENVIRONMENT

We endorse the inclusion of an Environment section in the Master Plan and are generally in accord with its objectives. Following are several suggestions for topics we suggest be referred to the Environment Advisory Board.

*We would encourage the City to ask the Environment Board to research and propose standards for air quality within the City.

6.2 ENVIRONMENTAL ADVISORY BOARD

The Red Deer Naturalists Society is the oldest environmental society in the province of Alberta and one of the most respected and active in Western Canada. From the perspective of natural history and environmental conservation, we are actively involved in preserving habitat land in Central Alberta and in researching and responding to requests for advice and assistance on issues at the local, regional, provincial, federal and even occasionally at the international level. Many of the positive environmental aspects of life in the City of Red Deer are in part a result of our society's initiatives and interventions. The fact that this City Council chose to establish an Environmental Advisory Board without inviting standing representation from our society - is noted with regret.

PROGRAMS

7.3.2 OPEN SPACE AND PARK FACILITIES

* We endorse the policy of "naturalization" by which turf maintenance would be reduced or eliminated and natural habitats are retained or enhanced. This is becoming a popular aesthetic move in many parts of the country as well as being sound from an economic and ecological perspective.

* The plan to re-plant portions of the valley escarpment with native tree and shrub species should also take advantage of plans for future tree removal to accommodate housing developments such as the one in Oriole Park. The City should strive for an annual net gain in the amount of living wood in the city, and should seek to regularly include various species which have proven satisfactory to the nesting and/ or feeding requirements of summer and winter bird populations.

We also agree and congratulate you for the proposal to work towards further reducing chemical control in favour of biological control in weed and pest management.

* We would support the continued development of a biologically based pest control program and would encourage an enhancement of its budget.

* We would support the continued development of a biologically based pest control program and would encourage an enhancement of its budget

* We hope to be able to continue the financial support to the City which we began in 1991 to stimulate further City initiatives in the natural predator control of mosquitoes. We suggest the addition of equipment and space to allow for the study of and the propagation of suitable natural mosquito predators. This important work could be conducted in unpredictable times of drought.

Thank you,



This paper has been prepared on behalf of the Red Deer River Naturalists Society by the following members of its Policy Committee:

Michael O'Brien, Kenneth Larsen, Sherry Scheunert, and Rod Trentham.

DATE: November 19, 1991

TO: CITY COUNCIL

FROM: CRAIG CURTIS, Director
Community Services Division

RE: COMMUNITY SERVICES MASTER PLAN:
A BRIEF FROM THE RED DEER RIVER NATURALISTS
A letter from the Red Deer River Naturalists
dated November 14, 1991 refers.

I have reviewed the recommendations from the Red Deer River Naturalists with the Parks, Recreation & Culture, and Social Planning Managers. Our comments are as follows:

1. City Level Open Space

- Section 3.2 clarifies the intent of the "Regional River Valley Concept". The implementation of this concept would ensure that a wildlife movement corridor is maintained through the Red Deer area.
- Section 4.2.6 has been revised to refer to the need to widen and/or improve the suitability of the South Bank Trail as a wildlife movement corridor.
- The need for future land acquisition through reserve dedication is emphasized in Section 3.2.
- Section 4.2.32 has been amended to refer to the protection of the wetland area to the east of the main residential complex at Michener Centre.

2. Policing of Open Space

- Section 4.2.21 recommends that the City should strictly enforce the bylaw prohibiting dogs in Heritage Ranch, except on the bicycle/pedestrian trail system.

3. Bower Ponds and Great Chief Park

- The concept of the canoe circuit route was included in the original development plan for Great Chief Park/Bower Ponds. The cost of this proposal cannot be justified at this time.

4. Gaetz Lakes Sanctuary

- Section 4.2.15 has been amended to clarify the fact that public access will not be permitted in the sensitive area between the lakes and no trails should be developed.
- Section 4.2.15 has been amended to confirm that no vehicular link is planned between 67 Street and 45 Avenue.
- Section 4.2.15 has been amended to include a recommendation that the Normandeau Cultural and Natural History Society prepare a management plan for the Sanctuary.
- The question of on-site supervision and control has been referred to the Normandeau Society to be resolved as a management issue.

5. Heritage Ranch

- There are no plans, at present, to provide vehicular access to the lower area. Any future development plan would be subject to the normal process of public review and input.
- We agree that the initial beaver trapping many years ago was "imprudent". An attempt will be made to establish an active beaver population in this area.
- Our control of ground squirrels is already fairly "modest".

6. Landfill Site

- Many landfill sites throughout Canada and Alberta have been successfully converted for recreation use. However, the potential danger from methane gas will be investigated.

7. Michener Centre

- Section 4.2.32 has been amended to refer to the protection of the natural area and drainage course on the Michener Centre site to the west of Clearview Meadows.

8. District Level Facilities

- The Plan supports the need for the development of additional Class 1 bicycle trails. The proposals from the approved Bicycle Master Plan have been included in Plan 5.
- The comments regarding additional arterial bikeways have been referred to the Engineering Department.

9. Neighbourhood Facilities and Standards

- We support the concept of transplanting material from the proposed residential area to the west of Oriole Park. This matter will be studied further as a management issue.

10. Campgrounds

- The Cronquist lands to the west of West Park may have potential as a future campground. However, the land is in the County of Red Deer and has been earmarked for residential purposes in the City's growth study and annexation proposal. No additional recommendation has been included in the Master Plan.

11. Motocross Track

- We have had no further contact with the Motocross Club, since the completion of the Waskasoo Park Master Plan.

12. Environmental Advisory Board

- The issue of membership on the Environmental Advisory Board was decided by City Council.

City Council
Page 4
November 19, 1991
Community Services Master Plan

13. Open Space and Park Facilities

- There has been a major net gain in the amount of "living wood" in the city over the last ten years. The initiatives being undertaken with C.A.G.E. will represent further progress.

The amended plan is generally supported by the Red Deer River Naturalists.



CRAIG CURTIS

:kl

November 4, 1991

Mr. Craig Curtis, Director of Community Services
City of Red Deer
Box 5008
Red Deer, AB., T4N 3T4



Handicapped
Housing
Society of
Alberta

re: Community Services Master Plan

Dear Mr. Curtis:

The Handicapped Housing Society of Alberta appreciated the opportunity of attending your public meeting, held October 17, 1991 to inform the citizens of Red Deer of the Community Services Master Plan. Section 7.1.4 outlines in general, the specifics laid down in the Municipal Integration Policy adopted by Council, June 24, 1991. Persons with disabilities in Red Deer will benefit by the action of their elected representatives.

It is important, that along with the adopted mandates, **there is an adoption of "barrier-free attitudes"**. In the same way building code regulations stipulate what is expected, if these specifications are not carefully monitored and insisted upon by overseers, all that was intended may be lost.

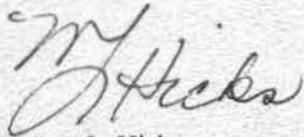
Latest figures from the Canadian Health and Disability Survey and the Health and Activity Limitation Survey state 13.2% of the population has a disability: 60.2% are mobility impaired, 28.3% are sensory impaired, and 11.6% are cognitively impaired. As well, the surveys state 2/3 of the disabled population over 15 years of age report having more than one type of disability; 1/3 report having three or more disabilities. In a survey carried out by the Handicapped Housing Society of Alberta in Red Deer and area in 1990, 82% of respondents indicated they use a mobility aide. This high figure points out the importance of understanding the wheelchair and the person in a wheelchair, as well as those sensory and cognitively impaired. Persons with disabilities are less likely to be employed, have lower levels of education (90% of Canadians with a disability, who are currently in school have had their education interrupted for long periods of time as a result of their disability).

These factors have a profound bearing on the social and economic well-being of a community. Education, employment and income, recreation and transportation are all important factors in determining independence of persons with disabilities. However, if affordable, accessible, adapted housing with support services is not available to persons with disabilities choices become very limited. The City of Red Deer is responding to the challenge by supporting the Handicapped Housing Society of Alberta's request for recognition of the housing needs (letter of support offered) and through the formation of a Housing Sub-committee of the Red Deer Inner City Task Force.

It is important such support is offered. Integration of persons with disabilities into our community has come a long way. There is a long way to go. It is important we all work together to achieve results.

Thank you for the time and consideration of this opportunity of written input.

Yours truly

A handwritten signature in cursive script, appearing to read 'M. Hicks'.

Margaret L. Hicks
Accessible Housing Co-ordinator

cc. Colleen Jensen, Social Planning
Lowell Hodgson, Recreation and Culture
Don Batchelor, Parks
Grant Beattie, Transportation

CS-3.439

DATE: November 20, 1991

TO: CITY COUNCIL

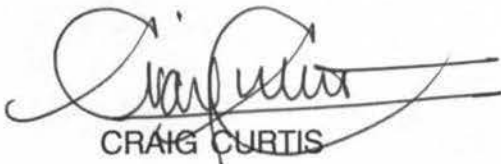
FROM: CRAIG CURTIS, Director
Community Services Division

RE: COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM HANDICAPPED HOUSING SOCIETY OF ALBERTA
A letter from the Handicapped Housing Society of Alberta,
dated November 4, 1991, refers.

I have reviewed the comments from the Handicapped Housing Society of Alberta with the Parks, Recreation & Culture and Social Planning Managers. Our comments are as follows:

- The society was consulted by division staff during the preparation of the Municipal Integration Strategy, which was approved by City Council in June 1991. The society, therefore, supports the recommendations as summarised in Section 7.1.4.
- City Council has supported the Handicapped Housing Society of Alberta's request for the Province to consider funding additional accessible housing in Red Deer.

The Handicapped Housing Society of Alberta supports the policies in the master plan that relate to the integration of persons with disabilities.



CRAIG CURTIS

:dmg

CS-3.411

DATE: October 23, 1991

TO: CRAIG CURTIS, Director
Community Services Division

FROM: PETE WEDDELL
Information Officer

RE: COMMUNITY SERVICES MASTER PLAN:
PUBLIC MEETING FEEDBACK

At the public meeting of Thursday, October 17, 1991, regarding the Community Services Master Plan, held at Festival Hall, 22 questions and/or comments were responded to as follows:

1. **Nick Henger, Red Deer Elks:**

What is the time frame for the hookup of the old CPR bridge to the Waskasoo Park trail system?

Don Batchelor responded that completion depended upon available funding which was being spearheaded by the local Save the Bridge Committee, chaired by Shirley Hocken. (Ms. Hocken was present, but had left by this time.)

2. **Cam Walden, C.A.A.N.S.:**

What about safety along the trails for women and children, especially now that we have such a lengthy system? Is lighting being considered?

Craig Curtis expanded on the RCMP bicycle trail program, plus the Park Control Officers' role. Pete Weddell added information about the proposed Community Trail Watch which would, theoretically, have three components: the public (general trail watch, Adopt-a-Trail/Park), the volunteer body similar to the Canadian Ski Patrol System, Nordic Patrol, and the RCMP and Park Control Officer component.

3. **A woman expressed concern about the deletion of skating facilities at the South Hill Neighbourhood Park.**

Craig and Don explained the reasons for the consolidation and gave justification why areas with three rinks would be cut back to two.

.../2

**Community Services Master Plan
Public Meeting Feedback
Page 2**

4. **Gail Surkan asked about the potential for future trail linkages with other communities, as interest in cycling increases in Red Deer and area.**

Craig touched on the Sylvan Lake Trail idea, and stated that the Town of Sylvan Lake was interested in the link with Red Deer; however, certain roadblocks exist, e.g., county opposition and railway right-of-way ownership questions.

5. **Alison Chafekar expressed a concern for children having to walk a convoluted route to school because of the sprawling new subdivision designs. She asked about the feasibility of going back to more of a straight-line grid pattern for streets.**

Craig spoke on the proposed East Hill trail linkages between neighbourhoods and district sites. He mentioned that our sport facilities have eaten up most of our recreation reserve land, making it difficult in some areas to accommodate trails. Whereas, in other areas, e.g., Glendale, quite a good linkage system is in place.

Alison stressed the importance of "neighbourhood", e.g., Neighbourhood Watch, neighbourhood parks, neighbourhood "connectiveness". Djamshid Rouhi mentioned the Planning Commission's commitment to including a mixture of walkways and trails in new developments.

6. **Doug ? expressed his belief that communities needed green strips to link them together. He thought that there should be more smaller parks all linked together, instead of large, consolidated areas.**

Don Batchelor spoke on the proposed changes to neighbourhoods and district sites, including the extra 3.5 acres being added to allow for more versatility, school sites, etc.

7. **Meredith ? asked about lighting in the new passive park areas with increased foliage and tree clusters.**

Craig recognized the potential, but described areas more statistically likely to be troublesome, e.g., some open areas. Meredith felt that the concealment would encourage negative behaviour. Don returned that the selection of materials planted would be important, e.g., trees with high canopies, leaving open space beneath.

**Community Services Master Plan
Public Meeting Feedback
Page 3**

8. **Louise Kinick (?) added to the above by surmising that the cluster plantings would be relatively small vs. large, hard-to-protect wooded areas.**
9. **Jack Engel returned the focus to the outdoor rinks, saying that a low-maintenance boot rink would be highly utilized with little cost, perhaps, requiring maintenance only every two weeks instead of weekly.**

Don Batchelor reiterated how expensive it is to maintain three rinks in any location, and that the boot rink idea is something communities could think about themselves.

10. **Daryl Quibel of Red Deer Minor Lacrosse asked about the multi-use, all-year potential of some of the hard surface areas; perhaps, skating rinks becoming ball hockey or lacrosse areas in the spring/summer.**

Don affirmed that multi-use of the asphalt pads is considered, but conflicts of interest do arise; it is hard to meet all needs of the specialized users.

11. **A gentleman brought up the 540m rule, i.e., that people will walk to a store, park or other interest area if it is within 540m of their residence.**

Djamshid said that that and other ideas are always welcome; that the Red Deer Regional Planning Commission is interested in receiving them. Craig insured the gentleman that his idea would be passed on to the appropriate departments.

12. **David More voiced his concern about the bike paths circumnavigating the downtown, when we really should be encouraging people to cycle in the downtown, not only to better the downtown, but to better the person and the environment, as well.**

Craig stated his appreciation for this concern, but expanded on the difficulties in agreeing to solutions because of different departmental standards, e.g., between Parks and Engineering. He reiterated that the City is looking at ways to link the downtown with Waskasoo Park trails, e.g., via Barrett and Rotary Recreation Parks. Craig finished by saying that there really is no solution to this problem of better biking access in the downtown.

**Community Services Master Plan
Public Meeting Feedback
Page 4**

13. **Cam Walden brought back the question of bicycle lanes in the downtown.**

Craig restated the problem, i.e., the catch-22.

14. **Eileen Dubois expressed her concern regarding cyclists riding on busy sidewalks downtown - how silent and scary they can be.**

Craig replied that with the 1.5m wide sidewalks, compared with the 2.5m wide trail system, problems were more pronounced. Enforcement of the bell and other related bylaws is important.

15. **Rod Trentham responded with the other side of the bell issue - that bells often confuse people. Bells are no good unless they are used, along with a little common sense, i.e., rung early enough that people can react without panic or confusion.**

16. **Ian ? commented on the irony of it all, i.e., we encourage people to use bikes for health and environment reasons, and then make it very difficult for cyclists downtown. Will someone have to be killed before we act?**

Craig replied with empathy, but frustration, due to major barriers to bicycle amenities in the downtown.

17. **A woman originally from Nova Scotia said how "back home", bylaws on bells, lights and licenses were enforced and, therefore, complied with.**

18. **Jack Engel described the situation in parts of California where they have a designated bike lane, with a \$200 fine for any vehicle operator who contravenes that provision. What about using one lane for bicycles here, in Red Deer, with more control of bikes and their operators? How about a noisemaker on bikes like the old spoke and card trick?**

19. **Bruce Sorensen, President of Red Deer Kinsmen, asked about the time frame for Maskepetoon Park development.**

Lowell answered by saying that it all depends upon demand. Standards will be somewhere between district and city level, i.e., not up to Great Chief Park standards. Lowell stated how costly it is to maintain facilities to that standard. The City only recovers 25-30% of expenditures. Craig added that the new Westerner and East Hill site diamonds will add a lot and are part of a capital plan.

**Community Services Master Plan
Public Meeting Feedback
Page 5**

20. **A question was posed regarding tree planting, especially between districts where it is sometimes barren, to keep Red Deer looking like the centre of the parkland.**

Don expanded on the initiatives of the Parks Department and its partners, e.g., C.A.G.E., Trees by 2,000.

21. **Ruby Furber furthered the topic of trees by saying how much they added to a community.**

Craig followed that funds are in place for the next three years to cover needed re-planting, regeneration, beautification, naturalization, etc.

22. **A suggestion was made that in neighbourhood or district level sites, overlapping sportsfields might be efficient and effective.**

Lowell responded by saying these conditions usually led to all kinds of conflicts among user groups, bookings, etc. He went on to say that in the new district sites, e.g., East Hill, amenities will be shared (e.g., running track). Demand for soccer, football, rugby and field hockey is high enough to justify the separate entities.

Craig invited further comment to be mailed or phoned in to the Community Services Division.

For your information.

PETE WEDDELL

:dmg

RED DEER MEALS ON WHEELS

Mrs. Ann Korver
13 Rover Ave
Red Deer
T4P 3C8
Nov. 18, 1991

Council of Red Deer
City Hall

Dear Member of council

The Meals on Wheels Program wishes to endorse the overall document of the Community Services Master Plan.

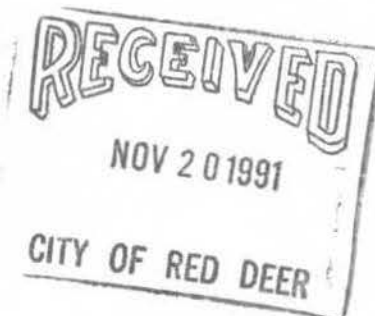
We have been pleased with the process and the opportunity to participate.

Yours truly,

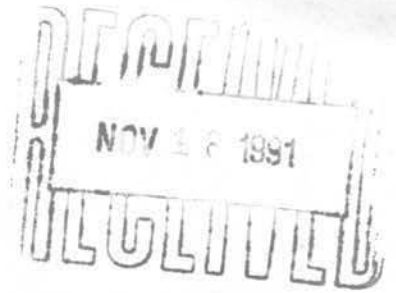


Mrs. Ann Korver
President of M.O.W.

/mh



Community Services Director - Parks Dept.
City of Red Deer
Red Deer, Alta.



Dear Sir,

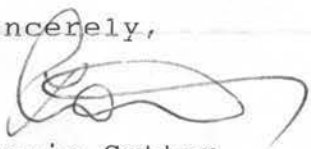
I am writing to your department to expound on a recent positive outing that I and my family were fortunate to have experienced. We booked a hay ride with the Heritage Ranch on Sat. Oct. 12 for our nine year old son's birthday party with a weiner roast and pony ride to follow.

I was somewhat reluctant to do this as my past experiences with the ranch, when we had employed them several years ago for work related functions, were not as positive and delightful as this recent function. Several years ago we found the ranch to be poorly managed with an air of indifference and confusion for the public. The public's safety and the ranch seemed secondary to the staff and their personal socializing. However, we decided to give it one more try and were delighted with the outcome.

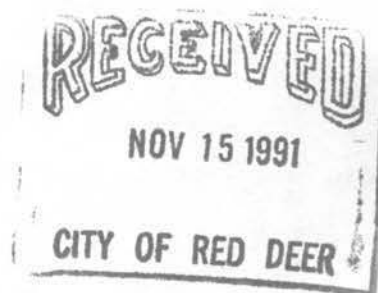
The present staff were extremely friendly, prompt, courteous, patient, and accommodating. They assisted with the transportation of picnic supplies to the picnic area at the bottom of the hill. They were more than willing to explain their work and any other questions the children had, and, they selected a horse that they thought was best suited for this group of children for riding.

I am pleased to see the change at the ranch, from five years ago, and in the staff who seem to genuinely care about their jobs, the ranch, and the public. I shall certainly promote the ranch and its' amenities.

Sincerely,


Lorrie Cotter
7 Howlett Ave.
Red Deer, Alta.

c.c. Heritage Ranch Staff



69 Welton Crescent
Red Deer, Alberta
T4N6B1
October 31, 1991

346-1871

Craig Curtis
Director, Community Services
City of Red Deer

Dear Craig,

I am writing to provide comments on the Community Services Master Plan. I was interested in attending the public meeting on the plan, but was unable to do so due to prior commitments.

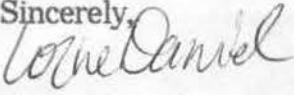
I applaud the City's efforts in defining a long range plan for community services, and particularly the public involvement in developing the plan. The Master Plan (September 25 Draft Recommendations) contains many positive initiatives; I am particularly pleased to see the environmental recommendations, and the plans to expand natural areas, as noted in section 3.2.

While the Master Plan is a competent document, I am concerned that in many areas it represents the status quo: maintaining existing facilities and properties, with the same piece of the tax pie, in a passive/ reactive mode. There is also little indication in the recommendations regarding what philosophy the department follows, or what role it plays, in planning future residential/industrial development.

This leads to a number of questions, which I have posed in the enclosed commentary (to be published as a column in a future issue of The Advocate on Sunday).

Also attached are a number of specific recommendations and comments regarding particular elements of the plan and related planning issues.

I hope that this feedback will be useful in your planning and decision-making processes.

Sincerely,

Lorne Daniel

Community Services Planning Specific Suggestions

- **Trail System:** As a West Park resident, I would like to see direct connections built between the trail which currently dead ends at 43 St. and 55 Ave., the existing A.C.R. Trail, and the planned trail which will replace Westpark Drive south of 43 St.. My fear is that the construction of new, wider, roadways and intersections in the area will discourage pedestrians and cyclists at the expense of cars. The trail system would be greatly enhanced by an asphalt trail connecting these three elements; such a connecting trail could run alongside 43 St. (from 55 Ave. to the Devonian Trail), especially given that there currently are no continuous sidewalks on this street.
- **Great West Adventure Park:** powerboats using this access point to the river often operate without mufflers, at noise levels far in excess of City noise bylaw levels. As this use of the river valley (by a very few individuals) is not compatible with the many quieter uses, I would recommend either closing the launch or finding a method of posting and enforcing strict noise control standards. Individual efforts to have the noise bylaw enforced have been frustrated by the fact that City Bylaws officers are not available during the hours (weekend and evening) when the offences occur.
- **The Crossing:** support of this tourist facility goes against the Community Services "moratorium" on new capital expenditures. The facility itself would do nothing to enhance the Heritage Park area, or the city in general. It is a prime example of taxpayer's funds being used to encourage private investment. As a taxpayer, I am not interested in funding The Crossing, whether the funds come from the City pocket or the Provincial pocket.
- **Environmental Advisory Board:** the mandate for this Board should be expanded to include environmental assessments of all development in the City which will potentially have an environmental impact. It is a worthwhile idea to develop an Environmental Master Plan, but the emphasis should be on implementing existing, known, environmental protection measures, rather than expending great effort (and time) in trying to fix a "perfect" plan in ever-changing environmental circumstances. In other words, emphasize action.

Lorne Daniel column for Sunday, November 3

Planning for parks

I know what you're thinking. You've had your first taste of winter and can see six months of square tires and corrugated roads ahead. For the foreseeable future your primary fashion statement will be a dashing prairie scarf (known elsewhere as a set of booster cables), flung over your shoulders or loosely knotted around the neck.

The furthest things from your mind are bicycling and tree planting. Your mind is on ice: glare ice, black ice, curling ice, and hockey ice. Ice (artificial and natural) is everywhere in Red Deer these days. With the Centrium opening, even the G.H.L. (Geezers' Hockey League) can get ice times on this side of midnight. We are getting so civilized that even the Kinex has been converted from a life-sized replica of hell-frozen-over into a real arena.

But all this ice is beginning to chill your brain cells. Having lost out on the draw for private box seats at the Centrium, you have squandered the family Christmas money on season's tickets for a hockey team that won't exist for another year, and a series of international games featuring a young Canadian superstar who understands only one language: money.

So perhaps it's time to defrost your spectacles and peer into the more distant future, past this season of ice. Take my word for it: some day the glaciers will retreat and to your great relief the trees will releaf. Unfortunately, you may discover that someone else planned the future while you were hibernating.

Every Monday through Friday down at City Hall, someone is deciding how many parks you need, which natural areas you care about, and where to plant your future recreation facilities. For example, where you will find indoor and outdoor skating in 1995 will depend to a large extent on a document known as the Community Services Master Plan.

To their credit, these community services people are now asking for your opinions. The big question raised by their draft plan is whether, as the city grows, our parks and natural areas will keep pace. Green space in Red Deer seems to be in a bit of a holding pattern.

Sure, Waskasoo Park is great. And unlike the urban parks in Edmonton and Calgary, it is accessible by trail from many residential areas in the city. One locally-produced T-shirt calls Red Deer the "City of Parks," and we have earned the nickname.

But what have we done, lately?

Recent headlines and news stories haven't been encouraging. It took citizen protest to protect aspen stands in the Oriole Park area vacated by the railway. In another instance, West Park citizens had to argue against parks planners who wanted to convert a long-vacant space into residential lots. The citizens were surprised to encounter parks people advocating less green space, not more.

It seems characteristic of our planning process that we relegate parks and natural spaces to secondary status as we develop industrial and residential subdivisions. It's known as "infill." We strip every bit of life from a chunk of earth, turn it into moonscape, then budget for a few precious bushes and trees to be painstakingly planted, watered, and protected in the hopes that they might eventually grow into something resembling the real thing.

If you look, really look, at the way our city is being planned, we are being pushed around by cars. We are planning for cars. It used to be that cars were a convenience, inventions that accommodated us. Now we accommodate cars.

Because cars are capable of travelling fast, we give them straighter roads. The cars multiply, so we give them wider roads. Two lane roads become four lane, four lane divided, four lane divided with a turn lane, four lane divided with twin turn lanes (two right, two left). Where these roads meet you have intersections that take Ben Johnson five minutes to cross. On steroids. The rest of us have to pack a lunch for a stopover on an "island."

Looking at our local planning processes, I've been asking myself some questions. Maybe you have the answers.

For example, what happened to boulevards? You know those old-fashioned strips of grass and trees between streets and private property? Why don't we have them anymore?

Have we thought, recently, about the actual design of our subdivisions, or are we content with cookie-cutter formulas? What if we designed subdivisions so that it was quicker, and safer, to hop on the bike and wheel to the neighbourhood store than it was to pull out the old infernal combustion machine? What if paved bike trails were the central connecting artery through every subdivision?

If we look south to American cities which have had longer, more extensive, experience with sprawling residential suburbs, we find some planners going back to the grid system, with straight streets and rectangular city blocks, to reduce the need for connecting expressways, and to eliminate barriers between neighbourhoods. Have we considered that?

As the city stretches out across the flat fields (seemingly halfway to Delburne), where will our new park spaces be? Do we need to be more aggressive in creating areas for natural vegetation, rather than just protecting what the bulldozers have missed?

I'm not sure what the answers are, but the good ideas usually start with questions. Did we really ask for all this ice?

Lorne Daniel is a local writer who teaches at Red Deer College. His column appears second week in The Advocate on Sunday.

CS-3.471

DATE: November 26, 1991

TO: CITY COUNCIL

FROM: CRAIG CURTIS
Director of Community Services

RE: COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM LORNE DANIEL
A letter from Lorne Daniel dated October 31, 1991 refers.

I have reviewed Mr. Daniel's letter with the Parks, Recreation & Culture and Social Planning Managers and our comments are as follows:

- We do not agree that the plan represents the "status quo". The plan includes all aspects of the Facilities Management/Maintenance Plan, completely revised neighbourhood park standards and major new initiatives relating to the environment, volunteerism and service delivery. The plan also includes a number of recommendations which follow up initiatives in the approved Vision 2020 Policy.
- With reference to the "trail system", the plan includes a connecting trail along 43 Street past the former Revelstoke site. This trail takes the form of a widened 2.5m sidewalk past the Red Deer Regional Hospital and Dairy Queen.
- With regard to the "Great West Adventure Park", the plan has been amended to include reference to the need to monitor and control noise levels at the power boat launch.
- "The Crossing" has been approved in principle by City Council and is referenced as an initiative of the Red Deer Tourist and Convention Board. We support the need for a tourist information centre of this kind along the highway at Heritage Ranch. The question of financing has yet to be resolved by the board.
- The Environmental Advisory Board already has a very large mandate. It would not be practical for it to consider environmental assessments of all development in the city. This is done internally by the respective departments. If a potentially significant environmental impact is identified, the matter is referred to the board by the Commissioner. It is intended that the proposed Environmental Master Plan will emphasize "action".
- With regard to the article in the Red Deer Advocate, we consider that Red Deer is very well endowed with open space. Furthermore, the Master Plan includes recommendations for the expansion of the park system over the next thirty years.

City Council
November 26, 1991
Page 2

We support the need for "infill" as a responsible approach to planning, providing that the development is environmentally sound. Too often the City assumes costly maintenance of SLOAP (space left over after planning).


CRAIG CURTIS

:ad

G.H. D A W E COMMUNITY CENTRE



56 HOLT STREET
RED DEER
ALBERTA T4N 6A6

PHONE (403) 343-2033

DATE: November 20, 1991
TO: Craig Curtis
FROM: Kent Hendricks
SUBJECT: MASTER PLAN APPROVAL

The G. H. Dawe Management Board on November 14, 1991 approved the motion recommended to them from the October 21, 1991 meeting at which no quorum was present. The approved motion reads as follows:

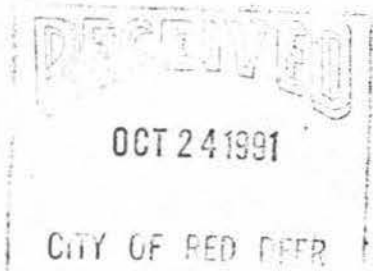
"That the Dawe Management Board approves of the recommendations in the Community Services Master Plan relating to the Centre and Management Board".

I trust this is the information you require.



Kent N. Hendricks

KNH/mr



Dorene A. Rew
103, 4746 - 30 St.
Red Deer, AB. T4N - 5H8

October 18th., 1991

City of Red Deer
Community Services
Box 5008
Red Deer, AB. T4N - 3T4

Dear Sir or Madam,

I was unable to attend the Public Meeting on October the 17th., but I would like to express my views ^{on} at least two of the topics which were to be discussed at the meeting. They are the Environment and the Integration of Persons With Disabilities.

As a newcomer to the City of Red Deer I was most impressed by the many "green" areas in the city and with the wonderful care the City takes to keep them looking great all summer. I would hate to see all those wonderful parks suffer due to an austerity program.

There are a few things that could be done which would reduce maintenance and would not detract from the "eye appeal" of the parks. One thing I can think of would be to replace some of the tame flower beds with wild flowers or perennials which would require little or no maintenance. Another would be to look into the feasibility of replacing some of the fast growing lawn grasses with a new type of grass (sorry I can't remember the name) which stays short enough that it rarely requires mowing.

Although I can understand the need to put a moratorium on capital development I am also very personally aware of the dire plight faced by anyone - handicapped or for other reasons forced to live on a fixed income - who tries to find affordable and accessible housing in this city. Integration of such housing for the disabled into the community is certainly a laudable goal.

Unfortunately, I - as one of those physically handicapped - have not encountered much in the way of "encouragement" in this respect. The fact that City Hall and other public buildings are wheelchair accessible is not of much value to me if I have to choose between paying my rent or eating something other than spaghetti. Having a few dollars left to attend a wheelchair accessible concert has been a thing of the past for some time now.

Since I am a very frugal person and able to do far more for myself than many physically handicapped people I hate to think how terribly frustrated the more severely disabled must be.

Federal and Provincial social services cutbacks have only made this situation worse. It appears - from what I have read lately - that these bodies plan to dump their responsibilities onto the cities and municipalities. I'm sure you will agree that this is ridiculous and, financially, an impossibility given the present economy.

As a case in point let me refer to the the City's subsidized rent program. After trying to find a place that was both affordable and accessible and failing, I was referred by the Handicapped Housing Society to the Community Support Services. The housing authority people took my application but could not offer me any real hope that I would get any rental assistance because, at that time, (which was June) they had yet to hear from the Alberta government how much money the city would receive.

Many letters and several months later I finally heard from the minister in charge that (Wow!) the government had provided funds to assist eight people. As I understand it, there are about 60 people on AISH. About 20 of these are adults and most of these are living alone or would like to. Needless to say I am not holding my breath that I will be one of the lucky recipients.

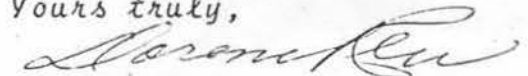
None of the City's housing units - or so I was told - are suited for handicapped persons and, for that matter, single persons in general. Does the City own any apartment buildings which could be made accessible without major renovations? Semi-accessible - say for people using canes or on crutches? Would such renovation constitute "capital development?"

I haven't heard how many of the Alberta and federal grants for such remodeling projects that apply to the landlords of handicapped persons are going to be continued. Would the City qualify as a "landlord" in this instance?

I'm sure you have heard this from Marg Hicks and the Paraplegic Society many times but I'll repeat it again anyway. The number of physically disabled people is going to grow rather than decrease. Therefore, all levels of government must take this into consideration when formulating any plans involving community services.

Thank you for reading me out.

Yours truly,



Dorene A. Rew

**THE CITY OF RED DEER**

CS-S-3.406

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

FAX: (403) 346-6195

SOCIAL PLANNING DEPARTMENT
(403) 342-8100

October 31, 1991

Dorene A. Rew
103, 4746 - 30 Street
Red Deer, AB
T4N 5H8

Dear Dorene:

Thank you for your letter of October 18, 1991, regarding the Community Services Master Plan. I was pleased to review your comments and provide the following information to you.

I have spoken with our Parks Manager and forward his response to your environment/park concerns.

The number of annual flower beds in the city will be reduced, excepting City Hall Park. Areas where beds are being deleted will be seeded to grass and/or covered in shrubs to retain an attractive image while achieving minimal operational cost. Perennial beds, although attractive, are still quite expensive to maintain, and the initial capital development is substantial. Your suggestion of using shorter grasses that do not require the same level of mowing has definite possibilities. The University of Alberta is trying to refine and develop such a grass, similar to what is found in the foothills of the Rocky Mountains. In addition, you will notice that the Parks Department is using a lot of native grass and flowers (i.e. clover and crested wheat) on roadways (67 Street, east of the river), and in semi-natural areas where no mowing is required.

In regard to affordable, accessible, adapted housing for persons with disabilities, I provide the following clarification. Firstly, the City of Red Deer does not own any apartments or housing units, and are only involved in providing a small amount of operating deficit to the Red Deer Housing Authority for their subsidized units. As you may be aware, eight

...2



*a delight
to discover!*

Dorene A. Rew
October 31, 1991
Page 2

of the Red Deer Housing Authority units are geared for persons with disabilities, but are built for family living as they were constructed under the Community Housing Project. Other housing units that are handicapped accessible have been identified by the Red Deer Handicapped Housing Society, but these may not be as affordable as they need to be.

There is a grant available from the Alberta Government called the "Home Adaptation Program". This grant is available to landlords who agree to rent to an eligible tenant with a disability for a period of no less than three years. Renovations can be up to \$5,000 and include ramps and interior changes to cupboards, handrails, doorways, etc. The tenant, landlord and Alberta Municipal Affairs must agree on the proposed improvements. For more information you can call 427-8161 (Housing Division of Alberta Municipal Affairs).

The City of Red Deer is supportive to efforts to ensure there is affordable, accessible, adapted housing. I have included a copy of a letter sent to Mr. Ray Speaker, Minister of Municipal Affairs, that quotes the City Council resolution, which is supported by the Red Deer & District F.C.S.S. Board. Although progress is slow, there is a move toward lobbying for a solution.

Again, I appreciate your taking the time to respond to our Master Plan and should you need more information you are welcome to call me at 342-8101.

Sincerely,



COLLEEN JENSEN
Social Planning Manager

:ad
Atts.

- c. Don Batchelor, Parks Manager
Craig Curtis, Director of Community Services

**THE CITY OF RED DEER**

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

FAX: (403) 345-6135

SP-3.349

SOCIAL PLANNING DEPARTMENT
(403) 342-8100

September 9, 1991

Hon. Ray Speaker
Minister for Municipal Affairs
127 Legislature Building
Edmonton, Alberta
T5K 2B6

Dear Mr. Speaker:

On September 3, 1991, the Red Deer City Council considered information from the Handicapped Housing Society regarding Affordable, Accessible, Adapted Housing in Red Deer. The following resolution was passed:

"Resolved that Council of the City of Red Deer, having considered additional information submitted by the Handicapped Housing Society of Alberta, hereby supports the need for additional accessible, adapted housing in Red Deer and that said information be forwarded to the appropriate government departments as recommended to Council on September 3."

As the Red Deer and District F.C.S.S. Board is mandated to advise on social programming for the City of Red Deer, we would like to also support this resolution. Our staff has reviewed survey documents prepared by the Red Deer Handicapped Housing Society and believe that these surveys clearly indicate the need for affordable, accessible, adapted housing in Red Deer.

.... /2



*a delight
to discover!*

Hon. Ray Speaker
September 9, 1991
Page Two

It is hoped that this need can be addressed in Red Deer with some success, as it has in the larger urban centres. We trust that your furthered awareness of this issue can assist in the development of suitable plans toward this end.

Sincerely,

FRANCES CRAIGIE,
Chairman, F.C.S.S. Board

cc - Stockwell Day, M.L.A. North
- Hon. John Oldring, M.L.A. South
& Minister of Family & Social Services

MR. CRAIG CURTIS

76

DIRECTOR OF COMMUNITY SERVICES
CITY HALL 4914 48TH AVE.
RED DEER, AB.

A Vision for Tennis in Red Deer

It was a pleasure to attend your presentation of the 30 year Master Plan to the Red Deer public on October 17, 1991. As a relative newcomer to this fine city I was both amazed at the breadth and depth of outstanding facilities and services available to our citizens and reassured that the Master Plan will maintain, enhance and further expand, when appropriate, these community services.

As current president of the Red Deer Tennis club I would like to express my thoughts on the future for the sport of tennis in Red Deer.

First some general comments on the sport. Tennis is one the fastest growing sports in the world. Its popularity is in part due to the fact that it can be enjoyed by persons of virtually all ages (from about 8 to 80). In addition, it is a sport readily suited to individual athletes, couples, families and virtually any type of social group. It can be a demanding aerobic sport or a pleasant social activity. The rapid rise in popularity over the last 20 years is no doubt catalyzed by the growth in television coverage and the emergence of media stars like Chris Evert, Jimmy Connors and Andre Agassi. There is no indication that this growth in popularity will abate in the near future.

Red Deer currently boasts one of the best outdoor tennis facilities in the province thanks to joint efforts of the Red Deer Tennis Club, the Recreation and Culture Department and City Council which culminated in the official opening the 12 court facility in June of 1990.

During the past year the membership in the Red Deer Tennis Club grew by about 60 members to 165. At least as many other players used the facilities on a pay-as you-play basis.

On the Canada Day weekend the Red Deer Tennis Club was indeed proud to be the first club outside of Edmonton or Calgary to host the Province's premier tennis competition, the Alberta Open. It's estimated that players and visitors brought an extra \$20,000 to the city that weekend.

I believe tennis in Red Deer is on the right track. There are however 2 things which are going to limit the future growth and involvement in the sport in Red Deer.

The first is lack of lighting on the outdoor courts. The outdoor tennis season in Red Deer starts in mid April and with a little luck extends to the end of October. If we were able to light the 12 courts at the Rec. centre until 11 P.M. every night we could add, according to data I received from Environment Services,

Edmonton, 440 hours of prime playing time, or 5280 court hours. I stress that these additional hours would be added at a time when people who either work or are in school are available to play. My experience in other locations tells me that lighting is essential to run club leagues and provide playing time, especially Monday through Friday, to busy members or public. I don't know of any other sports facilities of this nature for which there is no lighting.

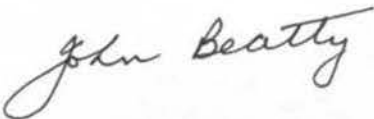
The addition of lighting to the 12 city owned courts was part of the 1989-1990 improvement scope but was unfortunately dropped due to lack of funds. I urge you to place a high priority on completing the lighting which I understand would cost about \$50,000. As a representative of the Tennis Club I can assure you our members would actively support this effort. I strongly recommend that lighting be completed as soon as possible and certainly within 5 years.

The second item is more futuristic but that is the purpose of the meeting. The subject is an indoor tennis facility for Red Deer.

The relatively short season, April to October and the frequent late afternoon rains of May and June are hindering the growth of the sport in this city. There are currently no ranked juniors in the province from Red Deer. It is difficult to bring proper coaching to the city for such a short season, the City lessons are invariably thrown into disarray by the late afternoon rains in spring.

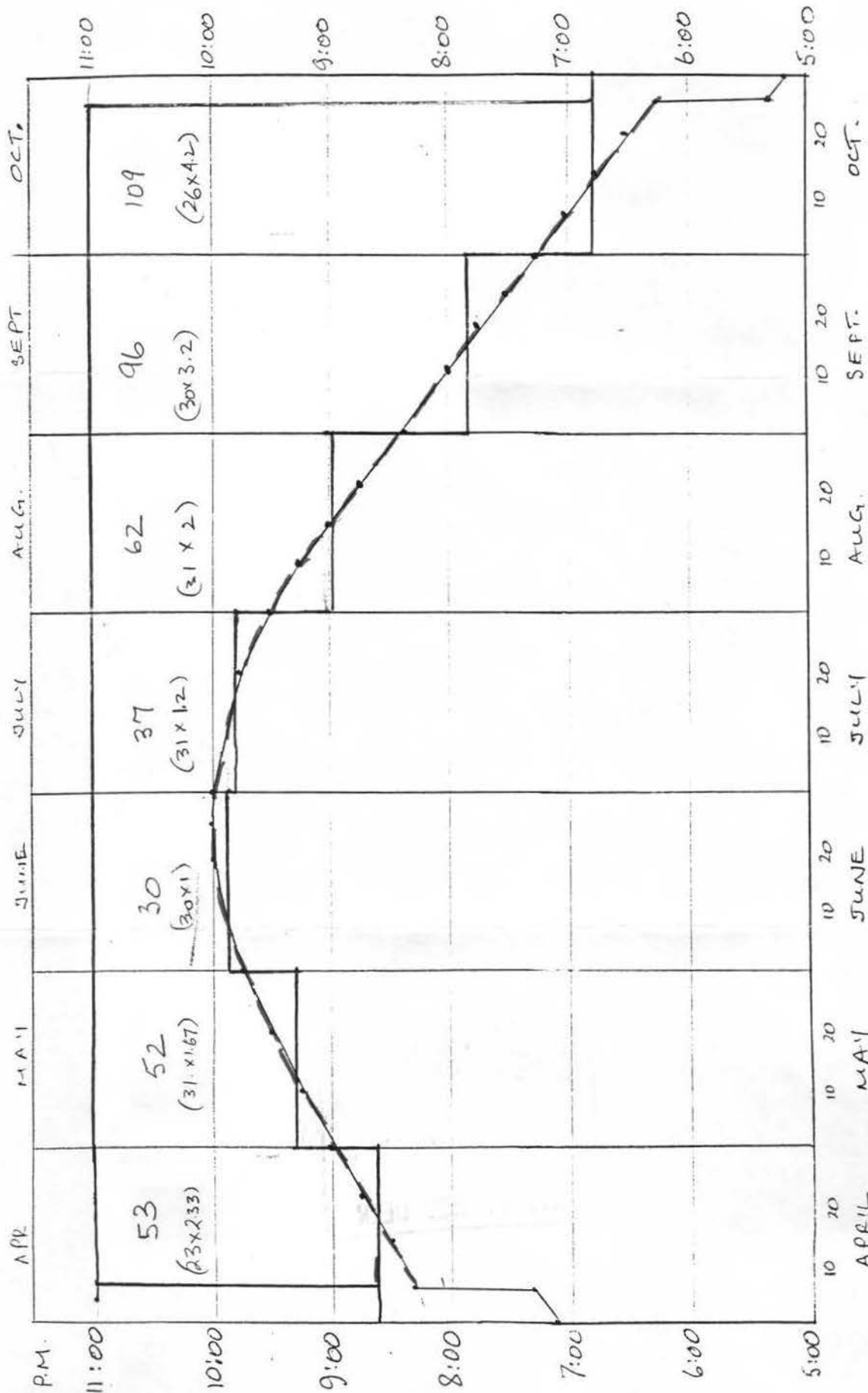
I urge your department to incorporate an indoor tennis facility into the future plans for sports facilities in this city. I suggest this be placed in the 5-10 year plan. The 4 south courts at the Rec. centre would be an ideal location and there would be some cost avoidance as these courts will require major repairs in a few years time.

Again, I offer the services of the tennis club members to assist in any way we can, towards the achievement of these goals.



President
Red Deer Tennis Club

LIGHTING UNTIL 11 PM ADDS 440 HOURS OF PLAYING TIME
TO THE TENNIS SEASON (5280 COURT HOURS IN PRIME TIME)



— OFFICIAL SUNSET TIMES (RED DEER)

CS-3.473

DATE: November 28, 1991

TO: CITY COUNCIL

FROM: CRAIG CURTIS, Director
Community Services Division

RE: COMMUNITY SERVICES MASTER PLAN:
COMMENTS FROM THE RED DEER TENNIS CLUB
A memo from the President of the
Red Deer Tennis Club refers.

I have reviewed the recommendations from the Red Deer Tennis Club with the Parks, Recreation & Culture and Social Planning Managers and our comments are as follows:

- We agree that Red Deer "boasts one of the best outdoor tennis facilities in the Province". However, usage has not been as high as anticipated possibly due to the introduction of user fees. We are pleased to note that the membership of the Red Deer Tennis Club has shown a significant increase.
- The installation of lights is included in the Facilities Management/Maintenance Plan for 1996. However, with the present usage this expenditure would be difficult to justify. The priority may change if a significant contribution is made by a service club or other agency.
- The development of an indoor tennis facility would be very expensive and difficult to justify. These facilities are sometimes developed by the private sector in larger cities. This is considered a very long-term project and has not been included in the Master Plan.



CRAIG CURTIS

:kl

- c. Lowell Hodgson, Recreation & Culture Manager
Don Batchelor, Parks Manager
Colleen Jensen, Social Planning Manager

RED DEER ACTION GROUP



Community Services Centre
4935 - 51 Street
Red Deer, Alberta T4N 2A8

November 28, 1991

Craig Curtis
Director Community Services
City of Red Deer
Red Deer, Alberta

Dear Sir:

Re: Community Services Master Plan

On behalf of the Board of Directors of the Red Deer Action Group for the Physically Disabled I would like to Commend the Community Services Dept. for a job well done. The plan is well set out and addresses all aspects.

We were expecially pleased to see the section dealing with Integration of Persons with Disabilities. Follow through in this area will hopefully make some inroads into bringing people with disabilities into the social and economic mainstream of Canadian life.

We were also pleased to see the inclusion of the section on Special Transportation. Mobility is a very important factor in allowing people with disabilities to lead an independent life. Recent information indicates an increase in demand for Special Transportation all across Canada and we therefore appreciate and support the idea of the City giving increased emphasis to expansion of Special Transportation Services.

In conclusion I would like to wish the Community Services Dept. all success in reaching the objectives set out in the Master Plan and also offer the assistance of the Action Group where ever possible.

Sincerely

Gordon Paton
President



RED DEER COMMUNITY INFORMATION & REFERRAL

(403) 342-1243

*We've got a million answers . . .
. . . now all we need are your questions!*

Mr. Craig Curtis
Community Services Division
City of Red Deer
P.O. Box 5008
Red Deer, Alta.
T4N 3T4

Dear Mr. Curtis:

"Volunteers are the spirit of the community" ...ah, but you already know that! I've just read, again, the summary of recommendations for the Community Services Master Plan and I'm so-o-o-o excited.

I'm excited because the Community Services Division has committed to promoting volunteerism through:

- * providing opportunities for volunteers to participate in planning and delivery of programs and services
- * implementing volunteer management guidelines
- * regular review of volunteer programs and services
- * recognition "individually and personally"

Three cheers for all of you in the Community Services Division from all of us at Community Information and Referral Service. We look forward to working with you and with volunteers across Red Deer in fostering that community spirit of which we're all so proud.

Sincerely yours,

Linda Yargeau, Co-ordinator

nw



DATE: November 28, 1991
TO: City Council
FROM: City Clerk
RE: COMMUNITY SERVICES MASTER PLAN

Enclosed herewith is a copy of the letter of transmittal, public input received pertaining to the draft Master Plan, and the Community Services Master Plan which will be included on the December 9 Council Agenda for Council's consideration.

This material is being delivered to Council at this time because of the volume involved in order to give members of Council ample opportunity to review all the material. You will be requested to bring your copy of the Master Plan to the Council meeting of December 9.

Respectfully submitted,

C. Sevcik
City Clerk

CS/ds

c.c. City Commissioners
Dir. of Community Services
Recreation & Culture Manager
Parks Manager
Social Planning Manager



THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

December 10, 1991

Red Deer River Naturalists
P.O. Box 785
RED DEER, Alberta
T4N 5H2

Attention: Michael O'Brien

Dear Sir:

RE: THE RDRN ISSUES COMMITTEE - COMMUNITY SERVICES MASTER PLAN

At the Council meeting of December 9, 1991, consideration was given to your correspondence of November 21, 1991 regarding the above noted and specifically Landfill Site and Sewage Treatment and Radioactive Materials, and at which meeting Council passed the following resolution agreeing to refer these issues to the Environmental Advisory Board for comment back to Council.

"RESOLVED that Council of The City of Red Deer hereby agrees that the November 21, 1991 letter from the Red Deer River Naturalists Issues Committee be referred to the Environmental Advisory Board for comment back to Council."

The decision of Council in this instance is submitted for your information. We thank you for your letter in this instance and we will notify you when the matter is brought back to Council. By way of a copy of this letter, we are requesting the Environmental Advisory Board to consider this matter and to report back to Council in due course.

Also, attached are the administrative comments (pages 102-107) that were included in the Council agenda of December 9, 1991, for your information.

Trusting you will find this satisfactory.

Yours truly,

C. SEVCIK
City Clerk

CS/jt

Att.

c.c. Environmental Advisory Board
Michael McNaughton, President, RDRN
Director of Engineering Services
Director of Community Services

Public Works Manager
Parks Manager
Fire Chief
Principal Planner



*a delight
to discover!*

DATE: December 10, 1991
TO: Director of Community Services
FROM: City Clerk
RE: COMMUNITY SERVICES MASTER PLAN

The new Community Services Master Plan received consideration at the Council meeting of December 9, 1991 and at which meeting Council passed the following motion.

"RESOLVED that Council of The City of Red Deer hereby approves the Community Services Master Plan as a working policy document for the Community Services Division and its departments, with amendments as outlined by the Director of Community Services and the City Commissioners, as presented to Council December 9, 1991."

The decision of Council in this instance is submitted for your information. As noted in the resolution, the Community Services Master Plan was approved with amendments as outlined by the Director of Community Services and the City Commissioners, a copy of which is enclosed herewith.

On behalf of Council, I wish to extend their congratulations to all the people involved in the preparation of this outstanding document.



C. SEVCIK
City Clerk

CS/jt

c.c. City Commissioner
Recreation & Culture Manager
Parks Manager
Social Planning Manager
Recreation, Parks & Culture Board
F.C.S.S. Board
Red Deer and District Archives Committee
Environmental Advisory Board

NO. 2

DATE: 28 November 1991
TO: City Clerk
FROM: City Assessor
RE: DEER PARK PHASE IVB
PROPOSED CHURCH SITE/MULTI SITE

Further to Council's direction as given at the November 25, 1991, Council meeting with regard to the sale of the above proposed parcel which is located directly adjacent to Douglas Avenue and 32nd Street and originally proposed to be developed as a church site, we would respectfully request Council's direction with regard to the process that is desired to be followed with regard to disposal of this site. Council's direction is sought as to the advertising of the site for sale to the public or if we can proceed with the sale to Mr. Volk without further advertisement for sale.

Under separate cover from the Red Deer Regional Planning Commission, a report will be forthcoming with regard to this site requesting first reading of rezoning that would accommodate an improvement or improvements such that Mr. Volk has proposed. Once first reading of the rezoning is approved, the rezoning would be advertised in the newspaper, and a public meeting would be called by the Red Deer Regional Planning Commission to allow feedback and/or rebuttal to the proposed zoning prior to it coming back to Council for second and third readings. Should Council choose and wish that this site be advertised for sale, said ad would be placed in the paper at the same time as the advertising asking for submissions from the public for a development that would be compatible with either the church and/or revised R-2 zoning that is being proposed, subject to Council approval.

CONCLUSION

The Land Department respectfully requests direction on the requirement for advertising the 1.6 acre ± site that Mr. Volk has indicated that he would be interested in purchasing, subject to Council approval, rezoning approvals, etc.



Al Knight, A.M.A.A.
Land Administrator

AK/ngl

c.c. Red Deer Regional Planning Commission
Director of Engineering
Bylaws/Inspections Manager
Director of Finance



RED DEER
REGIONAL PLANNING COMMISSION

10

2830 BREMNER AVENUE, RED DEER,
ALBERTA, CANADA T4R 1M9

DIRECTOR: W. G. A. Shaw, ACP, MCIP

Telephone: (403) 343-3394
Fax: (403) 346-1570

TO: Charlie Sevcik, City Clerk

DATE: December 3, 1991


FROM: Frank Wong, Planning Assistant

RE: Proposed Land Use Amendment 2672/W-91
Church Site, City Deer Park

Pursuant to instructions arising out of Council meeting of November 25, 1991, we are enclosing herewith the required amendment to the Land Use Bylaw for Council's consideration.

The subject site is the proposed 1.6 acre \pm church site located on the north east corner of the junction of Douglas Avenue and 32nd Street. We are proposing to redesignate the subject site from R1 to R2 designation to accommodate the proposed development of either duplexes or townhouses. If no development is forthcoming, the R2 designation would still allow for a church on the site.

We recommend that City Council proceed with the redesignation of the above area as indicated.


FRANK WONG
PLANNING ASSISTANT

FW/pim

c/c Director of Engineering
Bylaws & Inspections Manager
Director of Finance
City Assessor

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINTERTON No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIL • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURN • VILLAGE OF DONALDA • VILLAGE OF ELMORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLAND • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS

Commissioners' Comments

The City Assessor has indicated that at this time, we have no interest in the Church site being developed as such. At the last Council meeting, Mr. Larry Volk indicated that he was prepared to develop this site for Senior Housing and we are prepared to support this request. Should this create interest from other people interested in developing Multiple Family sites, it would be our proposal that the administration be instructed to bring forward suggestions for other sites to accommodate this interest.

"R.J. MCGHEE"
Mayor

"M.C. DAY"
City Commissioner

DATE: November 27, 1991
TO: City Assessor
FROM: City Clerk
RE: CHURCH SITE - CITY DEER PARK SUBDIVISION

At the Council meeting of November 25, 1991, when your report pertaining to Lot 58, Block 4, Plan 892-1779 and the offer by Abbey Homes Ltd. was being discussed, Mr. Larry Volk of Volk Builders Ltd. verbally made an offer to develop the church site in the Deer Park Subdivision.

At the Council meeting, it was agreed that the administration submit a report and recommendations to the next meeting of Council to enable Council to consider redesignation of the site, sale price and whether to advertise for proposals.

It is my understanding that you and the Red Deer Regional Planning Commission will be preparing the report in this instance.


C. SEVCIK
City Clerk

CS/jt

c.c. City Commissioners
Director of Community Services
Director of Engineering Services
Director of Financial Services
Bylaws and Inspections Manager
E. L. & P. Manager
Public Works Manager
Principal Planner

August 31, 1991

96 Dunham Close
Red Deer, Alberta
T4R 2B2

City of Red Deer
Land Department
4914 - 48 Avenue
P.O. Box 5008
Red Deer, Alberta
T4N 3T4

Attention - Bill Lees, Land Department Supervisor

Subject - Rezoning of Deerpark City Subdivision, Phase 5

Dear Sir,

I am writing this letter to express my concern and displeasure with the proposal to rezone Phase 5 in the Deerpark City Subdivision. The proposal, as I understand it, would allow duplex and townhouse development in an area that was originally intended for single family housing. The reasons for my displeasure are as follows:

- 1) Higher density housing would increase vehicle traffic in the area of the Elementary School and park, thus increasing the danger to children in the area.
- 2) Higher quality property values in the area, where some lots priced upwards of \$55,000, would be affected in a negative fashion.
- 3) Quality of 'family' life and general appearance of the entire subdivision would be negatively affected.
- 4) This subdivision already appears to have it's share of higher density housing.

Considering these negative factors and no positive contribution to the subdivision, I feel that duplex and townhouse development could occur in a future subdivision planned specifically for this purpose without the need to rezone an established subdivision.

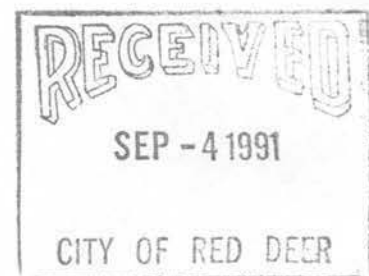
In discussing this matter with other local residents, many share my concerns and would appreciate being kept abreast of the situation. Thank you.

Yours truly,



Jerry Kitzen

c.c. Red Deer Regional Planning Commission
Paul Meyette and J. Rhouhi, City Planners
Ryan Strader, Bylaws and Inspections Manager
The Mayor and City Council



Volk Builders
24 Muldrew Cres..
Red Deer, AB
T4R 1R4

December 08, 1991

City of Red Deer
Clerks Department
Attn: Charlie Sevick

THE CITY OF RED DEER
CLERK'S DEPARTMENT

RECEIVED	
TIME	10:00 AM
DATE	Dec 9 / 91
BY	ST

RE: Seniors Housing Complex
Deer Park Subdivision

Mr. Sevick,

At the November 25 council meeting we had asked council for approval in principal for development of the church site in Deer Park for the intended use of a Seniors Citizen Complex.

We have since been advised by Land and Engineering Departments that the church site could only have a rear lane on one boundary. Lane less lots for Senior's Housing presents a marketing problem, because many seniors own recreational vehicles. With no rear access to the property parking of these units becomes a problem.

A meeting was held between ourselves and the Engineering and Land Departments on December 06. In light of the foregoing obstacle in development of the church site, it was suggested to seek approval for a parcel of land in phase five of Deer Park, tentatively known as "Dale Close." This Phase Five parcel would be much more desirable for our development. Consequently I am requesting City Council to substitute the Phase Five parcel for the Church Site parcel, for presentation on the agenda of council for December 09.

Trusting you will give our request every consideration.

Yours Truly,



Larry A. Volk

Submitted to City Council

Date: 91/12/09

DATE: 9 December 1991
TO: City Clerk
FROM: City Assessor
RE: CITY DEER PARK PHASE V - VOLK BUILDERS LTD.
(PLEASE SEE ATTACHED SKETCH)

We respectfully submit for City Council's review our comments pertaining to Volk Builders' correspondence dated December 9, 1991, withdrawing their interest in developing the City Deer Park church site, situated in Phase IVB, for a seniors' complex. (Approved in principle at the November 25, 1991, Council meeting.)

The main reason for their withdrawal from this site is the lack of lane access that can be provided to the rear yards of the proposed lots. Volk Builders Ltd. is concerned that this lack of lane access will have a negative impact on marketing a proposed fee simple seniors' complex, due to the restricted amount of off-street parking for recreation vehicles, boats, access to proposed garages, gardens, etc. A proposed 14, fee simple, lot layout for the church site indicates that only five lots would have lane access. (See Schedule "A" attached.)

In view of the problem Volk Builders Ltd. foresees with this church site, discussions have proceeded with Volk Builders Ltd. as to an alternate site in City Deer Park, Phase V, Dale Close, for a seniors' complex.

In discussions with the City Engineering Department, it appears that the schedule for servicing, obtaining a registered plan, zoning, etc., would be similar for the church site and that portion of Phase V be considered as an alternate site.

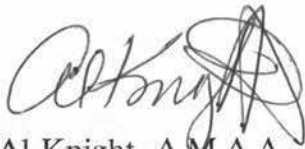
RECOMMENDATION

City Council's approval is requested for:

1. The retention of the site situated at the northeast corner of 32 Street and Douglas Avenue for a church site.
2. Approval in principle of the request from Volk Builders Ltd. to develop a seniors' complex in Phase V of City Deer Park, as shown cross-hatched on the attached map.

City Clerk
Page 2
9 December 1991

3. Approval of the sale of a portion of Phase V directly to Volk Builders Ltd. without having to advertise this alternate site for sale. Once negotiations with Volk Builders Ltd. have been finalized, a further report indicating terms of sale, zoning, etc., will be submitted for City Council's consideration.

A handwritten signature in dark ink, appearing to read 'Al Knight', with a large, stylized flourish at the end.

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

WFL/ngl

Enc.

c.c. Director of Finance
Senior Planner
Director of Engineering

SCHEDULE "A"



PROPOSED 14 UNITS
5 UNITS WITH LANE ACCESS

Scale 1:2000



DEER PARK - CITY

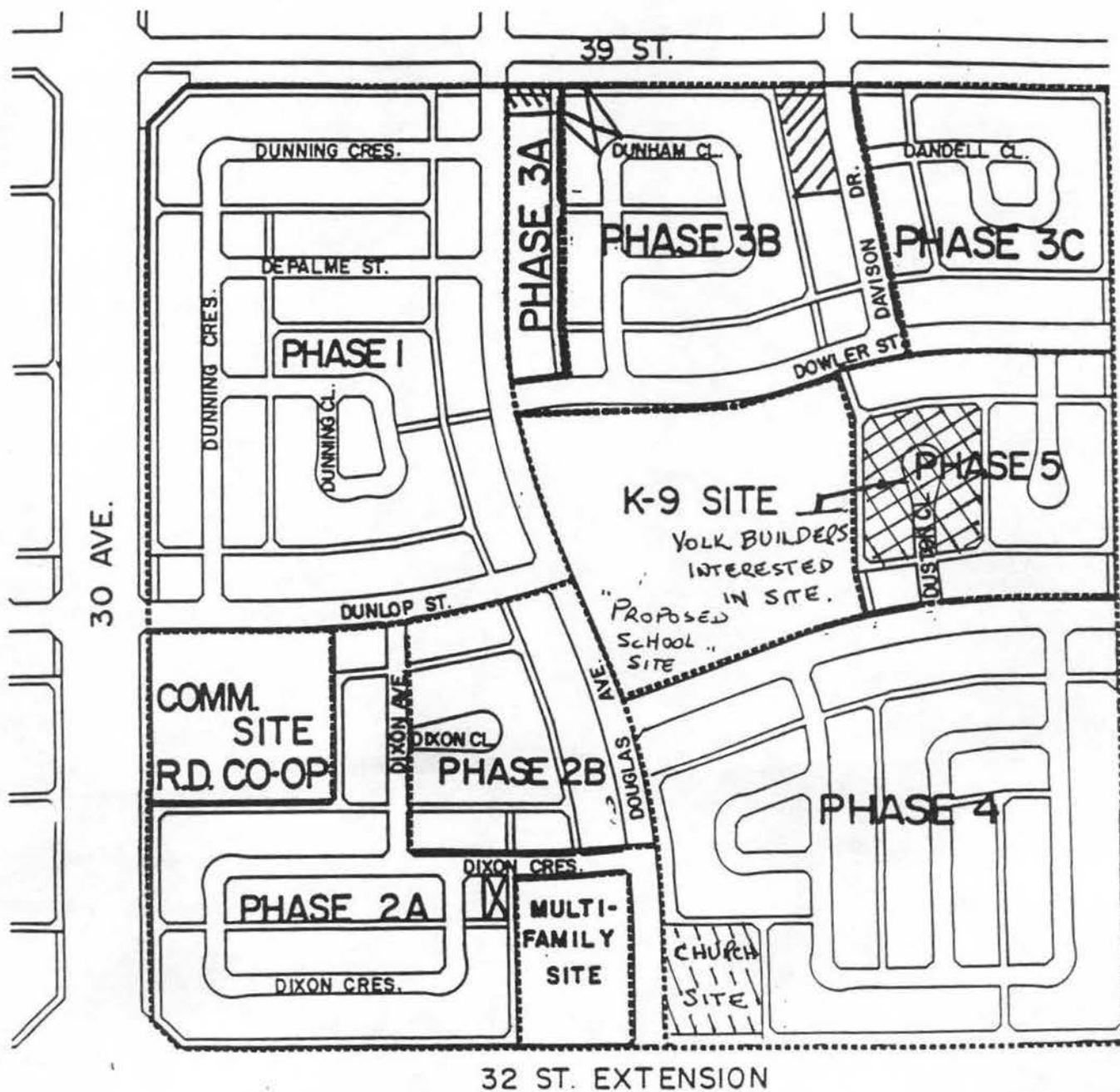
N.W. 1/4 SEC. 11-38-27 W. 4th

NOTE:

X - GROUP HOME

//// - TEMPORARY FIRE HALL SITE

|||| - CHURCH SITE





THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

December 10, 1991

Volk Builders
24 Muldrew Crescent
RED DEER, Alberta
T4R 1R4

Attention: Mr. Larry A. Volk

Dear Sir:

RE: SENIORS' HOUSING COMPLEX - DEER PARK SUBDIVISION

Your letter dated December 8, 1991 offering to purchase a parcel of land in Phase V - City Deer Park, referred to as "Dustin Close" to construct thereon a Seniors' Housing Complex, received consideration at the Council meeting of December 9, 1991. Your offer above noted was considered in substitution of your November 25 offer to develop a similar complex on the church site in Deer Park and which offer, as we understand it, has been withdrawn by yourself.

At the December 9 meeting, Council directed that the administration advertise the sale of the parcel of land in Phase V for multi-family development. Accordingly, we will be presenting to Council at the January 6, 1992 Council meeting, a bylaw amendment to redesignate the site in question, following which we will be advertising for a public hearing most likely to be held on February 3, 1992. Advertising the sale of the parcel of land will have to await redesignation of the site.

The decision of Council in this instance is submitted for your information. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,

C. SEVCIK
City Clerk

CS/jt

c.c. City Assessor
E. & P. Manager
Senior Planner

Director of Financial Services
Director of Engineering Services

NOTE TO SENIOR PLANNER - Please prepare the bylaw amendment to redesignate the site in question for consideration at the Council meeting of January 6, 1992.



RED DEER

*a delight
to discover!*

NO. 3

FILE: c:\data\gord\memos\snow&ice.pol

DATE: November 27, 1991

TO: City Clerk

FROM: Public Works Manager

RE: **SNOW AND ICE CONTROL - BYLAW**

With City growth and revisions to Transit Routes, we are bringing to Council the proposed Emergency Snow Routes. These routes are shown on the attached drawing. Emergency Snow Routes are the areas we clear when a snow route emergency is declared.

Also attached is the supplementary snow-clearing route drawing. These streets, although not on the Emergency Route, carry significant traffic volumes. They are the next priority which we attend to and often will require plowing or removal after Emergency Routes are completed. Other streets are chosen because we have the opportunity to plow to the side without affecting any residences.

In a separate report to Council dealing with costs, we are attaching a copy of the Snow and Ice Control Policy.

RECOMMENDATION

That Council approve the proposed Emergency and Supplementary Snow Clearing Routes.



Gordon Stewart, P. Eng.
Public Works Manager

/blm

Att.

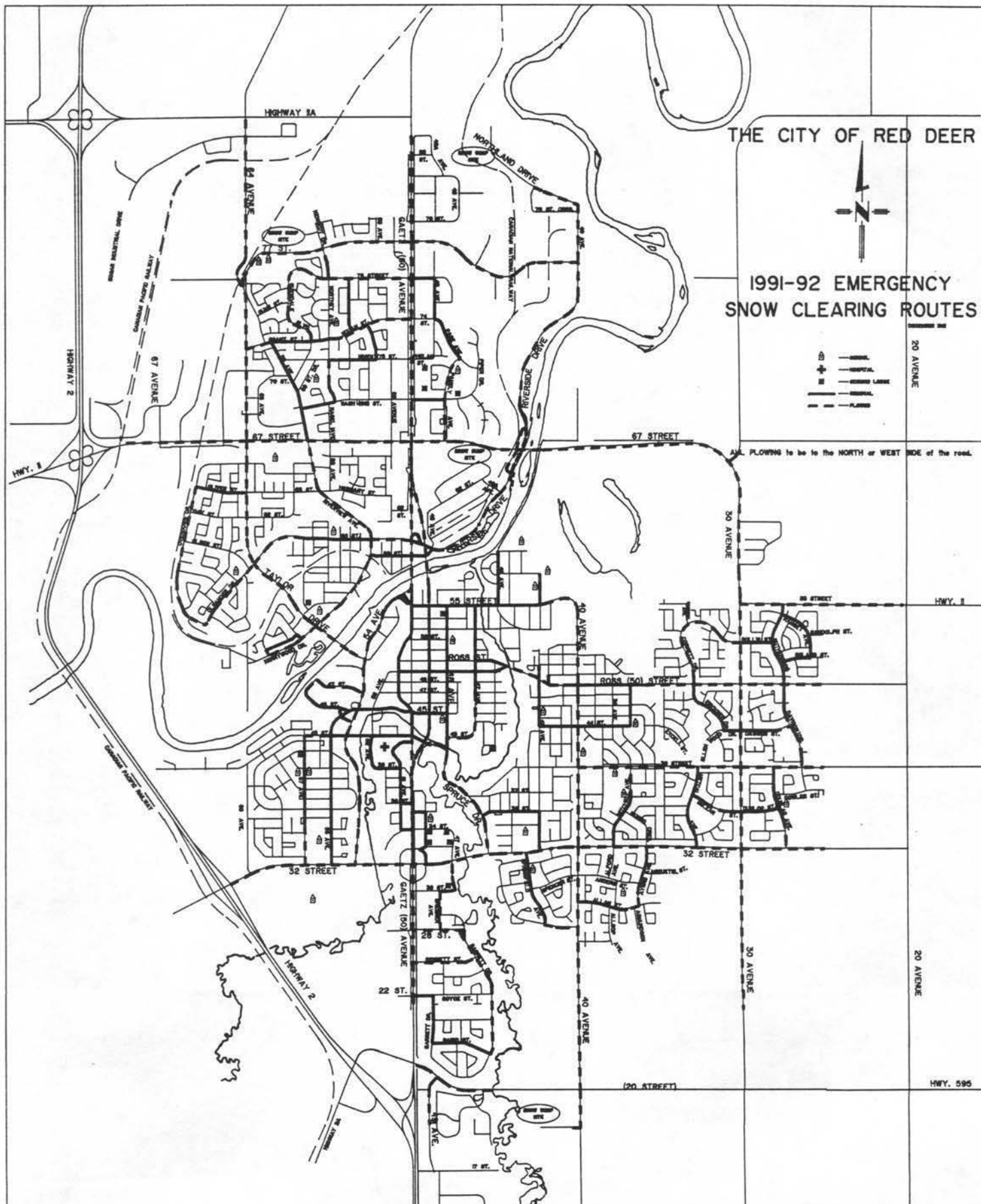
cc Director of Engineering Services

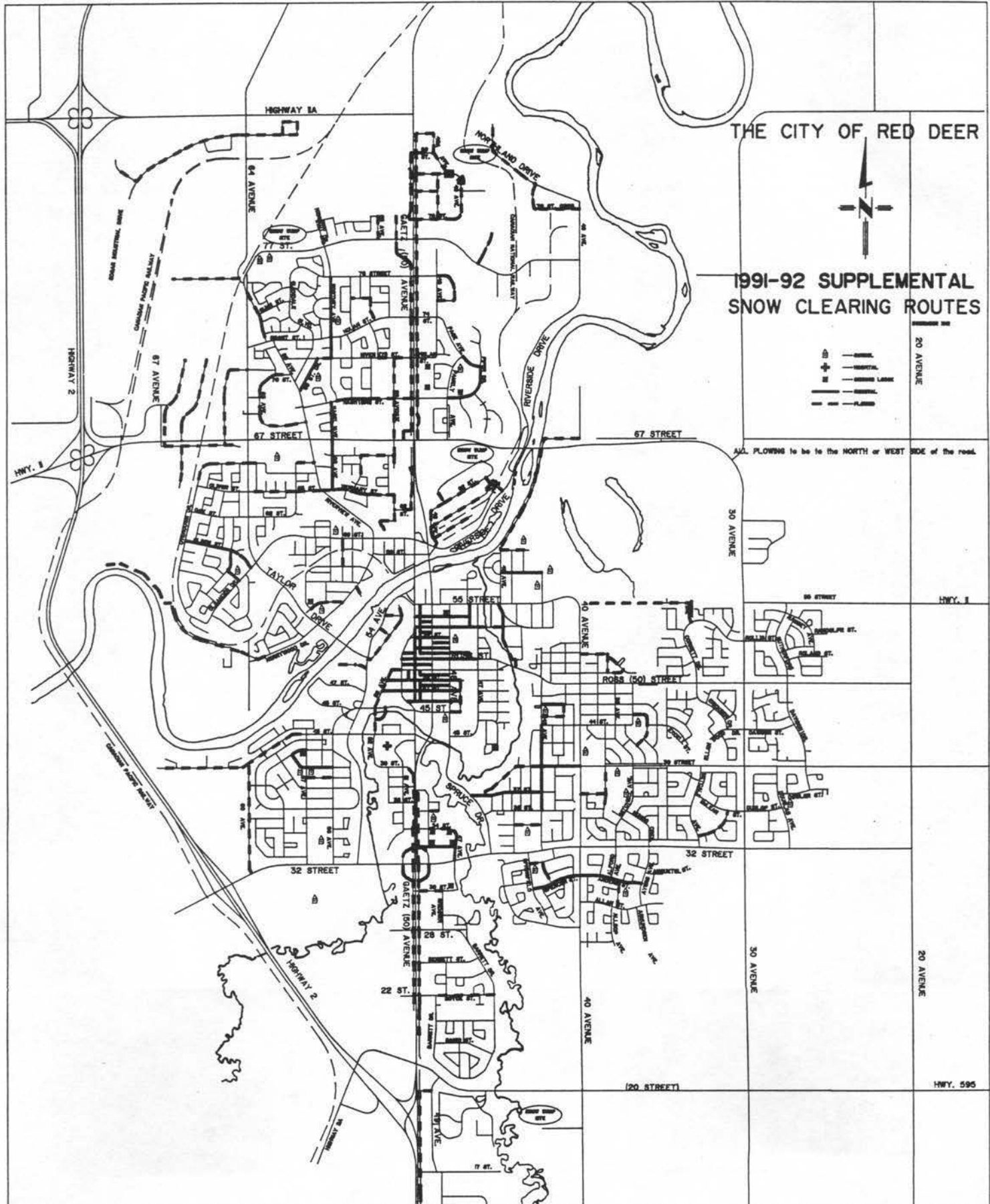
Commissioners' Comments

We concur with the recommendations of the Public Works Manager.

"R.J. MCGHEE"
Mayor

"M.C. DAY"
City Commissioner



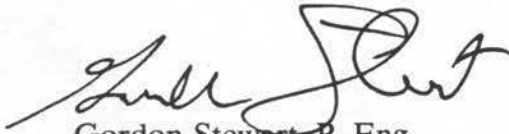


FILE: c:\data\gord\memos\snow-rte.map

DATE: December 4, 1991
TO: Aldermen
FROM: Public Works Manager
RE: **1992 SNOW ROUTE MAPS**

I have attached an 11" x 17" copy of the proposed snow routes. This map is at a better scale than the one in the Council Agenda and will allow you to read the street names more clearly.

You may wish to retain this map to answer questions from citizens during the winter.

A handwritten signature in black ink, appearing to read "Gordon Stewart", is written over the typed name.

Gordon Stewart, P. Eng.
Public Works Manager

/blm

Att.

THE CITY OF RED DEER



1991-92 EMERGENCY SNOW CLEARING ROUTES

DECEMBER 1991

- SCHOOL
- HOSPITAL
- WORKS LOOSE
- REMOVAL
- PLOWED

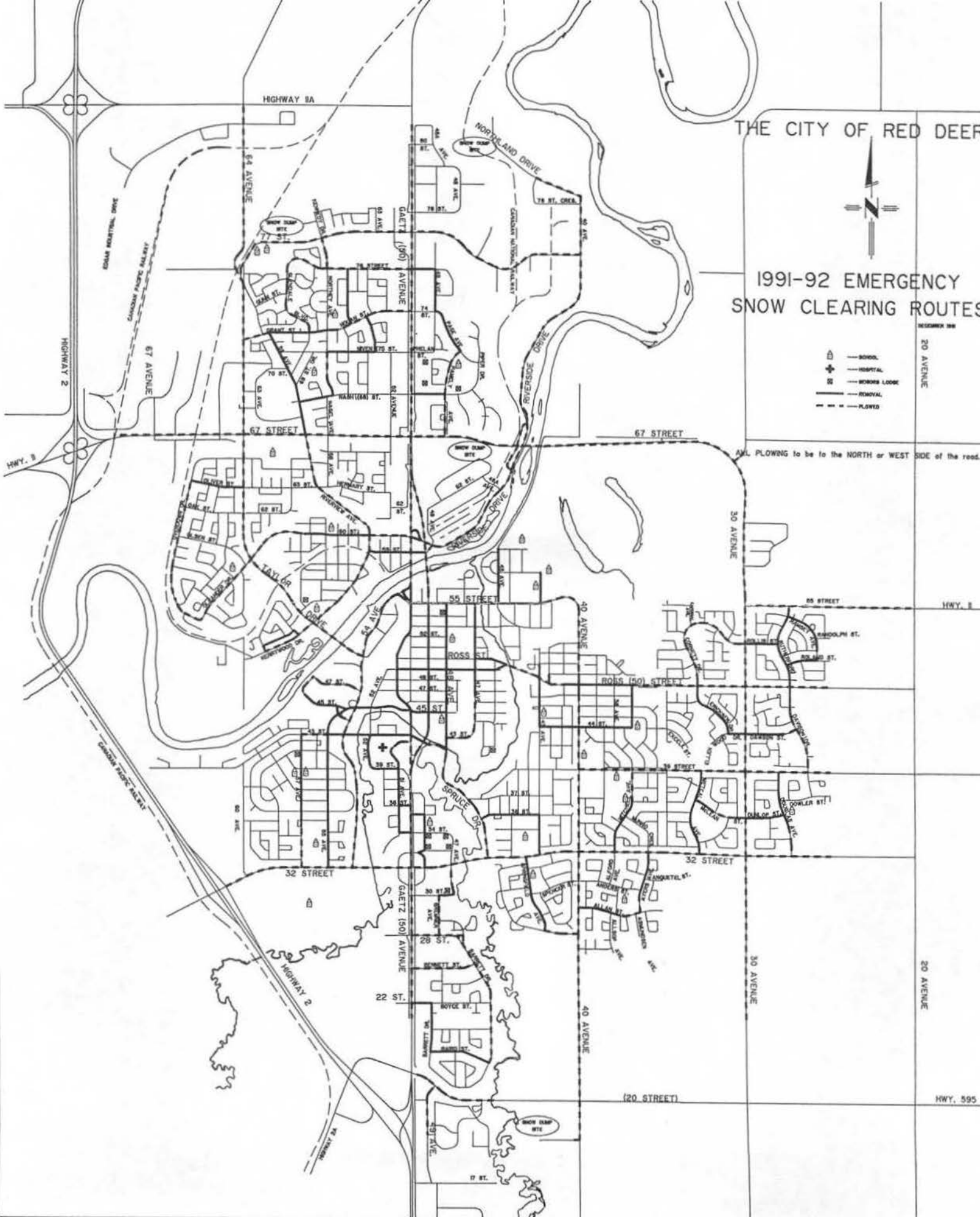
20 AVENUE

AVL. PLOWING to be to the NORTH or WEST SIDE of the road.

HWY. 8






20 AVENUE

HWY. 595



DECEMBER 1991

20 AVENUE

-  — SCHOOL
 — HOSPITAL
 — SUNBATH LOUNGE
 — REMOVAL
 — PLOWED

ALL PLOWING to be to the NORTH or WEST SIDE of the road.

HWY. 8

20 AVENUE

HWY. 595

DATE: December 10, 1991
TO: Public Works Manager
FROM: City Clerk
RE: SNOW AND ICE CONTROL

At the Council meeting of December 9, 1991, consideration was given to your memo dated November 27, 1991 regarding the above and at which meeting Council passed the following resolution approving snow routes.

"RESOLVED that Council of The City of Red Deer hereby approves the proposed Emergency and Supplementary Snow Clearing Routes, and as presented to Council December 9, 1991."

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

Trusting you will find this satisfactory.


D. SEVCIK
City Clerk

/jt

c.c. Director of Engineering Services
Director of Financial Services
Inspector Beaton (maps attached)

FILE: c:\data\gord\memos\op-csts.swd

DATE: November 27, 1991

TO: City Clerk

FROM: Public Works Manager

RE: **SOLID WASTE DISPOSAL SITE OPERATING COSTS**

Our operating costs at the Solid Waste Disposal Site this year are higher than budgeted. There are a number of reasons for this.

In the spring, we opened up a new area in the southwest corner of the site for our disposal area. This necessitated considerable extra excavation to be undertaken. It also required the construction of a temporary access road and, due to the very wet conditions, there were extra costs for gravel and equipment time.

With the opening up of the new disposal area, we are now placing the final cap on the area which we have completed. This also involves additional expense.

The other contributing factor is that we have had increased activity, by about 10%, at the landfill this year. A major contributor to this is the large number of asphalt roof replacements taking place due to the July hail storm. Fortunately, this also results in increased revenue.

We estimate the additional expenditures required to be approximately \$50,000 and the additional revenue to be approximately \$70,000.

RECOMMENDATION

We respectfully request that Council authorize an overexpenditure of \$50,000 at the Solid Waste Disposal Site for additional site work to be financed from extra revenues generated this year at the site.



Gordon Stewart, P. Eng.
Public Works Manager

/blm

cc Director of Engineering Services
Director of Financial Services
Solid Waste Superintendent

Commissioners' Comments

We concur with the recommendations of the Public Works Manager.

"R.J. MCGHEE"
Mayor

"M.C. DAY"
City Commissioner

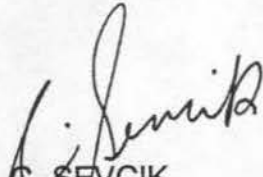
DATE: December 10, 1991
TO: Public Works Manager
FROM: City Clerk
RE: SOLID WASTE DISPOSAL SITE OPERATING COSTS

At the Council meeting of December 9, 1991, consideration was given to your memo dated November 27, 1991 regarding the above noted and at which meeting Council passed the following resolution authorizing an overexpenditure at the Solid Waste Disposal Site for additional site work.

"RESOLVED that Council of The City of Red Deer hereby authorizes an overexpenditure of \$50,000 at the Solid Waste Disposal Site for additional site work to be financed from extra revenues generated this year at the site and as recommended to Council December 9, 1991."

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

Trusting you will find this satisfactory.


C. SEVCIK
City Clerk

/jt

c.c. Director of Engineering Services
Director of Financial Services
Solid Waste Superintendent

NO. 5

DATE: NOVEMBER 26, 1991

TO: CITY COUNCIL

FROM: CITY CLERK

RE: 1. **BYLAW TO PROVIDE FOR MUNICIPAL ELECTIONS IN THE CITY OF RED DEER: BYLAW NO. 3056/91**

2. **LOCAL AUTHORITIES ELECTION ACT CHANGES.**

A. PROPOSED BYLAW NO. 3056/91:

The City of Red Deer will be introducing the Automated Voting System for the 1992 General Election. In order to provide for the new system, we have prepared Bylaw No. 3056/91, which has been reviewed by the City Solicitor's Department and the Department of Municipal Affairs. We are requesting Council give the Bylaw three readings to enable us to continue with further preparations for the 1992 Election. It should be noted that this bylaw repeals Bylaw 2902/86, which was the bylaw that provided for the rotation of candidate's names on the ballots. Ballot cards which will be used in the Automated Voting System, do not allow for the rotation of names on the ballots.

Also, as a result of adopting an Automated Voting System, we require Council's approval to changes in the City Election Manual and Election forms. These take into account the new Automated System and are attached for Council's perusal.

B. CHANGES TO THE LOCAL AUTHORITIES ELECTION ACT:

In the spring sittings of the 1991 Legislature, several changes to the Local Authorities Election Act were made by the passage of the Municipal Statutes Amendment Act 1991, Chapter 23. Many of the changes were of a cosmetic nature and more applicable to election procedures. Other changes of more significance and which Council should be aware of, are the following:

1. Election Day:

The Act provides that Election Day shall be the third Monday in October, however, Council may provide, by bylaw passed prior to June 30 of the year in which a general election is to be held, that the Election Day shall be the Saturday immediately preceding the third Monday in October.

Page 2
Council
November 26, 1991

We would not recommend changing the Election Day for the following reasons:

- The voters in Red Deer are accustomed to voting on Monday.
- There would be additional costs associated with the Saturday election.
- Nomination day, which is four weeks before Election Day, would also have to be on a Saturday.
- Most of the voting stations are schools, and additional costs would be incurred for opening the buildings, security, janitorial services, etc.
- Saturday is a Sabbath for some religious groups.
- The City Clerk's Department would have to work on the Sunday, as official results must be posted the fourth day after Election Day and, because of the extensive checking that must be undertaken following an election all of the days are required to satisfactorily complete our work in accordance with the deadlines, which would add to the costs of the election.

2. Voting Hours:

Currently, the voting hours are from 10:00 am - 8:00 pm on Election Day. Council may now, however, (provided a bylaw is passed prior to June 30 in a year in which an election is to be held) have the voting station open before 10:00 am.

In order to accommodate most electors on their way to work in the morning, voting stations would have to open at 7:00 am. This would require that our workers be at the voting stations by no later than 6:30 am in order to have the voting stations ready in time for the 7:00 am opening. This would substantially increase our election costs, and accordingly, we do not recommend any change in the hours of voting.

3. Nomination Hours:

Currently the Returning Officer receives nominations between 10:00 am - 12:00 noon on Nomination Day. The Act now provides that a bylaw may be passed prior to June 30 of the year in which an election is to be held, that the Returning Officer may receive nominations earlier than 10:00 am.

While in the past we have not experienced any problems with receiving any of the nominations in the two hour period, we could see no problems with commencing at 9:00 am or 8:00 am if Council so desires.

Page 3
Council
November 26, 1991

4. Candidate's Contributions and Expenses:

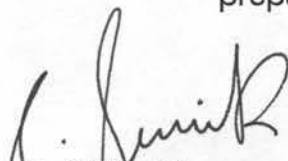
Council may, by bylaw passed prior to April 15 in a year in which a general election is held, require that candidates prepare and disclose to the public, audited statements of all their campaign contributions and campaign expenses. A bylaw passed shall define "Campaign Contributions" and "Campaign Expenses" and may prescribe forms for purposes of the bylaw. The person who contravenes such a bylaw passed would be liable to a penalty of not more than \$1000.00, and upon conviction, the penalty enures to the benefit of the local jurisdiction in respect of which the election was conducted.

5. An Employee Seeking Election:

An employee of a municipality seeking election may apply to the Council for a leave of absence without pay on or after July 1 in the year of a general election, or on or after the day the Council passes a resolution to hold a by-election, but before his last working day prior to nomination day. The Council shall grant every application it receives under this section.

C. SUMMARY OF RECOMMENDATIONS:

1. Council give three readings to Bylaw No. 3056/91.
2. That Council approve The City of Red Deer Election Manual and forms as submitted.
3. That the Returning Officer be authorized to submit the Bylaw, Manual and forms to Municipal Affairs for approval.
4. That the Returning Officer be authorized to receive nominations between the hours of 9:00 am - 12:00 noon on Nomination Day and that a Bylaw be prepared for Council's consideration, to be passed prior to June 30, 1992.





C. SEVCIK
CITY CLERK
CS/sp

**FORMS
REQUIRING
APPROVAL**

**CITY OF RED DEER
GENERAL ELECTION
OCTOBER 19, 1992**

INSTRUCTION FOR ELECTORS

LOCAL AUTHORITIES ELECTION ACT
(SECTION 45)






To Vote, complete the arrow(s).  
 Pointing to your choice(s) like this 

Each ballot on the ballot card indicates the maximum number of candidates that can be voted for.








You may vote for less than the maximum number, **but not for more.**

EXAMPLES OF HOW TO MARK BALLOTS

Ballot Form for the
Election of Mayor.

For the office of MAYOR	
Vote for One (1) Candidate Only	
BLACK, A.B.	 
BLUE, C.	
BROWN, D.	 

Ballot Form other than
for the Election of Mayor

For the office of	
Vote for a Maximum of Three (3) Candidates	
CREAM, E.F.	 
GREEN, G.	
GREY, H.I.	
ORANGE, J.K.	 
PURPLE, L.	

After marking your Ballot(s):


Insert the ballot card into the secrecy sleeve so that your markings are concealed and the initials of the deputy who issued the ballot(s) are visible.

Hand your ballot card to the Deputy supervising at the ballot box.

The Deputy will deposit the ballot card into the ballot box.

You have now completed the voting process. Please leave the voting station.

BYLAW OR QUESTION BALLOT:

In the case of a ballot for a bylaw or question, mark the ballot by completing the arrow like this  opposite either "For" or "Against" or opposite either "Yes" or "No".

Spoiled Ballot(s):

If you have marked your ballot in error, or defaced it in any way, you may return it and obtain a replacement from the Deputy who gave it to you.

If a ballot card is torn, defaced or otherwise dealt with by an elector so that the elector can be identified, the ballot is void and shall not be counted.

- A PERSON MAY ONLY VOTE ONCE IN AN ELECTION

IT IS AN OFFENCE TO TAKE A BALLOT OUT OF A VOTING STATION

Form 8

VOTING REGISTER

LOCAL AUTHORITIES ELECTION ACT
(SECTIONS 52, 53, 59, 78)

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992

VOTING SUBDIVISION: _____ VOTING STATION: _____

STATEMENT OF ELECTOR ELIGIBILITY

I, _____ of _____
(Name of Elector) (Address of Elector)

am eligible to vote at the above mentioned election because:

- ☒ I have not voted before in this election;
- ☒ I am 18 years of age or older;
- ☒ I am a Canadian Citizen;
- ☒ I have resided in Alberta for the 6 consecutive months immediately preceding Election Day;
- ☒ I am resident of this Voting Subdivision on Election Day; and

Where applicable: (check [✓] One) ☐ I am a public school supporter, or☐ I am a separate school supporter._____
(Signature of Elector)**IT IS AN OFFENCE TO SIGN A FALSE STATEMENT****DEPUTY RETURNING OFFICER**

VOTER NUMBER: _____

ISSUED TO ELECTOR (Check [✓])

- ☐ Ballot Card (Mayor, Aldermen, Hospital, Public School, Separate School, Bylaw or Question)
- ☐ Public School Trustee
- ☐ Separate School Trustee

OBJECTION TO PERSON VOTING	Name of Candidate/Agent Making Objection:	Deputy's Initials:
	Reason for Objection:	
INCAPACITATED ELECTOR	Ballot of Incapacitated Elector Was Marked By Another Person (Check [✓]) <input type="checkbox"/>	
	Reason:	
OTHER		

BALLOT ACCOUNT

Form 14A

For _____
 (Name of Office, Bylaw or Question)
 LOCAL AUTHORITIES ELECTION ACT
 (SECTIONS 88 AND 89)

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992

VOTING SUBDIVISION _____ VOTING STATION _____

Names of Candidates (or Question, or Description of Bylaw)	Number of Valid Ballots Marked for Each Candidate (or For and Against on a Question or Bylaw)

<p>(a) Valid Ballots</p> <p>Valid Ballots Objected to: _____</p>	<p>_____</p>
<p>(b) Rejected Ballots +</p> <p>Rejected Ballots on which no vote was cast by an elector: _____</p>	<p>_____</p>
<p>* Total Ballots = _____</p>	
<p>Dated this _____ day of _____, A.D. 19 _____</p>	
<p>(Signatures of at least 2 Deputies)</p>	<p>(Signatures of Candidates/Agents who desire to sign)</p>
<p>_____</p> <p>_____</p>	<p>_____</p> <p>_____</p>

(HAND THIS FORM TO THE RETURNING OFFICER)

Form 14B

BALLOT ACCOUNT

LOCAL AUTHORITIES ELECTION ACT
(SECTION 88 AND 89)

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992

VOTING SUBDIVISION: _____ VOTING STATION: _____

(a) Number of Ballots Supplied	(a) _____
(b) Total Number of Persons Who Registered To Vote	(b) _____
(c) Spoiled Ballots	(c) _____
(d) Unused Ballots	(d) _____
(e) Ballots Not Accounted For	(e) _____
<p>* Total Ballots</p> <p>_____ = _____</p> <p>* total ballots in (b) (c) (d) and (e) must equal the number in (a).</p> <p>_____ = _____</p>	
DATED THIS _____ day of _____, A.D. 19 _____	
(signature of at least 2 Deputies)	(signature of Candidates/Agents who desire to sign)
_____	_____
_____	_____

DO NOT PUT IN BALLOT BOX

(HAND THIS FORM TO THE RETURNING OFFICER)

Commissioner's Comments

Attached is a summary of changes to the Local Authorities Election Act and the City Clerk has made certain recommendations in regard to these. It should be noted certain areas are of a political nature and it would be up to Council to consider these. (Refer to Sections 1, 2, 4 and 5) of the City Clerk's report.

"R.J. MCGHEE"
Mayor

MANUAL
FOR
ELECTION OFFICERS

THE CITY OF RED DEER
GENERAL ELECTION
OCTOBER 19, 1992

ELECTION TELEPHONE NUMBERS

INFORMATION / QUESTIONS

ANY TIME OF THE DAY

342-8134, or

342-8136

TABLE OF CONTENTS

PAGE

1.	<u>BEFORE VOTING HOURS</u> (9:30 A.M. - 10:00 A.M.)	
A.	GENERAL INFORMATION	
	▪ Work Hours	1
	▪ Meals	1
B.	VOTING STATION STAFFING	2
C.	PREPARATIONS AT VOTING STATION	4
	▪ Suggested Voting Station Layout	5
2.	<u>DURING VOTING HOURS</u> (10:00 A.M. - 8:00 P.M.)	
A.	GENERAL INFORMATION	
	▪ Voting Hours	6
	▪ Locking and Sealing the Ballot Box	6
	▪ Peace and Order in Voting Station	7
	▪ Persons at Voting Station	7
	▪ Eligibility to Vote	8
	▪ Rules of Residence	8
	▪ Used Forms	8
	▪ Appointment of Candidates' Agent	9
	▪ Voting of Election Officer	9

B. VOTING PROCEDURE

▪ Voting Register Entry	10
▪ Delivery of Ballot Card	11
▪ Secrecy of Vote	11
▪ Spoiled Ballot Card	12
▪ Declined Ballot	12
▪ Disposal of Marked Ballot Card	12
▪ Elector Leaving Station with Ballot Card	13
▪ Objection to a Person Voting	13
▪ Incapacitated Elector	13
▪ Interpreter	14

3. AFTER VOTING HOURS (8:00 P.M. -)

▪ Delivery of Ballot Box	15
▪ Post Vote Procedure at the Voting Station	15
▪ Delivery of Ballot Account and Supplies	17
▪ Map	18

I N T R O D U C T I O N

This manual has been compiled to assist the Election Officers with their duties on Election Day. The Manual does not include all the provisions of the Local Authorities Election Act. For exact wording of the Act, the Local Authorities Election Act should be consulted. The Presiding Deputy Returning Officer will be provided with a copy of the complete Act.

THE PRESIDING DEPUTY RETURNING OFFICER: is the Officer in Charge at every voting station, and in the event of dispute, is the final deciding authority in all matters within the voting station.

If you require any assistance, please call the Information/Question numbers appearing on the inside of the front cover of this Manual.

There are a number of election officers referred to throughout this Manual, in both an extended and an abbreviated form. They Are:

Presiding Deputy Returning Officer	P.D.R.O.
Deputy Returning Officer	D.R.O.
Deputy Returning Officer/Ballot Box Clerk	B.B.C.

1. **BEFORE VOTING HOURS (9:30 A.M. - 10:00 A.M.)**

A. **GENERAL INFORMATION**

Work Hours

All election officers are to be at their station by 9:30 a.m. and are required to remain until the station closes at 8:00 p.m. and all their duties are completed.

Meals

Bring lunch for noon and evening and snacks as required. You may wish to bring a cushion, too.

B. VOTING STATION STAFFING

Each voting station will be staffed with a Presiding Deputy Returning Officer, a Ballot Box Clerk, and from two to six Deputy Returning Officers.

Voting Stations with 4 Election Officers

<u>VOTING SUBDIVISION</u>	<u>VOTING STATION</u>
8	North Elementary School
10	Central Elementary School
18	St. Leonard's Anglican Church
19	Memorial Centre

Voting Stations with 5 Election Officers

<u>VOTING SUBDIVISION</u>	<u>VOTING STATION</u>
1	Glendale Junior High School
2	Aspen Heights Elementary School
6	Dawe Centre
7	Ecole St. Louis de Montfort School
9	Fairview School
11	Red Deer Museum
13	West Park Junior High School
20	Michener Centre Theatre

Voting Station with 6 Election Officers

<u>VOTING SUBDIVISION</u>	<u>VOTING STATION</u>
4	Pines Community Elementary School
12	West Park Elementary School
15	Bower-Kin Community Centre
16	G.W. Smith Elementary School
17	Mountview Elementary School
21	Clearview Meadows Community Centre
23	Annie L. Gaetz Elementary School
24	Morrisroe Extension Shelter
25	St. Elizabeth Seton School
26	Rosedale Community Shelter
27	Holy Family School

Voting Station with 7 Election Officers

<u>VOTING SUBDIVISION</u>	<u>VOTING STATION</u>
3	Normandeau School
5	Oriole Park Elementary School
14	Piper Creek Elementary School

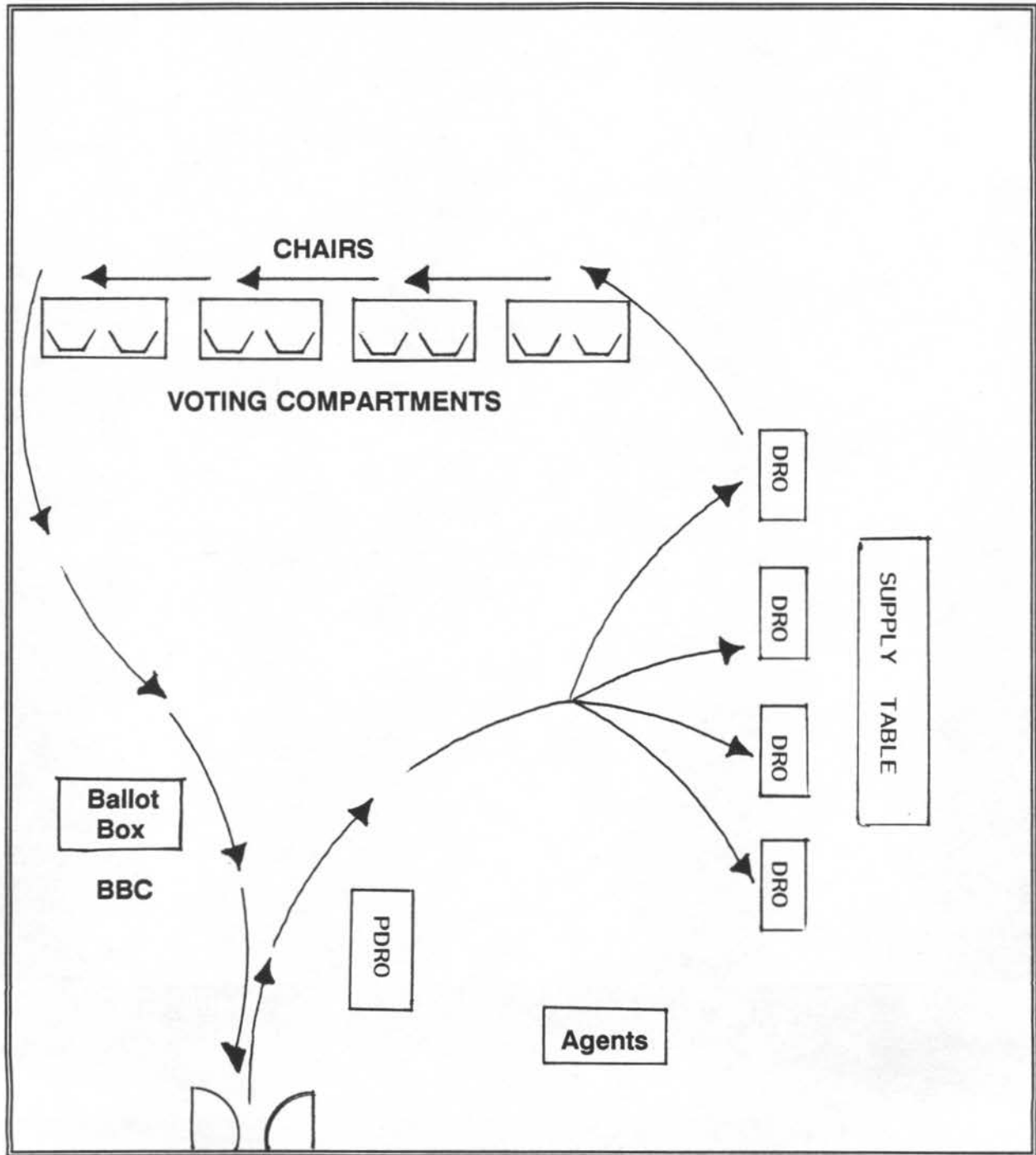
Voting Station with 8 Election Officers

<u>VOTING SUBDIVISION</u>	<u>VOTING STATION</u>
22	Joseph Welsh Elementary School

C. **PREPARATIONS AT VOTING STATION**

- 1) The following are to be posted in the Voting Station in conspicuous locations easily accessible to the electors:
 - Instructions for Electors
 - Voting Subdivisions and Stations Map
 - Can I Vote? (poster).
- 2) Place all "Vote Here" signs in most appropriate places outside of building and "arrow" signs inside of building where necessary to direct electors to the voting station.
- 3) Arrange tables, chairs and ALL voting compartments. See suggested layout on page 5.
- 4) P.D.R.O. sets up the supply table with the following:
 - Binder with all required forms
 - "Spoiled Ballot" envelope
 - "Used Forms" envelope
 - Canvas Bag containing additional Ballot Cards and extra supplies.
- 5) P.D.R.O. gives each D.R.O a supply of ballot cards and a voting register.
- 6) Count opened packets of ballot cards and record the exact number on the form (found in the binder) "RECORD OF BALLOT CARDS SUPPLIED" - (see page 1, How To Fill Out Forms).

SUGGESTED VOTING STATION LAYOUT



2. **DURING VOTING HOURS (10:00 A.M. - 8:00 P.M.)**

A. **GENERAL INFORMATION**

Voting Hours

Every voting station shall be kept open continuously on Election Day from 10:00 a.m. to 8:00 p.m.

Promptly at 10:00 a.m., the Presiding Deputy Returning Officer shall declare the voting station "OPEN", and promptly at 8:00 p.m., the P.D.R.O. shall declare the voting station "CLOSED".

If, when the voting station is declared closed, there are any electors in the voting station who wish to vote, they shall be permitted to do so, but no other person shall be allowed to enter the voting station for that purpose.

Locking and Sealing the Ballot Box

The Ballot Box Clerk shall, immediately after the opening of the voting station:

- show the ballot box to the persons present at the station so that they can see that it is empty;
- lock the box and place a seal over the key hole;
- have the seal signed or initialled by the P.D.R.O. to prevent it being opened without breaking the seal;
- place the ballot box on the ballot box table in full view of all present during the hours of voting.

Peace and Order in Voting Station

The Presiding Deputy Returning Officer shall maintain peace and order within the voting station

Should the need arise, the P.D.R.O. may also call to his/her assistance a police officer or any other person for the purpose of:

- maintaining order;
- preserving the public peace;
- preventing any breach of the public peace; and
- removing any person who is obstructing the voting or contravening The Local Authorities Election Act.

Persons at Voting Stations

The only persons entitled to be in the voting station during voting hours are:

- Returning Officer
- Presiding Deputy Returning Officer
- Deputy Returning Officers
- Constable
- Candidates
- Agents authorized to attend
- Electors who are actually engaged in the voting process.

The P.D.R.O. may, however, authorize a person or persons to temporarily observe the voting procedures from a location within the voting station that will not allow them to see how the electors mark their ballots (i.e. supervised class of school children, news media).

Persons permitted to be present in the voting station shall leave on the request of the P.D.R.O.

NOTE: Electors can go to any D.R.O. in their voting station to register to vote and obtain a ballot card. The P.D.R.O. should ensure that electors are evenly dispersed between the D.R.O.'s.

Eligibility to Vote

A person is eligible to vote if he:

- is at least 18 years old;
- is a Canadian citizen;
- has not voted before in this election;
- has resided in Alberta for the 6 consecutive months immediately preceding Election Day (since April 19 1992); and
- is a resident of the Voting Subdivision on Election Day (October 19, 1992).

Rules of Residence

- The residence of a person is the place where he lives and sleeps and to which, when he is absent, he intends to return.
- A person does not lose his residence by leaving his residence for a temporary purpose.
- If a person leaves the area with the intention of making his home elsewhere, he loses his residence within the area.
- A person may have only one place of residence for the purpose of voting.
- A person must indicate if he is a resident of a public school district or a separate school district.

Used Forms

All used forms are to be placed in the "USED FORMS" envelope found on the supply table.

Appointment of Candidates' Agents

If a person comes to the voting station as a candidates' agent, before he can observe the election procedure he must:

- present to the P.D.R.O. a form "Appointment of Candidates' Agents" signed by the candidate - (see page 2, How to Fill Out Forms); and
- make a statement in the prescribed form "Statement of an Agent", Form 10 - (see page 3, How to Fill Out Forms).

Only one agent for each candidate shall be allowed to be at the voting station at any time during voting hours.

However, both the candidate and an agent may be present at the same time.

Voting of Election Officers

The Returning Officer will provide election officers who are stationed at a voting station other than where they are entitled to vote, with a certificate (Election Officer Voting at Assigned Station) which will allow them to vote where they are working. The certificates are found in the binder.

B. VOTING PROCEDURE**Voting Register Entries**

All entries and filling out of statements must be done in **pen**.

Every elector who comes to vote must make a statement in the prescribed form which is found on every page of the voting register.

The elector shall be allowed to vote after entering his name and address, reading and signing the statement.

The D.R.O. shall check (✓) in the appropriate boxes:

- the ballot card;
- the school system for which the elector wishes to vote - (see page 4, How to Fill Out Forms).

If an elector:

- refuses to make the statement;
- refuses to sign the voting register; or
- is in the wrong voting station

HE MAY NOT VOTE.

NOTE: If an elector is in the wrong voting station, the D.R.O. shall advise the elector as to the correct voting station where he may vote.

The D.R.O. shall:

- write the reason why the elector did not vote at the bottom of the voting register page beside the heading "OTHER" - (see page 5 and 6, How to Fill Out Forms).
- record the voter number in the space provided on the front of the voting register - (see page 7, How to Fill Out Forms).

Delivery of Ballot Card

When a person is permitted to vote, the D.R.O. shall give the elector a ballot card that:

- has been initialled at the top and the arrow completed opposite the initials;
- the arrow has been completed for the appropriate school board - (see Demonstration Ballot, page 8, How to Fill Out Forms).

The D.R.O. shall explain to the elector the proper method of voting by saying the following:

- Please use the pencil in the voting compartment.
- Complete the arrow beside the name of the person for whom you wish to vote.
- When you have completed your vote, return the ballot card into the secrecy sleeve in order to conceal your vote and leave the D.R.O.'s initials exposed.
- Take the ballot card to the Ballot Box Clerk to be deposited in the ballot box.

NOTE: If you are asked, advise the elector as follows:

The ballot indicates the maximum number of candidates that can be voted for. You may vote for less than the maximum number but not more.

Secrecy of Vote

Voting shall be by secret ballot.

No other person may, except in the case of helping an incapacitated elector, enter the voting compartment while the elector is marking a ballot card.

Spoiled Ballot Card

An elector who has marked, torn or dealt with his ballot card in a manner that it cannot be used will receive another ballot card if:

- he returns the spoiled ballot card to the D.R.O.; and
- the D.R.O. is satisfied that the spoiled ballot card cannot be used.

Declined Ballot

If an elector returns the ballot card and states that he is declining to vote:

- the elector is not entitled to another ballot card;
- the Ballot Box Clerk shall deposit the declined ballot in the ballot box.

Disposal of Marked Ballot Card

After the elector has marked his ballot card, he shall deliver the ballot card to the Ballot Box Clerk who will:

- verify the initials on the ballot card and verify that the arrow has been completed opposite the initials;
- verify that the arrow has been completed for the school board - (see page 8, How to Fill Out Forms);
- deposit the ballot card into the ballot box in such a way as to remove the secrecy sleeve without exposing any marks made by the elector on the ballot card.

NOTE: If the arrow for the school board has not been completed, the B.B.C. shall complete the arrow as indicated by the elector.

An elector whose ballot card has been deposited in the ballot box has completed his vote and shall immediately leave the voting station.

Elector Leaving Station With Ballot Card

No person who has received a ballot card from the D.R.O. shall take the ballot card out of the voting station.

Any person who, having received a ballot card from the D.R.O., leaves the voting station without first delivering it to the B.B.C., forfeits his right to vote at the election. The D.R.O. shall record in the voting register in the area at the bottom of the page headed "OTHER" that the elector has left the voting station with the ballot card - (see page 9, How to Fill Out Forms), and also record the voter number on the front of the voting register - (see page 7, How to Fill Out Forms).

Objection To A Person Voting

If a candidate or his agent objects to a person who makes a statement, the D.R.O. shall write in the voting register:

- the reason for the objection;
- the name of the candidate or agent making the objection; and
- initial the objection - (see page 10, How to Fill Out Forms).

Incapacitated Elector

An elector who is unable to read or is incapacitated by blindness or another physical condition which prevents him from marking his ballot, may request the assistance.

Of the D.R.O.

- First the elector must make the prescribed statement (Form 11) - (see page 11, How to Fill Out Forms).
- The D.R.O. shall put a check (✓) in the appropriate box and write the reason why the ballot card was marked by another person - (see page 12, How to Fill Out Forms).
- Then the D.R.O. will go to the voting compartment with the elector and mark the ballot card as directed by the elector.

Of a Friend

- If an incapacitated elector is accompanied by a friend, after the elector and the friend have made the prescribed statements (Form 11) the friend may assist the elector in voting - (see page 13, How to Fill Out Forms).
- The D.R.O. shall put a check (✓) in the appropriate box and write the reason why the voting card was marked by another person - (see page 14, How to Fill Out Forms).

Interpreter

If an elector does not understand the English language, an interpreter is allowed to translate the statement and any other questions necessary for the elector to vote.

Before the interpreter is allowed to assist the elector he must make a statement in the prescribed form (Form 11) - (see page 15, How to Fill Out Forms).

The D.R.O. shall write the word "interpreter" at the bottom of the page in the voting register opposite the heading "OTHER" - (see page 16, How to Fill Out Forms).

3. AFTER VOTING HOURS (8:00 P.M. -)

Delivery of Ballot Box

- the B.B.C. shall seal the slot of the ballot box containing the used ballot cards with the tape provided;
- the P.D.R.O. shall observe the sealing of the ballot box and initial the seal so that the box cannot be opened without breaking the seal.
- the B.B.C. and D.R.O. #1 shall immediately deliver the sealed ballot box to the counting centre - ELECTION OFFICE, 4th FLOOR, CITY HALL (entry to City Hall will be by way of the loading ramp off Ross (50) Street; then proceed directly to the fourth floor using the elevator) - (see Map, page 18 of the Manual).
- the duties of the B.B.C. and D.R.O. #1 are completed when the sealed ballot box has been received by the Deputy supervising at the counting centre, and the time of arrival has been recorded in the Check In Book.

Post Vote Procedure at the Voting Station

The P.D.R.O. with the assistance of D.R.O. #2 shall:

- count all the unused ballot cards;
- count all spoiled ballot cards;
- complete Ballot Account - Form 14B - (see page 17, How to Fill Out Forms). **Do Not Put In Ballot Box.**

- complete Deputy's Certification and Statement on completion of Ballot Count - Form 9

Determine the number of persons registered to vote by:

- adding up the totals from the last used page of each voting register, **minus**
 - the total (No Votes Cast) if any, from the front of each voting register - (see page 18, How to Fill Out Forms);
- place **ONLY** the following in the ballot box:
 - 1) All used voting registers;
 - 2) "USED FORMS" envelope containing all used forms and statements;
 - 3) "SPOILED BALLOTS" envelope containing all spoiled ballots;
 - 4) All unused ballot cards.
 - lock and seal the ballot box by putting tape over the lock and over the slot and initial the seals.

Remaining D.R.O.'s are responsible for:

- taking down all arrows and signs;
- dismantling the voting compartments;
- preparing all other supplies for return to City Hall.

Delivery of Ballot Account and Supplies

P.D.R.O. with D.R.O. #2 shall as soon as practicable deliver to City Hall basement (entry by way of loading ramp off Ross (50) Street) - (see Map, page 18):

- Ballot Box(es)
- Canvas Bag with other supplies
- Signs
- Voting Compartments
- "BALLOT ACCOUNT" Form 14B - **(DO NOT PUT IN BALLOT BOX)**.

The P.D.R.O.'s duties are completed when:

- all of the above have been delivered to the Returning Officer in basement of City Hall; and
- all of the above have been acknowledged as received.

HOW TO FILL OUT FORMS

CITY OF RED DEER

GENERAL ELECTION

OCTOBER 19, 1992

TABLE OF CONTENTS

	PAGE	REFERENCE PAGE IN MANUAL
Record of Ballot Cards Supplied	1	(4)
Appointment of Candidates' Agent	2	(9)
Statement of an Agent (Form 10)	3	(9)
Voting Register Entry	4	(10)
Refused to Sign	5	(10)
In Wrong Voting Station	6	(10)
Voting Register Front Cover - No Vote Cast	7	(10)
Demonstration Ballot	8	(11)
Elector Leaving Station with Ballot Card	9	(13)
Objection to Person Voting	10	(13)
Incapacitated Elector (Form 11)	11	(13)
Incapacitated Elector - D.R.O. Assists	12	(13)
Incapacitated Elector and Friend (Form 11)	13	(14)
Incapacitated Elector - Friend Assists	14	(14)
Interpreter (Form 11)	15	(14)
Interpreter Assists	16	(14)
Ballot Account (Form 14B)	17	(15)
Deputy's Certification (Form 9)	18	(16)

RECORD OF BALLOT CARDS SUPPLIED

LOCAL JURISTITION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992

VOTING SUBDIVISION: 1

VOTING STATION: GLENDAL JR. HIGH SCHOOL

NUMBER OF BALLOT CARD PACKETS SUPPLIED 12

<u>Packets of Ballot Cards Opened</u>	<u>Counted Number of Ballot Cards per Packet</u>
1	<u>99</u>
2	<u>100</u>
3	<u>100</u>
4	<u>97</u>
5	<u>100</u>
6	<u>99</u>
7	<u> </u>
8	<u> </u>
9	<u> </u>
10	<u> </u>
11	<u> </u>
12	<u> </u>
Total Number of Ballot Cards Opened	(a) <u>595</u>
Total Number of Ballot Cards Unopened =	(b) <u>600</u>
<u>6</u> x <u>100</u>	
Number of Packets Unopened	Ballot Cards Per Packet
Total Number of Ballot Cards Supplied (a + b)	* <u>1195</u>

* ENTER THIS FIGURE ON THE BALLOT ACCOUNT FORM 14B

APPOINTMENT OF CANDIDATES' AGENT

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992VOTING SUBDIVISION: 20 VOTING STATION: MICHENER CENTRE THEATER

TO: PRESIDING DEPUTY RETURNING OFFICER

I, ROSE BLOSSOM hereby appoint
(Name of Candidate) PLEASE PRINTTINY TIM to act as my Agent at the
(Name of Agent) PLEASE PRINTRose Blossom
Signature of CandidateROSE BLOSSOM
Printed Name of CandidateOctober 16, 1992
Date of Appointment

STATEMENT OF AGENT

LOCAL AUTHORITIES ELECTION ACT
(SECTIONS 69, 70)LOCAL JURISDICTION: CITY OF RED DEER, PROVINCE OF ALBERTADATE OF ELECTION (OR VOTE ON A BYLAW OR QUESTION): OCTOBER 19, 1992I, TINY TIM, of the CITY OF RED DEER
(Name of Agent) (Name of Local Jurisdiction)

in the Province of Alberta, am at least 18 years of age and,

(a) FOR THE PURPOSES OF AN ELECTION, will act as agent on behalf of

ROSE BLOSSOM for the office of MAYOR
(Name of Candidate) (Office for which Candidate was Nominated)

OR

(b) FOR THE PURPOSES OF A VOTE ON A BYLAW, will act as agent for those persons who are interested in

(Check [✓] One) ☐ promoting the passing of Bylaw No. _____
☐ opposing the passing of Bylaw No. _____

OR

(c) FOR THE PURPOSES OF A VOTE ON A QUESTION, will act as agent on behalf of those persons who are interested in

(Check [✓] One) ☐ voting in the **positive** on the question set out.
☐ voting in the **negative** on the question set out.

AND I will in all respects, maintain and aid in maintaining the absolute secrecy of the vote.

Tiny Tim
(Signature of Agent)

IT IS AN OFFENCE TO SIGN A FALSE STATEMENT

Form 8

VOTING REGISTER

LOCAL AUTHORITIES ELECTION ACT
(SECTIONS 52, 53, 59, 78)

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992VOTING SUBDIVISION: 1 VOTING STATION: GLENDALE JR. HIGH SCHOOL**STATEMENT OF ELECTOR ELIGIBILITY**

I, JOHN SMITH of 4 GOOD CR.
 (Name of Elector) (Address of Elector)

am eligible to vote at the above mentioned election because:

- ☐ I have not voted before in this election;
- ☐ I am 18 years of age or older;
- ☐ I am a Canadian Citizen;
- ☐ I have resided in Alberta for the 6 consecutive months immediately preceding Election Day;
- ☐ I am resident of this Voting Subdivision on Election Day; and

Where applicable: (check ☒ One)☒ I am a public school supporter, or☐ I am a separate school supporter.

John Smith
 (Signature of Elector)

IT IS AN OFFENCE TO SIGN A FALSE STATEMENT**DEPUTY RETURNING OFFICER**VOTER NUMBER: 01**ISSUED TO ELECTOR** (Check ☒)

- ☒ Ballot Card (Mayor, Aldermen, Hospital, Public School, Separate School, Bylaw or Question)
- ☒ Public School Trustee
- ☐ Separate School Trustee

OBJECTION TO PERSON VOTING	Name of Candidate/Agent Making Objection:	Deputy's Initials:
	Reason for Objection:	
INCAPACITATED ELECTOR	Ballot of Incapacitated Elector Was Marked By Another Person (Check <input checked="" type="checkbox"/>)	<input type="checkbox"/>
	Reason:	
OTHER		

Form 8

VOTING REGISTER

LOCAL AUTHORITIES ELECTION ACT
(SECTIONS 52, 53, 59, 78)

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992VOTING SUBDIVISION: 22 VOTING STATION: JOSEPH WELSH ELEMENTARY SCHOOL**STATEMENT OF ELECTOR ELIGIBILITY**

I, SAM JONES of 12 ERICKSON DR.
(Name of Elector) (Address of Elector)

am eligible to vote at the above mentioned election because:

- ☒ I have not voted before in this election;
- ☒ I am 18 years of age or older;
- ☒ I am a Canadian Citizen;
- ☒ I have resided in Alberta for the 6 consecutive months immediately preceding Election Day;
- ☒ I am resident of this Voting Subdivision on Election Day; and

Where applicable: (check [✓] One)

☐ I am a public school supporter, or☐ I am a separate school supporter._____
(Signature of Elector)**IT IS AN OFFENCE TO SIGN A FALSE STATEMENT****DEPUTY RETURNING OFFICER**VOTER NUMBER: 02**ISSUED TO ELECTOR** (Check [✓])

- ☐ Ballot Card (Mayor, Aldermen, Hospital, Public School, Separate School, Bylaw or Question)
- ☐ Public School Trustee
- ☐ Separate School Trustee

OBJECTION TO PERSON VOTING	Name of Canadidate/Agent Making Objection:	Deputy's Initials:
	Reason for Objection:	
INCAPACITATED ELECTOR	Ballot of Incapacitated Elector Was Marked By Another Person (Check [✓]) <input type="checkbox"/>	
	Reason:	
OTHER	<u>refused to sign</u>	

Form 8

VOTING REGISTER

LOCAL AUTHORITIES ELECTION ACT
(SECTIONS 52, 53, 59, 78)

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992VOTING SUBDIVISION: 20 VOTING STATION: MICHENER CENTRE THEATER.**STATEMENT OF ELECTOR ELIGIBILITY**

I, GEORGE WHITE of 27 CLARK CR.
 (Name of Elector) (Address of Elector)

am eligible to vote at the above mentioned election because:

- ☒ I have not voted before in this election;
- ☒ I am 18 years of age or older;
- ☒ I am a Canadian Citizen;
- ☒ I have resided in Alberta for the 6 consecutive months immediately preceding Election Day;
- ☒ I am resident of this Voting Subdivision on Election Day; and

Where applicable: (check ☒ One)☐ I am a public school supporter, or☐ I am a separate school supporter._____
(Signature of Elector)**IT IS AN OFFENCE TO SIGN A FALSE STATEMENT****DEPUTY RETURNING OFFICER**VOTER NUMBER: 21**ISSUED TO ELECTOR** (Check ☒)

- ☐ Ballot Card (Mayor, Aldermen, Hospital, Public School, Separate School, Bylaw or Question)
- ☐ Public School Trustee
- ☐ Separate School Trustee

OBJECTION TO PERSON VOTING	Name of Candidate/Agent Making Objection:	Deputy's Initials:
	Reason for Objection:	
INCAPACITATED ELECTOR	Ballot of Incapacitated Elector Was Marked By Another Person (Check <input checked="" type="checkbox"/>)	<input type="checkbox"/>
	Reason:	
OTHER	<u>in the wrong voting station</u>	

VOTING REGISTER

CITY OF RED DEER

DATE OF VOTING: October 19, 1992

VOTING SUBDIVISION: 1

VOTING STATION: GLENDALE JR. HIGH SCHOOL

D.R.O. 2

FOR D.R.O.'S USE ONLY:

REASONS FOR NO VOTE CAST





ELECTOR:

REFUSED TO MAKE THE STATEMENT
REFUSED TO SIGN THE VOTING REGISTER
DECLINED ALL BALLOTS
IS IN THE WRONG VOTING STATION
LEFT VOTING STATION WITH BALLOT CARD

VOTER NUMBER: 02 _____
21 _____

DEMONSTRATION BALLOT











































City of Red Deer
General Election October 19, 1992

Deputy's Initial		
Public School Supporter		
Separate School Supporter		

To Vote, completely fill in the arrow(s)
Pointing to your choice(s) like this



Use Only Special Marker Provided

For the Office of MAYOR	For the Office of ALDERMAN	For the Office of HOSPITAL BOARD MEMBER
Vote for One (1) Candidate Only	Vote for a Maximum of Eight (8) Candidates	Vote for a Maximum of Five (5) Candidates
BLACK, A.B.  	CREAM, E.F.  	LIME, S.  
BLUE, C.  	GREEN, G.  	MAGENTA, T.  
BROWN, D.  	GREY, H.I.  	MAROON, V.  
	ORANGE, J.K.  	PINK, W.X.  
	PURPLE, L.  	ROSE, Y.  
	TAN, M.  	ROUGE, Z.A.  
	VIOLET, N.O.  	SCARLET, B.  
	YELLOW, P.  	TANGERINE,  
	WHITE, Q.R.  	WINE, E.  

VOTE BOTH SIDES

For the Office of

**PUBLIC
SCHOOL
TRUSTEE**

Vote for a Maximum of
Seven (7) Candidates

LIME, S. ← ➤

MAGENTA, T. ← ➤

MAROON, V. ← ➤

PINK, W.X. ← ➤

ROSE, Y. ← ➤

ROUGE, Z.A. ← ➤

SCARLET, B. ← ➤

TANGERINE, ← ➤

WINE, E. ← ➤

For the Office of

**SEPARATE
SCHOOL
TRUSTEE**

Vote for a Maximum of
Five (5) Candidates

CREAM, E.F. ← ➤

GREEN, G. ← ➤

GREY, H.I. ← ➤

ORANGE, J.K. ← ➤

PURPLE, L. ← ➤

TAN, M. ← ➤

VIOLET, N.O. ← ➤

YELLOW, P. ← ➤

WHITE, Q.R. ← ➤

VOTE BOTH SIDES

Form 8

VOTING REGISTER

LOCAL AUTHORITIES ELECTION ACT
(SECTIONS 52, 53, 59, 78)

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992VOTING SUBDIVISION: 1 VOTING STATION: GLENDALE JR. HIGH SCHOOL**STATEMENT OF ELECTOR ELIGIBILITY**

I, ANN SMITH of 3 KIRBY ST.
(Name of Elector) (Address of Elector)

am eligible to vote at the above mentioned election because:

- ☒ I have not voted before in this election;
- ☒ I am 18 years of age or older;
- ☒ I am a Canadian Citizen;
- ☒ I have resided in Alberta for the 6 consecutive months immediately preceding Election Day;
- ☒ I am resident of this Voting Subdivision on Election Day; and

Where applicable: (check ☒ One)☐ I am a public school supporter, or☒ I am a separate school supporter.

Ann Smith
(Signature of Elector)

IT IS AN OFFENCE TO SIGN A FALSE STATEMENT**DEPUTY RETURNING OFFICER**VOTER NUMBER: 03**ISSUED TO ELECTOR** (Check ☒)☒ Ballot Card (Mayor, Aldermen, Hospital, Public School, Separate School, Bylaw or Question)☐ Public School Trustee☒ Separate School Trustee

OBJECTION TO PERSON VOTING	Name of Candidate/Agent Making Objection:	Deputy's Initials:
	Reason for Objection:	
INCAPACITATED ELECTOR	Ballot of Incapacitated Elector Was Marked By Another Person (Check <input checked="" type="checkbox"/>)	<input type="checkbox"/>
	Reason:	
OTHER	<u>Left station with ballot card.</u>	

Form 8

VOTING REGISTER

LOCAL AUTHORITIES ELECTION ACT
(SECTIONS 52, 53, 59, 78)

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992VOTING SUBDIVISION: 5 VOTING STATION: ORIDLE PARK ELEMENTARY SCHOOL**STATEMENT OF ELECTOR ELIGIBILITY**

I, IVAN BLACK of 22 OLSEN ST.
 (Name of Elector) (Address of Elector)

am eligible to vote at the above mentioned election because:

- ☒ I have not voted before in this election;
- ☒ I am 18 years of age or older;
- ☒ I am a Canadian Citizen;
- ☒ I have resided in Alberta for the 6 consecutive months immediately preceding Election Day;
- ☒ I am resident of this Voting Subdivision on Election Day; and

Where applicable: (check ☒ One)☒ I am a public school supporter, or☐ I am a separate school supporter.

Black
 (Signature of Elector)

IT IS AN OFFENCE TO SIGN A FALSE STATEMENT**DEPUTY RETURNING OFFICER**VOTER NUMBER: 19**ISSUED TO ELECTOR** (Check ☒)☒ Ballot Card (Mayor, Aldermen, Hospital, Public School, Separate School, Bylaw or Question)☒ Public School Trustee☐ Separate School Trustee

OBJECTION TO PERSON VOTING	Name of Candidate/Agent Making Objection: <u>Joe Green</u>	Deputy's Initials: <u>AD</u>
	Reason for Objection: <u>has not lived in Alberta 6 months</u>	
INCAPACITATED ELECTOR	Ballot of Incapacitated Elector Was Marked By Another Person (Check <input checked="" type="checkbox"/>)	<input type="checkbox"/>
	Reason:	
OTHER		

STATEMENT OF INTERPRETER, INCAPACITATED ELECTOR, FRIEND OF INCAPACITATED ELECTOR

LOCAL AUTHORITIES ELECTION ACT
(SECTIONS 72, 78)

LOCAL JURISDICTION: City of Red Deer, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992

VOTING SUBDIVISION 17 VOTING STATION: MOUNTVIEW ELEMENTARY SCHOOL

STATEMENT OF INTERPRETER

I, _____ of _____
(Name of Interpreter) (Local Jurisdiction)
in the Province of Alberta, will faithfully translate such statements, questions and answers that the deputy
returning officer may require to be translated at this election and I will keep secret all information which may come
to me by virtue of being the interpreter for _____
(Name of Elector)

(Signature of Interpreter)

STATEMENT OF INCAPACITATED ELECTOR

VERBAL STATEMENT

Are you Tom Brown of THE CITY OF RED DEER
(Name of Incapacitated Elector) (Local Jurisdiction)
in the Province of Alberta, unable to mark your ballot in the usual manner because you are unable to read, or you are
incapacitated by blindness, or you are incapacitated by a physical condition.

STATEMENT OF FRIEND OF INCAPACITATED ELECTOR

I, _____ of _____
(Name of Friend of Incapacitated Elector) (Local Jurisdiction)
in the Province of Alberta, am the friend of _____, an incapacitated
(Name of Incapacitated Elector)
elector. I will read the ballot to my friend and will mark the ballot in accordance with my friend's instructions. I
will keep secret all information which may come to me by assisting my friend.

(Signature of Friend of Incapacitated Elector)

IT IS AN OFFENCE TO MAKE OR SIGN A FALSE STATEMENT

(FILE WITH ELECTOR'S VOTING REGISTER FORM)

Form 8

VOTING REGISTER

LOCAL AUTHORITIES ELECTION ACT
(SECTIONS 52, 53, 59, 78)

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992VOTING SUBDIVISION: 17 VOTING STATION: MOUNTVIEW ELEMENTARY SCHOOL**STATEMENT OF ELECTOR ELIGIBILITY**

I, Tom BROWN of 3511 -45 ST
(Name of Elector) (Address of Elector)

am eligible to vote at the above mentioned election because:

- ☒ I have not voted before in this election;
- ☒ I am 18 years of age or older;
- ☒ I am a Canadian Citizen;
- ☒ I have resided in Alberta for the 6 consecutive months immediately preceding Election Day;
- ☒ I am resident of this Voting Subdivision on Election Day; and

Where applicable: (check ☒ One)☐ I am a public school supporter, or☒ I am a separate school supporter._____
(Signature of Elector)**IT IS AN OFFENCE TO SIGN A FALSE STATEMENT****DEPUTY RETURNING OFFICER**VOTER NUMBER: 20**ISSUED TO ELECTOR** (Check ☒)☒ Ballot Card (Mayor, Aldermen, Hospital, Public School, Separate School, Bylaw or Question)☐ Public School Trustee☒ Separate School Trustee

OBJECTION TO PERSON VOTING	Name of Candidate/Agent Making Objection:	Deputy's Initials:
	Reason for Objection:	
INCAPACITATED ELECTOR	Ballot of Incapacitated Elector Was Marked By Another Person (Check <input checked="" type="checkbox"/>)	
	Reason: <u>blind, marked by D.R.O.</u>	
OTHER		

STATEMENT OF INTERPRETER, INCAPACITATED ELECTOR, FRIEND OF INCAPACITATED ELECTOR

LOCAL AUTHORITIES ELECTION ACT
(SECTIONS 72, 78)

LOCAL JURISDICTION: City of Red Deer, PROVINCE OF ALBERTA
ELECTION DATE: October 19, 1992
VOTING SUBDIVISION 5 VOTING STATION: ORIDLE PARK ELEMENTARY SCHOOL

STATEMENT OF INTERPRETER

I, _____ of _____
(Name of Interpreter) (Local Jurisdiction)
in the Province of Alberta, will faithfully translate such statements, questions and answers that the deputy
returning officer may require to be translated at this election and I will keep secret all information which may come
to me by virtue of being the interpreter for _____
(Name of Elector)

(Signature of Interpreter)

STATEMENT OF INCAPACITATED ELECTOR

VERBAL STATEMENT

Are you MARY DAY of THE CITY OF RED DEER
(Name of Incapacitated Elector) (Local Jurisdiction)
in the Province of Alberta, unable to mark your ballot in the usual manner because you are unable to read, or you are
incapacitated by blindness, or you are incapacitated by a physical condition.

STATEMENT OF FRIEND OF INCAPACITATED ELECTOR

I, JOAN PEPPER of THE CITY OF RED DEER
(Name of Friend of Incapacitated Elector) (Local Jurisdiction)
in the Province of Alberta, am the friend of MARY DAY, an incapacitated
(Name of Incapacitated Elector)
elector. I will read the ballot to my friend and will mark the ballot in accordance with my friend's instructions. I
will keep secret all information which may come to me by assisting my friend.

Joan Pepper
(Signature of Friend of Incapacitated Elector)

IT IS AN OFFENCE TO MAKE OR SIGN A FALSE STATEMENT

(FILE WITH ELECTOR'S VOTING REGISTER FORM)

Form 8

VOTING REGISTER

LOCAL AUTHORITIES ELECTION ACT
(SECTIONS 52, 53, 59, 78)

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992VOTING SUBDIVISION: 5 VOTING STATION: ORIOLE PARK ELEMENTARY SCHOOL**STATEMENT OF ELECTOR ELIGIBILITY**

I, MARY DAY of 16 OLIVER ST.
 (Name of Elector) (Address of Elector)

am eligible to vote at the above mentioned election because:

- ☒ I have not voted before in this election;
- ☒ I am 18 years of age or older;
- ☒ I am a Canadian Citizen;
- ☒ I have resided in Alberta for the 6 consecutive months immediately preceding Election Day;
- ☒ I am resident of this Voting Subdivision on Election Day; and

Where applicable: (check [✓] One) ☒ I am a public school supporter, or☐ I am a separate school supporter._____
(Signature of Elector)**IT IS AN OFFENCE TO SIGN A FALSE STATEMENT****DEPUTY RETURNING OFFICER**VOTER NUMBER: 50**ISSUED TO ELECTOR** (Check [✓])

- ☒ Ballot Card (Mayor, Aldermen, Hospital, Public School, Separate School, Bylaw or Question)
- ☒ Public School Trustee
- ☐ Separate School Trustee

OBJECTION TO PERSON VOTING	Name of Candidate/Agent Making Objection:	Deputy's Initials:
	Reason for Objection:	
INCAPACITATED ELECTOR	Ballot of Incapacitated Elector Was Marked By Another Person (Check [✓])	<input checked="" type="checkbox"/>
	Reason: <u>unable to write marked by friend</u>	
OTHER		

STATEMENT OF INTERPRETER, INCAPACITATED ELECTOR, FRIEND OF INCAPACITATED ELECTOR

LOCAL AUTHORITIES ELECTION ACT
(SECTIONS 72, 78)

LOCAL JURISDICTION: The City of Red Deer, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992

VOTING SUBDIVISION 17 VOTING STATION: MOUNTVIEW ELEMENTARY SCHOOL

STATEMENT OF INTERPRETER

I, JANE DOE of THE CITY OF RED DEER
(Name of Interpreter) (Local Jurisdiction)

in the Province of Alberta, will faithfully translate such statements, questions and answers that the deputy returning officer may require to be translated at this election and I will keep secret all information which may come to me by virtue of being the interpreter for ABDU RAMJIB.
(Name of Elector)

J. Doe
(Signature of Interpreter)

STATEMENT OF INCAPACITATED ELECTOR

VERBAL STATEMENT

Are you _____ of _____
(Name of Incapacitated Elector) (Local Jurisdiction)

in the Province of Alberta, unable to mark your ballot in the usual manner because you are unable to read, or you are incapacitated by blindness, or you are incapacitated by a physical condition.

STATEMENT OF FRIEND OF INCAPACITATED ELECTOR

I, _____ of _____
(Name of Friend of Incapacitated Elector) (Local Jurisdiction)

in the Province of Alberta, am the friend of _____, an incapacitated
(Name of Incapacitated Elector)
elector. I will read the ballot to my friend and will mark the ballot in accordance with my friend's instructions. I will keep secret all information which may come to me by assisting my friend.

(Signature of Friend of Incapacitated Elector)

IT IS AN OFFENCE TO MAKE OR SIGN A FALSE STATEMENT

(FILE WITH ELECTOR'S VOTING REGISTER FORM)

Form 8

VOTING REGISTER

LOCAL AUTHORITIES ELECTION ACT
(SECTIONS 52, 53, 59, 78)

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992VOTING SUBDIVISION: 17 VOTING STATION: MOUNTVIEW ELEMENTARY SCHOOL**STATEMENT OF ELECTOR ELIGIBILITY**

I, ABDU RAMJIB of 4402 - 44A AVE.
 (Name of Elector) (Address of Elector)

am eligible to vote at the above mentioned election because:

- ☒ I have not voted before in this election;
- ☒ I am 18 years of age or older;
- ☒ I am a Canadian Citizen;
- ☒ I have resided in Alberta for the 6 consecutive months immediately preceding Election Day;
- ☒ I am resident of this Voting Subdivision on Election Day; and

Where applicable: (check ☒ One)☒ I am a public school supporter, or☐ I am a separate school supporter.

AB Ramjib
 (Signature of Elector)

IT IS AN OFFENCE TO SIGN A FALSE STATEMENT**DEPUTY RETURNING OFFICER**VOTER NUMBER: 12**ISSUED TO ELECTOR** (Check ☒)☒ Ballot Card (Mayor, Aldermen, Hospital, Public School, Separate School, Bylaw or Question)☒ Public School Trustee☐ Separate School Trustee

OBJECTION TO PERSON VOTING	Name of Candidate/Agent Making Objection:	Deputy's Initials:
	Reason for Objection:	
INCAPACITATED ELECTOR	Ballot of Incapacitated Elector Was Marked By Another Person (Check <input checked="" type="checkbox"/>) <input type="checkbox"/>	
	Reason:	
OTHER	<u>Interpreter</u>	

Form 14B

BALLOT ACCOUNT

LOCAL AUTHORITIES ELECTION ACT
(SECTION 88 AND 89)

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992VOTING SUBDIVISION: 1 VOTING STATION: GLENDALe Jr. HIGH SCHOOL

(a) Number of Ballots Supplied	(a) <u>1195</u>
(b) Total Number of Persons Who Registered To Vote	(b) <u>482</u>
(c) Spoiled Ballots	(c) <u>4</u>
(d) Unused Ballots	(d) <u>709</u>
(e) Ballots Not Accounted For	(e) <u>0</u>
<p>* Total Ballots</p> <p><u>1195</u> = <u>1195</u></p> <p>* total ballots in (b) (c) (d) and (e) must equal the number in (a).</p>	
<p>DATED THIS <u>19</u> day of <u>October</u>, A.D. 19 <u>92</u></p>	
(signature of at least 2 Deputies)	(signature of Candidates/Agents who desire to sign)
<u>Joe Blaw</u>	
<u>J. Doe</u>	

DO NOT PUT IN BALLOT BOX

(HAND THIS FORM TO THE RETURNING OFFICER)

Form 9

PRESIDING DEPUTY'S CERTIFICATION, AND STATEMENT ON COMPLETION OF BALLOT COUNT

LOCAL AUTHORITIES ELECTION ACT
(SECTION 90, 91)

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992VOTING SUBDIVISION: 1 VOTING STATION: GUENDALE JR. HIGH SCHOOL

I, BLUE BELL certify that the number of persons who are
(Name of Presiding Deputy)

registered to vote at this voting station is 482 four hundred eighty-two
(Figures) (Words)

and that to the best of my knowledge and belief the entries in the voting register, which
are required by law to be made, were correctly made.

Blue Bell
(Signature of Presiding Deputy Returning Officer)

IT IS AN OFFENCE TO SIGN A FALSE STATEMENT

<table style="width: 100%;"> <tr> <td style="width: 20%;">VOTING REGISTER</td> <td style="width: 5%;">1</td> <td style="width: 15%; text-align: center;"><u>121</u></td> </tr> <tr> <td></td> <td>2</td> <td style="text-align: center;"><u>117</u></td> </tr> <tr> <td></td> <td>3</td> <td style="text-align: center;"><u>127</u></td> </tr> <tr> <td></td> <td>4</td> <td style="text-align: center;"><u>120</u></td> </tr> <tr> <td></td> <td>5</td> <td style="text-align: center;"><u> </u></td> </tr> <tr> <td></td> <td>6</td> <td style="text-align: center;"><u> </u></td> </tr> <tr> <td style="text-align: right;">TOTAL (a)</td> <td></td> <td style="text-align: center;"><u>485</u></td> </tr> </table>	VOTING REGISTER	1	<u>121</u>		2	<u>117</u>		3	<u>127</u>		4	<u>120</u>		5	<u> </u>		6	<u> </u>	TOTAL (a)		<u>485</u>	<table style="width: 100%;"> <tr> <td style="width: 20%;">NO VOTE CAST</td> <td style="width: 5%;">1</td> <td style="width: 15%; text-align: center;"><u>1</u></td> </tr> <tr> <td></td> <td>2</td> <td style="text-align: center;"><u>2</u></td> </tr> <tr> <td></td> <td>3</td> <td style="text-align: center;"><u> </u></td> </tr> <tr> <td></td> <td>4</td> <td style="text-align: center;"><u> </u></td> </tr> <tr> <td></td> <td>5</td> <td style="text-align: center;"><u> </u></td> </tr> <tr> <td></td> <td>6</td> <td style="text-align: center;"><u> </u></td> </tr> <tr> <td style="text-align: right;">TOTAL (b)</td> <td></td> <td style="text-align: center;"><u>3</u></td> </tr> </table>	NO VOTE CAST	1	<u>1</u>		2	<u>2</u>		3	<u> </u>		4	<u> </u>		5	<u> </u>		6	<u> </u>	TOTAL (b)		<u>3</u>
VOTING REGISTER	1	<u>121</u>																																									
	2	<u>117</u>																																									
	3	<u>127</u>																																									
	4	<u>120</u>																																									
	5	<u> </u>																																									
	6	<u> </u>																																									
TOTAL (a)		<u>485</u>																																									
NO VOTE CAST	1	<u>1</u>																																									
	2	<u>2</u>																																									
	3	<u> </u>																																									
	4	<u> </u>																																									
	5	<u> </u>																																									
	6	<u> </u>																																									
TOTAL (b)		<u>3</u>																																									
TOTAL (a) - (b) = Number of Persons Who Registered to Vote <u>482</u>																																											

**MANUAL
FOR
COUNTING CENTRE**

**THE CITY OF RED DEER
GENERAL ELECTION
OCTOBER 19, 1992**

TABLE OF CONTENTS

	Page
Persons at the Counting Station	1
Appointment of a Candidate's Agent	1
Receiving the Sealed Ballot Boxes	2
Counting of the Ballots	2
Ballot Account	3
Declaration of Election Results	3
Delivery of Ballot Box and Ballot Account	3
Appointment of Candidate's Agent (Form)	4
Statement of Agent (Form 10)	5
Check-In Book	6
Note of Objection to a Ballot (Form 13)	7
Ballot Account (Form 14A)	8

POST-VOTE PROCEDURE

1

PERSONS AT THE COUNTING CENTRE

The only persons entitled to be in the counting centre at the close of the voting stations (8:00 p.m.) are:

- Presiding Deputy Returning Officer;
- One Deputy Returning Officer and any additional officers that the Returning Officer considers necessary;
- Candidates;
- One Agent for each candidate;
- One Agent for each side of a bylaw or question.

APPOINTMENT OF CANDIDATE'S AGENT

If a person comes to the counting centre as a candidate's agent, before he can observe the counting procedure he must:

- present to the P.D.R.O. a form "Appointment of Candidates' Agents" signed by the candidate - (see page 4);
- make a statement in the prescribed form "Statement of Agent", Form 10 - (see page 5).

Only one agent for each candidate or for each side of a bylaw or question shall be allowed at the counting centre.

However, both candidate and an agent may be present at the same time.

RECEIVING THE SEALED BALLOT BOXES

The Presiding Deputy Officer at the counting centre shall receive the sealed ballot boxes (containing all of the used ballot cards) and shall record in the check-in book - (see page 6):

- the time of arrival for each ballot box;
- the voting station name and number;
- the name of the Deputy delivering the ballot box, and initial the entry.

COUNTING THE BALLOTS

The Presiding Deputy Returning Officer in the presence of at least one and any additional officer that the Returning Officer considers necessary and in the presence of the candidates or agents, if any, shall cause:

- the voting station name and number on the ballot box to be entered into the tabulator;
- the ballot box to be opened;
- the ballots to be counted by inserting the ballot cards through the vote tabulator;
- any objection made by a candidate or agent to any ballot found in the ballot box to be noted on Form 13 - "Note of Objection to a Ballot" - (see page 7);
- the counted ballot cards and any notes of objection to be placed back into the ballot box;
- the ballot box to be closed and sealed.

BALLOT ACCOUNT

The Presiding Deputy shall:

- complete Ballot Account - Form 14A - (see page 8) for each office by activating the vote tabulator to produce one copy of the tally register tape for each voting station;
- sign the Ballot Account and have one other deputy involved in the count sign it;
- allow those candidates or their agents present to sign the Ballot Account if they so desire.

DECLARATION OF ELECTION RESULTS

The Presiding Deputy shall cause to be published and delivered to the Returning Officer unofficial results after every five ballot boxes have been counted or as required.

DELIVERY OF BALLOT BOX AND BALLOT ACCOUNT

Upon completion of the tabulations of election results, the Presiding Deputy shall as soon as is practicable deliver to the Returning Officer:

- the sealed ballot boxes containing the counted ballot cards and any notes of objections; and
- the Ballot Account (Form 14A).

APPOINTMENT OF CANDIDATES' AGENT

LOCAL JURISDICTION: **OF THE CITY OF RED DEER, PROVINCE OF ALBERTA**

ELECTION DATE: October 19, 1992

VOTING SUBDIVISION: _____ VOTING STATION: _____

TO: **PRESIDING DEPUTY RETURNING OFFICER**

I, _____ hereby appoint
(Name of Candidate) PLEASE PRINT

_____ to act as my Agent at the
(Name of Agent) PLEASE PRINT

Signature of Candidate

Printed Name of Candidate

Date of Appointment

APPOINTMENT OF AGENT For a Question or Bylaw

LOCAL JURISDICTION: OF THE CITY OF RED DEER, PROVINCE OF ALBERTA

ELECTION DATE: October 19, 1992

VOTING SUBDIVISION _____

VOTING STATION _____

Name of Agent

Address

Phone No.

is hereby appointed to attend at the above-noted Voting Station:

on behalf of the persons interested in

(Check () One) ☐ **promoting** the passing of Bylaw No. _____

☐ **opposing** the passing of Bylaw No. _____

(Check () One) ☐ voting in the **positive** on the question set out.

☐ voting in the **negative** on the question set out.

Signature of Returning Officer

Date of Appointment

FORM 10

STATEMENT OF AGENTLOCAL AUTHORITIES ELECTION ACT
(SECTIONS 69, 70)

LOCAL JURISDICTION: _____, PROVINCE OF ALBERTA

DATE OF ELECTION (OR VOTE ON A BYLAW OR QUESTION): _____

I, _____, of the _____
 (Name of Agent) (Name of Local Jurisdiction)
 in the Province of Alberta, am at least 18 years of age and,

(a) **FOR THE PURPOSES OF AN ELECTION**, will act as agent on behalf of

_____ for the office of _____
 (Name of Candidate) (Office for which Candidate was Nominated)

OR(b) **FOR THE PURPOSES OF A VOTE ON A BYLAW**, will act as agent for those persons who are interested in

(Check ☒ One) ☐ **promoting** the passing of Bylaw No. _____
☐ **opposing** the passing of Bylaw No. _____

OR(c) **FOR THE PURPOSES OF A VOTE ON A QUESTION**, will act as agent on behalf of those persons who are interested in

(Check ☒ One) ☐ voting in the **positive** on the question set out.
☐ voting in the **negative** on the question set out.

AND I will in all respects, maintain and aid in maintaining the absolute secrecy of the vote.

(Signature of Agent)**IT IS AN OFFENCE TO SIGN A FALSE STATEMENT**

CHECK-IN BOOK
COUNTING CENTRE

THE CITY OF RED DEER
GENERAL ELECTION
OCTOBER 19, 1992

CHECK-IN BOOK

Station Number	Station Name	Time	Name of Deputy Returning Officer/ Ballot Box Clerk	Initials
1	Glendale Junior High School			
2	Aspen Heights Elementary School			
3	Normandeau School			
4	Pines Community Elementary School			
5	Oriole Park Elementary School			
6	Dawe Centre			
7	Ecole St. Louis de Montfort School			
8	North Elementary School			
9	Fairview School			
10	Central Elementary School			
11	Red Deer Museum			
12	West Park Elementary School			
13	West Park Junior High School			
14	Piper Creek Elementary School			

Station Number	Station Name	Time	Name of Deputy Returning Officer/ Ballot Box Clerk	Initials
15	Bower-Kin Community Centre			
16	G.W. Smith Elementary School			
17	Mountview Elementary School			
18	St. Leonard's Anglican Church			
19	Memorial Centre			
20	Michener Centre Theatre			
21	Clearview Meadows Community Centre			
22	Joseph Welsh Elementary School			
23	Annie L. Gaetz Elementary School			
24	Morrisroe Extension Shelter			
25	St. Elizabeth Seton School			
26	Rosedale Community Shelter			
27	Holy Family School			
28	Hospitals (Auxiliar, Regional)			
29	Nursing Homes			

Station Number	Station Name	Time	Name of Deputy Returning Officer/ Ballot Box Clerk	Initials
30	Lodges			
31	Advance			

FORM 13

NOTE OF OBJECTION TO A BALLOT for _____

(Name of Office, Bylaw or Question)
LOCAL AUTHORITIES ELECTION ACT
(SECTION 87)

LOCAL JURISDICTION: _____, PROVINCE OF ALBERTA

ELECTION DATE: _____

VOTING SUBDIVISION: _____

VOTING STATION: _____

Objection Number	Name of Agent/Candidate Making Objection	Reason for Objection
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Every objection shall:

- be numbered
- have a corresponding number placed on the back of the ballot and initialled by a deputy
- have the name of the Candidate/Agent making the objection, and
- have the reason for the objection.

BALLOT ACCOUNT

Form 14A

For _____
 (Name of Office, Bylaw or Question)
 LOCAL AUTHORITIES ELECTION ACT
 (SECTIONS 88 AND 89)

LOCAL JURISDICTION: **OF THE CITY OF RED DEER, PROVINCE OF ALBERTA**

ELECTION DATE: October 19, 1992

VOTING SUBDIVISION _____ VOTING STATION _____

Names of Candidates (or Question, or Description of Bylaw)	Number of Valid Ballots Marked for Each Candidate (or For and Against on a Question or Bylaw)

(a) **Valid Ballots** _____

Valid Ballots Objected to: _____

(b) **Rejected Ballots** + _____

Rejected Ballots on which no
vote was cast by an elector: _____

*** Total Ballots** = _____

Dated this _____ day of _____, A.D. 19 _____

(Signatures of at least 2 Deputies)

(Signatures of Candidates/Agents
who desire to sign)

(HAND THIS FORM TO THE RETURNING OFFICER)

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

December 10, 1991

Alberta Municipal Affairs
Municipal Administrative Services Division
17th Floor, City Centre
10155 - 102 Street
EDMONTON, Alberta
T5J 4L4

Attention: Mr. Tom Forgrave
Assistant Deputy Minister

Dear Mr. Forgrave:

RE: BYLAW NO. 3056/91 - THE AUTOMATED VOTING SYSTEM BYLAW

This is to advise that Council of The City of Red Deer at its meeting held on Monday, December 9, 1991 gave first and second readings to the above noted bylaw, being a bylaw to provide for municipal elections and for an automated voting system in connection therewith in the City of Red Deer. Third reading will be given to the bylaw at the Council meeting of January 6, 1992. In addition, at the December 9th meeting, Council passed the following resolution.

"RESOLVED that Council of The City of Red Deer, having considered report dated November 26, 1991 from the City Clerk regarding a bylaw to provide for an automated voting system in the City of Red Deer, hereby agrees as follows:

1. That Bylaw No. 3056/91 be approved;
2. That The City of Red Deer Election Manuals and Changed Forms as presented to Council December 9, 1991 be approved;
3. That the Bylaw, Manuals and Changed Forms be submitted to the Minister of Municipal Affairs for approval."

....2

*a delight
to discover!*

Mr. Tom Forgrave
Alberta Municipal Affairs
December 10, 1991
Page 2

In accordance with the above noted resolution, I am enclosing herewith one copy each of the following:

1. A certified copy of Bylaw No. 3056/91 (given First and Second Reading);
2. Manual for Election Officers, City of Red Deer General Election October 19, 1992;
3. Manual for Counting Centre, City of Red Deer General Election October 19, 1992;
4. Forms Requiring Approval, City of Red Deer General Election October 19, 1992.

You will note under 4. above (Forms Requiring Approval) we are requesting approval to three forms which vary from the forms approved under Alberta Regulation 272/91, namely Form 7 - Instruction for Electors, Form 8 - Voting Register, and Form 14 - Ballot Account, which we have separated into Form 14A and Form 14B. All of the other election forms approved under Alberta Regulation 272/91 will remain unchanged under the City's new automated voting system.

We would request that you present our application to the Minister of Municipal Affairs for approval at your earliest convenience. If you have any questions or require further information, please do not hesitate to contact the undersigned.

Sincerely,



C. SEVCIK
City Clerk

CS/jt

Encs.

c.c. City Commissioners
City Solicitor

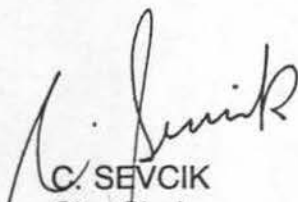
DATE: December 10, 1991
TO: City Solicitor
FROM: City Clerk
RE: **NOMINATIONS - LOCAL AUTHORITIES ELECTION ACT
SECTION 28 (1) (1.1) AND 31 (1)**

The Local Authorities Election Act as amended provides under Section 28 (1.1) that an elected authority may provide by a bylaw passed prior to June 30 of a year in which an election is to be held, that the Returning Officer may receive nominations earlier than 10:00 a.m. At the Council meeting of December 9, 1991, the following motion was passed.

"RESOLVED that Council of The City of Red Deer hereby agrees that nominations for the 1992 City of Red Deer General Election be received by the Returning Officer between the hours of 8:00 a.m. - 12:00 noon on Nomination Day and that a bylaw be prepared for Council's consideration to provide accordingly."

We would request that you prepare a draft bylaw for consideration at your earliest possible convenience. When preparing this bylaw, we would also request that you consider Section 31 (1) of the Local Authorities Election Act so that it is clear in the bylaw as to the hours which would apply in the event of insufficient nominations.

Your assistance in this matter is appreciated.


C. SEVCIK
City Clerk

CS/jt

FILE: c:\data\gord\memos\snow&ice.2

DATE: November 28, 1991
TO: City Clerk
FROM: Public Works Manager
RE: **SNOW AND ICE CONTROL COSTS**

On October 15, 1991 we brought a report to Council regarding snow and ice control costs. At that time a \$150,000 over expenditure was approved by Council. Since that time, we have had an extraordinary snow and very icy conditions. The snow which originally fell in October fell on frozen rain and the streets have become very icy. These conditions required us to plow the bus routes to one side. This is an operation we resist because of public complaints with windrows, but conditions were such that it was required and yet we did not believe a full-scale removal, with associated costs, was warranted.

A snow removal undertaken only on the Emergency Routes costs in the order of \$185,000.

For the information of Council, we have attached the Snow and Ice Control Policy of The City of Red Deer. It is our opinion that this is still the correct level of service, even though at this time our costs are rising. Even at this, we have received approximately 100 calls requesting an increase in level of service (usually removal of the windrow) although when we discuss increased taxes to cover this there does not seem to be support for that.

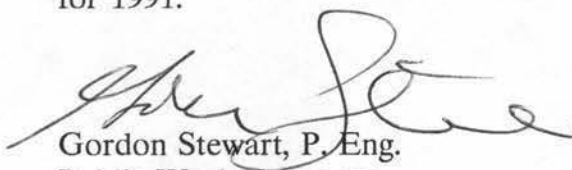
The information below will give you some idea of the situation this year.

Average cost	October	November
1988 - 1990	\$ 8,477	\$ 79,080
1991	\$ 87,937	\$ 110,500

In our October 15 report we asked for an additional \$40,000 which Council did not grant. We believe we still require this amount, along with an additional \$80,000, for expenses occurred in October

RECOMMENDATION

That Council authorize an additional over expenditure of \$120,000 for snow and ice control for 1991.



Gordon Stewart, P. Eng.
Public Works Manager

/blm

Att.

Commissioners' Comments

The attached request is for a further \$120,000 and judging by the current winter conditions, there is little choice but to support the request and maintain some level of service to the public. Needless to say, if conditions improve the additional may not be required.

"R.J. MCGHEE", Mayor

"M.C. DAY", City Commissioner

Policy Section:
Public Works

Page:
1 of 3

Policy Subject
Snow and Ice Control Program

Policy Reference:
504

Lead Role:
Public Works Manager

Resolution/Bylaw:
January 29, 1985

PURPOSE

To provide for snow and ice control within the City.

POLICY STATEMENT

The City shall undertake a Snow & Ice Control Program on city streets, lanes, walks and parking lots involving the following key items:-

1. Plowing, snow removal where necessary and sanding of all roadways designated under the current emergency snow route map.
2. Plowing, snow removal where necessary and sanding of all roadways, lanes and walkways designated under the current supplemental snow clearing route map.
3. Plowing, snow removal where necessary and sanding of roadways, laneways, parking lots in spot locations throughout the city where unreasonable or unsafe driving conditions exist. Included in this item are requests from other city departments or ratepayers in rural portions within the city on a work order basis.

Cross Reference

Remarks

Date of Approval:

Effective Date:

Date of Revision:

October 15, 1985

Policy Section:
Public Works

Page:
2 of 3

Policy Subject
Snow and Ice Control Program

Policy Reference:
504

Lead Role:
Public Works Manager

Resolution/Bylaw:
January 29, 1985

PURPOSE

POLICY STATEMENT

4. Plowing, if required, usually late February or early March depending on snow accumulation and driving conditions, of all remaining subdivision roadways. This operation is to be considered once each season to minimize driving difficulty and flooding problems during spring melt conditions. Plowed windrows to be left at the curb until dissolved by melting temperatures. Windrows are to be placed on alternate sides of the roadway each season. Road, lane and private driveway intersections are to be cleared immediately if blocked by city operations defined in items 1 to 4.
5. First priority is to be assigned to Item #1 followed by Item #2, #3, and finally #4. Should the City be faced with continuous or closely followed storms, the priority will remain with Item #1 until those roadways are operating freely.
6. The City shall follow the emergency snow route system as defined in the Traffic Bylaw. Upon the signing of the necessary declaration by the Commissioners, the Public Works Department will issue a news release to the media advising of the effective dates and time. The R.C.M.P. are to be contacted by the Public Works Department each time the Page Avenue bus restriction is to be used for snow hauling vehicles engaged by the City.

Cross Reference

Remarks

Date of Approval:

Effective Date:

Date of Revision:

October 15, 1985

Policy Section:
Public Works

Page:
3 of 3

Policy Subject
Snow and Ice Control Program

Policy Reference:
504

Lead Role:
Public Works Manager

Resolution/Bylaw:
January 29, 1985

PURPOSE

POLICY STATEMENT

7. Snow fences are to be erected at the discretion of the Public Works Manager on public or private land with approval, to alleviate drifting conditions on public roads and lanes.
8. Salt and/or Calcium Chloride is to be incorporated in the sanding material only during active temperature conditions to reduce ice formation on bridges and roadways and to prevent snow from sticking to pavement. The concentration is variable depending upon temperature conditions.
9. Sanding operations will be normally limited to those roadways defined in the emergency and supplemental maps but will be extended to all city roadways and lanes if conditions warrant.
10. Sanding material will be limited to the maximum sized particle of 3/8" to minimize damage to windshield and headlights of passing vehicles.
11. The Public Works Department is to provide for 24 hour response of road conditions and to have standby personnel for the critical period of 11:00 p.m. to 7:30 a.m. and 10:00 a.m. to 6:30 p.m., with the exception of statutory holidays, every day of the week from November 1 to March 31.
12. The Public Works Department is to apply for and meet the terms and conditions of Alberta Environment license for snow removal operations which covers snow dump locations and melt water discharge.

Cross Reference

Remarks

Date of Approval:

Effective Date:

Date of Revision:

October 15, 1985
May 13, 1991

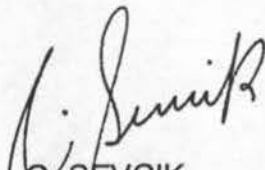
DATE: December 10, 1991
TO: Public Works Manager
FROM: City Clerk
RE: SNOW AND ICE CONTROL COSTS

At the Council meeting of December 9, 1991, consideration was given to your report dated November 28, 1991 regarding the above noted and at which meeting Council passed the following resolution authorizing an additional overexpenditure for snow and ice control for 1991.

"RESOLVED that Council of The City of Red Deer hereby authorizes an additional overexpenditure of \$120,000 for snow and ice control for 1991, and as recommended to Council December 9, 1991."

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

Trusting you will find this satisfactory.


C. SEVCIK
City Clerk

/jt

c.c. Director of Engineering Services
Director of Financial Services

NO. 7

DATE: November 29, 1991

TO: City Council

FROM: Assistant City Clerk

RE: BUSINESS REVITALIZATION ZONE BOUNDARY EXPANSION

At the Council meeting of September 30, 1991, Council agreed that a bylaw be prepared to include Zone 1, Zone 2 and Zone 3 (as outlined on the attached map) in the current Business Revitalization Zone. Subsequent to this, at the Council meeting of November 25, first reading was given to Bylaw No. 2827/A-91, which amends the Downtown Business Revitalization Zone Boundary to include the above noted zones.

In accordance with the Municipal Government Act, all persons who are assessed for business assessments are required to be advised of Council's intent to expand the BRZ. This notification was done and in addition, by Council's direction, the property owners also in the areas to be included in the BRZ were also notified.

For Council's information, attached is a list of those assessed for business assessment and the property owners, as well as the letters which went out to each group.

As of the date of preparation of the Agenda, we have received a number of letters from businesses and property owners located within the zones outlining their objections to be included in the BRZ boundary. Following is a summary of each zone as to the number of businesses in the zone entitled to petition (property owners not included), the number of formal objections received and the amount of business assessment represented:

<u>Zone</u>	<u>No. of Businesses</u>	<u>Total Business Assessment</u>	<u>No. of Objectors</u>	<u>Business Assessment (Objectors Only)</u>	<u>% of Total Bus. Assessment</u>
1.	3	59,290	0	0	0
2.	48	743,860	1	29,270	3.93
3.	11	460,440	5	129,330	28.08

Section 171.2(3) of the Municipal Government Act generally states that no bylaw amending the BRZ boundary shall be passed where the Council receives a petition objecting to the passing of the bylaw signed by persons entitled to notice representing at least 1/3 of the business assessment in the area and the petition has been filed with the Municipal Secretary within 60 days from the day on which the last notice was mailed. The last day for receipt of petition regarding this amendment is December 6, 1991.


PAGE 2
CITY COUNCIL

As indicated above, if a petition representing at least 1/3 of the business assessment in an area is received, the area can not be incorporated into the boundaries of the BRZ. As can be seen from the above table, this criteria has not been met and as such Council may proceed with the Bylaw to include the zones, if desired.

Council should note that December 6 is the last day for receipt of petitions and if any further petitions should be received by this date, we will bring an updated report to Council.

RECOMMENDATION

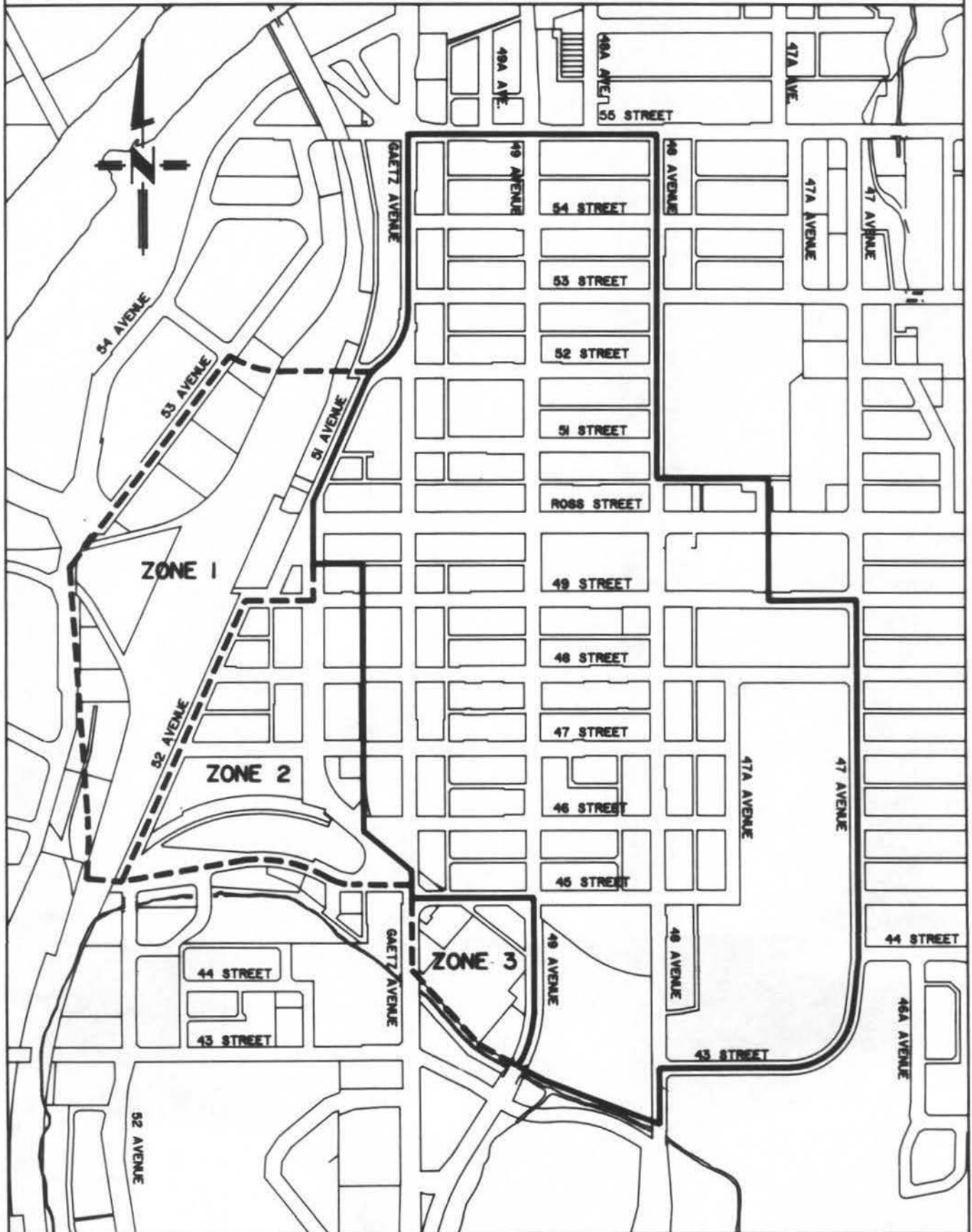
As a sufficient petition has not been received against adding Zones 1, 2 or 3 to the BRZ, Council may give second and third reading to Bylaw No. 2828/A-91 which amends the Business Revitalization Zone Boundary to include said zones.



Kelly Kloss
Assistant City Clerk

BUSINESS REVITALIZATION ZONE EXPANSION

———— EXISTING B.R.Z. BOUNDARY
----- PROPOSED EXPANSION B.R.Z. BOUNDARY



**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

October 4, 1991

This letter was sent to those on attached list, which represents all persons being assessed for business assessment.

Dear Sir/Madam:

RE: BUSINESS REVITALIZATION ZONE BOUNDARY EXPANSION

This is to advise that Council of The City of Red Deer is intending to pass a bylaw which would expand the business revitalization zone by adding proposed Zone 1, Zone 2 and Zone 3 as outlined on the attached map.

The Municipal Government Act generally states:

1. That notice of intention of a Council to pass a bylaw to expand a business revitalization zone boundary, shall be mailed to every person in the area who is shown on the current assessment roll of the municipality as being assessed for business assessment with respect to that area;
2. That no bylaw relative to this expansion shall be passed where the Council receives a petition objecting to the passing of the bylaw signed by persons entitled to notice representing at least one-third of the business assessment in the area and the petition has been filed with the Municipal Secretary (City Clerk) within sixty days from the date from which the last notice was mailed.

As your business is located within one of the zones indicated on the attached map, you are hereby notified of Council's intent to pass a bylaw to expand the business revitalization zone as indicated above.

....2

*a delight
to discover!*

October 7, 1991
Page 2

If no objection to the proposed bylaw concerning the expansion of the business revitalization zone is received by Friday, December 6, 1991, the Council of The City of Red Deer will proceed without further notice.

However, if any objection to the proposed bylaw as above noted, is received by the City Clerk no later than Friday, December 6, 1991, a public hearing will be held in the Council Chambers, City Hall, Red Deer, on Monday, December 9, 1991 commencing at 7:00 p.m. or as soon thereafter as Council may determine.

If you have any questions or required additional clarification, please do not hesitate to contact the undersigned at 342-8136.

Sincerely,

KELLY KLOSS
Acting City Clerk

KK/jt

c.c. City Assessor
Towne Centre Association Manager

ZONE 1 RE: BRZ BOUNDARY EXPANSION LETTER of October 4, 1991**Business
Assessment**

Alberta Wheat Pool
Box 2700
CALGARY, Alberta
T2P 2P5

\$ 33,590

Newsco Well Service Ltd.
1300, 801 - 6 Avenue S.W.
CALGARY, Alberta
T2P 4E1

5,480

T. Maxwell Brown Prof. Corp.
5020 - 51 Avenue
RED DEER, Alberta
T4N 4H5

20,220

Total - Zone 1 **\$ 59,290**

ZONE 2 - page 1Business
Assessment

Windsor Hotel T S I Ltd.
4822 - 51 Avenue
RED DEER, Alberta
T4N 4H3

\$ 64,830

Arlington Hotel Red Deer Ltd.
4905 - 51 Avenue
RED DEER, Alberta
T4N 4H4

32,640

Wah Hon Yee carrying on
business under Valley Coffee Shop
5017 - 49 Street
RED DEER, Alberta
T4N 1V4

10,740

Valley Hotel - Bond Invest Ltd.
Attn: Rene Poulin
5017 - 49 Street
RED DEER, Alberta
T4N 1V4

47,040

G. Teske carrying on business
under Family Shoe Repair
5018 - 49 Street
RED DEER, Alberta
T4N 1V5

1,490

Quality Cleaning Ltd.
5020 - 49 Street
RED DEER, Alberta
T4N 1V5

1,080

Bonnie Slack & Vickie Vajda
in business as La Mane Place
#1, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

9,560

Joyce Row known & operating as
Sagit Aries Costumes
#7, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

13,440

ZONE 2 - page 2Business
Assessment

Copies Now Northcott Management Ltd. #9, 4801 - 51 Avenue RED DEER, Alberta T4N 4H2	\$ 11,360
Elvine Skoretz known & operating as Moneystrat Inc. 211, 4801 - 51 Avenue RED DEER, Alberta T4N 4H2	3,620
Red Deer Monumental Ltd. 4802 - 51 Avenue RED DEER, Alberta T4N 4H3	15,800
Canadian Computer Training Centre Inc. 200, 4806 - 51 Avenue RED DEER, Alberta T4N 4H3	18,540
Nutri/System Weight Loss Centre New Hope Alberta Ltd. 4806 - 51 Avenue RED DEER, Alberta T4N 4H3	26,430
Patricia Marshall known as and operating under Red Deer Pet Centre 4810 - 51 Avenue RED DEER, Alberta T4N 4H3	8,350
Windsor Hotel Coffee Shop 351290 Alberta Ltd. 4822 - 51 Avenue RED DEER, Alberta T4N 1V6	6,120

ZONE 2 - page 3Business
Assessment

Canada Life Assurance Co.
300 University Avenue
TORONTO, Ontario
M5G 1R8

\$ 24,510

Shalimar Physiotherapy Ltd.
#102, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

23,720

Millar Homynyk Keeley Assoc. Ltd.
4711 - 51 Avenue, #107
RED DEER, Alberta
T4N 6H8

12,200

Paper Cat Development Ltd.
202, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

1,520

Canadian Home Assurance Co.
200, 940 - 6 Avenue S.W.
CALGARY, Alberta
T2P 3T1

7,500

Cascade Fireplace Ltd.
Cascade Industries Ltd.
4203 - 17 A Street S.E.
CALGARY, Alberta
T2G 3X1

15,560

Fountain Tire Red Deer Ltd.
4720 - 51 Avenue
RED DEER, Alberta
T4N 4H1

17,580

Harley Debruyckere & L.D. Sianchuk
Grower Direct - Fresh Cut Flowers
10, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

10,000

ZONE 2 - page 4Business
Assessment

Marilyn Kowalski, Sole Prop.
ABC's 123's Children's Shoppe
#3, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

\$ 9,640

Parkland Transmission Ltd.
4702 - 51 Avenue
RED DEER, Alberta
T4N 4H1

10,940

Crystal Glass Canada Ltd.
Box 4100 SOUTH
EDMONTON, Alberta
T6E 4S8

15,480

Red Deer Lock & Safe Ltd.
4710 - 51 Avenue
RED DEER, Alberta
T4N 4H1

3,880

Century 21 Red Deer Realty Ltd.
#101, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

32,690

Associated Engineering Alta. Ltd.
#204, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

3,750

Newton Appraisals Ltd.
#203, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

1,830

Norbert Altvater Prof. Corp.
#206, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

11,100

ZONE 2 - page 5Business
Assessment

Texaco Canada Ltd.
Mgr. of Property Taxes
90 Wynford Drive
DON MILLS, Ontario
M3C 1K5

\$ 22,460

Brigley's Auto Body Ltd.
5120 - 47 Street
RED DEER, Alberta
T4N 1R9

9,880

Red Deer Welding Supplies (1989) Ltd.
5121 - 47 Street
RED DEER, Alberta
T4N 1R8

34,870

Red Deer Central TV Ltd.
5130 - 47 Street
RED DEER, Alberta
T4N 1R8

13,160

Henning & Watt Petroleum Sales Ltd.
5133 - 47 Street
RED DEER, Alberta
T4N 1R8

19,300

Russell & Ruth Cwiklewich
Classic Keyboard Distributors
5015 - 48 Street
RED DEER, Alberta
T4N 1S9

22,320

Gundy's Tire Service 1971 Ltd.
5122 - 48 Street
RED DEER, Alberta
T4N 1T2

21,890

Des Henry known & operating as
Pyramid Refinishers
5123 - 48 Street
RED DEER, Alberta
T4N 1T1

8,110

ZONE 2 - page 6Business
Assessment

Pix-A-Color Red Deer
5127 - 48 Street
RED DEER, Alberta
T4N 1T1

\$ 8,110

G & H Harley - Davidson
Autumn Enterprises Inc.
5129 - 48 Street
RED DEER, Alberta
T4N 1T1

11,210

Grocery Kart Convenience Store
5018 - 45 Street
RED DEER, Alberta
T4N 1K9

45,000

Bettenson's Cartage Co. Ltd.
4320 - 52 Avenue
RED DEER, Alberta
T4N 4J9

Objection

29,270

Weston Bakeries Ltd
203, 58 Avenue S.E.
P.O. Box 5190, Station A
CALGARY, Alberta
T2H 1X3

11,230

Hair Masters
Vicki Stoddart, Sole Prop.
5034 - 45 Street
RED DEER, Alberta
T4N 1L1

3,310

Three Sent out October 7, 1991

Bob Thompson, known & operating
as Bob's Barber Shop
5024 - 49 Street
RED DEER, Alberta
T4N 1V5

500

ZONE 2 - page 7Business
Assessment

Forty-Nine Street Blues
Windsor Hotel (T.S.I.) Ltd.
4822 - 51 Avenue
RED DEER, Alberta
T4N 4H3

\$ 5,800

George Young, known & operating
as Red Deer General Store
5113 - 49 Street
RED DEER, Alberta
T4N 1V6

4,500

Total - Zone 2

\$ 743,860

ZONE 3 - page 1

re: BRZ Boundary Expansion Letter of October 4, 1991

Business
Assessment

Phil's Steak & Pancake House 298983 Alta. Ltd. 4312 - 49 Avenue RED DEER, Alberta T4N 3W6		\$ 27,770
National Trust Company 4402 - 49 Avenue RED DEER, Alberta T4N 3W6		28,980
Glenn's Sun & Slopes Glenn's Cylce & Sports Ltd. 4440 - 49 Avenue RED DEER, Alberta T4N 3W6	Objection	47,340
Canada Safeway Ltd. P.O. Box 430 EDMONTON, Alberta T5J 2K2		220,420
Bishop's Western Drug Mart #2 Drugs by Bishop Ltd. 4409 Gaetz Avenue RED DEER, Alberta T4N 3Z5		43,640
Davidson Dental Serices Ltd. 102, 4419 - 50 Avenue RED DEER, Alberta T4N 3Z5		5,900
Jacob G. Reimer Prof. Corp. 104, 4419 Gaetz Avenue RED DEER, Alberta T4N 3Z5	Objection	6,570
Pro Care Dental Services Ltd. 101, 4419 Gaetz Avenue RED DEER, Alberta T4N 3Z5	Objection (now Port-O-Call Dental Clinic)	25,550

ZONE 3 - page 2Business
Assessment

Marlene L. Curtis in business as
M C Felines - The Nail Co. and
Gina's Hair Design
103, 4419 Gaetz Avenue
RED DEER, Alberta
T4N 3Z5

Objection

\$ 3,380

Independence Group - Att. Dr. Eleason
After Hours Medical Office
c/o 265, 5201 - 43 Street
RED DEER, Alberta
T4N 1C7

4,400

Bank of Nova Scotia
4421 - 50 Avenue
RED DEER, Alberta
T4N 3Z5

Objection

46,490

Total - Zone 3

\$ 460,440

Bettenson's Cartage

COMPANY LIMITED

FAX 346-9210

PHONE: 346-4114 — 4320 - 52 AVENUE
RED DEER, ALBERTA

November 27, 1991

City of Red Deer
P.O. Box 5008
RED DEER, Alberta
T4N 3T4

ATTENTION: Mr. Kelly Kloss

Dear Sir:

Thank you for advising us of the planned expansion of the business revitalization zone.

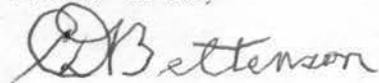
Please accept this as our petition of objection to the expansion of the business revitalization into Zone 2 as designated on the plot plan. We are too far from the City Centre to become part of this zoned area. Our business does not come under the retail type business.

Listed below are the four properties in this Zone that we own:

1. 5034 - 45 St. Lots 4 & 5, Blk. 2, PL. 6712ET
2. 5044 - 45 St. Lot 6, Blk. 2, PL. 6712ET
3. 5052 - 45 St. Lot 7, Blk. 2, PL. 6712ET

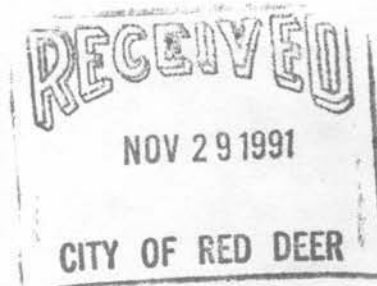
Thank you for registering our response.

Yours truly



Carl D. Bettenson
BETTENSON'S CARTAGE CO. LTD.

CB/pa



FAXMEMO®

Fax no.: []

Number
of pages: 1 of 1

To: MI Kelly Kloss
name
City Clerk's Office
company
Red Deer City Hall

Date: Nov 5/91

From: Glenn Moore
name
Glenn's Sun + Slopes
company

Subject: BRZ - Zone 3[] 346-1310[] 347-9500
fax number

phone number

Message: Regarding the expansion of the BRZ to include zone 3, please be advised I am not in favor of being included.

I cannot see the benefit to our business as we are quite detached from the main business community downtown on 48 Street.

Sincerely,Glenn Moore

Signed: _____

If you encounter any difficulties in reading this FAXMEMO®, please contact: _____

name

[] _____

phone number

if different than above

Port-O-Call Dental Clinic
101 - 4419 - 50 Avenue
Red Deer, Alberta.
T4N 3Z5

November 14, 1991

The City of Red Deer
Box 5008
Red Deer, Alberta.
T4N 3T4

ATTENTION: Mr. Kelly Kloss

Dear Mr. Kloss:

Thank you for advising us of the planned expansion of the business revitalization zone.

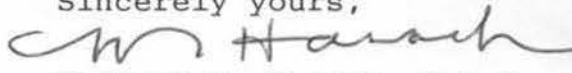
Kindly accept this as our petition of objection to the expansion of the business revitalization zone into Zone 3 as designated on the plot plan.

Among the reasons prompting this decision are the following:

1. The area in question is being revitalized on its own by the owners without any particular help from the Downtown Committee.
2. These new provisions would create a tax burden for business within the Zone 3 not shared by similar businesses directly west and directly south of Zone 3. It is therefore felt to be a measure which would **tilt the playing field**.
3. A final consideration is, between the downtown core and Zone 3 there yet remains a considerable buffer of property which as yet has not been redeveloped therefore it is a stretch of the imagination to identify Zone 3 as being part of the core at this time.

Thank you for registering our response. Please note that the letter was addressed to "Pro-Care Dental Services Ltd." but that the firm has had a change of name to "Port-O-Call Dental Clinic". Thank you.

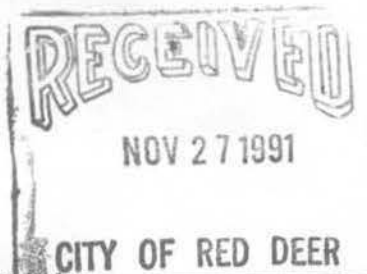
Sincerely yours,


Michael H. Harach, D.D.S.

x
Mona A. Billey, D.D.S.


Glen N. Chabaylo, D.D.S.


William L. Hoe, D.D.S.



MHH/sko

Jacob Grant Reimer Professional Corporation

Office Phone 342-7289
Residence Phone 343-8180

104 Medi-Dent House
Port-O-Call Shopping Centre
Red Deer, Alberta
T4N 3Z5

26th November, 1991

Attention Mr. Kelly Kloss

The City of Red Deer,
Box 5008,
RED DEER.
Alberta.
T4N 3T4

Dear Mr. Kloss,

Thank you for your notification ~~advising~~ regarding the expansion of the business revitalization zone to include Zone 3.

Consider this letter my petition of objection to the expansion proposal.

Initially if the City Council feels that the core of this city should be revitalized let them tax all consumers who promote this.

Secondly I don't feel that this location is anywhere in the downtown core and shouldn't be considered part of that area.

This particular zone is presently undergoing a revitalization of its own without any contributions from the city budget or downtown core assessment monies.

Thank you for your consideration of this response.

Yours sincerely,



DR. JACOB G. REIMER



**Scotiabank**

The Bank of Nova Scotia
4421-50th Avenue
at 45th Street
Red Deer, Alta., Canada
T4N 3Z5

November 20, 1991

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

Attention: Mr. Kelly Kloss

Dear Mr. Kloss

RE: BUSINESS REVITALIZATION ZONE EXPANSION

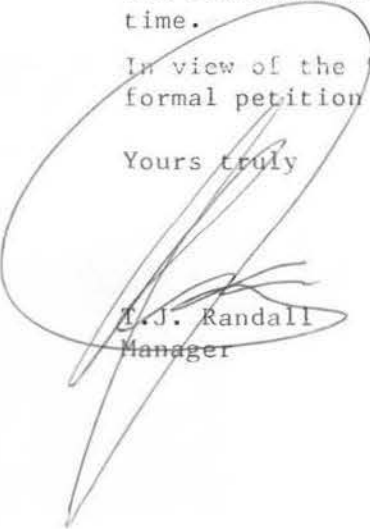
It has been brought to our attention by the Chamber of Commerce and Downtown Business Association that the City plans to expand its revitalization zone to include our place of business.

We have studied this proposal very carefully and have also discussed the matter with other affected businessmen and find that the program will only serve to increase our tax base without tangible direct benefit from the downtown committee.

At present the shopping centre housing this business will shortly undergo a major renovation/revitalization of its property through the efforts and cost of its existing owners without the direct benefit of your proposal. It is strongly felt that the decision to include zone 3 in the expansion of the revitalization zone is premature and without merit at this time.

In view of the foregoing kindly accept this letter as our formal petition of objection to your proposal.

Yours truly


T.J. Randall
Manager



The City of Red Deer,
Box 5008,
Red Deer, Alberta
T4N 3T4.

Attention: Mr. Kelly Kloss.

We were advised of the planned expansion of the business revitalization zone by our landlords, Port-O-Call Dental Clinic.

Please add our votes to those who object to the proposed expansion that involves our area, as our landlords are already revitalizing this area on their own.

Respectfully yours,

Tennant Businesses at #103 - 4419-50 Ave., Red Deer
Port-O-Call Dental Clinic Bldg.

GINA'S HAIR DESIGN, Gina Rafa Proprietor:

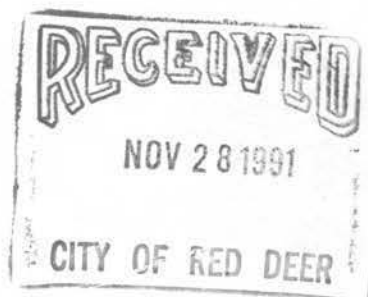
Gina Rafa

THE NAIL CARE CO., Marlene Curtis Proprietor:

Marlene Curtis

Dated:

Nov 22/91.



**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

October 11, 1991

This letter was sent to those on attached list, which represent the property owners

Dear Sir/Madam:

RE: BUSINESS REVITALIZATION ZONE BOUNDARY EXPANSION

This is to advise that Council of The City of Red Deer is intending to pass a bylaw which would expand the business revitalization zone by adding proposed Zone 1, Zone 2 and Zone 3 as outlined on the attached map.

The Municipal Government Act states:

1. That notice of intention of a Council to pass a bylaw to expand a business revitalization zone boundary, shall be mailed to every person in the area who is shown on the current assessment roll of the municipality as being assessed for business assessment with respect to that area;
2. That no bylaw relative to this expansion shall be passed where the Council receives a petition objecting to the passing of the bylaw signed by persons entitled to notice representing at least one-third of the business assessment in the area and the petition has been filed with the Municipal Secretary (City Clerk) within sixty days from the date from which the last notice was mailed.

As outlined in the above quote, only persons entitled to notice (those shown on the current assessment roll of the municipality as being assessed for business assessment) may file a petition objecting to Council passing such a bylaw.

....2

**RED DEER***a delight
to discover!*

October 11, 1991
Page 2

It was the direction of Council, however, that all property owners be advised of this matter for their information only and, as such, we have forwarded this letter to you.

If you have any questions or require additional clarification, please do not hesitate to contact the undersigned.

Sincerely,

KELLY KLOSS
Acting City Clerk

KK/jt

Att.

c.c. City Assessor
Towne Centre Association Manager

LETTER TO PROPERTY OWNERS RE: BRZ EXPANSION - ZONE 1

Barbara Meryl Brown
5020 - 51 Avenue
RED DEER, Alberta
T4N 4H5

Alberta Wheat Pool
Box 2700
CALGARY, Alberta
T2P 2P5

Prairie Business Machines
5032 - 50 Avenue
RED DEER, Alberta
T4N 4B1

Calgary & Edmonton Railway Co.
c/o Marathon Realty Co. Ltd.
2100 One Palliser Square
125 - 9 Avenue S.E.
CALGARY, Alberta
T2G 0P8

Canadian Pacific Railway Co.
Heavy Haul Systems Properties Group
Suite 2100
125 - 9 Avenue S.E.
CALGARY, Alberta
T2G 0P8

Crane Canada Inc.
P.O. Bag 5450, Station A
CALGARY, Alberta
T2H 0P2

422984 Alberta Ltd.
2900 Manulife Place
10180 - 101 Street
EDMONTON, Alberta
T5J 3V5

Letter to Property Owners re: BRZ Expansion - Zone 1 (p.2)

Marathon Realty Co. Ltd.
2100 One Palliser Square
125 - 9 Avenue S.E.
CALGARY, Alberta
T2G 0P8

Nowsco Well Service Ltd.
1300, 801 - 6 Avenue S.W.
CALGARY, Alberta
T2P 4E1

BRZ EXPANSION - LETTER TO PROPERTY OWNERS - ZONE 2

Red Deer Monumental Ltd.
4802 - 51 Avenue
RED DEER, Alberta
T4N 4H3

408467 Alberta Ltd.
4806 - 51 Avenue
RED DEER, Alberta
T4N 4H2

James & Cheung Lee
3944 Union Street
BURNABY, B.C.
V5C 2W7

TSI Ltd.
4822 - 51 Avenue
RED DEER, Alberta
T4N 4H3

R. H. Chambers Investments Ltd.
13188 - 20 A Avenue
SURREY, B.C.
V4A 8Z1

Norbert M. Lee
5118A - 48 Street
RED DEER, Alberta
T4N 1T2

Vellner Motors
7434 - 50 Avenue
RED DEER, Alberta
T4P 1X7

Bond Investments Ltd.
c/o Rene Poulin, Valley Hotel
5017 - 49 Street
RED DEER, Alberta
T4N 1V4

BRZ Expansion - Letter to Property Owners - Zone 2 - page 2

German Canadian Club of Red Deer
Box 471
RED DEER, Alberta
T4N 5G1

Arlington Hotel (Red Deer) Ltd.
4505 - 51 Avenue
RED DEER, Alberta
T4N 4H4

Bardeco Holdings Ltd.
4702 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Gary McMahon
4706 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Cascade Industries Ltd.
4203 - 17 A Street S.E.
CALGARY, Alberta
T2G 3X1

Russell Scott Carr
4102 - 35 Street
RED DEER, Alberta
T4N 0P8

Dennis Walker & Gladys Morigeau
Ex. of the Will of Elizabeth Walker
19 Fern Road
RED DEER, Alberta
T4N 4Z3

Fourell Alberta Ltd.
860 Wheeler Road
EDMONTON, Alberta
T6M 2E1

BRZ Expansion - letter to property owners - Zone 2 - page 3

Red Deer Central TV Ltd.
5130 - 47 Street
RED DEER, Alberta
T4N 1R9

Gordon Charles Brigley
5120 - 47 Street
RED DEER, Alberta
T4N 1R9

Central Alberta Trades &
Labour Society
5116 - 47 Street
RED DEER, Alberta
T4N 1R9

172965 Canada Limited
111 St. Clair Avenue West
TORONTO, Ontario
M5W 1K3

281723 Alberta Ltd.
c/o Red Deer Welding Supplies
5121 - 47 Street
RED DEER, Alberta
T4N 1R8

Thorne Ernst & Whinney Inc.
3000, 10104 - 103 Avenue
EDMONTON, Alberta
T5J 3X7

Bettenson Cartage & J.V. and
C.D. Bettenson
5034 - 45 Street
RED DEER, Alberta
T4N 1K9

Bettenson's Cartage
5034 - 45 Street
RED DEER, Alberta
T4N 1K9

BRZ Expansion - letter to property owners - Zone 2 - page 4

Shell Canada Limited
P.O. Box 100, Station M
CALGARY, Alberta
T2P 2H5

Canadian Oil Co.
P.O. Box 100, Station M
CALGARY, Alberta
T2P 2H5

Kenneth M. and Donna H. Ing
4718 - 43 A Avenue
RED DEER, Alberta
T4N 3G8

Mister Tire Sales (Red Deer) Ltd.
4720 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Gundy's Tire Service 1971 Ltd.
5124 - 48 Street
RED DEER, Alberta
T4N 1T2

263429 Alberta Ltd.
3705 Van Horne Avenue
BRANDON, Manitoba
R7B 3M8

Ruby M. Swales
1 Sutton Close
RED DEER, Alberta
T4N 0E2

Grocery Cart (Stettler) Ltd.
c/o Bill Sheridan
R.R. 3
RED DEER, Alberta
T4N 5E3

BRZ EXPANSION - letter to property owners - Zone 3 - page 1

Canada Safeway Limited
P.O. Box 640, Station M
CALGARY, Alberta
T2P 2J4

Kaylor X-Ray Management Ltd.
105, 4929 - 50 Street
RED DEER, Alberta
T4N 1X9

324971 Alberta Ltd.
c/o E.V. Dolinsky
4913 - 45 Street
RED DEER, Alberta
T4N 1K7

Canada Safeway Ltd.
P.O. Box 430
EDMONTON, Alberta
T5J 2K2

Fargey's Paint Supplies
& Floor Coverings Ltd.
c/o Ed Makarenko
3433 Gaetz Avenue
RED DEER, Alberta
T4N 3Y3

Objection

Odan Construction Limited
c/o Liberty Flame Restaurants Ltd.
4312 - 49 Avenue
RED DEER, Alberta
T4N 3W6

Scott Cadman & Associates Ltd.
c/o Dr. M.H. Harach
101, 4419 - 50 Avenue
RED DEER, Alberta
T4N 3Z5

Objection



Benjamin Moore Paints
One Shot Sign Paint
Olympic Stain
Sikkens Cetol

Watco
Behr Products
Drapery & Blinds
Computer Color Matching

Behlen Sprays
Endura Coatings
Binks & Graco
Lemmer-Wagner

Trig-A-Cap
Interior Design
Wallpaper
P & L Lacquer

3433 Gaetz Avenue
Red Deer, Alberta
T4N 3Y3
(403) 343-3133
Fax: 340-8636

6791 Gaetz Avenue
Red Deer, Alberta
T4N 4C9
(403) 343-8300

MR. KELLY KLOSS
CITY OF RED DEER

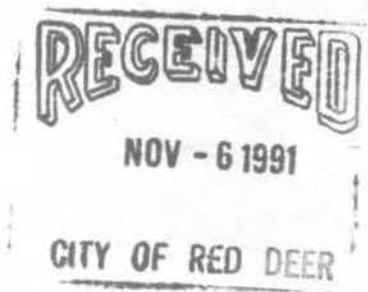
OCTOBER 25/91

DEAR MR. KLOSS,

THANK-YOU FOR ADVISING ME OF THE PLANNED
EXPANSION OF THE BUSINESS REVITALIZATION ZONE.
NEEDLESS TO SAY, THE WAY THE CITY HAS INCREASED
TAXES TO THE BUSINESS COMMUNITY YEAR AFTER YEAR,
WELL AHEAD OF INFLATION AND PROFITS, THE TIME HAS
COME TO SAY , **STOP**, THIS JUST APPEARS LIKE
ANOTHER TAX GRAB. WITH THE CITY USING TAX-PAYERS
DOLLARS TO TRY TO STOP PRIVATE ENTERPRISE FROM
INVESTING IN THIS AREA, HOW CAN THEY HONESTLY TRY
TO FORCE US TO CONTRIBUTE MORE TAX DOLLARS?
PLEASE ACCEPT THIS AS MY PETITION OF OBJECTION TO
THE PLANNED TAX BUSINESS REVITALIZATION ZONE
EXPANSION AREA. ZONE 3 DOES NOT FALL INTO THE
DOWNTOWN AREA.
THANK-YOU FOR YOUR ATTENTION.

YOURS VERY TRULY,
ED MAKARENKO
PRESIDENT

A handwritten signature in dark ink, appearing to be "Ed Makarenko".



Scott Cadman & Associates Ltd.
101 - 4419 - 50 Avenue
Red Deer, Alberta.
T4N 3Z5

November 14, 1991

The City of Red Deer
Box 5008
Red Deer, Alberta.
T4N 3T4

ATTENTION: Mr. Kelly Kloss

Dear Mr. Kloss:

Thank you for advising us of the planned expansion of the business revitalization zone. Kindly accept this as our petition of objection to the expansion of the business revitalization zone into Zone 3 as designated on the plot plan.

Our feeling is that this change would create an inequitable tax burden relative to adjacent businesses not included in the change and that our properties would not receive any particular benefit from being part of the revitalization at this time.

Sincerely yours,



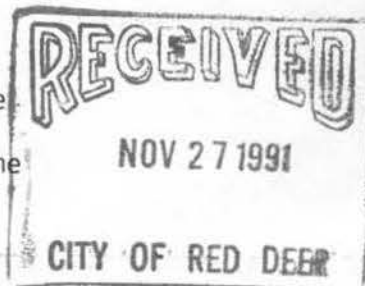
Carl Bettenson
President
Scott Cadman & Associates Ltd.

CB/skc

Commissioners' Comments

Based on the information presented, we would support the application by the Towne Centre Association to add the 3 zones to the BRZ area.

We note that some of the objections imply that this is a City initiative. For clarification, it should be noted that this is a self imposed tax by the business community initiated by the Towne Centre Association.



"R.J. MCGHEE", Mayor
"M.C. DAY", City Commissioner

OFFICE CONSOLIDATION

BYLAW 2032

THE BUSINESS TAX BYLAW

BYLAW 2032

A Bylaw to provide for a business assessment and the payment of a business tax within the City of Red Deer.

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

This Bylaw may be cited as "The Business Tax Bylaw".

DEFINITIONS

1. In this bylaw, unless the context otherwise requires:
 - (a) "Assessor" means the Assessor of the City of Red Deer.
 - 2032/G-69 (b) "Business" includes business, trade, profession, occupation, employment or calling and the providing of goods or services.
 - 2032/B-64 (b1) "Business Assessment" means the assessment on gross
2032/G-69 annual rental basis of all businesses carried on in the City of Red Deer.
 - 2032/B-64 (c) "Business Tax" means a tax upon the business assessment to be paid by any person carrying on a business within the City of Red Deer.
 - (d) "City" means the City of Red Deer.
 - 2032/G-69 (d1) "Floor Space" means the superficial area of every floor in the building in which business is carried on and includes the superficial area of any land not forming the site of a building but occupied or used for the purpose of or incidental to the exercise or carrying on of a business.
 - (e) "Person" includes a corporation or partnership.
 - 2032/G-69 (f) "Premises" means the store, office, warehouse, factory, building, enclosure, yard or any space occupied or used by a person for the purpose of a business.
2. Every person carrying on a business in the City shall make payment of the full amount of the business tax charged against the business in the roll at the office of the Tax Collector of the City of Red Deer on or before the 30th day of June of the year stated in the business tax notice.
2032/C-66
2032/E-68

- 2032/N-75 3. The Assessor shall, before the twenty-eighth (28th) day of February 1976 for the 1976 taxation year and thereafter before the thirty-first (31st) day of December in each year, make a business assessment of all premises in the City, notwithstanding that any such premises are unoccupied and no business is exercised or operated therein or thereon.
- 2032/B-64 4. The business assessment shall be a sum equal to the
2032/G-69 gross annual rental value of the premises occupied.
- 2032/A-81 5. The business tax to be paid by each person carrying
2032/A-82 on a business shall be paid annually and shall be a
2032/A-83 sum equal to the following amounts:
2032/A-84 (a) 3.26% of the business assessment of each
2032/A-85 business carrying on manufacturing and/or
2032/A-86 processing.
2032/B-87 (b) 3.26% of the business assessment of each
2032/B-88 business carrying on a business other than
2032/A-89 manufacturing and/or processing or a home
2032/A-90 occupation.
2032/A-91
- 2032/A-84 5.1 In addition to the business tax to be paid pursuant
2032/A-88 to Section 5, each person carrying on business
2032/A-91 within the boundaries of the Business Revitalization
Zone established under Business Revitalization Zone
Bylaw 2827/83 shall pay annually as business tax a
sum equal to 1.00% of the business assessment of
each such business or the sum of \$100.00, whichever
is the greater sum.
- 2032/B-64 6(a) any payment, not exceeding the amount of the
2032/C-66 previous year's tax, paid before the first day of
2032/I-69 April of the current year, shall receive thereon a
2032/K-75 credit computed at the rate of 6% per annum from the
2032/A-87 day of such payment or January 1st, whichever is
later to the 30th day of June of the said current
year as stated in the tax notice provided there are
no taxes then in arrears.
- 2032/B-81 (b) Should the full amount or any portion of the current
taxes for the years stated in the business tax
notice remain unpaid after the last business day of
the City of Red Deer in the month of June, then on
the first business day of the City in the month of
July of the same year there shall be added to and
form part of such unpaid taxes, by way of penalty

- 2032/C-88 an amount equal to 9 percent of the unpaid taxes. A further penalty in the amount equal to 4.5 percent of the unpaid taxes shall be added to and form part of such unpaid taxes on the first business day of the City in the month of September of the said year and a further penalty in the amount equal to 3.5 percent of the unpaid taxes shall be added to and form part of such unpaid taxes on the first business day of the City in the month of November of the said year.
- 2032/B-81 (c) Should any taxes remain unpaid after the last business day of the City in the month of December of the year for which the same are levied, there shall be added thereto by way of penalty an amount equal to 3 percent of the balance of the said unpaid taxes on the first business day of the City in the month of January, March, May, July and September in each succeeding year thereafter, so long as the said taxes remain unpaid and an amount equal to 1.7 percent of the balance of said unpaid taxes on the first business day of the City in the month of November in each succeeding year thereafter, so long as the said taxes remain unpaid.
- 2032/C-88
- (d) Any refund payable by the City by reason of over-payment of business tax shall not be refunded prior to July 1 of the year of payment unless such refund is adjusted to take into account any credit given in respect thereof under subsection(a) hereof.
- 2032/H-69
- 2032/M-75 6.1 For the purpose of this bylaw any payment of business tax forwarded by mail shall be deemed to be paid on the same date as the postmark on the envelope in which the said payment is mailed.
7. The Assessor shall, if satisfied that any person subject to the business assessment has given up, sold or disposed of such business to any person who is continuing the same, charge such person with the business tax pro rata in respect to the number of months during which he has carried on such business, a portion of a month being taken as a month, and shall, upon the same basis of assessment, charge the successor in business in such premises with the remainder of the tax in respect of the year in question.
8. If a person subject to a business assessment permanently vacates the premises, and then later resumes business in the premises, or if any other person has subsequently commenced business therein,

the Assessor may charge against the person so resuming or commencing business a business tax pro rata for the proportion of the remainder of the year in which the business is carried on in the premises.

2032/B-64

9. Where a tenant who is liable to business assessment in respect of any premises leased by him sublets the whole or any portion thereof, the Assessor, in his discretion, may assess either the tenant or the subtenant in respect of the premises or the portion of the premises sublet.
10. Where a manufacturer is not manufacturing products within the City but is selling such products wholesale or retail therein, the manufacturer concerned shall pay to the City a business tax at the rate applicable to wholesale or retail businesses, as the case may be.
- 11a) This bylaw shall come into force upon the final passing thereof.
- b) Bylaws numbered 660, 958, 1769, 1584, 1717 and 1826 are hereby repealed.

READ A FIRST TIME IN OPEN COUNCIL this 14th day of March, A.D. 1960.

READ A SECOND TIME IN OPEN COUNCIL this 14th day of March, A.D. 1960.

READ A THIRD TIME IN OPEN COUNCIL AND FINALLY PASSED this 14th day of March, A.D. 1960.

"J. McAfee"
Mayor

"F.A. Amy"
City Clerk



THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

*Sent to those
on attached
lists*

December 12, 1991

TO: ALL BUSINESSES ASSESSED IN ZONES 1, 2 AND 3

Dear Sir or Madam:

**RE: BUSINESS REVITALIZATION ZONE BOUNDARY EXPANSION
AMENDING BYLAW NO. 2827/A-91**

Further to the letter dated October 4, 1991 from this office wherein we advised of Council's intention to pass a bylaw which would expand the Business Revitalization Zone, I wish to advise as follows:

Council of The City of Red Deer at its meeting held on December 9, 1991 gave second and third reading to Bylaw 2827/A-91. Please note that prior to second and third reading, the bylaw was amended, deleting Zone 3 which, generally speaking, is the Port-O-Call Shopping Centre area. Enclosed herewith is a copy of the bylaw as finally approved by Council. We would also draw to your attention that this bylaw comes into effect January 1, 1992.

The decision of Council in this instance is submitted for your information. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,

C. SEVCIK
City Clerk

CS/jt
Att.

c.c. City Assessor
All Property Owners in Zones 1, 2 and 3

*Copy also to: Towne Centre Assoc.
Attn. J. Ferguson
9/12/92
ls.*



RED DEER

*a delight
to discover!*

BYLAW NO. 2827/A-91

Being a Bylaw to amend Bylaw Number 2827/83, the Downtown Business Revitalization Zone 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 No. 2827/83 is hereby amended as follows:

- 1 As to Schedule "A" by deleting same and substituting therefor the Schedule "A" annexed hereto.
- 2 This Bylaw shall come into full force and effect on January 1, 1992.

READ A FIRST TIME IN OPEN COUNCIL this 25 day of November A.D. 1991.

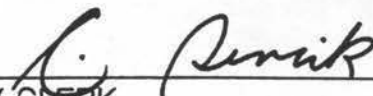
READ A SECOND TIME IN OPEN COUNCIL this 9 day of December A.D. 1991.

READ A THIRD TIME IN OPEN COUNCIL this 9 day of December A.D. 1991.

MAYOR

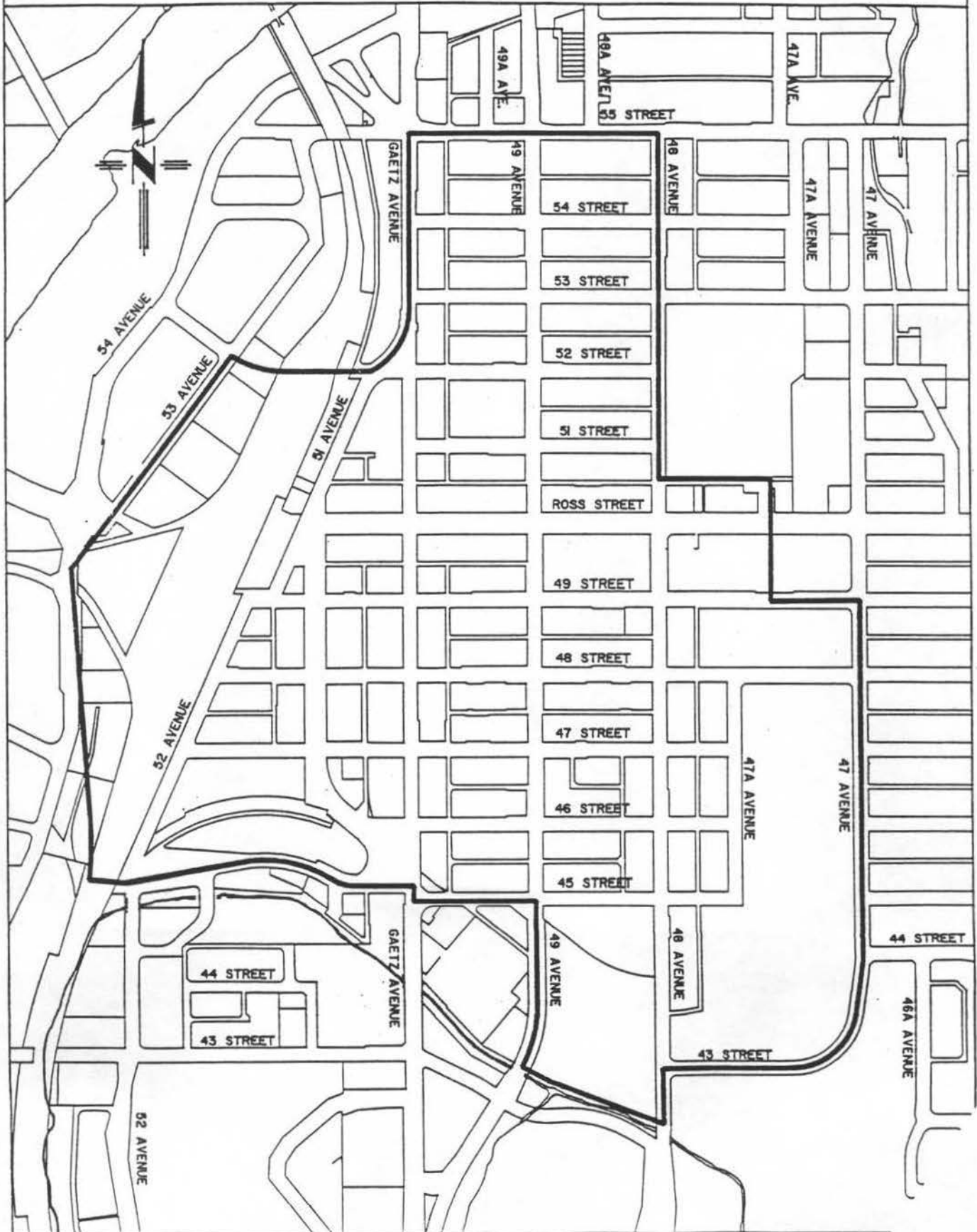


CITY CLERK



SCHEDULE "A"
BYLAW 2827/83 BUSINESS REVITALIZATION ZONE

BOUNDARY OF BUSINESS REVITALIZATION ZONE



ZONE 1

RE: BRZ BOUNDARY EXPANSION LETTER of October 4, 1991

Alberta Wheat Pool
Box 2700
CALGARY, Alberta
T2P 2P5

Newsco Well Service Ltd.
1300, 801 - 6 Avenue S.W.
CALGARY, Alberta
T2P 4E1

T. Maxwell Brown Prof. Corp.
5020 - 51 Avenue
RED DEER, Alberta
T4N 4H5

*Assessed
Properties
(sent on letterhead)*

ZONE 2 - page 1

Windsor Hotel T S I Ltd.
4822 - 51 Avenue
RED DEER, Alberta
T4N 4H3

Arlington Hotel Red Deer Ltd.
4905 - 51 Avenue
RED DEER, Alberta
T4N 4H4

Wah Hon Yee carrying on
business under Valley Coffee Shop
5017 - 49 Street
RED DEER, Alberta
T4N 1V4

Valley Hotel - Bond Invest Ltd.
Attn: Rene Poulin
5017 - 49 Street
RED DEER, Alberta
T4N 1V4

G. Teske carrying on business
under Family Shoe Repair
5018 - 49 Street
RED DEER, Alberta
T4N 1V5

Quality Cleaning Ltd.
5020 - 49 Street
RED DEER, Alberta
T4N 1V5

Bonnie Slack & Vickie Vajda
in business as La Mane Place
#1, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

Joyce Row known & operating as
Sagit Aries Costumes
#7, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

ZONE 2 - page 2

Copies Now
Northcott Management Ltd.
#9, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

Elvine Skoretz known & operating
as Moneystrat Inc.
211, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

Red Deer Monumental Ltd.
4802 - 51 Avenue
RED DEER, Alberta
T4N 4H3

Canadian Computer
Training Centre Inc.
200, 4806 - 51 Avenue
RED DEER, Alberta
T4N 4H3

Nutri/System Weight Loss Centre
New Hope Alberta Ltd.
4806 - 51 Avenue
RED DEER, Alberta
T4N 4H3

Patricia Marshall known as and
operating under Red Deer Pet Centre
4810 - 51 Avenue
RED DEER, Alberta
T4N 4H3

Windsor Hotel Coffee Shop
351290 Alberta Ltd.
4822 - 51 Avenue
RED DEER, Alberta
T4N 1V6

ZONE 2 - page 3

Canada Life Assurance Co.
300 University Avenue
TORONTO, Ontario
M5G 1R8

Shalimar Physiotherapy Ltd.
#102, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

Millar Homynyk Keeley Assoc. Ltd.
4711 - 51 Avenue, #107
RED DEER, Alberta
T4N 6H8

Paper Cat Development Ltd.
202, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

Canadian Home Assurance Co.
200, 940 - 6 Avenue S.W.
CALGARY, Alberta
T2P 3T1

Cascade Fireplace Ltd.
Cascade Industries Ltd.
4203 - 17 A Street S.E.
CALGARY, Alberta
T2G 3X1

Fountain Tire Red Deer Ltd.
4720 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Harley Debruyckere & L.D. Sianchuk
Grower Direct - Fresh Cut Flowers
10, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

ZONE 2 - page 4

Marilyn Kowalski, Sole Prop.
ABC's 123's Children's Shoppe
#3, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

Parkland Transmission Ltd.
4702 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Crystal Glass Canada Ltd.
Box 4100 SOUTH
EDMONTON, Alberta
T6E 4S8

Red Deer Lock & Safe Ltd.
4710 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Century 21 Red Deer Realty Ltd.
#101, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

Associated Engineering Alta. Ltd.
#204, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

Newton Appraisals Ltd.
#203, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

Norbert Altvater Prof. Corp.
#206, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

ZONE 2 - page 5

Texaco Canada Ltd.
Mgr. of Property Taxes
90 Wynford Drive
DON MILLS, Ontario
M3C 1K5

Brigley's Auto Body Ltd.
5120 - 47 Street
RED DEER, Alberta
T4N 1R9

Red Deer Welding Supplies (1989) Ltd.
5121 - 47 Street
RED DEER, Alberta
T4N 1R8

Red Deer Central TV Ltd.
5130 - 47 Street
RED DEER, Alberta
T4N 1R8

Henning & Watt Petroleum Sales Ltd.
5133 - 47 Street
RED DEER, Alberta
T4N 1R8

Russell & Ruth Cwiklewich
Classic Keyboard Distributors
5015 - 48 Street
RED DEER, Alberta
T4N 1S9

Gundy's Tire Service 1971 Ltd.
5122 - 48 Street
RED DEER, Alberta
T4N 1T2

Des Henry known & operating as
Pyramid Refinishers
5123 - 48 Street
RED DEER, Alberta
T4N 1T1

ZONE 2 - page 6

Pix-A-Color Red Deer
5127 - 48 Street
RED DEER, Alberta
T4N 1T1

G & H Harley - Davidson
Autumn Enterprises Inc.
5129 - 48 Street
RED DEER, Alberta
T4N 1T1

Grocery Kart Convenience Store
5018 - 45 Street
RED DEER, Alberta
T4N 1K9

Bettenson's Cartage Co. Ltd. **Objection**
4320 - 52 Avenue
RED DEER, Alberta
T4N 4J9

Weston Bakeries Ltd
203, 58 Avenue S.E.
P.O. Box 5190, Station A
CALGARY, Alberta
T2H 1X3

Sent out October 4/91

Hair Masters
Vicki Stoddart, Sole Prop.
5034 - 45 Street
RED DEER, Alberta
T4N 1L1

Three Sent out October 7, 1991

Bob Thompson, known & operating
as Bob's Barber Shop
5024 - 49 Street
RED DEER, Alberta
T4N 1V5

ZONE 2 - page 7

Forty-Nine Street Blues
Windsor Hotel (T.S.I.) Ltd.
4822 - 51 Avenue
RED DEER, Alberta
T4N 4H3

George Young, known & operating
as Red Deer General Store
5113 - 49 Street
RED DEER, Alberta
T4N 1V6

Phil's Steak & Pancake House
298983 Alta. Ltd.
4312 - 49 Avenue
RED DEER, Alberta
T4N 3W6

National Trust Company
4402 - 49 Avenue
RED DEER, Alberta
T4N 3W6

Glenn's Sun & Slopes
Glenn's Cylce & Sports Ltd.
4440 - 49 Avenue
RED DEER, Alberta
T4N 3W6

Objection

Canada Safeway Ltd.
P.O. Box 430
EDMONTON, Alberta
T5J 2K2

Bishop's Western Drug Mart #2
Drugs by Bishop Ltd.
4409 Gaetz Avenue
RED DEER, Alberta
T4N 3Z5

Davidson Dental Serices Ltd.
102, 4419 - 50 Avenue
RED DEER, Alberta
T4N 3Z5

Jacob G. Reimer Prof. Corp.
104, 4419 Gaetz Avenue
RED DEER, Alberta
T4N 3Z5

Objection

Pro Care Dental Services Ltd.
101, 4419 Gaetz Avenue
RED DEER, Alberta
T4N 3Z5

Objection (now Port-O-Call Dental Clinic)

ZONE 3 - page 2

Marlene L. Curtis in business as
M C Felines - The Nail Co.
103, 4419 Gaetz Avenue
RED DEER, Alberta
T4N 3Z5

Independence Group - Att. Dr. Eleason
After Hours Medical Office
c/o 265, 5201 - 43 Street
RED DEER, Alberta
T4N 1C7

Bank of Nova Scotia
4421 - 50 Avenue
RED DEER, Alberta
T4N 3Z5

Objection

LETTER TO PROPERTY OWNERS RE: BRZ EXPANSION - ZONE 1

Barbara Meryl Brown
5020 - 51 Avenue
RED DEER, Alberta
T4N 4H5

Alberta Wheat Pool
Box 2700
CALGARY, Alberta
T2P 2P5

Prairie Business Machines
5032 - 50 Avenue
RED DEER, Alberta
T4N 4B1

Calgary & Edmonton Railway Co.
c/o Marathon Realty Co. Ltd.
2100 One Palliser Square
125 - 9 Avenue S.E.
CALGARY, Alberta
T2G 0P8

Canadian Pacific Railway Co.
Heavy Haul Systems Properties Group
Suite 2100
125 - 9 Avenue S.E.
CALGARY, Alberta
T2G 0P8

Crane Canada Inc.
P.O. Bag 5450, Station A
CALGARY, Alberta
T2H 0P2

422984 Alberta Ltd.
2900 Manulife Place
10180 - 101 Street
EDMONTON, Alberta
T5J 3V5

*Property
Owners
(send on copied
letterhead)*

Letter to Property Owners re: BRZ Expansion - Zone 1 (p.2)

Marathon Realty Co. Ltd.
2100 One Palliser Square
125 - 9 Avenue S.E.
CALGARY, Alberta
T2G 0P8

Nowsco Well Service Ltd.
1300, 801 - 6 Avenue S.W.
CALGARY, Alberta
T2P 4E1

BRZ EXPANSION - LETTER TO PROPERTY OWNERS - ZONE 2

Red Deer Monumental Ltd.
4802 - 51 Avenue
RED DEER, Alberta
T4N 4H3

408467 Alberta Ltd.
4806 - 51 Avenue
RED DEER, Alberta
T4N 4H2

James & Cheung Lee
3944 Union Street
BURNABY, B.C.
V5C 2W7

TSI Ltd.
4822 - 51 Avenue
RED DEER, Alberta
T4N 4H3

R. H. Chambers Investments Ltd.
13188 - 20 A Avenue
SURREY, B.C.
V4A 8Z1

Norbert M. Lee
5118A - 48 Street
RED DEER, Alberta
T4N 1T2

Vellner Motors
7434 - 50 Avenue
RED DEER, Alberta
T4P 1X7

Bond Investments Ltd.
c/o Rene Poulin, Valley Hotel
5017 - 49 Street
RED DEER, Alberta
T4N 1V4

BRZ Expansion - Letter to Property Owners - Zone 2 - page 2

German Canadian Club of Red Deer
Box 471
RED DEER, Alberta
T4N 5G1

Arlington Hotel (Red Deer) Ltd.
4505 - 51 Avenue
RED DEER, Alberta
T4N 4H4

Bardeco Holdings Ltd.
4702 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Gary McMahon
4706 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Cascade Industries Ltd.
4203 - 17 A Street S.E.
CALGARY, Alberta
T2G 3X1

Russell Scott Carr
4102 - 35 Street
RED DEER, Alberta
T4N 0P8

Dennis Walker & Gladys Morigeau
Ex. of the Will of Elizabeth Walker
19 Fern Road
RED DEER, Alberta
T4N 4Z3

Fourell Alberta Ltd.
860 Wheeler Road
EDMONTON, Alberta
T6M 2E1

BRZ Expansion - letter to property owners - Zone 2 - page 3

Red Deer Central TV Ltd.
5130 - 47 Street
RED DEER, Alberta
T4N 1R9

Gordon Charles Brigley
5120 - 47 Street
RED DEER, Alberta
T4N 1R9

Central Alberta Trades &
Labour Society
5116 - 47 Street
RED DEER, Alberta
T4N 1R9

172965 Canada Limited
111 St. Clair Avenue West
TORONTO, Ontario
M5W 1K3

281723 Alberta Ltd.
c/o Red Deer Welding Supplies
5121 - 47 Street
RED DEER, Alberta
T4N 1R8

Thorne Ernst & Whinney Inc.
3000, 10104 - 103 Avenue
EDMONTON, Alberta
T5J 3X7

Bettenson Cartage & J.V. and
C.D. Bettenson
5034 - 45 Street
RED DEER, Alberta
T4N 1K9

Bettenson's Cartage
5034 - 45 Street
RED DEER, Alberta
T4N 1K9

BRZ Expansion - letter to property owners - Zone 2 - page 4

Shell Canada Limited
P.O. Box 100, Station M
CALGARY, Alberta
T2P 2H5

Canadian Oil Co.
P.O. Box 100, Station M
CALGARY, Alberta
T2P 2H5

Kenneth M. and Donna H. Ing
4718 - 43 A Avenue
RED DEER, Alberta
T4N 3G8

Mister Tire Sales (Red Deer) Ltd.
4720 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Gundy's Tire Service 1971 Ltd.
5124 - 48 Street
RED DEER, Alberta
T4N 1T2

263429 Alberta Ltd.
3705 Van Horne Avenue
BRANDON, Manitoba
R7B 3M8

Ruby M. Swales
1 Sutton Close
RED DEER, Alberta
T4N 0E2

Grocery Cart (Stettler) Ltd.
c/o Bill Sheridan
R.R. 3
RED DEER, Alberta
T4N 5E3

BRZ EXPANSION - letter to property owners - Zone 3 - page 1

Canada Safeway Limited
P.O. Box 640, Station M
CALGARY, Alberta
T2P 2J4

Kaylor X-Ray Management Ltd.
105, 4929 - 50 Street
RED DEER, Alberta
T4N 1X9

324971 Alberta Ltd.
c/o E.V. Dolinsky
4913 - 45 Street
RED DEER, Alberta
T4N 1K7

Canada Safeway Ltd.
P.O. Box 430
EDMONTON, Alberta
T5J 2K2

Fargey's Paint Supplies
& Floor Coverings Ltd.
c/o Ed Makarenko
3433 Gaetz Avenue
RED DEER, Alberta
T4N 3Y3

Objection

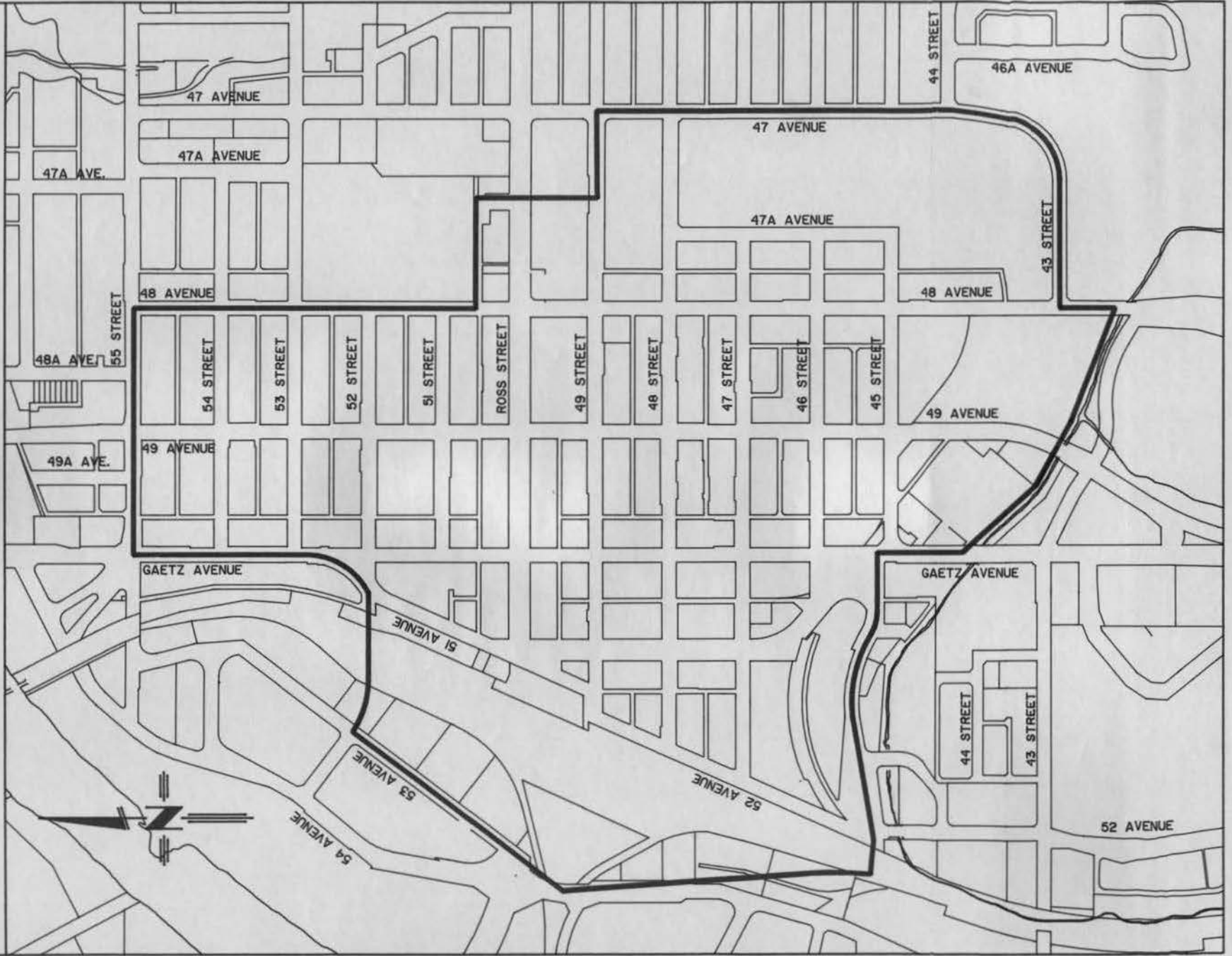
Odan Construction Limited
c/o Liberty Flame Restaurants Ltd.
4312 - 49 Avenue
RED DEER, Alberta
T4N 3W6

Scott Cadman & Associates Ltd.
c/o Dr. M.H. Harach
101, 4419 - 50 Avenue
RED DEER, Alberta
T4N 3Z5

Objection

SCHEDULE "A"
BYLAW 2827/83 BUSINESS REVITALIZATION ZONE

— **BOUNDARY OF BUSINESS REVITALIZATION ZONE**





• RED DEER'S • **ORIGINAL** • BUSINESS DISTRICT •

• TOWNE CENTRE ASSOCIATION • B3. 4901 - 48 STREET • RED DEER, ALBERTA • T4N 1S8 • (403) 340-TOWN (8696) •

NO. 1

September 10, 1991

Mayor McGhee and
City Council
City of Red Deer

RE: BRZ BOUNDARY EXPANSION AND AMENDMENT TO BYLAW 2827/83

Dear Mayor and Council,

In accordance with section 171.2(1) and 171.8(1), of the Municipal Government Act, a petition of 10 people may request implementation and or amendment of a BRZ boundary. The boards of directors, consisting of 11 members, 10 of whom are affected rate payers in the core area, approved petition of the City, for three zones of expansion to the existing BRZ boundary, by motion at the 1990 Board Retreat in October of '90, and again at a retreat meeting of the directors on, October 8th of 1991.

The Board consists of;

Dr.G.Didrikson, Associated Chiropractic
Mr.H.Der, Parkland Savings and Credit Union
Mr.K.Sisson, Foster Sisson and Warren
Mrs. E.Kruthof, Kapp's Hobby House
Mr.J.Engels, Alberta Property Management
Mr.D.Plumtree, Canada Employment Centre
Mr.M.VanGils, Matt's Husky
Mr.P.Hansum, Hansum Construction
Mr.P.Hegge, Field's Stores
Mr.K.Heywood, Burrington Heywood

Mr/J.Campbell, City Council Representative.

The three expansion areas are enclosed, and we request that each be treated as a separate request. A letter was hand delivered to all businesses in the affected areas, requesting a response if they had any objection to the BRZ expansion in their areas. The letter was delivered July 29th. As of this date, no objection has been received by the businesses in the affected zones requested.

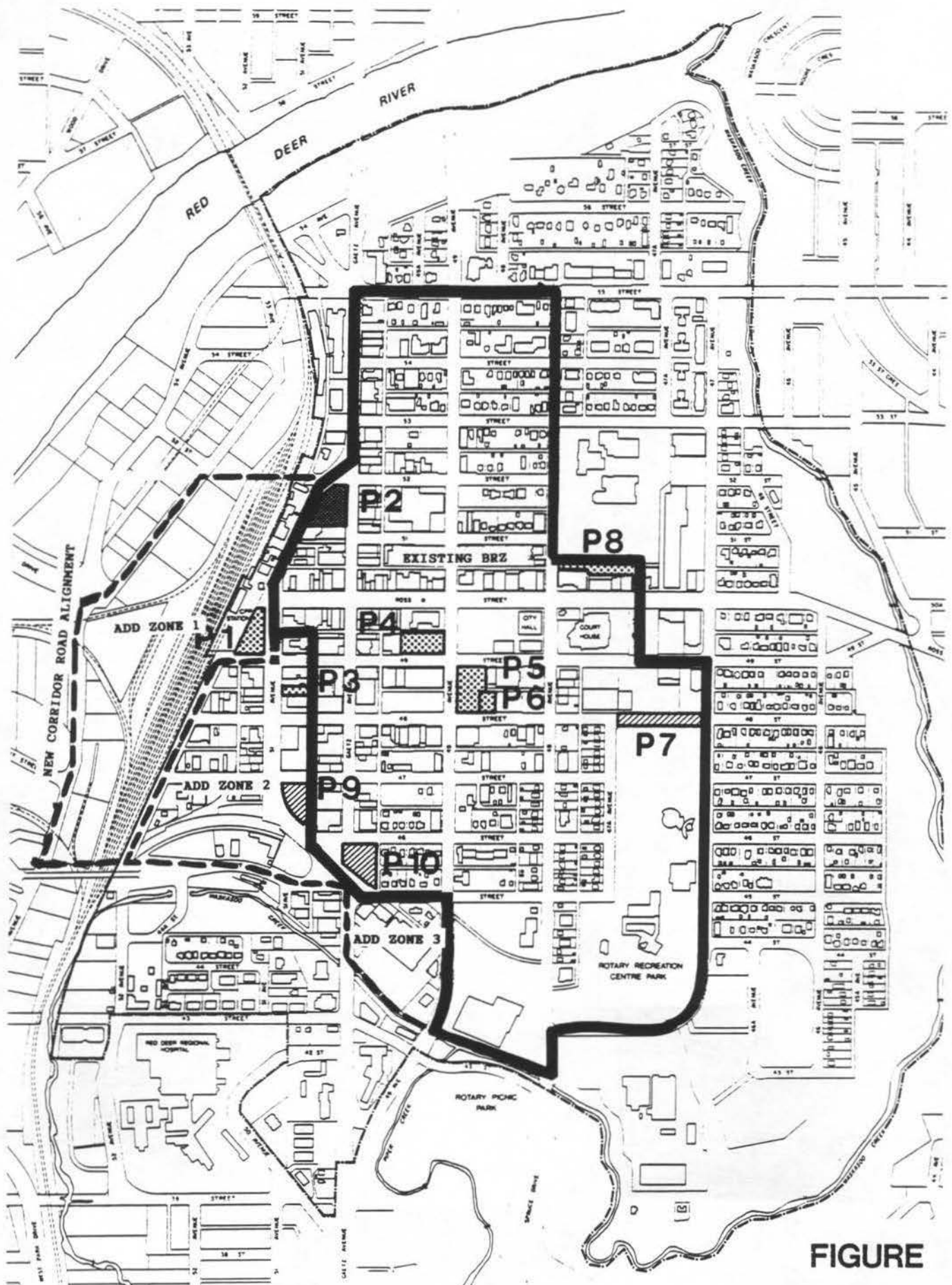
Sincerely yours,
TOWNE CENTRE ASSOCIATION,

John P.Ferguson, General Manager.

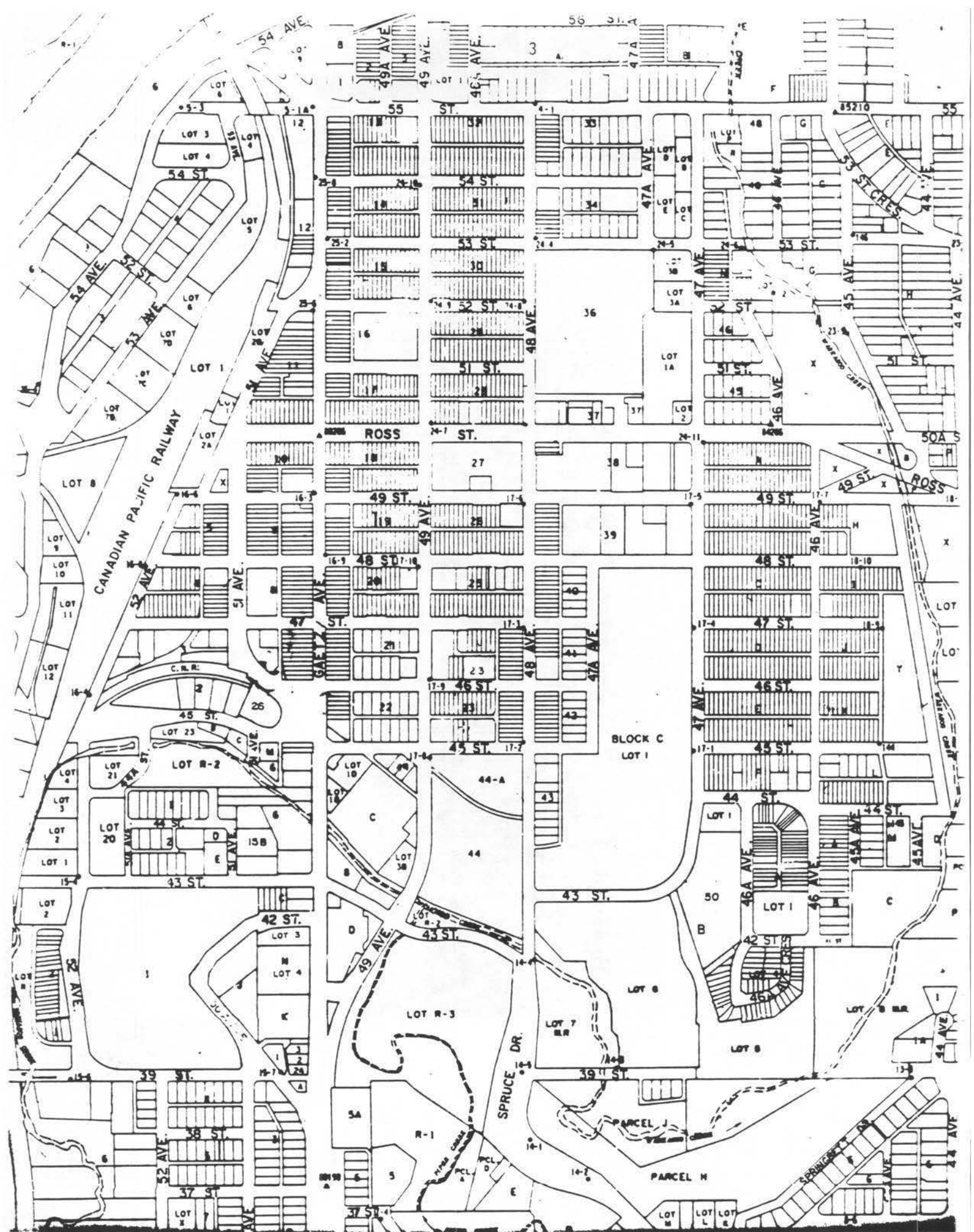
ADDITIONAL AGENDA

FOR THE REGULAR MEETING OF RED DEER
CITY COUNCIL TO BE HELD ON MONDAY, SEPTEMBER 30, 1991,
IN THE COUNCIL CHAMBERS OF CITY HALL,
RED DEER, COMMENCING AT 4:30 P.M.

- 1) Towne Centre Association - Re: BRZ Boundary Expansion/Amendment to Bylaw 2827/83 . . 1
- 2) Director of Engineering Services - Re: Commercial Recycling Program . . 27



FIGURE



(4) A by-law under subsection (3) may exclude ambulance services provided by a hospital from the prohibition set out in the by-law.

(5) When a by-law has been passed pursuant to subsection (3) requiring a licensed ambulance service provided by another person to be discontinued, the municipality shall acquire the assets and pay compensation for the loss of anticipated profits plus the value of vehicles and equipment to the person who previously operated such service.

(6) If the amount of the compensation or the terms of the acquisition cannot be agreed on between the council and the former operator, the compensation and value of the assets shall be determined by the Public Utilities Board and the resulting order that is issued is binding on both parties.

RSA 1980 cM-26 s169

Grant for
ambulance
service

Repealed

170(1) For the purpose of encouraging the establishment and maintenance of an ambulance service in the municipality or a part thereof, a council may annually by by-law authorize the payment of a grant to the owner of an ambulance.

(2) A council may enter into an agreement with one or more owners of ambulances to furnish certain ambulance services and to keep available the number of ambulances specified in the agreement both for the purposes of serving employees of the municipality or a part thereof and serving other inhabitants of the municipality or a part thereof.

(3) A council, by by-law, may grant the privilege of providing ambulance service in the whole municipality or a part thereof to one person and may by the same or by another by-law

(a) set minimum standards of ambulance service and the number of vehicles to be provided,

(b) set minimum requirements pertaining to vehicles to be used to provide the ambulance service,

(c) set the number and minimum qualifications of all drivers and attendants employed, and

(d) set the rates that may be charged for the service provided, on any basis that is considered to be equitable by the council.

RSA 1980 cM-26 s170

Public markets
and scales

171 A council may pass a by-law for the acquisition, construction, operation, control and maintenance of public markets and scales.

RSA 1980 cM-26 s171

Business Revitalization Zones

Definitions

171.1 In sections 171.2 to 171.8,

(a) "board" means a board of directors established under section 171.2;

(b) "Business Revitalization Zone" means a Business Revitalization Zone designated under section 171.2.

1983 c38 s30

Designation of
Business
Revitalization
Zone

171.2(1) On the request of at least 10 persons in an area who are shown on the current assessment roll of a municipality as being assessed for business assessment, a council may, by by-law,

(a) designate the area as a Business Revitalization Zone and prescribe its boundaries, and

(b) establish a board of directors for the Business Revitalization Zone.

(2) Notice of the intention of the council to pass a by-law under subsection (1) shall be mailed to every person in the area who is shown on the current assessment roll of the municipality as being assessed for business assessment with respect to that area.

(3) No by-law under subsection (1) shall be passed where the council receives a petition objecting to the passing of the by-law signed by persons entitled to notice representing at least 1/3 of the business assessment in the area and the petition has been filed with the municipal secretary within 60 days from the day on which the last notice was mailed.

(4) Where the council is prevented from passing a by-law by reason of a petition under subsection (3), the council may, on the expiration of 2 years from the day on which the petition was received, again proceed under this section to designate the area as a Business Revitalization Zone.

(5) If a council that has not passed a by-law under section 80 of the *Municipal Taxation Act* receives a request for the establishment of a Business Revitalization Zone from at least 10 persons representing businesses operating in an area, the council may pass a business tax by-law with respect to that area of the municipality for the purposes of this section and sections 171.3 to 171.9 and then proceed in accordance with this section to consider a business revitalization zone by-law.

(6) Part 2 of the *Municipal Taxation Act* applies with all necessary modifications to a by-law passed under subsection (5).

1983 c38 s30; 1985 c43 s26

Board of
directors

171.3(1) A board is a corporation and shall consist of

(a) 1 or more members of council, and

(b) not more than 10 individuals nominated by any of those persons referred to in section 171.2(2)

appointed by a resolution of the council.

(2) The council may, by resolution, remove any person appointed under subsection (1) and appoint another person to replace him.

(3) Where a vacancy occurs in the membership of the board, the council shall appoint a person who is eligible under subsection (1) to fill the vacancy.

1983 c38 s30

Purposes of
board

171.4 The purposes of a board may include all or any of the following:

(a) to improve, beautify and maintain municipally owned lands, buildings and structures in the area, in addition to any improvement, beautification or maintenance that is provided at the expense of the municipality at large;

(b) to acquire, by purchase, lease or otherwise, any real property necessary for its purposes and improve, beautify and maintain that property;

(c) to promote the area as a business or shopping area;

(d) to undertake interim improvement and maintenance of any property mentioned in clause (b) for use as parking and subsequently to dispose of that property, by sale, lease, exchange or otherwise, for public or private redevelopment for commercial purposes at a price not less than its fair market value;

(e) to conduct any studies or prepare any designs that may be necessary for the purposes of this section.

1983 c38 s30; 1986 c24 s16

Capital project
debentures

171.41(1) In this section "capital project" means a capital project for any of the purposes referred to in section 171.4(a), (b) or (d) and includes the preparation of designs for the project.

(2) At the request of a board, a council may by by-law authorize the undertaking by the municipality of a capital project within a Business Revitalization Zone.

(3) Subject to subsection (4), a council may by by-law authorize the issue of debentures to finance the undertaking of a capital project within a Business Revitalization Zone.

(4) Where a council receives a request from a board under subsection (2), the council shall cause a notice of its intention to undertake the capital project to be published, and section 157 of the *Municipal Taxation Act* applies as though the capital project were local improvements as referred to in that section.

(5) Where debentures are issued under this section, the council, in each year of the currency of the debentures, shall by by-law authorize a levy on all business assessments in the area at a uniform rate that the council considers sufficient to raise the amount required for the payment of the annual instalments of principal and interest on the debentures.

(6) Notwithstanding subsection (5), a council may in a by-law passed under subsection (3) provide that a portion of the cost shall be borne by the municipality at large, but if the portion of the cost to be borne by the municipality at large exceeds 50% of the estimated costs, section 324 applies.

(7) Notwithstanding subsection (5) or (6), where it appears to the council that the proposed facilities or structures will be of benefit to only a portion of a Business Revitalization Zone, the by-law authorizing the issue of debentures shall specify the portion so benefiting and the levies imposed under this section shall be imposed only on the business assessments within that portion of the Business Revitalization Zone.

(8) The levies authorized under this section shall be in addition to the levies specified in section 171.6.

(9) The levies authorized under this section shall be imposed by the council during the currency of any debentures issued under subsection (3) notwithstanding the repeal of the by-law establishing the Business Revitalization Zone.

(10) Where a capital project is undertaken under this section, the council may enter into an agreement with the board respecting the maintenance and operation of the capital project.

(11) Subject to subsection (6), a by-law passed under this section does not require the assent of the proprietary electors, but the by-law has no effect until it has received the approval of the Local Authorities Board.

(12) The term of a debenture under this section shall in no case exceed 10 years.

(13) A council may, by by-law,

(a) authorize the municipality to finance a capital project by the use of reserves or other funds of the municipality and allow the municipality to impose interest charges in the same manner as if the funds were borrowed under a debenture, or

(b) authorize a system of levies that is a modification of the system of levies provided for in this section.

1985 c43 s27; 1986 c24 s17

Finance

171.5(1) At the time and in the form prescribed by the council, a board shall submit to the council for its approval the estimates of the board for the current year and may request of the council any sums of money required to carry out its powers and duties.

(2) On receipt of the estimates, the council shall provide, in the form and manner it considers adequate, to every person assessed for business purposes in the area, notice of the estimates and the date and place of the council meeting at which the estimates will be considered.

(3) On approval of all or part of the estimates, the council shall direct the payment of the approved amount to the board.

(4) The board shall expend only money included in the estimates approved by the council and any member of the board who authorizes the expenditure of money not previously approved by the council is guilty of an offence and liable to a fine of not more than \$500.

(5) No indebtedness extending beyond the current fiscal year shall be incurred by a board.

(6) In addition to the amount paid under subsection (3), the council may contribute to the board funds

(a) from money collected from the municipality at large, or

(b) from money collected as payments pursuant to an off-street parking levy pursuant to the *Planning Act* if that money is used for the purposes described in section 171.4(d).

(7) The board shall include in its estimates any funds

(a) contributed by a council pursuant to subsection (6), or

(b) received from the disposal or conveyance of real property for commercial development,

but no such funds shall be used for the promotion of the area as a business or shopping centre or for studies relating thereto.

1983 c38 s30

Levy of business
tax

171.6(1) Subject to those maximum and minimum charges that the council may specify in the by-law, the council shall authorize, by by-law, the levy, on all business assessments in the area, of a uniform rate that the council considers sufficient to raise the amount required for the purposes of section 171.5(3).

(2) Any levy imposed under subsection (1) may be collected in the same manner and with the same remedies as provided in the *Municipal Taxation Act* for the collection of taxes on business assessments but the limitations imposed by section 82(3) of that Act do not apply to a by-law under this subsection.

(3) In addition to the levy under subsection (1), the council may, by by-law, provide that the sum required for any specific activity of the board shall be raised by a special benefit levy on the business assessment of those businesses considered by the council to receive a special benefit and the provisions of the *Municipal Taxation Act* with respect to local improvement taxes apply to a special benefit levy under this subsection.

(4) The municipal secretary, or the assessor in the case of a city, shall include in the general roll the businesses that are subject to a Business Revitalization Zone levy.

1983 c38 s30

Annual report
and records

171.7(1) On or before March 1 in each year a board shall submit its annual report for the preceding year to the council and that report shall include a complete audited financial statement of its affairs, with a balance sheet and a revenue and expenditure statement.

(2) All books, documents, records of transactions, minutes and accounts of a board shall, at all times, be open to inspection by the municipal auditor.

(3) A board may

(a) appoint one of its members,

(b) hire any person, or

(c) by agreement with the council, rely on the municipality

to maintain any books, documents, records of transactions, minutes and accounts, and for making and receiving payments.

1983 c38 s30

Amendment of
boundaries

171.8(1) A council may, by by-law, amend the boundaries of a Business Revitalization Zone.

(2) The provisions of section 171.2(2) and (3) apply to a by-law under this subsection with respect to any business proposed to be added to the area.

(3) A by-law under this subsection shall not come into force until the next January 1 after its passing.

1983 c38 s30

Repeal of by-law

171.9(1) A by-law passed pursuant to section 171.2(1) may be repealed by a by-law of the council to take effect on December 31 in the year in which it is passed.

(2) The provisions of section 171.2(2) and (3) do not apply to a by-law under this section.

(3) If a by-law passed pursuant to section 171.2(1) is repealed, the board shall cease to exist and its undertakings, assets and liabilities shall be assumed by the municipality.

1983 c38 s30

Public Works

Title to highways

172(1) The title to all public highways, roads, streets, lanes, alleys and bridges in a municipality, other than a city, is vested in the Crown in right of Alberta.

(2) The title to all public highways, roads, streets, lanes, alleys and bridges in a city is, except as far as is excluded by a special Act or an agreement, vested in the city.

(3) Subject to every other Act, a council has the control and management of the public highways, roads, streets, lanes, alleys, bridges, rivers, streams, watercourses, lakes, and other bodies of water within the municipality, including the air space above and the ground below.

(4) Nothing in this section gives a municipality title to or control and management of mines and minerals.

RSA 1980 cM-26 s172

Estate or interest
in public
highway, etc.

172.1(1) Subject to any special Act or agreement, the council of a city has the power and shall be deemed always to have had the power to dispose of an estate or interest in a public highway, road, street, lane or alley in the city so long as the disposition does not amount to a sale or lease or require a road closure within the meaning of section 180.

(2) Notwithstanding subsection (1), no estate or interest disposed of under that subsection shall be registered in a land titles office.

1983 c38 s31

Right of entry

173(1) The Minister of Transportation and Utilities has at all times the right to enter any municipality for the purpose of constructing, erecting, maintaining or repairing a highway, as defined in the *Department of Transportation and Utilities Act*.

(2) The Minister of Public Works, Supply and Services has at all times the right to enter any municipality for the purpose of constructing or erecting, maintaining or repairing a public work as defined by the *Public Works Act*.

(3) Repealed 1988 cT-3.5 s52.

(4) For all purposes mentioned in subsections (1) and (2), all public roads, highways or other public places or parts thereof where the work is being carried on shall, until the work is completed, be under the direction, control and management of whichever of the Ministers is in charge of the work.

RSA 1980 cM 26 s173; 1983 cD-25.5 s23; 1983 c27 s7;
1986 cD-28.5 s12; 1986 c15 s9; 1988 cT-3.5 s52



• RED DEER'S •

7
ORIGINAL

• BUSINESS DISTRICT •

• TOWNE CENTRE ASSOCIATION • B3, 4901 - 48 STREET • RED DEER, ALBERTA • T4N 1S8 • (403) 340-TOWN (8696) •

RE: BRZ EXPANSION EFFECTIVE 1992
EXPANSION ZONE ONE

Dear Mayor and Council,

The Board of Directors is petitioning the City of Red Deer to amend the BRZ Bylaw #2827/83, Schedule "A", to include the area described as, all the property contained within the surveyed boundaries of all phases of the Gelmon Development, west of 51Av, in downtown Red Deer. All of these lands are illustrated on the attached map.

The new BRZ area is intended to be included in the BRZ assessment effective January 1st, 1992.

Respectfully yours,

John P. Ferguson, General Manager
for; The Board of Directors.

NEW ADDRESS:
#B3, 4901 - 48 St.
Red Deer, Alberta
T4P 2L7

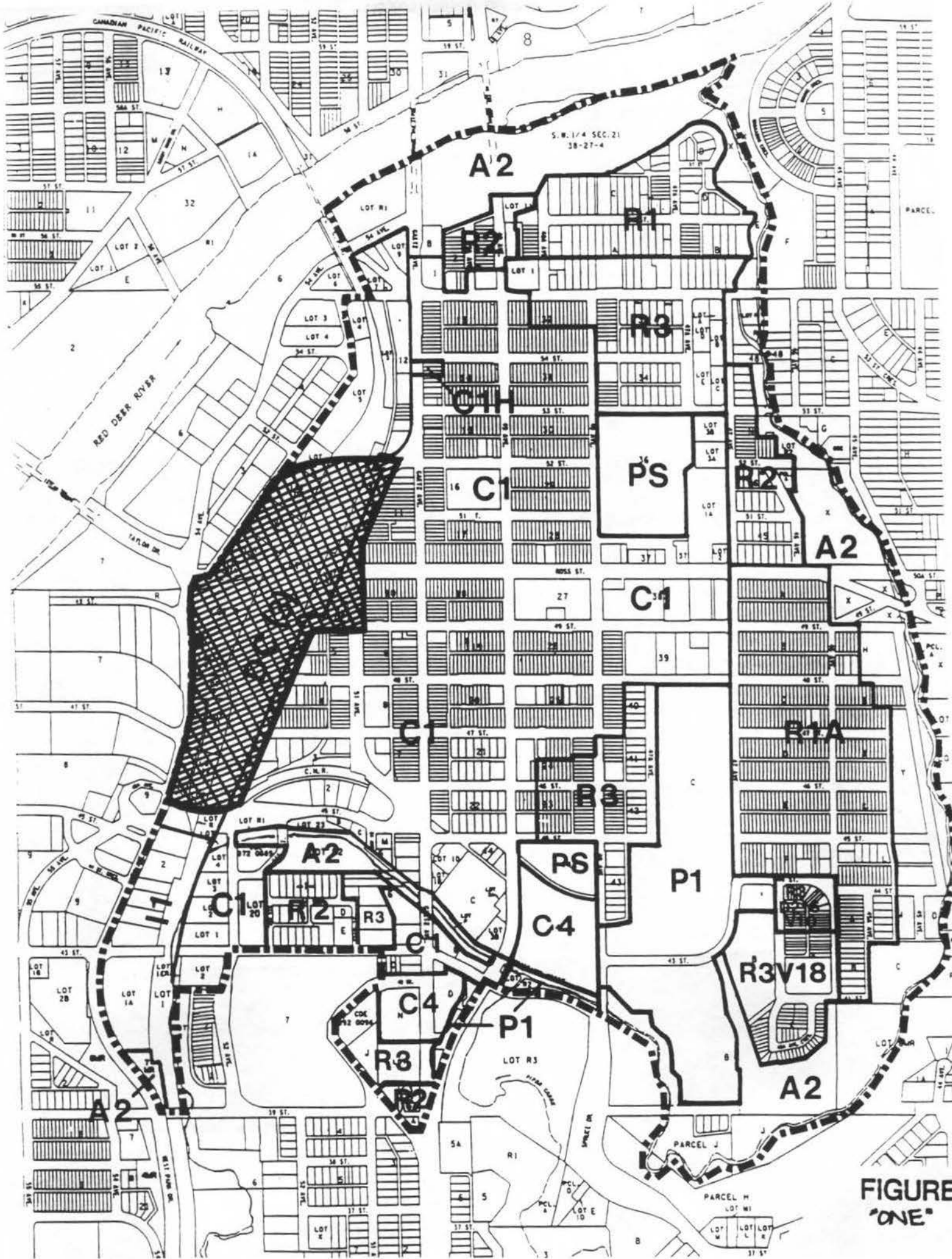


FIGURE
"ONE"



• RED DEER'S •

ORIGINAL

• BUSINESS DISTRICT •

• TOWNE CENTRE ASSOCIATION • B3, 4901 - 48 STREET • RED DEER, ALBERTA • T4N 1S8 • (403) 340-TOWN (8696) •

RE: BRZ EXPANSION EFFECTIVE 1992
EXPANSION ZONE TWO

Dear Mayor and Council,

The Board of Directors is petitioning the City of Red Deer to amend the BRZ Bylaw #2827/83, Schedule "A", to include the area described as, all the property contained within the surveyed boundaries of, North of 45 St, South of 49th Street, East of 52 Av, and west of the laneway on the east block of 51st.

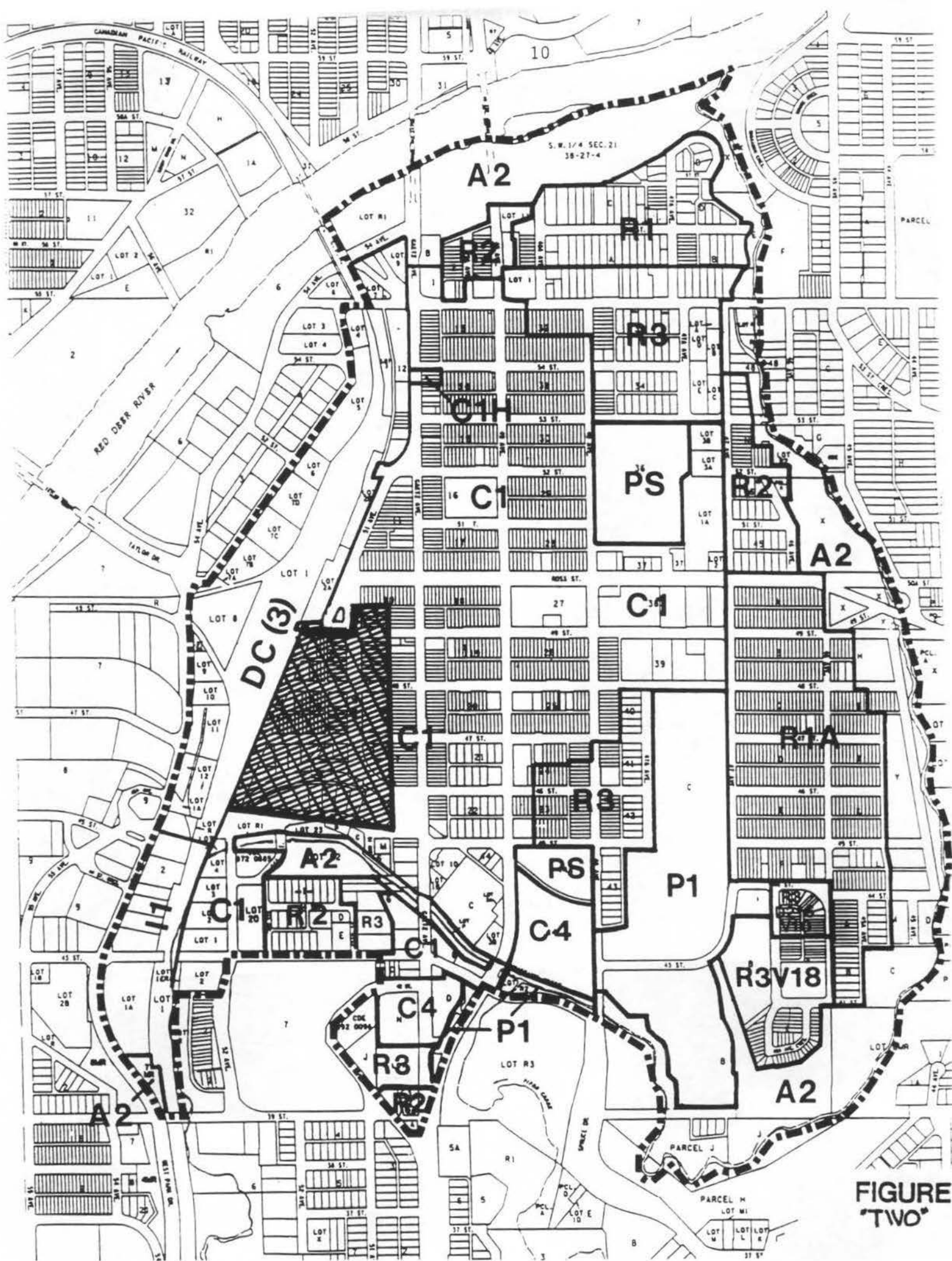
This property is defined on the attached map.

The new BRZ area is intended to be included in the BRZ assessment effective January 1st, 1992.

Respectfully yours,

John P. Ferguson, General Manager
for; The Board of Directors.

NEW ADDRESS:
#B3, 4901 - 48 St.
Red Deer, Alberta
T4P 2L7





• RED DEER'S • **ORIGINAL** • BUSINESS DISTRICT •

• TOWNE CENTRE ASSOCIATION • B3, 4901 - 48 STREET • RED DEER, ALBERTA • T4N 1S8 • (403) 340-TOWN (8696) •

RE: BRZ EXPANSION EFFECTIVE 1992
EXPANSION ZONE THREE

Dear Mayor and Council,

The Board of Directors is petitioning the City of Red Deer to amend the BRZ Bylaw #2827/83, Schedule "A", to include the area described as, all the property contained within the surveyed boundaries of, North of the creek, South of 45 Street East of Gaetz Av, and West of 49 Av, Know as the Port O Call Safeway site.

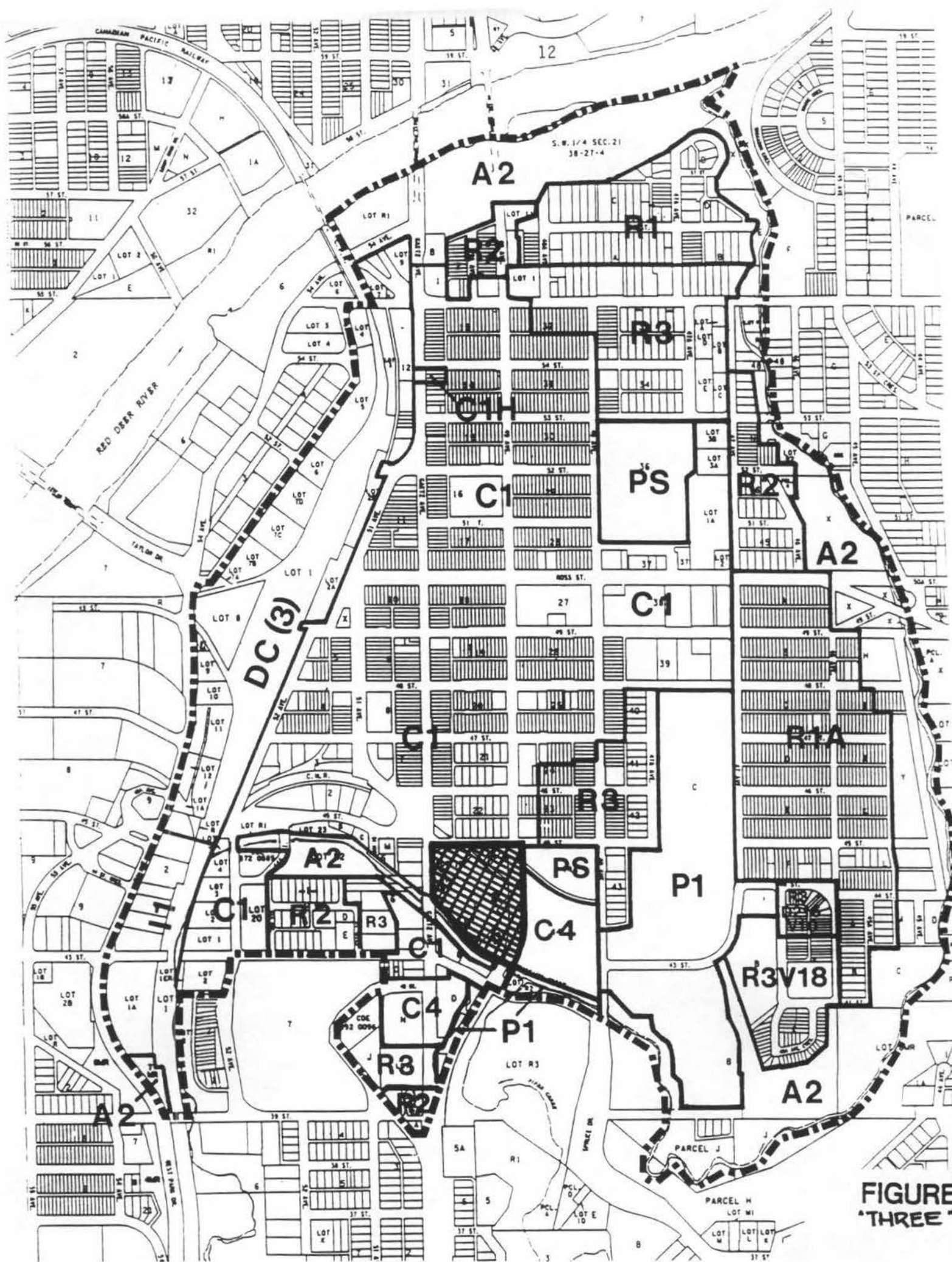
The site is defined on the attached map.

The new BRZ area is intended to be included in the BRZ assessment effective January 1st, 1992.

Respectfully yours,

John P. Ferguson, General Manager
for; The Board of Directors.

NEW ADDRESS:
#B3, 4901 - 48 St.
Red Deer, Alberta
T4P 2L7



PLAZA MERCHANTS' ASSOCIATION

5022
~~4710~~ - 47 Avenue
Red Deer, Alberta. T4N 3P7

August 15, 1991.

City Clerk
City of Red Deer
Box 5008
Red Deer, AB. T4N 3T4


Dear Sirs:

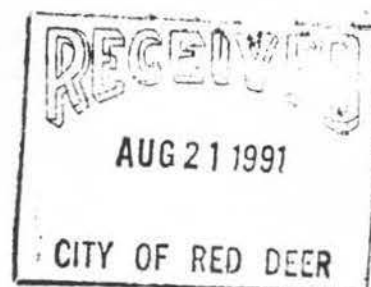
The Plaza Merchant's Association are opposed to becoming a part of the Down Town Business Revitalization Zone.

We do not feel we benefit from promotions by the Down Town Merchants, being on the very fringe of the zone. We feel we must continue our own promotions on behalf of the Merchants in the Red Deer Shoppers Plaza.


Yours truly,

PLAZA MERCHANTS' ASSOCIATION


R. A. Peressini
President.



*Copied to: Towne Centre Association
attention - Mr. J. Ferguson
9/108/21*



Member Owned - Truly Canadian



Red Deer Co-op Limited

Administration Office
5118 - 47 Avenue
Red Deer, Alberta
T4N 3P7
Telephone: (403) 343-2667

August 6, 1991.

City Clerk
City of Red Deer
Box 5008
Red Deer, AB. T4N 3T4

Dear Sirs:

We do not, at this time, wish to become part of the Down Town Business Revitalization Zone.

We are on the fringe of the "down town" are. As such, we feel we do not benefit from their promotions. We feel we must continue our promotion through the Plaza Merchants' Association and through our own promotional programs.

Please advise should you require further detail from us on this matter.

Yours very truly

B. Christensen
General Manager.

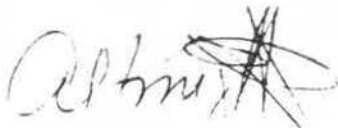


*Copied to: Town Centre Association
Attention - Mr. J. Ferguson
9/1/08/08*

DATE: 18 September 1991
TO: City Clerk
FROM: City Assessor
RE: TOWNE CENTRE ASSOCIATION - BRZ
BOUNDARY EXPANSION

The Assessment, Tax & Land Department has no comment on the three areas proposed for expansion of the BRZ zone. The Municipal Government Act requires, in Section 171.8, that Sections 171.2(2) and (3) be complied with, which requires all businesses to be advised which gives them an opportunity to object if they so wish. We have had no inquiries regarding rates, taxes, etc., at the date of writing this memo.

In review of the proposed boundaries, I do not understand the rationalization of establishing the boundaries as proposed for Zones 2 and 3 in the areas of 43 Street and Gaetz Avenue, primarily. It would seem this area may be redefined to include all C1 area, at the least, to be consistent.



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

AK/ngl

c.c. Towne Centre Association

DATE: September 18, 1991
TO: Charlie Sevcik, City Clerk
FROM: Alan Scott, Manager Economic Development
RE: **TOWNE CENTRE ASSOCIATION - BRZ BOUNDARY EXPANSION**

I support the Towne Centre Association's application to expand the BRZ area in the downtown areas of the city. The sectors proposed for inclusion include that portion of the railyards which is planned for redevelopment by the Gelmon Corporation, an area near the railyards which is suitable for redevelopment, and an area scheduled for redevelopment by Canada Safeway. The inclusion of these areas in the Business Revitalization Zone is appropriate in view of the development planned.


Alan V. Scott
MANAGER ECONOMIC DEVELOPMENT

AVS/mm



**RED DEER
REGIONAL PLANNING COMMISSION**

2830 BREMNER AVENUE, RED DEER,
ALBERTA, CANADA T4R 1M9

Telephone: (403) 343-3394
Fax: (403) 346-1570

DIRECTOR: W. G. A. Shaw, ACP, MCIP

MEMORANDUM

TO: City Clerk

DATE: September 18, 1991

FROM: Paul Meyette
Principal Planner

RE: Towne Centre Association
BRZ Boundary Extension

The request by the Towne Centre Association to extend the BRZ boundaries involves three distinct areas.

1. The Railway Station and surrounding lands, which are proposed to be developed as a retail extension of the existing downtown
2. Lands north of 45th Street
3. Port-O-Call Shopping Centre site

The rail lands will be developed as a retail extension of the existing downtown and therefore is a logical extension to the BRZ boundary. The lands north of 45th Street will be subject to additional development pressures once the second phase of the Gelmon project proceeds and therefore may also logically be included in the BRZ boundary. The inclusion of the Port-O-Call Shopping Centre complements the inclusion of the lands to north and east.

Planning Staff have no objection to the Boundary extension as proposed by the Towne Centre Association.


Paul Meyette, ACP, MCIP
PRINCIPAL PLANNER, CITY SECTION

/eam

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINTERTON No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIR • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURN • VILLAGE OF DONALD • VILLAGE OF ELMORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLAND • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS


DATE: September 19, 1991
TO: City Clerk
FROM: Public Works Manager
RE: **TOWNE CENTRE ASSOCIATION - BRZ BOUNDARY EXPANSION**

The Towne Centre Association has requested an expansion of the downtown BRZ. In their submission, no reasons have been given for this request. It is therefore difficult to comment as to why this is desirable.

The Towne Centre Association, under contract to The City, is responsible for a downtown litter control program funded by the garbage collection utility and administered by the Public Works Department. Our discussions with John Ferguson of the Towne Centre Association indicate that the increase in area covered would not affect contract costs.

Recommendation:

The Public Works Department has no objection to the expansion of the Business Revitalization Zone.



Gordon Stewart, P. Eng.
Public Works Manager

GAS/sh

cc Director of Community Services
 Director of Financial Services
 City Assessor
 E.L. & P. Manager
 R.C.M.P. Inspector
 Urban Planning Section Manager

Director of Engineering Services
Bylaws & Inspections Manager
Economic Development Manager
Fire Chief
City Solicitor

FILE: c:\data\alan\memos\townctrbnd.exp

DATE: September 12, 1991
TO: CITY CLERK
FROM: DIRECTOR OF FINANCIAL SERVICES
RE: TOWNE CENTRE ASSOCIATION - BRZ BOUNDARY EXPANSION

The BRZ tax, which would be levied on the areas proposed to be added, is a tax on the businesses operating in the areas rather than the property owner. Some of the areas to be added are not yet developed and so some of the businesses that would be levied the BRZ tax are not able to express their opinion on the proposal.

If Council approves the proposed by-law change it would have to be approved before January 1, 1992 in order to be effective January 1, 1992.



A. Wilcock, B. Comm., C.A.
Director of Financial Services


AW/mrk

DATE: September 16, 1991
TO: City Clerk
FROM: Bylaws and Inspections Manager
RE: **TOWNE CENTRE ASSOCIATION**

FILE NO. 91-0885

We have no objections to the proposed changes, as outlined in the Association submission.

Yours truly,



R. Strader
Bylaws and Inspections Manager
BUILDING INSPECTION DEPARTMENT

RS/vs

Commissioners' Comments

We would have no objection to the request of the BRZ with respect to two of the areas outlined, but would suggest that the inclusion of the rail lands is premature. Council should note that the Act requires us to notify every person in the area who is shown on the current assessment roll of the municipality as being assessed for business assessment with respect to that area. As the majority of this land is currently vacant there are no businesses and there is no one to object and we do not feel this is appropriate to include this area until the property is developed and those people conducting business in the area have an opportunity to speak for themselves.

Furthermore, as previously mentioned the Act REQUIRES us to notify people assessed for business tax purposes, but does not preclude us from notifying vacant property owners within the boundary. Even though people not assessed for business tax purposes have no right to object under the Act, we still believe it is appropriate for Council to hear their views. We would therefore recommend Council agree that all property owners be notified.

"M.C. DAY"
City Commissioner

BYLAW NO. 2827/83

A Bylaw of the City of Red Deer, in the Province of Alberta, to designate the Downtown as a Business Revitalization Zone, and establish a Board of Directors for the business Revitalization Zone.

WHEREAS pursuant to Section 171.1 to 171.9 of the M.G.A., Chapter M-26 R.S.A., 1980, and amendments thereto, a Council may by Bylaw designate an area as a Business Revitalization Zone and prescribe its boundaries and establish a Board of Directors for the Business Revitalization Zone.

AND WHEREAS, the Council of the City of Red Deer, in the Province of Alberta has received a request from more than 10 designated representatives of ratepayers shown on the current assessment roll of a municipality as being assessed for business assessment.

AND WHEREAS, no qualifying petition has been received objecting to the designation of the downtown as a Business Revitalization Zone.

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

TITLE

1. This Bylaw may be cited as the "Downtown Business Revitalization Zone".

DEFINITIONS

2. (1) In this Bylaw:
 - (a) "Board" means the Board of Directors of the Downtown Business Revitalization Zone Association of the City of Red Deer.
 - (b) "City" means the City of Red Deer or the area contained within the boundaries of the City as the context requires.
 - (c) "City Clerk" means the City Clerk of the City of Red Deer.
 - (d) "City Commissioners" means the Mayor and the City Commissioners of the City of Red Deer.
 - (e) "Council" means the Council of the City of Red Deer.
 - (f) "Downtown Business Revitalization Zone" means the area designated on the attached Schedule "A".

- (g) "Designated representative" means the sole appointed representative of a ratepayer shown on the current assessment role of the municipality as being assessed for business assessment.

BUSINESS REVITALIZATION ZONE

3. There is hereby established a Business Revitalization Zone to be known as the Downtown Business Revitalization Zone as designated on the attached Schedule "A".

BOARD OF DIRECTORS

4. There is hereby established a Board to be known as "The Board of Directors of the Downtown Business Revitalization Zone Association".

PURPOSE OF THE BOARD

5. The purpose of the Board shall be:
- (a) To promote the area as a business or shopping area
 - (b) To acquire, by purchase, lease or otherwise, any real property necessary for its purposes and improve, beautify and maintain that property.
 - (c) To improve, beautify and maintain municipally owned lands, buildings and structures in the area, in addition to any improvement, beautification or maintenance that is provided at the expense of the municipality at large.
 - (d) To undertake interim improvement and maintenance of any property mentioned in clause (b) for use as parking and subsequently to dispose of that property, by sale, lease, exchange or otherwise, for public or private redevelopment for commercial purposes at a price not less than its fair market.
 - (e) To conduct any studies or prepare any designs that may be necessary for the purposes of this section.

MEMBERSHIP

6. (1) The Board shall consist of eleven (11) members, who shall be appointed by resolution of Council. The members shall consist of:
- a) One (1) member of Council, and

- b) Ten (10) members, at least eight (8) of whom will be designated representatives of ratepayers from the Downtown Business Revitalization Zone shown on the current assessment roll of the City as being assessed for business assessment.

(2) The ten (10) members shall be nominated by designated representatives of ratepayers in the area who are shown on the current assessment roll of the City as being assessed for business assessment with respect to the Downtown Business Revitalization Zone.

(3) One-half of the area members of the Board of Directors of the Downtown Business Revitalization Zone shall be appointed by Council for three (3) year terms commencing January 1st, 1984, and one-half of the area members shall be appointed by Council for two (2) year terms commencing January 1st, 1984, and thereafter area members shall be appointed by Council for three (3) year terms unless they are appointed to serve the unexpired portion of an existing term.

(4) At no time shall the Board consist of less than six (6) members. - 2827/A-84
Jan. 23/84

(5) The member of Council shall serve for three (3) years, and such term of office on the Board shall coincide with the term of office on Council.

(6) Any member may resign from the Board at any time upon sending written notice to Council to that effect, and any member may be removed from the Board by Council at any time, by resolution.

(7) Where a member ceases to be a member of the Board before the expiration of the designated term, Council may appoint another eligible person for the unexpired portion of the term.

(8) A member ceases to be a member of the Board when that member fails to attend three (3) consecutive regular meetings of the Board, unless absence is caused through illness or is authorized by resolution of the Board.

MEETINGS

7. (1) The Board shall hold at least ten (10) regular meetings per year at a time and place so designated by the Board.

(2) The first meeting shall be held in January of each year for the appointment of officers of the Board and conduct any other business deemed necessary.

(3) Special meetings may be called by the Chairman, with the approval of two members of the Board.

(4) If the Chairman is absent or refuses to call a special meeting when requested by any member of the Board, the Secretary to the Board shall call a special meeting when requested to do so in writing by any three (3) members of the Board.

(5) No special meeting shall be called unless twenty-four (24) hours notice is given in writing to all members of the Board, or by unanimous consent of all members.

(6) The members of the Board may consider or transact any business at any meeting provided it is within the power established for the Board.

(7) A majority of the members of the Board shall form a quorum.

(8) The Board shall establish such rules and regulations as are necessary to govern the conduct of the board meetings, and meetings of committees appointed by the Board, provided such rules and regulations are not inconsistent with powers herein conferred, and provided they are not inconsistent with Council Procedural Bylaws, and copies of all such rules and regulations shall be filed with the City Clerk.

(9) Minutes shall be kept of all Board meetings (regular and special) and Board Committee meetings and copies shall be filed with the City Clerk.

OFFICERS OF THE BOARD

8. (1) A Chairman and Secretary of the Board shall be selected from among the members of the Board.

(2) The City Commissioners may attend any meeting of the Board.

(3) The Board may appoint committees of its members, or from members of the Business Revitalization Zone, and/or of citizens at large to deal with any matter, special study, or assignment coming within its jurisdiction. Such committees shall deal only with the matter or question referred to it for consideration and where appropriate, upon completion of the assignment, shall be dissolved.

(4) The Chairman and all members present shall vote on every question before the Board and in the event of an equal division, the question shall be disposed of in the negative.

POWERS & DUTIES

9. (1) The Board shall, at the time and in the form prescribed by the Council, submit to the Council, for its approval the program and estimates of revenues and expenditures of the Board for the next year together with any request for sums of money required to carry out the Board's powers and duties.

(2) The Board shall, submit the program and estimates to members of the Downtown Business Revitalization Zone Association prior to Council.

(3) The Council shall provide, in the form and manner it considers adequate, to every ratepayer assessed for business purposes in the area, notice of the estimates and the date and place of the Council meeting at which the estimates will be considered.

(4) On approval of all or part of the estimates the Council shall direct the payment of the approved amount to the Board.

10. (1) The Council shall authorize by bylaw the levy, on all business assessments in the area, of a uniform rate that the Council considers sufficient to raise the amount required for the purposes of Section 9.

(2) Any levy imposed under Section 10 may be collected in the same manner and with the same remedies as provided in the Municipal Taxation Act for the collection of taxes on business assessments but the limitations imposed by Section 82 (3) of the Act do not apply to a bylaw under this subsection.

(3) In addition to the levy under Section 10(1), the Council may, by bylaw, provide that the sum required for any specific activity of the Board shall be raised by a special benefit levy on the business assessment of those businesses considered by the Council to receive a special benefit and the provisions of the Municipal Taxation Act with respect to local improvement taxes apply to a special benefit levy under this subsection.

-5-

(4) The City Assessor shall include in the general roll the businesses that are subject to a Business Revitalization Zone levy.

11. The Board shall expend only money included in the estimates approved by the Council, and any members of the board who authorizes the expenditure of money not previously approved by the Council is guilty of an offence and liable to a fine of not more than \$500.

12. No indebtedness extending beyond the current fiscal year shall be incurred by the Board.

13. The Board shall include in its estimates any funds provided by the Council.

14. No funds outlined in Section 13 shall be used for the promotion of the area as business or shopping centre or for studies related thereto.

15. On or before March 1st in each year, the Board shall submit its Annual Report for the preceding year to the Council and that report shall include a summary of the year's activities and a complete audited financial statement of its affairs, with a balance sheet and a revenue and expenditure statement.

16. All books, documents, records of transactions, minutes and accounts of a Board shall, at all times, be open to inspection by the municipal auditor.

17. (1) The Board may

- (a) appoint one of its members
- (b) hire any person, or
- (c) by agreement with the Council, rely on the municipality to maintain any books, documents, records of transactions, minutes and accounts, and for making and receiving payments.

18. The Board shall obtain Public Liability Insurance or such other forms of Insurance as deemed necessary by the City and the Board.

19. In the event of this bylaw being repealed, the Board shall cease to exist and its undertakings, assets and liabilities shall be assumed by the City.

20. This bylaw shall come into full force and effect January 1, 1984.

READ A FIRST TIME IN OPEN COUNCIL this 11 day of October A.D., 1983

READ A SECOND TIME IN OPEN COUNCIL this 12 day of December A.D., 1983

READ A THIRD TIME IN OPEN COUNCIL AND FINALLY PASSED this 12 day of December A.D., 1983.

MAYOR



CITY CLERK



NO. 6

CHAPMAN RIEBEEK SIMPSON CHAPMAN WANLESS
Barristers & Solicitors

THOMAS H. CHAPMAN, Q.C.*
NICK P. W. RIEBEEK*
DONALD J. SIMPSON
T. KENT CHAPMAN*
GARY W. WANLESS*
LORNE E. GODDARD
GERI M. CHRISTMAN
ROBERT M. BLAIN

208 Professional Building
4808 Ross Street
Red Deer, Alberta T4N 1X5
TELEPHONE (403) 346-6603
TELECOPIER (403) 340-1280

* Denotes Professional Corporation

Your file:

Our file: General 09/91 THC

September 24, 1991

City of Red Deer
P.O. Box 5008
Red Deer, Alberta
T4N 3T4


ATTENTION: Kelly Kloss
Assistant City Clerk

Dear Sir:

RE: Application to Amend BRZ Bylaw 2827/83

I have reviewed the Petition with respect to the three areas proposed to be included in the amended boundaries of the BRZ Bylaw and would advise that the Petition does comply with the provisions of the *Municipal Government Act*.

Yours truly,



THOMAS H. CHAPMAN, Q.C.
THC/vjh

" letterhead "

October 3, 1991

Towne Centre Association
B3, 4901 - 48 Street
RED DEER, Alberta
T4N 1S8

Attention: John Ferguson
General Manager

Dear Sir:

At The City of Red Deer Council meeting held on September 30, 1991, consideration was given to your letter dated September 10, 1991 concerning the Business Revitalization Zone Boundary Expansion and amendment to Bylaw 2827/83 and at which meeting the following motions were passed.

"RESOLVED that Council of The City of Red Deer, having considered correspondence from the Towne Centre Association dated September 10, 1991 re: BRZ Boundary Expansion - an amendment to Bylaw 2827/83, hereby agrees that an amending bylaw be drafted to the BRZ Bylaw 2827/83 to include the expansion of Zone 1 as shown on page 2 of the Additional Agenda, for Council's consideration; Council further agrees that every person required to be notified under the Municipal Government Act with regard to this change be so notified and in addition, that every property owner within said zone be also notified of said change, and as presented to Council September 30, 1991."

"RESOLVED that Council of The City of Red Deer, having considered correspondence from the Towne Centre Association dated September 10, 1991 re: BRZ Boundary Expansion - an amendment to Bylaw 2827/83, hereby agrees that an amending bylaw be drafted to the BRZ Bylaw 2827/83 to include the expansion of Zone 2 as shown on page 2 of the

Mr. John Ferguson
Towne Centre Association
October 3, 1991
Page 2

Additional Agenda, for Council's consideration; Council further agrees that every person required to be notified under the Municipal Government Act with regard to this change be so notified and in addition, that every property owner within said zone be also notified of said change, and as presented to Council September 30, 1991."

"RESOLVED that Council of The City of Red Deer, having considered correspondence from the Towne Centre Association dated September 10, 1991 re: BRZ Boundary Expansion - an amendment to Bylaw 2827/83, hereby agrees that an amending bylaw be drafted to the BRZ Bylaw 2827/83 to include the expansion of Zone 3 as shown on page 2 of the Additional Agenda, for Council's consideration; Council further agrees that every person required to be notified under the Municipal Government Act with regard to this change be so notified and in addition, that every property owner within said zone be also notified of said change, and as presented to Council September 30, 1991."

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

This office will now be proceeding with advising the necessary parties with regard to Council's intent to pass a bylaw to expand the business revitalization zone.

For your information, we will be mailing these notices to the parties involved on October 4, 1991, with the deadline for receiving any petitions objecting to this to be Wednesday, December 4, 1991. Final consideration of this bylaw will be given at the Council meeting of December 9, 1991.

Trusting you will find this satisfactory. If you have any questions, please do not hesitate to call.

Sincerely,

Handwritten signature of Kelly Kloss, consisting of two stylized 'K' characters.

KELLY KLOSS
Acting City Clerk

KK/jt



THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

October 4, 1991

Bank of Nova Scotia
4421 - 50 Avenue
RED DEER, Alberta
T4N 3Z5

*Sent to those
on attached lists*

Dear Sir/Madam:

RE: BUSINESS REVITALIZATION ZONE BOUNDARY EXPANSION

This is to advise that Council of The City of Red Deer is intending to pass a bylaw which would expand the business revitalization zone by adding proposed Zone 1, Zone 2 and Zone 3 as outlined on the attached map.

The Municipal Government Act generally states:

1. That notice of intention of a Council to pass a bylaw to expand a business revitalization zone boundary, shall be mailed to every person in the area who is shown on the current assessment roll of the municipality as being assessed for business assessment with respect to that area;
2. That no bylaw relative to this expansion shall be passed where the Council receives a petition objecting to the passing of the bylaw signed by persons entitled to notice representing at least one-third of the business assessment in the area and the petition has been filed with the Municipal Secretary (City Clerk) within sixty days from the date from which the last notice was mailed.

As your business is located within one of the zones indicated on the attached map, you are hereby notified of Council's intent to pass a bylaw to expand the business revitalization zone as indicated above.

....2



*a delight
to discover!*

October 4, 1991
Page 2

If no objection to the proposed bylaw concerning the expansion of the business revitalization zone is received by Wednesday, December 4, 1991, the Council of The City of Red Deer will proceed without further notice.

However, if any objection to the proposed bylaw as above noted, is received by the City Clerk no later than Wednesday, December 4, 1991, a public hearing will be held in the Council Chambers, City Hall, Red Deer, on Monday, December 9, 1991 commencing at 7:00 p.m. or as soon thereafter as Council may determine.

If you have any questions or required additional clarification, please do not hesitate to contact the undersigned at 342-8136.

Sincerely,

A handwritten signature in cursive script, appearing to read "Kelly Kloss".

KELLY KLOSS
Acting City Clerk

KK/jt

c.c. City Assessor
Towne Centre Association Manager

October 4, 1991
Page 2

If no objection to the proposed bylaw concerning the expansion of the business revitalization zone is received by Wednesday, December 4, 1991, the Council of The City of Red Deer will proceed without further notice.

However, if any objection to the proposed bylaw as above noted, is received by the City Clerk no later than Wednesday, December 4, 1991, a public hearing will be held in the Council Chambers, City Hall, Red Deer, on Monday, December 9, 1991 commencing at 7:00 p.m. or as soon thereafter as Council may determine.

If you have any questions or required additional clarification, please do not hesitate to contact the undersigned at 342-8136.

Sincerely,

A handwritten signature in cursive script, appearing to read "Kelly Kloss".

KELLY KLOSS
Acting City Clerk

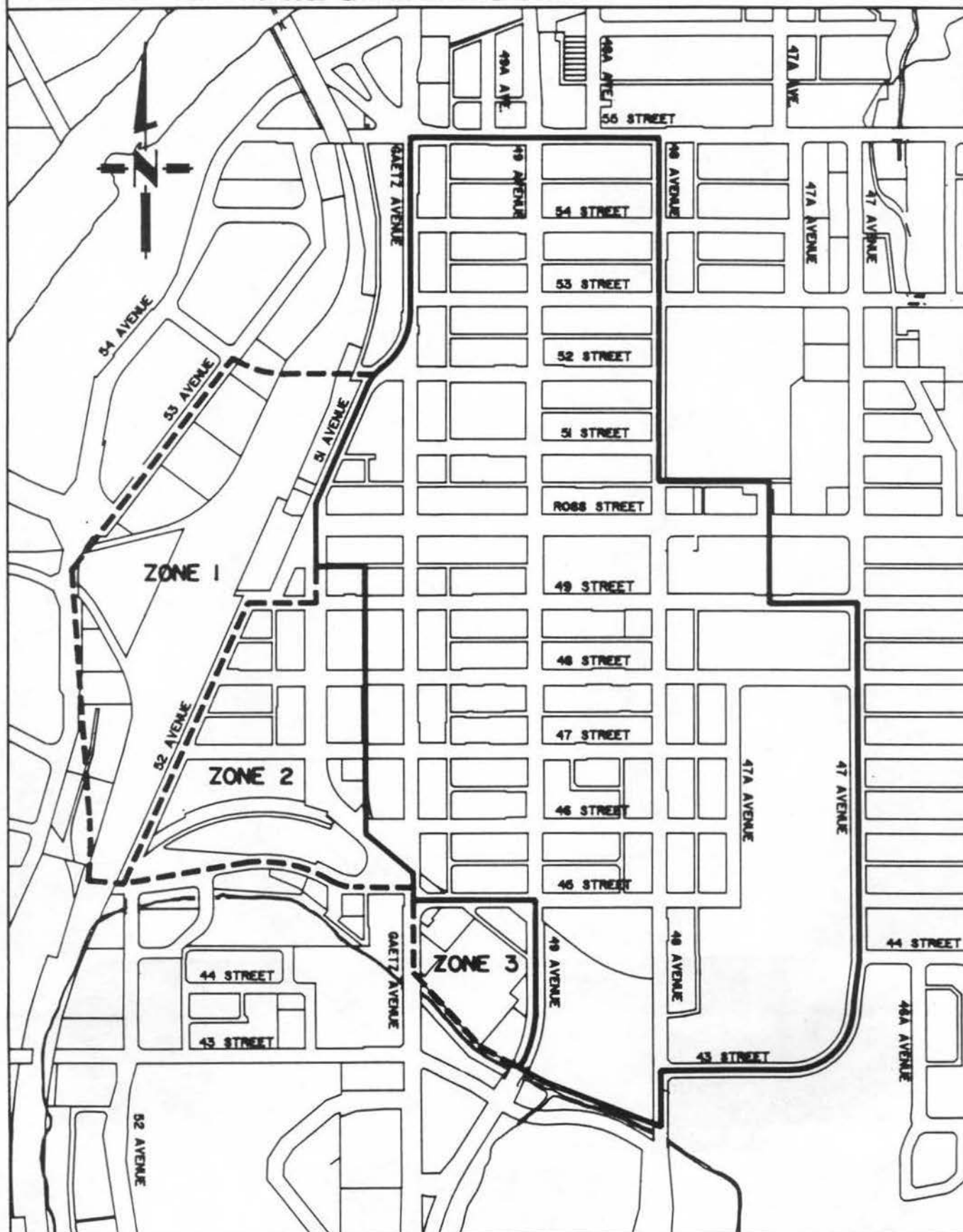
KK/jt

c.c. City Assessor
Towne Centre Association Manager

BUSINESS REVITALIZATION ZONE EXPANSION

EXISTING B.R.Z. BOUNDARY

PROPOSED EXPANSION B.R.Z. BOUNDARY



ZONE 1

RE: BRZ BOUNDARY EXPANSION LETTER of October 4, 1991

Alberta Wheat Pool
Box 2700
CALGARY, Alberta
T2P 2P5

Newsco Well Service Ltd.
1300, 801 - 6 Avenue S.W.
CALGARY, Alberta
T2P 4E1

T. Maxwell Brown Prof. Corp.
5020 - 51 Avenue
RED DEER, Alberta
T4N 4H5

ZONE 2 - page 1

Windsor Hotel T S I Ltd.
4822 - 51 Avenue
RED DEER, Alberta
T4N 4H3

Arlington Hotel Red Deer Ltd.
4905 - 51 Avenue
RED DEER, Alberta
T4N 4H4

Wah Hon Yee carrying on
business under Valley Coffee Shop
5017 - 49 Street
RED DEER, Alberta
T4N 1V4

Valley Hotel - Bond Invest Ltd.
Attn: Rene Poulin
5017 - 49 Street
RED DEER, Alberta
T4N 1V4

G. Teske carrying on business
under Family Shoe Repair
5018 - 49 Street
RED DEER, Alberta
T4N 1V5

Quality Cleaning Ltd.
5020 - 49 Street
RED DEER, Alberta
T4N 1V5

Bonnie Slack & Vickie Vajda
in business as La Mane Place
#1, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

Joyce Row known & operating as
Sagit Aries Costumes
#7, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

ZONE 2 - page 2

Copies Now
Northcott Management Ltd.
#9, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

Elvine Skoretz known & operating
as Moneystrat Inc.
211, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

Red Deer Monumental Ltd.
4802 - 51 Avenue
RED DEER, Alberta
T4N 4H3

Canadian Computer
Training Centre Inc.
200, 4806 - 51 Avenue
RED DEER, Alberta
T4N 4H3

Nutri/System Weight Loss Centre
New Hope Alberta Ltd.
4806 - 51 Avenue
RED DEER, Alberta
T4N 4H3

Patricia Marshall known as and
operating under Red Deer Pet Centre
4810 - 51 Avenue
RED DEER, Alberta
T4N 4H3

Windsor Hotel Coffee Shop
351290 Alberta Ltd.
4822 - 51 Avenue
RED DEER, Alberta
T4N 1V6

ZONE 2 - page 3

Canada Life Assurance Co.
300 University Avenue
TORONTO, Ontario
M5G 1R8

Shalimar Physiotherapy Ltd.
#102, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

Millar Homynyk Keeley Assoc. Ltd.
4711 - 51 Avenue, #107
RED DEER, Alberta
T4N 6H8

Paper Cat Development Ltd.
202, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

Canadian Home Assurance Co.
200, 940 - 6 Avenue S.W.
CALGARY, Alberta
T2P 3T1

Cascade Fireplace Ltd.
Cascade Industries Ltd.
4203 - 17 A Street S.E.
CALGARY, Alberta
T2G 3X1

Fountain Tire Red Deer Ltd.
4720 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Harley Debruyckere & L.D. Sianchuk
Grower Direct - Fresh Cut Flowers
10, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

ZONE 2 - page 4

Marilyn Kowalski, Sole Prop.
ABC's 123's Children's Shoppe
#3, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

Parkland Transmission Ltd.
4702 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Crystal Glass Canada Ltd.
Box 4100 SOUTH
EDMONTON, Alberta
T6E 4S8

Red Deer Lock & Safe Ltd.
4710 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Century 21 Red Deer Realty Ltd.
#101, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

Associated Engineering Alta. Ltd.
#204, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

Newton Appraisals Ltd.
#203, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

Norbert Altvater Prof. Corp.
#206, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

ZONE 2 - page 5

Texaco Canada Ltd.
Mgr. of Property Taxes
90 Wynford Drive
DON MILLS, Ontario
M3C 1K5

Brigley's Auto Body Ltd.
5120 - 47 Street
RED DEER, Alberta
T4N 1R9

Red Deer Welding Supplies (1989) Ltd.
5121 - 47 Street
RED DEER, Alberta
T4N 1R8

Red Deer Central TV Ltd.
5130 - 47 Street
RED DEER, Alberta
T4N 1R8

Henning & Watt Petroleum Sales Ltd.
5133 - 47 Street
RED DEER, Alberta
T4N 1R8

Russell & Ruth Cwiklewich
Classic Keyboard Distributors
5015 - 48 Street
RED DEER, Alberta
T4N 1S9

Gundy's Tire Service 1971 Ltd.
5122 - 48 Street
RED DEER, Alberta
T4N 1T2

Des Henry known & operating as
Pyramid Refinishers
5123 - 48 Street
RED DEER, Alberta
T4N 1T1

ZONE 2 - page 6

Pix-A-Color Red Deer
5127 - 48 Street
RED DEER, Alberta
T4N 1T1

G & H Harley - Davidson
Autumn Enterprises Inc.
5129 - 48 Street
RED DEER, Alberta
T4N 1T1

Grocery Kart Convenience Store
5018 - 45 Street
RED DEER, Alberta
T4N 1K9

Bettenson's Cartage Co. Ltd.
4320 - 52 Avenue
RED DEER, Alberta
T4N 4J9

Weston Bakeries Ltd
203, 58 Avenue S.E.
P.O. Box 5190, Station A
CALGARY, Alberta
T2H 1X3

Hair Masters
Vicki Stoddart, Sole Prop.
5034 - 45 St.
RD T4N 1L1

Phil's Steak & Pancake House
298983 Alta. Ltd.
4312 - 49 Avenue
RED DEER, Alberta
T4N 3W6

National Trust Company
4402 - 49 Avenue
RED DEER, Alberta
T4N 3W6

Glenn's Sun & Slopes
Glenn's Cylce & Sports Ltd.
4440 - 49 Avenue
RED DEER, Alberta
T4N 3W6

Canada Safeway Ltd.
P.O. Box 430
EDMONTON, Alberta
T5J 2K2

Bishop's Western Drug Mart #2
Drugs by Bishop Ltd.
4409 Gaetz Avenue
RED DEER, Alberta
T4N 3Z5

Davidson Dental Serices Ltd.
102, 4419 - 50 Avenue
RED DEER, Alberta
T4N 3Z5

Jacob G. Reimer Prof. Corp.
104, 4419 Gaetz Avenue
RED DEER, Alberta
T4N 3Z5

Pro Care Dental Services Ltd.
101, 4419 Gaetz Avenue
RED DEER, Alberta
T4N 3Z5

ZONE 3 - page 2

Marlene L. Curtis in business as
M C Felines - The Nail Co.
103, 4419 Gaetz Avenue
RED DEER, Alberta
T4N 3Z5

Independence Group - Att. Dr. Eleason
After Hours Medical Office
c/o 265, 5201 - 43 Street
RED DEER, Alberta
T4N 1C7

Bank of Nova Scotia
4421 - 50 Avenue
RED DEER, Alberta
T4N 3Z5

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

October 7, 1991

Bob Thompson known & operating
as Bob's Barber Shop
5024 - 49 Street
RED DEER, Alberta
T4N 1V5

Zone 2

Dear Sir:

RE: BUSINESS REVITALIZATION ZONE BOUNDARY EXPANSION

This is to advise that Council of The City of Red Deer is intending to pass a bylaw which would expand the business revitalization zone by adding proposed Zone 1, Zone 2 and Zone 3 as outlined on the attached map.

The Municipal Government Act generally states:

1. That notice of intention of a Council to pass a bylaw to expand a business revitalization zone boundary, shall be mailed to every person in the area who is shown on the current assessment roll of the municipality as being assessed for business assessment with respect to that area;
2. That no bylaw relative to this expansion shall be passed where the Council receives a petition objecting to the passing of the bylaw signed by persons entitled to notice representing at least one-third of the business assessment in the area and the petition has been filed with the Municipal Secretary (City Clerk) within sixty days from the date from which the last notice was mailed.

As your business is located within one of the zones indicated on the attached map, you are hereby notified of Council's intent to pass a bylaw to expand the business revitalization zone as indicated above.

...2

*a delight
to discover!*

October 7, 1991
Page 2

If no objection to the proposed bylaw concerning the expansion of the business revitalization zone is received by Friday, December 6, 1991, the Council of The City of Red Deer will proceed without further notice.

However, if any objection to the proposed bylaw as above noted, is received by the City Clerk no later than Friday, December 6, 1991, a public hearing will be held in the Council Chambers, City Hall, Red Deer, on Monday, December 9, 1991 commencing at 7:00 p.m. or as soon thereafter as Council may determine.

If you have any questions or required additional clarification, please do not hesitate to contact the undersigned at 342-8136.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Kelly Kloss', with a stylized flourish extending from the bottom right.

KELLY KLOSS
Acting City Clerk

KK/jt

c.c. City Assessor
Towne Centre Association Manager

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

October 7, 1991

Forty-Nine Street Blues
Windsor Hotel (T.S.I.) Ltd.
4822 - 51 Avenue
RED DEER, Alberta
T4N 4H3

Zone 2

Dear Sir/Madam:

RE: BUSINESS REVITALIZATION ZONE BOUNDARY EXPANSION

This is to advise that Council of The City of Red Deer is intending to pass a bylaw which would expand the business revitalization zone by adding proposed Zone 1, Zone 2 and Zone 3 as outlined on the attached map.

The Municipal Government Act generally states:

1. That notice of intention of a Council to pass a bylaw to expand a business revitalization zone boundary, shall be mailed to every person in the area who is shown on the current assessment roll of the municipality as being assessed for business assessment with respect to that area;
2. That no bylaw relative to this expansion shall be passed where the Council receives a petition objecting to the passing of the bylaw signed by persons entitled to notice representing at least one-third of the business assessment in the area and the petition has been filed with the Municipal Secretary (City Clerk) within sixty days from the date from which the last notice was mailed.

As your business is located within one of the zones indicated on the attached map, you are hereby notified of Council's intent to pass a bylaw to expand the business revitalization zone as indicated above.

....2

*a delight
to discover!*

October 7, 1991
Page 2

If no objection to the proposed bylaw concerning the expansion of the business revitalization zone is received by Friday, December 6, 1991, the Council of The City of Red Deer will proceed without further notice.

However, if any objection to the proposed bylaw as above noted, is received by the City Clerk no later than Friday, December 6, 1991, a public hearing will be held in the Council Chambers, City Hall, Red Deer, on Monday, December 9, 1991 commencing at 7:00 p.m. or as soon thereafter as Council may determine.

If you have any questions or required additional clarification, please do not hesitate to contact the undersigned at 342-8136.

Sincerely,

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

KELLY KLOSS
Acting City Clerk

KK/jt

c.c. City Assessor
Towne Centre Association Manager

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

October 7, 1991

Zone 2

George Young know & operating
as Red Deer General Store
5113 - 49 Street
RED DEER, Alberta
T4N 1V6

Dear Sir:

RE: BUSINESS REVITALIZATION ZONE BOUNDARY EXPANSION

This is to advise that Council of The City of Red Deer is intending to pass a bylaw which would expand the business revitalization zone by adding proposed Zone 1, Zone 2 and Zone 3 as outlined on the attached map.

The Municipal Government Act generally states:

1. That notice of intention of a Council to pass a bylaw to expand a business revitalization zone boundary, shall be mailed to every person in the area who is shown on the current assessment roll of the municipality as being assessed for business assessment with respect to that area;
2. That no bylaw relative to this expansion shall be passed where the Council receives a petition objecting to the passing of the bylaw signed by persons entitled to notice representing at least one-third of the business assessment in the area and the petition has been filed with the Municipal Secretary (City Clerk) within sixty days from the date from which the last notice was mailed.

As your business is located within one of the zones indicated on the attached map, you are hereby notified of Council's intent to pass a bylaw to expand the business revitalization zone as indicated above.

....2

*a delight
to discover!*

October 7, 1991
Page 2

If no objection to the proposed bylaw concerning the expansion of the business revitalization zone is received by Friday, December 6, 1991, the Council of The City of Red Deer will proceed without further notice.

However, if any objection to the proposed bylaw as above noted, is received by the City Clerk no later than Friday, December 6, 1991, a public hearing will be held in the Council Chambers, City Hall, Red Deer, on Monday, December 9, 1991 commencing at 7:00 p.m. or as soon thereafter as Council may determine.

If you have any questions or required additional clarification, please do not hesitate to contact the undersigned at 342-8136.

Sincerely,

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

KELLY KLOSS
Acting City Clerk

KK/jt

c.c. City Assessor
Towne Centre Association Manager

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

October 4, 1991

This letter was sent to those on attached list, which represents all persons being assessed for building assessment.

Dear Sir/Madam:

RE: BUSINESS REVITALIZATION ZONE BOUNDARY EXPANSION

This is to advise that Council of The City of Red Deer is intending to pass a bylaw which would expand the business revitalization zone by adding proposed Zone 1, Zone 2 and Zone 3 as outlined on the attached map.

The Municipal Government Act generally states:

1. That notice of intention of a Council to pass a bylaw to expand a business revitalization zone boundary, shall be mailed to every person in the area who is shown on the current assessment roll of the municipality as being assessed for business assessment with respect to that area;
2. That no bylaw relative to this expansion shall be passed where the Council receives a petition objecting to the passing of the bylaw signed by persons entitled to notice representing at least one-third of the business assessment in the area and the petition has been filed with the Municipal Secretary (City Clerk) within sixty days from the date from which the last notice was mailed.

As your business is located within one of the zones indicated on the attached map, you are hereby notified of Council's intent to pass a bylaw to expand the business revitalization zone as indicated above.

....2

*a delight
to discover!*

October 7, 1991
Page 2

If no objection to the proposed bylaw concerning the expansion of the business revitalization zone is received by Friday, December 6, 1991, the Council of The City of Red Deer will proceed without further notice.

However, if any objection to the proposed bylaw as above noted, is received by the City Clerk no later than Friday, December 6, 1991, a public hearing will be held in the Council Chambers, City Hall, Red Deer, on Monday, December 9, 1991 commencing at 7:00 p.m. or as soon thereafter as Council may determine.

If you have any questions or required additional clarification, please do not hesitate to contact the undersigned at 342-8136.

Sincerely,

KELLY KLOSS
Acting City Clerk

KK/jt

c.c. City Assessor
Towne Centre Association Manager

ZONE 1 RE: BRZ BOUNDARY EXPANSION LETTER of October 4, 1991

Roll #

~~Assessed~~ Business Assessment

Alberta Wheat Pool
Box 2700
CALGARY, Alberta
T2P 2P5

90-02100

14,900

90-0200

18,690

Nowco Well Service Ltd.
1300, 801 - 6 Avenue S.W.
CALGARY, Alberta
T2P 4E1

94-61702

5,480

T. Maxwell Brown Prof. Corp.
5020 - 51 Avenue
RED DEER, Alberta
T4N 4H5

90-11150

20,220

Total Zone 1

59,290

ZONE 2 - page 1

	Roll #	Assessed Value
Windsor Hotel T S I Ltd. 4822 - 51 Avenue RED DEER, Alberta T4N 4H3	96-96400	64,830
Arlington Hotel Red Deer Ltd. 4905 - 51 Avenue RED DEER, Alberta T4N 4H4	90,03400	32,640
Wah Hon Yee carrying on business under Valley Coffee Shop 5017 - 49 Street RED DEER, Alberta T4N 1V4	96-90800	10,740
Valley Hotel - Bond Invest Ltd. Attn: Rene Poulin 5017 - 49 Street RED DEER, Alberta T4N 1V4	96-91000	47,040
G. Teske carrying on business under Family Shoe Repair 5018 - 49 Street RED DEER, Alberta T4N 1V5	92-31400	1,490
Quality Cleaning Ltd. 5020 - 49 Street RED DEER, Alberta T4N 1V5	95-69575	1,080
Bonnie Slack & Vickie Vajda in business as La Mane Place #1, 4801 - 51 Avenue RED DEER, Alberta T4N 4H2	93-49092	9,560
Joyce Row known & operating as Sagit Aries Costumes #7, 4801 - 51 Avenue RED DEER, Alberta T4N 4H2	95-79700	13,440

 180,020

ZONE 2 - page 2

Roll #

ASSESSMENT

Copies Now
Northcott Management Ltd.
#9, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

91-22050

11,360

Elvine Skoretz known & operating
as Moneystrat Inc.
211, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

94-58550

3,620

Red Deer Monumental Ltd.
4802 - 51 Avenue
RED DEER, Alberta
T4N 4H3

95-73151

15,800

Canadian Computer
Training Centre Inc.
200, 4806 - 51 Avenue
RED DEER, Alberta
T4N 4H3

91-14050

18,540

Nutri/System Weight Loss Centre
New Hope Alberta Ltd.
4806 - 51 Avenue
RED DEER, Alberta
T4N 4H3

94-61795

26,430

Patricia Marshall known as and
operating under Red Deer Pet Centre
4810 - 51 Avenue
RED DEER, Alberta
T4N 4H3

95-73745

8,350

Windsor Hotel Coffee Shop
351290 Alberta Ltd.
4822 - 51 Avenue
RED DEER, Alberta
T4N 1V6

96-96325

6,120

 271,040

ZONE 2 - page 3

	Roll #	Assessment
Canada Life Assurance Co. 300 University Avenue TORONTO, Ontario M5G 1R8	91-13401	24,510
Shalimar Physiotherapy Ltd. #102, 4711 - 51 Avenue RED DEER, Alberta T4N 6H8	95-81125	23,720
Millar Homynyk Keeley Assoc. Ltd. 4711 - 51 Avenue, #107 RED DEER, Alberta T4N 6H8	94-57380	12,200
Paper Cat Development Ltd. 202, 4711 - 51 Avenue RED DEER, Alberta T4N 6H8	94-63750	1,520
Canadian Home Assurance Co. 200, 940 - 6 Avenue S.W. CALGARY, Alberta T2P 3T1	91-14180	7,500
Cascade Fireplace Ltd. Cascade Industries Ltd. 4203 - 17 A Street S.E. CALGARY, Alberta T2G 3X1	91-16351	15,560
Fountain Tire Red Deer Ltd. 4720 - 51 Avenue RED DEER, Alberta T4N 4H1	94-57661	17,580
Harley Debruyckere & L.D. Sianchuk Grower Direct - Fresh Cut Flowers 10, 4801 - 51 Avenue RED DEER, Alberta T4N 4H2	92-37970	10,000

 383,620

ZONE 2 - page 4

Marilyn Kowalski, Sole Prop.
ABC's 123's Children's Shoppe
#3, 4801 - 51 Avenue
RED DEER, Alberta
T4N 4H2

Roll #

90-00092

Assessment

9,640

Parkland Transmission Ltd.
4702 - 51 Avenue
RED DEER, Alberta
T4N 4H1

94-65425

10,940

Crystal Glass Canada Ltd.
Box 4100 SOUTH
EDMONTON, Alberta
T6E 4S8

94-52406

15,490

Red Deer Lock & Safe Ltd.
4710 - 51 Avenue
RED DEER, Alberta
T4N 4H1

95-72830

3,880

Century 21 Red Deer Realty Ltd.
#101, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

91-19275

32,690

Associated Engineering Alta. Ltd.
#204, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

90-04155

3,750

Newton Appraisals Ltd.
#203, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

94-60400

1,830

Norbert Altvater Prof. Corp.
#206, 4711 - 51 Avenue
RED DEER, Alberta
T4N 6H8

90,02535

11,100

472,990

ZONE 2 - page 5

	Roll #	ASSESSMENT
Texaco Canada Ltd. Mgr. of Property Taxes 90 Wynford Drive DON MILLS, Ontario M3C 1K5	96-87301	22,460
Brigley's Auto Body Ltd. 5120 - 47 Street RED DEER, Alberta T4N 1R9	90-10800	9,880
Red Deer Welding Supplies (1989) Ltd. 5121 - 47 Street RED DEER, Alberta T4N 1R8	95-74950	34,870
Red Deer Central TV Ltd. 5130 - 47 Street RED DEER, Alberta T4N 1R8	95-71228	13,160
Henning & Watt Petroleum Sales Ltd. 5133 - 47 Street RED DEER, Alberta T4N 1R8	94-60125	19,300
Russell & Ruth Cwiklewich Classic Keyboard Distributors 5015 - 48 Street RED DEER, Alberta T4N 1S9	91,20756	22,320
Gundy's Tire Service 1971 Ltd. 5122 - 48 Street RED DEER, Alberta T4N 1T2	92,38100	21,890
Des Henry known & operating as Pyramid Refinishers 5123 - 48 Street RED DEER, Alberta T4N 1T1	94,67750	8,110

624,930

ZONE 2 - page 6

Roll #

ASSESSMENT

Pix-A-Color Red Deer
5127 - 48 Street
RED DEER, Alberta
T4N 1T1

94,67750

8,110

G & H Harley - Davidson
Autumn Enterprises Inc.
5129 - 48 Street
RED DEER, Alberta
T4N 1T1

92-34460

11,210

Grocery Kart Convenience Store
5018 - 45 Street
RED DEER, Alberta
T4N 1K9

92-37964

45,000

Bettenson's Cartage Co. Ltd.
4320 - 52 Avenue
RED DEER, Alberta
T4N 4J9

Objection 90-7702

29,270

Weston Bakeries Ltd
203, 58 Avenue S.E.
P.O. Box 5190, Station A
CALGARY, Alberta
T2H 1X3

96-95395

11,230


Sent out October 1, 1991

Hair Masters
Vicki Stoddart, Sole Prop.
5034 - 45 Street
RED DEER, Alberta
T4N 1L1

93-38395

3310

Three Sent out October 7, 1991

Bob Thompson, known & operating
as Bob's Barber Shop
5024 - 49 Street
RED DEER, Alberta
T4N 1V5

90-09480

500

733,560

ZONE 2 - page 7

Forty-Nine Street Blues
 Windsor Hotel (T.S.I.) Ltd.
 4822 - 51 Avenue
 RED DEER, Alberta
 T4N 4H3

Roll #

ASSESSMENT

92-33065

5800

George Young, known & operating
 as Red Deer General Store
 5113 - 49 Street
 RED DEER, Alberta
 T4N 1V6

95-71851

4500

total Zone 2

\$ 743,860

ZONE 3 - page 1

re: BRZ Boundary Expansion Letter of October 4, 1991

ROLL #

ASSESSMENT

Phil's Steak & Pancake House
298983 Alta. Ltd.
4312 - 49 Avenue
RED DEER, Alberta
T4N 3W6

94-67225

27,770

National Trust Company
4402 - 49 Avenue
RED DEER, Alberta
T4N 3W6

94-60055

28,980

Glenn's Sun & Slopes
Glenn's Cylce & Sports Ltd.
4440 - 49 Avenue
RED DEER, Alberta
T4N 3W6

Objection

92-36455

47,340

Canada Safeway Ltd.
P.O. Box 430
EDMONTON, Alberta
T5J 2K2

91-13775

220,420

Bishop's Western Drug Mart #2
Drugs by Bishop Ltd.
4409 Gaetz Avenue
RED DEER, Alberta
T4N 3Z5

90-08510

43,640

Davidson Dental Serices Ltd.
102, 4419 - 50 Avenue
RED DEER, Alberta
T4N 3Z5

92-26171

5900

Jacob G. Reimer Prof. Corp.
104, 4419 Gaetz Avenue
RED DEER, Alberta
T4N 3Z5

Objection

95-75736

6570

Pro Care Dental Services Ltd.
101, 4419 Gaetz Avenue
RED DEER, Alberta
T4N 3Z5

Objection (now Port-O-Call Dental Clinic)

94-69420

25,550

ZONE 3 - page 2

Roll #

ASSESSMENT

Marlene L. Curtis in business as
M C Felines - The Nail Co. ✓
103, 4419 Gaetz Avenue
RED DEER, Alberta
T4N 3Z5

objection

94-51310

3380

Independence Group - Att. Dr. Eleason
After Hours Medical Office
c/o 265, 5201 - 43 Street
RED DEER, Alberta
T4N 1C7

93-43580

4,400

Bank of Nova Scotia
4421 - 50 Avenue
RED DEER, Alberta
T4N 3Z5

Objection

90-05175

46,490

Gino's Hair Design
Gino Rata

objection. Total Zone 3

460,440

1,263,570

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

October 11, 1991

1~

SENT TO THOSE ON ATTACHED LISTS - Zone 1, 2, 3

Dear Sir/Madam:

RE: BUSINESS REVITALIZATION ZONE BOUNDARY EXPANSION

This is to advise that Council of The City of Red Deer is intending to pass a bylaw which would expand the business revitalization zone by adding proposed Zone 1, Zone 2 and Zone 3 as outlined on the attached map.

The Municipal Government Act states:

1. That notice of intention of a Council to pass a bylaw to expand a business revitalization zone boundary, shall be mailed to every person in the area who is shown on the current assessment roll of the municipality as being assessed for business assessment with respect to that area;
2. That no bylaw relative to this expansion shall be passed where the Council receives a petition objecting to the passing of the bylaw signed by persons entitled to notice representing at least one-third of the business assessment in the area and the petition has been filed with the Municipal Secretary (City Clerk) within sixty days from the date from which the last notice was mailed.

As outlined in the above quote, only persons entitled to notice (those shown on the current assessment roll of the municipality as being assessed for business assessment) may file a petition objecting to Council passing such a bylaw.

....2

*a delight
to discover!*

October 11, 1991
Page 2

It was the direction of Council, however, that all property owners be advised of this matter for their information only and, as such, we have forwarded this letter to you.

If you have any questions or require additional clarification, please do not hesitate to contact the undersigned.

Sincerely,

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

KELLY KLOSS
Acting City Clerk

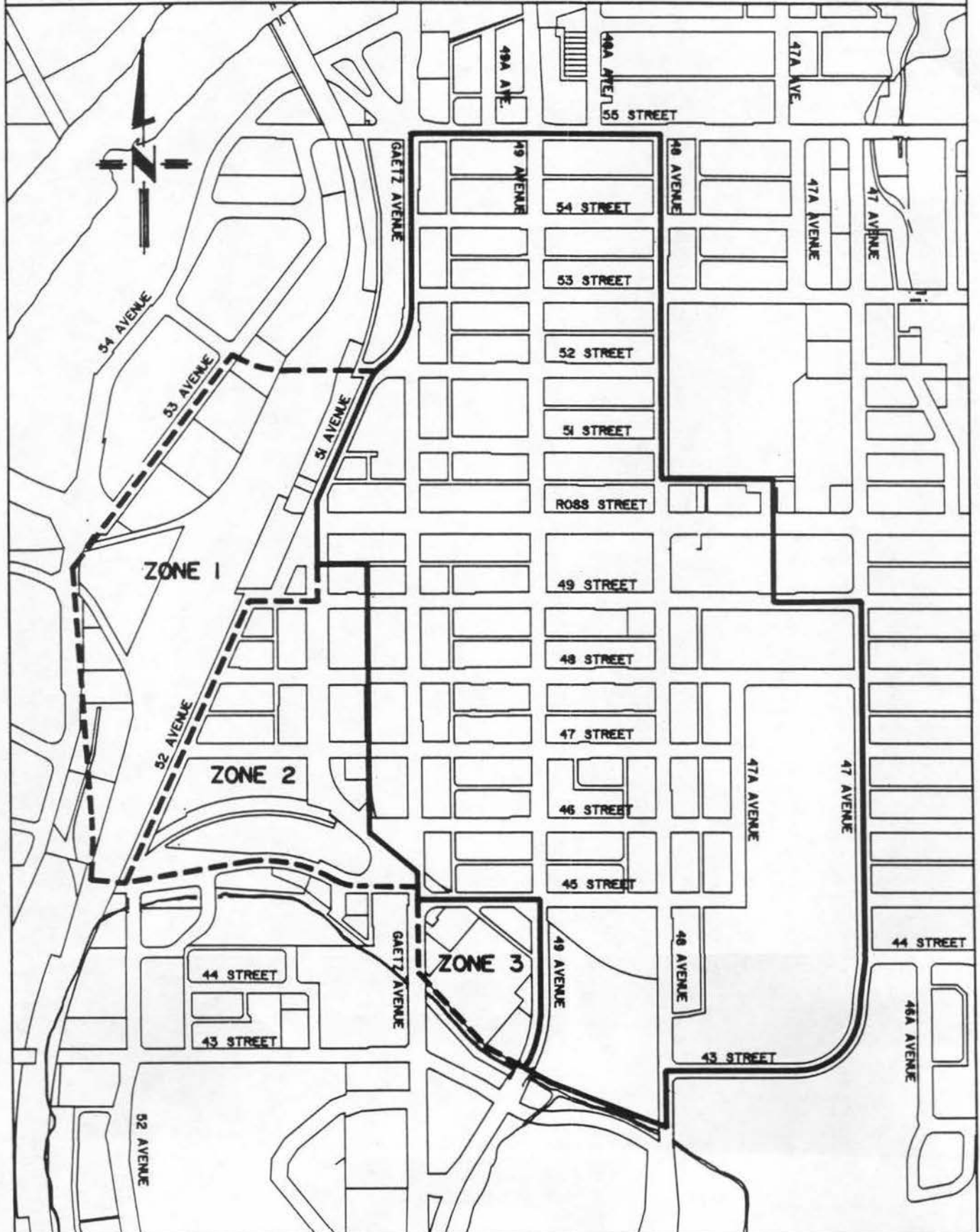
KK/jt

Att.

c.c. City Assessor
Towne Centre Association Manager

BUSINESS REVITALIZATION ZONE EXPANSION

————— EXISTING B.R.Z. BOUNDARY
- - - - - PROPOSED EXPANSION B.R.Z. BOUNDARY



LETTER TO PROPERTY OWNERS RE: BRZ EXPANSION - ZONE 1 (p.1)

Barbara Meryl Brown
5020 - 51 Avenue
RED DEER, Alberta
T4N 4H5

Alberta Wheat Pool
Box 2700
CALGARY, Alberta
T2P 2P5

Prairie Business Machines
5032 - 50 Avenue
RED DEER, Alberta
T4N 4B1

Calgary & Edmonton Railway Co.
c/o Marathon Realty Co. Ltd.
2100 One Palliser Square
125 - 9 Avenue S.E.
CALGARY, Alberta
T2G 0P8

Canadian Pacific Railway Co.
Heavy Haul Systems Properties Group
Suite 2100
125 - 9 Avenue S.E.
CALGARY, Alberta
T2G 0P8

Crane Canada Inc.
P.O. Bag 5450, Station A
CALGARY, Alberta
T2H 0P2

422984 Alberta Ltd.
2900 Manulife Place
10180 - 101 Street
EDMONTON, Alberta
T5J 3V5

Letter to Property Owners re: BRZ Expansion - Zone 1 (p.2)

Marathon Realty Co. Ltd.
2100 One Palliser Square
125 - 9 Avenue S.E.
CALGARY, Alberta
T2G 0P8

Nowsco Well Service Ltd.
1300, 801 - 6 Avenue S.W.
CALGARY, Alberta
T2P 4E1

BRZ EXPANSION - LETTER TO PROPERTY OWNERS - ZONE 2

Red Deer Monumental Ltd.
4802 - 51 Avenue
RED DEER, Alberta
T4N 4H3

408467 Alberta Ltd.
4806 - 51 Avenue
RED DEER, Alberta
T4N 4H2

James & Cheung Lee
3944 Union Street
BURNABY, B.C.
V5C 2W7

TSI Ltd.
4822 - 51 Avenue
RED DEER, Alberta
T4N 4H3

R. H. Chambers Investments Ltd.
13188 - 20 A Avenue
SURREY, B.C.
V4A 8Z1

Norbert M. Lee
5118A - 48 Street
RED DEER, Alberta
T4N 1T2

Vellner Motors
7434 - 50 Avenue
RED DEER, Alberta
T4P 1X7

Bond Investments Ltd.
c/o Rene Poulin, Valley Hotel
5017 - 49 Street
RED DEER, Alberta
T4N 1V4

BRZ Expansion - Letter to Property Owners - Zone 2 - page 2

German Canadian Club of Red Deer
Box 471
RED DEER, Alberta
T4N 5G1

Arlington Hotel (Red Deer) Ltd.
4505 - 51 Avenue
RED DEER, Alberta
T4N 4H4

Bardeco Holdings Ltd.
4702 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Gary McMahon
4706 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Cascade Industries Ltd.
4203 - 17 A Street S.E.
CALGARY, Alberta
T2G 3X1

Russell Scott Carr
4102 - 35 Street
RED DEER, Alberta
T4N 0P8

Dennis Walker & Gladys Morigeau
Ex. of the Will of Elizabeth Walker
19 Fern Road
RED DEER, Alberta
T4N 4Z3

Fourell Alberta Ltd.
860 Wheeler Road
EDMONTON, Alberta
T6M 2E1

BRZ Expansion - letter to property owners - Zone 2 - page 3

Red Deer Central TV Ltd.
5130 - 47 Street
RED DEER, Alberta
T4N 1R9

Gordon Charles Brigley
5120 - 47 Street
RED DEER, Alberta
T4N 1R9

Central Alberta Trades &
Labour Society
5116 - 47 Street
RED DEER, Alberta
T4N 1R9

172965 Canada Limited
111 St. Clair Avenue West
TORONTO, Ontario
M5W 1K3

281723 Alberta Ltd.
c/o Red Deer Welding Supplies
5121 - 47 Street
RED DEER, Alberta
T4N 1R8

Thorne Ernst & Whinney Inc.
3000, 10104 - 103 Avenue
EDMONTON, Alberta
T5J 3X7

Bettenson Cartage & J.V. and
C.D. Bettenson
5034 - 45 Street
RED DEER, Alberta
T4N 1K9

Bettenson's Cartage
5034 - 45 Street
RED DEER, Alberta
T4N 1K9

BRZ Expansion - letter to property owners - Zone 2 - page 4

Shell Canada Limited
P.O. Box 100, Station M
CALGARY, Alberta
T2P 2H5

Canadian Oil Co.
P.O. Box 100, Station M
CALGARY, Alberta
T2P 2H5

Kenneth M. and Donna H. Ing
4718 - 43 A Avenue
RED DEER, Alberta
T4N 3G8

Mister Tire Sales (Red Deer) Ltd.
4720 - 51 Avenue
RED DEER, Alberta
T4N 4H1

Gundy's Tire Service 1971 Ltd.
5124 - 48 Street
RED DEER, Alberta
T4N 1T2

263429 Alberta Ltd.
3705 Van Horne Avenue
BRANDON, Manitoba
R7B 3M8

Ruby M. Swales
1 Sutton Close
RED DEER, Alberta
T4N 0E2

Grocery Cart (Stettler) Ltd.
c/o Bill Sheridan
R.R. 3
RED DEER, Alberta
T4N 5E3

BRZ EXPANSION - letter to property owners - Zone 3 - page 1

Canada Safeway Limited
P.O. Box 640, Station M
CALGARY, Alberta
T2P 2J4

Kaylor X-Ray Management Ltd.
105, 4929 - 50 Street
RED DEER, Alberta
T4N 1X9

324971 Alberta Ltd.
c/o E.V. Dolinsky
4913 - 45 Street
RED DEER, Alberta
T4N 1K7

Canada Safeway Ltd.
P.O. Box 430
EDMONTON, Alberta
T5J 2K2

Fargey's Paint Supplies
& Floor Coverings Ltd.
c/o Ed Makarenko
3433 Gaetz Avenue
RED DEER, Alberta
T4N 3Y3

Odan Construction Limited
c/o Liberty Flame Restaurants Ltd.
4312 - 49 Avenue
RED DEER, Alberta
T4N 3W6

Scott Cadman & Associates Ltd.
c/o Dr. M.H. Harach
101, 4419 - 50 Avenue
RED DEER, Alberta
T4N 3Z5

OCTOBER 7, 1991

PROPERTY TAX MASTER FILE INQUIRY

ROLL NUMBER: 1631896

BARBARA MERYL BROWN
5020 51 AVE.
RED DEER, AB

5020 51 AVE.
LOT 2B PL 6233RS
(PT. OF 2B)

T4N 4H5

	TAXABLE	EXEMPT	MORTGAGE NO.	MORTGAGE CODE	000
OWNER TYPE	5	0	TAX CAVEAT DATE	00/00/00	
SEP. SCHL.	.0	.0	CHANGE DATES - L.T.	00/00/00	
			CITY	89/01/15	
			S.O.	00/00/00	

-----ASSESSMENT INFORMATION-----

	TAXABLE	EXEMPT
LAND TYPE	1204	
OWNER TYP	5	0
SEP.SCHL.	.0	.0
LAND	0	0
IMP.	23180	0
EQ.	0	0
TOT	23180	0

-----TAX LEVIED-----

MUNICIPAL	355.58
ED.FOUND	138.59
PUB.SCHL.	231.81
SEP.SCHL.	59.26
HOSPITAL	.00
FRONTAGES	.00
TOTAL TAX	785.24

-----BALANCE OWING-----

CURRENT	.00
ARREARS	0.00
TOTAL	0.00

OCTOBER 7, 1991

PROPERTY TAX MASTER FILE INQUIRY

ROLL NUMBER: 1631897

ALBERTA WHEAT POOL
BOX 2700
CALGARY, AB

5018 51 AVE.
LOT 2B PLAN 6233RS
(PT. OF 2B)

T2P 2P5

	TAXABLE	EXEMPT		MORTGAGE NO.	
OWNER TYPE	1	0		MORTGAGE CODE	000
SEP. SCHL.	.0	.0		TAX CAVEAT DATE	00/00/00
-----ASSESSMENT INFORMATION-----			CHANGE DATES - L.T.	00/00/00	
				CITY	91/03/20
				S.O.	00/00/00
			-----TAX LEVIED-----	-----BALANCE OWING-----	
LAND TYPE	1210		MUNICIPAL	103.24	CURRENT .00
OWNER TYP	1	0	ED.FOUND	40.24	ARREARS 0.00
SEP.SCHL.	.0	.0	PUB.SCHL.	67.31	TOTAL 0.00
LAND	0	0	SEP.SCHL.	17.20	
IMP.	6730	0	HOSPITAL	.00	
EQ.	0	0	FRONTAGES	.00	
TOT	6730	0	TOTAL TAX	227.99	

OCTOBER 7, 1991

PROPERTY TAX MASTER FILE INQUIRY

ROLL NUMBER: 1631898

ALBERTA WHEAT POOL
BOX 2700
CALGARY, AB

5016 51 AVE.
LT 2B PLAN 6233RS
(PT. OF 2B)

duplicate

T2P 2P5

	TAXABLE	EXEMPT	MORTGAGE NO.	MORTGAGE CODE	000
OWNER TYPE	1	0	TAX CAVEAT DATE	00/00/00	
SEP. SCHL.	.0	.0	CHANGE DATES - L.T.	00/00/00	
			CITY	91/03/20	
			S.O.	00/00/00	

-----ASSESSMENT INFORMATION-----			-----TAX LEVIED-----		-----BALANCE OWING-----	
	TAXABLE	EXEMPT				
LAND TYPE	1402		MUNICIPAL	1649.97	CURRENT	.00
OWNER TYP	1	0	ED.FOUND	643.10	ARREARS	0.00
SEP.SCHL.	.0	.0	PUB.SCHL.	1075.65	TOTAL	0.00
LAND	0	0	SEP.SCHL.	274.99		
IMP.	107560	0	HOSPITAL	.00		
EQ.	0	0	FRONTAGES	.00		
TOT	107560	0	TOTAL TAX	3643.71		

OCTOBER 7, 1991

PROPERTY TAX MASTER FILE INQUIRY

ROLL NUMBER: 1631899

PRAIRIE BUSINESS MACHINES
5032 50 AVE.
RED DEER, AB

5012 51 AVE.
LT 2B PLAN 6233RS
(PT. OF 2B)

T4N 4B1

MORTGAGE NO.

MORTGAGE CODE 000

TAX CAVEAT DATE 00/00/00

CHANGE DATES - L.T. 00/00/00

CITY 89/01/15

S.O. 00/00/00

	TAXABLE	EXEMPT
OWNER TYPE	1	0
SEP. SCHL.	.0	.0

----ASSESSMENT INFORMATION----

	TAXABLE	EXEMPT
LAND TYPE	1202	
OWNER TYP	1	0
SEP.SCHL.	.0	.0
LAND	0	0
IMP.	108360	0
EQ.	0	0
TOT	108360	0

-----TAX LEVIED-----

MUNICIPAL	1662.24
ED.FOUND	647.88
PUB.SCHL.	1083.64
SEP.SCHL.	277.03
HOSPITAL	.00
FRONTAGES	.00
TOTAL TAX	3670.79

-----BALANCE OWING-----

CURRENT	4181.21
ARREARS	0.00
TOTAL	4181.21

OCTOBER 7, 1991

THE CITY OF RED DEER
PROPERTY TAX MASTER FILE INQUIRY

07:49:03

ROLL NUMBER: 1631860

CALGARY & EDMONTON RAILWAY CO.

5102 50 ST

C/O MARATHON REALTY CO. LTD.

LT 2A PL 6233RS

2100 ONE PALLISER SQUARE

125 9TH AVE. S.E.

CALGARY, AB

T2G 0P8

MORTGAGE NO.

MORTGAGE CODE 000

TAX CAVEAT DATE 00/00/00

CHANGE DATES - L.T. 89/10/04

CITY 89/11/06

S.O. 00/00/00

	TAXABLE	EXEMPT
OWNER TYPE	1	0
SEP. SCHL.	.0	.0

----ASSESSMENT INFORMATION----

-----TAX LEVIED-----

-----BALANCE OWING-----

	TAXABLE	EXEMPT
LAND TYPE	1502	
OWNER TYP	1	0
SEP.SCHL.	.0	.0
LAND	214050	0
IMP.	154400	0
EQ.	0	0
TOT	368450	0

MUNICIPAL	5652.02
ED.FOUND	2202.96
PUB.SCHL.	3684.65
SEP.SCHL.	941.98
HOSPITAL	.00
FRONTAGES	235.30
TOTAL TAX	12716.91

CURRENT	.00
ARREARS	0.00
TOTAL	0.00

OCTOBER 7, 1991

PROPERTY TAX MASTER FILE INQUIRY

ROLL NUMBER: 0931580
CANADA SAFEWAY LIMITED
P.O. BOX 640 STATION M
CALGARY ALTA

4440 49 AV
LT 14A BK 44 PL 4816RS

T2P 2J4

	TAXABLE	EXEMPT	MORTGAGE NO.	MORTGAGE CODE	000
OWNER TYPE	3	0	TAX CAVEAT DATE	00/00/00	
SEP. SCHL.	.0	.0	CHANGE DATES - L.T.	91/09/06	
			CITY	87/12/21	
			S.O.	00/00/00	

-----ASSESSMENT INFORMATION-----

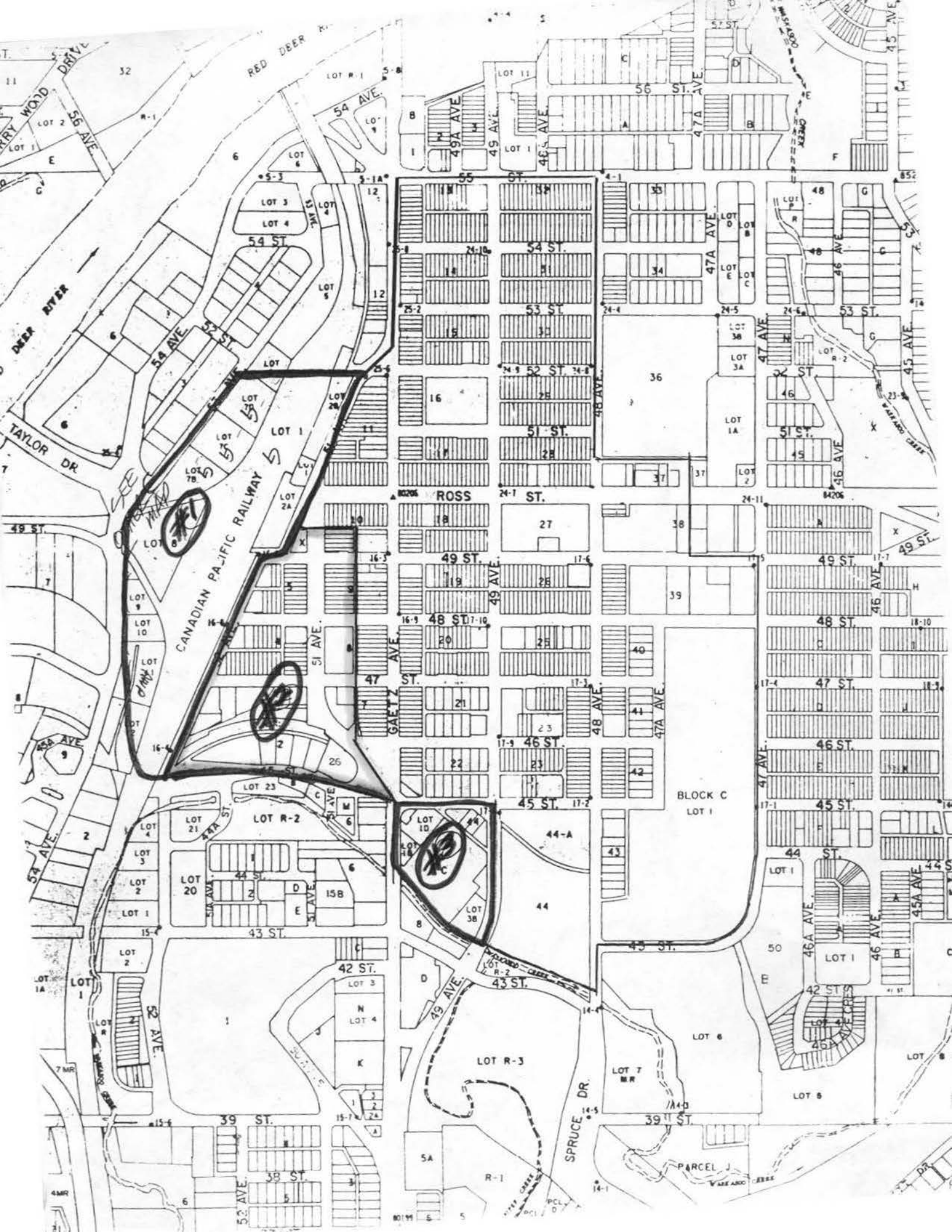
	TAXABLE	EXEMPT
LAND TYPE	1202	
OWNER TYP	3	0
SEP.SCHL.	.0	.0
LAND	36170	0
IMP.	170580	0
EQ.	0	0
TOT	206750	0

-----TAX LEVIED-----

MUNICIPAL	3171.55
ED.FOUND	1236.16
PUB.SCHL.	2596.16
SEP.SCHL.	.00
HOSPITAL	.00
FRONTAGES	7.74
TOTAL TAX	7011.61

-----BALANCE OWING-----

CURRENT	.00
ARREARS	0.00
TOTAL	0.00



NO. 8

FILE: c:\data\alan\memos\release.mem

DATE: December 2, 1991
TO: CITY COUNCIL
FROM: DIRECTOR OF FINANCIAL SERVICES
RE: POLICY ON RELEASE OF INFORMATION FROM CUSTOMER FILES

For a number of years an administrative policy has existed that limited the release of information from general accounts receivable and utility billing files to a few limited parties:

1. R.C.M.P.
2. Alberta Consumer and Corporate Affairs
3. Welcome Wagon
4. Federal agencies.

It was found by City staff involved in the collection of utility billing and general accounts receivable that other utility companies were willing to assist City collection staff by providing information from their files but only if The City was willing to reciprocate by providing information from City files to assist them in their collections. As a result, City collection staff have been releasing information contrary to the administrative policy. This has apparently been happening for some time but the staff involved were not aware they were contravening an administrative policy.

The collection staff involved in providing the information have been instructed to adhere to the administrative policy. This will cause problems in the collection of accounts owed The City because it will be a lot more difficult to obtain information from other companies.

The City of Calgary recently faced a similar situation and decided it was necessary to be able to transfer information between creditors to be able to collect accounts.

Council is being asked to approve the release of information from general accounts receivable and utility billing records to a limited list of parties that The City must be able to contact for information to assist in the collection of City accounts. The information would be released only upon the party being confirmed.

The reason, of course, that information is not released to any party upon request is the information could be used for improper purposes such as husbands locating battered wives.

....2

City Council
December 2, 1991
Page 2 File: c:\data\alan\memos\release.inf

RECOMMENDATION

That Council consider approval of a policy on the release of information from general accounts receivable and utility billing files. A proposed policy is attached.



A. Wilcock, B. Comm., C.A.
Director of Financial Services

AW/mrk

c.c. Utility Billing Supervisor
City Assessor
Treasury Services Manager
Accounts Receivable Supervisor

Commissioner's Comments

Over the years, we have endeavored to vigorously guard information of this nature because of our perception of the public's right to confidentiality and the general public perception that government at all levels collects and disseminates too much information which the public regards as private.

From a pragmatic perspective, however, it is in the public interest to minimize bad debts and collection problems which can only result from an interchange of this information.

Thus, we are caught between the desire to protect public confidentiality on the one hand and the public purse on the other and we would seek Council direction.

"R.J. MCGHEE"
Mayor

"M.C. DAY"
City Commissioner

THE CITY OF RED DEER

COUNCIL POLICY MANUAL

Policy Section:
Finance

Page:
1 of 2

Policy Subject
Release of Accounts Receivable
and Utility Billing Information

Policy Reference:
424

Lead Role:
City Treasurer

Resolution/Bylaw:

PURPOSE

To identify the parties to whom information can be released from general accounts receivable and utility billing records.

POLICY STATEMENT

1. It is recognized the sharing of account information is a necessary part of effective revenue management and is necessary in the normal course of business to secure revenues due the City. In all other respects this information is to be treated as confidential.
2. This policy does not apply to the assessment and tax roll. Information from these rolls will be released as required by the Municipal Taxation Act upon payment of the fee approved by Council.

Cross Reference

Remarks

Date of Approval:

Effective Date:

Date of Revision:

THE CITY OF RED DEER

COUNCIL POLICY MANUAL

Policy Section:
Finance

Page:
2 of 2

Policy Subject
Release of Accounts Receivable
and Utility Billing Information

Policy Reference:
424

Lead Role:
City Treasurer

Resolution/Bylaw:

PURPOSE

POLICY STATEMENT

3. Information from the general accounts receivable and utility billing records will only be released to the following parties:
- a) R.C.M.P.
 - b) Other municipalities and levels of government
 - c) Welcome Wagon
 - d) Other creditors in a similar line of business such as other utility companies and landlords
 - e) To a collection company but only for those accounts placed by the City with the collection company.
4. Before release of information to the parties authorized in (3), the identity of the party must be confirmed.

Cross Reference

Remarks

Date of Approval:

Effective Date:

Date of Revision:

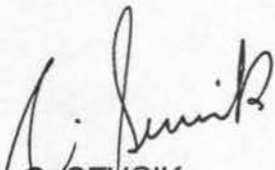
DATE: December 10, 1991
TO: Director of Financial Services
FROM: City Clerk
RE: POLICY NO. 424 -
RELEASE OF INFORMATION FROM CUSTOMER FILES

Your report dated December 2, 1991 pertaining to the above matter and the draft policy which you prepared, received consideration at the Council meeting of December 9, 1991 and at which meeting Council passed the following motion approving said policy.

"RESOLVED that Council of The City of Red Deer hereby approves Policy 424, being a policy authorizing the release of Accounts Receivable and Utility Billing information to certain identified parties, and as presented to Council December 9, 1991."

The decision of Council in this instance is submitted for your information. This office will circulate a copy of the policy to all manual holders for inclusion in their manual.

Trusting you will find this satisfactory.



G. SEVCIK
City Clerk

CS/jt

c.c. Clerk Steno II - Donna

NO. 9

FILE: c:\data\gord\memos\equipool.day

DATE: December 2, 1991

TO: City Commissioner

FROM: Director of Financial Services
Director of Engineering Services
Public Works Manager

RE: **EQUIPMENT POOL STUDY**

Over the past several years there has been some concern over the management of our equipment fleet. Initially, a study was undertaken by Bill Higgins to make some recommendations on improvements. As a follow-up on that, you initiated a more in depth study into the fleet operations. The decision was made to conduct this study in-house using Wayne Carey, Internal Auditor, and Ron Taylor, Garage Superintendent. The study was overseen by the Director of Engineering Services, the Director of Financial Services and the Public Works Manager.

The Equipment Pool Study recently completed by the Internal Auditor and the Garage Superintendent has been reviewed by us and the purpose of our report is to provide strategy on the implementation of the report recommendations as we have modified them.

We would like to express our appreciation to the authors for the fine job that they have done and for the detail and analysis which they have undertaken. We are of the opinion that this is a quality study and that we have achieved excellent value for the time spent. It is our opinion that the results are much more beneficial than if we had undertaken this study through the use of an external consultant.

There are a number of recommendations from the study and we, for the most part, support these. The implementation of these recommendations may not be as easy or as rapid as the authors or we would like, in view of our present budget situation.

1. MISSION STATEMENT AND GOALS

The first recommendation of the study deals with the Mission Statement and goals of the pool. This Mission Statement was developed in conjunction with us and we are in agreement with it.

MISSION STATEMENT:

The Equipment Pool will provide all Departments of The City of Red Deer with a self funding, well maintained fleet of Equipment to enable the Departments to carry out their responsibilities in an efficient and effective manner.

December 2, 1991
City Commissioner
Page 2

GOALS:

The Equipment Pool will:

1. Purchase or lease equipment to perform the required tasks at the lowest overall cost to The City (inclusive of capital, repairs and operating costs).
2. Ensure each piece of equipment will recover its capital, repairs and operating costs through reasonable usage and competitive rental rates.
3. Provide equipment service and repair delivered in a cost effective manner that is competitive with the commercial sector.
4. Provide a computerized equipment management system which will provide all levels of City Management with the information required to monitor activities in the Equipment Pool.
5. Will normally generate sufficient funds each year so that no unfunded equipment purchase costs exist at the end of the year.

2. EQUIPMENT POOL ORGANIZATION

The second recommendation deals with the Equipment Pool organization. The recommendation is that the Pool organization be centralized and be headed by an Equipment Pool Manager. The idea of a centralized fleet is one where the bulk of the management responsibilities would be vested in one individual or group as opposed to being distributed among a number of departments as it is now. This manager would report to the Director of Engineering Services, rather than to the Public Works Manager as the Garage Superintendent does now. The reason for reporting to the Director of Engineering Services is the perceived advantage of having the appearance of a more objective Equipment Pool management that would deal with each department and also may give the Equipment Pool Manager some additional influence with the various Department Managers. We support the idea of a more centralized pool, but not to the point of it being a "large company". One of the big advantages the City of Red Deer has is that our equipment pool is small enough that the users still feel an ownership of the equipment they operate and we do not want to lose this.

December 2, 1991
 City Commissioner
 Page 3

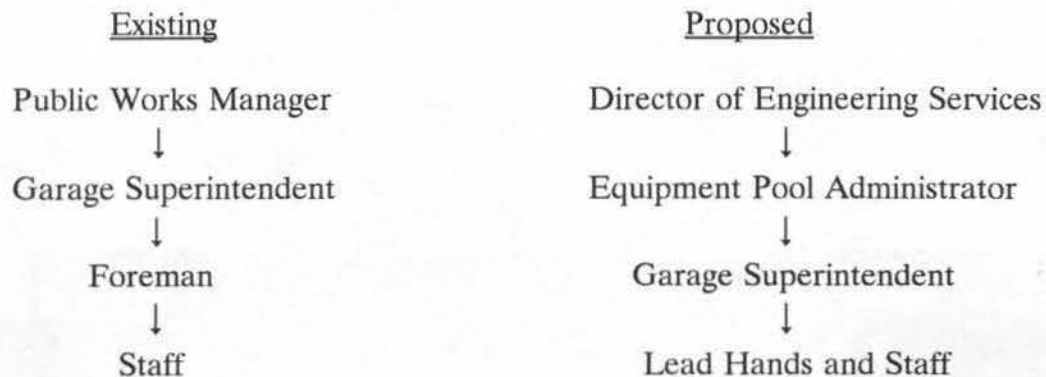
3. STAFFING AND ORGANIZATION

The third recommendation has to do with staffing and staff organization of the equipment pool.

The first recommendation involves the creation of an additional position which they have named Equipment Pool Manager. This position would be responsible for the overall operation of the Garage and Equipment Pool. Although there is considerable justification for such a position, we can not at this time, because of budget constraints, support the creation of an additional position. We would propose a position be established as an Equipment Pool Administrator. To minimize the financial impact on the City and the Equipment Pool, we would recommend the deletion of a presently existing position, that of Garage Foreman.

This position, the Garage Foreman, is one which supervises mechanics and reports to the Garage Superintendent. When this position became vacant this summer we filled it on a temporary basis. The deletion of this position would require that certain mechanics would be given "Lead Hand" responsibilities. This would relieve the Garage Superintendent of some of the routine day-to-day operational decisions. In turn, the Equipment Pool Administrator would take on some of the duties related to the Pool presently handled by the Garage Superintendent.

The final result will be the creation of one position, elimination of one position and the reallocation of some responsibilities. We are optimistic this approach will work, but it must be monitored and may require adjustments in the future.



December 3, 1991
City Commissioner
Page 4

The second recommendation under the staffing and organization is that a Night Shift Foreman position be created to supervise a proposed night shift. We are in agreement with the concept of an evening shift. We have some concerns that the shift proposed in the report is a very large number of employees, basically having half the staff complement work days and half work evenings. We would recommend that one mechanic be assigned to the night shift initially, in a Lead Hand role, and that a new position not be created at this time, so we would in effect have a working mechanic employed on the evening shift. The requirements for, and demands on, a night shift would then be monitored to determine the required staffing for the shift.

The third recommendation is that a Parts Person Supervisor be created from one of the existing positions. We would not necessarily object to this, but it is our view that this would be part of the rationalization of the spreading out of the duties of the Shop Foreman position. We do not believe this need be an exempt position and therefore another title would be appropriate. The first step is to review the Parts Person III job description to see how much of this is covered by the present position and what, if any, changes are required.

In summary, we estimate the cost of implementing our staffing recommendations to be approximately \$25,000 per year, which we believe will be recovered through greater efficiency in the Equipment Pool. The report recommendations would cost approximately \$150,000 per year. We do not believe we can afford this at this time, but that in the future some of these staffing steps can be implemented.

4. EQUIPMENT POOL FINANCING, ACQUISITIONS AND DISPOSALS

Another set of recommendations deals with the equipment pool financing, acquisitions and disposals. The first recommendation in this area is that, in the short run, all equipment be financed by a monthly rental rate until the new computer system can develop a more sophisticated system. We would recommend holding this initiative in abeyance until a Equipment Pool Administrator is in place to determine that he or she would be comfortable with this direction. The responsibilities listed in the report for the Equipment Pool Administrator we would support. We believe equipment purchases should be financed through the rental rates and any additions to the fleet would be financed from surpluses generated by the pool.

5. RENTAL RATE SETTING

The next recommendation, which closely relates to the previous one, has to do with rental rate setting. We believe the Equipment Pool Administrator should be responsible for setting rental rates, but this must be done in conjunction with the user department.

December 2, 1991
City Commissioner
Page 5

6. INVENTORY AND PARTS

Under the inventory and parts area, we have already commented on the Parts Supervisor. We are in agreement with the other recommendations which have to do with improving efficiency and parts turn over.

7. SERVICE DEPARTMENT

Under the Service Department, we are in agreement with the recommendations which deal with more performance monitoring.

8. COMPUTERIZED FLEET MANAGEMENT SYSTEM

Under the Computerized Fleet Management System, we believe that this should be a high priority and recommend that this be investigated by the new Fleet Management Person.

9. ACCOUNTING PRACTICES

Under the Accounting Practices, we are in agreement with the recommendations of the report which deal with bringing the Fleet and general ledger accounting closer together.

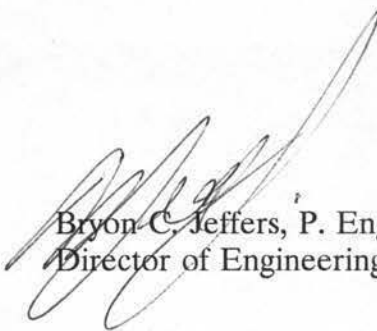
RECOMMENDATION:

That the recommendations of the Fleet report, as modified by our comments, be implemented and that the 1992 Equipment Fund Budget be presented to Council for consideration based on our comments.



Gordon Stewart, P. Eng.
Public Works Manager

GAS/blm



Bryon C. Jeffers, P. Eng.
Director of Engineering Services



Alan Wilcock, B. Comm., C.A.
Director of Financial Services

Commissioners' Comments

Attached is a report on the equipment pool which once again is a credit to all those responsible. For Council's information, a very similar study undertaken by a private consultant for a similar size city cost approximately \$50,000.

We support the recommendations of the study and would like to recommend to Council their implementation, however as outlined in the comments of the Directors and the Public Works Manager, now is not an appropriate time to implement all of the recommendations because of restraint.

We would therefore support the implementation strategy proposed in the attached and if Council concurs the equipment pool budget will be prepared reflecting these changes.

"R.J. MCGHEE"
Mayor

"M.C. DAY"
City Commissioner

DATE: December 10, 1991
TO: City Council
FROM: City Clerk
RE: EQUIPMENT POOL STUDY

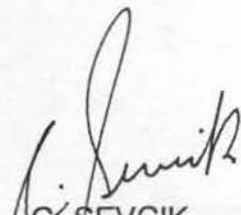
The Equipment Pool Study received consideration at the Council meeting of December 9, 1991 and at which meeting the following motion was introduced.

Moved by Alderman Statnyk, seconded by Alderman Surkan

"RESOLVED that Council of The City of Red Deer, having considered report dated December 2, 1991 from the Director of Financial Services, Director of Engineering Services and the Public Works Manager re: Equipment Pool Study, hereby agrees that the recommendations of the Fleet Report be implemented and that the 1992 Equipment Fund Budget be presented to Council for consideration subject to the modifications as outlined in the above noted report from the Directors and Public Works Manager dated December 2, 1991."

Prior to voting on the above motion, however, Council tabled the matter in order to provide members of Council more time to study and review the recommendations.

Enclosed hereafter is the covering report which appeared on the December 9 agenda from the Director of Financial Services, Director of Engineering Services and the Public Works Manager. Members of Council are reminded to bring their copy of the Equipment Pool Study with them to the Council meeting.


C. SEVCIK
City Clerk
CS/jt

NO. 10

DATE: December 3, 1991
TO: Mayor and Members of Council
FROM: Alan Scott, Manager Economic Development
RE: **LAND BANK ADMINISTRATION**

In mid-October, 1991, the City Commissioner established a committee to develop a system for management of the City's Land Bank. The committee consists of the Director of Community Services, City Assessor, Land Supervisor and Manager of Economic Development.

Attached is a Land Bank Administration Strategy, consisting of a Mission Statement and Goals and Objectives. Upon receiving approval, it is proposed that this document would form the basis for the development of a business plan to administrate the overall Land Bank asset owned by the City of Red Deer.

The purpose in submitting the document at this time, is to encourage comments from City Council. The document has also been distributed to the Red Deer Home Builders Association and the local chapter of the Urban Development Institute.

Our hope is to incorporate any comments or recommendations into a final draft of the strategy, which will be submitted for Council approval early in 1992.

Respectfully submitted,



Alan V. Scott
MANAGER ECONOMIC DEVELOPMENT

AVS/mm

Att.

Land Bank Administration

Definition:

The Land Bank consists of all lands which are held or have been acquired by the City, specifically for development and re-sale 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.

Mission Statement

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

Goals

1. ***To manage the Land Bank in a manner that will complement and encourage private development.***
 - i. To encourage the private sector to maintain a 60% share of residential land development.
 - ii. To encourage the private sector to assume a role in the development of industrial and commercial land.

2. ***To sell or lease residential, commercial and industrial land at market value.***
 - i. A 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.
 - ii. 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.***

- i. To clearly define financial performance measures of the Land Bank.
- ii. All costs associated with administration, marketing, development including interest, and maintenance of the Land Bank shall be borne by the Land Bank.
- iii. All land purchase costs, when the primary purpose is subdivision development, shall be charged to the Land Bank.
- iv. To develop and implement an inventory management system. Such inventory shall be reported annually.
- v. To define and categorize all lands contained within the Land Bank.
- vi. To develop a reporting system to advise both administration quarterly, and City Council annually, on expenditures, revenues, forecasts, inventory and other assets and recommendations.
- vii. 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, as well as the acquisition and sale of lands. The Land Bank Committee shall include the Directors of Community Services, Engineering, and Finance, and representatives of the Red Deer Regional Planning Commission and Land Bank administration.
- viii. Land shall be valued, on an annual basis, at current market value

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

- i. To maximize the sale of industrial and commercial land, subject to current Council policies.
- ii. To encourage the maintenance of the balance of residential land sales between the private and public sectors.
- iii. To review all policies relating to land sales and make recommendations designed to encourage the marketing of City developed land.
- iv. To review the marketing of downtown land within the context of plans and policies adopted by City Council.

5. ***To maintain an adequate supply of residential, commercial and industrial land.***
 - i. Maintain an inventory of residential land to meet the needs of projected city growth for ten years.
 - ii. Maintain an inventory of industrial land to meet the needs of projected city growth for ten years.
 - iii. To provide commercial sites within land subdivisions as defined in the relevant area structure and area re-development plans.
 - iv. To provide serviced residential lots for individuals wanting to build their own homes.
 - v. To provide a supply of serviced residential lots to house builders.
 - vi. To provide blocks of suitably sized parcels of land to private developers for resale as serviced lots.
 - vii. To maintain up to a one year supply of serviced residential and industrial land.

6. ***To provide for the economic, orderly and well-planned development of the city.***
 - i. To provide for a direction of growth which will ensure the logical development of the city.
 - ii. To continue to provide a high standard of design and high quality living environment.
 - iii. To provide land for a variety of uses benefitting the public, including lots for day care centres, social care facilities and other special uses.
 - iv. 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.***
 - i. To review the sequencing of servicing, to minimize leap-frogging, and ensure efficient and cost effective use of trunk services.

- ii. To recover servicing costs related to private and city developments through applicable development charges under terms as approved by City Council.
- iii. To review the potential for joint development which would be mutually beneficial to the private and public sector.

Commissioners' Comments

The attached is submitted for Council's information and input so that a draft business plan can be provided to Council in early 1992 for Council's consideration. In addition, we have a concern with item 3 viii which suggests accounting on an appraised value basis and we will be requesting comments from the External Auditors on that item.

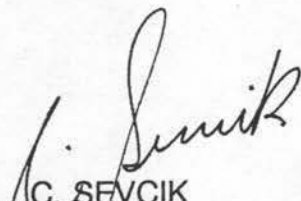
"R.J. MCGHEE"
Mayor

"M.C. DAY"
City Commissioner

DATE: December 10, 1991
TO: Economic Development Manager
FROM: City Clerk
RE: LAND BANK ADMINISTRATION

At the Council meeting of December 9, 1991, consideration was given to your report dated December 3, 1991 regarding a Land Bank Administration Strategy with Mission Statement and Goals and Objectives. Your report was accepted as information at this time with your request for comments from Council members noted. We look further to your final draft of the strategy in due course.

Trusting you will find the above satisfactory.

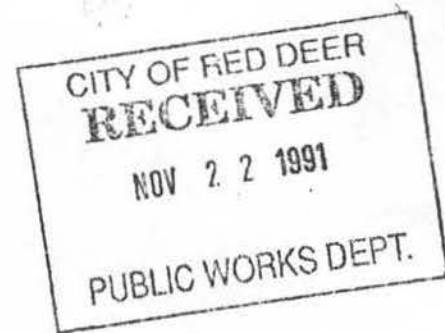

C. SEVCIK
City Clerk

/jt

c.c. Council Members
City Commissioner
Director of Community Services
City Assessor
Land Supervisor

**WASTE SYSTEMS LTD.**

7940 - 25 Street
P.O. Box 12006
Edmonton, Alberta
T5J 3L2
Tel (403) 440-1700
Fax (403) 440-4776



November 22, 1991

Mr. Gordon Stewart, P. Eng.
Public Works Manager
City of Red Deer
5443 - 49 St.
Red Deer, AB T4N 3T4

Dear Mr. Stewart:

**SUBJECT: CLARIFICATION OF PERTINENT ITEMS
MULTI-FAMILY RECYCLING PROGRAM**

This letter will serve to clarify the final matters such that the City can move to extend our waste contract until December 31, 1996. We continue to work with your administration to finalize the details of how the multi-family recycling program will be implemented.

1. INVOLVEMENT OF LET'S RECYCLE AND COSMOS

We wish to clarify the fact that Cosmos will be involved in the multi-family recycling program, largely within our recycling facility. We also wish to note at this time that Let's Recycle will not be involved in this program. We have been clear in our offer of services that Let's Recycle would be involved if the City accepted our offer of commercial cardboard recycling or office paper recycling. As the City declined both of these aspects of our offer, we have no way at this time of involving Let's Recycle.

Please note, however, that we have made a very attractive arrangement for Let's Recycle enabling them to deliver recyclable materials to our facility. This has reduced Let's Recycle's operating costs by eliminating double-handling of material, allowing for a reduction of labour, as well as a major drop in their overhead.



November 22, 1991
Mr. Gordon Stewart
City of Red Deer
Page 2

2. COMMENCEMENT OF RATE REDUCTION

It is our intent to begin the reduction of \$0.36 in the rate charged for Blue Box recycling on the first working day of the month following the City's extension of our waste contract to December 31, 1996. This rate reduction would remain in effect to December 31, 1996.

Should the City extend our recycling contract beyond this date without extending our waste contract, our rate would return to that rate which it would have been at that time if the \$0.36 reduction had not been implemented. If, however, the city chose to give corresponding extensions to the waste contract, the \$0.36 discount would continue.

3. COMMERCIAL RECYCLING

We intend to offer commercial cardboard collection to our Red Deer customers on a user-pay basis early in 1992. We have not established a rate for this service at the current time. Let's Recycle will be used on an as required basis for hand pick-ups from our smaller customers.

4. CREDIT FOR LANDFILL AVOIDANCE

Please understand that Landfill Avoidance has always been a consideration in arriving at the numbers offered by Laidlaw to the City of Red Deer. In our original pricing our rate was reduced during pre-tender calculations down to \$3.14 based on estimated landfill avoidance. However, now that we have substantiated an accurate landfill avoidance number, and the fact that it has become such an issue, we calculated in an \$.11 credit of landfill avoidance in each of our option calculations. Please find outlined below an example of how those calculations were made based on 3 credit components:

- (1) A net operating cost credit calculation for fuel and driver wages for each component of the recycling program.
- (2) The original credit offer for contract extension.
- (3) Landfill avoidance credit.

November 22, 1991
Mr. Gordon Stewart
City of Red Deer
Page 3

For example:

OPTION E (Blue Box Only)	<u>Credit</u>
(1) Net operating credit (Eliminating all programs)	\$.31
(2) Original contract extension credit	.25
(3) Landfill avoidance	.11

	\$.67

Note \$.67 is the amount listed under 1998 in Option E as total credit.

In Option C (the one chosen by Council) the calculation is as follows:

	<u>Credit</u>
(1) Net operating credit (Eliminating all but multi-family)	\$.21
(2) Original contract extension credit	.25
(3) Landfill avoidance	.11

	\$.57

Note that \$.57 is the amount listed under 1998 in Option C.

The credits listed under columns 1996 and 1994 are decreased from the base in 1998 due to accelerated depreciation.

Gord, as indicated on Page 40, Number 11, of Bryon Jeffers' October 22, 1991 comments to the City Clerk, at the very bottom of the page, the cost for the multi-family service would be considerably more if all factors including vehicle maintenance, other operating costs, overhead and contribution to earnings, would be required to justify the investment necessary.

L A I D L A W

November 22, 1991
Mr. Gordon Stewart
City of Red Deer
Page 4

As indicated in the council meeting, these are net numbers and represent a major reduction in our profits and in the original price contracted. Therefore, please understand that we have given all we can give to allow Red Deer to provide a complete household recycling program to all residents (not just single family dwellings) within its city boundaries at a \$400,000 reduction from our guaranteed currently contracted price.

We hope that the foregoing adequately addresses these items of concern and that we can will now move ahead to producing agreements for signature. Should you have any questions, please do not hesitate to call.

Yours truly,



Lynn M. Bishop, P. Eng.
Vice President, Western Region
North America

LMB/ljr


WASTE SYSTEMS LTD.

7940 - 25 Street
 P.O. Box 12006
 Edmonton, Alberta
 T5J 3L2
 Tel (403) 440-1700
 Fax (403) 440-4776

December 2, 1991

Bryon C. Jeffers, P. Eng.
 Director of Engineering Services
 City of Red Deer
 5443 - 49 Street
 P.O. Box 5008
 Red Deer, Alberta
 T4N 3T4

Dear Mr. Jeffers:

SUBJECT: Amended Options
City of Red Deer Commercial Recycling

Subsequent to conversations with many people over the last week, we are pleased to summarize these discussions with the following three options. These options reflect changes in the involvement of Let's Recycle and also reintroduce the option of commercial cardboard collection. Each of these options include the extension of current waste collection contract until December 31, 1996 with two one-year extensions at option of City.

OPTION 1 Involvement of Laidlaw and Cosmos
(Formerly Option "C")

- * Blue Box
- * Multi-Family Residential Collection

Blue Box Discount: \$.036/household/month

Cosmos' involvement will be in the sorting process.

... 2



December 2, 1991
Bryon Jeffers
City of Red Deer
Page 2

OPTION 2 Involvement of Laidlaw, Cosmos and Let's Recycle

- * Blue Box
- * Multi-Family Residential Collection

Blue Box Discount: \$0.20/household/month

Cosmos' involvement will be in the sorting process.

Let's Recycle would provide no services at this time, however, a subsidy of \$2,500/month would be passed on to them and, as well, we would continue to offer them preferred pricing on the recyclables and the option of overhead reduction.

OPTION 3 Involvement of Laidlaw, Cosmos and Let's Recycle

- * Blue Box
- * Multi-Family Residential Collection
- * Commercial Cardboard Collection

Blue Box Discount: \$0.28/household/month

Cosmos' involvement would be in the sorting process.

In this option Let's Recycle would be involved with the Commercial Cardboard Collection through a contract with Laidlaw which provides the following advantages to Let's Recycle:

1. Preferred pricing for all recycled materials delivered to the Laidlaw Waste Systems Red Deer recycling centre.
2. Removal of the need for Let's Recycle to operate a materials processing facility, thus eliminating the cost of double-handling and baling expense.
3. The use of rear-load packer truck at no cost.
4. A subsidy of \$2,500 per month will be paid directly to Let's Recycle.

Under our original agreement with Let's Recycle they were required to provide both commercial cardboard collection and office recycling. This new rate reflects the deletion of office recycling.

... 2

12/02/91 11:00 2100 110 1110
LAI DLAW

82

December 2, 1991
Bryon Jeffers
City of Red Deer
Page 3

Should City Council wish to add further to this subsidy, we would be willing to pass on any reduction in the Blue Box discount directly to Let's Recycle.

I am prepared to discuss these options further with the Council on December 9th to enable them to choose which option they would prefer.

Yours truly,



Lynn M. Bishop, P. Eng.
Vice President, Western Region
North America

LMB/ljr

DATE: December 3, 1991
TO: City Clerk
FROM: Director of Engineering Services
RE: **LAIDLAW WASTE SYSTEMS LTD.**

We have reviewed Mr. Bishop's letter of December 2, 1991. Prior to commenting on the correspondence, we will outline the pertinent contracts and termination dates presently in place.

1. The City of Red Deer Garbage Collection Contract

This Contract terminates December 31, 1992. The Contract provides for 2-one year extensions solely at the City's discretion. This Contract, therefore, could continue until December 31, 1994.

2. The City of Red Deer Blue Box Program

This Contract terminates December 31, 1996. As above, this Contract also provides for 2-one year extensions solely at the City's discretion.

Mr. Bishop, in his letter, is outlining three options for Council's consideration.

The first option is exactly the same as the one approved in principle by Council at its regular meeting of October 28, 1991.

While there are a number of details still to be resolved before an agreement could be executed, this option would provide for a multifamily recycling program in addition to the present single family program. The cost savings offered by Laidlaw Waste Systems Ltd. is \$0.36/household/month. Based on 15,000 households, this results in a \$64,800/annum cost savings in the Blue Box Program. Laidlaw Waste Systems Ltd. has indicated that Cosmos Enterprises would be involved in the program; however, Let's Recycle would not be involved. This was the option recommended by staff at the October 28, 1991 meeting of Council and the one approved by Council. It is our opinion that this is still the best direction for the City to take at this time. If there is a demand or market for commercial recycling, we believe that private enterprise should be left to their own means to develop it.

The second option provided by Laidlaw Waste Systems Ltd. is exactly the same program offered in the first option, except that Laidlaw Waste Systems Ltd. would now provide a \$0.20/household/month reduction for a total cost savings of \$36,000 or \$28,800 less than the first option. Laidlaw Waste Systems Ltd. would give Let's Recycle a \$2,500/month subsidy to remain in operation, but would not utilize their services at this time.

City Clerk
Page 2
December 3, 1991

It is our opinion that this is not a good option for The City of Red Deer. The City of Red Deer is effectively subsidizing a private business \$28,800/annum with no tangible benefit to the City or its citizens.

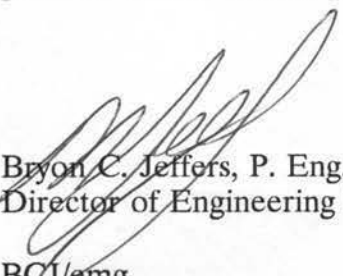
The third option, in addition to the services proposed in Option 1 or 2, involves the addition of a commercial cardboard collection program in which Laidlaw Waste Systems Ltd. would involve and utilize the services of Let's Recycle and compensate them as outlined in their letter. In this option, the cost reduction offered by Laidlaw Waste Systems Ltd. is \$0.28/household/month or \$50,400/annum. This program then involves an additional cost to the City of \$14,400/annum over the first option. It would also necessitate our broadening our contract with Laidlaw Waste Systems Ltd. to include a commercial recycling program. While we see considerable merit in a commercial recycling program, it is our opinion that the City should proceed cautiously in expanding our overall recycling program. We are not certain what the details of this commercial program would be, and we are not convinced that the City need be involved directly in such a program.

Common to all of these options, is a required extension of the present Collection Contract to 1996.

RECOMMENDATION

We would respectfully recommend that Council re-affirm their original decision to proceed with the first option as described in Laidlaw Waste Systems Ltd. and this correspondence. It is our opinion that subsidization of a private enterprise is not the City's role. If there is a potential for a viable commercial program, then we feel that this should be left to the private sector to develop. The City would assist indirectly through landfilling disincentives.

If Council does not wish to accept Laidlaw Waste Systems Ltd.'s first option, then we recommend that the Garbage Collection Contract be retendered in 1992 along with a possible tender call for any other recycling options Council may wish to consider.



Bryon C. Jeffers, P. Eng.
Director of Engineering Services

BCJ/emg

c.c. Public Works Manager

Commissioners' Comments

We concur with the recommendations of the Dir. of Engineering Services.

"R.J. MCGHEE", Mayor

"M.C. DAY", City Commissioner

Copy to: Council

9/11/04

5 Oldbury Street
Red Deer, Alberta
T4N 5A8
November 14, 1991

Mayor R. J. Mc Shee
Box 5008
Red Deer, Alberta
T4N 3T4

Dear Mayor Mc Shee:

The Students and Staff at
L'ecole Oriole Park have a problem.
Let's Recycle is going out of business
and that means we at O.P. will
have to stop our Recycling program
we recycle glass, aluminum, paper
and juice boxes. Please can you
help. Can you please write back

Sincerely
Shane D. Boe

5 Oldbury Street
Red Deer, Alberta
T4N 5A8
November 14, 1991

Mayor M^c Ghee
Box 5008
Red Deer, Alberta
T4N 3T4

Dear Mayor M^c Ghee:

There are 454 children who recycle in
L'ecole Oriole Park School. We want your
help to keep Let's recycle in business. If
we must stop ~~recycling~~ it means
our land fills are going to get extremely
full of recyclable things.

Please help us.

Yours truly John
Kunba

5 Aldbury street
Red Deer, Alberta
T4N 5A8
November 12, 1991

Alderman Bob Mc Ghee
Box 5008
Red Deer, Alberta
T4N 3T4

Dear Mr Mc Ghee:

I understand that the recycling program might be shut down. I don't think you should because in a way you will be letting our school down because we have made such an effort making recycling programs part of Trile Park school and if its shut down we want be able to do our part as school

Yours Truly,

Adam Lortreille

O
#5 Oldbury St
Red Deer ALTA
T4N-5A8
Nov 12 1991

Dear Mr Gilbault:

Hi I have a problem our schools recycling program is soon going to stop. I would like it if you would help lets recycle stay in business. If we stop the program the land fills will fill up with paper and other school things. So if you can try to help our school recycling program. Well if you can help lets Recycle in business do what ever you can

Yours Truly,
I.I. Schneider

Oriole Park School
#8 Oldbury St.
Red Deer, Alta
T4N 5A8
Nov 12, 1997

Dear Mr. Tim ~~St~~ Guilbault,

How are you? I'm fine. My name is Klynt Sikstrom.
I live in Fairview. What is it like being an alderman.
Is it hard?

I really don't want Let's Recycle to close down.
I think we need to Recycle. I wouldn't. I wouldn't
mind having a job there. If Let's Recycle closes
down there won't be any more recycling in Red Deer.
(I think) And would the blue box be gone? The land
fills might have to be bigger because recycling take
a large chunk of our garbage.

I really don't think let's Recycle should shut down.
If those people want a lot of money just let them go.
Our class will work for you.

Yours truly,

Klynt Sikstrom,

Oriole Park School
#50 Aldburg St.
Red Deer, Alta.
T4N 5A8
Nov. 12, 1991

Dear Mr. Guilbault,

Hi! My name is Trevor. I am writing this letter to you to tell about the environment. I hope they don't shut down the recycle plant because if they ~~do~~ do we won't be able to recycle our plastic bags, papers, cans, and juice boxes. I hope they don't shut down.

Please write back

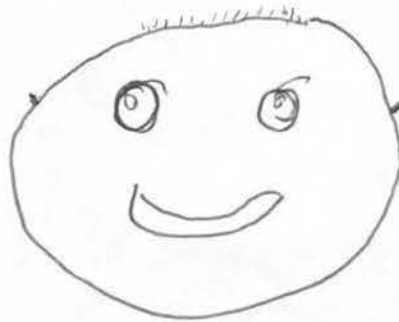
Sincerely yours,
Trevor Johanson

Opiole Park School
5 Oldbury St.
Red Deer, Alta
T4N 5A8
Nov 12, 1991

Dear Mayor, Bob McEhee

I think we could raise some money
so we can save our recycling program.
We could help save our world and
us so we can live in it. We could
save our trees. Did you know 17 trees
would make one ton of paper. If you
could spread the news around perhaps
some other people could do some thing
to help.

Sincerely,
Silas Hitchcock



Oriole Park School
#5 Oldbury St.
Red Deer, Alberta
T4N 5A8
Nov. 12, 1991

Dear Mayor McCreedy,

In school I heard that the Let's Recycle program is going out of business. If they do go out of business our land will be all hills and we won't have any trees left.

One ton of paper uses up seventeen trees and look at how much paper we use. If we don't recycle, all the trees will be cut down and that'll be a loss of oxygen. I would sure appreciate it if you could do anything about it, and so would our whole school of Oriole Park!

Sincerely yours,

Ryan Sullivan

Dear Mayor Mc Ghee

How are you? I am fine. I hear that the recycling program is going out of business. Is there anything you can do without raising the taxes too much. Do you know if lets Recycle goes out of business we will fill up our landfills quicker and quicker until we don't have any room left and then you will have to lay off people and people will move and Red Deer will get smaller and smaller until it is just a town. Then there won't be many trees around. Did you know that every ton of paper is 17 trees? Then the pulp mills will go out of business until we are in a recession.

Your sincerely Todd Kraus
Write back soon

Copied to:
Nov.18/91

Mayor

Aldermen

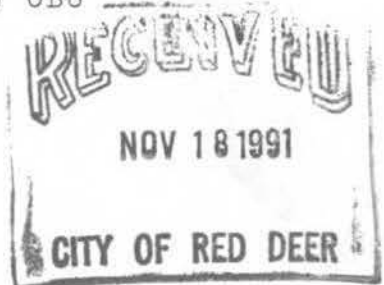
Public Works Manager

Director Eng.

Director Finance

Environmental Bd.

CHURCH IN SOCIETY COMMITTEE
SUNNYBROOK UNITED CHURCH
12 STANTON STREET
RED DEER, AB. T4N 0B8
NOVEMBER 13, 1991



THE HONOURABLE RALPH KLEIN
MINISTER OF THE ENVIRONMENT
130 LEGISLATIVE BUILDINGS,
EDMONTON, AB. T5K 2B6

DEAR MR. MINISTER:

THIS LETTER BELONGS IN YOUR ENVIRONMENTAL FILE, AFTER IT HAS BEEN
DEALT WITH.

THE CITY OF RED DEER HAS IMPLEMENTED A BLUE BOX PROGRAM THAT HAS FALLEN
SHORT OF THE GOAL BECAUSE THEY ONLY PICK UP BOTTLES, TIN CANS AND
NEWSPRINT

"LET'S RECYCLE" HAS BEEN ACCEPTING PLASTIC, CORRUGATED CARDBOARD,
BOXBOARD, GLASS, CANS AND PAPER, AT THEIR DEPOT at 4313 - 52 AVE.,
RED DEER. AN ARTICLE IN THE LOCAL PAPER INDICATES THAT PRESIDENT
TERRY GREEN WILL NO LONGER ACCEPT GOODS FOR RECYCLING, BECAUSE THE
COST OUTWEIGHS THE FINANCIAL BENEFIT.

IT IS ACADEMIC THAT EVEN A COMMITTED PERSON CANNOT RUN ON A NEGATIVE
BUDGET.

THE OTHER CONSIDERATION IS WHAT HAPPENS TO THE MAMMOTH AMOUNT OF WASTE
THAT HE HAS BEEN HANDLING AND KEEPING OUT OF THE LAND FILL SITE. NOT
ONLY HAS HIS DOORS BEEN OPEN TO RED DEER RESIDENTS, BUT HE HAS PICKED
UP FROM SURROUNDING COMMUNITIES. --PONOKA, LACOMBE, PENHOLD, ECKVILLE.

THAT'S WHERE THIS BECOMES, NOT A MUNICIPAL ONLY ISSUE, BUT A PROVINCIAL
ONE. IF MR GREEN NEEDED A \$100,000 GRANT FOR A BALER OR SOME OTHER
CAPITAL EXPENDITURE, IT WOULD LIKELY FALL WITHIN YOUR PROGRAM. HE
HAS ONE. WHAT THIS COMPANY NEEDS IS OPERATING CAPITAL SO HE CAN CONTINUE
AND EXPAND THE PROGRAM.

THE ALTERNATIVE IS G A R B A G E. MY PHONE HAS BEEN RINGING ALL MORN-
ING, PROMPTING THIS LETTER, BECAUSE THE ABOVE NOTED CHURCH WAS IN THE
FOREFRONT OF OUR PRESENT BLUE BOX PROGRAM AND BEFORE IT WAS IN PLACE,
MEMBERS OF THE CONGREGATION BROUGHT THEIR PLASTIC BAGS TO CHURCH ON SUN-
DAY AND THEN "CHURCH IN SOCIETY" WOULD MEET ONCE A MONTH TO GO
THROUGH THE BAGS TO REMOVE PAPER OR DEBRIS. THE NARTHEX OF OUR CHURCH
LOOKED LIKE A WAREHOUSE. -- NOW ALL THESE PEOPLE ARE SO ENVIRON-
MENT CONSCIOUS-- THEY WILL NOT ACCEPT COLLECTING & HAULING TO EDMONTON
AS WE DID BEFORE DELIVERING TO LET'S RECYCLE. I PROUDLY ADVERTISE
THAT ONLY ONE TEN LB. PAPER BAG PER WEEK IS MY GARBAGE INVENTORY., TO
THE CITY DUMP. LET'S RECYCLE ALSO ACCEPTS WASTE FROM DRUMHELLER,
WETASKIWIN, WEST OF NORDEG AND EAST TO CASTOR & POINTS IN BETWEEN.
WHAT ARE YOU GOING TO DO WHEN THE LANDFILL SITES ARE FULL??
MAY WE HEAR FROM YOU?

SINCERELY

Dorothy Corney
DOROTHY CORNEY
CHAIRPERSON
"CHURCH IN SOCIETY"

PY = HON. JOHN OLDRING MLA RED DEER SOUTH
MR. STOCKELL DAY MLA RED DEER NORTH
MAYOR BOB MCGHEE & CITY COUNCIL

7940 - 25 Street
P.O. Box 12006
Edmonton, Alberta
T5J 3L2
Tel (403) 440-1700
Fax (403) 440-4776

December 2, 1991

Bryon C. Jeffers, P. Eng.
Director of Engineering Services
City of Red Deer
5443 - 49 Street
P.O. Box 5008
Red Deer, Alberta
T4N 3T4

Dear Mr. Jeffers:

SUBJECT: Amended Options
City of Red Deer Commercial Recycling

Subsequent to conversations with many people over the last week, we are pleased to summarize these discussions with the following three options. These options reflect changes in the involvement of Let's Recycle and also reintroduce the option of commercial cardboard collection. Each of these options include the extension of current waste collection contract until December 31, 1996 with two one-year extensions at option of City.

OPTION 1 Involvement of Laidlaw and Cosmos
(Formerly Option "C")

- * Blue Box
- * Multi-Family Residential Collection

Blue Box Discount: \$.036/household/month

Cosmos' involvement will be in the sorting process.

... 2

3. The use of rear-load packer truck at no cost.
4. A subsidy of \$2,500 per month will be paid directly to Let's Recycle.

Under our original agreement with Let's Recycle they were required to provide both commercial cardboard collection and office recycling. This new rate reflects the deletion of office recycling.

... 2



December 2, 1991
Bryon Jeffers
City of Red Deer
Page 2

OPTION 2 Involvement of Laidlaw, Cosmos and Let's Recycle

- * Blue Box
- * Multi-Family Residential Collection

Blue Box Discount: \$0.20/household/month

Cosmos' involvement will be in the sorting process.

Let's Recycle would provide no services at this time, however, a subsidy of \$2,500/month would be passed on to them and, as well, we would continue to offer them preferred pricing on the recyclables and the option of overhead reduction.

OPTION 3 Involvement of Laidlaw, Cosmos and Let's Recycle

- * Blue Box
- * Multi-Family Residential Collection
- * Commercial Cardboard Collection

Blue Box Discount: \$0.28/household/month

Cosmos' involvement would be in the sorting process.

In this option Let's Recycle would be involved with the Commercial Cardboard Collection through a contract with Laidlaw which provides the following advantages to Let's Recycle:

1. Preferred pricing for all recycled materials delivered to the Laidlaw Waste Systems Red Deer recycling centre.
2. Removal of the need for Let's Recycle to operate a materials processing facility, thus eliminating the cost of double-handling and baling expense.
3. The use of rear-load packer truck at no cost.
4. A subsidy of \$2,500 per month will be paid directly to Let's Recycle.

Under our original agreement with Let's Recycle they were required to provide both commercial cardboard collection and office recycling. This new rate reflects the deletion of office recycling.



WASTE SYSTEMS LTD.

7940 - 25 Street
P.O. Box 12006
Edmonton, Alberta
T5J 3L2
Tel (403) 440-1700
Fax (403) 440-4776

December 2, 1991

Bryon C. Jeffers, P. Eng.
Director of Engineering Services
City of Red Deer
5443 - 49 Street
P.O. Box 5008
Red Deer, Alberta
T4N 3T4

Dear Mr. Jeffers:

SUBJECT: Amended Options
City of Red Deer Commercial Recycling

Subsequent to conversations with many people over the last week, we are pleased to summarize these discussions with the following three options. These options reflect changes in the involvement of Let's Recycle and also reintroduce the option of commercial cardboard collection. Each of these options include the extension of current waste collection contract until December 31, 1996 with two one-year extensions at option of City.

OPTION 1 Involvement of Laidlaw and Cosmos
(Formerly Option "C")

- * Blue Box
- * Multi-Family Residential Collection

Blue Box Discount: \$.036/household/month

Cosmos' involvement will be in the sorting process.

... 2



WASTE SYSTEMS LTD.

FAXMEMO®

Fax no.: 346-619

To: City Clerk
name
Red Deer
company

Number
of pages: 1 of 4

Date: _____

From: LYNN BISHOP
name
LAIDLAW WASTE SYSTEMS
company
7940 - 25 Street, Edmonton

[403] 440-4776
fax number
[403] 440-1700
phone number

Subject: _____

Message: For agenda.

Signed: _____

If you encounter any difficulties in reading this faxmemo®, please contact:

LISA.

[403] 440-1700

phone number
if different than above

December 2, 1991
Bryon Jeffers
City of Red Deer
Page 3

Should City Council wish to add further to this subsidy, we would be willing to pass on any reduction in the Blue Box discount directly to Let's Recycle.

I am prepared to discuss these options further with the Council on December 9th to enable them to choose which option they would prefer.

Yours truly,



Lynn M. Bishop, P. Eng.
Vice President, Western Region
North America

LMB/ljr

FILE: c:\data\recycle\laidlaw\negotiat.dir

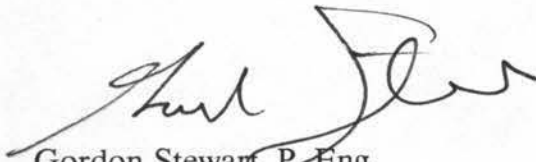
DATE: November 27, 1991
TO: City Clerk
FROM: Public Works Manager
RE: **RECYCLING**

We have received a letter from Laidlaw (copy attached) in response to some questions we raised when we sat down to negotiate with them after their last appearance at Council.

There are a number of items detailed in the letter which we will address within the scope of our negotiations. However, the first item is one for which we require Council's direction. Now that Laidlaw has stated Let's Recycle will not be involved in the recycling program, does Council wish us to pursue further negotiations?

RECOMMENDATION

Council's direction is requested.



Gordon Stewart, P. Eng.
Public Works Manager

/blm

cc Director of Engineering Services

not to go on agenda



December 2, 1991
Bryon Jeffers
City of Red Deer
Page 2

OPTION 2 Involvement of Laidlaw, Cosmos and Let's Recycle

- * Blue Box
- * Multi-Family Residential Collection

Blue Box Discount: \$0.20/household/month

Cosmos' involvement will be in the sorting process.

Let's Recycle would provide no services at this time, however, a subsidy of \$2,500/month would be passed on to them and, as well, we would continue to offer them preferred pricing on the recyclables and the option of overhead reduction.

OPTION 3 Involvement of Laidlaw, Cosmos and Let's Recycle

- * Blue Box
- * Multi-Family Residential Collection
- * Commercial Cardboard Collection

Blue Box Discount: \$0.28/household/month

Cosmos' involvement would be in the sorting process.

In this option Let's Recycle would be involved with the Commercial Cardboard Collection through a contract with Laidlaw which provides the following advantages to Let's Recycle:

1. Preferred pricing for all recycled materials delivered to the Laidlaw Waste Systems Red Deer recycling centre.
2. Removal of the need for Let's Recycle to operate a materials processing facility, thus eliminating the cost of double-handling and baling expense.
3. The use of rear-load packer truck at no cost.
4. A subsidy of \$2,500 per month will be paid directly to Let's Recycle.

Under our original agreement with Let's Recycle they were required to provide both commercial cardboard collection and office recycling. This new rate reflects the deletion of office recycling.

**WASTE SYSTEMS LTD.**

7940 - 25 Street
P.O. Box 12006
Edmonton, Alberta
T5J 3L2
Tel (403) 440-1700
Fax (403) 440-4776

December 2, 1991

Bryon C. Jeffers, P. Eng.
Director of Engineering Services
City of Red Deer
5443 - 49 Street
P.O. Box 5008
Red Deer, Alberta
T4N 3T4

Dear Mr. Jeffers:

SUBJECT: Amended Options
City of Red Deer Commercial Recycling

Subsequent to conversations with many people over the last week, we are pleased to summarize these discussions with the following three options. These options reflect changes in the involvement of Let's Recycle and also reintroduce the option of commercial cardboard collection. Each of these options include the extension of current waste collection contract until December 31, 1996 with two one-year extensions at option of City.

OPTION 1 Involvement of Laidlaw and Cosmos
(Formerly Option "C")

- * Blue Box
- * Multi-Family Residential Collection

Blue Box Discount: \$.036/household/month

Cosmos' involvement will be in the sorting process.

... 2



WASTE SYSTEMS LTD.

FAXMEMO®

Fax no.: 346-6191

To: City Clerk
name
Red Deer
company

Number
of pages: 1 of 4

Date: _____

From: LYNN BISHOP
name
LAIDLAW WASTE SYSTEMS
company
7940 - 25 Street, Edmonton
[403] 440-4776
fax number
[403] 440-1700
phone number

Subject: _____

Message: For agenda

Signed: _____

If you encounter any difficulties in reading this faxmemo®, please contact:

LISA

[403] 440-1700
namephone number
if different than above

WASTE SYSTEMS LTD.

7940 - 25 Street
P.O. Box 12006
Edmonton, Alberta
T5J 3L2
Tel (403) 440-1700
Fax (403) 440-4776

December 2, 1991

Bryon C. Jeffers, P. Eng.
Director of Engineering Services
City of Red Deer
5443 - 49 Street
P.O. Box 5008
Red Deer, Alberta
T4N 3T4

Dear Mr. Jeffers:

SUBJECT: Amended Options
City of Red Deer Commercial Recycling

Subsequent to conversations with many people over the last week, we are pleased to summarize these discussions with the following three options. These options reflect changes in the involvement of Let's Recycle and also reintroduce the option of commercial cardboard collection. Each of these options include the extension of current waste collection contract until December 31, 1996 with two one-year extensions at option of City.

OPTION 1 Involvement of Laidlaw and Cosmos (Formerly Option "C")

- * Blue Box
- * Multi-Family Residential Collection

Blue Box Discount: \$.036/household/month

Cosmos' involvement will be in the sorting process.

... 2

3. The use of rear-load packer truck at no cost.
4. A subsidy of \$2,500 per month will be paid directly to Let's Recycle.

Under our original agreement with Let's Recycle they were required to provide both commercial cardboard collection and office recycling. This new rate reflects the deletion of office recycling.

... 2

L A I D L A W

December 2, 1991
Bryon Jeffers
City of Red Deer
Page 3

Should City Council wish to add further to this subsidy, we would be willing to pass on any reduction in the Blue Box discount directly to Let's Recycle.

I am prepared to discuss these options further with the Council on December 9th to enable them to choose which option they would prefer.

Yours truly,



Lynn M. Bishop, P. Eng.
Vice President, Western Region
North America

LMB/ljr



WASTE SYSTEMS LTD.

7940 - 25 Street
P.O. Box 12006
Edmonton, Alberta
T5J 3L2
Tel (403) 440-1700
Fax (403) 440-4776



November 22, 1991

Submitted to City Council *CofW*
Date: *Nov. 25/91*

Mr. Gordon Stewart, P. Eng.
Public Works Manager
City of Red Deer
5443 - 49 St.
Red Deer, AB T4N 3T4

Dear Mr. Stewart:

**SUBJECT: CLARIFICATION OF PERTINENT ITEMS
MULTI-FAMILY RECYCLING PROGRAM**

This letter will serve to clarify the final matters such that the City can move to extend our waste contract until December 31, 1996. We continue to work with your administration to finalize the details of how the multi-family recycling program will be implemented.

1. INVOLVEMENT OF LET'S RECYCLE AND COSMOS

We wish to clarify the fact that Cosmos will be involved in the multi-family recycling program, largely within our recycling facility. We also wish to note at this time that Let's Recycle will not be involved in this program. We have been clear in our offer of services that Let's Recycle would be involved if the City accepted our offer of commercial cardboard recycling or office paper recycling: As the City declined both of these aspects of our offer, we have no way at this time of involving Let's Recycle.

Please note, however, that we have made a very attractive arrangement for Let's Recycle enabling them to deliver recyclable materials to our facility. This has reduced Let's Recycle's operating costs by eliminating double-handling of material, allowing for a reduction of labour, as well as a major drop in their overhead.

... 2



November 22, 1991
Mr. Gordon Stewart
City of Red Deer
Page 2

2. COMMENCEMENT OF RATE REDUCTION

It is our intent to begin the reduction of \$0.36 in the rate charged for Blue Box recycling on the first working day of the month following the City's extension of our waste contract to December 31, 1996. This rate reduction would remain in effect to December 31, 1996.

Should the City extend our recycling contract beyond this date without extending our waste contract, our rate would return to that rate which it would have been at that time if the \$0.36 reduction had not been implemented. If, however, the city chose to give corresponding extensions to the waste contract, the \$0.36 discount would continue.

3. COMMERCIAL RECYCLING

We intend to offer commercial cardboard collection to our Red Deer customers on a user-pay basis early in 1992. We have not established a rate for this service at the current time. Let's Recycle will be used on an as required basis for hand pick-ups from our smaller customers.

4. CREDIT FOR LANDFILL AVOIDANCE

Please understand that Landfill Avoidance has always been a consideration in arriving at the numbers offered by Laidlaw to the City of Red Deer. In our original pricing our rate was reduced during pre-tender calculations down to \$3.14 based on estimated landfill avoidance. However, now that we have substantiated an accurate landfill avoidance number, and the fact that it has become such an issue, we calculated in an \$.11 credit of landfill avoidance in each of our option calculations. Please find outlined below an example of how those calculations were made based on 3 credit components:

- (1) A net operating cost credit calculation for fuel and driver wages for each component of the recycling program.
- (2) The original credit offer for contract extension.
- (3) Landfill avoidance credit.

November 22, 1991
Mr. Gordon Stewart
City of Red Deer
Page 3

For example:

OPTION E (Blue Box Only)	<u>Credit</u>
(1) Net operating credit (Eliminating all programs)	\$.31
(2) Original contract extension credit	.25
(3) Landfill avoidance	.11

	\$.67

Note \$.67 is the amount listed under 1998 in Option E as total credit.

In Option C (the one chosen by Council) the calculation is as follows:

	<u>Credit</u>
(1) Net operating credit (Eliminating all but multi-family)	\$.21
(2) Original contract extension credit	.25
(3) Landfill avoidance	.11

	\$.57

Note that \$.57 is the amount listed under 1998 in Option C.

The credits listed under columns 1996 and 1994 are decreased from the base in 1998 due to accelerated depreciation.

Gord, as indicated on Page 40, Number 11, of Bryon Jeffers' October 22, 1991 comments to the City Clerk, at the very bottom of the page, the cost for the multi-family service would be considerably more if all factors including vehicle maintenance, other operating costs, overhead and contribution to earnings, would be required to justify the investment necessary.

November 22, 1991
Mr. Gordon Stewart
City of Red Deer
Page 4

As indicated in the council meeting, these are net numbers and represent a major reduction in our profits and in the original price contracted. Therefore, please understand that we have given all we can give to allow Red Deer to provide a complete household recycling program to all residents (not just single family dwellings) within its city boundaries at a \$400,000 reduction from our guaranteed currently contracted price.

We hope that the foregoing adequately addresses these items of concern and that we can will now move ahead to producing agreements for signature. Should you have any questions, please do not hesitate to call.

Yours truly,



Lynn M. Bishop, P. Eng.
Vice President, Western Region
North America

LMB/ljr

DATE: December 10, 1991
TO: Director of Engineering Services
FROM: City Clerk
RE: CITY OF RED DEER RECYCLING PROGRAM/
LAIDLAW WASTE SYSTEMS LTD.

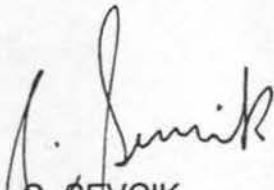
The above matter received further consideration at the Council meeting of December 9, 1991 and the following resolution was passed by Council in accordance with your recommendations.

"RESOLVED that Council of The City of Red Deer, having considered correspondence dated December 2, 1991 from Laidlaw Waste Systems Ltd. and report dated December 3, 1991 from the Director of Engineering Services regarding recycling options, hereby reaffirms Council's October 28, 1991 decision to proceed with Option 1 as outlined in the above noted correspondence and report presented to Council December 9, 1991."

The decision of Council in this instance is submitted for your information and I am also enclosing herewith a copy of the letter dated December 2, 1991 from Laidlaw Waste Systems Ltd. and your report dated December 3, 1991 which is referred to in the above noted resolution.

We would now request that you prepare the legal documentation for execution by both parties on the basis of Option 1.

Trusting you will find this satisfactory.


C. SEVCIK
City Clerk

CS/jt

Att.

c.c. City Commissioners
Public Works Manager
City Solicitor

NO. 12

DATE: December 4, 1991
TO: City Council
FROM: Mayor McGhee
RE: A.U.M.A. - COMPLIMENTARY LETTERS

For Council's information attached are the letters received in regard to the recent A.U.M.A. Convention held in Red Deer. The contents of the letters speak for themselves.

"R.J. MCGHEE"
Mayor

Copied to: Grant Beattie, ⁸⁶Mike Day - Oct 2/91. Mayor



TOWN OF PINCHER CREEK
Box 159
PINCHER CREEK T0K 1W0
PH: 627-3156 FAX: 627-4784

SHIRLEY OOSTERLEE
COUNCILLOR

BUS.: 627-4575

RES.: 627-3120



To the Mayors and Council.

Thank you for being the Host City for the 1991 ALMA Convention. Every where we went, we where made to feel welcome, and glad we came.

One gentleman who needs to be commended is Mr Grant Beattie. And I hope I have the correct spelling because I forget to ask him and achieved getting his name by^a description I gave to one of the shuttle bus drivers. This man on two occasions, once with me and the other time with 3 ladies from the partner program, made a special trip from the Capri to the Blackmudge and the people involved could keep an appointment. Then on Friday night after the wind up he got on each shuttle to thank us for coming to Red Deer. Mr Beattie along with the volunteers were wonderful ambassadors for your city.

Thank you again and I look forward to bringing my family to your city for a holiday. Yours truly,

Shirley Oosterlee

13 October 1991.

Mayor McThee & Council
City of Red Deer

I would just like to pass on
my compliments to you and your
council for the excellent convention the
city of Red Deer hosted for the ADMA.

The organization committee should
be especially commended for their work.
It was one of the better conventions
that I have had the pleasure to attend.

Please extend a special Thank you
to all the volunteers who worked so hard
to ensure an excellent convention. I think
they demonstrated the pride they have in
their city and the true meaning of
volunteerism with their enthusiasm and
friendly helpful attitude

Yours truly
All Engel
Councillor
Town of Didsbury



Town Of Cochrane



September 30, 1991

His Worship Mayor Robert McGhee,
City of Red Deer,
P.O. Box 5008,
Red Deer,
Alberta,
T4N 3T4

Dear Mayor McGhee,

On behalf of Town Council, I wish to take this opportunity to express our commendations and congratulations to your City in the hosting of the recent A.U.M.A. Convention. Your new facility is very accommodating, even for a large group such as the A.U.M.A., the meals and the service were excellent, and the program was well planned. The partners program and the delegate tours were well organized, interesting and informative.

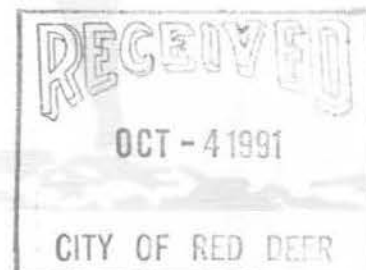
You have proven that "rural" Alberta can do a better job on a Convention than the two metropolitan centres have done in recent years.

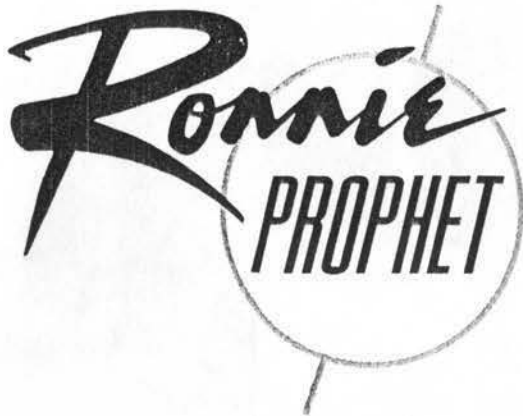
Please pass our comments on to your Council and Administration.

Yours truly,

A handwritten signature in dark ink, appearing to read "Verne R. Friesen".

Verne R. Friesen
Mayor
VRF/cw





OCTOBER 3, 1991

MR. ALAN V. SCOTT
MANAGER ECONOMIC DEVELOPMENT
THE CITY OF RED DEER
POST OFFICE BOX 5008
RED DEER, ALBERTA T4N 3T4
CANADA

DEAR ALAN:

WE RECEIVED YOUR LETTER OF SEPTEMBER 25 AND WHAT A COMPLIMENT! YOUR LETTER DESERVES TO BE FRAMED AND HUNG ON OUR OFFICE WALLS. IT MAKES US VERY PROUD TO RECEIVE SUCH GENEROUS COMPLIMENTS.

WE REALLY ENJOYED MEETING EVERYONE AT THE FUNCTION AND THE FOOD AND THE HOSPITALITY WERE OVERWHELMING. THE FOLLOWING DAY WE HAD A VERY EARLY FLIGHT TO OTTAWA FOR AN 8:00 PM PERFORMANCE IN THE VICINITY.

I WILL BE IN TOUCH WITH ANN RANDALL TO THANK HER FOR BOOKING US ON THIS EXTRA SPECIAL ENGAGEMENT. AGAIN, THANK YOU FOR YOUR HOSPITALITY AND WE HOPE TO HAVE THE OPPORTUNITY OF ENTERTAINING YOU AGAIN SOMETIME IN THE NEAR FUTURE.

YOURS TRULY,

RONNIE PROPHET ENTERPRISES

Ronnie Prophet & Cheryl-Anne



Town of Three Hills
THREE HILLS — ALBERTA
CANADA T0M 2A0

PO Box 610
135 - 2nd Avenue S.
(403) 443-5822
FAX (403) 443-2616

Ref. #11/160.003/91

October 3, 1991

Mayor Robert McGhee,
City of Red Deer
P.O. Box 5008
Red Deer, AB
T4N 3T4


Dear Mayor McGhee:

On behalf of Three Hills Town Council and our administrative staff, I would like to thank the City of Red Deer for the excellent job of hosting the 1991 AUMA Convention.

In particular, we would like to commend your city transit operators who manned our shuttle buses. They were polite, cheerful and went out of their way to assist us. These staff members definitely left us with a good image of your city.

Thanks again for a job well done.

Yours truly,


Jack Ramsden
Town Manager

JR/jp

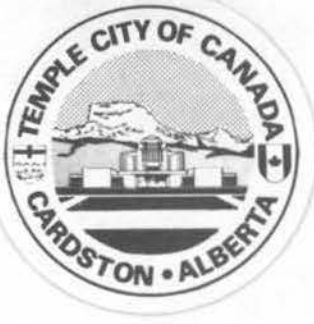


OFFICE OF THE

Town of Cardston

Address all communications to the
MUNICIPAL ADMINISTRATOR
PHONE (403)653-3366
P.O. Box 280

Cardston, Alberta
TOK OKO



September 26, 1991

Mayor Robert McGhee
City of Red Deer
4914-48 Avenue
P.O. Box 5008
Red Deer, AB
T4N 3T4

Dear Mayor McGhee:

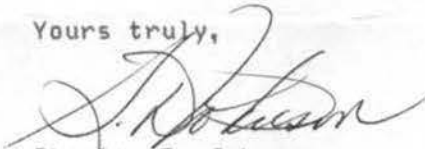
The Mayor and Council of our community wish to convey to you and the organizers of this year's AUMA convention that we feel that it was a most successful event.

All volunteers welcomed us and we felt a warmth that put us in a comfortable learning atmosphere. The program was beneficial and we had attendance at each portion. The spouses program was relaxing and exciting.

All in all in the many years of attending the Annual Conventions, Red Deer provided a new dimension and a different feeling than experienced before. We look forward to come to your community again.

I hope other hosts follow in your footsteps.

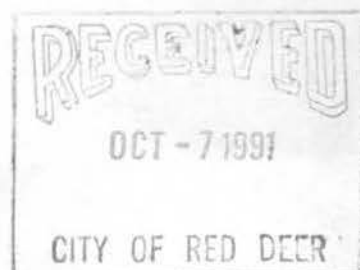
Yours truly,



Stanley D. Johnson
Mayor

GDB:cl

cc: AUMA





September 30, 1991

City of Red Deer
Bob McGee, Mayor
Box 5008
Red Deer, Alberta
T4N 3T4

Dear Bob:

Juniper Emblems would like to thank you for the opportunity to display our product at the recent AUMA show. We can appreciate the amount of time involved organizing such a successful event. The spirit and hospitality of Red Deer came shining through.

We now have gained many new contacts through your show and feel participating was beneficial to our company.

Once again congratulations and we hope to see you again next year.

Yours truly,

Margaret Phelan
Marketing Manager

MP/tg



JUNIPER EMBLEMS LTD.



4510 - 46th AVENUE, BOX 700, LACOMBE, ALBERTA, CANADA T0C 1S0
TELEPHONE: 403/782-6151 FAX: (403) 782-3930

Custom Emblem and Pin Manufacturers

City of Leduc



OFFICE OF
ALDERMAN

JOHN JACKIE

LEDUC CIVIC CENTRE
1 ALEXANDRA PARK
LEDUC, ALBERTA
T9E 4C4
PHONE (403) 986-2261
FAX: (403) 986-8665



September 24th, 1991

His Worship Mayor Bob McGhee
City of Red Deer
4914 - 48th Avenue
P.O. Box 5008
Red Deer, Alberta T4N 3T4

Dear Mayor McGhee:

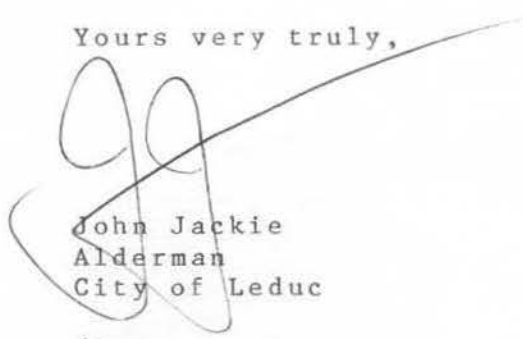
Re: Waskasoo Park Tour

As a delegate to the AUMA Convention held in Red Deer September 18th to 21st, I was fortunate to participate in the Waskasoo Park Tour given by Mr. Don Batchelor, your Parks Director.

Not only do I laud your efforts in building and maintaining one of the most wonderful park projects in Canada, but salute your Parks Director for conducting a most informative and energetic tour - he did a wonderful job! As a member of our Parks and Recreation Board and our Urban Park Plan Phase II Management Committee, I would like to inquire as to his availability to act as an informal resource person in our project which is now in the planning stages.

Please pass on my comments to Mr. Batchelor and reply to the suggestion forementioned.

Yours very truly,


John Jackie
Alderman
City of Leduc

/lmr

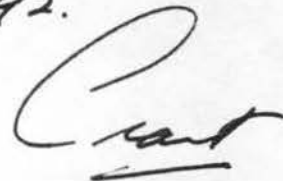


Bob

You did yourselves proud on the fine way that you hosted the ACMA convention last fall.

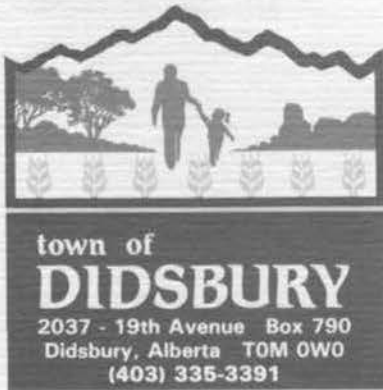
*May the Peace and Happiness of the
Season be yours today and every day
Throughout the New Year*

All the best in 1992.



CITY OF AIRDRIE

G. GRANT McLEAN, MAYOR



October 7, 1991.

City of Red Deer,
4914 - 48 Avenue,
Box 5008,
Red Deer, Alberta,
T4N3T4

Attention: Mayor Bob McGhee

Dear Mayor McGhee:

Re: A.U.M.A. Convention.

The Council of the Town of Didsbury wishes to express a sincere congratulations on the tremendous job the City did in hosting this years convention. The organizers and staff should be commended by the City Council on the truly first class services that was provided to the delegates. We hope that Red Deer will again be provided with the opportunity to show its professionalism and friendliness.

Trusting you will convey these feelings to your colleagues, I remain,

Yours truly,

Donald G. Watt,
Mayor.

EMS/fm.





Alberta Urban Municipalities Association

8712 - 105 Street, P.O. Box 4607, Station S.E., Edmonton, Alberta T6E 5G4
Tel: (403) 433-4431 • Toll Free 1-800-661-2862 • Fax 433-4454

October 7, 1991

Mayor Robert McGhee
City of Red Deer
P.O. Box 5008
Red Deer, Alberta
T4N 3T4

Dear Mayor McGhee:

On behalf of the AUMA Board and convention delegates, I wish to thank you for your contribution to our 85th Annual Convention.

The enthusiasm of your municipality and the excellent work by the volunteers and staff, was outstanding. The comments received from our delegates reflect the feeling of friendliness and warmth that was conveyed to them throughout the convention. The delegate volunteers dug right in to whatever task was presented to them. The "best ever" program was enjoyed by the delegates' partners. This comment was heard time and again on a very well run program that demonstrated real concern for the partners' enjoyment. (We had some delegates wishing they could partake in the partners' program instead.)

You have certainly shown Red Deer to be a great place to hold a convention.

Sincerely,

Councillor Gary Browning
President

GB/rs

cc: Cheryl Adams
Adam Scott
Pat Shaw
Charlie Sevcik
John Campbell
Tim Guilbault
Wendy Martindale

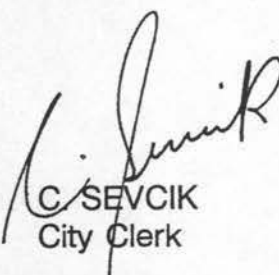
DATE: December 10, 1991
TO: Director of Engineering Services
FROM: City Clerk
RE: SOLID WASTE MASTER PLAN

At the Council meeting of December 9, 1991, consideration was given to your report dated December 4, 1991 regarding the above noted and at which meeting Council passed the following resolution authorizing the in-house preparation of a Solid Waste Master Plan.

"RESOLVED that Council of The City of Red Deer hereby authorizes the preparation of a Solid Waste Master Plan for The City of Red Deer at an estimated cost of \$30,000 to be funded from the Solid Waste Utility, and as recommended to Council December 9, 1991."

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

Trusting you will find this satisfactory.



C. SEVCIK
City Clerk

/jt

c.c. Director of Financial Services
Public Works Manager
Solid Waste Superintendent

NO. 13

660-040H

DATE: December 4, 1991
TO: City Clerk
FROM: Director of Engineering Services
RE: **SOLID WASTE MASTER PLAN**

Attached is a memo from the Public Works Manager recommending formulation of a Solid Waste Master Plan.

Over the past couple of years The City of Red Deer, in general, and the Public Works Department of the Engineering Services Division, have been involved in an ever broadening range of environmental issues, many of which have revolved around the solid waste questions. The following is only a partial list of the initiative we are presently investigating:

1. Blue Box Program
2. Composting options (Parks Department is very active in this area)
3. Tag-a-Bag garbage collection (pay by volume)
4. Landfill expansion option
5. Liquid waste issues
6. Hazardous waste issue
7. Household Hazardous Waste Program
8. Recycled oil
9. Tires

The tendency is to approach these items on a piecemeal fashion as conditions dictate and as resources make themselves available.

We are firmly convinced this is not the proper approach to the problem. The result of such an approach is usually an acceptable but less than optimum solution to the problems. What is required is a comprehensive Solid Waste Master Plan that researches, investigates, and then formulates policy on these and other issues relating to the solid waste issues in The City of Red Deer.

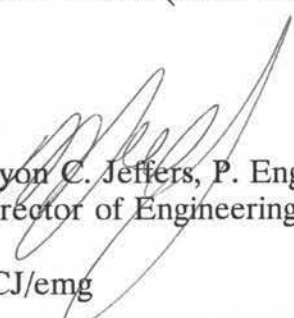
City Clerk
Page 2
December 4, 1991

It is our opinion that we have the technical resources within the Public Works Department to carry out such a project. As staff is presently heavily committed to ongoing duties, a special assignment such as this would require re-allocation of staff and responsibilities. It would also require the assistance of a consultant in a relatively minor advisory role to assist, perhaps in data compilation and research. Public Works is blessed with excellent staff and given the opportunity, will provide an excellent Master Plan.

It would be our intent to develop a draft plan within the department, and then at that stage solicit the input of the Environmental Advisory Board.

RECOMMENDATION

It is respectfully recommended that Council authorize the preparation of a Solid Waste Master Plan for The City of Red Deer. The estimated cost of the project is \$30,000. It is recommended that the project be funded through an approved 1991 Budget allocation in Public Works (Solid Waste Section) of \$50,000; originally allocated for consulting services.



Bryon C. Jeffers, P. Eng.
Director of Engineering Services

BCJ/emg

c.c. Public Works Manager

Commissioners' Comments

Elsewhere on the agenda is an excellent report on the Equipment Fleet which was done in house.

The attached report is requesting Council approval to undertake a similar type of study resulting in a Master Plan for our Solid Waste Utility. This would involve minimum expenditure on outside expertise with virtually all work being done in-house. We would concur with the recommendations of the Dir. of Engineering Services and recommend Council approve proceeding with the funding to come from the solid waste utility.

"R.J. MCGHEE"
Mayor

"M.C. DAY"
City Commissioner



Alberta Sports
Hall of Fame & Museum

NO. 1

CORRESPONDENCE

Suite 100, 635 - 6th Avenue S.W., Calgary, Alberta T2P 0T5, Telephone (403) 269-6000

November 26, 1991

Mr. Craig Curtis
Director of Community Services
P. O. Box 5008
Red Deer, Alberta
T4N 3T4

Dear Mr. Curtis:

On behalf of the Alberta Sports Hall of Fame and Museum Standing Committee, I would like to thank you most kindly for arranging and presenting information at the meeting on November 21, 1991. The Committee have agreed to discuss the City of Red Deer's proposal further and will get back in touch with you in the near future.

I look forward to receiving copies of the motions as requested by telephone yesterday at your earliest convenience.

Once again, I thank you for taking the time to meet with the Alberta Sports Hall of Fame and Museum Standing Committee. The Committee appreciate the City of Red Deer's continued interest and support of our endeavours.

Sincerely,

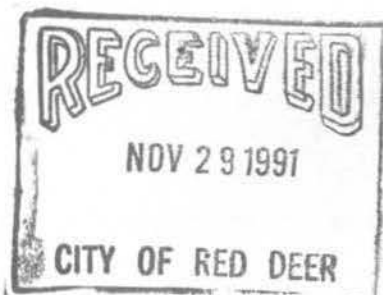
Janice Smith
Curator

c.c. Marty Knack - ASHF&M Chairman
Morley Roelofs - ASC

JS/mlet.doc

Commissioners' Comments

Submitted for Council's information only.



"R.J. MCGHEE", Mayor

"M.C. DAY", City Commissioner

Red Deer River Naturalists

NO. 2

P.O. BOX 785, RED DEER, ALBERTA, T4N 5H2

November 21, 1991

RECEIVED	
TIME	2:45 PM
DATE	Nov 22/91
BY	ST

our filename: ENV_BRD1

To: Mayor and Council, City of Red Deer

From: The RDRN Issues Committee

While in Committee meeting recently to review and comment on the Community Services Master Plan, a number of environment related City issues arose in discussion which did not directly fall within the mandate of Community Services. We feel the following issues and suggestions should have some formal attention, however, and would ask that City Council refer the following concerns, questions, and suggestions to the City's Environment Advisory Board.

LANDFILL SITE

Since we are concerned that the present management of the landfill site holds potential for the chemical contamination of the creek system and the river:

* We would urge the setting aside of a staffed area which would accept residential and small business hazardous waste where it would be properly contained for eventual safe disposal. Additional staff, on-site signs, and newspaper and publicity on utility bills could initially be used to alert all landfill site users as to what goods are considered hazardous contaminants and so required to be unloaded separately into the supervised location.

* We are surprised that many Alberta municipalities have not yet taken aggressive action to ensure that CFC's from junked home and store refrigeration and automobile air conditioning systems are routinely recaptured for either recycling or for high temperature incineration at the Swan Hills facility. The immense danger which these chemicals pose to our atmosphere and subsequently to most life on the planet is well researched and generally accepted. We urge especially prompt action for this problem.

One approach would be a City bylaw that required anyone working on refrigeration systems to have a CFC recapture system. The bylaw could also require junked refrigeration systems and cars with air conditioning units to have a "CFC's Safely Recaptured" sticker from such a firm, or from the "Hazardous Waste Disposal Yard" at the landfill sight, before the unit could be legally disposed. A token fee of a couple of dollars for the service should be levied, but it should be the identical fee whether or not CFC's were actually found during the removal process. This would stop the irresponsible puncturing of the refrigeration system by people trying to avoid a recapture pumping fee. This regulation would be something similar to the police sticker required on a damaged car before it can be repaired at a shop. The bylaw would seem an imposition to some at first. However, the universal benefits that the avoidance of eventual ultra-violet light induced skin cancers which each recapture of CFC's would

RDRN 

theoretically represent, should provide a much easier sell to the public than many other less obviously helpful environmental regulations. * We would urge the City to follow the lead of the majority of States in the U. S. and ban the dumping of compostable materials in the general landfill site. Compost could be relegated to a separate section of the site for treatment and eventual removal and profitable re-use as usable soil. Such a move could effectively extend the life of the land fill by 25%.

* Council should also consider requiring that all newspapers printed or distributed in the City have a minimum re-cycled paper content of 40%, again a number adopted by many U.S. jurisdictions.

SEWAGE TREATMENT AND RADIOACTIVE MATERIALS

* The Red Deer River Naturalists would urge the City to examine the use of artificial wetlands for sewage treatment and nutrient recovery programs. Initially this would be an experimental adjunct to the present mechanical sytem, but one aimed at the eventual replacement of the very nutrient-wasteful treatment method presently used.

In such a biological system, treated sewage is pumped into long narrow trenches in which marsh plants are growing. The tops of the plants, which grow rapidly because of the heavy phosphate nutrient level of the water, are harvested for compost. The roots of the water plants remain in place and collect much of the heavy metal in the water. The more completely purified water is released into the river or into fish growing ponds. The newly created composted soil is used for growing vegetables, for enriching fibre-reduced agricultural soil in the area, or as topsoil soil for sod farms, depending upon the purity of the soil. * We support the City policy of restricting what types of effluent may be discharged into the city storm sewer and sewer system, but we would encourage you to ask for more strict enforcement and higher penalties as a means to help protect the health of downstream human populations as well as that of aquatic and other wildlife exposed to river water and the plants they eat which are grown in river water.

* We would encourage the City to require a very tight registration of all radioactive materials stored in the City or transported through the City.

Thank you.



These comments have been prepared on behalf of the Red Deer River Naturalists Society by the following members of its Policy Committee: Michael O'Brien, Kenneth Larsen, Sherry Scheunert, and Rod Trentham.

c.c. Michael McNaughton, President, RDRN



**RED DEER
REGIONAL PLANNING COMMISSION**

2830 BREMNER AVENUE, RED DEER,
ALBERTA, CANADA T4R 1M9

DIRECTOR: W. G. A. Shaw, ACP, MCIP

Telephone: (403) 343-3394
Fax: (403) 346-1570

MEMORANDUM


TO: C. Sevcik, City Clerk

DATE: December 2, 1991

FROM: Paul Meyette, Principal Planner

RE: Red Deer River Naturalists - Environmental Issues

In their letter the Red Deer River Naturalists review several environmental issues and request that Council refer these issues to the City's Environmental Advisory Board for review. Planning staff support the referral of these issues to the Environmental Advisory Board.



Paul Meyette, ACP, MCIP
PRINCIPAL PLANNER, CITY SECTION
/cc

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINTEARTH No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIL • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURNE • VILLAGE OF DONALDA • VILLAGE OF ELMORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLAND • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS

DATE: November 27, 1991
TO: City Clerk
FROM: Fire Chief
RE: RED DEER RIVER NATURALISTS -
ENVIRONMENTAL ISSUES

LANDFILL SITE
RESIDENTIAL & SMALL BUSINESS HAZARDOUS WASTE

The annual household hazardous waste disposal program has been most successful in eliminating large quantities of hazardous waste from being disposed of in the landfill or in the storm or sewer system.

However, the Fire Department receives hundreds of calls throughout the year with requests to receive and store, or assist in the disposal of household and small business hazardous waste.

We believe the average citizen is knowledgeable enough to ascertain the ramifications of unsafe or unsuitable disposal of hazardous wastes, however, other than the annual waste disposal program, there is no effective method in existence for the storage and disposal of hazardous wastes.

We support the comments of the RDRN Issues Committee in this matter, but also recognize that this is an expensive proposition. We are also concerned that this issue does not impact Red Deer alone and requires Provincial intervention.

CFC RECAPTURE SYSTEM

While we agree with the concept, the issue does not impact on Red Deer alone and this matter requires Federal and Provincial intervention.

SEWAGE TREATMENT

We do not have sufficient knowledge to comment on this matter.

City Clerk
Red Deer River Naturalists - Environmental Issues
November 27, 1991
Page 2

RADIOACTIVE MATERIALS STORAGE

All radioactive materials storage is legislated under the Atomic Energy Commission Act. There are very tight controls for the licensing for storage, transport and use of radioactive materials and devices

The transportation of radioactive materials is controlled through the City's Dangerous Goods Routes Bylaw. We do not believe that additional licensing for storage or transportation of radioactive materials would serve any useful purpose.



R. Oscroft
FIRE CHIEF

CS-P-3.247

DATE: November 26, 1991

TO: CHARLIE SEVCIK
City Clerk

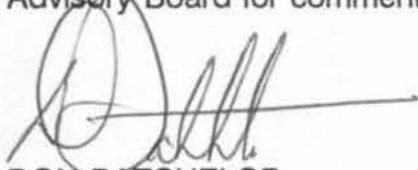
FROM: DON BATCHELOR
Parks Manager

RE: RED DEER RIVER NATURALISTS - ENVIRONMENTAL ISSUES
Your memo of November 25, 1991 refers.

I do not have comments at this time, as the questions and enquiries outlined in the November 21, 1991 letter from the Red Deer River Naturalists should be referred to the Environmental Advisory Board for study and comment. Collectively the members of the board, with the assistance of board resource persons, could outline to Council the practical, fiscal and environmental implications of the proposals.

RECOMMENDATION

That the letter from the Red Deer River Naturalists be referred to the Environmental Advisory Board for comment and to report back to Council.



DON BATCHELOR

:ad

c. Craig Curtis, Director of Community Services

FILE: c:\data\gord\memos\rdrvrat.eab

DATE: November 27, 1991

TO: City Clerk

FROM: Public Works Manager

RE: **RED DEER RIVER NATURALISTS - ENVIRONMENTAL ISSUES**

The Red Deer River Naturalists have also sent a copy of this same letter to the Environmental Advisory Board. We believe the intent of the Environmental Advisory Board is to review issues like this letter and provide recommendations to Council.

RECOMMENDATION

The letter of the Red Deer River Naturalists be referred to the Environmental Advisory Board for review and comment.



Gordon Stewart, P. Eng.
Public Works Manager

/blm

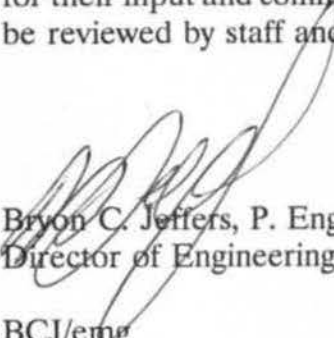
cc Director of Community Services
 Director of Engineering Services
 Bylaws & Inspections Manager
 Fire Chief
 Parks Manager
 Urban Planning Section Manager

2300
660-040
630-054

DATE: December 3, 1991
TO: City Clerk
FROM: Director of Engineering Services
RE: **RED DEER RIVER NATURALISTS - ENVIRONMENTAL ISSUES**

Engineering Services has reviewed the correspondence from the Red Deer River Naturalists.

It is our opinion that this item should first be referred to the Environmental Advisory Board for their input and comment. The correspondence contains environmental issues that should be reviewed by staff and the Environmental Advisory Board for comments from both.



Bryon C. Jeffers, P. Eng.
Director of Engineering Services

BCJ/eng

Commissioners' Comments

We would recommend that Council refer this matter to the Environmental Advisory Board for comment back to Council.

"R.J. MCGHEE"
Mayor
"M.C. DAY"
City Commissioner

DATE November 25, 1991

TO:


<input checked="" type="checkbox"/>	DIRECTOR OF COMMUNITY SERVICES
<input checked="" type="checkbox"/>	DIRECTOR OF ENGINEERING SERVICES
<input type="checkbox"/>	DIRECTOR OF FINANCIAL SERVICES
<input checked="" type="checkbox"/>	BYLAWS & INSPECTIONS MANAGER
<input type="checkbox"/>	CITY ASSESSOR
<input type="checkbox"/>	COMPUTER SERVICES MANAGER
<input type="checkbox"/>	ECONOMIC DEVELOPMENT MANAGER
<input type="checkbox"/>	E.L. & P. MANAGER
<input type="checkbox"/>	ENGINEERING DEPARTMENT MANAGER
<input checked="" type="checkbox"/>	FIRE CHIEF
<input checked="" type="checkbox"/>	PARKS MANAGER
<input type="checkbox"/>	PERSONNEL MANAGER
<input checked="" type="checkbox"/>	PUBLIC WORKS MANAGER
<input type="checkbox"/>	R.C.M.P. INSPECTOR
<input type="checkbox"/>	RECREATION & CULTURE MANAGER
<input type="checkbox"/>	SOCIAL PLANNING MANAGER
<input type="checkbox"/>	TRANSIT MANAGER
<input type="checkbox"/>	TREASURY SERVICES MANAGER
<input checked="" type="checkbox"/>	URBAN PLANNING SECTION MANAGER
<input type="checkbox"/>	

FROM: CITY CLERK

RE: RED DEER RIVER NATURALISTS - ENVIRONMENTAL ISSUES

Please submit comments on the attached to this office by Dec. 2/91

 for the Council Agenda of Dec. 9/91.


C. SEVCIK
City Clerk

DATE: June 18, 1991

FILE NO.

TO: City Clerk

FROM: Bylaws and Inspections Manager

RE: **RED DEER RIVER NATURALISTS - ENVIRONMENTAL ISSUES**

In response to your memo, dated November 25, 1991, regarding the above referenced subject, we wish to advise that we are no longer involved with waste management, therefore, we have no comments.

Yours truly,

A handwritten signature in dark ink, appearing to read 'R. Strader', with a stylized, flowing script.

R. Strader
Bylaws and Inspections Manager
BUILDING INSPECTION DEPARTMENT

RS/vs

Fielding & Dixon

BARRISTERS & SOLICITORS

Herbert Fielding, Q.C.

James L. Dixon, B.A., B.Ed., LL.B.*

NO. 3

Please reply to:

2nd Floor,
4811 - 48 Street,
RED DEER, ALBERTA
T4N 1S6

PHONE: (403) 343-1160
(403) 346-4800
FAX: (403) 342-2260

5105 - 50 Avenue
P.O. Box 2260,
LACOMBE, ALBERTA
T0C 1S0

PHONE: (403) 782-4472

November 19, 1991.

City Clerk,
City of Red Deer,
City Hall,
RED DEER, Alberta.

Dear Sir:

Re: Port-O-Call Shopping Centre


I act on behalf of Scott Cadman & Associates Ltd., who are the owners of the property legally described as Lot 1D, Plan 6301 R.S. in the above shopping centre. It is my understanding that it is the intention of the City to close the lane stretching through the shopping centre property from 49th Avenue to 45th Street. I have been instructed to inform the City of concerns which my clients have.

My clients are concerned over Safeway's proposal to alter the present access near the Nova Scotia Bank on Gaetz Avenue and by curbing the north end thereof in the vicinity of the Bank. It is my client's view that better access would be some distance further south on Gaetz Avenue as the present proposal would seriously interfere with the parking facilities of the Bank as well as the Dental Clinic situated upon my client's property.

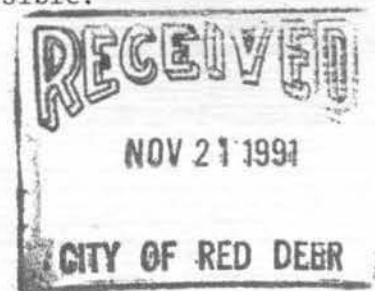
Assuming that the City will close the existing lane my client's are anxious to purchase a portion of the property now owned by the City abutting 45th Street for the purpose of parking facilities.

I would appreciate hearing from you as soon as possible.

Yours truly,


HERBERT FIELDING

HF/je



DATE: 4 December 1991
TO: City Clerk
FROM: City Assessor
RE: H. FIELDING (SCOTT CADMAN & ASSOCIATES)
PORT-O-CALL SHOPPING CENTRE
LOT 1D, PLAN 6301 R.S. & PLAN 4816 R.S.
(SEE ATTACHED PLAN) - OUR FILE: 1529

We respectfully submit the following comments pertaining to the request to purchase that portion of the City lane right-of-way which adjoins the north boundary of Lot 1D, Plan 6301 R.S.

A resolution approving the sale to Canada Safeway Ltd. of this entire lane right-of-way northwest of the west limit of 49th Avenue as shown on Subdivision Plan 4816 R.S. was passed at the July 22, 1991, meeting of City Council. In accordance with the July 22, 1991, resolution, the lane closure Bylaw has been finalized and an agreement for sale prepared for the sale of the lane.

This agreement to sell the entire lane right-of-way to Safeway Ltd. has not been finalized to date due to Canada Safeway Ltd.'s not being able to forward to the City a letter from Scott Cadman & Associates stating that Scott Cadman are in agreement with the sale of the entire lane to Canada Safeway Ltd.

The attached letter from Canada Safeway Ltd. dated November 29, 1991, indicates that Canada Safeway Ltd. agrees that Scott Cadman & Associates can proceed to purchase that part of the lane right-of-way adjoining the north boundary of the Scott Cadman & Associates' Lot 1D.

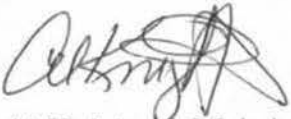
RECOMMENDATION

We recommend that the sale of that portion of the lane right-of-way adjoining the north boundary of Scott Cadman & Associates' Lot 1D, Plan 6301 R.S. be approved, subject to the following:

1. City Council approval;
2. Sale of the land at market value;
3. Consolidation of the lane right-of-way with the purchaser's Lot 10 by plan of survey.
4. All costs associated with the consolidation to be borne by the purchaser.

City Clerk
Page 2
4 December 1991

5. The purchaser to grant an easement back to The City of Red Deer to protect the utilities existing within the lane right-of-way;
6. The purchaser to be responsible for all legal fees and legal survey fees pertaining to the preparation and registration of the easement agreements and utility right-of-way plan;
7. Agreements satisfactory to the City Solicitor.



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

WFL/ngl

Enc.

c.c. Engineering Manager
E. L. & P. Manager
Director of Finance

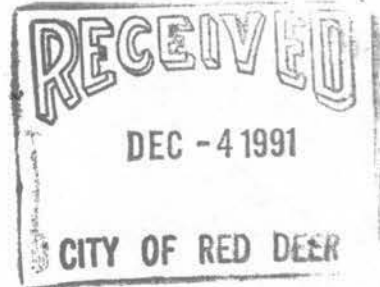
November 29, 1991

The City of Red Deer
P.O. Box 5008
Red Deer, Alberta
T4N 3T4

Attention: Mr. William F. Lees
Land Supervisor

Dear Sirs:

**RE: CANADA SAFEWAY LIMITED PURCHASE
OF LANE RIGHT-OF-WAY CLOSED BY
BY-LAW #3052/91 - LANE ABUTTING
LOTS 1B AND 2A, PLAN 2441 N.Y.
CITY OF RED DEER**



Further to our numerous discussions respecting the resolution to the issue of the lane purchase as between Canada Safeway and the Scott Cadman Group (Medident Centre), this will confirm that the parties have reached an agreement with respect to same.

It has been agreed that the Scott Cadman Group (Medident Centre) will purchase that portion of the lane directly north of their existing property line as outlined in red on the attached reduced site plan. Canada Safeway will purchase all of the laneway east of the area outlined in red to 49th Avenue. It is understood that the respective purchasers will grant back to the City of Red Deer certain utility rights-of-way respecting the whole lane area.

We trust this is the information you require at this time and hope it will allow you to resolve this matter at the next council meeting.

We would expect that as a result of this agreement being reached, Canada Safeway will shortly be in receipt of a letter from the Scott Cadman Group granting approval for the lane closure and purchase.

. . . /2

- 2 -

Should you have any further questions or concerns, please contact the writer.

Yours truly

CANADA SAFEWAY LIMITED

A handwritten signature in cursive script, appearing to read "MAK", with a long vertical line extending downwards from the end of the signature.

Michael A. Kenny
Real Estate Representative

MAK/ec

c.c.: Charlie Sevcik, City Clerk

GAETZ AVE.

45 STREET

LANE R/W TO BE
SOLD TO MEDI DENT

New Entrance

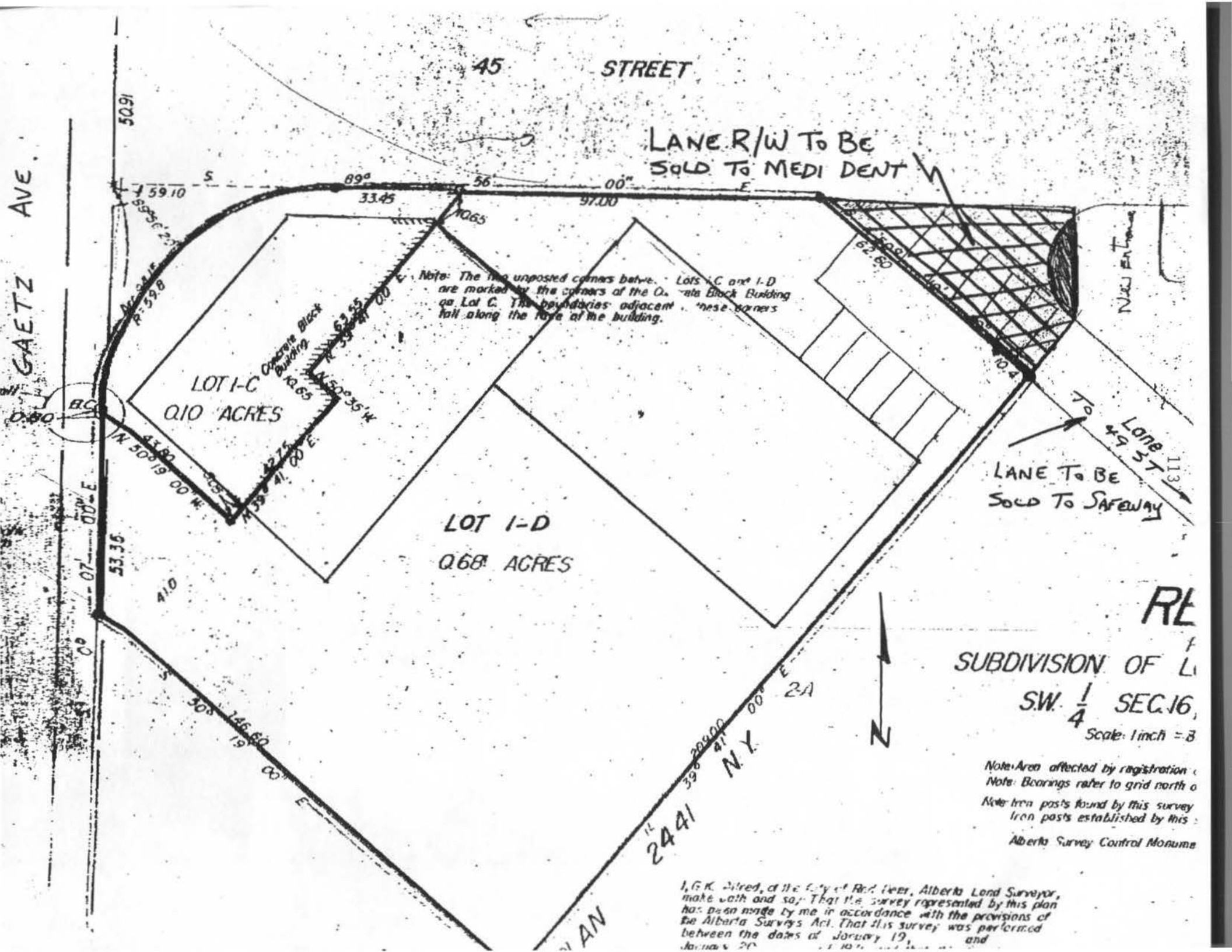
LANE TO BE
SOLD TO SAFEWAY

RL

SUBDIVISION OF L
SW. $\frac{1}{4}$ SEC. 16,
Scale: 1 inch = 8

Note: Area affected by registration
Note: Bearings refer to grid north
Note: Iron posts found by this survey
Iron posts established by this
Alberta Survey Control Monuments

I, G. K. J. Fred, of the City of Red Deer, Alberta, Land Surveyor,
make oath and say: That the survey represented by this plan
has been made by me in accordance with the provisions of
the Alberta Survey Act. That this survey was performed
between the dates of January 19, 1971 and
January 20, 1971.



DATE: November 28, 1991
TO: City Clerk
FROM: Director of Engineering Services
RE: **PORT-O-CALL SHOPPING CENTRE
LANE CLOSURE
H. FIELDING (SCOTT CADMAN AND ASSOCIATES)**

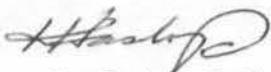
It appears, from Mr. Fielding's letter, that the owners of the Bank and Dental Clinic are still unhappy with the site access arrangements proposed by Canada Safeway Ltd. On site access and parking arrangements are not a matter normally reviewed by the Engineering Department. This falls under the Land Use By-law, and is reviewed by the Development Officer.

The City Clerk and the Engineering Department Manager met with Dr. Dolinsky and Dr. Harach on August 2, 1991 and the same concern was presented. In view of this meeting, the Engineering Department discussed this concern and the proposed access points to Gaetz Avenue, 49 Avenue, and 45 Street with Safeway at a meeting held October 22, 1991. Safeway's response, dated October 24, 1991, to the meeting is attached and indicates that they have satisfied the concerns of the adjacent property owners and are unwilling to modify their site access plans, except for some revisions to the 45 Street access. We responded with a November 1, 1991 letter (also attached), indicating that we were disappointed on their approach to traffic management on site, but as they indicated that everyone was satisfied, and as the proposed access points to Gaetz Avenue and 49 Avenue are not significantly different (operation wise) from what was existing that we would raise no further concerns.

Council considered an application by Safeway to purchase the City lane as indicated on the attached plan. A resolution was passed dated July 22, 1991 (also attached) approving the sale but subject to a number of conditions with one of them being that the Medi-Dent Centre had to be in agreement with the sale.

RECOMMENDATION

As the City Solicitor was requested to prepare an agreement covering the Resolution of Council, perhaps his comments would be helpful. It seems appropriate to pursue an amendment to the Land Sale Agreement and sell the portion of the lane in question to the owners of the Medi-Dent facility.



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

KGH/cy
Att.

OCT 28 1991

October 24, 1991

The City of Red Deer
 Building Inspection Department
 City Hall
 P.O. Box 5008
 Red Deer, Alberta
 T4N 3T4

Attention: Mr. Ryan Strader
By-Laws & Inspection Manager

Dear Sirs:

RE: PROPOSED CANADA SAFEWAY LIMITED #113
 ON-SITE REPLACEMENT OF STORE #163
 PORT O'CALL SHOPPING CENTRE
RED DEER, ALBERTA

Further to the meeting that was held on October 22, 1991 with yourself and various members of the City of Red Deer Administration, David Miner of Cohos Evamy Partnership, A. Vandertol of Delcan Corporation and the writer, we wish to confirm the following:

1. The site plan which was approved as part of our Development Permit application has evolved over approximately the last 15 months through the aid of our architectural consultant, Cohos Evamy Partnership of Calgary, Alberta. This site plan represents ongoing discussions with the various Departments of the City of Red Deer Administration and all adjacent property owners on this site.

Canada Safeway has long been cognizant of the community of interests that exist on this site and, as such, has worked diligently to produce a site plan which addresses the transportation concerns of the City and the adjacent property owners. In addition to the foregoing, we believe the final product incorporates sound design and transportation principles based on our consultants advice and given the constraints of the site and the scope of this development. Further, the site plan respects the commercial and legal concerns and needs of the adjacent property owners.

*File - did the D. Permit
 say access sent. sta
 to the Eng. Dept.
 KENT
 tes
 file*

- 2 -

We believe that we have acted prudently in our dealings with the City of Red Deer respecting the approval process and were granted Development Permit #7478 on August 19, 1991 based on the submitted site plan and elevations.

Based on the foregoing, we do not see any need to further develop or modify this site plan or incorporate the suggested changes of the City at this stage, save and except the comments to follow in Point 2.

In view of the fact that the Development Permit for this project has been granted and no conditions were attached with respect to further transportation studies, Canada Safeway will not authorize any further undertakings with respect to same.

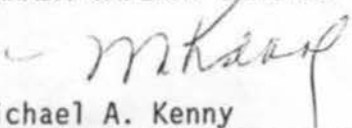
2. Safeway recognizes that the site derives its main access and egress points from Gaetz Avenue and 49th Avenue and to a lesser degree 45th Street. In anticipation of the 45th Street connection to the major continuous corridor, the narrow width of this street and the potential traffic congestion, Safeway will accept the Engineering Department's suggestion that the 45th Street access/egress be right in/right out only for the purposes of this redevelopment. The exact configuration of which will be determined between our architectural consultant and the City of Red Deer Engineering Department.
3. It is further acknowledged and agreed that the above point respecting the 45th Street access/egress point is the only point of concern raised by the City of Red Deer Engineering Department that we agree to alter subsequent to our Development Permit being issued.

We trust the foregoing clarifies and confirms our discussions of October 22, 1991, however, should you have any further questions or concerns in this connection, please contact the writer.

We look forward to your early response to the foregoing.

Yours truly

CANADA SAFEWAY LIMITED


Michael A. Kenny
Real Estate Representative

MAK/ec

c.c.: D. Miner
A. Vandertol
R. Mask
P. Anderson, Engineering Services, City of Red Deer

November 1, 1991

Canada Safeway Limited
Petro Canada Centre
4th Floor, 150-6 Avenue SW
P.O. Box 864, Station M
CALGARY, Alberta
T2P 2J6

Attention: Mr. Michael A. Kenny
Real Estate Representative

Dear Sir:

**RE: PORT-O-CALL SAFEWAY
PROPOSED STORE #113
4407 - 50 AVENUE
LOT 1B AND 2A, PLAN 2441 NY
LOTS 15-17, PLAN 6881 ET
LOT 14A, PLAN 4816 ET**

We have reviewed your letter of October 24, 1991 to Ryan Strader, By-laws and Inspections Manager, and have the following comments:

At our meeting of October 22, 1991, we acknowledged that we had previously approved the accesses as originally proposed and as were included in the Development Permit. We also indicated that after the accesses were originally approved, concerns had been raised by some of the adjacent property owners that the proposed traffic configuration may not be the safest and may affect their business. We felt obligated to have the developer reassess these concerns as there is potential for future traffic problems and tenant/landowner dissatisfaction.

We asked that a traffic report be provided from a qualified traffic engineer relative to operating characteristics, required storage lengths of accesses, and certify their suitability. We are disappointed in the rather short-sighted approach to the traffic study that you have taken, as we believe that a requirement of good business is adequate on-site access and functional access points to adjacent public roadway systems. In any event, this decision is yours to make and the City accepts no responsibility for your current design.

Canada Safeway Limited
November 1, 1991
Page Two

Our position remains firm on the new access indicated for 45 Street, and the Engineering Department will only accept an access application for a right-in/right-out access with a channelization island as we discussed at our meeting.

As a final point, the City has never said that negotiations have not been in good faith and always hope that there is room for discussion and change regardless of previous positions, particularly when new information comes forward.

We look forward to working with Canada Safeway and your contractors to complete this project to everyone's satisfaction.

Yours truly,



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

KGH/cy

c.c. By-laws and Inspections Manager
c.c. Delcan Western Ltd.



OUR FILE: 1529

24 October 1991

Chapman, Riebeek, Simpson
Chapman & Wanless
Barristers and Solicitors
#208 - 4808 - Ross Street
RED DEER, Alberta
T4N 1X5

Attention: Mr. Tom Chapman

Dear Sir:

RE: CANADA SAFEWAY LTD. - LOTS 1B & 2A, PLAN 2441 N.Y.
APPLICATION TO PURCHASE CITY LANE SITUATED ON AND ABUTTING
THE NORTH SIDE OF LOT 2A, PLAN 2441 N.Y. (SEE ATTACHED MAP)

We would appreciate your proceeding to prepare an agreement pertaining to the sale of the City-owned lane (outlined in yellow on the attached map) by The City of Red Deer to Canada Safeway Ltd.

The following resolution approving the sale of the lane was passed at the July 22, 1991, meeting of City Council:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Safeway dated July 3, 1991, re: application for Lane Purchase and Lane Closure, Plan 6881 E.T., N.W. of West Limit of 49 Avenue, as shown on Subdivision Plan 4816 R.S. (S.W. 16-38-27-4), hereby agrees as follows:

1. That the lane be sold to Safeway subject to the conditions as outlined by the Administration and the necessary Lane Closure Bylaw being approved;
2. That Council direct the Administration to proceed with the necessary Lane Closure Bylaw;
3. That Items 1. and 2. above are subject to the Medi-Dent Centre, which is located adjacent to the lane, being in agreement with same.

Chapman, Riebeek & Co.

Page 2

24 October 1991

A copy of the Lane Closure Bylaw passed by City Council on July 22, 1991, is also enclosed.

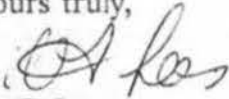
The area of lane has been estimated at 7,622 sq. ft. by Raymac Surveys Ltd., the legal surveyor retained by Safeway. We have also attached comments of the City Engineering Department and the Electric Light & Power Department pertaining to the disposal of this lane right-of-way. Please note that the lane right-of-way will have to be re-registered as an Easement. (See E. L. & P. comments attached.) We understand this can be undertaken at the time the properties on the north side of the lane (recently purchased by Safeway) are consolidated with Safeway's lands on the south side of the lane.

Please note that confirmation from the adjoining property is to be received by The City of Red Deer indicating that the conditions, as outlined in their correspondence of September 3, 1991, have been fulfilled by Canada Safeway.

The report by the Administration to City Council indicating conditions of the sale is also attached.

Thank you.

Yours truly,



W. F. Lees
Land Supervisor

WFL/ngl

Enc.

c.c. Director of Engineering
E. L. & P. Manager
Bylaws & Inspections Manager
Economic Development Manager

DATE: November 28, 1991

TO: City Clerk

FROM: E. L. & P. Manager

RE: Port O Call Shopping Center
Purchase of Lane North of Medi Dent Building
Lot 1D, Plan 6301 RS

The E. L. & P. Department requires the 6.0 metre lane width to be maintained as an easement or Utility Right-Of-Way to cover existing underground E. L. & P. facilities located within the lane.

This matter of providing for the E. L. & P. Department requirement has been previously communicated to the Land Department with respect to the Safeway request to purchase this lane. The Land Department will presumably comment on this earlier request by Safeway.



A. Roth,
Manager

GF/jjd



**RED DEER
REGIONAL PLANNING COMMISSION**

2830 BREMNER AVENUE, RED DEER,
ALBERTA, CANADA T4R 1M9

Telephone: (403) 343-3394
Fax: (403) 346-1570

DIRECTOR: W. G. A. Shaw, ACP, MCIP

December 2, 1991

Mr. C. Sevcik,
City Clerk
City of Red Deer
Box 5008
Red Deer, Alta.
T4N 3T4

Dear Sir:

Re: Port-O-Call Shopping Centre

Mr. Fielding, on behalf of Scott Cadman & Associates who are the owners of Lot 1D, Plan 6301 RS, is expressing his clients' willingness to acquire a portion of the planned lane closure immediately west of the Safeway proposed entrance from 45 Street. The second request is that Safeway's proposed entrance from Gaetz Avenue be removed further south to permit them to use the seven parking stalls in from of the bank.

The City Council has authorized the conditional land closure and sale of the lane to Safeway in order that Safeway construct a new building further south from their existing store.

We have no objection to the first request, that is the acquisition of a portion of the existing lane which may include a very small piece of Safeway land, subject to the agreement of the three parties involved (The City, Safeway, and Mr. Cadman). This would not interfere with the Safeway access but provide five parking stalls for his client and control their parking lot.

/2

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINTED EARTH No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURO • TOWN OF ECKVILLE • TOWN OF INNISFAIR • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURN • VILLAGE OF DONALDA • VILLAGE OF ELMORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLAND • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS

C. Sevcik, City Clerk
 Re: Port-O-Call Shopping Centre

Pg. 2

The second request is the moving of the proposed Gaetz Avenue access further south. This access is also used for delivery using semi-trailers through the parking lot. Moving this access further south may interfere with the large radius required for these types of vehicles.

There is no City land involved in this request and we feel this matter must be resolved between the two parties involved, with the approval of the Engineering Department regarding the access point.

Yours truly,



D. Rouhi, MCIP
 SENIOR PLANNER, CITY SECTION
 /cc

c.c. Director of Community Services
 Director of Engineering Services
 R. Strader, Bylaws/Inspection Manager
 A. Knight, City Assessor

Commissioners' Comments

When Council approved the sale of the lane to Safeway, it was conditional upon the adjacent property owners being satisfied with the arrangements. Various access points, etc. have been approved by the Engineering Department based on a letter from Safeway indicating that the adjacent property owners' concerns have been met. This would appear now not to be the case. We would recommend that the land sale agreement be modified to sell a portion of the lane to the adjacent property owners and that the sale of the balance of the lane to Canada Safeway be held in abeyance pending resolution of the concerns of the adjacent owners by Canada Safeway, and written confirmation that they are satisfied.

"R.J. MCGHEE"
 Mayor

"M.C. DAY"
 City Commissioner

DATE November 22, 1991

TO:


<input checked="" type="checkbox"/>	DIRECTOR OF COMMUNITY SERVICES
<input checked="" type="checkbox"/>	DIRECTOR OF ENGINEERING SERVICES
<input type="checkbox"/>	DIRECTOR OF FINANCIAL SERVICES
<input checked="" type="checkbox"/>	BYLAWS & INSPECTIONS MANAGER
<input checked="" type="checkbox"/>	CITY ASSESSOR
<input type="checkbox"/>	COMPUTER SERVICES MANAGER
<input type="checkbox"/>	ECONOMIC DEVELOPMENT MANAGER
<input checked="" type="checkbox"/>	E.L. & P. MANAGER
<input type="checkbox"/>	ENGINEERING DEPARTMENT MANAGER
<input checked="" type="checkbox"/>	FIRE CHIEF
<input type="checkbox"/>	PARKS MANAGER
<input type="checkbox"/>	PERSONNEL MANAGER
<input type="checkbox"/>	PUBLIC WORKS MANAGER
<input type="checkbox"/>	R.C.M.P. INSPECTOR
<input type="checkbox"/>	RECREATION & CULTURE MANAGER
<input type="checkbox"/>	SOCIAL PLANNING MANAGER
<input type="checkbox"/>	TRANSIT MANAGER
<input type="checkbox"/>	TREASURY SERVICES MANAGER
<input checked="" type="checkbox"/>	URBAN PLANNING SECTION MANAGER
<input type="checkbox"/>	

FROM: CITY CLERK

RE: H. Fielding (Scott Cadman & Associates)
Port-U-Call Shopping Centre

Please submit comments on the attached to this office by Dec. 2

 for the Council Agenda of Dec. 9/91


C. SEVCIK
City Clerk



THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

November 22, 1991

Mr. Herbert Fielding
Fielding & Dixon
2nd Floor, 4811 - 48 Street
Red Deer, Alberta
T4N 1S6

Dear Sir:

RE: PORT-0-CALL SHOPPING CENTRE

Thank you for your letter in regard to the above, and we would advise that this matter will be presented to Red Deer City Council at its meeting on December 9, 1991.

Please call this office on Friday prior to the said meeting to determine a suitable time, in the event you wish to be present.

Trust you will find this satisfactory.

Sincerely,

C. Sevcik
City Clerk

/ds



*a delight
to discover!*

DATE: November 27, 1991

TO: City Clerk

FROM; Fire Chief

RE; PORT-0-CALL SHOPPING CENTRE

We have no comments to offer regarding this proposal.

A handwritten signature in dark ink, appearing to read 'R. Oscroft', with a stylized flourish at the end.

R. Oscroft
FIRE CHIEF

CS-3.474

DATE: November 28, 1991

TO: CHARLIE SEVCIK
City Clerk

FROM: CRAIG CURTIS, Director
Community Services Division

RE: H. FIELDING (SCOTT CADMAN & ASSOCIATES)
PORT-O-CALL SHOPPING CENTRE
Your memo dated November 22, 1991 refers.

I have reviewed this request with the Parks Manager and we have no comments from a Community Services perspective.



CRAIG CURTIS

:kl

c. Don Batchelor, Parks Manager

DATE: November 25, 1991

FILE NO. 91-1727

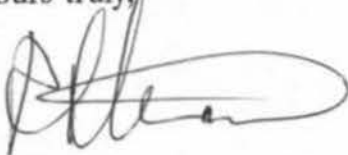
TO: City Clerk

FROM: Bylaws and Inspections Manager

RE: **H. FIELDING -PORT-O-CALL SHOPPING CENTRE**

The concern expressed by the applicant centres on tem question of site access, which the Engineering Department has jurisdiction over.

Yours truly,

A handwritten signature in dark ink, appearing to read 'R. Strader', with a large, sweeping loop at the end.

R. Strader
Bylaws and Inspections Manager
BUILDING INSPECTION DEPARTMENT

RS/vs

Scott Cadman & Associates Ltd.
101 - 4419 - 50 Avenue
Red Deer, Alberta.
T4N 3Z5

September 3, 1991

The City of Red Deer
Box 5008
Red Deer, Alberta.
T4N 3T4

Dear Sirs:

Re: Lane Closure Bylaw 3052/91

We are pleased to inform the City of Red Deer that our company is prepared to give approval to the proposed lane closure subject to certain conditions. These conditions are as follows:

1. that when the curbing is produced to close the present laneway that it not be extended to the point of restricting the direct access which we now enjoy to our property, this being that portion of access from approximately adjacent to the electrical distribution box westward. This access is necessary to facilitate parking in this area and to allow delivery trucks to service warehouse space located at the rear of the Bank of Nova Scotia.

2. that Canada Safeway provide a duly executed guarantee of access to our Medi-Dent House property via their (proposed) 45th Street entry. Of particular concern here is that parking configuration not interfere with garbage pick-up from the site.

3. that Canada Safeway finalize revisions to the land use restrictions which they hold against our property.

These latter two points are under active discussion with the representatives of Canada Safeway and it is our belief that these necessary conditions will be met possibly within three weeks of the writing of this letter.

THE CITY OF RED DEER
CLERK'S DEPARTMENT

RECEIVED	
TIME	7:00 pm
DATE	Sept. 3 / 91
BY	C. Swick

MHH/skc

Sincerely,



Michael H. Harach, D.D.S.
Secretary
Scott Cadman & Associates Ltd.



THE CITY OF RED DEER

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4 FAX: (403) 348-8195

City Clerk's Department 342-8132

July 23, 1991

Safeway
47th Floor, Petro-Canada Centre
150 - 6 Avenue S.W.
P.O. Box 864, Station "M"
CALGARY, Alberta
T2P 2J6

Attention: Mr. Michael Kenny
Real Estate Representative

Dear Sir:

RE: APPLICATION FOR LANE PURCHASE AND CLOSURE - PLAN 6881 E.T.
LANE CLOSURE BYLAW NO. 3052/91

Your letter of July 3, 1991, applying for closure and purchase of the lane including corner cut-off which lies northwest of the west limit of 49 Avenue as shown on Subdivision Plan 4816 R.S. (S.W. 16-38-27-4) to accommodate a proposed development by Canada Safeway on the adjacent site, received consideration at the Council meeting of July 22, 1991.

At the above noted meeting, Council passed the following motion in regard to your application.

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Safeway dated July 3, 1991 re: application for Lane Purchase and Lane Closure, Plan 6881 E.T., N.W. of West Limit of 49 Avenue, as shown on Subdivision Plan 4816 R.S. (S.W. 16-38-27-4), hereby agrees as follows:

1. That the lane be sold to Safeway subject to the conditions as outlined by the Administration and the necessary Lane Closure Bylaw being approved;
2. That Council direct the Administration to proceed with the necessary Lane Closure Bylaw;

....2



RED DEER

*a delight
to discover!*

Mr. Michael Kenny
Safeway
July 23, 1991
Page 2

3. That items 1. and 2. above are subject to the Medi-Dent Centre, which is located adjacent to the lane, being in agreement with same;

and as presented to Council July 22, 1991."

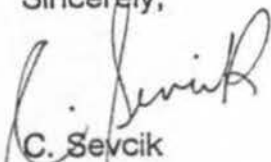
In addition, Council gave first reading to Lane Closure Bylaw 3052/91, a copy of which is enclosed herewith. Also enclosed are the comments of the administration which appeared on the July 22nd Council agenda and which comments are referred to in the above quoted resolution (pages 109 to 118).

This office will now proceed with preparation of advertising for a public hearing to be held on Tuesday, September 3, 1991 commencing at 7:00 p.m. or as soon thereafter as Council may determine. The advertising is scheduled to appear in the Red Deer Advocate on Friday, August 2nd and 9th. You are required to deposit with the City Clerk prior to public advertising an amount equal to the estimated cost of public advertising which, in this instance, is \$500.00. We will require this deposit by no later than Tuesday, July 30, 1991 in order to proceed with the advertising as scheduled above. Once the actual costs are known, you will be either invoiced for or refunded the balance.

I trust you will find this satisfactory and that you will be able to comply with the conditions as outlined by the administration and further, that you will obtain a letter of agreement from the Medi-Dent Centre and supply us with a copy of same prior to second and third reading of the bylaw.

If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



C. Sevcik
City Clerk
CS/jt
Enc.

c.c. Director of Engineering Services
Bylaws & Inspections Manager
Economic Development Manager
Fire Chief
R.C.M.P. Inspector
Council & Committee Secretary, Wilma

Director of Community Services
City Assessor
E. L. & P. Manager
Public Works Manager
Urban Planning Section Manager

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

September 5, 1991

Safeway
47 Floor, Petro Canada Centre
150 - 6 Avenue S.W.
P.O. Box 864, Station M
CALGARY, Alberta
T2P 2J6

Attention: Mr. Michael Kenny
Real Estate Representative

Dear Sir:

**RE: ON-SITE REPLACEMENT STORE #163 -
PORT-O-CALL SHOPPING CENTRE
LANE CLOSURE BYLAW 3052/91**

Further to our letter of July 23, 1991 wherein we advised of a public hearing in regard to the aforementioned Lane Closure Bylaw, I wish to advise as follows:

At the Council meeting of September 3, 1991, Lane Closure Bylaw 3052/91 was given second and third reading by Council following the public hearing. Enclosed herewith is a copy of the aforementioned bylaw as finally approved by Council. Also enclosed herewith is a copy of a letter dated September 3, 1991 from Michael H. Harach, D.D.S., Secretary, Scott Cadman & Associates Ltd., giving approval to the proposed lane closure subject to certain conditions and which correspondence was read into the minutes of the public hearing September 3, 1991.

The Land Department will be preparing legal documentation pertaining to sale of the lands freed up by the lane closure for execution by both parties. Prior to execution of the said documents by the City, however, a further letter will be required from Scott Cadman & Associates Ltd. indicating that the conditions outlined in their letter of September 3, 1991 have been satisfied.

....2

*a delight
to discover!*

Mr. Michael Kenny
Safeway
September 5, 1991
Page 2

Trusting you will find this satisfactory. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



C. SEVCIK
City Clerk

CS/jt

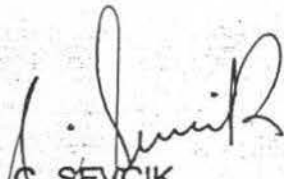
Att.

DATE: September 5, 1991
TO: City Assessor
FROM: City Clerk
RE: LANE CLOSURE BYLAW 3052/91

The above noted bylaw received second and third reading at the Council meeting of September 3, 1991. Enclosed herewith is a certified copy of the aforesaid bylaw as finally passed by Council, which will be required for submission along with the plan of subdivision for registration.

I trust that you will now proceed with the preparation of legal documentation for sale of the lands freed up by the lane closure and in this regard I am enclosing herewith a letter dated September 3, 1991 from Raymac Surveys Ltd. advising as to the area involved in the lane closure. As noted in my letter to Canada Safeway (copy attached hereto) written confirmation from Scott Cadman & Associates Ltd. advising that Canada Safeway has complied with the conditions outlined in their letter of September 3, 1991 (a copy of which is also enclosed) will be required prior to the City executing the land sale agreement.

Trusting you will find this satisfactory and that you will take appropriate action.


C. SEVCIK
City Clerk

CS/jt

Att.

c.c. City Commissioner
Director of Community Services
Director of Engineering Services
Director of Financial Services
Bylaws & Inspections Manager
E. L. & P. Manager
Fire Chief
R.C.M.P. Inspector
Principal Planner
City Solicitor

BYLAW NO. 3052/91

Being a Bylaw to close a portion of lane in the City of Red Deer as described herein.

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

- 1 The following portion of lane in the City of Red Deer is hereby closed:

Plan 6881 E.T.

All of the Lane, including Corner Cut which lies North West of the West limit of 49th Avenue as shown on Subdivision Plan 4816 R.S. (S.W. 16-38-27-4).

EXCEPTING THEREOUT ALL MINES AND MINERALS.

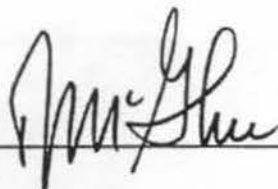
- 2 This Bylaw shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this 22nd day of July , A. D. 1991.

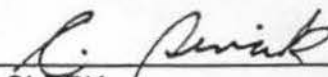
READ A SECOND TIME IN OPEN COUNCIL this 3 day of September , A. D. 1991.

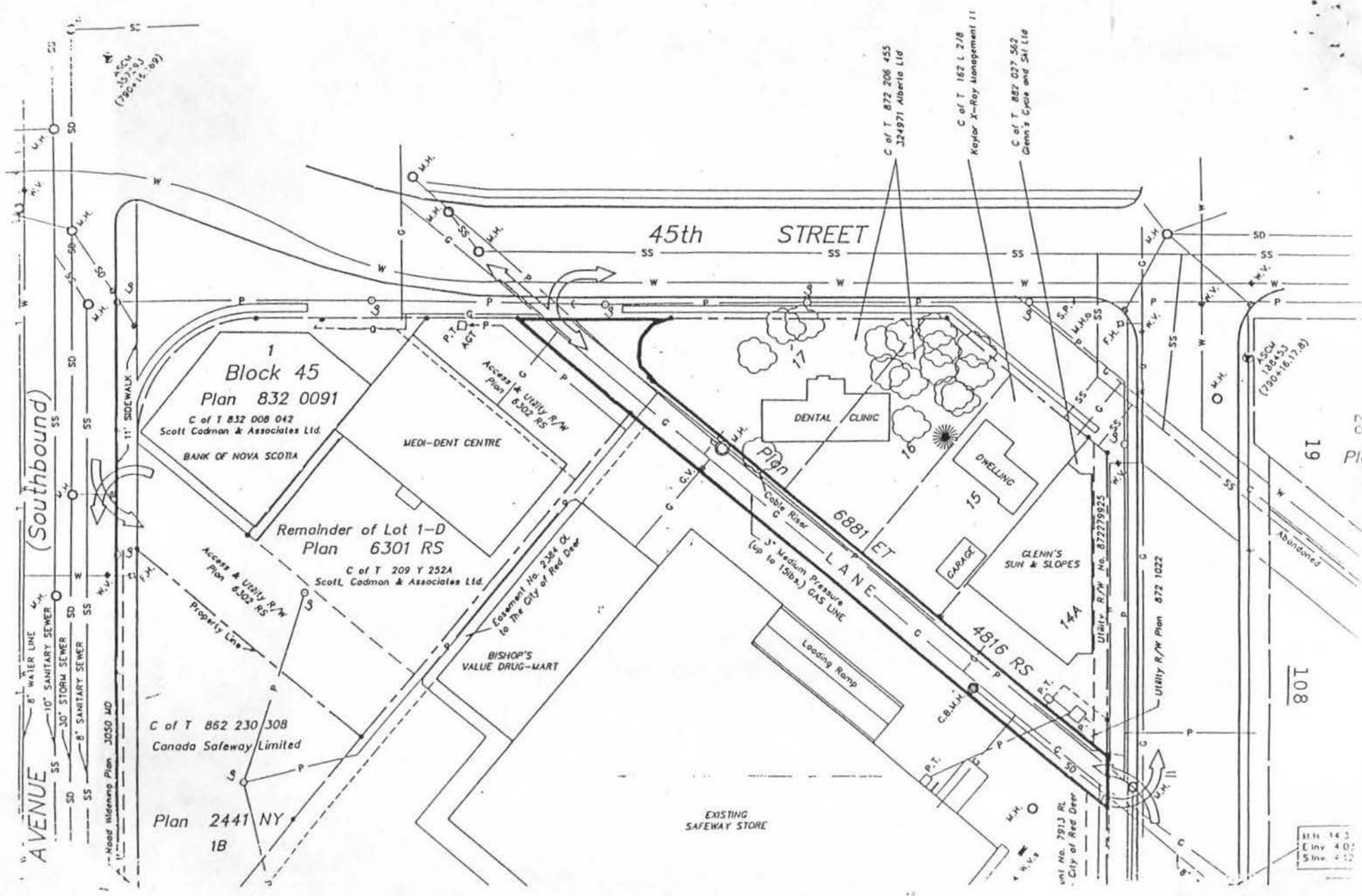
READ A THIRD TIME IN OPEN COUNCIL this 3 day of September , A. D. 1991.

MAYOR



CITY CLERK





AVENUE (Southbound)

AGU
157-1-3
(790+16.09)

Block 45
Plan 832 0091
C of T 832 008 042
Scott Codman & Associates Ltd.

BANK OF NOVA SCOTIA

Remainder of Lot 1-D
Plan 6301 RS
C of T 209 Y 252A
Scott, Codman & Associates Ltd.

Access & Utility R/W
Plan 6302 RS

C of T 862 230 308
Canada Safeway Limited

Plan 2441 NY
1B

MEDI-DENT CENTRE

Easement No. 2384 of
the City of Red Deer
BISHOP'S
VALUE DRUG-MART

DENTAL CLINIC

6881 ET
LANE
3" Medium Pressure
(up to 150psi) GAS LINE

DWELLING

GARAGE

GLENN'S
SUN & SLOPES

4816 RS

EXISTING
SAFWAY STORE

C of T 872 208 455
324971 Alberia Ltd

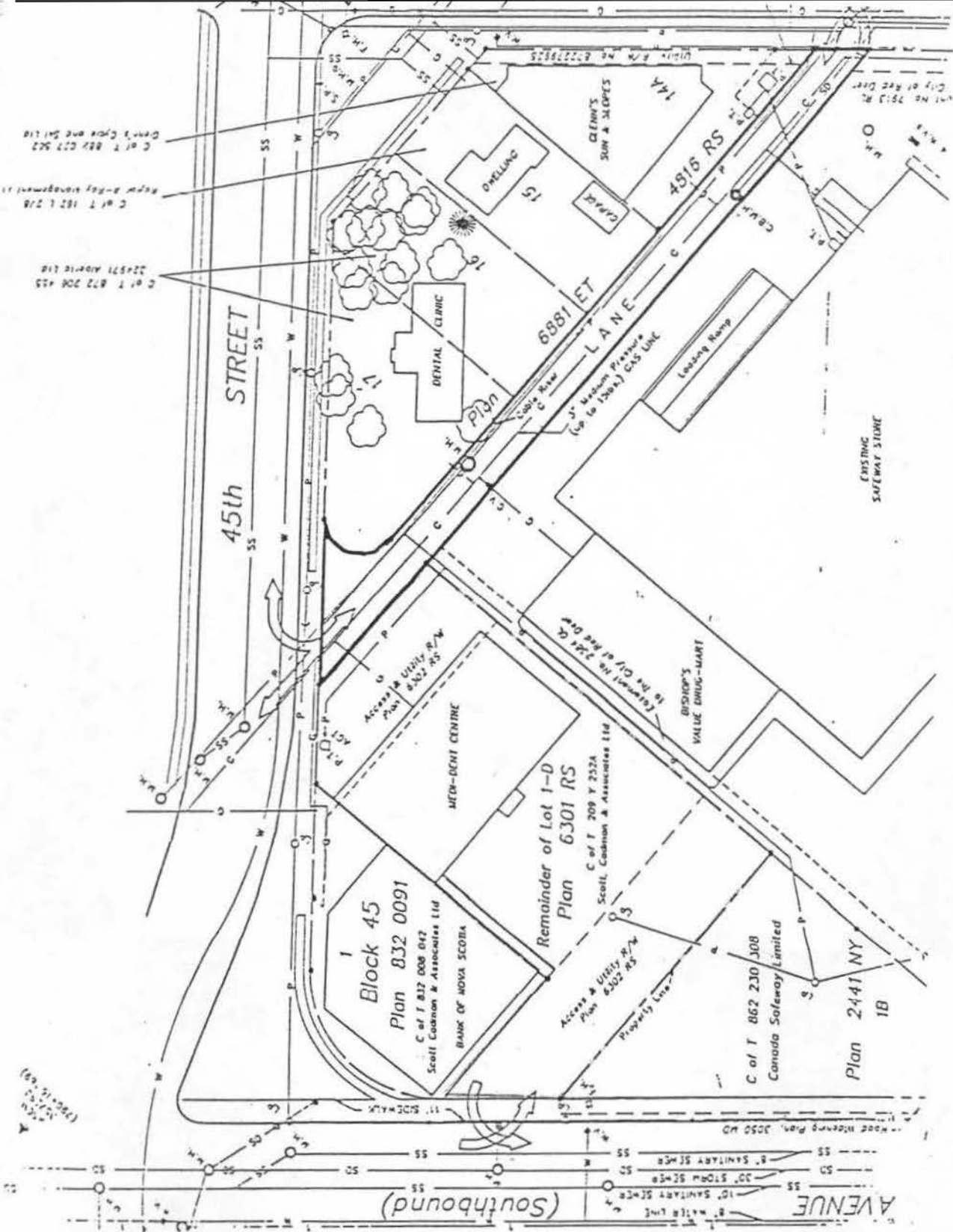
C of T 182 L 278
Kaylor X-Ray Management II

C of T 882 027 562
Glenn's Cycle and Ski Ltd

1504
1884-53
(790+16.17.8)

108

BM 14.5
Elev 40.1
S Elev 41.2



THE CITY OF RED DEER

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4 FAX: (403) 346-6188

FILE No.



THE CITY OF RED DEER

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4 FAX: (403) 346-6195

City Clerk's Department 342-8132

DATE: 91/12/05

OUR FAX NO: (403) 346-6195

NUMBER OF PAGES INCLUDING THIS PAGE: 17FAX TO: Canada Paperway LimitedATTENTION: Mr. Michael A. KennyTHEIR FAX NO: 237-5116FROM: Charlie PencilDEPARTMENT: City Clerks

MESSAGE AREA (if required):

Item to be discussed at Council
Meeting Dec. 9/91 7:20 pm.



RED DEER

a delight
to discover!



November 29, 1991

The City of Red Deer
P.O. Box 5008
Red Deer, Alberta
T4N 3T4

Attention: Mr. William F. Lees
Land Supervisor

Dear Sirs:

RE: CANADA SAFEWAY LIMITED PURCHASE
OF LANE RIGHT-OF-WAY CLOSED BY
BY-LAW #3052/91 - LANE ABUTTING
LOTS 1B AND 2A, PLAN 2441 N.Y.
CITY OF RED DEER

Further to our numerous discussions respecting the resolution to the issue of the lane purchase as between Canada Safeway and the Scott Cadman Group (Medident Centre), this will confirm that the parties have reached an agreement with respect to same.

It has been agreed that the Scott Cadman Group (Medident Centre) will purchase that portion of the lane directly north of their existing property line as outlined in red on the attached reduced site plan. Canada Safeway will purchase all of the laneway east of the area outlined in red to 49th Avenue. It is understood that the respective purchasers will grant back to the City of Red Deer certain utility rights-of-way respecting the whole lane area.

We trust this is the information you require at this time and hope it will allow you to resolve this matter at the next council meeting.

We would expect that as a result of this agreement being reached, Canada Safeway will shortly be in receipt of a letter from the Scott Cadman Group granting approval for the lane closure and purchase.

. . . /2

- 2 -

Should you have any further questions or concerns, please contact the writer.

Yours truly

CANADA SAFEWAY LIMITED



Michael A. Kenny
Real Estate Representative

MAK/ec

c.c.: Charlie Sevcik, City Clerk

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

December 11, 1991

Fielding & Dixon
2nd Floor
4811 - 48 Street
RED DEER, Alberta
T4N 1S6

Attention: Mr. H. Fielding

Dear Sir:

RE: PORT-O-CALL SHOPPING CENTRE

Your letter of November 19, 1991 pertaining to the above topic appeared on the Council agenda of December 9, 1991.

Following is the resolution which was passed by Council in regard to the request of your clients to purchase a portion of the closed lane right-of-way.

"RESOLVED that Council of The City of Red Deer hereby agrees to the sale of a portion of the lane right-of-way adjoining the north boundary of Lot 1D, Plan 6301 R.S. to the owners of said lot, subject to the following:

1. Sale of land to be at market value;
2. Consolidation of the lane right-of-way with the purchaser's lot by plan of survey;
3. All costs associated with the consolidation to be borne by the purchaser;
4. The purchaser to grant an easement back to The City of Red Deer to protect the utilities existing within the lane right-of-way;

....2

*a delight
to discover!*

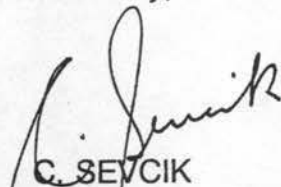
Mr. H. Fielding
Fielding & Dixon
December 11, 1991
Page 2

5. The purchaser to be responsible for all legal fees and legal survey fees pertaining to the preparation and registration of the easement agreements and utility right-of-way plan;
6. The land sale agreement with Canada Safeway Ltd. to be modified to provide for the sale of the portion of lane referred to above to the adjacent property owner and that the sale of the balance of the lane to Canada Safeway Ltd. be held in abeyance pending resolution of the concerns of the adjacent owners by Canada Safeway Ltd., and written confirmation from the owners that they are satisfied;
7. Agreements satisfactory to the City Solicitor."

The Land Department will be preparing the legal documentation pertaining to the sale of the portion of lane right-of-way to your clients, including the modified land sale agreement with Canada Safeway Ltd. Prior to the execution of said documents by the City, however, written confirmation from your clients will be required advising that their concerns have been resolved by Canada Safeway Ltd.

Trusting you will find this satisfactory. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



C. SEVCIK
City Clerk

CS/jt

c.c. City Assessor
E. L. & P. Manager
City Solicitor
Scott Cadman & Associates Ltd.
101, 4419 - 50 Avenue
Red Deer, AB T4X 3Z5

Director of Engineering Services
Senior Planner
Canada Safeway Ltd.
47 Floor, Petro Canada Centre
150 - 6 Ave. S.W., P.O. Box 864, Strn. M
Calgary, AB T2P 2J6
Attn: Mr. Michael Kenny,
Real Estate Representative

WASKASOO MUSEUM FOUNDATION



NO. 4

November 20, 1991

THE CITY OF RED DEER
CLERK'S DEPARTMENT

RECEIVED	
TIME	p.m.
DATE	Nov. 28/91
BY	C. Smith

Mayor R. McGhee and Members of Council
The City of Red Deer
Box 5008
Red Deer, Alberta
T4N 3T4

Your Worship and Members of Council

RE: OLD RED DEER COURT HOUSE REPAIRS

At their November 19, 1991 meeting, the Board of Directors considered a request from the Red Deer & District Allied Arts Council for funding in the amount of \$11,500 from the Red Deer Heritage Fund for flooring repairs in the Old Red Deer Court House. (See copy attached.)

Following discussion, it was approved by resolution that:

"The Board of Directors of the Waskasoo Museum Foundation recommend to Council of the City of Red Deer that an amount of \$2,875 be appropriated from the Red Deer Heritage Fund for effecting floor repairs to the Old Red Deer Court House as per the request of the Red Deer & District Allied Arts Council dated October 29, 1991 and that the Board further recommends that the balance of the funds required for this project be sought in equal amounts each from the Red Deer Community Foundation, the Alberta Historical Resources Foundation and from the Allied Arts Council itself."

The above recommendation was made with a view to the Red Deer Heritage Fund being depleted by the \$100,000 loan to the Red Deer Native Friendship Society and by the current low interest rates.

Yours truly,

M. Flewelling
Morris Flewelling
Secretary

MF:er

cc: Gary Pottage, President of Red Deer Allied Arts Council
Craig Curtis, Director of Community Services



Red Deer & District Allied Arts Council

4836 Ross Street
Red Deer, Alberta
T4N 1X4
Telephone: 403/346-1565

October 29, 1991

Alan Armstrong
Chairman
Waskasoo Museum Foundation
Box 800
Red Deer, Alberta
T4N 5H2



Dear Sir:

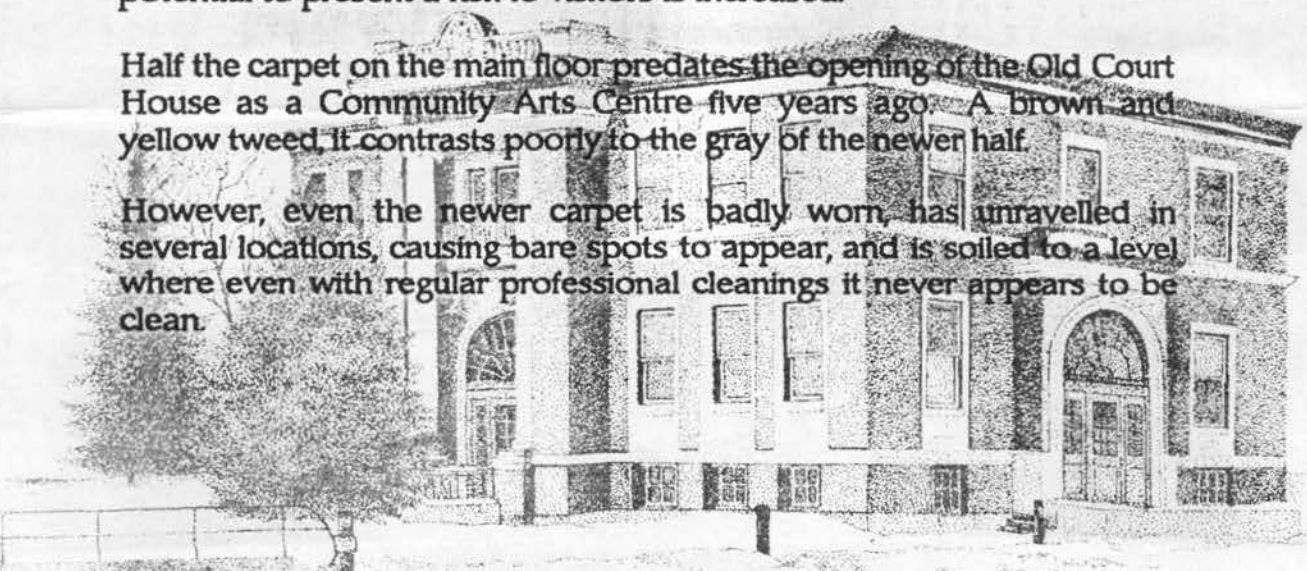
The Red Deer & District Allied Arts Council is requesting the assistance of the Waskasoo Museum foundation for a project essential to maintain the Old Court House as a functioning community resource and at a level of repair that could be considered adequate.

The carpet and underlying tile flooring throughout the main floor area have deteriorated to a level where they are beginning to pose a potential hazard to visitors. The carpet itself is at a level where it projects an impression of poor maintenance and untidiness to visitors as they enter the facility.

The potential hazard is evidenced in the Art Gallery. Here underlying tiles are curling at their edges and clearly evident through the carpet in the main traffic area of the Gallery. As the tiles continue to curl their potential to present a risk to visitors is increased.

Half the carpet on the main floor predates the opening of the Old Court House as a Community Arts Centre five years ago. A brown and yellow tweed, it contrasts poorly to the gray of the newer half.

However, even the newer carpet is badly worn, has unravelled in several locations, causing bare spots to appear, and is soiled to a level where even with regular professional cleanings it never appears to be clean.



Old Court House
Community Arts Centre

Essentially, if the facility is to be operated at an acceptable level of repair the main floor carpet must be replaced and, where necessary, the underlying tiles removed.

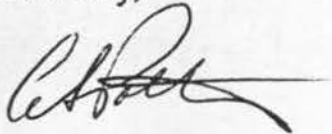
This capital project is distinguishable from a general operating expense as it occurs only on a very infrequent basis and it is not a question of maintenance but replacement.

The Arts Council is responsible for costs relating to ongoing facility operations and in this regard has spent over \$59,200.00 on maintenance and repair over the past three years.

The cost for the carpet replacement and, as necessary, the underlying tile removal is \$11,500.00, an amount completely beyond the scope of the Arts Council to provide.

I am enclosing a copy of the Council's most recent audited financial report. Your consideration of this request is sincerely appreciated.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Gary Pottage', with a stylized flourish at the end.

Gary Pottage
President.

enclosure.

CS-3.481

DATE: December 3, 1991

TO: CITY COUNCIL

FROM: CRAIG CURTIS, Director
Community Services Division

RE: OLD RED DEER COURT HOUSE REPAIRS:
GRANT APPLICATION TO THE WASKASOO MUSEUM FOUNDATION
A memo from the Chairman of the Waskasoo Museum Foundation,
dated November 20, 1991, refers.

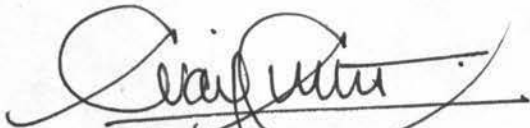
1. The Red Deer & District Allied Arts Council is proposing to install new carpeting throughout the main floor of the Old Court House Community Arts Centre. The estimated cost is \$11,500.00, and the council has applied to the Waskasoo Museum Foundation for a grant in this amount from the Red Deer Heritage Fund.
2. The application was considered by the Waskasoo Museum Foundation at its meeting on November 19, 1991. The foundation board approved a grant in the sum of \$2,875.00 from the Red Deer Heritage Fund, and is recommending that City Council endorse its approval as required.
3. I have reviewed the grant application and my comments are as follows:
 - The Red Deer Heritage Fund was established in 1983, with an initial investment of \$267,000.00 of surplus funds from the Red Deer 75th Anniversary Committee. The purpose of the fund is the "preservation, interpretation and restoration of historical building structures and sites in the city of Red Deer and immediate areas, including necessary research and studies related thereto."
 - The original intent of the fund was that the principle would remain intact and the interest would be allocated as grants. The current assets of the fund are approximately \$300,000.00, including a \$100,000.00 interest-free loan to the Native Friendship Society. Consequently, it is necessary to only award grants to high priority projects if the fund is to provide an ongoing legacy in the future.
 - I support a relatively small grant of \$2,875.00 to assist the Red Deer & District Allied Arts Council to install new carpeting in the Old Court House.

.../2

City Council
Page 2
December 3, 1991
Old Red Deer Court House Repairs

3. **RECOMMENDATION**

I support the comments of the Waskasoo Museum Foundation and recommend that City Council endorse a grant from the Red Deer Heritage Fund in the sum of \$2,875.00 for the installation of new carpeting on the main floor of the Old Court House Community Arts Centre.



CRAIG CURTIS

:dmg

- c. Alan Armstrong, Chairman, Waskasoo Museum Foundation
Morris Flewwelling, Exec. Dir., Normandeau Cultural & Natural History Society

Commissioners' Comments

We would recommend Council support the request contingent upon the other three groups outlined in the letter supporting the project.

"R.J. MCGHEE"
Mayor

"M.C. DAY"
City Commissioner

DATE: December 11, 1991

TO: Waskasoo Museum Foundation
Attention: Mr. Morris Flewwelling
Secretary

FROM: City Clerk

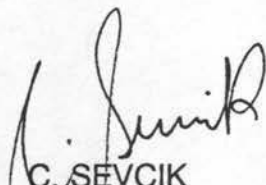
RE: OLD RED DEER COURT HOUSE REPAIRS

The recommendations from the Board of Directors of the Waskasoo Museum Foundation as outlined in your letter dated November 20, 1991 pertaining to the above matter received consideration at the Council meeting of December 9, 1991 and at which meeting Council passed the following motion.

"RESOLVED that Council of The City of Red Deer, having considered correspondence dated November 20, 1991 from the Waskasoo Museum Foundation re: Old Red Deer Court House Repairs, hereby endorses a grant from the Red Deer Heritage Fund in the sum of \$2,875.00 for the installation of new carpeting on the main floor of the Old Court House Community Arts Centre, contingent upon the other three groups outlined in the letter supporting the project, and as recommended to Council December 9, 1991 by the Commissioners."

The decision of Council in this instance is submitted for your information and we would specifically draw to your attention the fact that the approval is conditional upon the Red Deer Community Foundation, the Alberta Historical Resources Foundation and the Allied Arts Council supporting the project in equal amounts as outlined in your letter.

Trusting you will find this satisfactory.


C. SEVCIK
City Clerk

CS/jt

c.c. Director of Community Services
Red Deer Allied Arts Council



Alberta Urban Municipalities Association

8712 - 105 Street, P.O. Box 4607, Station S.E., Edmonton, Alberta T6E 5G4
Tel: (403) 433-4431 • Toll Free 1-800-661-2862 • Fax 433-4454

NO. 5

DATE: 19 November 1991
TO: Mayor and Members of Council
FROM: Councillor Gary Browning
President

SUBJECT: Alberta Railway Act

The AUMA has been contacted by the Department of Alberta Transportation and Utilities to assist them in developing a new Railway Act. As the new Act could affect your municipality, the Department would like to obtain your comments on the enclosed discussion paper.

The Act would cover public (for hire) provincial railways, industrial spurs, and amusement railways. You will notice in the discussion paper that the major emphasis of the new Act is on railway safety, while the regulation of business activities such as entry and exit have been minimized to reflect a more competitive transportation environment.

The Department would like to receive all comments prior to December 31, 1991. Please forward your comments to:

Ms. Mahmuhda Ali
Alberta Transportation and Utilities
Twin Atria Building
4999 - 98 Avenue,
Edmonton, Alberta
T6B 2X3

Telephone: 427-7944

Please remember to provide the AUMA office with a copy of any submission you make to Alberta Transportation and Utilities.

Thank you.

Sincerely,

Councillor Gary Browning
President

DATE: November 25, 1991

TO: City Clerk

FROM: E. L. & P. Manager

RE: Alberta Railway Act

There does not appear to be anything contained in the September, 1991 Discussion Paper of the Alberta Railway Act which would adversely affect the City of Red Deer Electric Utility.



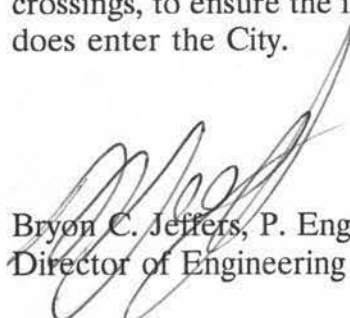
A. Roth,
Manager

AR/jjd

DATE: December 2, 1991
TO: City Clerk
FROM: Director of Engineering Services
RE: **ALBERTA RAILWAY ACT**

As this Act will regulate only Provincial Railways and not the likes of CPR or CNR, we do not see any significant impact on the City of Red Deer.

We would have some interest in areas of the Act pertaining to at-grade and grade separated crossings, to ensure the interests of our City are protected in the event a Provincial Railway does enter the City.



Bryon C. Jeffers, P. Eng.
Director of Engineering Services

BCJ/cy

FILE: c:\data\gord\memos\railway.act

DATE: November 27, 1991
TO: City Clerk
FROM: Public Works Manager
RE: **ALBERTA RAILWAY ACT**

We've reviewed the Discussion Paper dated September 1991. The area that Public Works would interface this act is with respect to the crossing of proposed railways with roadways or utility lines. The comments made within the document are reasonably general and would be of much more interest once regulations are produced. Other than that we have no other comments at this time.



Gordon Stewart, P. Eng.
Public Works Manager

/blm

cc Director of Community Services
 Director of Engineering Services
 Director of Financial Services
 Bylaws & Inspections Manager
 City Assessor
 Economic Development Manager
 E.L. & P. Manager
 Fire Chief
 Parks Manager
 R.C.M.P. Inspector
 Transit Manager
 Urban Planning Section Manager



RED DEER
REGIONAL PLANNING COMMISSION

133

2830 BREMNER AVENUE, RED DEER,
ALBERTA, CANADA T4R 1M9

Telephone: (403) 343-3394
Fax: (403) 346-1570

DIRECTOR: W. G. A. Shaw, ACP, MCIP

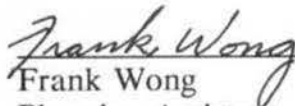
TO: C. Sevcik, City Clerk

DATE: November 29, 1991

FROM: F. Wong, Planning Assistant

RE: ALBERTA RAILWAY ACT

Planning staff have no comments regarding the proposed Railway Act as the two railway companies (CNR and CPR) which serve the City are national railways which are subject to federal regulations and safety standards. These proposals should not affect operation of railways within the City.


Frank Wong
Planning Assistant

FW/kjc

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF
PAINTERTON No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF
DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIL • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE
TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE
VILLAGE OF CREMONA • VILLAGE OF DELBURN • VILLAGE OF DONALDA • VILLAGE OF ELMORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE
OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLANDWOLD
SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS



Royal
Canadian
Mounted
Police

Gendarmerie
royale
du
Canada

134

Security Classification / Designation
Classification / Désignation Sécuritaire

November 26, 1991

Your file

Votre référence

City of Red Deer
4915 - 48 Avenue
RED DEER, Alberta
T4N 3T4

Our file

Notre référence

ATTENTION: City Clerk

RE: ALBERTA RAILWAY ACT

I have reviewed the correspondence received from your office on the 25th of November.

It would appear that the Discussion Paper deals with all the concerns that we have, that being mainly the safety of crossings and maintenance of lines. We have no recommendation to make.

(R.L. BEATON) Insp.
O.i/c Red Deer City Detachment

TRN/1b

Commissioners' Comments

It would appear that the proposed Act would have little impact on the City of Red Deer and we would recommend that the relevant comments be forwarded as requested.

"R.J. MCGHEE"
Mayor

"M.C. DAY"
City Commissioner

Canada

DATE November 22, 1991

TO:

<input checked="" type="checkbox"/>	DIRECTOR OF COMMUNITY SERVICES
<input checked="" type="checkbox"/>	DIRECTOR OF ENGINEERING SERVICES
<input checked="" type="checkbox"/>	DIRECTOR OF FINANCIAL SERVICES
<input checked="" type="checkbox"/>	BYLAWS & INSPECTIONS MANAGER
<input checked="" type="checkbox"/>	CITY ASSESSOR
<input type="checkbox"/>	COMPUTER SERVICES MANAGER
<input checked="" type="checkbox"/>	ECONOMIC DEVELOPMENT MANAGER
<input checked="" type="checkbox"/>	E.L. & P. MANAGER
<input type="checkbox"/>	ENGINEERING DEPARTMENT MANAGER
<input checked="" type="checkbox"/>	FIRE CHIEF
<input checked="" type="checkbox"/>	PARKS MANAGER
<input type="checkbox"/>	PERSONNEL MANAGER
<input checked="" type="checkbox"/>	PUBLIC WORKS MANAGER
<input checked="" type="checkbox"/>	R.C.M.P. INSPECTOR
<input type="checkbox"/>	RECREATION & CULTURE MANAGER
<input type="checkbox"/>	SOCIAL PLANNING MANAGER
<input checked="" type="checkbox"/>	TRANSIT MANAGER
<input type="checkbox"/>	TREASURY SERVICES MANAGER
<input checked="" type="checkbox"/>	URBAN PLANNING SECTION MANAGER
<input type="checkbox"/>	

FROM:

CITY CLERK

RE: ALBERTA RAILWAY ACT

Please submit comments on the attached to this office by Dec. 2
 for the Council Agenda of Dec. 9, 1991.


C. SEVCIK
City Clerk

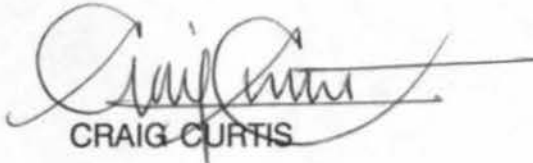
DATE: November 28, 1991

TO: CHARLIE SEVCIK
City Clerk

FROM: CRAIG CURTIS, Director
Community Services Division

RE: ALBERTA RAILWAY ACT
Your memo dated November 22, 1991 refers.

I have discussed the proposed Railway Act with the Recreation & Culture, Parks, and Social Planning Managers and we have no comments from a Community Services perspective.



CRAIG CURTIS

:kl

- c. Lowell Hodgson, Recreation & Culture Manager
Don Batchelor, Parks Manager
Colleen Jensen, Social Planning Manager

DATE: November 25, 1991

FILE NO. 91-0295

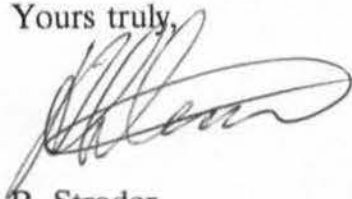
TO: City Clerk

FROM: Bylaws and Inspections Manager

RE: **ALBERTA RAILWAY ACT**

In response to your memo of November 22, 1991, regarding the above referenced subject, we wish to advise that this department has no comments.

Yours truly,

A handwritten signature in dark ink, appearing to read 'R. Strader', is written over the typed name.

R. Strader
Bylaws and Inspections Manager
BUILDING INSPECTION DEPARTMENT

RS/vs

DATE: November 27, 1991
TO: City Clerk
FROM: Fire Chief
RE: ALBERTA RAILWAY ACT

We are not sufficiently knowledgeable to offer constructive comments on this subject.

A handwritten signature in dark ink, appearing to read 'R. Oscroft', is written above the printed name.

R. Oscroft
FIRE CHIEF

ALBERTA RAILWAY ACT

Discussion Paper

(September, 1991)

prepared by:

E. M. LUDWICK & ASSOCIATES INC.

for

ALBERTA TRANSPORTATION AND UTILITIES
Planning and Development Division

INTRODUCTION

Alberta Transportation and Utilities (AT & U) is in the process of developing a new Railway Act. Its purpose would be to oversee provincial railways. As well, consideration is being given to covering in the new Act private industrial railways which were overlooked in the original Railway Act of 1907 and which do not fall under federal jurisdiction. This document is intended to serve as a springboard for discussion and for seeking the views and contributions of Alberta industry and other affected parties. In the present consultation process, AT & U is seeking feedback from firms which operate provincial jurisdiction railways, as well as from companies and individuals who make use of their services.

It is emphasized that this is a document for discussion purposes. As such, it reflects the conclusions to date of the Departmental Railway Review Committee which consists of Alberta Transportation and Utilities' staff supported by E.M. Ludwick and Associates Inc. The document has not been approved by the Minister or by the government of Alberta.

A review was undertaken of recent railway-related legislation in other jurisdictions, and it is clear that Alberta's current Act is out-of-date on safety provisions and perhaps too wordy on legalistic details (for example in the areas of corporate behaviour and expropriation procedures) which have since been standardized in other Alberta statutes. In keeping with railway regulation trends, modern Alberta legislation therefore should focus on safety while eliminating measures which no longer have specific application to railways.

Given that one of the underlying objectives of the Railway Act is to ensure the safe construction and operation of Alberta railways, it is suggested that the primary onus for achieving this objective should be placed on railways themselves. In other words, it

would be the responsibility of the railways to comply with the Act and ensure that they build safe rights of way, employ competent qualified personnel and conduct their day to day operations following safe procedures using safe equipment in accordance with accepted North American standards. The regulator's (government's) primary role would relate to auditing records and conducting spot inspections for compliance rather than overseeing or providing day-to-day direction to railway operators. While the Railway Act (and regulations) would encompass a wide range of safety provisions, their applicability to a particular railway operation would depend on the nature of the operation (ie. not all provisions would necessarily apply to every railway). Such an approach is consistent with contemporary legislation in other parts of North America.

Since it appears that there would be sufficient competition in the provision of the types of transportation services offered by provincial or short line railways, the need for so-called "economic regulation" seems minimal. Rather, reliance on market forces to regulate the day to day business dealings of carriers in other jurisdictions and in other modes (for example, the essentially unregulated - except for safety - Alberta trucking industry) may be the more appropriate approach.

As a final introductory note, statements made in this paper to the effect that "the Minister" is proposed to have certain powers should be taken to mean that the power or duty in question would not necessarily be fulfilled by the Minister, but could be fulfilled by his or her delegate. Examples of delegates include: Department of Transportation and Utilities staff; an arm's length regulatory board which would be designated in the Act; and other persons, agencies, or contractors to whom the Minister would delegate authority and responsibility.

PROPOSED OUTLINE OF THE ACT

Following are the potential major headings for the new Alberta Railway Act:

- I. INTERPRETATION AND APPLICATION
- II. ESTABLISHMENT OF THE PHYSICAL RAILWAY
- III. RAILWAY SAFETY CODE
- IV. ENTRY, EXIT, AND BUSINESS OPERATIONS
- V. ADMINISTRATION AND ENFORCEMENT

The Railway Act would not provide all general application rules in the legislation. Like most other modern statutes, the Act probably would enable further laws, called regulations, to be made to provide the detailed means of carrying out the intent of the Act. With this in mind, following is an expanded discussion of each of the above major headings on which AT & U would appreciate the comments and suggestions of those who have an interest in these matters.

I. INTERPRETATION AND APPLICATION

The original Railway Act was passed in an era when railway transport was practically the only mode of freight and passenger transportation available, apart from the horse and buggy. Numerous provincial railways were incorporated by means of special Acts of the Alberta Legislature, although only a small fraction of these were ever built. By 1929, all of Alberta's functioning provincial jurisdiction railways were acquired by or otherwise merged into the operations of Canada's two main federal railways, the Canadian National and the Canadian Pacific. The Railway Act remained in the Statutes of Alberta despite the fact that it oversaw the operations of no railways between 1929 and 1984, the year in which the Central Western Railway was incorporated.

As a result of recent changes to national transportation policy through the 1987 National Transportation Act, establishment of provincial jurisdiction public railways, also known as short line railways or short lines, has become a reality once again. In addition, recent legal decisions have helped remove doubt that the Central Western Railway falls under the jurisdiction of the Province of Alberta.

Over the years, numerous industrial private railways (spur lines) have been built in Alberta which do not fall under the current Railway Act because they were not incorporated by a special Act of the Alberta Legislature. The federal government is of the view that these private railways do not fall under their jurisdiction because, in many cases, the track is neither owned nor operated upon by a federally incorporated railway such as CN or CP. Yet, some of these railways operate locomotive equipment on some significant lengths of track and move substantial volumes of traffic without being subject to any formal regime of safety regulation. Consideration is being given to whether and how these private railways will be covered under the new Act.

TO WHOM THE ACT APPLIES

The Alberta Railway Act currently does not and will not apply to any railway incorporated by a special Act of the Parliament of Canada. The Act would only apply to provincially incorporated organizations which own railway right of way and/or which operate or cause the operation of railway locomotive (power) equipment and/or rolling stock. It probably will be necessary to distinguish between different kinds of railways.

A public railway could be defined as a railway which may be engaged by the travelling or shipping general public for a fee or toll for the transportation of passengers and goods. The Central Western Railway which hauls commodities offered to it by any shipper located on its lines would be considered to be a public railway. This type of railway falls under the current Act.

Private railways (not covered under the current Act) would be those operated by or for the exclusive use of the owner/lessor of the right of way in question. A type of operation which could be considered to be a private railway would be one where a private company owns the right of way, and uses its own locomotive power and personnel with the aim of interchanging traffic with a federal railway - the entire operation (except equipment rules if the federal railway supplies the cars) likely would fall under the new Alberta Railway Act up to the point of interchange. Cases where a mix of ownership or operation of a line exists (for example, an Alberta company owns the line but a federal railway operates on it) pose a special challenge from the point of view of safety jurisdiction and enforcement with respect to right of way, personnel qualifications, operating rules, etc..

A third type of railway which will somehow have to be addressed are amusement railways. Although these operate only over very short distances, they use heavy locomotive equipment and rolling stock, and there may be merit in applying accepted railway safety standards.

II. ESTABLISHMENT OF THE PHYSICAL RAILWAY

In general, it is expected that railways will be formed in one of two ways - through new construction or through the acquisition of an existing line from a federal railway or another provincial railway. In either case, new railways should be subjected to minimum entry requirements such as applying for an operating authority certificate (see Section IV). However, where construction or other major physical alterations are involved, certain other requirements discussed below likely will come into play.

PLANNING THE RAILWAY

In order to allow for the effective administration of the Act, any company which wishes to construct or alter a railway should give the Minister (or his/her delegate) notification before proceeding with construction. The type and form of any information that the Minister may require in such notifications would be published in the body of regulations.

For example, information requirements might include the submission of detailed plans so that the Minister can be aware of the location of the proposed line. Receipt of the plans by the Minister should not be construed as Alberta Government approval of the plans. All responsibility for ensuring the safety of the right of way and planned structures, as well as compliance with local zoning by-laws would rest in the hands of the company proposing the construction.

In the case of public railways, it is proposed that advance public notice of the proposed works be given well before any construction takes place. Details as to time periods, information required, publication venues, etc. would be prescribed by regulation. As well, procedures could be established for the exchange of information between the interested public and those seeking to construct railways. Objections to the proposed railway works would be heard, channelled and arbitrated by the Minister's delegate as appropriate.

CONSTRUCTING THE RAILWAY

In the construction of railway works, it is proposed that provisions no stricter than adherence to recognized engineering standards be required.

Most of the engineering standards will be found in the general body of civil engineering principles. However, for greater certainty, the Minister (or his/her delegate) may issue, in a regulation, railway-specific construction standards particular to Alberta or may adopt by reference railway construction regulations which are in place in other jurisdictions.

INSPECTION AND CERTIFICATION PRIOR TO OPENING

Prior to opening a newly constructed railway (or commencing operations on the altered portion of an existing railway) a company would submit to the Minister (or his/her delegate) a certificate, signed by a qualified person knowledgeable of the works, indicating that the new construction conforms to accepted engineering standards. As a check to help ensure public safety however, it is proposed that the Minister retain the current power to conduct a government inspection prior to opening if it is deemed to be necessary or beneficial. (Such measures would be additional to the obtaining of an operating authority certificate as discussed in Section IV of this paper.)

III. RAILWAY SAFETY CODE

Perhaps the most important feature of a new Railway Act would be provision for an Alberta Railway Safety Code. As there seems to be little to be gained from reinventing the wheel, the components of the Code would be drawn from the body of accepted North American standards; tailored where appropriate to suit Alberta's specific situation. Regulations in place in other jurisdictions may be referenced in their entirety if appropriate. The main elements foreseen in the Code include measures to protect the safety and integrity of the right of way and measures to insure the ongoing safe operation of the railway works and equipment.

It is suggested that to a large degree the onus should be placed upon the companies to ensure that the railways they run are safe. However, for certainty, it is expected that the Act would empower railway safety inspectors and accident investigators appointed by the Minister (or his/her delegate) to look into any safety related matter under the Act. Finally on the supposition that Alberta industry is just as interested in public safety as is the Government of Alberta, it is expected that all types of railways (public, private, and amusement) will want to adhere to a Safety Code, especially if the applicability of the various provisions would take into account the operating realities of each railway.

SAFETY AND INTEGRITY OF THE RIGHT OF WAY

With respect to the integrity of the right of way, the basic aim of the Act would be to ensure that the right of way is protected and maintained in a safe condition in accordance with standards that would be prescribed by regulation.

Owing to the nature of provincial railways, practically all of them will be interchanging traffic with the federal railways. In this case the federal rules governing intersections and connections with other railways will apply. Therefore Alberta probably needs to do no more than to adopt these rules in a regulation.

Probably the greatest threat to the safety of the general public is at points where railways and streets or highways intersect. The greater the frequencies of trains and vehicles passing over such intersections, the greater is the safety risk and therefore the more sophisticated will be the measure of protection which must be used at these highway crossings. Thus it is proposed that the Act give the Minister (or his/her delegate) the power to make regulations in three basic areas: a) the type of protection required (e.g., a simple sign, flashing lights, an arm, grade separation structure, etc.) under different frequencies or cross-products of rail and road traffic; b) engineering

standards for the construction, design and maintenance of crossings; and c) guidelines for the apportionment of costs between the parties benefitting from the crossing.

By regulation, the Act would also prescribe standards concerning farm and other special crossings wherever it becomes evident that such crossings are necessary for safety and for providing land owners with access to both sides of their bisected property.

From time to time and in various forms it is expected that railways will interface with established or proposed works and utilities. Where the railway and the owner of the other major work cannot agree on the terms of entry onto each others' property or compensation for any damages done, it is anticipated that the current body of legislation (Surface Rights Act, Public Utilities' Board Act) contains adequate provisions to help resolve these cases.

ONGOING SAFE OPERATION OF RAILWAY WORKS AND EQUIPMENT

There are several areas in which it appears that adherence to accepted North American safety standards would be desirable.

The operation of different kinds of railway power equipment (for example, diesel locomotives, steam engines, trackmobiles, etc.) embodies degrees of complexity which warrant adequate training and certification of the competence of those who will be operating the equipment. Therefore, it is proposed that the Act should make some provision for the establishment of qualifications and requirements of railway personnel. Examples of items for which regulatory coverage would be beneficial would include training, certification of competence, visual and aural acuity, and prohibitions against substance abuse.

Consistent with the assurance of employee and public safety through the training and certification of operators, it is further suggested that the Act require railways to

conduct their operations in accordance with a formal code of safe railway operating rules. This code internal to and developed by each railway in accordance with the type of equipment used and the nature of their business most likely would embody appropriate sections of the Canadian Railway Operating Rules, procedures unique to the railway, and other requirements that may be established by regulation which are germane to the operation of railways in Alberta. An important part of a railway employee's training and certification likely would include a demonstration to the company of knowledge about and competence in each of the matters treated under the company's code of safe operating rules.

In the area of equipment standards and maintenance regulations, some measure will be needed to ensure that any equipment used is safe or "roadworthy". One approach would be to require railways to have each piece of their rail equipment certified to be safe by a person or organization qualified to make such certifications before putting any piece of power equipment or rolling stock into operation. A copy of the signed certificate would then be submitted to the regulatory authority, along with a registration fee stipulated in regulation, in order to obtain an annual (or other frequency to be determined by regulation) operating permit for the piece of equipment in question.

It is considered that the Act should assist railways in fulfilling their above-mentioned responsibilities for ensuring safety by providing for the making of regulations concerning non-railway operations affecting safety. An example would be rules concerning the setback of buildings and other potentially conflicting land uses from the right of way. Another example would be the potential need for rules governing the behaviour of train passengers and conditions of carriage.

INSPECTIONS AND INQUIRIES

To a large degree the new Railway Act would be designed for the industry to police itself and be responsible for ensuring the safety of its employees and the general public.

Nevertheless, concern over public safety demands that the Government possess powers to check into situations wherever it has cause to believe that a threat to safety might exist, and to take measures which will correct dangerous situations in the aim of preventing them from posing a threat again. Therefore, it will be necessary for the Act to set forth in detail the powers of the railway safety inspectors that the Minister (or his/her delegate) will use to ensure that Alberta's railways are complying with the various safety features of the Act as discussed above. For example, after a random or spot inspection, an inspector could be given the ability to cancel an operating authority certificate temporarily or permanently depending on the gravity of a dangerous situation discovered by an inspector.

In the area of accidents and inquiries, the Act should empower the Minister (or his/her delegate) to appoint any person or organization he/she deems qualified to inquire into any accident or dangerous situation that has been brought to the Minister's attention. Furthermore, the person or organization would report their findings to the Minister along with any appropriate remedial recommendations.

IV. ENTRY, EXIT AND BUSINESS OPERATIONS

Historically, railway regulatory bodies sought to prevent excessive (monopoly) profits and unreasonable (inequitable) price discrimination among customers, commodities and places based on the notion that railways were public utilities. Furthermore, economic regulators have tried to assure adequate earnings so that railways could develop and expand. Following the classical approach to what traditionally has been called the "economic regulation" of utilities would require a government to become involved in railway companies' day to day business affairs in a very detailed way.

In a competitive transportation environment, short line railways do not appear to serve as public utilities but, rather, are more of a competitive transportation service. In

these circumstances, the largely unregulated (except for safety) Alberta trucking industry could be viewed as a more appropriate model for regulating short line "public railways". Thus, regulatory responsibility might best be carried out by a regulatory board, such as the Alberta Motor Transport Board. Traditional concepts of economic regulation have no application to "private railways", except that knowledge on the part of the regulator of entry and exit from the industry by all railways is necessary so that the regulator can enforce the Act's safety provisions.

ENTRY

Apart from the various proposed safety related requirements of the Act (for example, Ministerial notification) where construction is involved, the only economic regulation requirement pertaining to entry which appears compelling is the obtaining of an operating authority certificate from a regulatory board. The operating authority certificate would be issued when the applicant has satisfied the Board that he is fit, willing, and able to operate a railway in accordance with requirements that would be specified in regulation. It is anticipated that requirements of the fit, willing, and able test would differ for "public" versus "private" railways in terms of (for example) the levels and sources of insurance and financing that might be required. The key aspect of the fit, willing, and able test will be demonstration of the ability to adhere to the railway safety code; the more specialized and narrow in scope an operation is (like a short industrial spur), the less difficult should it be to meet safety standards. (This requirement would be in addition to safety certification in the case of railways involving new construction.)

Under the present Railway Act, railway companies are incorporated by a special Act of the Alberta Legislature. The present Railway Act establishes a code of business conduct for railways in some 65 clauses. These clauses stipulate all kinds of rules that are now covered in modern corporate law. It is proposed that the operating authority certificate would take the place of a special Act and that railways would railways would

govern themselves in accordance with the Business Corporations Act, the Companies Act, the Cooperatives Act or the Societies Act as the circumstances dictate.

BUSINESS OPERATIONS

In order to facilitate the construction and ongoing development of "public railways", it is suggested that the provisions in the present Railway Act which give these railways companies powers of expropriation be maintained in the new Act. This is consistent with the powers of "public railways" under the federal and other jurisdictions. Expropriation would be handled in accordance with the various principles and procedures set out in the Expropriations Act. In order to ensure that companies expropriate only as much land as is required for railway purposes, it may be desirable to include provisions for public railways wishing to expropriate to seek the permission of the Lieutenant Governor in Council. Granting of expropriation powers under the Railway Act for companies building "private railways" or "amusement railways" is not contemplated.

The present Railway Act spells out in great detail the powers of the company once it has been incorporated as a railway. As most of these details are redundant, the need to retain them in new legislation is not evident. However, the new Act probably should give companies the express permission to enter onto the land of other property owners to erect and remove snow fences and to repair or otherwise maintain the railway in safe operating condition.

The principal measure for achieving the objectives of classical public utility regulation was the regulation of tolls. In this modern era of transportation deregulation, such measures are considered to be less and less necessary or appropriate. Thus with regard to tolls, it is suggested that the Act go only so far as to require that "public railways" (and not private railways) issue tariffs if requested by a shipper, publish, and file such tariffs and give notice, publish, and file increases in such tariffs. In keeping with

federal law, the Act likely also should permit railways and shippers to enter into confidential contracts in which rates would not be made public. Finally, in the event that future circumstances warrant, it may be desirable for the Act to empower a regulatory board to make regulations concerning the resolution of disputes between shippers and railways including, but not limited to, mediation, arbitration, public hearings, and the issuance of orders and rules concerning interswitching limits, and other measures which provide shippers with access to competing carriers.

In terms of services offered, companies who wish to be known as "public railways" on their operating authority certificates likely will be required to provide reasonable and adequate access to any shipper or passenger wishing to use the services of the railway for a fee or toll.

In almost all cases, owners of Alberta railways will wish to connect with the lines of other railways so that traffic can be moved between shippers and consignees whose facilities are located on the lines of different railways. The interchange of traffic between railways predominantly will take place between a provincial railway and a federal railway. The Act need only provide for enabling (rather than compulsory) measures which allow for arrangements between two railways to be made freely without requiring government approval. However, a regulatory board could be given a mediating role (and the power to issue orders and make regulations) in the areas of physical interchange of traffic, establishment and apportionment of construction costs, and joint running rights.

EXIT

In keeping with the philosophy that entry into the provincial railway industry is an entrepreneurial venture into a highly competitive business (i.e., given the widespread availability of trucking) it is consistent that "public railway companies" should be free to engage in line rationalization according to their own evaluations as to whether or not certain services yield them adequate returns. However, as fair warning to the company's

customers, perhaps it should be required that public railways give reasonable notice of intent to abandon (for example, the Act could require 90 or 120 days), and submit to the regulatory board an orderly plan for the cessation of all or part of the operations and for the disposal of the right-of-way. Whether or not there is merit in holding hearings to consider proposed abandonments should be considered.

As concerns "private railways", the regulator would require knowledge of exit only to the extent that this would alter the workload associated with the enforcement of the safety code.

The sale of the company in whole or in substantial part would result in a major change in the particulars included in the previous owners' operating authority certificate. Therefore, new owners likely would be required to apply for a new certificate and to demonstrate to the regulatory board that they are fit, willing, and able to meet the various criteria set forth in the regulation concerning operating authority certificates. In other words, as is the case in most transportation modes and jurisdictions, trade in operating authority certificates would be prohibited.

RETURNS AND STATISTICS

The Minister and his delegates will require from time to time certain information which will allow for the proper enforcement of the Act. These requirements would be set forth as necessary in a general regulation regarding returns and statistics, and/or in regulations on individual topics.

V. ADMINISTRATION AND ENFORCEMENT

GOVERNMENTAL AUTHORITY

A section of the Act will be devoted to formalizing the powers of the Alberta Government with respect to the previously mentioned measures. These powers (including the ability to make future regulations) will be distributed amongst the Lieutenant Governor in Council, the Minister of Transportation and Utilities, AT & U staff, and a regulatory body to be named. In general, it is proposed that the onus be placed on railways to obtain any certifications and to make any submissions that the Minister (or his delegate) may require. However, it also should be noted that the Government of Alberta will have to introduce certain charges (for example, operating certificate application and renewal fees, equipment permits fees, etc.) in order to recover the cost of administering the Act.

OFFENSES AND PENALTIES

The aim of the Railway Act is to ensure the construction and operation in Alberta of safe railways by competent trained staff, operating in accordance with accepted standard safe procedures using safe equipment. To this end, provision will likely be made in the Act for a uniform penalty covering violation of each clause as well as a per diem penalty for ongoing violation. Such penalties would be in addition to and not in the place of compliance with orders issued by the Minister, the regulatory body or a railway safety inspector.

THE NEXT STEPS

Following individual discussions with parties which may be interested in this legislation, a draft Railway Act will be prepared with the assistance of legal counsel from the Attorney General's Department.

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

December 11, 1991

Ms. Mahmuhda Ali
Alberta Transportation and Utilities
Twin Atria Building
4999 - 98 Avenue
EDMONTON, Alberta
T6B 2X3

Dear Ms. Ali:

RE: ALBERTA RAILWAY ACT

In accordance with your request for comments prior to December 31, 1991 pertaining to the above matter, I am enclosing herewith a copy of the administrative comments presented to Council of The City of Red Deer December 9, 1991 (pages 130-134).

At the above noted Council meeting, a resolution was passed as quoted hereunder.

"RESOLVED that Council of The City of Red Deer hereby agrees that the relevant comments regarding the proposed Alberta Railway Act as presented to Council December 9, 1991 be forwarded to the Alberta Transportation and Utilities Department with copies to the A.U.M.A. office."

I believe that the administrative comments enclosed are self-explanatory and I trust you will find same satisfactory.

Sincerely,

C. SEVCIK
City Clerk

CS/jt
Att.

c.c. AUMA, P.O. Box 4607, Station S.E., Edmonton, AB T6E 5G4
Attn: Councillor Gary Browning, President

*a delight
to discover!*

Morrisroe**Community Enhancement Association**

#202, 4708 - 50 Avenue
Red Deer, Alberta
- T4N 4A1

November 21, 1991

City of Red Deer
P.O. Box 5008
RED DEER, Alberta
T4N 3T4



TO: Mayor McGhee, Members of Council

RE: Traffic Lights on 30th Avenue

It has come to the association's attention, from a variety of sources, that the traffic situation along the east side of our community is becoming increasingly more dangerous. This situation exists for all forms of transportation whether walking, biking or in a motor vehicle. Any attempt to cross or enter the flow of traffic on 30th Avenue is nerve racking, especially when people start taking chances.

We are sure this concern could also be supported by the residents of Deer Park and the shoppers of Deer Park Centre.

We would therefore respectfully request that a set of traffic lights be installed at the 39th Street intersection. It is felt that this will allow safer access to 30th Avenue. The Morrisroe Community Enhancement Association feels that this traffic safety installation will enhance our community and Red Deer as a whole.

We thank you for your consideration of this matter.

Yours truly,

for the Morrisroe Community Enhancement Association

A handwritten signature in dark ink, appearing to read 'Wayne Pander', written over a horizontal line.

WAYNE PANDER
Vice-President



**RED DEER
REGIONAL PLANNING COMMISSION**

2830 BREMNER AVENUE, RED DEER,
ALBERTA, CANADA T4R 1M9

DIRECTOR: W. G. A. Shaw, ACP, MCIP

Telephone: (403) 343-3394
Fax: (403) 346-1570

TO: C. Sevcik

DATE: November 29, 1991

FROM: Paul Meyette

RE: Morrisroe Community Enhancement Association
Traffic Lights Request 39th Street and 30th Avenue

The Morrisroe Community Enhancement Association is requesting that Council consider the installation of traffic lights at 30th Avenue and 39th Street. This intersection has become increasingly busy; the installation of traffic lights would improve safety and reduce the amount of traffic travelling through residential neighbourhoods in order to avoid this intersection.

Planning staff recommend that Council review this issue during their consideration of the 1992 budget.



PAUL MEYETTE
PRINCIPAL PLANNER, CITY SECTION

PM/pim

c/c Director of Engineering Services
Director of Financial Services
E. L. & P. Director
Fire Chief
R.C.M.P. Inspector

MUNICIPALITIES WITHIN COMMISSION AREA

CITY OF RED DEER • MUNICIPAL DISTRICT OF CLEARWATER No. 99 • COUNTY OF STETTLE No. 6 • COUNTY OF LACOMBE No. 14 • COUNTY OF MOUNTAIN VIEW No. 17 • COUNTY OF PAINTWATER No. 18 • COUNTY OF RED DEER No. 23 • TOWN OF BLACKFALDS • TOWN OF BOWDEN • TOWN OF CARSTAIRS • TOWN OF CASTOR • TOWN OF CORONATION • TOWN OF DIDSBURY • TOWN OF ECKVILLE • TOWN OF INNISFAIR • TOWN OF LACOMBE • TOWN OF OLDS • TOWN OF PENHOLD • TOWN OF ROCKY MOUNTAIN HOUSE • TOWN OF STETTLE • TOWN OF SUNDRE • TOWN OF SYLVAN LAKE • VILLAGE OF ALIX • VILLAGE OF BENTLEY • VILLAGE OF BIG VALLEY • VILLAGE OF BOTHA • VILLAGE OF CAROLINE • VILLAGE OF CLIVE • VILLAGE OF CREMONA • VILLAGE OF DELBURNE • VILLAGE OF DONALDA • VILLAGE OF ELMORA • VILLAGE OF GADSBY • VILLAGE OF HALKIRK • VILLAGE OF MIRROR • SUMMER VILLAGE OF BIRCHCLIFF • SUMMER VILLAGE OF GULL LAKE • SUMMER VILLAGE OF HALF MOON BAY • SUMMER VILLAGE OF JARVIS BAY • SUMMER VILLAGE OF NORGLAND • SUMMER VILLAGE OF ROCHON SANDS • SUMMER VILLAGE OF SUNBREAKER COVE • SUMMER VILLAGE OF WHITE SANDS



Royal
Canadian
Mounted
Police

Gendarmerie
royale
du
Canada

137

Security Classification / Designation
Classification / Désignation Sécuritaire

November 26, 1991

Your file

Votre référence

City of Red Deer
4915 - 48 Avenue
RED DEER, Alberta
T4N 3T4

Our file

Notre référence

ATTENTION: City Clerk

RE: Morrisroe Community Association - Traffic Light Request
39th Street and 30th Avenue

In response to your request dated 22 NOV 91, the following is our recommendation respecting this intersection:

1. That traffic lights be installed as per the request to ensure the safe movement of vehicles along this major roadway.

REASONS:

- 30th Avenue is the major traffic carrier for the east side of the city, especially since the completion of 67th Street.
- The posted speed limit for 30th Avenue is 60 KM/H.
- The possibility exists for eight lanes of traffic to converge on this intersection at any given time. Visibility is restricted when this occurs.
- Accidents have shown a steady increase over the past three years.

1989 - 1 Injury accident
1990 - 1 Injury 3 Property Damage
1991 - 5 Property Damage

- The volume of traffic using this area is steadily increasing with further development of Deer Park, Eastview and Victoria Park.

I trust this information will assist you in your decision.

(R.L. BEATON) Insp.
O.i/c Red Deer City Detachment

TRN/1b

Canada

DATE: December 4, 1991

TO: City Clerk

FROM: Engineering Department Manager

RE: **MORRISROE COMMUNITY ASSOCIATION**
TRAFFIC SIGNAL REQUEST - 39 STREET AND 30 AVENUE

A review of our files indicates additional requests for signalization at this intersection as follows:

- | | | |
|----|------|-------------------------------|
| 1. | 1989 | 2 |
| 2. | 1990 | 1 |
| 3. | 1991 | 5 (including current request) |

In 1990, the Engineering Department completed a field investigation and warrant analysis for a full set of signals and determined that with the pedestrian and vehicle volumes present at that time, the signals were not warranted (rating 15 out of 100 points).

In 1991, the previous warrant data was updated resulting in a revised rating of 41 out of 100, thus still not meeting the warrant of 100 points.

As the residential areas surrounding this intersection develops further, more demand will be placed on this intersection. In addition to residential infill, we should consider the proposed temporary fire hall just off 39 Street in the Deer Park Subdivision, the existing Co-op Shopping Centre, the 39 Street eastward connection to the County of Red Deer road system, and the proposed Public and Separate High School facilities at 32 Street, which are tentatively scheduled to open in 1993/94.

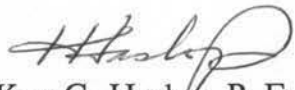
In view of this development, we believe that traffic signals along 30 Avenue should eventually be placed from south to north, at the intersections of 32 Street, 39 Street, Ross Street, and possibly 55 Street. Accordingly, we are recommending to Council during the 1992 budget discussions that full traffic signals be considered in 1993 at 39 Street and 1994 at 32 Street. At that time, we anticipate the demand will have risen to meet the warrants established by Council.

The accident history can be obtained from the RCMP report.

Morrisroe Community Association
December 4, 1991
Page Two

RECOMMENDATION

As the intersection demand currently does not meet the warrants established by the City and as City Council will be reviewing other requests for signalization during the 1992 budget discussions we respectfully recommend that the matter be reviewed at that time with consideration to installing this particular signal in 1993.



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

KGH/cy

Commissioners' Comments

We would concur with the recommendations of the Engineering Department Manager which contemplates the construction of the requested signal in 1993.

"R.J. MCGHEE"
Mayor

"M.C. DAY"
City Commissioner

DATE Nov. 22, 1991

TO:

<input type="checkbox"/>	DIRECTOR OF COMMUNITY SERVICES
<input checked="" type="checkbox"/>	DIRECTOR OF ENGINEERING SERVICES
<input checked="" type="checkbox"/>	DIRECTOR OF FINANCIAL SERVICES
<input type="checkbox"/>	BYLAWS & INSPECTIONS MANAGER
<input type="checkbox"/>	CITY ASSESSOR
<input type="checkbox"/>	COMPUTER SERVICES MANAGER
<input type="checkbox"/>	ECONOMIC DEVELOPMENT MANAGER
<input checked="" type="checkbox"/>	E.L. & P. MANAGER
<input type="checkbox"/>	ENGINEERING DEPARTMENT MANAGER
<input checked="" type="checkbox"/>	FIRE CHIEF
<input type="checkbox"/>	PARKS MANAGER
<input type="checkbox"/>	PERSONNEL MANAGER
<input type="checkbox"/>	PUBLIC WORKS MANAGER
<input checked="" type="checkbox"/>	R.C.M.P. INSPECTOR
<input type="checkbox"/>	RECREATION & CULTURE MANAGER
<input type="checkbox"/>	SOCIAL PLANNING MANAGER
<input type="checkbox"/>	TRANSIT MANAGER
<input type="checkbox"/>	TREASURY SERVICES MANAGER
<input checked="" type="checkbox"/>	URBAN PLANNING SECTION MANAGER
<input type="checkbox"/>	


FROM:

CITY CLERK

RE: MORRISROE COMMUNITY ASSOCIATION _ TRAFFIC LIGHTS REQUEST
39 STREET AND 30 AVENUE

Please submit comments on the attached to this office by DEC. 2

 for the Council Agenda of Dec. 9/91


C. SEVCIK
City Clerk

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

November 22, 1991

Mr. Wayne Pander, Vice-President
Morrisroe Community Enhancement Association
#202, 4708 - 50 Avenue
Red Deer, ALberta
T4N 4A1

Dear Sir:

RE: TRAFFIC LIGHTS ON 30TH AVENUE

Thank you for your letter in regard to the above, and we would advise that this matter will be presented to Red Deer City Council at its meeting on December 9, 1991.

Please call this office on Friday prior to the said meeting to determine a suitable time, in the event you wish to be present.

Trust you will find this satisfactory.

Sincerely,

C. Sevcik
City Clerk

/ds

*a delight
to discover!*

DATE; November 27, 1991

TO: City Clerk

FROM: Fire Chief

RE: Morrisroe Community Association - Traffic Light Request

This department has no comments to offer regarding this request.

A handwritten signature in dark ink, appearing to read 'R. Oscroft', with a stylized flourish at the end.

R. Oscroft
FIRE CHIEF

DATE: November 25, 1991

TO: City Clerk

FROM: E. L. & P. Manager

RE: Morrisroe Community Association - Traffic Lights
Request - 39 Street and 30 Avenue

The Engineering Department is responsible for determining if traffic lights are to be recommended for installation. The E. L. & P. Department only installs the equipment when requested by the Engineering Department and I presume that the Engineering Department response to this request will include the installation cost.



A. Roth,
Manager

AR/jjd

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

December 11, 1991

Morrisroe Community Enhancement Association
#202, 4708 - 50 Avenue
RED DEER, Alberta
T4N 4A1

Attention: Mr. Wayne Pander
Vice-President

Dear Sir:

RE: REQUEST FOR TRAFFIC LIGHTS
AT THE INTERSECTION OF 30 AVENUE AND 39 STREET

Your letter dated November 21, 1991 pertaining to the above topic received consideration at the Council meeting of December 9, 1991 and at which meeting Council passed the following motion.

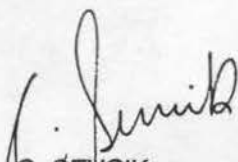
"RESOLVED that Council of The City of Red Deer hereby agrees that the request from the Morrisroe Community Enhancement Association for a set of traffic lights to be installed at the intersection of 39 Street and 30 Avenue be reviewed with other requests for signalization during the 1992 budget discussions with consideration to installing the requested signal in 1993."

For your further information, I am also enclosing herewith a copy of the administrative comments which appeared on the Council agenda (pages 136-139).

As noted in the above resolution, your request will be reviewed with other requests for signalization during the 1992 budget deliberations.

We wish to thank you for drawing this matter to Council's attention and trust you will find same satisfactory.

Sincerely,



C. SEVCIK
City Clerk

CS/jt

Att.

c.c. Director of Financial Services
Engineering Department Manager
E. L. & P. Manager

Inspector Beaton
Principal Planner

**RED DEER***a delight
to discover!*

NOTICES OF MOTION

NO. 1

DATE: December 4, 1991
TO: City Council
FROM: City Clerk

The following Notice of Motion was received from Alderman Campbell
December 4, 1991.

"C. SEVCIK"
City Clerk

NOTICE OF MOTION

WHEREAS; CITY COUNCIL ON THE ²²~~23~~ DAY OF JULY 1991 ^{Passed}~~Consented~~ DID PASS

^{BYLAW}
~~RESOLUTION~~ # 2439/6-91 CALLING FOR BACKFLOW PREVENTION

VALVES BE INSTALLED BY EVERY PROPERTY OWNER IN THE CITY OF RED DEER FOR THE PURPOSE OF KEEPING OUR WATER SUPPLY SAFE.

WHEREAS; THIS RESOLUTION, IN ITS PRESENT FORM, DOES NOT ADEQUATELY ATTEND TO THE FOLLOWING QUESTIONS REGARDING COSTS AND BENEFITS TO THE TAXPAYER OF THIS CITY. THEREFORE; RESIDENTS OF RED DEER DESERVE TO BE MADE AWARE OF THE CONSEQUENCES OF THE IMPLEMENTATION AND ONGOING MAINTENANCE COSTS OF ENACTING SUCH A RESOLUTION (BYLAW).

A) COSTS OF AND TIME PERMITTED FOR THE INSTALLATION OF BACKFLOW PREVENTERS FOR VARIOUS CITY SEGMENTS i.e. RESIDENTIAL, BUSINESS AND GOVERNMENT (MUNICIPAL, PROVINCIAL & FEDERAL)

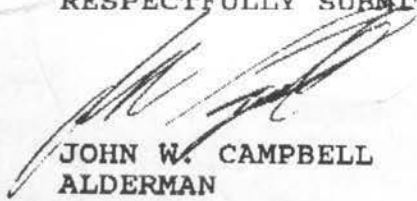
B) COSTS OF INSPECTION OF THE BACKFLOW VALVE AND WILL THESE COSTS TRANSLATE INTO MORE MUNICIPAL ADMINISTRATION WHICH INVARIABLY MEANS HIGHER TAXES

C) COSTS OF ENFORCEMENT. THIS BYLAW WILL NOT BE OR BE SEEN TO BE FAIR UNLESS A MECHANISM FOR BYLAW ENFORCEMENT AND PENALTIES FOR NONCOMPLIANCE EXIST AND ARE ADHERED TO.

D) ARE THERE MORE VIABLE AND COST EFFECTIVE METHODS TO

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED] SHOULD, IN HIS WISDOM, RECONSIDER THE BACKFLOW VALVE BYLAW, WITH THE VIEW TO AMMENDING THE SAME.

RESPECTFULLY SUBMITTED,


JOHN W. CAMPBELL
ALDERMAN

NOTICE OF MOTION

WHEREAS; CITY COUNCIL ON THE 22 DAY OF JULY 1991 PASSED BYLAW 2439/B-91 CALLING FOR BACKFLOW PREVENTION VALVES TO BE INSTALLED BY EVERY PROPERTY OWNER IN THE CITY OF RED DEER FOR THE PURPOSE OF KEEPING OUR WATER SUPPLY SAFE.

WHEREAS; THIS RESOLUTION, IN ITS PRESENT FORM, DOES NOT ADEQUATELY ATTEND TO THE FOLLOWING QUESTIONS REGARDING COSTS AND BENEFITS TO THE TAXPAYER OF THIS CITY. THEREFORE; RESIDENTS OF RED DEER DESERVE TO BE MADE AWARE OF THE CONSEQUENCES OF THE IMPLEMENTATION AND ONGOING MAINTENANCE COSTS OF ENACTING SUCH A RESOLUTION (BYLAW).

A) COSTS OF AND TIME PERMITTED FOR THE INSTALLATION OF BACKFLOW PREVENTERS FOR VARIOUS CITY SEGMENTS I.E. RESIDENTIAL, BUSINESS AND GOVERNMENT (MUNICIPAL, PROVINCIAL & FEDERAL)

B) COSTS OF INSPECTION OF THE BACKFLOW VALVE AND WILL THESE COSTS TRANSLATE INTO MORE MUNICIPAL ADMINISTRATION WHICH INVARIABLY MEANS HIGHER TAXES

C) COSTS OF ENFORCEMENT. THIS BYLAW WILL NOT BE OR BE SEEN TO BE FAIR UNLESS A MECHANISM FOR BYLAW ENFORCEMENT AND PENALTIES FOR NONCOMPLIANCE EXIST AND ARE ADHERED TO.

D) ARE THERE MORE VIABLE AND COST EFFECTIVE METHODS TO REMEDY COUNCIL CONCERNS?

THEREFORE; I SUBMIT - COUNCIL SHOULD, IN ITS WISDOM, RECONSIDER THE BACKFLOW VALVE BYLAW, WITH THE VIEW TO AMENDING THE SAME.

RESPECTFULLY SUBMITTED,

"JOHN W. CAMPBELL"
ALDERMAN

NOTICE OF MOTION

WHEREAS; CITY COUNCIL ON THE ^{22nd} ~~22nd~~ DAY OF JULY 1991 ^{Passed} ~~Did not pass~~ DID PASS

^{BYLAW} ~~RESOLUTION~~ # 2439/B-91 CALLING FOR BACKFLOW PREVENTION

VALVES BE INSTALLED BY EVERY PROPERTY OWNER IN THE CITY OF RED DEER FOR THE PURPOSE OF KEEPING OUR WATER SUPPLY SAFE.

WHEREAS; THIS RESOLUTION, IN ITS PRESENT FORM, DOES NOT ADEQUATELY ATTEND TO THE FOLLOWING QUESTIONS REGARDING COSTS AND BENEFITS TO THE TAXPAYER OF THIS CITY. THEREFORE; RESIDENTS OF RED DEER DESERVE TO BE MADE AWARE OF THE CONSEQUENCES OF THE IMPLEMENTATION AND ONGOING MAINTENANCE COSTS OF ENACTING SUCH A RESOLUTION (BYLAW).

A) COSTS OF AND TIME PERMITTED FOR THE INSTALLATION OF BACKFLOW PREVENTERS FOR VARIOUS CITY SEGMENTS i.e. RESIDENTIAL, BUSINESS AND GOVERNMENT (MUNICIPAL, PROVINCIAL & FEDERAL)

B) COSTS OF INSPECTION OF THE BACKFLOW VALVE AND WILL THESE COSTS TRANSLATE INTO MORE MUNICIPAL ADMINISTRATION WHICH INVARIABLY MEANS HIGHER TAXES

C) COSTS OF ENFORCEMENT. THIS BYLAW WILL NOT BE OR BE SEEN TO BE FAIR UNLESS A MECHANISM FOR BYLAW ENFORCEMENT AND PENALTIES FOR NONCOMPLIANCE EXIST AND ARE ADHERED TO.

D) ARE THERE MORE VIABLE AND COST EFFECTIVE METHODS TO REMEDY COUNCIL CONCERNS?

THEREFORE; I SUBMIT - COUNCIL SHOULD, IN ITS WISDOM, RECONSIDER THE BACKFLOW VALVE BYLAW, WITH THE VIEW TO AMMENDING THE SAME.

RESPECTFULLY SUBMITTED,


JOHN W. CAMPBELL
ALDERMAN

DATE: December 11, 1991
TO: City Council
FROM: City Clerk
RE: NOTICE OF MOTION - ALDERMAN CAMPBELL
BACKFLOW PREVENTION VALVES

At the Council meeting of December 9, 1991, the following motion was tabled pending receipt of information from the administration.

Moved by Alderman Campbell, seconded by Alderman Lawrence

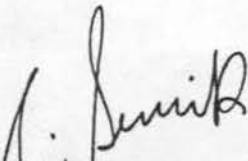
*WHEREAS: City Council on the 22 day of July 1991 passed Bylaw 2439/B-91 calling for backflow prevention valves to be installed by every property owner in the City of Red Deer for the purpose of keeping our water supply safe;

WHEREAS: This resolution, in its present form, does not adequately attend to the following questions regarding costs and benefits to the taxpayer of this City. Therefore; residents of Red Deer deserve to be made aware of the consequences of the implementation and ongoing maintenance costs of enacting such a resolution (bylaw);

- a) Costs of and time permitted for the installation of backflow preventers for various City segments, i.e. residential, business and government (municipal, provincial and federal);
- b) Costs of inspection of the backflow valve and will these costs translate into more municipal administration which invariably means higher taxes;
- c) Costs of enforcement. This bylaw will not be or be seen to be fair unless a mechanism for bylaw enforcement and penalties for noncompliance exist and are adhered to;
- d) Are there more viable and cost effective methods to remedy Council concerns;

THEREFORE, I submit - Council should, in its wisdom, reconsider the backflow valve bylaw, with the view to amending the same."

Following hereafter is the requested information from the administration


C. SEVCIK
City Clerk

CS/jt

BYLAW NO. 2672/W-91

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. 16/91 attached hereto and forming part of the Bylaw.
- 2 This Bylaw shall come into force upon the final passing hereof.

READ A FIRST TIME IN OPEN COUNCIL this day of A.D. 1991.

READ A SECOND TIME IN OPEN COUNCIL this day of A.D. 1992.

READ A THIRD TIME IN OPEN COUNCIL this day of A.D. 1992.

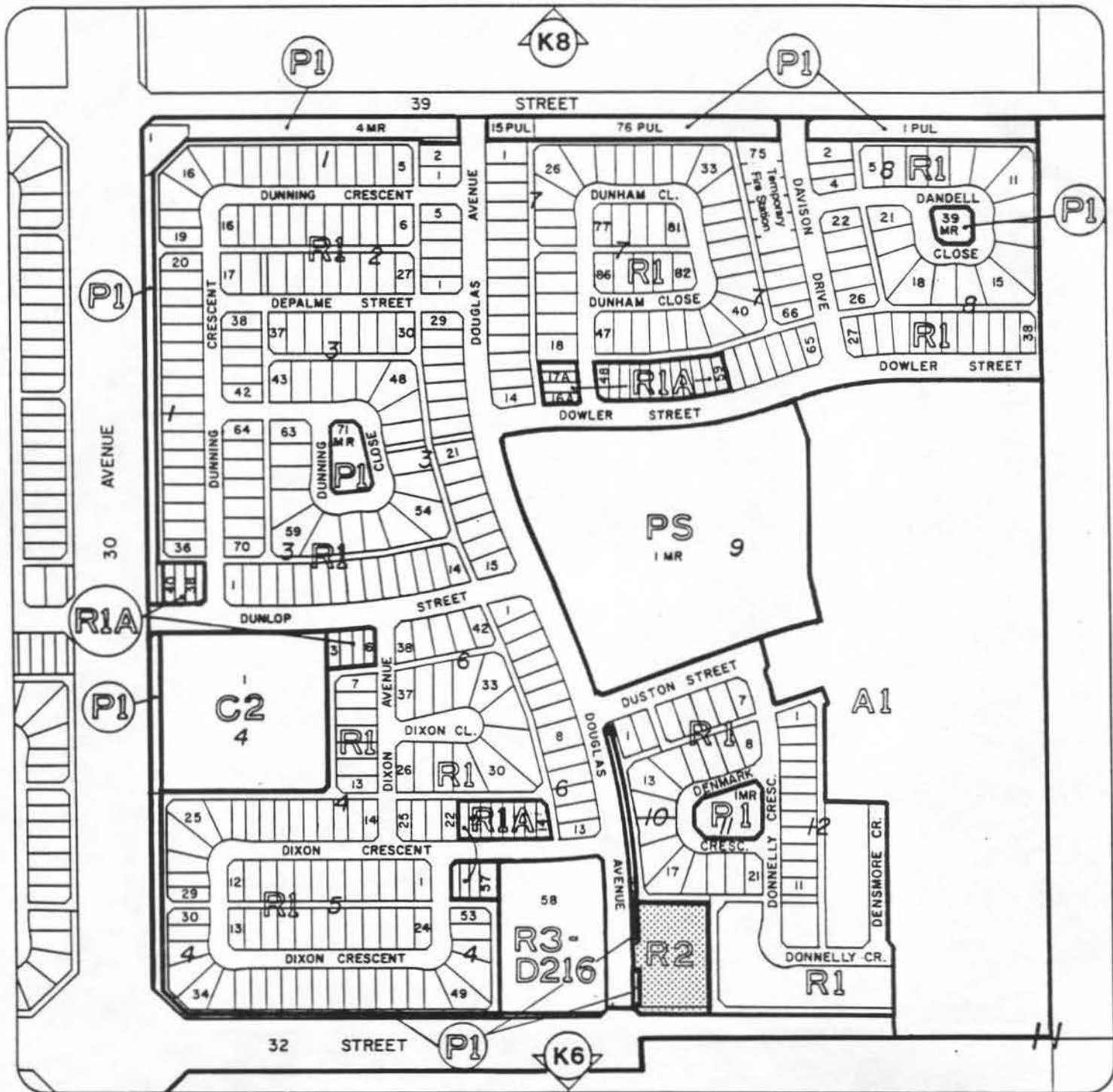
MAYOR

CITY CLERK

City of Red Deer --- Land Use Bylaw

Land Use Districts

K7



Revisions :

MAP NO. 16/91
(BYLAW No. 2672/W-91)

Change from R1 to R2 .

BYLAW NO. 3056/91

Being a Bylaw to provide for Municipal Elections and for an automated voting system in connection therewith in The City of Red Deer;

WHEREAS the Local Authorities Election Act, Chapter L-27.5, S.A. 1983, as amended (hereinafter referred to as the "Act") provides for the holding of local elections by municipalities; and

WHEREAS the Act further provides that the municipality may, by agreement, conduct an election in conjunction with an election for Trustees or representatives of a school district pursuant to the School Act, Chapter S-3.1, S.A. 1988, as amended; and

WHEREAS The City of Red Deer has entered into an agreement dated November 26, 1985 with the Red Deer School District No. 104 and the Red Deer Catholic Board of Education, to conduct all elections within the City of Red Deer and from time to time thereafter may enter into further agreements to conduct such elections; and

WHEREAS the Municipal Government Act, Chapter M-26, R.S.A. 1980, as amended, provides for the submission of bylaws and questions to the electors;

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

TITLE

- 1 This Bylaw may be called the "Automated Voting System Bylaw".

DEFINITIONS

- 2 Except as otherwise provided for in this bylaw, the terms used in the Act, where used or referred to in this bylaw, shall have the same meaning as defined or provided in the Act.
- 3 In this bylaw, the following terms shall have the following meanings:
 - (a) "Automated voting system" means an automated or electronic system designed to automatically count and record votes and process and store the election results;
 - (b) "Ballot" means the part of the ballot card on which is printed the office to be voted on, the names of the candidates, the bylaw name and number or the questions, if any, and containing the spaces in which the elector is to mark his vote;

- (c) "Ballot box" means a container, in a form approved by the Returning Officer, intended to contain the voted ballot cards;
- (d) "Ballot card" means a paper card, in a form approved by the Returning Officer, listing the ballots to be voted on in the election;
- (e) "City" means the municipal corporation of The City of Red Deer, in the Province of Alberta;
- (f) "Council" means the Council of the City elected pursuant to the Act;
- (g) "Counting centre" means an area designated by the Returning Officer in a controlled-access building and equipped for the counting of votes and the tabulation of election results;
- (h) "Institutions" means those institutions identified in Section 80 of the Act and designated by the Returning Officer as institutional voting stations;
- (i) "Marking device" means the pen or other instrument, approved by the Returning Officer, for use in marking ballots by the elector;
- (j) "Portable ballot box" means a cardboard container in the prescribed form, approved by the Returning Officer and intended for use in the collection of voted ballot cards in an institutional vote and advance vote;
- (k) "Secrecy sleeve" means an open ended envelope, in a form approved by the Returning Officer, intended to be used to cover the ballot card so as to conceal the markings made on the ballot card by the elector without covering the initials of the election official;
- (l) "Tally register tape" means the printed record generated by a vote tabulator showing the number of accepted ballots, the ballots read, and the results of the ballots read by that vote tabulator;
- (m) "Vote tabulator" means a unit of the automated voting system designed for use at the counting centre to receive ballots and automatically scan a specified area or areas on the ballot card and record the results.

RETURNING OFFICER

- 4 The City Clerk of the City is hereby appointed the Returning Officer for the City (hereinafter referred to as the "Returning Officer") for the purpose of conducting elections under the Act.

VOTING SUBDIVISIONS

- 5 The Returning Officer is authorized to divide the City into voting subdivisions and to amend the boundaries thereof, subject to the Act.

ADVANCE AND INSTITUTIONAL VOTING

- 6 The Returning Officer may direct that the voted ballot cards of advance vote electors and electors who vote at institutional voting stations are to be collected in portable ballot boxes.

AUTOMATED VOTING SYSTEM

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

BALLOTS

- 9 Following nomination day, the Returning Officer shall cause sufficient ballots and ballot cards to be printed.
- 10 The ballots on the ballot card shall be assembled in the following order and contain separate ballots for the following unless elected by acclamation:
- (a) candidates for the office of the Mayor;
 - (b) candidates for the office of Alderman;
 - (c) candidates for the office of Public School Trustee;
 - (d) candidates for the office of Separate School Trustee;
 - (e) candidates for the office of Hospital Board Member;
 - (f) questions;
 - (g) bylaws;
 - (h) any other offices as may be specified or required by the Act or any other applicable legislation.
- 11 Ballots for candidates may be in the general form prescribed by Schedule "A" attached hereto or as otherwise prescribed by the Returning Officer.

VOTING PROCEDURES

- 12 Each elector eligible to vote shall be given one ballot card that has been initialled by a deputy, and a secrecy sleeve.
- 13 Upon receiving the ballot card and secrecy sleeve, the elector shall forthwith proceed to the voting compartment to vote.

- 14 While the elector is in the voting compartment, he shall mark the ballots only with the marking device provided in the compartment, by completing the arrow pointing to his choice of candidate or, where there is more than one vacancy, the candidates of his choice. Where the ballot includes a bylaw or question, the elector shall mark his vote within the portion of the ballot containing the affirmative or negative, or containing the for or against, whichever way he decides to vote by completing the arrow pointing to his choice.
- 15 After the elector has finished marking the ballot card and has completed his voting, he shall:
- (a) forthwith insert the ballot card into the secrecy sleeve without showing the markings on the ballot card to anyone and without folding the ballot card; and
 - (b) forthwith leave the voting compartment and deliver the secrecy sleeve, containing the ballot card, to the deputy supervising the ballot box; and
 - (c) attend the placing of his ballot card into the ballot box.
- 16 The deputy supervising the ballot box shall insert the marked ballot card, contained in the secrecy sleeve, into the ballot box so that the ballot card is extracted from the secrecy sleeve without exposing the marks made on the ballot card by the elector.
- 17 The voting procedure prescribed herein shall, during an advance vote and an institutional vote, insofar as is practicable, apply and may be modified as may be necessary upon the direction of the Returning Officer.
- 18 Subject to Section 16 herein, each elector shall follow the voting procedures contained herein and as posted in the voting station, and upon the deposit of his ballot card into the ballot box, the elector shall thereafter forthwith leave the voting station.

POST VOTE PROCEDURE

- 19 (1) Immediately after the close of the voting station, the ballot box containing the used ballot cards shall be closed and sealed with the presiding deputy's seal so that it cannot be opened without breaking the seal and marked on the outside with the voting station name and number, and it shall be forthwith delivered unopened by the deputy supervising the ballot box and one other deputy designated by the presiding deputy, to the counting centre.
- (2) After the close of the voting station, the presiding deputy personally shall, as soon as is practicable, deliver to the Returning Officer the ballot account and in a sealed ballot box, the counted unused ballot cards, the spoiled ballot cards, together with the voting register and all statements.
- 20 (1) The portable ballot boxes used in the advance vote and institutional vote shall be closed and sealed upon the completion of voting in the vote in which they are used, and shall remain like that until opened for the counting of ballots at the close of the voting stations on election day.
- (2) The Returning Officer may direct that the sealed portable ballot boxes be delivered to the counting centre until they are opened for the counting of ballots, and may make any other direction he deems necessary for the storage and disposition of the portable ballot boxes.
- 21 The deputy supervising at the counting centre shall:
- (a) receive all sealed ballot boxes for the counting of votes and tabulation of results and shall enter, for each ballot box, the time of arrival and the voting station name and number in a check-in book and shall initial each entry;
- (b) immediately after the close of voting on election day, in the presence of at least one and any additional officers that the Returning Officer considers necessary and in the presence of the candidates or agents, if any, ensure that the portable ballot boxes referred to in section 20(1) are opened, and subject to section 22, cause the ballots to be counted by inserting the ballot cards *through* the vote tabulator;

- (c) upon receipt of the sealed ballot box referred to in Section 19(1), and in the presence of at least one and any additional officers that the Returning Officer considers necessary, and in the presence of the candidates or agents, if any, ensure that the ballot box is opened, and subject to section 22, cause the ballots to be counted by inserting the ballot cards through the vote tabulator;
- (d) upon completion of the ballot count for each individual ballot box, place the counted ballot cards into the ballot box, and close and seal the ballot box;
- (e) activate the vote tabulator to produce 1 copy of the tally register tape for each voting subdivision, or such other number as may be directed by the Returning Officer and as soon as is practicable, deliver to the Returning Officer the tally register tapes and the sealed ballot boxes containing the counted ballot cards;
- (f) not permit more than the candidate or his agent, or more than one agent of either side of a vote on any bylaw or question to be present at the same time in the counting centre during the counting of the ballots.

22

A ballot which is void shall not be counted. A ballot shall be considered void if:

- (a) the ballot card does not bear the initials of the deputy;
- (b) more votes are cast on the ballot than an elector is entitled to cast;
- (c) the ballot card has been torn, defaced or otherwise dealt with by an elector so that he can be identified;
- (d) no vote has been cast by an elector or the ballot has not been marked sufficiently for the vote tabulator to discern a vote;
- (e) a ballot has been marked outside of the space indicated on the ballot for the placing of a mark;
- (f) a ballot which has been rejected or returned by the vote tabulator or which cannot be read by the vote tabulator.

23

If the Returning Officer makes a recount, pursuant to Section 98 of the Act, the ballots shall be recounted by the automated voting system.

- 24 Upon the completion of the tabulation of the election results, the City Clerk shall retain the programs and the memory packs of the automated voting system as provided for in the Act for the keeping of ballots.

GENERAL

- 25 Bylaw 2902/86 is hereby repealed.
- 26 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. 19 .

READ A SECOND TIME IN OPEN COUNCIL this day of , A.D. 19 .

READ A THIRD TIME IN OPEN COUNCIL this day of , A.D. 19 .

MAYOR

CITY CLERK

DEMONSTRATION BALLOT

City of Red Deer
General Election October____, 19____

Deputy's Initial	<input type="checkbox"/>	←	→
Public School Supporter		←	→
Separate School Supporter		←	→

To Vote, completely fill in the arrow(s)
Pointing to your choice(s) like this



Use Only Special Marker Provided

For the Office of

MAYOR

Vote for One (1)
Candidate Only

BLACK, A.B. ← →

BLUE, C. ← →

BROWN, D. ← →

For the Office of

ALDERMAN

Vote for a Maximum of
Eight (8) Candidates

CREAM, E.F. ← →

GREEN, G. ← →

GREY, H.I. ← →

ORANGE, J.K. ← →

PURPLE, L. ← →

TAN, M. ← →

VIOLET, N.O. ← →

YELLOW, P. ← →

WHITE, Q.R. ← →

For the Office of

HOSPITAL
BOARD
MEMBER

Vote for a Maximum of
Five (5) Candidates

LIME, S. ← →

MAGENTA, T. ← →

MAROON, V. ← →

PINK, W.X. ← →

ROSE, Y. ← →

ROUGE, Z.A. ← →

SCARLET, B. ← →

TANGERINE, ← →

WINE, E. ← →

VOTE BOTH SIDES

For the Office of

**PUBLIC
SCHOOL
TRUSTEE**

Vote for a Maximum of
Seven (7) Candidates

LIME, S. ← ➡

MAGENTA, T. ← ➡

MAROON, V. ← ➡

PINK, W.X. ← ➡

ROSE, Y. ← ➡

ROUGE, Z.A. ← ➡

SCARLET, B. ← ➡

TANGERINE, ← ➡

WINE, E. ← ➡

For the Office of

**SEPARATE
SCHOOL
TRUSTEE**

Vote for a Maximum of
Five (5) Candidates

CREAM, E.F. ← ➡

GREEN, G. ← ➡

GREY, H.I. ← ➡

ORANGE, J.F. ← ➡

PURPLE, L. ← ➡

TAN, M. ← ➡

VIOLET, N.O. ← ➡

YELLOW, P. ← ➡

WHITE, Q.R. ← ➡

VOTE BOTH SIDES