

DATE: January 17, 1995
TO: All Departments
FROM: City Clerk
RE: PLEASE POST FOR THE INFORMATION OF EMPLOYEES

S U M M A R Y O F D E C I S I O N S

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FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL

HELD IN THE COUNCIL CHAMBERS, CITY HALL

MONDAY, JANUARY 16, 1995

COMMENCING AT 4:30 P.M.

+++++

- (1) Confirmation of the Minutes of the Regular Meeting of December 19, 1994 and the Minutes of the Special Meeting of January 10, 1995

DECISION - APPROVED AS TRANSCRIBED BOTH SETS OF MINUTES

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(2) **UNFINISHED BUSINESS**

- 1) City Clerk - Re: Save-On Foods Store, 67 Street and Taylor Drive/Proposed Access Modifications/Signage Request . . . 1

DECISION - AGREED TO GENERAL DIRECTIONAL SIGNAGE FOR COMMERCIAL AREAS

(3) **PUBLIC HEARINGS**

- 1) City Clerk - Re: Land Use Bylaw Amendment 2672/Z-94/Definition of Home Occupations/Floodproofing . . . 5

(4) **REPORTS**

- 1) Recreation, Parks & Culture Board - Re: Lions Campground
Operating Proposals - 1995 . . 6

**DECISION - AGREED TO CONTRACT WITH DENNIS AND WANDA
SCHNEIDER FOR THE 1995 SEASON**

- 2) Director of Corporate Services - Re: Federal Income Tax
Rebates for Investor Owned Utilities . . 10

**DECISION - AGREED TO SEND LETTERS TO PROVINCIAL AND
FEDERAL GOVERNMENTS EXPRESSING CONCERN**

- 3) Parks Manager - Re: Proposed Cemetery Operation
Changes - 1995 . . 14

**DECISION - AGREED THAT THE ADMINISTRATION PREPARE AN
AMENDMENT TO THE CEMETERY BYLAW**

- 4) Land & Economic Development Manager - Re: City Transfer
of Land to Red Deer Catholic Board of Education/Notre Dame
High School/Lancaster Meadows . . 18

DECISION - AGREED TO TRANSFER OF LAND

- 5) Social Planning Manager/Director of Community Services -
Re: Seniors and Social Housing . . 19

**DECISION - AGREED TO SUPPORT RECOMMENDATIONS OUTLINED
IN THE REPORT**

- 6) Director of Corporate Services - Re: Government Finance Officers Association/Canadian Award for Financial Reporting . . 38

DECISION - CONGRATULATED DOUG NORRIS AND GARY MULLIN ON AN EXCELLENT FINANCIAL REPORT

- 7) Land & Economic Development Manager - Re: the Civic Address Bylaw 3125/95 . . 43

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- 8) City Clerk (Returning Officer) - Re: 1995 Municipal Election/Municipal Election Bylaw 3124/95 . . 44

DECISION - APPROVED ADVANCE VOTING DATES FOR THE 1995 CITY OF RED DEER MUNICIPAL ELECTION AND PROVIDE FOR PHYSICAL INCAPACITATED VOTERS TO VOTE AT HOME DURING THE ADVANCED VOTING DATES

- 9) Director of Community Services - Re: Master Agreement/New Planning Agency/Parkland Community Planning Services . . 51

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(5) **CORRESPONDENCE**

- 1) Ken Arnold - Re: Refund of Downtown Electrical Underground Grid Charge . . 64

DECISION - AGREED TO REFUND KEN ARNOLD AND REVISED DOWNTOWN ELECTRICAL UNDERGROUND GRID CHARGES COUNCIL POLICY 603

- 2) Federation of Canadian Municipalities - Re: Submission of Resolutions for Consideration . . . 74

DECISION - AGREED TO SUBMIT RESOLUTION TO FCM TO ASK THE FEDERAL GOVERNMENT NOT TO EXTEND THE NATIONAL INFRASTRUCTURE PROGRAM

- 3) Reginald Dube - Re: Power Cords on the Sidewalks/Obstruction . . . 78

DECISION - DENIED REQUEST TO REQUIRE SNOW CLEARING FROM RESIDENTIAL SIDEWALKS AND PROHIBIT POWER CORDS ON CITY SIDEWALKS

(6) **PETITIONS AND DELEGATIONS**

(7) **NOTICES OF MOTION**

- 1) Treasury Services Manager - Re: Alderman Hull/Centralized Billing and Collection Service . . . 86

DECISION - TABLED TO NEXT COUNCIL MEETING AT WHICH ALDERMAN HULL IS PRESENT

- 2) City Clerk - Re: Campaign Contribution and Expense Disclosure Bylaw . . . 89

DECISION - RESOLUTION TO REQUIRE A CAMPAIGN CONTRIBUTION AND EXPENSE DISCLOSURE BYLAW WAS DEFEATED

(8) **WRITTEN ENQUIRIES**

(9) **BYLAWS**

- 1) 2672/Z-94 - Re: Land Use Bylaw Amendment/Definition of Home Occupations/Floodproofing - 2nd & 3rd readings . . . 5

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DECISION - BYLAW GIVEN 3 READINGS

3)	3125/95 - Re: the Civic Address Bylaw - 3 readings	.. 43
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DECISION - BYLAW GIVEN 3 READINGS

ADDITIONAL AGENDA

- 1) Towne Centre Association - Re: Board Appointments

**DECISION - AGREED TO APPOINT LORNA WATKINSON-ZIMMER TO
FILL UNEXPIRED TERM OF JACK ENGEL**

A G E N D A

FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL,

MONDAY, JANUARY 16, 1995,

COMMENCING AT 4:30 P.M.

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- 2) Director of Corporate Services - Re: Federal Income Tax Rebates for Investor Owned Utilities . . . 10
- 3) Parks Manager - Re: Proposed Cemetery Operation Changes - 1995 . . . 14

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2)	3124/95 - Re: Municipal Election Bylaw - 3 readings	..	44
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3)	3125/95 - Re: the Civic Address Bylaw - 3 readings	..	43
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Committee of the Whole:

- 1) Administrative Matter
- 2) Administrative Matter
- 3) Committee Appointment
- 4) Legal Opinion

UNFINISHED BUSINESSNO. 1

DATE: JANUARY 9, 1995

TO: CITY COUNCIL

FROM: CITY CLERK

RE: SAVE-ON FOODS STORE, 67 STREET AND TAYLOR DRIVE /
PROPOSED ACCESS MODIFICATIONS / SIGNAGE REQUEST

At the Council Meeting of December 5, 1994, consideration was given to correspondence from I.D. Group Inc. dated November 21, 1994 concerning the above topic. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from I.D. Group Inc. dated November 21, 1994, re: Request for Access Modifications Relative to Save-On Foods Store, 67th Street and Taylor Drive, hereby agrees that said request be denied and as submitted to Council December 5, 1994."

In addition to the above resolution, the following resolution was introduced regarding a signage request:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from I.D. Group Inc. dated November 21, 1994, re: Request for Signage Program/Save-On Foods, hereby agrees to said request subject to the signage being located on Graham Drive and generic in nature, identifying "Shopping Centre Access."

Prior to voting on the above resolution, same was tabled to the January 16, 1995 Council Meeting to allow the Administration an opportunity to consider the merits of a policy regarding the use of generic directional signs for commercial business areas.

Attached is the response from the Administration for Council's consideration.



Kelly Kloss
City Clerk

DATE: January 10, 1995
TO: City Clerk
FROM: Engineering Department Manager

RE: GENERIC DIRECTIONAL SIGNAGE FOR COMMERCIAL AREAS

As per the December 5, 1994 resolution of Council relative to the Save-On Foods request for directional signage, this policy has been drafted to assist in the location of motorist informational signs designed to enhance the most direct and common route to the commercial area in question. Use of these signs is intended for special site or area conditions only and is not intended for wide application throughout the City. These signs are generic in nature and will not specifically indicate the name of the commercial venture. The intention of the sign is to provide advance notice to the motorist where access to a site or area is not routine or what is normally anticipated by a motorist, and to minimize the amount of backtracking to access the business.

GENERAL WARRANT CRITERIA

In order to avoid proliferation of this type of sign and to define the most direct route, Commercial Area Access Signs will be considered if the site or area meets the following criteria:

1. Adjacent to arterial roadways which are identified in the City Transportation By-law and subject to cost sharing arrangements with the Province of Alberta. Direct property access must be limited or restricted from the adjacent arterial roadway. Indirect property access from the arterial to the street included in the site address may not be obvious. (For example, 67 A Street connects to a short portion of 68 Street before connecting to Taylor Drive.)
2. Signs will benefit an area and preferably more than one business.
3. Requested by the property owner or owners.
4. Owner or owners agree to pay for the manufacture and installation to City Specifications. Subsequent maintenance will be undertaken by the City.
5. If the entrance is missed, the motorist will have to travel in excess of 1 km in order to gain access to centre.

City Clerk
Page 2
January 10, 1995

6. The sign size, message, and location must comply to generally accepted Traffic Engineering Standards as included in Section 4 of the Alberta Urban Guide and Information Sign Manual. The signs will be white letters on green background and of a size necessary to accommodate the size of the sign message.

PLACEMENT

The generic directional signs will generally be located as follows:

1. Within the City boulevard area of an arterial roadway.
2. One sign per direction of travel.
3. As per the recommendations in the general category of informational signs as outlined in Section 4 of the Alberta Guide and Information Sign Manual.
4. Are not to restrict the visibility of any other traffic control device or be designed or located in such a manner so as to unduly distract the motorist.
5. Are not be located on centre medians, traffic islands, or mast arms.

SIGN MESSAGE

The actual sign message will be designed to suit the area and the nature of the request. Although the applicant will be part of the sign design and location, the final decision on both message and location will rest with the Engineering Department. Appeals to City Council may be considered.

CONTROL

The Engineering Department will be responsible for considering each request and will have the authority to approve or deny any request in accordance with the above noted criteria. The manufacture and installation of the approved sign or signs will be undertaken by the Public Works Department.

SUMMARY

Following the criteria listed above, 67 A Street, which is north of 67 Street between Taylor Drive and 59 Avenue, would qualify for additional guide or informational signing if desired by the existing property owners. There may be other locations within the City that may qualify for additional signage, but we believe the number of applications will be small.

City Clerk
Page 3
January 10, 1995

RECOMMENDATION

To alleviate motorist confusion about the most direct access route to a civic address and to avoid motorist frustration in having to backtrack to his destination after initially driving by, we would respectfully recommend that City Council adopt this information as official policy relative to the placement of generic directional signage for commercial areas. As we gain more experience with this type of request, we may have to revisit the policy from time to time to make amendments; but this will be a good basis to build upon.


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

KGH/emg

COMMENTS:

We concur with the recommendation of the Engineering Department Manager.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager



THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

January 17, 1995

I. D. Group Inc.
807 Centre 104
5241 Calgary Trail Southbound
Edmonton, Alberta
T6H 5G8

Att: Mark Huberman,
Transportation Manager

Dear Sir:

RE: SAVE-ON FOODS STORE, 67 STREET AND TAYLOR DRIVE / SIGNAGE

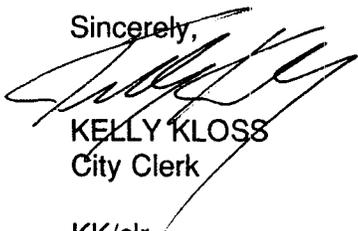
At The City of Red Deer's Council Meeting held January 16, 1995, consideration was given to generic directional signage for commercial areas. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Engineering Department Manager dated January 10, 1995, re: Generic Directional signage for Commercial Areas, hereby approves the general warrant criteria for commercial area access signs as outlined in the above noted report and as presented to Council January 16, 1995."

It would now be in order for you to contact The City of Red Deer's Engineering Department relative to the placement of appropriate signing directing traffic to the shopping area in which Save-On Foods is located.

If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,


KELLY KLOSS
City Clerk

KK/clr

cc: Engineering Department Manager



*a delight
to discover!*

DATE: JANUARY 17, 1995

TO: ENGINEERING DEPARTMENT MANAGER

FROM: CITY CLERK

RE: GENERIC DIRECTIONAL SIGNAGE FOR COMMERCIAL AREAS

At the Council Meeting of January 16, 1995, consideration was given to your report dated January 10, 1995 concerning the above. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from I.D. Group Inc. dated November 21, 1994, re: Request for Signage Program / Save-On Foods, hereby agrees to said request subject to the signage being located on Graham Drive and generic in nature, identifying "Shopping Centre Access."

The decision of Council in this instance is submitted for your information. Trusting you will find this satisfactory.



KELLY KLOSS
City Clerk

KK/clr

cc: Director of Development Services

PUBLIC HEARINGSNO. 1

DATE: January 9, 1995
TO: City Council
FROM: City Clerk
RE: LAND USE BYLAW AMENDMENT 2672/Z-94

A Public Hearing has been advertised in regard to the above noted Land Use Bylaw Amendment. The Public Hearing is scheduled to be held in the Council Chambers on Monday, January 16, 1994, commencing at 7:00 p.m. or as soon thereafter as Council may determine.

Land Use Bylaw Amendment 2672/Z-94 proposes to change the definition of "Home Occupations" to ensure that tenants as well as home owners may continue to apply for home occupation licenses. In addition, said Bylaw provides for amendments to allow the Development Officer more flexibility in approving minor additions to a building without requiring the floodproofing of the minor addition.

Following the Public Hearing, Council may choose to give the Bylaw amendment 2nd & 3rd readings.



Kelly Kloss
City Clerk

KK/ds

DATE: JANUARY 17, 1995
TO: RED DEER REGIONAL PLANNING COMMISSION
FROM: CITY CLERK
RE: LAND USE BYLAW 2672/Z-94

A Public Hearing was held at the Council Meeting of January 16, 1995 with regard to Land Use Bylaw Amendment 2672/Z-94. At this meeting, said bylaw was given second and third readings, a copy of which is attached hereto.

Land Use Bylaw Amendment 2672/Z-94 proposes to change the definition of "home occupations" to ensure that tenants, as well as home owners, may continue to apply for home occupation licenses. In addition, said bylaw provides for amendments to allow the Development Officer more flexibility in approving minor additions to buildings without requiring floodproofing of those minor additions.

I trust you will be forwarding to this office the amended Land Use Bylaw pages so we can circulate same.



KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: Director of Development Services
 Bylaws and Inspections Manager
 Council and Committee Secretary, S. Ladwig

6
R E P O R T S

NO. 1

FILE NO. R-41481

DATE: December 15, 1994

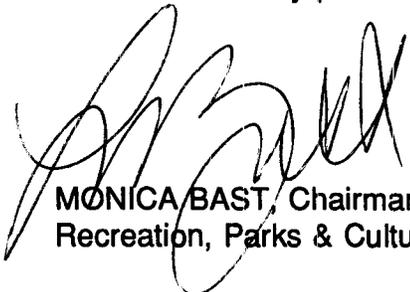
TO: KELLY KLOSS
City Clerk

FROM: MONICA BAST, Chairman
Recreation, Parks & Culture Board

RE: LIONS CAMPGROUND OPERATING PROPOSALS - 1995

Operating proposals for the operation of the Lions Campground were considered by the Recreation, Parks & Culture Board when we met on December 13, 1994, with 13 submissions. Attached to this memo is a report from the Recreation & Culture Facilities Superintendent and a recommendation from the Recreation & Culture Manager and, after discussing these bids, the board passed the following resolution:

"THAT the Recreation, Parks & Culture Board support the recommendation of the administration and recommend to City Council that a contract be entered into with Dennis and Wanda Schneider for the operation of the Lions Campground for the 1995 season, with a one-year renewal option subject to satisfactory performance."



MONICA BAST, Chairman
Recreation, Parks & Culture Board

LH:lb
Attach.

DATE: December 7, 1994
TO: RECREATION, PARKS & CULTURE BOARD
FROM: LOWELL R. HODGSON, Manager
Recreation & Culture Department
RE: LIONS CAMPGROUND OPERATING PROPOSALS 1995

Attached to this memo is a report to me from Harold Jeske on the proposals submitted for the contract to operate the Lions Campground for 1995, with a one-year extension option to include 1996. You will note that the five lowest bids are all within \$1,000; therefore, all five were interviewed by Mr. Jeske, with his recommendation being Dennis and Wanda Schneider. Since this is not the lowest bid submitted, this matter must be approved by City Council and, thus, is submitted to you first for your recommendation. Mr. Jeske will be in attendance at our meeting to answer any questions you might have.

RECOMMENDATION:

That the Recreation, Parks & Culture Board support the recommendation of the administration and recommend to City Council that a contract be entered into with Dennis and Wanda Schneider for the operation of the Lions Campground for the 1995 season, with a one-year renewal option subject to satisfactory performance.



LOWELL R. HODGSON, Manager
Recreation & Culture Department

:lb
Attach.

cc. Craig Curtis, Director of Community Services
Harold Jeske, Recreation & Culture Facilities Superintendent

FILE NO. R-42357

DATE: December 6, 1994

TO: Lowell Hodgson
Recreation & Culture Manager

FROM: Harold Jeske
Facilities Superintendent

SUBJECT: LIONS CAMPGROUND OPERATING PROPOSALS

Proposals for the operation of Lions Campground for the 1995 season closed on October 26, 1994. The number of proposals received was thirteen, which is down by three proposals received last year for the operation of this facility. Remuneration requested for operating the campground ranged from \$29,000 to \$45,500. Most of the proposals were in the \$29,000 - \$32,000 range. Following is a schedule of bidders and of their corresponding fees.

Lowell Peterman	\$29,000
Schneider, Dennis	\$29,250
Steve & Marj Dreher	\$29,700
Three Circles	\$29,900
Clampitt, Brian	\$30,000
Nusse, Randi	\$31,000
Kyps Trucking	\$32,000
Chapman, Ken & Joanne	\$32,000
Jim Stevens	\$32,000
Rancourt, Carol & Pednault	\$32,500
Kinsey, Glen	\$36,800
Ferris, John	\$38,180
John Holland	\$45,500

Again this year, only the five lowest bidders were interviewed. This appeared to be a logical grouping as the fees quoted ranged between \$29,000 and \$30,000. Our strategy was to find a satisfactory applicant within this grouping, but if this was not possible, we would interview the next grouping of five, which fees are between \$31,000 and \$32,500.

Dennis and Wanda Schneider are our first choice, and we would recommend that they be offered the opportunity to operate the Lions Campground in 1995. Both Gordon Schultz and I were impressed with this couple during their interview, and we feel they have the necessary skills to handle all aspects of the campground operation. In the first grouping, there were two other proposals that were very good, and we feel the individuals involved would also be capable of operating this facility. The two proposals in question were submitted by Steve and Marj Dreher and John Baxter (Three Circles Landscaping).

.../2

MEMO TO LOWELL HODGSON
FILE R-42357
December 5, 1994
Page 2

Reference checks on both Dennis and Wanda Schneider were very good. They are both well thought of in the community, as well as by their employers and peers. The people interviewed had no difficulty recommending them for this business opportunity, and they all felt that Dennis Schneider's former business experience would be a real asset to this operation. In addition to the personal reference checks, a Credit Bureau check was requested. These folks have a R-1 credit rating across the board, which, according to Janet Schrieber of Treasury, is a very good rating.

If you have any questions, or if more information is needed, please let me know.


Harold

/ns

cc. Gordon Schultz

COMMENTS:

We concur with the recommendation of the Recreation, Parks & Culture Board.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

DATE: JANUARY 17, 1995

TO: RECREATION, PARKS AND CULTURE BOARD

FROM: CITY CLERK

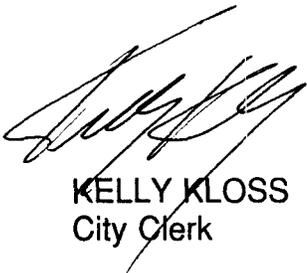
RE: LIONS CAMPGROUND OPERATING PROPOSALS - 1995

At the Council Meeting of January 16, 1995, consideration was given to your report dated December 15, 1994 concerning the above topic. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from the Recreation, Parks and Culture Board dated December 15, 1994, re: Lions Campground Operating Proposals - 1995, hereby agrees that a contract be entered into with Dennis and Wanda Schneider for the operation of the Lions Campground for the 1995 Season, with a one-year renewal option subject to satisfactory performance and an agreement satisfactory to the City Solicitor, and as presented to Council January 16, 1995."

The decision of Council in this instance is submitted for your information. By way of a copy of this memo I will be asking the Recreation, Parks and Culture Manager to advise successful bidders of Council's decision in this instance as well as to ensure the necessary agreements are prepared and signed.

Trusting you will find this satisfactory.



KELLY KLOSS
City Clerk

KK/clr

cc: Director of Community Services
 Recreation, Parks and Culture Manager
 Recreation and Culture Facilities Superintendent

NO. 2

DATE: January 9, 1995

TO: City Clerk

FROM: Director of Corporate Services

RE: FEDERAL INCOME TAX REBATES FOR INVESTOR OWNED UTILITIES

Attached is correspondence from Northwestern Utilities Limited asking the City to consider expressing its concern to the Federal government regarding the possible elimination of the rebate of income taxes paid by Northwestern Utilities and TransAlta Utilities.

Until 1990 both the Federal and Provincial governments rebated or did not levy income taxes on investor owned utilities. These utilities included TransAlta Utilities and Northwestern Utilities.

The Federal Government created the rebate in 1947 to place investor owned utilities, which pay income taxes, on a more equal footing with government owned utilities, which are tax exempt. The rebate is paid to the utility companies which pass it on to consumers.

Ottawa rebates \$238 million per year of which \$173 million goes to Alberta utilities. The remaining \$65 million is spread amongst small utilities in Nova Scotia, Prince Edward Island, the Northwest Territories and the Yukon. The other provinces have publicly owned utilities that do not pay income taxes.

The Federal government has taken the following past actions:

- in 1990 rebates were frozen at 1989-90 levels
- in 1991 the freeze was extended to 1995-96
- in 1992 the rebates were reduced to 85.5% of the taxes collected.

If the Federal government deleted the rebates, it would increase the burden for Alberta residents by \$173 million and increase electricity rates to Red Deer consumers by 4.5%. In the year ending March 31, 1995 it is projected the City will have rebated \$1.6 million to its power customers on the City utility bills. Billings to Red Deer customers of Northwestern Utilities Limited would increase by 3.4% if the rebate was cancelled.

Until 1990 the Province of Alberta rebated the Provincial income tax on investor owned utilities to the utility customers. In 1990 the Province discontinued the rebate.

The Province of Alberta's justification for the cancellation of the rebate is that provinces collect revenue from utilities by different methods. In Alberta most of the revenue is collected by provincial income taxes on investor owned utilities. Other provinces collect most of their revenues from publicly owned utilities by mechanisms such as water rentals or sales taxes.

City Clerk
 January 9, 1995
 Page 2
 Federal Income Tax Rebates for Investor Owned Utilities

If the Province was to rebate the income taxes it collects, then the amount involved is about \$100 million. Power customers of The City of Red Deer and natural gas customers of Northwestern Utilities Limited would receive a rebate of approximately 2.6% of the utility charge.

If the Province of Alberta levies income taxes on investor owned utilities (no matter what the justification) and then takes a position the Federal government should rebate federal income taxes, it is difficult to justify its position politically.

If the Federal income taxes are not rebated, the competitive position of Alberta relative to other provinces would be diminished because businesses would incur a cost that is not existing in most other provinces.

Recommendations

- A letter similar to that drafted by Northwestern Utilities Limited be sent to the Federal government expressing opposition to the recommendation to eliminate the rebate of income taxes on investor owned utilities.
- A letter be sent to the Province of Alberta expressing concern the collection of income taxes on investor owned utilities by the Province could allow the Federal government to justify the elimination of federal income tax rebates. If this occurred, the competitive position of Alberta would be reduced because of the imposition of additional costs. The Province should reinstitute its program of income tax rebates to avoid the loss of \$173 million in federal income tax rebates by the residents and businesses located in the Province of Alberta.



A. Wilcock, B. Comm., C.A.
 Director of Corporate Services

Att.

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COMMENTS:

We concur fully with the recommendations of the Director of Corporate Services and recommend that Council forward letters as outlined.

"G. SURKAN"
 Mayor
 "M.C. DAY"
 City Manager



NORTHWESTERN UTILITIES LIMITED
An **ATCO** Company

10035 - 105 STREET NW, EDMONTON, ALBERTA T5J 2V6 • TELEPHONE (403) 420-7211 • FAX (403) 420-7400

City of Red Deer
Mr. Alan Wilcock Director of Finance
Box 5008
Red Deer AB
T4N 5K7

December 20, 1994

Dear Mr. Wilcock:

The Finance Committee of the Federal Government has just put forth a recommendation to eliminate the Public Utilities Income Tax Transfer Act. If this recommendation is carried out by the federal government it will increase your costs for both natural gas and electricity.

Crown-owned utilities such as Quebec Hydro, Ontario Hydro, B.C. Hydro, Manitoba Hydro and SaskEnergy do not pay income taxes while investor-owned utilities, as we have in Alberta, are required to pay income taxes. To put the customers of both government-owned and investor-owned utilities on the same footing, the Public Utilities Income Tax Transfer Act (PUITTA) was established many years ago. Under this Act, investor-owned utilities pay federal income taxes but 85.5% of these taxes are returned by Ottawa to the Province which then refunds this money directly to Alberta utility customers as a credit on their gas and electric bills.

The federal government is now considering the elimination of PUITTA. This means that federal income taxes paid by Alberta utilities will no longer be returned to utility customers. As a natural gas and electric consumer in Alberta, you would be subject to a federal tax not levied in the rest of Canada.

Northwestern is concerned about the impact this may have on your business and has drafted a letter which we would like you to consider personalizing and sending to both the Minister of Finance and the Minister of Natural Resources.

Since this recommendation would have a significant impact on your utility bill we believe this issue should be addressed by the most senior officials in your organization. If your company considers that this is an important issue please have a letter prepared on your company letterhead and either mail or fax it to each of the Ministers expressing your concern about this discriminatory recommendation. The attached draft letter contains some references which you may wish to include in your letter.

We would appreciate receiving a copy of any correspondence you send to the government. Our fax number is 403-420-4199.

Yours truly,

NORTHWESTERN UTILITIES LIMITED

R. Armstrong
Vice President, Marketing

December 15, 1994

Hon. Paul Martin P.C.
Minister of Finance
Minister's Office
Centre Block, Room 515S
Ottawa, Ontario
K1A 0A6

Hon. Anne McLellan P.C.
Minister of Natural Resources
Minister's Office
West Block, Room 323
Ottawa, Ontario
K1A 0A6

Dear

Re: Public Utilities Income Tax Transfer Act (PUITTA)

I am writing you on behalf of (Name of Company) to express my opposition to the recommendation of the Commons Finance Committee to eliminate the Public Utilities Income Tax Transfer Act (PUITTA).

As you are aware, PUITTA was originally put in place to address the income tax inequity between investor and publicly owned utilities. Investor owned utilities pay income tax while publicly owned utilities do not. This tax inequity has not disappeared. In 1990 the federal government capped the federal rebate level for five years at the 1989/90 levels. In 1992, the federal government reduced the rebate of federal taxes by 10% to 85.5% of taxes paid. Now your government is considering the complete elimination of PUITTA.

For the 1993/94 fiscal year the federal government returned to all provinces approximately \$238 million of federal income taxes paid by investor owned utilities of which \$173 million, or 72% of the total, was returned to Alberta and ultimately directly to the customers of Alberta's electric and gas utilities.

Although changes to PUITTA affect utility customers across Canada, utility customer in Alberta would be especially hard hit by the recommendation of the finance committee because the majority of Alberta's electric and gas utilities are investor owned while electric utilities in the provinces of Quebec, Ontario, British Columbia, Manitoba and Saskatchewan are government owned and therefore do not pay federal income taxes.

In my view, the recommendation to eliminate PUITTA is a discriminatory action to tax Canadians, based on where they live and the structure of their utilities, rather than on the traditional basis of treating all Canadian fairly regardless of their province of residence.

The elimination of PUITTA will increase both natural gas and electric rates for my company. This will translate directly into increased costs, a less competitive position, slower growth, and result in my company employing fewer people.

I strongly urge you to retain PUITTA so that Alberta companies, simply because of the ownership structure of their utilities, are not put at a competitive disadvantage compared to the rest of Canada.

Yours truly,

Company Name and Title

DATE: JANUARY 17, 1995
TO: DIRECTOR OF CORPORATE SERVICES
FROM: CITY CLERK
RE: FEDERAL INCOME TAX REBATES FOR INVESTOR OWNED UTILITIES

At the Council Meeting of January 16, 1995 consideration was given to your report dated January 9, 1995 concerning the above topic. At this meeting the following resolutions were passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Corporate Services dated January 9, 1995, re: Federal Income Tax Rebates for Investor Owned Utilities, hereby agrees as follows:

1. That a letter be sent to the Federal Government expressing opposition to the recommendation to eliminate the rebate of income taxes on investor owned utilities; and
2. That a letter be sent to the Province of Alberta expressing concern that the collection of income taxes on investor owned utilities by the Province could allow the Federal Government to justify the elimination of federal income tax rebates. If this occurred the competitive position of Alberta would be reduced because of the imposition of additional costs. The Province should reinstate its program of income tax rebates to avoid the loss of \$173 million in federal income tax rebates by the residents and businesses located in the Province of Alberta; and
3. That The City seek the support of the M.L.A.'s and the M.P. with respect to this issue,

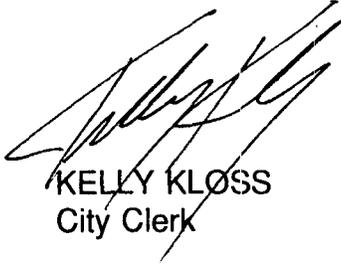
and as presented to Council January 16, 1995."

"RESOLVED that Council of The City of Red Deer hereby agrees that a proposed resolution be drafted for consideration of Council seeking the support of the Federation of Canadian Municipalities to prevent the taxing of privately owned utilities relative to the federal income tax rebates for investor owned utilities."

Director of Corporate Services
January 17, 1995
Page 2

In accordance with the above resolution, this office will be drafting the appropriate letters for the Mayor's signature as well as drafting a proposed FCM resolution for consideration at the January 30, 1995 Council Meeting.

Trusting you will find this satisfactory.

A handwritten signature in black ink, appearing to read 'Kelly Kloss', is written over the typed name and title.

KELLY KLOSS
City Clerk

KK/clr



January 23, 1995

The Honourable Pat Black
Minister of Alberta Energy
408 Legislature Building
Edmonton, Alberta
T5K 2B6

Dear Minister Black:

RE: FEDERAL INCOME TAX REBATES FOR INVESTOR OWNED UTILITIES

The City of Red Deer purchases its total electricity requirements from TransAlta Utilities Corporation. As we are being supplied by an investor-owned utility, we are extremely concerned about any recommendation of the Commons Finance Committee to eliminate the Public Utilities Income Tax Transfer Act (PUITTA).

As you are aware, PUITTA was originally put in place to address the income tax inequity between investor and publicly owned utilities. Investor-owned utilities pay income tax while publicly owned utilities do not. This tax inequity has not disappeared. In 1990 the Federal Government capped the federal rebate level for five years at the 1989/90 levels. In 1992, the Federal Government reduced the rebate of federal taxes by 10% to 85.5% of taxes paid. Now the Federal Government is considering the complete elimination of PUITTA.

The total elimination of PUITTA would have a severely negative impact on Red Deer and other Alberta communities supplied by investor-owned utilities. The cost of purchasing electricity from the supplier utility would increase by 7.5% (in 1995/96), which we would have to pass on to our end consumers. Such a cost increase would place our customers at an unfair disadvantage as we try to compete with those in other parts of Canada who are served by Crown-owned utility companies.

We believe that the fundamental principle behind PUITTA, that all utility customers should be treated fairly and equally--no matter where in Canada they are located, or whether they are served by investor-owned or Crown-owned companies--should be reaffirmed by the Federal Government.

... / 2

THE CITY OF RED DEER

Box 5008, Red Deer, Alberta, Canada T4N 3T4 Telephone: (403) 342-8155 Fax: (403) 346-6195

The Honourable Pat Black
January 23, 1995
Page 2

We are strongly urging the Federal Government to maintain the regional fairness and equality which is currently provided through the principles of the existing PUITTA arrangements. This may require some new mechanism to be jointly developed between the Federal Government and all Canadian utilities which will preserve the principles of the existing PUITTA as well as equitably generate, from all Canadian customers, any additional revenue required by the Federal Government.

Until 1990, the Province of Alberta rebated the provincial income tax on investor-owned utilities to the utility customers. In 1990, the Province discontinued the rebate. The City of Red Deer is concerned that as long as the Province collects income taxes on investor-owned utilities, the Federal Government can justify similar action.

The Province of Alberta's justification for the cancellation of the rebate is that provinces collect revenue from utilities via different methods. In Alberta, most of the revenue is collected through provincial income taxes on investor-owned utilities. Other provinces collect most of the revenues from publicly owned utilities by mechanisms such as water rentals or sales taxes.

I am, by way of the letter, requesting that your Government reconsider its position and agree to rebate the approximate \$100 million currently collected in income taxes from investor-owned utilities. I acknowledge that this may require some consideration of alternate mechanisms for revenue generation that would equitably distribute costs across all Albertans.

Unless Alberta is willing to take such action, we believe it will be very difficult to avoid the further loss of \$175 million in Federal income tax rebates, and a serious reduction in Alberta's competitiveness.

Sincerely,


GAIL SURKAN
Mayor

- c. The Honourable Ralph Klein, Premier
The Honourable Stockwell Day, M.L.A. Red Deer North
Mr. Victor Doerksen, M.L.A. Red Deer South
Mr. Bob Mills, M.P.
A. Wilcock, Director of Corporate Services, The City of Red Deer
C. Curtis, Director of Development Services, The City of Red Deer
A. Roth, E. L. & P. Manager, The City of Red Deer
City Clerk



January 19, 1995

The Honourable Anne McLellan, P.C.
Minister of Natural Resources
Minister's Office
West Block, Room 323
Ottawa, Ontario
K1A 0A6

Dear Minister McLellan:

RE: PUBLIC UTILITIES INCOME TAX TRANSFER ACT (PUITTA)

The City of Red Deer purchases its total electricity requirements from TransAlta Utilities Corporation, which is an investor owned electric utility company. As we are being supplied by an investor owned utility, we are extremely concerned about any recommendation of the Commons Finance Committee to eliminate the Public Utilities Income Tax Transfer Act (PUITTA).

As you are aware, PUITTA was originally put in place to address the income tax inequity between investor and publicly owned utilities. Investor owned utilities pay income tax while publicly owned utilities do not. This tax inequity has not disappeared. In 1990 the Federal Government capped the federal rebate level for five years at the 1989/90 levels. In 1992, the Federal Government reduced the rebate of federal taxes by 10% to 85.5% of taxes paid. Now your Government is considering the complete elimination of PUITTA.

The total elimination of PUITTA would have a severely negative impact on Red Deer's residents, businesses and industries. The cost of purchasing electricity from the supplier utility would increase by 7.5% (in 1995/96), which we would have to pass on to our end consumers. Such a cost increase would place our customers and our City at an unfair disadvantage as we try to compete with those in other parts of Canada who are served by Crown owned utility companies.

We believe that the fundamental principle behind PUITTA, that all utility customers should be treated fairly and equally, no matter where in Canada they are located, or whether they are served by investor owned or Crown owned companies, should be reaffirmed by the Federal Government.

... / 2

THE CITY OF RED DEER

Box 5008, Red Deer, Alberta, Canada T4N 3T4 Telephone: (403) 342-8155 Fax: (403) 346-6195

The Honourable Anne McLellan, P.C.
January 19, 1995
Page 2

We feel strongly that the regional fairness and equity which is currently provided through the principles of the existing PUITTA arrangements must be maintained. This may require some new mechanism to be jointly developed between the Federal Government and all Canadian utilities which will preserve the principles of the existing PUITTA as well as equitably generate, from all Canadian customers, the additional revenue for the Federal Government which could be equivalent to the existing PUITTA transfers.

I am, by way of this letter, requesting that your Government not make any precipitous change in the PUITTA framework without acknowledging and providing alternate mechanisms to deal with the potential inequities such a change could create.

Sincerely,


GAIL SURKAN
Mayor

- c. Mr. Bob Mills, M.P.
The Honourable Stockwell Day, M.L.A. Red Deer North
Mr. Victor Doerksen, M.L.A. Red Deer South
A. Wilcock, Director of Corporate Services, The City of Red Deer
A. Roth, E. L. & P. Manager, The City of Red Deer
K. Kloss, City Clerk, The City of Red Deer



January 19, 1995

The Honourable Paul Martin, P.C.
Minister of Finance
Minister's Office
Centre Block, Room 515S
Ottawa, Ontario
K1A 0A6

Dear Minister Martin:

RE: PUBLIC UTILITIES INCOME TAX TRANSFER ACT (PUITTA)

The City of Red Deer purchases its total electricity requirements from TransAlta Utilities Corporation, which is an investor owned electric utility company. As we are being supplied by an investor owned utility, we are extremely concerned about any recommendation of the Commons Finance Committee to eliminate the Public Utilities Income Tax Transfer Act (PUITTA).

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The total elimination of PUITTA would have a severely negative impact on Red Deer's residents, businesses and industries. The cost of purchasing electricity from the supplier utility would increase by 7.5% (in 1995/96), which we would have to pass on to our end consumers. Such a cost increase would place our customers and our City at an unfair disadvantage as we try to compete with those in other parts of Canada who are served by Crown owned utility companies.

We believe that the fundamental principle behind PUITTA, that all utility customers should be treated fairly and equally, no matter where in Canada they are located, or whether they are served by investor owned or Crown owned companies, should be reaffirmed by the Federal Government.

... / 2

THE CITY OF RED DEER

Box 5008, Red Deer, Alberta, Canada T4N 3T4 Telephone: (403) 342-8155 Fax: (403) 346-6195

The Honourable Paul Martin, P.C.
January 19, 1995
Page 2

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I am, by way of this letter, requesting that your Government not make any precipitous change in the PUITTA framework without acknowledging and providing alternate mechanisms to deal with the potential inequities such a change could create.

Sincerely,



GAIL SURKAN
Mayor

- c. Mr. Bob Mills, M.P.
The Honourable Stockwell Day, M.L.A. Red Deer North
Mr. Victor Doerksen, M.L.A. Red Deer South
A. Wilcock, Director of Corporate Services, The City of Red Deer
A. Roth, E. L. & P. Manager, The City of Red Deer
K. Kloss, City Clerk, The City of Red Deer



THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

January 24, 1995

The Honourable Stockwell Day
 #200, 4814 Ross Street
 Red Deer, Alberta
 T4N 1X4

Dear Stockwell:

RE: FEDERAL INCOME TAX REBATES FOR INVESTOR OWNED UTILITIES

At The City of Red Deer Council Meeting held January 16, 1995, consideration was given to the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Corporate Services dated January 9, 1995, re: Federal Income Tax Rebates for Investor Owned Utilities, hereby agrees as follows:

1. That a letter be sent to the Federal Government expressing opposition to the recommendation to eliminate the rebate of income taxes on investor owned utilities; and
2. That a letter be sent to the Province of Alberta expressing concern that the collection of income taxes on investor owned utilities by the Province could allow the Federal Government to justify the elimination of federal income tax rebates. If this occurred the competitive position of Alberta would be reduced because of the imposition of additional costs. The Province should reinstate its program of income tax rebates to avoid the loss of \$173 million in federal income tax rebates by the residents and businesses located in the Province of Alberta; and
3. That The City seek the support of the M.L.A.'s and the M.P. with respect to this issue,

and as presented to Council January 16, 1995."

... / 2



*a delight
to discover!*

The Honourable Stockwell Day
January 24, 1995
Page 2

Attached hereto is your copy of the letters sent by Mayor Surkan to the Federal and Provincial Governments and the reports that appeared on the Council agenda of January 16, 1995 concerning the above topic. As outlined in the above resolution, Council is seeking your support in having the program of income tax rebates reinstated to avoid the loss of \$173 million in federal income tax rebates by the residents and businesses located in the Province of Alberta.

Thank you for your attention to this matter. If you have any questions or require additional information, please do not hesitate to call.

Sincerely,

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

KELLY KLOSS
City Clerk

KK/cir
attchs.

cc: Director of Corporate Services
E. L. & P. Manager



THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

January 24, 1995

Mr. Victor Doerksen
503, 4901 - 48 Street
Red Deer, Alberta
T4N 6M4

Dear Victor:

RE: FEDERAL INCOME TAX REBATES FOR INVESTOR OWNED UTILITIES

At The City of Red Deer Council Meeting held January 16, 1995, consideration was given to the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Corporate Services dated January 9, 1995, re: Federal Income Tax Rebates for Investor Owned Utilities, hereby agrees as follows:

1. That a letter be sent to the Federal Government expressing opposition to the recommendation to eliminate the rebate of income taxes on investor owned utilities; and
2. That a letter be sent to the Province of Alberta expressing concern that the collection of income taxes on investor owned utilities by the Province could allow the Federal Government to justify the elimination of federal income tax rebates. If this occurred the competitive position of Alberta would be reduced because of the imposition of additional costs. The Province should reinstate its program of income tax rebates to avoid the loss of \$173 million in federal income tax rebates by the residents and businesses located in the Province of Alberta; and
3. That The City seek the support of the M.L.A.'s and the M.P. with respect to this issue,

and as presented to Council January 16, 1995."

... / 2



*a delight
to discover!*

Mr. Victor Doerksen
January 24, 1995
Page 2

Attached hereto is your copy of the letters sent by Mayor Surkan to the Federal and Provincial Governments and the reports that appeared on the Council agenda of January 16, 1995 concerning the above topic. As outlined in the above resolution, Council is seeking your support in having the program of income tax rebates reinstated to avoid the loss of \$173 million in federal income tax rebates by the residents and businesses located in the Province of Alberta.

Thank you for your attention to this matter. If you have any questions or require additional information, please do not hesitate to call.

Sincerely,

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

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: Director of Corporate Services
E. L. & P. Manager



THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department: (403) 342-8132

January 24, 1995

Mr. Bob Mills, M.P.
4785 - 49 Street
Red Deer, Alberta
T4N 1T6

Dear Mr. Mills:

RE: FEDERAL INCOME TAX REBATES FOR INVESTOR OWNED UTILITIES

At the Council Meeting of January 16, 1995, consideration was given to the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Corporate Services dated January 9, 1995, re: Federal Income Tax Rebates for Investor Owned Utilities, hereby agrees as follows:

1. That a letter be sent to the Federal Government expressing opposition to the recommendation to eliminate the rebate of income taxes on investor owned utilities; and
2. That a letter be sent to the Province of Alberta expressing concern that the collection of income taxes on investor owned utilities by the Province could allow the Federal Government to justify the elimination of federal income tax rebates. If this occurred the competitive position of Alberta would be reduced because of the imposition of additional costs. The Province should reinstate its program of income tax rebates to avoid the loss of \$173 million in federal income tax rebates by the residents and businesses located in the Province of Alberta; and
3. That The City seek the support of the M.L.A.'s and the M.P. with respect to this issue,

and as presented to Council January 16, 1995."

... / 2



*a delight
to discover!*

Mr. Bob Mills, M.P.
January 24, 1995
Page 2

Attached hereto are your copies of the letters sent to the Federal and Provincial Governments and the reports that appeared on the Council agenda of January 16, 1995 concerning the above topic. City Council requests your support in ensuring that the Federal Government does not eliminate the rebate of income taxes on investor owned utilities which would place our customers and our City at an unfair disadvantage as we try to compete with those other parts of Canada who are served by Crown owned utility companies.

Thank you for your assistance. If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,

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

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: Director of Corporate Services
E. L. & P. Manager

COPIED TO: BOB MILLS, M.P., THE HON S. DAY, M.L.A.; V. DEERKSEN, M.L.A.;
A. WILCOCK, A. ROY, K. KLOSS

(MAR 11 1995)

Minister of Finance



Ministre des Finances

Ottawa, Canada K1A 0G5

FEB 21 1995

Her Worship Gail Surkan
Mayor
The City of Red Deer
P.O. Box 5008
Red Deer, Alberta
T4N 3T4

Dear Mayor Surkan:

Your taking the time to write to me regarding the Public Utilities Income Tax Transfer Act (PUITTA) is appreciated. Regrettably, my reply has been delayed due to a heavy volume of pre-budget mail.

At this time, I am not in a position to say whether any changes will be made to PUITTA. It is important that this program be examined as part of the review of all federal programs in preparation for the 1995 budget.

Please be assured that the views concerned Canadians have expressed have been weighed very carefully in preparing the upcoming budget. I am well aware of the role played by PUITTA.

Again, thank you for taking the time to write.

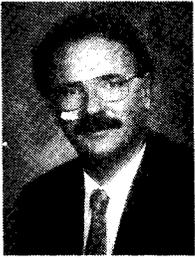
Sincerely,

A handwritten signature in black ink, appearing to read 'Paul Martin'.

The Honourable Paul Martin, P.C., M.P.

Canada

RECEIVED
CITY OF RED DEER
MAR 11 1995



Bob Mills, MP
(Red Deer)

739 Confederation Bldg.
Wellington St.
Ottawa, Ontario K1A 0A6
(613) 995-0590
Fax: (613) 995-6831

Red Deer
4785-49th St.
Red Deer, Alberta T4N 1T6
(403) 347-7426
Fax: (403) 347-7423
1-800-667-0523

February 21, 1995

*Kelly Kloss-City Clerk
The City of Red Deer
P.O. Box 5008
Red Deer, AB
T4N 3T4*

Dear Kelly,

Thank you for your letter and enclosure dated January 24, 1995, in which you outlined the concerns Council has towards the proposed amendments to the Public Utilities Income Tax Transfer Act (PUITTA). I share Council's concerns towards these proposed changes because they would have an unfair impact on private utilities and their customers.

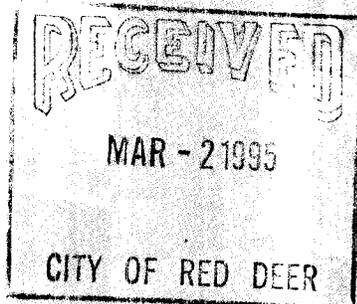
I have already notified the Hon. Anne McLellan, Minister of Natural Resources and the Hon. Paul Martin, Minister of Finance of my displeasure of these proposed changes to the PUITTA. I have also enclosed a letter signed by the Reform Party MP's from Alberta. This letter was sent to Ms. McLellan in hopes of convincing her that changes to the PUITTA would be very unfair to Albertans. The elimination of the PUITTA, would cause Albertans to be treated like second class citizens.

Again, thank you for your letter and as soon as I receive more information on this subject, I will forward it on to you. If you have any further comments or questions, please do not hesitate in contacting my office.

Yours truly,

*Bob Mills, M.P.
Red Deer*

enclosure





FEB 8 1995

Dear Ms. McLellan

We are writing to express our concern that the upcoming federal budget may seek to increase federal tax revenue by eliminating the income tax "rebate" for privately-owned electric and gas utilities and their customers. This tax hike was recommended by the majority report of the Standing Committee on Finance last fall.

Please intervene in support of the Public Utilities Income Tax Transfer Act (PUITTA) rebate on the following grounds:

1. The elimination or reduction of this income tax rebate would be unfair to privately-owned utilities and their customers because government-owned utilities are not burdened with federal income tax.
2. Since the majority of Canada's private utility customers are Albertans, the elimination or reduction of this rebate would be a discriminatory tax hike aimed directly at Albertans, and could cost them at least \$170 million a year.

Raising taxes on private utilities and their customers, when government-owned utilities escape federal income tax, would be unfair and discriminatory -- particularly to the people of Alberta. Furthermore, such a tax hike would do nothing to solve the government's debt and deficit problem, which is caused by an excess of spending, not a shortage of revenue.

As the senior federal Minister representing Alberta, we are counting on you to prevent this ill-conceived tax grab.

Sincerely,

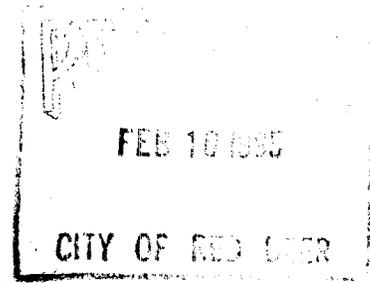
The Reform Party Alberta Caucus:

Phenton Manning, Cal SW
Ken Epp, Elk Island
Jim Schye Calgary Centre.
Hugh Hamshaw Edmonton Strathcona.
Raymond A Spence, Lethbridge.
Deborah Grey Beaver River
Monte Solberg Medicine Hat
Steph King Calgary West
Bob Hanger MP Calgary N.E.
W.D. ...
Le P. ... Vegreville

David Chatter Athabasca
Jack ... Crowfoot.
Robert W Mills Red Deer
Genora ...
Jim ... CALGARY SE
John ... MP St Albans
Paul ... Wetaskiwin
... YELLOWHEADS
Diane ... CALGARY NORTH
Myron ... Wood Rose



Federation of Canadian Municipalities
Fédération canadienne des municipalités



February 3, 1995

Ms. Kelly Kloss
City Clerk
City of Red Deer
P.O. Box 5008
Red Deer, Alberta
T4N 3T4

Mayor **D. Laurence Mawhinney**
Lunenburg, Nova Scotia
President
Président

Mayor **John Les**
Chilliwack, British Columbia
First Vice President
Premier vice-président

Councillor **Bryon Wilfert**
Richmond Hill, Ontario
Second Vice President
Deuxième vice-président

Maire suppléant **Claude Cantin**
Québec (Québec)
Troisième vice-président
Third Vice President

Alderman **Ron Hayter**
Edmonton, Alberta
Past President
Président sortant

James W. Knight
Executive Director
Directeur général

Dear Ms. Kloss:

I acknowledge receipt of your letter of February 1, in which you attach a resolution regarding **federal income tax rebates for investor owned utilities** for consideration at FCM's 1995 Annual Conference.

At the March 1995 meeting, the Standing Committee on Policies and Resolutions will review your resolution and classify it in one of the following categories:

- Category A: national municipal issues
- Category B: local/regional municipal issues
- Category C: issues not within municipal jurisdiction
- Category D¹: matters dealt with by FCM in the previous three years and that are in accordance with FCM policies
- Category D²: matters dealt with by FCM in the previous three years and that are NOT in accordance with FCM policies

Following the recommendations of the committees, your resolution will be printed in the Policy Development Book, to be debated at the Annual Conference in June.

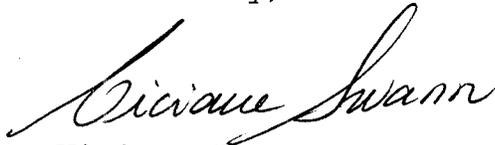
.../2



We will keep you informed of the committees' recommendations on your resolutions following the meeting in March.

If you have any questions, please do not hesitate to call me at (905) 642-6642.

Yours truly,

A handwritten signature in cursive script that reads "Viviane Swann". The signature is written in black ink and is positioned above the printed name and title.

Viviane Swann
Resolutions Policy Analyst

COPIED TO:

Bob Mills, M.P.; THE HON. S. DAY, M.L.A.; V. NOERKSEN, M.L.A.,
A. WILCOCK, A. ROTH, K. KRASS

(FEB. 22/95 -RAL)

Minister
of Natural Resources Canada



Ministre
des Ressources naturelles Canada

Ottawa, Canada K1A 0E4

FEB
FEV - 7 1995

Her Worship Mayor Gail Surkan
The City of Red Deer
Box 5008
Red Deer, Alberta
T4N 3T4

Dear Madam Mayor:

Thank you for your letter of January 19, 1995, concerning the Public Utilities Income Tax Transfer Act (PUITTA).

I support the principles of fairness and interprovincial equity on which the PUITTA is based. I am also fully aware that, while ten of the twelve provinces and territories receive PUITTA transfers, the PUITTA is of particular significance in my province, Alberta.

Decisions regarding expenditures and income tax transfers are primarily the responsibility of my colleague, the Honourable Paul Martin, Minister of Finance. However, I can assure you that I have clearly communicated to him both my position and the arguments which support the PUITTA. I have also taken the liberty of forwarding Minister Martin a copy of your letter.

I should point out that in its March 1990 budget, the Alberta government eliminated its rebate of provincial corporate income taxes paid by investor-owned utilities. This action, valued at \$95 million at the time, and actions by other affected provinces, make it much more difficult to argue that the federal government should not now do the same.

Once again, thank you for bringing your concerns to my attention.

Yours sincerely,

A. Anne McLellan

c.c.: The Honourable Paul Martin, P.C., M.P. FEB 14 1995
Minister of Finance

Canada





LEGISLATURE OFFICE:
725 LEGISLATURE ANNEX
9718 - 107 STREET
EDMONTON, ALBERTA T5K 1E4
TELEPHONE: (403) 427-1145
FAX: (403) 422-1671

LEGISLATIVE ASSEMBLY
ALBERTA

CONSTITUENCY OFFICE:
RED DEER SOUTH CONSTITUENCY
503, 4901 - 48 STREET,
RED DEER, ALBERTA T4N 6M4
TELEPHONE: (403) 340-3565
FAX: (403) 346-9260

VICTOR DOERKSEN, M.L.A.
RED DEER SOUTH CONSTITUENCY

February 7, 1995

Mr. Kelly Kloss
City Clerk
City of Red Deer
Box 5008
RED DEER, AB
T4N 5K7

Dear Mr. Kloss:

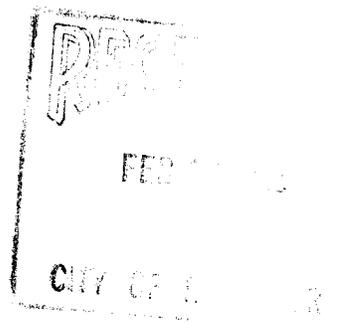
Re: Federal Income Tax Rebates for Investor Owned Utilities.
Your letter dated January 24th, 1995.

Thank you for drawing this matter to my attention. I note that you have addressed the issue with the Honourable Pat Black, Minister of Energy, and I will watch for her reply, particularly with respect to the Alberta income tax rebate.

Please keep me informed on any developments as you see fit.

Yours truly,

Victor Doerksen, MLA
Red Deer South



NO. 3

CS- P- 5.237

DATE: January 9, 1995

TO: KELLY KLOSS
City Clerk

FROM: DON BATCHELOR
Parks Manager

RE: PROPOSED CEMETERY OPERATION CHANGES - 1995

Based on the direction that City Council outlined to me on December 5, 1994, I have had several discussions with representatives of Eventide Funeral Chapel Ltd., Red Deer Funeral Home Ltd. and the five monument companies that service Central Alberta. The intent of these meetings and telephone conversations was to outline that The City of Red Deer proposes to sell and install all grave liners/vaults and install all grave monuments/foundations. The rationale for this directive was described as:

- To clearly separate "funeral services" provided by funeral homes and monument companies from "cemetery services" which should be provided by The City of Red Deer, e.g., any service inside the gates of the cemeteries such as installing liners/vaults/monuments is a cemetery service.
- To further advance the movement in making the two Red Deer cemeteries totally cost recoverable, by the year 2000, by decreasing operational expenditures and generating new revenues.
- To provide consistency to the general public in terms of a variety of burial options at reasonable rates that can be purchased at one convenient and appropriate location.

The outcome of these meetings and discussions can be summarized as follows:

Monument Companies

- General agreement was reached with all companies that the City install all foundations and monuments for grave markers at an adjusted rate marginally higher than 1994 rate. However, some non-local companies who conduct a small portion of their business in Red Deer reluctantly agreed to this change.

Funeral Homes

- Significant opposition was voiced from the funeral homes at first, especially in terms of the City selling vaults and liners, because it was viewed as an encroachment into private business, and that the City could not compassionately illustrate to bereaved families the options for liners and vaults. (Furthermore, the two vault supply companies in Alberta indicated they would not sell vaults to The City of Red Deer for the above reason.)

.../2

City Clerk
 Page 2
 January 9, 1995

- Secondly, the funeral homes are of the opinion that the two cemeteries should not be totally cost recoverable, but that in fact tax support is appropriate, especially for a mature cemetery like the Red Deer Cemetery, where only a few burials occur each year. I do not agree with this position of the funeral homes. It has always been the intent that the cemeteries' perpetual care fund would ultimately finance ongoing maintenance as the cemeteries mature. Although the perpetual care fund is not at that point, the reserve fund presently contributes approximately \$25,000 per annum for the maintenance of cemeteries.
- A tentative agreement was reached for the installation of all liners and vaults as a "cemetery service" which should be undertaken by The City of Red Deer.
- A further consensus was reached in terms of providing liner/vault alternatives to the public, where there should be consistency in price, product availability, purchase options and place of purchase.

Based on the above, the funeral homes may in fact be in a better position to show and demonstrate liner and vault options to the public. The units are on display in funeral homes and arrangements for the purchase of vaults/liners can be made at the same time as bereaved families are making arrangements for funeral services, caskets, memorial services, etc.

The installation of vaults and liners, however, are clearly a procedure the City should perform in all instances.

With the above understanding and agreement with the funeral home and monument companies, I would recommend the following be considered by City Council:

- Monument companies sell all monuments/grave markers.
- The City of Red Deer install all foundations and monuments in accordance with a fee outlined in Schedule 'D' of the Cemetery Bylaw.
- The City of Red Deer sell grave liners as part of the plot purchase for all pre-need sales (cemetery plots purchased prior to the time of need).
- Funeral homes sell all grave liners and vaults (except pre-need) based on an agreed guideline of prices and product alternatives.
- The City of Red Deer purchase one lowering device suitable for the installation of vaults. (Estimated cost \$3,000, from the 1994 Parks Department Operational Budget surplus)
- The City of Red Deer install all grave liners and vaults in accordance with a fee outlined in Schedule 'D' of the Cemetery Bylaw.

.../3

City Clerk
Page 3
January 9, 1995

The financial benefit to The City of Red Deer, based on the scenario outlined above, can be summarized as follows:

-	Additional revenues from foundation/monument installations	\$6,000
-	Additional revenue from liner/vault installations	10,000
-	Lost revenue from liner sales	<u>(3,000)</u>
	Estimated total additional revenue generated in 1995	\$13,000

The \$13,000 identified as potential additional revenue corresponds to the proposed 1995 Cemetery Budget. This budget, as drafted including reductions in operational expenditures, new revenues as outlined above and fee adjustments, will result in a reduction in the tax subsidy to cemetery operations by \$33,000, and an increase in the cemetery recovery rate from 80% in 1994, to 92% proposed in 1995.

In regard to providing a number of reasonably-priced options to the general public on liner/vault alternatives, the funeral homes have indicated that a tentative guideline as outlined below would be considered in 1995:

- Funeral Home sale of liners (complete with City installation @ \$150) ±\$460.00
- Funeral Home sale of Whitex liner (complete with City installation @ \$150) ±\$630.00
- Funeral Home sale of vaults (complete with City installation @ \$225) ±\$990-5,000.00

The City of Red Deer would continue to sell liners, complete with the installation charge, on a pre-need basis only (part of plot purchase prior to time of need) at a cost of \$450.00 in 1995. Although a number of scenarios were identified and discussed, I believe the alternative outlined above best addresses the concerns of The City of Red Deer, funeral homes and the general public. Annual adjustments in liner/vault sales and installation fees will be discussed jointly by representatives of The City of Red Deer and local funeral homes.

In my discussions with other municipal cemetery managers from across the province, it appears that other cities are considering moving in a similar direction to that outlined above. The issue of the sale of liners and vaults in all instances, however, has been identified as best conducted at funeral homes.

Preliminary discussions with the funeral homes regarding further movement by The City of Red Deer to total cost-recoverable operations at the cemeteries focused on increasing the crematorium rental fee from the funeral homes to the City. These negotiations will commence in 1996, as part of the existing contract renewal/extension for implementation in early 1997.

City Clerk
Page 4
January 9, 1995

RECOMMENDATION

That City Council request the administration to prepare an amendment to the Cemetery Bylaw which defines the following as "Cemetery Services", all of which are to be performed by The City of Red Deer:

- All monument and foundation installations.
- All liner and vault installations.
- Pre-need sale of plots to include liners.



DON BATCHELOR

:ad

- c. H. Michael C. Day, City Manager
Ken Smelke, Eventide Funeral Chapels Ltd.
Lowell Hodgson, Recreation & Culture Manager
Cheryl Adams, Council/Committee Secretary
Ron Kraft, Parks Construction/Maintenance Superintendent
Metcalf Funeral Chapel Ltd., Innisfail
Parkview Funeral Chapel, Castor
Red Deer Funeral Home Ltd., Red Deer
Sylvan Lake Funeral Home, Sylvan Lake
Wilson's Funeral Chapel, Lacombe
Rocky Funeral Home, Rocky Mountain House
Everest Monuments, Sylvan Lake
Red Deer Granite & Bronze, Red Deer
Red Deer Monumental Ltd., Red Deer
Remco Memorials Ltd., Red Deer
Central Monument, Innisfail

COMMENTS:

We concur with the recommendation of the Parks Manager.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

DATE: JANUARY 17, 1995
TO: PARKS MANAGER
FROM: CITY CLERK
RE: PROPOSED CEMETERY OPERATION CHANGES - 1995

At the Council Meeting of January 16, 1995, consideration was given to your report dated January 9, 1995 concerning the above. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Parks Manager dated January 9, 1995, re: Proposed Cemetery Operation Changes - 1995, hereby agrees that the Administration prepare an amendment to the Cemetery Bylaw which defines the following as "Cemetery Services" all of which are to be performed by The City of Red Deer:

1. All monument and foundation installations.
2. All liner and vault installations.
3. Pre-need sale of plots to include liners,

and as presented to Council January 16, 1995."

The decision of Council in this instance is submitted for your information and appropriate action. I trust you will now be forwarding to Council in due course, a proposed amendment to the Cemetery Bylaw.

Congratulations on successfully negotiating an agreement with the funeral homes and monument companies.



KELLY KLOSS
City Clerk

KK/clr

cc: Director of Community Services
Director of Corporate Services
Council and Committee Secretary, C. Adams

NO. 4

DATE: January 9, 1995

TO: Kelly Kloss, City Clerk

FROM: Alan Scott, Land and Economic Development Manager

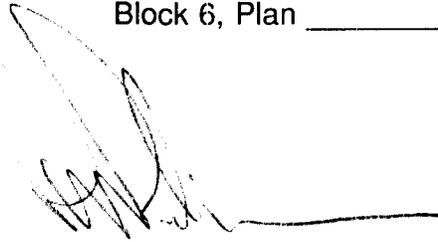
RE: **CITY TRANSFER OF LAND TO
RED DEER CATHOLIC BOARD OF EDUCATION
PART OF LOT 1 MR, BLOCK 6, PLAN 902-1272
LANCASTER MEADOWS**

As the City of Red Deer is transferring this land to the Red Deer Catholic Board of Education for the construction of the Notre Dame High School, the designation of the land should be altered from municipal reserve to school reserve.

RECOMMENDATION

We recommend that Red Deer City Council approve the transfer and redesignation of Part of Lot 1 MR, Block 6, Plan 902-1272 that will be required for the Catholic high school.

"All that portion of Lot 1 MR, Block 6, Plan 902-1272 lying within Lot 3 SR, Block 6, Plan _____ containing 4.714 hectares more or less."



For Alan V. Scott

PAR/mm

c: D. Batchelor, Parks Manager

COMMENTS:

We concur with the recommendation of the Land & Economic Development Manager.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

DATE: JANUARY 17, 1995

TO: LAND AND ECONOMIC DEVELOPMENT MANAGER

FROM: CITY CLERK

**RE: CITY TRANSFER OF LAND TO RED DEER CATHOLIC BOARD
OF EDUCATION (PART OF LOT 1 MR, BLOCK 6, PLAN 902-1272 /
LANCASTER MEADOWS)**

At the Council Meeting of January 16, 1995, consideration was given to your report dated January 9, 1995 concerning the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Land and Economic Development Manager dated January 9, 1995, re: City Transfer of Land to Red Deer Catholic Board of Education, Part of Lot 1 MR, Block 6, Plan 902-1272, Lancaster Meadows, hereby approves the redesignation of the following described lands from municipal reserve to school reserve and the transfer of said lands to the Red Deer Catholic Board of Education for the purpose of the Catholic high school:

"All that portion of Lot 1 MR, Block 6, Plan 902-1272 lying within Lot 3 SR, Block 6, Plan _____ containing 4.714 hectares more or less. Excepting thereout all mines and minerals",

and as presented to Council January 16, 1995."

The decision of Council in this instance is submitted for your information and appropriate action. Attached hereto is the declaration concerning this transfer.


KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: Parks Manager

CANADA)
)
 PROVINCE OF ALBERTA)
)
 TO WIT:)
)

IN THE MATTER OF SECTION 114
 OF THE PLANNING ACT, 1980 R.S.

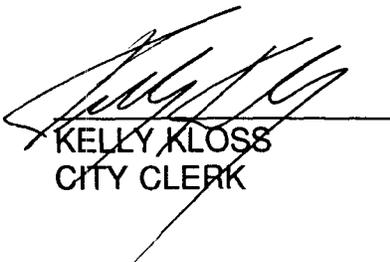
I, Kelly Kloss, of the City of Red Deer, in the Province of Alberta, DO SOLEMNLY
 DECLARE:

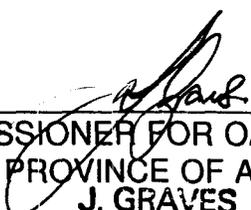
1. THAT I am the duly appointed City Clerk of The City of Red Deer and its proper officer in this behalf.
2. THAT the Council of The City of Red Deer wishes to transfer municipal reserve.
3. THAT The City of Red Deer has complied with the provisions of Section 114 of The Planning Act, 1980.
4. THAT The City of Red Deer, in accordance with Section 114 of The Planning Act, 1980, requests that the lands described as follows be designated as school reserve:

"All that portion of Lot 1 MR, Block 6, Plan 902-1272 lying within Lot 3 SR, Block 6, Plan _____ containing 4.714 hectares more or less. Excepting thereout all mines and minerals."

AND I MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of The Canada Evidence Act.

DECLARED before me at the City of)
 Red Deer, in the Province of Alberta,)
 this 17th day of January, A.D. 1995.)
)
)
)
)


 KELLY KLOSS
 CITY CLERK


 A COMMISSIONER FOR OATHS IN AND
 FOR THE PROVINCE OF ALBERTA.
 J. GRAVES
 A Commissioner for Oaths
 in and for the Province of Alberta
 EXPIRES AUG 13/95

NO. 5

SP-4.611

DATE: January 9, 1995

TO: KELLY KLOSS
City Clerk

FROM: COLLEEN JENSEN, Social Planning Manager
CRAIG CURTIS, Director of Community Services

RE: SENIORS AND SOCIAL HOUSING

The following report has been prepared for Council's consideration in consultation with Alderman Guilbault and Alderman Hull. Municipal Affairs also provided clarification on various aspects of the information presented.

1. **Local Social and Senior Housing**

There are four main housing agencies in Red Deer which include:

- Piper Creek Foundation
- Red Deer Housing Authority
- Twilight Homes Foundation
- Waskasoo Seniors Society

There are several other smaller agencies run by private non-profits including but not limited to:

- Handicapped Housing Society of Alberta
- Parkland Community Living and Support Society (CLASS)
- a housing project for veterans run by the Legion
- Metis Housing

.../2

2. **Current Operations of the Major Existing Agencies**

	RED DEER HOUSING AUTHORITY	TWILIGHT HOMES FOUNDATION	WASKASOO SENIORS HOUSING SOCIETY	PIPER CREEK FOUNDATION
# OF UNITS:	288 Social Housing + 47 Rent Supplements	242 Self Contained Apartments for Seniors	112 Self Contained Apartments for Seniors	183 Lodge units for Seniors
BOARD:	7 community people appointed by Municipal Affairs	9 members of the Kiwanis Club of Red Deer appointed by the same	8 members of Oddfellows and Rebeccas appointed by the same.	3 City Aldermen appointed by Council & 1 Citizen-at- Large appointed by the Board.
CLIENTS:	Low-income individuals and families	Independent low and middle income Seniors	Independent low and middle income Seniors	Seniors who are relatively independent but are unable to cook & care for a home & may require limited supervision
FISCAL YEAR:	Jan. 1 - Dec. 31	Apr. 1 - March 31	Apr. 1 - March 31	Jan. 1 - Dec. 31
BUDGET RECOMMENDED BY:	Board	Board	Board	Management
BUDGET APPROVED BY:	Municipal Affairs/Board	Municipal Affairs	Municipal Affairs	Board
POLICIES SET BY:	Municipal Affairs	Municipal Affairs	Municipal Affairs	Board
BUDGET: EXPENSES: (\$)	2,309,663	684,400	380,500	1,951,976
REVENUE:	864,995	858,350	461,750	1,662,648
SURPLUS/DEFICIT:	(1,444,668)	173,950	81,250	(289,328)
FUNDING: FEDERAL: (\$)	766,225	-----	-----	-----
PROVINCIAL:	551,308	-----	-----	216,283
MUNICIPAL:	127,134	-----	-----	289,328
OTHER:	City pays 10% of operating deficit (by provincial agreement) and owns 24 units.			Housing Act gives Foundation authority to requisition the City for operating deficit.

Budget Figures for Red Deer Housing Authority are for fiscal year 1993/94 and for Twilight Homes, Waskasoo Seniors and Piper Creek Foundation are 1995 projected.

3. **Situation to Date**

- On June 31, 1994, a letter was received from the Department of Municipal Affairs encouraging communities to move toward the development of Management Agencies (see attached), which could see the amalgamation of several local agencies.
- The four major housing agencies in Red Deer, including the Piper Creek Foundation, the Red Deer Housing Authority, the Twilight Homes Foundation and the Waskasoo Seniors Society, met to discuss and explore possible amalgamations in order that efficiencies could be maximized.

- A proposal was developed for a Coordinating Council which would function in a coordinating role, with existing agencies still maintaining the responsibility to operate their respective facilities (see attached). This proposal was approved in principle by City Council on April 11, 1994, and submitted to Municipal Affairs as a framework for negotiation between parties. Each agency also submitted their position relative to the proposed Coordinating Council, as not all were in agreement.
- On October 7, 1994, each agency received a letter from Municipal Affairs stating that "the City had put forward a workable framework for negotiations to set up a single management body". A final proposal was requested by February 28, 1995 (see attached).
- A meeting was held on November 15, 1994, with representation from Municipal Affairs, the City and the four housing agencies. It was made very clear that the current housing agencies, with the exception of Piper Creek Foundation, were not in favour of one "management body", but supported cooperative efforts.
- Twilight Homes Foundation and Waskasoo Seniors Housing Society put forward a proposal, to the Province, to amalgamate and were approved December 20, 1994. Preliminary estimates of savings resulting from the amalgamation are \$74,000. Although the consolidation of Twilight Homes Foundation and Waskasoo Seniors Housing Society has been approved, the Minister has asked them to continue to work with other housing agencies in the city of Red Deer to develop greater efficiencies. Should future amalgamation with other agencies take place, a portion of any budget efficiencies from the self-contained agencies over and above the approved budget could stay within the community rather than being returned to the Province.
- Two options are available for the Red Deer Housing Authority and the Piper Creek Foundation:
 - amalgamation
 - remain stand alone agencies
- All Red Deer Housing Authority board members' terms expire March 31, 1995. There is no authority in the Alberta Housing Act for the Minister to appoint members of a management body board. The intention of the Act is that these would be community based appointments, where the City of Red Deer could make these appointments either directly or perhaps set up a committee of citizens who can make these board appointments. In a case where the Housing Authority may become a society, it would then be the society's decision as to how board members are appointed. Red Deer Housing Authority wishes to remain a stand alone agency with some possible amalgamation with other small social housing agencies in the surrounding area.

- The Piper Creek Foundation supports the amalgamation of the Waskasoo Seniors Housing Society and the Twilight Homes Foundation but feels that an amalgamation of other agencies, in the long term, is the best alternative (see attached letter).
- The other small housing agencies, as noted on page 1, who are under separate mandates, should be invited to participate in any discussions regarding future amalgamations.
- Municipal Affairs is encouraging amalgamation on the assumption that efficiencies can be realized through economies of scale with savings found in administration, staffing, office rental, overhead and purchasing power. They are further suggesting that decisions to amalgamate should be made at the community/municipal level with benefits realized through local budget approval and policy development. At the municipal level, when deciding on the merits of amalgamation, many factors must be considered including community acceptance, compatibility of partners amalgamating, current methods of operation and other options to save dollars without amalgamation.
- Council has given direction that municipal funding be phased out over three years, for both Red Deer Housing Authority and Piper Creek Foundation. It will be up to City representatives on the Piper Creek Foundation Board to determine if such a phase-out is feasible. In terms of the Red Deer Housing Authority, a closer liaison will help to ensure an acceptable operating deficit. It appears that over time some administrative efficiencies are reasonable and in fact are already being realized in the Piper Creek Foundation proposed budget for 1995.

RECOMMENDATION:

That the Council for the City of Red Deer:

- support the amalgamation of Twilight Homes Foundation and Waskasoo Seniors Housing Society, recognizing the contribution of local service clubs and volunteers.
- support the Red Deer Housing Authority and Piper Creek Foundation as separate stand-alone management agencies, with a view to phase out municipal funding support totally over three years to each agency.
- encourage all housing agencies in Red Deer to cooperate in what ever way possible to realize efficiencies.



COLLEEN JENSEN
Social Planning Manager

CJ:kt
Enc.



CRAIG CURTIS
Director of Community Services

Minister Responsible for:
Housing
Alberta Registry
ACCESS Corporation
Alberta Liquor Control Board

425 Legislature Building
Edmonton, Alberta, Canada
T5K 2B6

Telephone 403/427-3744
Fax 403/422-9550

January 31, 1994

Reeves, Mayors and Chairmen
All Municipalities and Improvement Districts

Chairpersons and Board Members
All Foundations, Housing Authorities,
Management Agencies, Housing Associations

Subsequent to my October 22, 1993 letter, staff of Alberta Municipal Affairs have met with you regarding the Management Agency Project. As well, you will have received information from the Department on the principles of a future management agency along with a request to submit operating proposals by March 31, 1994.

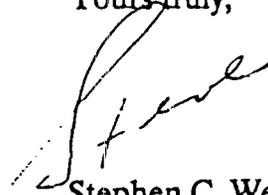
I urge you to develop proposals that best suit the needs of your community. You should be looking to share agency responsibilities and achieve balanced operating budgets. Your proposals must identify the roles of all participating agencies and municipalities.

Effective April 1, 1994 Alberta Municipal Affairs will be providing only advisory services. All agencies must be capable of assuming complete operating responsibility as independent providers of social housing services to clients in need.

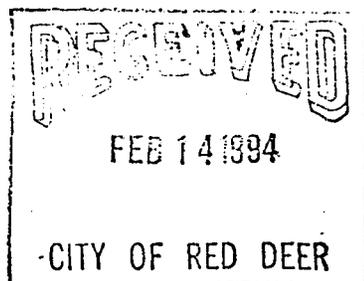
Your housing facilitator is available to provide advice on the development of your proposals. I appreciate the time and effort required to put together plans for amalgamations and shared services. Please continue with your best efforts. If it becomes necessary, I will be appointing a Minister's Steering Committee to advance the effort.

Finally, regarding existing seniors accommodation, contrary to what you may have heard, we do not intend to sell the portfolio to the private sector. We are examining how government can facilitate private sector development of future buildings for seniors.

Yours truly,



Stephen C. West
Minister



Att.

cc: Government MLAs

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

April 13, 1994

Mr. John Charkie, Facilitator
Alberta Municipal Affairs
5913 Gaetz Avenue
Red Deer, Alberta
T4N 4C4

Dear Sir:

RE: SOCIAL HOUSING AGREEMENT

Over the past several months, the City has been in receipt of information from Municipal Affairs which suggested that agencies for social housing should explore possible amalgamation in order that efficiencies could be maximized. As a result, the City has facilitated a proposed agreement, as attached, between four major social and senior housing agencies in the City of Red Deer. It is my understanding that you have already received responses from these organizations, namely Red Deer Housing Authority, the Piper Creek Foundation, the Waskasoo Seniors Housing Society of Red Deer and the Twilight Homes Foundation, relative to said proposed agreement.

At the Council Meeting of the City of Red Deer held April 11, 1994, City Council approved in principle the attached Red Deer Social Housing Coordinating Council Agreement and agreed that said agreement be submitted to the Province (Municipal Affairs) as a framework for negotiations between the parties. In addition, City Council agreed to advise the Province of The City's intent regarding funding, namely that at best The City would not be funding social housing to a greater proportion of the Provincial funding than at present.

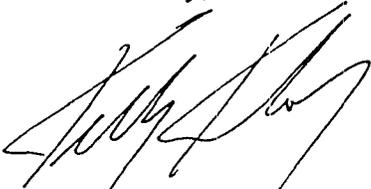
... / 2

*a delight
to discover!*

John Charkie, Facilitator
April 13, 1994
Page 2

We trust that the preceding will assist you in the redesign of social housing within Red Deer. If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,



KELLY KLOSS
City Clerk

KK/clr
Attchs.

cc: Alderman Campbell-Cardwell
Alderman Volk
Director of Community Services
Social Planning Manager
Red Deer Housing Authority
Piper Creek Foundation
Waskasoo Seniors Housing Society of Red Deer
Twilight Homes Foundation
Victor Doerksen, M.L.A. Red Deer South
Stockwell Day, M.L.A. Red Deer North
Tom Forgave, Assistant Deputy Minister

Agreement Between

Her Majesty the Queen in Right of Alberta,
herein represented by
The Minister of Municipal Affairs
(hereinafter referred to as the "Province")

AND

The City of Red Deer
(hereinafter referred to as the "City")

AND

Red Deer Housing Authority
Twilight Homes Foundation
Waskasoo Seniors Housing Society of Red Deer
Piper Creek Foundation
(hereinafter referred to as the "Agencies")

which jointly shall be referred to as the
Red Deer Social Housing Coordinating Council
(hereinafter referred to as the "Coordinating Council")

WHEREAS the Province has requested a reduction in
the number of Social and Senior Housing Authorities

AND WHEREAS the participating agencies currently
provide social and senior housing services.

AND WHEREAS the agencies have agreed to form a
single coordinating agency to provide direction and
coordination for the provision of non-profit social and senior
housing in the city of Red Deer

AND WHEREAS the participating agencies will continue
to provide, manage and operate their own facilities.

THEREFORE it is hereby resolved to form the Red Deer Housing Coordinating Council to

- a) be responsible for administering the "New" Provincial Housing Act with respect to non-profit social and senior housing in the City of Red Deer.
- b) to operate independently of the Province with respect to the normal management of these projects.
- c) to receive advisory support from the Province.
- d) to have general responsibility for planning and coordinating the operations and future development of non-profit social and senior housing in Red Deer.

Mission Statement

The Coordinating Council shall provide direction and co-ordination for the provision of non-profit social and senior housing in Red Deer. Affordable accommodation or lodge care shall be the priority for those in need who otherwise would not be appropriately housed.

The Coordinating Council shall achieve this by planning and coordinating the non-profit social and senior housing operations and development in the city.

Social and Senior Housing is understood to mean housing for seniors and housing for households in need where government assistance is provided for construction, acquisition, renovation or rental.

Households in need are households that cannot afford to obtain adequate and suitable accommodation. Seniors in need are seniors who for financial, physical or social reasons no longer are able to, or wish to, live alone and who choose to live in a lodge setting where all services are provided for them e.g. housekeeping, cooking and laundry.

1) **AUTHORITY**

The Council shall derive its authority from the "New Provincial Housing Act" and from its member agencies.

It shall be accountable to the Minister responsible for Social and Senior Housing

NOTE: Changes in the current legislation regulations and policies may be required to provide the Coordinating Council with the necessary authority.

2) **RESPONSIBILITY**

The Council shall be responsible for:

- a) Approving budgets for all agencies according to policy and direction set by the Council.
- b) Allocating agency's operating surpluses to operations or reserves (for future needs).
- c) Setting rental policies and rates
- d) Setting admissions policies
- e) Setting planning parameters for future needs.
- f) Providing future direction for the city's non-profit social and senior housing
- g) Establishing within existing facilities a continuum of services available to households and residents.
- h) Developing annual objectives to ensure that any long range plan is fulfilled.

The Participating agencies shall be responsible for:

- a) Preparation and administration of budgets.
- b) Delivery of services to tenants and residents.
- c) Preparation and implementation of management policies related to individual agencies.
- d) Management of respective agency personnel.
- e) Management of respective facilities.

3) COORDINATING COUNCIL MEMBERSHIP

Membership shall be limited to two members from each of the four existing social and senior housing agencies in Red Deer plus two City aldermen for as long as the City provides funding for any member agencies. There shall be a maximum of three aldermen on the Council.

City aldermen shall be appointed for a one year term. Other members shall be appointed for a two year term except that initially one member from each agency will be appointed for a one year term.

Members may be appointed for a second two year term and these terms are staggered so that one member is appointed each year from each agency to allow for continuity of representation.

After four consecutive years of service a member must stand down for at least one year.

4) OFFICERS

The Coordinating Council shall elect from its membership annually a chairman and a vice chairman, who shall act as chair in the absence of the chairman. All members shall be voting members and the chairman shall vote on all issues. The Council may also choose to elect a secretary treasurer on an annual basis.

5) MEETINGS

The Coordinating Council shall meet at least quarterly.

The Secretary shall give at least 48 hours written notice of either a regular or special meeting to each Coordinating Council member.

Special meetings may be called by the Chairman and shall be called if at least three other members give written request to do so. The notice of meeting must state the business to be dealt with at the special meeting unless all members present at the meeting agree otherwise.

A simple majority of members shall constitute a quorum in any meeting of the Coordinating Council.

6 OPERATIONAL PLAN

Each agency participating in the Coordinating Council shall be responsible for its individual operation.

All participating agencies shall actively cooperate in sharing expertise and resources to gain efficiency in the total operation of non profit social and seniors housing in the city.

Individual agencies may provide services (including consulting) on a fee for service basis to outlying communities/areas.

7. CURRENT OPERATIONS BY EXISTING AGENCIES

- a) Red Deer Housing Authority
 - 296 Social Housing Units
 - Seven member voluntary board appointed by Alberta Municipal Affairs.

Red Deer Housing Authority cont...

- Fiscal Year - April 1 to March 31
- Budget recommended by the Board and set by Alberta Municipal Affairs.
- Policies set by Alberta Municipal Affairs.
- Wage scale set by Alberta Municipal Affairs.
- Administration staff - 1 Administrator and 2 Office Staff.
- Funding from Federal, Provincial & Municipal Grants

b) Twilight Homes Foundation

- 242 Self Contained Units for Seniors
- Nine member voluntary board appointed locally
- Fiscal Year - April 1 to March 31
- Budget recommended by Board and set by Alberta Municipal Affairs.
- Policies set by Alberta Municipal Affairs.
- Wage scale set by Alberta Municipal Affairs.
- Administration staff - 1 Administrator & 2 office staff.

c) Waskasoo Senior Housing

- 112 Self Contained units for seniors
- eight member voluntary board appointed locally
- Fiscal year - April 1 - March 31
- Budget is recommended by the Board and set by Alberta Municipal Affairs.
- Policies set by Alberta Municipal Affairs.
- Wage scale set by Alberta Municipal Affairs.
- Administration staff - 1 administrator

d) Piper Creek Foundation

- 183 lodge units for seniors
- five member volunteer board appointed locally
- Fiscal year - January 1 - December 31
- Budget is set by the Board
- Policies are set by the Board
- Wage scale set by the Board
- Administration staff: 2 Managers
 - 1 Administrator/Manager
 - 1 Administrative Support
- Funding from Provincial & Municipal Grants
- Operates with 55 unionized staff
- is recognized as a Corporation under the Interpretation Act.
- Presently has requisitioning authority through the City of Red Deer.

8) FUTURE OPERATIONS BY EXISTING AGENCIES

Agencies will give up some of their current authority and control to the new Coordinating Council. e.g. authority to set budgets, form rental and admission policies and plan future expansion of programs.

On an ongoing basis agencies will examine their operations with a view to making them cost effective through cooperative efforts.

There will be greater emphasis on team building and overall efficiency in the managing of the total non-profit social and senior housing portfolio.

9) CRITICAL FACTORS AFFECTING THE SUCCESS OF THIS PROPOSAL

- a) Maintenance of strong volunteer boards.
- b) Understanding of the diverse make-up of existing agencies.
- c) Provincial commitment to future capital projects.
- d) Maintaining the integrity of existing components and agencies.
- e) Recognition and acceptance of individual agency's authority.
- f) Recognition of the efforts and concessions by all agencies.
- g) The parties acknowledge that provision of housing for the most needy may not by its very nature be self supporting. Therefore future operating and capital funding arrangements will require review and negotiation.
- h) Municipal requisitions shall not increase as a result of future changes.
- i) Continued Federal and Provincial support for existing mortgage and capital arrangements or the provision of a no cost alternative to agencies.

10) SERVICE TO TENANTS AND RESIDENTS

Service to tenants and residents will not be affected except that rents will change to be a more accurate reflection of the services needed and received.

The Coordinating Council recognizes that each agency should have input from tenants and residents and will consider their input into operational decisions affecting them.

11) REPORTING TO THE PROVINCIAL & FEDERAL GOVERNMENTS

i) The Coordinating Council shall provide to the Provincial & Federal Governments as requested:

- a) Yearly financial Audited Reports
- b) Client data
- c) Building Conditions

ii) The Province agrees to involve the Coordinating Council in any negotiations with the Federal Government that affect the Coordinating Council.

12) EFFECTIVE DATE OF IMPLEMENTATION

Effective date of implementation shall be 90 days after ratification by the participating agencies and by the Province.

Tenants and residents shall be notified by formal letter.

The general public shall be notified through the local print media.

13) PROGRAM EVALUATION

The Coordinating Council program shall be evaluated after two years by the participating agencies.

Any agency wishing to withdraw from the Coordinating Council may do so twelve months after giving the Coordinating Council their written decision to do so.

Agreed this _____ day of _____ 1994.

Government of Alberta

City of Red Deer

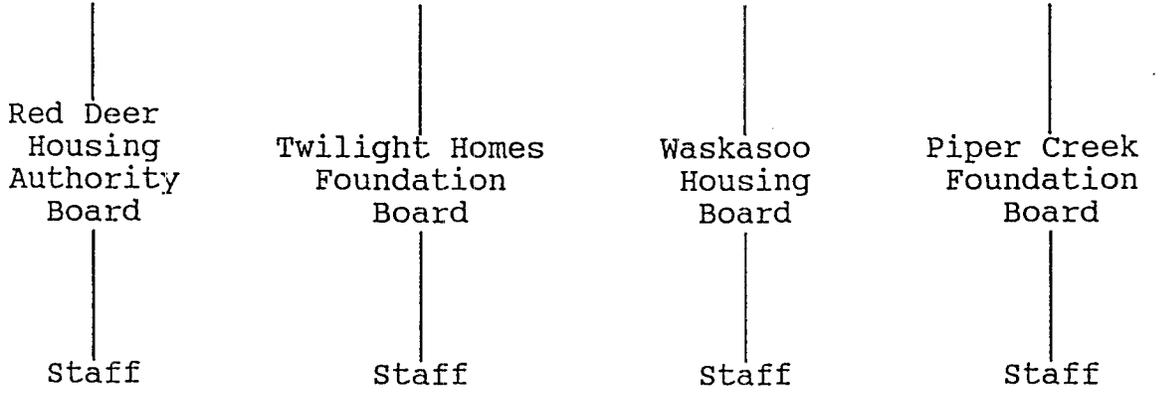
Red Deer Housing Authority

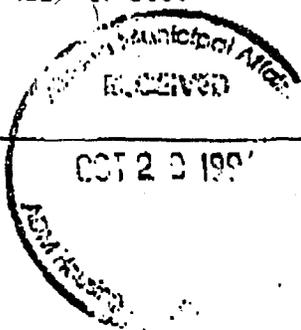
Twilight Homes Foundation

Waskasoo Seniors Housing Society

Piper Creek Foundation

Red Deer Social Housing Coordinating Council
(2 Representatives from each Agency)
(2 Representatives from the City of Red Deer)





OFFICE OF THE MINISTER

Minister Responsible for:
Housing
Alberta Registries
ACCESS Corporation
Alberta Liquor Control Board

425 Legislature Building
Edmonton, Alberta, Canada
T5K 2S8

Telephone 403/427-3744
Fax 403/422-9580

October 7, 1994

Mr. Doug Sandall
Chairperson
Red Deer Twilight Homes Foundation
4809 - 34 Street
Red Deer, Alberta T4N 0P2

Dear Mr. Sandall:

Your proposal to operate the Red Deer Twilight Homes Foundation as a stand alone management body cannot be accepted.

The City of Red Deer has put forth a workable framework for negotiations to set up a single management body. It would also permit each existing agency to continue to be involved. A single management body will permit significant savings in administration and operating costs. Customer service should be more convenient with one body providing social housing in the community of Red Deer.

The establishment of a coordinating council is critical as a result of all Housing Authorities within the Province expiring on March 31, 1995, I request that your group work with the other members of the proposed council to enable a final plan to be ratified by February 28, 1995, at the latest.

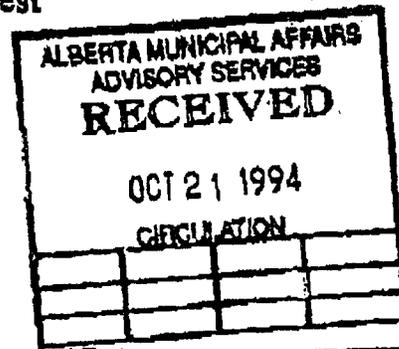
Please call your facilitator, Mr. John Charkie at 340-5241 in Red Deer. He is available to assist with discussions and help you prepare a joint proposal.

Yours truly,

Stephen C. West
Minister

Att.

cc: Kelly Kloss, City Clerk, City of Red Deer
Hon. Stockwell Day, MLA
Victor Doerksen, MLA





PIPER CREEK FOUNDATION

4277 - 46A AVENUE, RED DEER, ALBERTA T4N 6T6 PHONE 343-1077

14 December, 1994

Rob Martin, Team Leader
Alberta Municipal Affairs
Housing & Consumer Affairs
16th Floor, Commerce Place
10155 102 Street
Edmonton, Alberta

Dear Mr. Martin:

Following the meeting held November 15th with Board Members from the four social housing agencies in Red Deer the Piper Creek Foundation Board of Directors would like to confirm its position.

1. We fully support the merger between Kiwanis/Twilight Homes Foundation and Waskasoo Housing Society. The decision to do this was agreed upon by both parties involved and we feel it is a very good move. We wish them well with their undertaking.
2. From an administrative point of view we are aware of the many tasks that your office is involved in with regards to the agencies in Red Deer as well as throughout the province. We feel that in the long term the amalgamation of agencies using coordinating councils is the appropriate direction. This would give a single point of entry to all seeking such housing. The synergy created should also permit additional opportunities for the agencies to take advantage of operational efficiencies.

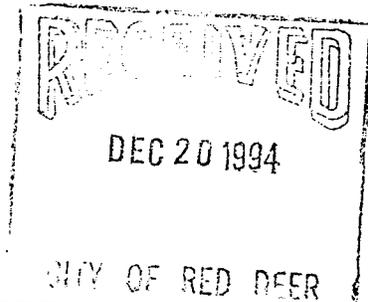
Sincerely,

PIPER CREEK FOUNDATION

Tim Guilbault
Chairman of the Board

TG/sls

cc: Dr. Steve West, Minister Responsible for Housing
Council of The City of Red Deer (for information only)
Colleen Jensen, City of Red Deer (for information only)
Red Deer Housing Authority
Twilight Homes Foundation
Waskasoo Housing Society



COMMENTS:

We concur with the recommendations of the Administration.

"G. SURKAN", Mayor

"M.C. DAY", City Manager

ADMINISTRATORS FOR

PARKVALE LODGE, 4277 - 46A Avenue, Red Deer, Alberta, T4N 6T6 343-0688

PINES LODGE, 52 Piper Dr., Red Deer, Alta., T4P 1H8 343-0656

PIPER CREEK LODGE, 4820 - 33 St., Red Deer, Alta., T4N 0N5 343-1066

DATE: JANUARY 17, 1995
TO: DIRECTOR OF COMMUNITY SERVICES
FROM: CITY CLERK
RE: SENIORS AND SOCIAL HOUSING

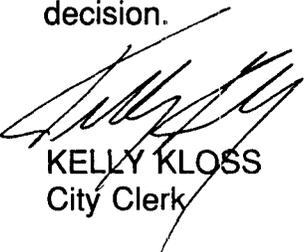
At the Council Meeting of January 16, 1995, consideration was given to the report coauthored by yourself and the Social Planning Manager dated January 9, 1995, concerning the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Social Planning Manager and Director of Community Services dated January 9, 1995, re: Seniors and Social Housing, hereby agrees to:

1. support the amalgamation of Twilight Homes Foundation and Waskasoo Seniors Housing Society, recognizing the contribution of local service clubs and volunteers;
2. support the Red Deer Housing Authority and Piper Creek Foundation as separate stand-alone management agencies;
3. encourage all housing agencies in Red Deer and area to cooperate in whatever way possible to realize efficiencies,

and as presented to Council January 16, 1995."

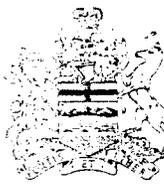
The decision of Council in this instance is submitted for your information and appropriate action. I trust that you will now be advising the affected organizations of Council's decision.



KELLY KLOSS
City Clerk

KK/clr

cc: Social Planning Manager



ALBERTA

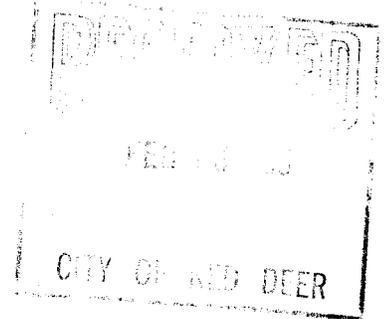
MUNICIPAL AFFAIRS

Office of the Minister

MLA, Drayton Valley - Calmar

MU00223

February 3, 1995



Ms. Colleen Jensen
Social Planning Manager
The City of Red Deer
P.O. Box 5008
Red Deer, Alberta
T4N 3T4

Dear Ms. Jensen:

Thank you for your letter of January 24, 1995, regarding Council's resolution to amalgamate agencies in the City of Red Deer.

The amalgamation of the Twilight Homes Foundation and the Waskasoo Seniors Housing Society was approved, and the two agencies have been notified. The proposal that the Red Deer Housing Authority and the Piper Creek Foundation operate as separate stand-alone management agencies is under consideration. As decisions are communicated to the agencies, we will also keep the City informed.

Your input into the consolidation process is sincerely appreciated. Please thank City Council for their valuable support. I hope Council will continue to work with the Department to encourage housing agencies in the Red Deer area to consolidate.

Yours sincerely,

Tom Thurber
Minister

cc: Honourable Stockwell Day, MLA
Mr. Victor Doerksen, MLA
~~Mr. Kelly Kloss~~
Mr. Tim Gilbert
Mr. Jim Renick

424 Legislature Building, Edmonton, Alberta, Canada T5K 2B6 Telephone 403/427-3744, Fax 403/422-9550
5008 - 51 Avenue, Drayton Valley, Alberta, Canada T0E 0M0 Telephone 403/542-3355, Fax 403/542-3331

NO. 6

DATE: January 10, 1995
TO: City Clerk
FROM: Director of Corporate Services
**RE: GOVERNMENT FINANCE OFFICERS ASSOCIATION
CANADIAN AWARD FOR FINANCIAL REPORTING**

I am pleased to advise The City of Red Deer's annual financial report for the fiscal year ended December 31, 1993 has qualified for a Canadian Award for Financial Reporting, given by the Government Finance Officers Association of the United States and Canada.

The Canadian Award for Financial Reporting program was established to encourage municipal governments throughout Canada to publish high quality financial reports and to provide peer recognition and technical guidance for officials preparing these reports. Its attainment represents a significant accomplishment by a government and its management.

The two City employees responsible for this achievement are:

Douglas G. Norris, Treasury Services Manager
Gary Mullin, Treasury Accountant

The annual financial report has been judged by impartial Canadian Review Committee members to meet the high standards of the program, including demonstrating a constructive "spirit of full disclosure" designed to clearly communicate the municipality's financial story and to motivate potential users and user groups to read the report.

The GFOA is a nonprofit professional association serving 12,300 government finance professionals in the United States and Canada with offices in Chicago, Illinois and Washington, D.C.

For the fiscal year ended December 31, 1992, there were nine Canadian municipalities that received the award of which none were located in Alberta.



A. Wilcock, B. Comm., C.A.
Director of Corporate Services

AW/jt



GOVERNMENT FINANCE
OFFICERS ASSOCIATION

180 North Michigan Avenue, Suite 800, Chicago, Illinois 60601
312/977-9700 • Fax: 312/977-4806

December 16, 1994

Mr. Michael Day
City Manager, City of Red Deer
Box 5008
Red Deer, Alberta, Canada T4N 3T4

Dear Mr. Day:

We are pleased to notify you that your annual financial report for the fiscal year ended December 31, 1993, qualifies for a Canadian Award for Financial Reporting. The Canadian Award for Financial Reporting recognizes excellence in governmental accounting and financial reporting and represents a significant accomplishment by a municipal government and its management.

When a Canadian Award for Financial Reporting is awarded to a government, a Canadian Award for Financial Reporting Achievement is also presented to the individual(s) designated by the government as primarily responsible for its having earned the CANFR. Accordingly, a Canadian Award for Financial Reporting Achievement for the Financial Services Division is enclosed.

The Canadian Award for Financial Reporting plaque will be shipped under separate cover. We hope that you will arrange for a formal presentation of both the CANFR and the Canadian Award for Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. To assist you in this regard, a sample news release is enclosed.

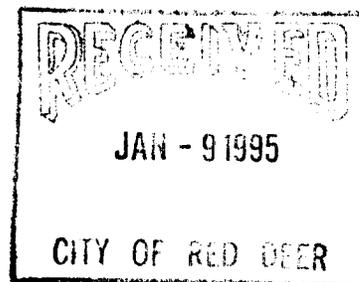
We hope that your example will encourage other government officials in their efforts to achieve and maintain excellence in their own financial reporting.

Yours very truly,

GOVERNMENT FINANCE OFFICERS ASSOCIATION

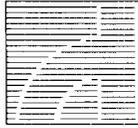
Gregory S. Allison
Gregory S. Allison
Assistant Director/Technical Services Center

Enclosures



WASHINGTON OFFICE

1750 K Street, N.W., Suite 650, Washington, DC 20006
202/429-2750 • Fax: 202/429-2755



GOVERNMENT FINANCE
OFFICERS ASSOCIATION

December 16, 1994 180 North Michigan Avenue, Suite 800, Chicago, Illinois 60601
312/977-9700 • Fax: 312/977-4806

NEWS RELEASE For more information, contact:
Gregory Allison (312) 977-9700

(Chicago) - The Canadian Award for Financial Reporting has been awarded to: Corporation of the City of Red Deer by the Government Finance Officers Association of the United States and Canada (GFOA) for its annual financial report. The Canadian Award for Financial Reporting program was established to encourage municipal governments throughout Canada to publish high quality financial reports and to provide peer recognition and technical guidance for officials preparing these reports. Its attainment represents a significant accomplishment by a government and its management.

A Canadian Award for Financial Reporting Achievement has been awarded to the individual(s) designated as primarily responsible for preparing the award-winning report. This award has been presented to: Financial Services Division

The annual financial report has been judged by impartial Canadian Review Committee members to meet the high standards of the program, including demonstrating a constructive "spirit of full disclosure" designed to clearly communicate the municipality's financial story and to motivate potential users and user groups to read the report.

The GFOA is a nonprofit professional association serving 12,300 government finance professionals in the United States and Canada with offices in Chicago, Illinois, and Washington, D.C.

WASHINGTON OFFICE

1750 K Street, N.W., Suite 650, Washington, DC 20006
202/429-2750 • Fax: 202/429-2755



The Government Finance Officers Association
of the United States and Canada

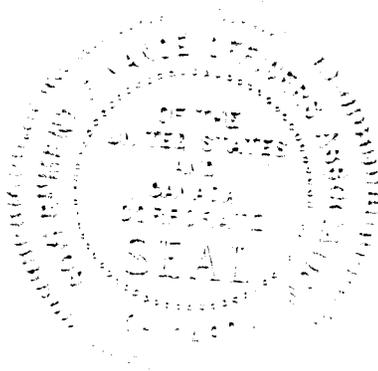
presents this

**CANADIAN AWARD FOR
FINANCIAL REPORTING ACHIEVEMENT**

to:

FINANCIAL SERVICES DIVISION

CORPORATION OF THE CITY OF RED DEER



The Canadian Award for Financial Reporting Achievement is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit's achieving a Canadian Award for Financial Reporting. A CANFR is presented to those government units whose annual financial reports are judged to adhere to program standards.

Executive Director

Jeffrey R. Emer

Date

DECEMBER 16, 1994

COMMENTS:

Congratulations are due the staff who have generated this level of excellence in our reporting. Council would be interested to know that we are the first Alberta community to be given this prestigious award. Both staff members who have the major responsibility for the reports involved will be in attendance at the Council Meeting so Council can congratulate them directly.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

DATE: JANUARY 17, 1995

TO: DIRECTOR OF CORPORATE SERVICES

FROM: CITY CLERK

**RE: GOVERNMENT FINANCE OFFICERS ASSOCIATION
CANADIAN AWARD FOR FINANCIAL REPORTING**

At the Council Meeting of January 16, 1995, consideration was given to your report dated January 10, 1995 concerning the above topic. At this meeting, Council congratulated you and your Department on this great achievement. They gave specific thanks to Doug Norris and Gary Mullin for their leadership role in the production of the annual financial report.

Thank you for bringing this honour to The City of Red Deer.



KELLY KLOSS
City Clerk

KK/clr

NO. 7

DATE: January 10, 1995
TO: Kelly Kloss, City Clerk
FROM: Alan Scott, Land and Economic Development Manager
RE: **NEW CIVIC ADDRESS BYLAW**

For the past few years, we have been working closely with Computer Services and Assessment and Tax Departments in an effort to facilitate a computerized civic addressing system that is accessible to all City departments. This project has successfully overcome the initial "teething" problems, and appears to be running very smoothly. Therefore, we feel confident that now is the time to initiate a new bylaw, to be known as "The Civic Address Bylaw".

Attached is a draft of the new bylaw that has been prepared by the City Solicitor, Tom Chapman. This draft is based on input from the following departments: Engineering, Bylaws and Inspections, Assessment and Tax, Red Deer Regional Planning Commission, Land and Economic Development, RCMP, and Fire Department.

RECOMMENDATION

That Council of the City of Red Deer repeal Bylaw No. 1337/47 and all amendments thereto, and give approval to the new proposed Bylaw No. 3125/95, to be known as "The Civic Address Bylaw".



Alan V. Scott

PAR/mm

COMMENTS:

We concur with the recommendation of the Land & Economic Development Manager.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

DATE: JANUARY 17, 1995
TO: LAND AND ECONOMIC DEVELOPMENT MANAGER
FROM: CITY CLERK
RE: NEW CIVIC ADDRESS BYLAW 3125/95

At the Council Meeting of January 16, 1995, consideration was given to your report dated January 10, 1995 concerning the above topic and at which meeting three readings were given to the new Civic Address Bylaw 3125/95, a copy of which is attached hereto.

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

Trusting you will find this satisfactory.



KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: Director of Development Services
 Bylaws and Inspections Manager
 City Assessor
 Insp. Beaton
 Fire Chief
 City Solicitor
 Principal Planner

NO. 8

DATE: JANUARY 11, 1995

TO: CITY COUNCIL

FROM: CITY CLERK (RETURNING OFFICER)

RE: 1995 MUNICIPAL ELECTION

A municipal election will be held on Monday, October 16, 1995 for the offices of Mayor, Aldermen, Public School Trustees and Separate School Trustees. Both the Municipal Government Act and the Local Authorities Election Act provide councils with various alternatives concerning certain aspects for conducting elections. I have summarized below each of these areas, as well as other general provisions for Council's information.

1. *Appointment of Returning Officer*

Bylaw 3056/91, which provides for municipal elections and for an automated voting system within the City of Red Deer, appoints the City Clerk as the Returning Officer for The City. As the New Municipal Government Act has not specified certain positions within the municipality, other than the Chief Administrative Officer, I feel that it is necessary to reappoint the Returning Officer under the new Act.

Recommendation - that Council reaffirm its appointment of the City Clerk as the Returning Officer for the 1995 Election and future elections or by-elections.

2. *Nomination Hours*

In 1992, Council passed Bylaw 3060/92 which directed the Returning Officer to receive nominations between 8:00 a.m. and 12 noon on Nomination Day for the 1992 General Election. We recommend that Council pass a bylaw authorizing that nomination hours remain the same as in 1992.

Recommendation - That the hours for receipt of nominations be 8:00 a.m. to 12 Noon on Nomination Day.

3. *Advance Voting*

Council may by resolution provide for holding an advance vote to be held prior to the election. In previous elections, the advance vote has been held on the Thursday, Friday and Saturday two weeks prior to Election Day.

For Council's information, the advance vote is held at the Red Deer and District Museum in the Stewart Room.

Recommendation - That Council pass a resolution authorizing an advance vote be held for the 1995 City of Red Deer General Election on the following dates and hours:

Thursday, October 5, 1995	10:00 a.m. to 8:00 p.m.
Friday, October 6, 1995	10:00 a.m. to 8:00 p.m.
Saturday, October 7, 1995	10:00 a.m. to 8:00 p.m.

4. *Petition and Vote on all Bylaws Requiring the Ascent of Proprietary Electors*

On March 4, 1974 Council passed Bylaw 2432/74, which provided that all electors of The City of Red Deer are authorized to petition and vote on all bylaws requiring the ascent of proprietary electors. Under the existing act, if this bylaw had not been passed, only proprietary electors would be able to petition for and vote on any bylaw which is placed before the public for the purpose of obtaining the views of such electors.

In the new Municipal Government Act, reference to proprietary electors has been deleted and reference made only to the electors of a municipality. With this change, City of Red Deer Bylaw 2432/74 is no longer required.

Recommendation - That Bylaw 2432/74 be repealed.

5. *List of Electors*

Council may, by bylaw, direct the Returning Officer to prepare a list of electors who are entitled to vote in an election and prescribe procedures and forms governing the enumeration of electors. We do not believe that the cost of doing an enumeration can be justified as our current system of electors declaring that they are eligible to vote at the voting stations has worked very well with no signs of abuse of this system.

Council has however, passed Bylaw 2425/73 which indicates that notwithstanding the Municipal Election Act and pursuant to Section 39.1(1) thereof, it shall not be necessary to complete the list of electors. The Municipal Election Act has been repealed by the Local Authorities Election Act and now Council only has to pass a bylaw if it wishes to complete a list of electors.

Recommendation - That Bylaw 2425/73 be repealed.

6. Incapacitated Elector at Home

Council may, by resolution, provide for the attendance of a deputy at the residence of an elector during the hours an advance voting station is open or other times as may be fixed by the resolution, in order to take the vote of an elector who, because of physical incapacity, is unable to attend a voting station or an advance voting station to vote.

This provision is made for those electors who are housebound and can in no way leave the house to vote. In the past, no request for this service has been received and as such no resolution of Council has been passed authorizing the Returning Officer to allow for such a service. The cost of providing such a service, depending on the number of requests received, would range from approximately \$200 - \$400, which has not been included in the costs of the 1995 General Election. In addition, it should be noted that should the service be provided, electors must register with the Returning Officer their intent to use this service and qualify for same prior to the actual day of voting.

Recommendation - That the status quo be maintained and this service not be offered.

7. Disclosure Bylaw - Personal Information

Section 171 of the new Municipal Government Act states:

171 A Council may by bylaw

- (a) require that each councillor file with a designated officer a statement of the name or names of
 - (i) the councillor's family,
 - (ii) the employers of the councillor,
 - (iii) each corporation, other than a distributing corporation, in which the councillor is a shareholder, director or officer,
 - (iv) each distributing corporation in which the councillor beneficially owns voting shares carrying at least 10% of the voting rights attached to the voting shares of the corporation or of which the councillor is a director or officer, and
 - (v) each partnership or firm of which the councillor is a member,
- and

- (b) require the designated officer to compile a list of all the names reported on the statements filed with the officer and give a copy of the list to the employees of the municipality indicated in the bylaw.

In the past, Council has had the option to implement a Disclosure Bylaw - Personal Information, however, have chosen not to.

Recommendation - That a Disclosure Bylaw - Personal Information not be required.

8. Election Day

The Local Authorities Election Act states that Election Day shall be the third Monday in October, however, a council may stipulate by bylaw passed prior to June 30th in the year in which a general election is to be held, that election day shall be the Saturday immediately preceding the third Monday in October.

We do not recommend changing the 1995 Election date for the following reasons:

- a. The voters in Red Deer are accustomed to voting on Monday.
- b. There would be additional costs associated with a Saturday election.
- c. Nomination Day, which is four weeks before Election Day, would also have to be on a Saturday.
- d. Most of the voting stations are schools and additional costs would be incurred for opening the buildings, security, janitorial services, etc.
- e. Community Association Centres are also used as Voting Stations and this may conflict with the Saturday recreational use of these facilities.
- f. Saturday is a Sabbath for some religious groups.

Recommendation - That Election Day be October 16, 1995.

9. Voting Hours

Currently the voting hours are from 10:00 a.m. to 8:00 p.m. on Election Day. Council may pass a bylaw prior to June 30th in a year in which an election is being held, that would provide that voting stations be open before 10:00 a.m.

In order to accommodate most electors on their way to work in the morning, voting stations would have to be open at 7:00 a.m. This would require that our workers would have to be at the voting stations by no later than 6:00 a.m. in order to have the voting stations ready for the 7:00 a.m. opening. This causes a number of concerns in the following areas:

- a. Increases the already lengthy work day for our voting station Election workers.
- b. Increases in costs relative to voting stations as arrangements would have to be made to have the stations (schools) opened earlier than usual.
- c. Additional costs relative to Election workers.

Recommendation - That the hours of voting remain from 10:00 a.m. to 8:00 p.m.

10. Election of Mayor

The new Municipal Government Act states that the chief elected official (Mayor) of a city is to be elected by a vote of the electors of the municipality unless the council passes a bylaw requiring council to appoint the Mayor from among the aldermen.

This bylaw would have to be passed 180 days before the general election (April 18, 1995) and same must be advertised. If Council wishes to consider this option, I recommend that a question be placed on the 1995 Election Ballot Card asking the electors if this option should be followed for the election of the Mayor in 1998.

Recommendation - That the Mayor continue to be elected by a vote of the electors and that a bylaw as noted above not be considered.

11. Nomination Forms

Every nomination form of a candidate shall be signed by at least 5 electors. Council may pass a bylaw prior to June 30 specifying the minimum number of electors required to sign the nomination form of a candidate, but that number must be at least 5 and not more than 25. In the past Council has only required the signatures of 5 electors.

Recommendation - That Council reaffirm its practice that every nomination form of a candidate be signed by at least 5 electors. If Council agrees, no bylaw is necessary to be passed.

12. Deposit

Council may by bylaw passed not less than 30 days before nomination day (August 19, 1995), require that every nomination be accompanied by a deposit. Council can set the amount of the deposit however it cannot exceed \$100. Council does not currently require a deposit.

Recommendation - That a nomination deposit not be required.

13. 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 1st in the year of a general election, or on or after the day the council passes a resolution to hold the by-election, but before his last working day prior to nomination day. The council shall grant any application it receives under this section.

Recommendation - Submitted for Council's information.

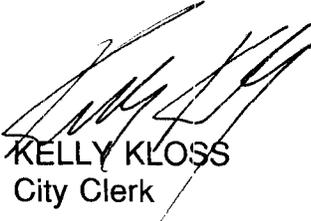
Summary of Recommendations

- That Council pass Bylaw No. 3124/95 which provides for:
 - (a) election processes
 - (b) automated voting system
 - (c) appointment of returning officer
 - (d) setting of nomination hours
 - (e) repealing of Bylaws 2425/72 (List of Electors) and Bylaw No. 2432/74 (Proprietary Electors)

- Advance Vote - That Council pass a resolution authorizing an advance vote be held for the 1995 City of Red Deer General Election on the following dates and hours:

Thursday, October 5, 1995	10:00 a.m. to 8:00 p.m.
Friday, October 6, 1995	10:00 a.m. to 8:00 p.m.
Saturday, October 7, 1995	10:00 a.m. to 8:00 p.m.

- Incapacitated Elector at Home - That a special voting service not be offered.
- Disclosure Bylaw/Personal Information - That such a bylaw not be implemented.
- Election Day - No change in date (October 16, 1995).
- Voting Hours - No change in voting hours (10:00 a.m. to 8:00 p.m.).
- Election of Mayor - Mayor to be elected by a vote of the electors.
- Nomination Form - Nomination Forms be signed by at least 5 electors.
- Deposit - No deposit be required from candidates.



KELLY KLOSS
City Clerk

KK/clr

COMMENTS:

We concur with the recommendations of the City Clerk.

f:\data\election\1995\letters\council.jan
"G. SURKAN", Mayor
"M.C. DAY", City Manager

DATE: JANUARY 17, 1995
TO: RETURNING OFFICER
FROM: CITY CLERK
RE: 1995 MUNICIPAL ELECTION

At the Council Meeting of January 16, 1995 consideration was given to a report dated January 11, 1995 concerning the above and at which meeting the following resolutions were introduced and passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the City Clerk (Returning Officer), dated January 11, 1995, re: 1995 Municipal Election, hereby authorizes an advance vote be held for the 1995 City of Red Deer General Election on the following dates at the following times:

Thursday, October 5, 1995	10:00 a.m. to 8:00 p.m.
Friday, October 6, 1995	10:00 a.m. to 8:00 p.m.
Saturday, October 7, 1995	10:00 a.m. to 8:00 p.m. "

"RESOLVED that Council of The City of Red Deer, in accordance with Section 79 of the Local Authorities Election Act, hereby agrees to provide for the attendance of a deputy returning officer at the residence of an elector, during the hours of The City of Red Deer's advance voting station, in order to take the votes of an elector who, because of physical incapacity, is unable to attend a voting station or an advance voting station to vote."

In addition to the above resolutions, Bylaw 3125/95, The Municipal Election Bylaw, was given three readings.

Trusting you will find this satisfactory.



KELLY KLOSS
City Clerk

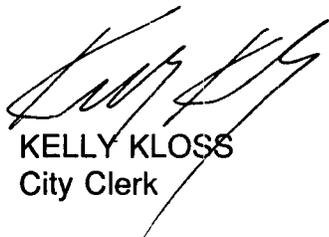
KK/clr

cc: Donna Nowochin

DATE: JANUARY 17, 1995
TO: RETURNING OFFICER
FROM: CITY CLERK
RE: MARKING OF BALLOT CARDS - BLIND ELECTORS

At the Council Meeting of January 16, 1995 Alderman Pimm raised the question of whether or not The City provides for blind persons marking brail ballot cards.

A review of this matter is to be presented back to Council in due course.



KELLY KLOSS
City Clerk

KK/clr

cc: Donna Nowochin

COUNCIL MEETING OF JANUARY 16, 1995

ATTACHMENT TO REPORT ON OPEN AGENDA

**RE:
1995 MUNICIPAL ELECTION
PAGE 44**

BY-LAW NUMBER 35M94

BEING A BY-LAW OF THE CITY OF CALGARY
TO REQUIRE THE PUBLIC DISCLOSURE OF
CAMPAIGN CONTRIBUTIONS AND
CAMPAIGN EXPENSES

.....

WHEREAS Calgary City Council believes that candidates should be responsible and accountable to the people of Calgary;

AND WHEREAS the public disclosure of campaign finances improves the accountability of candidates to the public;

AND WHEREAS the *Local Authorities Elections Act, S.A. 1983, Chapter L-27.5* provides that a municipality may by by-law require that candidates prepare and disclose to the public their campaign contributions and expenses;

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CALGARY ENACTS AS FOLLOWS:

1. This By-law may be cited as "The Municipal Election Campaign Contributions By-law".
2. In this By-law:
 - (a) "campaign" means events or activities engaged in, by, or on behalf of, a candidate for the purpose of promoting the election of the candidate.
 - (b) "campaign contribution" means any money paid or any donation in kind provided to or for the benefit of a candidate for the purpose of financing a campaign without compensation from the candidate, including revenue raised from a fundraising function by the sale of tickets or otherwise, but does not include volunteer labour.
 - (c) "campaign expense" means:
 - (i) money spent or liabilities incurred other than an expense relating to a recount in respect of the election; and
 - (ii) the fair market value of goods and services donated or provided, by or on behalf of a candidate for the purpose of an election, but does not include volunteer labour.
 - (d) "campaign period" means the period of time between consecutive municipal general elections except, where a by-election is held, it means the period of time between the by-election and the preceding municipal general election.
 - (e) "candidate" means any person who files nomination papers with the Returning Officer of the City of Calgary for any election or by-election for any office of the municipal council.
 - (f) "City Clerk" means the person appointed by Council to act as the municipal secretary pursuant to the *Municipal Government Act*.
 - (g) "contributor" means an individual, organization, or corporation providing a campaign contribution.

- (h) "donation in kind" means the fair market value of goods and services donated or provided by or on behalf of a candidate during a campaign period for the purpose of an election but does not include volunteer labour or donations from a single contributor with a total accumulated value of \$100.00 or less.
 - (i) "fundraising function" means events or activities held for the purposes of raising funds for an election campaign of the person by whom or on whose behalf the function is held.
 - (j) "Returning Officer" means the person appointed by Council to act as Returning Officer pursuant to the *Local Authorities Elections Act*.
3. A candidate shall keep complete and proper accounting records of all campaign contributions received and all campaign expenses incurred during the campaign period.
 4. The candidate is responsible for ensuring that:
 - (a) proper records are kept of all campaign contributions and campaign expenses incurred during the campaign period;
 - (b) a record is kept of the value of every campaign contribution, whether in the form of money, goods or services, and of the name and address of the contributor;
 - (c) receipts are issued for every campaign contribution accepted.
 5. Candidates shall submit to the Returning Officer, on or before the first working day of the month of February in the year immediately following the year in which a municipal election is held, a statutory declaration in the form of Schedule "A" to this By-law, stating their campaign contributions and campaign expenses.
 6. Candidates whose campaign contributions or campaign expenses for a campaign period exceed \$2,500.00 shall file with the Returning Officer, on or before the first working day of the month of February in the year immediately following the year in which a municipal election is held, a statement of campaign contributions and campaign expenses in the form shown in Schedule "B" to this By-law and audited by a recognized professional accountant.
 7. Candidates shall submit a list in the form of Schedule "C" to this By-law of each contributor whose cumulative campaign contributions exceed \$100.00, listing those contributors and each cumulative contribution.
 8. All records of a candidate shall be retained by that candidate for a period of two years following the date on which the financial statements or statutory declarations were required to be filed under this By-law.
 9. The Returning Officer shall forward to Council for information, a report summarizing campaign contributions and campaign expenses of candidates and all documents filed pursuant to this By-law.
 10. All documents filed with the Returning Officer pursuant to this By-law are public record upon the expiration of the time prescribed by this By-law for the filing of same and may on request be inspected at the office of the City Clerk during normal office hours.

11. The Returning Officer shall deliver to each candidate a copy of this By-law within forty-eight hours of nomination day.
12. Any candidate who contravenes any section of this By-law is guilty of an offense and is liable for a penalty of not more than \$1,000.00.
13. By-law 14M92 is hereby repealed.
14. This By-law comes into force upon receiving third reading.

READ A FIRST TIME THIS 27TH DAY OF JUNE, 1994.

READ A SECOND TIME AS AMENDED THIS 27TH DAY OF JUNE, 1994.

READ A THIRD TIME
AND PASSED AS AMENDED THIS 27TH DAY OF JUNE, 1994.



Mayor



City Clerk

Attachments:

- Schedule "A"
- Schedule "B"
- Schedule "C"

SCHEDULE "A"

**STATUTORY DECLARATION OF CANDIDATES FOR MUNICIPAL OFFICE WITHIN
THE CITY OF CALGARY
WITH CAMPAIGN EXPENSES AND CAMPAIGN CONTRIBUTIONS**

I, _____
(name)

of _____
(address)

in the Province of Alberta, do solemnly declare:

1. That I was a candidate for the position of Mayor/Alderman for the City of Calgary, in the election held on the _____ day of _____, 19 _____.

2. That the following is a true account of all the campaign expenses and campaign contributions incurred by me or by my agent on my behalf in respect of the aforesaid election:

(a) Campaign Contributions received:	\$ _____
(b) Campaign Expenses Incurred:	\$ _____
(c) Total Surplus (Deficit):	\$ _____

3. That I have no reason to believe that any monies other than those listed above have been expended by me or with my authority and consent or by any person for the purpose of assisting me in the election.

4. That I make this solemn declaration conscientiously, believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me at
in the Province of Alberta
this _____ day of _____, 19 _____.

(Signature of Candidate)

(To be declared before a Justice of the Peace
Notary Public, or a Commissioner of Oaths, etc.)

SCHEDULE "B"

**STATEMENT OF CAMPAIGN CONTRIBUTIONS AND CAMPAIGN EXPENSES,
WHERE EITHER EXCEEDS \$2,500.00, FOR CANDIDATES
FOR MUNICIPAL OFFICE WITHIN THE CITY OF CALGARY**

Campaign Period From _____ To _____

Campaign Period Contributions

Fundraising Functions
Cash Donations
Donations in Kind
Other (detail)

TOTAL CONTRIBUTIONS

Campaign Period Expenses

Nomination Deposit
Fundraising Costs
Advertising
Signage
Office Space
Other Facilities
Office Administration
Printing
Office Supplies
Electoral Materials (Maps, List of Electors, Etc.)
Food & Beverages
Entertainment
Telephone
Utilities
Insurance
Brochures and Buttons
Distribution
Transportation
Equipment
Postage
Bank Charges
Other (detail)

TOTAL EXPENSES

Surplus (Deficit) of Campaign Contributions Over Campaign Expenses

Add: Beginning Surplus (Deficit)

Net Surplus (Deficit)

ATTESTATION OF THE CANDIDATE

I declare that the above statement is a true account of all the campaign expenses and campaign contributions incurred by me or by my agent on my behalf in respect of the above campaign period.

Signature of Candidate

Date

From: CCDM --CITYB Date and time 93-06-18 14:58:27
To: CCFILE --CITYB ADMIN FILING SYSTEM ASBDO --CITYB Dir A. T. & L.

FROM: DEBBI MAKELA
Subject: Council Decision Letters
1993 June 18

MEMO TO: Director of Assessment, Tax and License
SUBJECT: Clause C93-52 of the Report of the Commissioners,
dated 1993 June 14, Re: 1992 Municipal General
Election Campaign Contributions and Expenses
Disclosure
AND
Clause NAP93-10 of the Report of the Nominating,
Agenda and Personnel Committee, dated 1993 June 8,
Re: By-law 14M92 - Disclosure of Campaign
Contributions and Campaign Expenses

Please be advised that City Council dealt with the above-noted item at its meeting of 1993 June 14. The following is an excerpt from the unconfirmed minutes.

DECISION OF COUNCIL:

MOVED BY ALDERMAN SCHMAL, SECONDED BY ALDERMAN FRITZ, that the Recommendation contained in Clause C93-52 of the Report of the Commissioners, dated 1993 June 14, Re: 1992 Municipal General Election Campaign Contributions and Expenses Disclosure, be adopted.

MOTION CARRIED

MOVED BY ALDERMAN CLARK, SECONDED BY ALDERMAN KERR, that Clause NAP93-10 of the Report of the Nominating, Agenda and Personnel Committee, dated 1993 June 8, Re: By-law 14M92 - Disclosure of Campaign Contributions and Campaign Expenses, be amended by the addition of Recommendation No. 3, as follows:

- "3. That the Political Campaign Contributions and Campaign Expenses Committee circulate Members of Council for suggestions, ideas, etc. with respect to addressing and solving problems in this regard."

MOTION CARRIED

MOVED BY ALDERMAN CLARK, SECONDED BY ALDERMAN JOHNSTON, that Alderman Higgins' amendment with respect to Clause NAP93-10, be amended by the addition of the words, "Agents or Campaign Managers", after the words, "proceeded with for any candidates."

MOTION CARRIED

MOVED BY ALDERMAN HIGGINS, SECONDED BY ALDERMAN SMITH, as amended, that Clause NAP93-10 of the Report of the Nominating, Agenda and Personnel Committee, dated 1993 June 8, Re: By-law 14M92 - Disclosure of Campaign Contributions and Campaign Expenses, be amended by the addition of Recommendation No. 4, as follows:

- "4. That full enforcement of By-law No. 14M92 be proceeded

with for City Candidates, Agents or Campaign Managers,
who have not complied with the requirements of the
By-law by 1993 June 30."

MOTION CARRIED

MOVED BY ALDERMAN SCHMAL, SECONDED BY ALDERMAN ERSKINE, that the
Recommendations of the Administration, as contained in Clause
NAP93-10 of the Report of the Nominating, Agenda and Personnel
Committee, dated 1993 June 8, Re: By-law 14M92 - Disclosure of
Campaign Contributions and Campaign Expenses, be adopted, as
amended.

MOTION CARRIED

The minutes of the Regular Meeting of Council held 1993 June 14,
will be confirmed by City Council on 1993 June 28.

Sue Gray
Assistant Deputy Clerk

SG/djm

cc: CCDG	--CITYB	City Clerk	FNADBL	--CITYB	DIR OF FINANCE
LWCSDOK	--CITYB	City Solicitor	FNBUDJT	--CITYB	MGR, F. P. & B.
COMMJD	--CITYB	Sec. Brd. Comm.	COMMO03	--CITYB	COMM RECORDS CLERK
CCELBC	--CITYB	Returning Officer	ENCEJS	--CITYB	City Engineer
ALAAW14	--CITYB	Ald. Kraychy			

FROM: DEBBI MAKELA

Secretariat

City Clerks

Phone: 268-5856 5856 | Address Code 8007 | PROFS Nickname- DMAKELA

COMMISSIONERS' REPORT TO COUNCIL

1993 JUNE 14

**C93-52 1992 MUNICIPAL GENERAL ELECTION CAMPAIGN
CONTRIBUTIONS AND EXPENSES DISCLOSURE**

ISSUE:

To provide a supplementary report on the Disclosure of Campaign Contributions and Expenses filed by Candidates between 1993 March 22 and June 01.

BACKGROUND:

By-law 14M92, requiring the public disclosure of campaign contributions and expenses, includes the following provision:

11. The Returning Officer shall forward to Council for information, a report summarizing campaign contributions and campaign expenses of candidates and all documents filed pursuant to this By-law.

The first such report (NAP93-02) was reviewed by Council at its meeting of 1993 February 1, and a further summary was provided in Commissioners' Report C93-35 to the 1993 March 22 meeting of Council.

This report is provided to Council as a final summary of disclosure statements filed since 1993 March 22.

A separate report on enforcement regarding those candidates who have failed to follow the By-law provisions is included elsewhere on today's Council agenda.

CONCLUSION:

The documents filed subsequent to the Council meeting of 1993 March 22, are attached and summarized as Attachment 1 Attachment 2 is a summary of candidates who have not complied with By-law 14M92 and Attachment 3 is a summary of all campaign contributions and expenses received pursuant to this by-law.

RECOMMENDATION:

That Council receive this report for information.

ATTACHMENTS:

1. Summary and Documents for Campaign Contributions of Candidates filed between 1993 March 22 and June 01
2. Summary of Candidates who have not complied with By-law 14M92
3. Summary of Campaign Contributions and Expenses filed by Candidates as of 1993 June 01

C93-52
Attachment 1

The following candidates in the 1992 Municipal General Election have filed documents in accordance with By-law 14M92:

MAYORALTY CANDIDATES

	Campaign Contributions	Campaign Expenses
1. Betts, Laury D.	\$ 0.00	\$ 226.73

ALDERMANIC CANDIDATES

	Campaign Contributions	Campaign Expenses
1. Blough, Ann	\$ 4,473.00	\$6,713.29
2. Laing, Jim	0.00	1,000.00
3. MacDonald, Jack	\$ 1,122.00	\$3,789.34
4. O'Donoghue, Pat	680.00	5,549.62
5. Parks, Gerald	1,544.00	5,984.05
6. Ritchie, Michael	375.00	1,000.46
7. Schreiner, Barbara	6,660.00	11,804.00

C93-52
Attachment 2

The following candidate in the 1992 Municipal General Election did not file a Statutory Declaration with his disclosure documents in accordance with By-law 14M92:

- 1. Huzan, Joe

The following candidate in the 1992 Municipal General Election did file a Statutory Declaration with his disclosure documents, but failed to have the form signed by a Commissioner for Oaths, in accordance with By-law 14M92:

	Campaign Contributions	Campaign Expenses
1. Laing, Jim	\$ 0.00	\$1,000.00

The following candidate in the 1992 Municipal General Election did not file an Audited Statement with his disclosure documents in accordance with By-law 14M92:

Council decision of 1993 May 3:

Moved by Alderman Smith, seconded by Alderman Clark, that the Recommendation contained in Clause NAP93-07 of the Report of the Nominating, Agenda and Personnel Committee, dated 1993 April 20, Re: Relaxing Requirements of The Municipal Election Campaign Contributions By-law Number 14M92, be adopted.

"That Mr. Hanratty be required to file an audited statement of his campaign contributions and campaign expenses no later than June 1, 1993 or within two weeks after his Financial Officer (Mr. David Gaskin) returns from Europe."

	Campaign Contributions	Campaign Expenses
1. Hanratty, John	5,750.00	5,539.36

C93-52
Attachment 3

MAYORALTY CANDIDATES

CANDIDATE	CAMPAIGN CONTRIBUTIONS	CAMPAIGN EXPENSES	AUDITED STATEMENT	
			YES	NO
Aspenlieder, Steven	\$ 0	\$ 0		X
Betts, Laury	0	226.73		X
Duerr, Al	90,664.00	81,613.00	X	
Hope, Peter E.	0	1,984.21		X
Locke, Jack	10.00	632.30		X
Petersen, Terrill D.	0	130.00		X
Rourke, Timothy A.	7.00	175.00		X
Service, Doug	0	2,000.00		X

ALDERMANIC CANDIDATES

CANDIDATE	CAMPAIGN CONTRIBUTIONS	CAMPAIGN EXPENSES	AUDITED STATEMENT	
			YES	NO
Aschim, Roy	\$ 825.00	\$ 4,752.60		X
Babiuk, Elke	2,944.50	3,890.06		X
Barke, Vern	4,922.00	4,922.00		X
Blough, Ann	4,473.00	6,713.29	X	
Bronconnier, David	11,647.00	19,872.00	X	
Clark, Ray	23,011.00	22,400.00	X	
Erskine, Barry	11,088.00	12,097.00	X	
Evans, Dan C.	0	100.00		X
Fisk, Sharon M.	10,062.00	14,744.28	X	
Fritz, Yvonne	4,100.00	3,600.00		X
Galbraith, Dale F.	100.00	603.00		X
Gilchrist, Larry	2,948.00	6,217.00	X	
Hanratty, John	5,570.00	5,539.36		X
Higgins, Suzanne G.	6,425.00	1,263.00	X	
Hilford, Rork	4,000.00	905.23		X
Hodges, Dale	10,674.00	4,969.00	X	
Hunter, Allan J.	1,180.00	1,434.07		X
Huzan, Joe	0	125.00		X
Jasienczyk, John	0	1,320.66		X
Johnston, Glen	3,288.00	6,403.00	X	
Kerr, Joanne	1,937.85	11,466.60	X	
Konkin, Janyce	7,801.77	7,721.54	X	
Kraychy, Carol	17,306.00	19,614.00	X	
Laing, Jim*	0	1,000.00		X
Leitch, Wendy	13,553.75	18,379.99	X	

*Statutory Declaration has not been signed by Commissioner for Oaths

Attachment 3

ALDERMANIC CANDIDATES, continued

CANDIDATE	CAMPAIGN CONTRIBUTIONS	CAMPAIGN EXPENSES	AUDITED STATEMENT	
			YES	NO
Longstaff, Bev	\$22,994.33	\$11,237.51	X	
Lord, Jon	1,975.00	9,775.00	X	
MacDonald, Jack	1,122.00	3,789.34		X
MacEachern, Grant B.	4,996.51	4,686.99		X
Magnus, Richard	12,755.00	12,437.00	X	
Marshall, Dave	3,235.19	3,593.00		X
McColl, Scott	3,879.00	4,047.13		X
O'Donoghue, Pat	680.00	5,549.62	X	
Parks, Gerald	1,544.00	5,984.05	X	
Peebles, Edward R.	0	1,656.13		X
Pesta, Lou	6,028.00	16,741.94	X	
Pollock, Stuart R.	1,890.00	3,355.22		X
Reimer, Sharon L.	0	402.87		X
Reynolds, Linda	550.00	1,174.00		X
Ritchie, Michael J.	375.00	1,000.46		X
Schmal, John	9,783.00	6,905.00	X	
Schreiner, Barbara	6,660.00	11,804.00	X	
Scott, Barbara	11,429.99	12,237.79	X	
Smith, Patricia	6,062.00	11,824.00	X	
Smith, Rick	12,887.00	14,926.00	X	
Stolz, Jason B.	725.00	3,741.00		X
Syms, Steve	950.00	3,855.00		X
White, Jeremy P.	8,187.11	8,680.81	X	
Young, James	0	4,317.45		X

From: CCJS	--CITYB		Date and ti.	03/15/94 15:28:14
To: CCJS	--CITYB	CC Admin. Filing	CCDG	--CITYB
cc: FNADBL	--CITYB	Dir Finance	LWCSOK	--CITYB
	COMMJD	Sec. Brd. Comm.	COMMO03	--CITYB
	CCELBC	Returning Officer		

From: Jackie Sperle
 Subject: Council Decision Letters

1994 March 15

MEMO TO: City Clerk

SUBJECT: Clause C94-32 of the Report of the Commissioners,
 dated 1994 March 7, Re: 1993 September 20 Aldermanic
 By-Election Campaign Contributions and Expenses
 Disclosure

Please be advised that City Council dealt with the above-noted item at its meeting commencing 1994 March 7. The following is an excerpt from the unconfirmed minutes.

DECISION OF COUNCIL:

MOVED BY ALDERMAN HODGES, SECONDED BY ALDERMAN KRAYCHY, that the Recommendation contained in Clause C94-32 of the Report of the Commissioners, dated 1994 March 7, Re: 1993 September 20 Aldermanic By-Election Campaign Contributions and Expenses Disclosure, be adopted.

MOTION CARRIED

The minutes of the Regular Meeting of Council held 1994 March 7, will be confirmed by City Council on 1994 March 21.

Sue Gray
 Assistant Deputy Clerk

SG/jjs

From: Jackie Sperle
 Secretariat
 City Clerks
 Phone: 268-5846 5846 | Address Code 8007 | PROFS Nickname- JSPERLE

COMMISSIONERS' REPORT TO COUNCIL

1994 MARCH 07

C94-32 . 1993 SEPTEMBER 20 ALDERMANIC BY-ELECTION CAMPAIGN
CONTRIBUTIONS AND EXPENSES DISCLOSURE

ISSUE:

To report the Disclosure of Campaign Contribution and Expense Documents filed by Mr. Zaki Abdo, a candidate in the 1993 September 20 Aldermanic By-Election.

RECOMMENDATION:

That Council receive this report for information.

BACKGROUND:

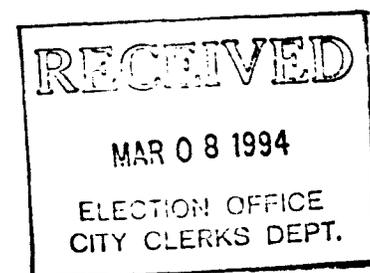
In accordance with By-Law 14M92, as amended 1992 November 16 by By-Law 58M92, all candidates in the 1993 September 20 Aldermanic By-Election were required to file documents disclosing campaign contributions and expenses by 1994 January 15.

Paragraph 11 of By-Law 14M92 states:

The Returning Office shall forward to Council for information, a report summarizing campaign contributions and campaign expenses of candidates and all documents filed pursuant to this Bylaw.

The required disclosure statements were received from Mr. Zaki Abdo on 1994 February 01, subsequent to Commissioner's Report C94-18 adopted at the Regular Meeting of Council held on 1994 January 31.

Mr. Abdo has been charged with failing to comply with the provisions of Section 7 of the By-law due to the fact that he was late in filing the required disclosure statements. He is scheduled to enter a plea on 1994 March 08.



**1993 SEPTEMBER 20 ALDERMANIC BY-ELECTION CAMPAIGN CONTRIBUTIONS
AND EXPENSES DISCLOSURE**

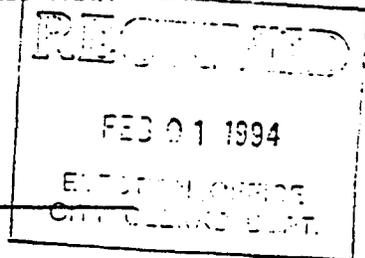
CONCLUSION:

The documents filed pursuant to this By-Law are included as Attachment 1. Attachment 2 is a final summary of the campaign contributions and expenses of candidates and whether an audited report was received.

ATTACHMENTS:

1. Documents filed by Candidate
2. Final summary of the Campaign Contributions and Expenses of Candidates

STATUTORY DECLARATION OF CANDIDATES FOR MUNICIPAL OFFICE WITHIN
THE CITY OF CALGARY
WITH TOTAL CAMPAIGN EXPENSES AND CONTRIBUTIONS OF LESS THAN
\$5,000



I, Zaki Atala (name)

of 5607 Trelle Dr. N.E. CALGARY-T2K 3V3 (address)

in the Province of Alberta, do solemnly declare:

1. That I was a candidate for the position of Mayor/Alderman for the City of Calgary, in the election held on the 2 day of SEP. 1993

2. That the following is a true account of all the campaign expenses and campaign contributions incurred by me or by my agent on my behalf in respect of the aforesaid election:

(a) Campaign Contributions received:	\$ <u>0</u>
(b) Campaign Expenses Incurred:	\$ <u>31627.62</u>
(c) Total Surplus (Deficit):	\$ <u>31627.62</u>

3. That I have no reason to believe that any monies other than those listed above have been expended by me or with my authority and consent or by any person for the purpose of assisting me in the election.

4. That I make this solemn declaration conscientiously, believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me at
in the Province of Alberta
this 1 day of Feb-19 94

Zaki Atala
(Signature of Candidate)

Barbara Clifford
(To be declared before a Justice of the Peace
Notary Public, or a Commissioner of Oaths, etc.)

1993 ALDERMANIC BY-ELECTION
WARD 4 - LIST OF CANDIDATES
CAMPAIGN CONTRIBUTIONS & EXPENSES

Candidate	Campaign Contributions	Campaign Expenses	Audited Statement	
			Yes	No
Bergquist, Jim	\$ 834.86	\$ 834.86		X
Clovechok, Doug	3,868.75	9,643.45	X	
Dixon, Tom	9,966.75	17,205.01	X	
Hawkesworth, Bob	36,672.18	34,433.08	X	
MacEachern, Grant	7,699.01	7,695.37		X
MacFarland, Brenda	1,538.75	10,633.23	X	
Moodie, Garry	7,432.00	7,429.00	X	
Peebles, Edward R.	1,000.00	3,605.12		X

1993 ALDERMANIC BY-ELECTION

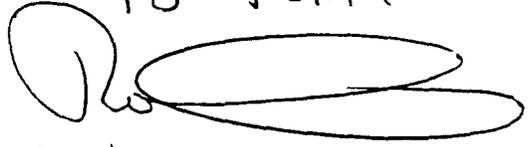
WARD 5 - LIST OF CANDIDATES

CAMPAIGN CONTRIBUTIONS & EXPENSES

Candidate	Campaign Contributions	Campaign Expenses	Audited Statement	
			Yes	No
Abdo, Zaki	\$ 0	\$ 3,627.62		X
Belden, Jack	1,757.95	1,757.95		X
Byron, Francis	960.00	662.87		X
Dah, Gurmit	2,210.00	4,303.92		X
Drinkwalter, Martin Lyle	0	235.80		X
Gabriel, S.R. Miel	0	800.00		X
Galbraith, Dale F.	4,000.00	4,000.00		X
Hantes, Ben Nabil	0	500.00		X
Jabrica, Ed	1,250.00	4,841.86		X
Jones, Ray	5,155.00	5,122.00	X	
Mamprin, Andre	19,736.00	19,736.00	X	
Martens, Valerie	811.92	2,975.94		X
McDonald, Ken	0	2,034.98		X
Ngai, David C.	2,980.00	4,962.05		X
Obhrai, Deepak	4,196.00	8,908.00	X	
Pullan, John	0	854.19		X
Reinhart, Ken	2,541.89	2,541.89		X
Sawyer, Suzanne	4,500.00	6,821.00	X	
Saywack, Ron	0	990.00		X
Stolz, Jason Blair	0	2,430.11		X
Tran, Uy Dinh	0	1,512.86		X
Weleschuk, Ivan	940.00	4,630.79		X
Wilton, Alanna J.	437.26	774.26		X

BYLAW NO. 10407

The Disclosure Bylaw

APPROVED AS
TO FORM

RON LITTLE
ASSISTANT CITY SOLICITOR

Edmonton City Council enacts:

Purpose

1. The purpose of this Bylaw is to encourage open government by allowing for public review of Campaign Contributions and Campaign Expenses of all Candidates for the office of Councillor in the City of Edmonton and for the disclosure of Gifts and other information by Councillors.

Definitions

2. In this Bylaw:

- "Campaign Contribution" means any money, real property, personal property, or service in an amount or value exceeding \$300, that is provided to or for the benefit of a Candidate or the Candidate's election campaign without fair market value compensation from that Candidate, but does not include any voluntary service performed by an individual for a Candidate, provided no compensation is made for that service from any source;
- "Campaign Expense" means any expense over the amount of \$50 incurred by or on behalf of the Candidate in respect of the Candidate's election campaign;
- "Candidate" means a person who runs for election as a Councillor pursuant to the Local Authorities Election Act or any replacement legislation, and whose nomination is filed with the Returning Officer, but does not include any person who is subsequently found to be ineligible as a Candidate;
- "City" means the City of Edmonton;
- "Councillor" means a member of City Council, including the Mayor and any individual who was a member of City Council for any portion of the year preceding an election;
- "Disclosure Statement" means the Councillor's statement under section 5 of this Bylaw;
- "Election Statement" means the Candidate's statement under section 3 of this Bylaw;

- "Family" means the Councillor's Partner, children, parents, and the Partner's parents and children;
- "Gift" means a payment, advance, forbearance, or deposit of money, or any thing of value received, unless something of equal or greater value is received by the donor, but does not include:
- (a) a Campaign Contribution otherwise reported as required by this Bylaw;
 - (b) gifts provided to Councillors by the City;
 - (c) food, beverages, mementoes or gifts, or other benefits which are provided to a Councillor as suitable incidents of protocol, including but not limited to:
 - (i) those received as a result of performing his or her duties as Council's appointee to any body or from a body to which Council appoints any of its members;
 - (ii) those received at a function honouring the Councillor or which the Councillor attends in his or her capacity either as a Councillor or as Council's appointee to any body;
 - (iii) those provided by federal, provincial, local governments, or subdivisions thereof, or by a provincial or national municipal association, or by a foreign government within a foreign country;
 - (d) services provided without compensation by individuals volunteering their time;
 - (e) a gift from a Councillor's Family member, relative, fiance or fiancée, or personal friend and which is not given or received in the capacity of Councillor;
 - (f) an inheritance;
 - (g) communications to the offices of a Councillor including subscriptions to newspapers and periodicals; or
 - (h) passes or tickets for parking, or for entertainment or sporting events.
- "Honorarium" means a gratuitous or voluntary payment for services rendered by a Councillor, for which services no remuneration could be demanded or collected at law.

- "Partner" means a man or woman married to a Candidate or Councillor, or, provided they lived together for some part of the preceding year, who
- (a) has lived with that Candidate or Councillor continuously for at least two years; or
 - (b) is the parent with that Councillor or Candidate of a child.
- "Trust Account" means a deposit account (at a bank, treasury branch, credit union or trust corporation) which is only used for the deposit of money under section 4 and interest paid on that money.

Election Statements

3. (1) On or before 4:30 p.m. on the last working day of December in the election year that the Candidate ran for election, each Candidate must file with the City Clerk an Election Statement in the form shown in Schedule A containing the following information:
- (a) an itemized list of all Campaign Contributions, including:
 - (i) all contributions from the same contributor which in the aggregate exceed the amount or value of \$300 and the name and address of the contributor, and
 - (ii) each anonymous contribution received which exceeds the amount or value of \$300; and
 - (b) an itemized list of all Campaign Expenses,
- except any Campaign Contributions or Campaign Expenses that were listed on any previously filed Election Statement.
- (2) On or before 4:30 p.m. on the first working day of December in the election year for which the contribution was made, all anonymous contributions received by the Candidate which individually exceed the amount or value of \$300
- (a) if the Candidate can establish the contributor's identity, must be returned by the Candidate to the contributor, or
 - (b) if the Candidate cannot establish the contributor's identity, must be paid to the City Treasurer for deposit to the City's General Revenue Fund.

Trust Accounts

4. Any surplus of total campaign contributions (including contributions of \$300.00 or less) over Campaign Expenses must be held in a Trust Account to be spent for the Candidate's expenses in a future City by-election or general municipal election. If the Candidate does not use the surplus for election expenses before the next general municipal election, then within seven days after that election the Candidate must pay the amount held in the Trust Account to a registered Canadian charitable organization as defined in the Income Tax Act (Canada).

Disclosure Statements

5. On or before 4:30 p.m. on the last working day of December in each year commencing in 1993, each Councillor must file with the City Clerk a completed Disclosure Statement in the form shown in Schedule B containing the following information:
 - (a) the name of each member of the Councillor's Family;
 - (b) any corporation, partnership, firm, government or person in respect of which the Councillor has an interest as referred to in section 30(1)(b) of the Municipal Government Act;
 - (c) a list of each Honorarium and Gift received by the Councillor in the preceding 12 months (if the Councillor's term was shorter, for the Councillor's entire term), including its fair market value and the contributor's name, but excluding
 - (i) Gifts or Honoraria which individually or which in the aggregate from the same contributor, have a value of \$300 or less; and
 - (ii) any Honorarium provided by reason of being appointed by Council as its representative to any body, or provided by federal, provincial or local governments, or subdivisions thereof, or by a provincial or national municipal association, or by a foreign government, and
 - (iii) any Honorarium received from an entity described in section 5(b), if the entity is disclosed by the Councillor under that section;
 - (d) the legal description of all land within or immediately adjacent to City boundaries in which the Councillor or a member of the Councillor's Family have a direct or indirect interest; and
 - (e) all contracts involving the City to which the Councillor, or a member of the Councillor's Family, is a party, including contracts in which the Councillor may be indirectly involved as a result of a partnership or other interest in any business or corporation, or as an agent for any corporation, partnership or person.

Amendments to Statements

6. When there is any change in, or addition to, the information to be provided by the Candidate or Councillor under sections 3 or 5, the Candidate or Councillor must inform the City Clerk in writing of the change or addition no later than 4:30 p.m. of the last working day of December of the calendar year in which the change occurred.

City Clerk's Duties

7. (1) After the time for filing Disclosure Statements and Election Statements has expired and by the last working day of February in each year, the City Clerk must prepare and submit a report to City Council outlining:
 - (a) the information, including any notifications of alterations or additions, received for the previous year respecting the Election Statements and Disclosure Statements of Candidates and Councillors under this Bylaw; and
 - (b) the name of any person who failed to file Election Statements and Disclosure Statements as required by this Bylaw.
- (2) The City Clerk must keep a register of all Election Statements and Disclosure Statements filed, including notifications of alterations or additions received, for 10 years after the date of filing.

Public Documents

8. Disclosure Statements, Election Statements and the report made by the City Clerk become public documents after the report has been submitted to Council.

Penalties

9. (1) Any Candidate or Councillor who contravenes a provision of this Bylaw is guilty of an offence and liable to:
 - (a) in the event of a contravention of section 5(a) or (b) of this Bylaw, to a penalty of not less than \$100 and not more than \$1,000;
 - (b) in respect of any other provision of this Bylaw, to a penalty of not less than \$500 and not more than \$1,000.
- (2) All penalties belong to the City of Edmonton.

Miscellaneous

10. Nothing in this Bylaw relieves a Councillor from observing the provisions of the Municipal Government Act relating to the disclosure of pecuniary interest.

Repeal

11. Bylaw 9938 (A Bylaw to Require Disclosure by Candidates and Council Members) is repealed.

READ a first time this 26th day of May, A.D. 1993,

READ a second time this 26th day of May, A.D. 1993.

READ a third time this 26th day of May, A.D. 1993.

THE CITY OF EDMONTON

Deputy Shirley McKay
MAYOR

[Signature]
CITY CLERK

Schedule "A"

ELECTION STATEMENT DECLARATION FORM

Full Name of Registered Candidate _____

Office: Mayor _____
 Alderman, Ward # _____

SUMMARY OF CAMPAIGN CONTRIBUTIONS

CONTRIBUTIONS	Value
1. Contributions exceeding \$300.00 (see Attachment)	\$ _____
2. Contributions of \$300.00 or less	_____
3. Line 3 SUBTOTAL	\$ _____
Less:	
4. Anonymous contributions over \$300.00 returned (contributor's identity established)	_____
5. Other Contributions returned to contributors	_____
6. Anonymous contributions paid to City's General Revenue Fund	_____
7. Line 7 SUBTOTAL	\$ _____
NET CONTRIBUTIONS (Line 3 minus Line 7)	\$ _____
8. Other Income (attach details)	\$ _____
TOTAL CAMPAIGN CONTRIBUTIONS (Net Contributions and Other Income)	\$ _____

SUMMARY OF CAMPAIGN EXPENSES

CAMPAIGN EXPENSES	
9. Salaries	\$ _____
10. Rent	_____
11. Office supplies	_____
12. Printing	_____
13. Advertising	_____
14. Hosting	_____
15. Transportation	_____
16. Other	_____
TOTAL CAMPAIGN EXPENSES	\$ _____

CAMPAIGN PERIOD SURPLUS OR DEFICIT	
TOTAL CAMPAIGN CONTRIBUTIONS	\$ _____
TOTAL CAMPAIGN EXPENSES	\$ _____
CAMPAIGN SURPLUS (DEFICIT)	\$ _____
Surplus funds are to be held in a Trust Account or donated to charity under the Disclosure Bylaw	

CERTIFICATE of the CANDIDATE and FINANCIAL OFFICER OR CAMPAIGN MANAGER

This is to certify that to the best of my knowledge, this Financial Statement and the Attachments accurately reflect the financial transactions of the above named Registered Candidate

 Candidate Date _____ Financial Officer or Campaign Manager Date _____

TO BE FILED WITH THE OFFICE OF THE CITY CLERK ON OR BEFORE THE LAST WORKING DAY IN DECEMBER IN THE GENERAL ELECTION YEAR

Schedule "B"

**DISCLOSURE STATEMENT FORM
FOR THE YEAR ENDING DECEMBER 31, _____**

Name of Councillor _____

Office: Mayor _____
Alderman, Ward # _____

FAMILY MEMBERS

The full names of my Family members:

Father: _____ Mother: _____
Partner: _____
Children: _____
Partner's Father: _____ Partner's Mother: _____
Partner's Children: _____

RELATED ENTITIES

The names of all corporations, partnerships, firms, governments or persons related to me under section 30(1)(b) of the Municipal Government Act (or any replacement legislation) and details of my relationship to such entities or persons are:

NAME	RELATIONSHIP
_____	_____
_____	_____
_____	_____

GIFTS AND HONORARIA

I have received the following Gifts and Honoraria which to the best of my information and knowledge, have a fair market value of over \$300 dollars:

DESCRIPTION	SOURCES	VALUE
_____	_____	_____
_____	_____	_____
_____	_____	_____

LAND HOLDINGS

"Land" by definition in the Alberta Land Titles Act may be every estate or interest in land, legal or equitable, and this includes options, easements, agreements for sale, mortgages, trusts, and leaseholds.

The legal description and nature of my land holdings or those of my Family members which I am required to disclose are:

CONTRACTS

I, or a member of my Family, have an interest in the following listed contracts or work with the City of Edmonton, including work or contracts either directly with me or my Family member OR through a partnership, as agent, or as a result of some other interest with a corporation or business as defined in the Disclosure Bylaw:

CONTRACT DATE	CONTRACTOR'S NAME AND ADDRESS
_____	_____
_____	_____
_____	_____

This is to certify that, to the best of my knowledge, this Disclosure Statement is accurate and complete.

Councillor

Date

TO BE FILED WITH THE OFFICE OF THE CITY CLERK ON OR BEFORE THE LAST WORKING DAY IN DECEMBER EACH YEAR

Terms used are defined in Bylaw No. 10407, The Disclosure Bylaw

NO. 9

DATE: January 10, 1995

TO: H. MICHAEL C. DAY
City Manager

FROM: CRAIG CURTIS
Director of Community Services

RE: MASTER AGREEMENT and
BYLAW TO FORM THE NEW AGENCY
A memo from Bill Shaw dated January 9, 1995 refers.

1. Bill Shaw is requesting the City's comment on the draft master agreement and bylaw to form the new planning agency to be titled "Parkland Community Planning Services". The new agency will come into effect when the master agreement is adopted by bylaw and signed by at least three municipalities.

2. COMMENTS

I have reviewed the draft agreement and bylaw and my comments are as follows:

- This is an optional agreement, which would allow the City to become a founding member of Parkland Community Planning Services (P.C.P.S.). Three municipalities must approve the agreement for the agency to exist.

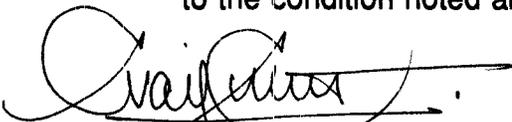
Membership will allow the City to be a voting member, to appoint a representative to the executive and to share in the assets of the organization if it is dissolved at any time in the future.

- There is some liability attached to membership. Any liabilities which are outstanding if the organization is dissolved may become the responsibility of the member municipalities. Consequently, it would be desirable for the agency to maintain an operating reserve at all times.

3. CONCLUSION

I strongly support the City becoming a founding member of the new agency and ensure the appointment of a City representative to the executive. However, it is suggested that the master agreement include a clause requiring the agency to maintain a reserve equivalent to one-quarter of its annual budget. This would ensure that the City does not incur any unanticipated liability through its membership.

I suggest that you respond immediately supporting the agreement and bylaw subject to the condition noted above.



CRAIG CURTIS

:ad

MEMORANDUM

TO: H.M.C. Day, City Commissioner

CC: Mayor Gail Surkan

FROM: Bill Shaw, Director

DATE: January 9, 1995

RE: MASTER AGREEMENT and BYLAW TO FORM THE NEW AGENCY

As you know, the Commission members determined that the Commission's successor agency is to be called **PARKLAND COMMUNITY PLANNING SERVICES** and commence operation on April 1, 1995. There are 28 urban communities which are entering service agreements for planning and/or subdivision services, including technical assistance. Most of these communities have already signed the service agreements and submitted them to us. To date, the City of Red Deer has not yet done so, therefore I respectfully request your early attention to this.

The time has now come to take the next step - that is to create **PARKLAND COMMUNITY PLANNING SERVICES**. As decided by the Commission members, this is to be done through the Municipal Government Act which allows municipalities to enter into an agreement with other communities for the performance of any matter or thing to be of benefit to them. Being sent herewith is a draft copy of the Master Agreement, which when adopted by bylaw and signed by at least three municipalities (see Section 12) will effect the creation of the new service agency. This agreement was drafted by the Commission Solicitor, Tom Chapman, in consultation with the Commission members.

At this time I am requesting that you review the draft agreement and provide me with any comments that you have **by no later than 4:00 p.m. Monday, January 16**. I appreciate this is a busy time of year, but your immediate attention to this is required so a Master Agreement can be finalized.

Because the Parkland Community Planning Services' initial organizational meeting needs to be held no later than mid-March, this necessitates adoption of the master agreement bylaw in February by communities that purpose to be members of the new agency, thus explaining the above deadline. We should be able to send the final copy of the Master Agreement by January 19 for the consideration and action of Council.

In keeping with the City's affirmative leadership role in municipal and cooperative community planning, by entering into the Master Agreement the City of Red Deer would become a founding member of the agency. In so doing, not only would the City have the right of representation, but would automatically sit on the Board of Directors.

We very much appreciate your continued cooperation and leadership.

MEMORANDUM

TO: Municipal Administrators of Communities
entering service agreements with
PARKLAND COMMUNITY PLANNING SERVICES

FROM: Bill Shaw, Director

DATE: January 11, 1995

RE: MASTER AGREEMENT and BYLAW TO FORM THE NEW AGENCY

This is further to my memorandum of January 9 on this matter.

Following a few enquiries and resultant discussions with our Solicitor, I wish to clarify some matters, being largely procedural in nature.

The intention was to:

1. receive comments back from administrators and make the necessary appropriate changes to the master agreement;
2. where these changes are "substantive" , as opposed to editorial, consult you regarding the acceptability of the changes;
3. finalize the master agreement, based upon these consultations;
4. send the master agreement, and the related proposed bylaw, to each municipality requesting that it be referred to Council for Council to consider if the municipality should become a member of Parkland Community Planning Services, and if so then to proceed to adopt the master agreement by bylaw (**Please note**) which would have to be adopted as is, that is without amendments, so that municipalities are adopting the same agreement.

My earlier memo, while permitting important administrative input and consultative fine tuning, assumed then that you could steer the master agreement through Council (without amendments) should Council make the policy decision to become a member of the successor agency.

Because the master agreement will have to be passed without amendment, you now may wish to discuss its details with your Mayor, or if necessary refer it to Council for input, prior to your response. Therefore, the response deadline is extended to Noon January 25. This will permit the following schedule:

January 25 and 26 - revise master agreement

January 27 - refer revisions to municipal administrators

January 31 - comments/acceptance of changes back from administrators

February 1/2 - send out final master agreements (and bylaw)

February - Council consider and adopt bylaw to become a member, if they so desire

March 3 - preferred deadline to inform Director of municipal decision to become a member (i.e. adopt the bylaw) and who the municipal representative will be.

March 21 (tentative) - Organizational meeting of Parkland Community Planning Services

I hope this clarifies process and schedules. Thanks for your attention to this matter.

MASTER AGREEMENT FOR THE ESTABLISHMENT OF THE PARKLAND COMMUNITY PLANNING SERVICES ENTERED EFFECTIVE THE 1ST DAY OF MARCH, 1995.

BETWEEN:

**EACH OF THE MUNICIPALITIES WHO
HAVE EXECUTED THIS AGREEMENT
IN COUNTERPART**

Authority

WHEREAS the *Municipal Government Act*, R.S.A., 1980 (Bill 31-1994) (the "Act") allows a municipality to enter into an agreement with other municipalities for the performance of any matter or thing judged to be of benefit to them;

AND WHEREAS the municipalities executing this agreement wish to set up an intermunicipal organization to provide them with land use planning, subdivision processing, and associated services previously provided by the Red Deer Regional Planning Commission under the provisions of the *Planning Act*,

THEREFORE the municipalities (the "members") agree as follows:

PART 1

1. Establishment of Agency

- 1.1 There is hereby established a joint municipal committee to be know as the Parkland Community Planning Services (the "Agency");

PART 2

2. Relationship to the former Red Deer Regional Planning Commission

- 2.1 Subject to all approvals under the Transitional Guidelines established by Alberta Municipal Affairs, the Agency will take over and absorb the net assets of the Red Deer

Regional Planning Commission (the "Commission"), which is expected to be abolished by Ministerial Order, or changes to the *Planning Act* after April 1, 1995.

- 2.2 All outstanding liabilities of the Commission, including, but not limited to any claims by staff of the former Commission concerning pay and benefits, will be discharged in full or suitable arrangements made prior to its dissolution, and the Agency will not be responsible for any of these liabilities.

PART 3

3. Operations and Sources of Funds

- 3.1 The Agency will provide its members with planning services as a benefit of membership, the amount and form of these services to be in accordance with the service agreement between the member and the Agency.
- 3.2 The Agency will be financed in part by payment of the sums specified in a municipal planning advisory services agreement between the Agency and each municipality, payable as provided in such agreement.
- 3.3 Where requested by a member, the Agency will process subdivision applications for that municipality and will finance this work through fees to be paid to the Agency by the applicant for subdivision as provided through a subdivision processing advisory services agreement.
- 3.4 The Agency may sell goods and services to municipalities which are not members of the Agency, other governments, and the private sector, at fees or within a range of fees to be established by the Board from time to time.
- 3.5 The Agency may pursue other sources of income as authorized by the Board, but the Board may not levy any increased amount on members other than as provided in a service agreement with such member.

PART 4**4 . Administration**

- 4.1 In order to provide the services contemplated under this agreement, the Agency may:
- a) enter into "Municipal Planning Advisory Services" agreements and "Subdivision Processing Advisory" agreements (herein called "Service Agreements") with municipalities;
 - b) enter into agreements with the Local Authorities Pension Plan and other staff insurance and benefit packages as authorized by the Board;
 - c) enter into leases for office space and equipment; and
 - d) purchase and dispose of assets such as office equipment, maps, plans, survey equipment, computer hardware and software, and other things necessary to undertake planning work for the members.

PART 5**5 . Fiscal Year and Inspection of Books and Records**

- 5.1 The Agency's Fiscal Year shall be April 1st to March 31st.
- 5.2 The financial books and records shall be maintained in such manner as may be designated by the Board from time to time.
- 5.3 The books and records of the Agency shall be open to the inspection of the authorized representatives of the parties hereto at all times.

PART 6**6. Annual Meetings**

- 6.1 The Annual Meeting of the Agency shall be held in November of each year.
- 6.2 Each member has the opportunity to be represented by a person appointed by resolution of its Council.
- 6.3 Each member is entitled to attend the Annual Meeting and to vote on all matters.
- 6.4 Each member shall have one vote.
- 6.5 At the Annual Meeting, the Director shall present the audited financial statements and shall report on the activities of the past year.
- 6.6 At the Annual Meeting, the Chairman shall present the budget for the Fiscal Year for adoption by the members.
- 6.7 At the Annual Meeting, the members shall elect the Board of Directors, from which the Chairman and Vice-Chairman shall be elected.
- 6.8 Representatives of members attending the Annual Meeting shall not be paid any honorarium or travel expenses by the Agency.

PART 7**7. Initial Organizational Meeting**

- 7.1 As soon as possible after sufficient municipalities have by bylaw agreed to join the Agency, the Agency shall hold an Initial Organizational Meeting at which an interim Chairman, Vice-Chairman, and First Board of Directors shall be elected, with all powers set out below, to hold office until the first Annual Meeting in November of 1995.

PART 8**8 . Board of Directors**

8.1.1 The Agency shall be governed by a Board of Directors (the "Board"), which shall consist of:

- a) one representative of the City of Red Deer for so long as the City is a member;
- b) two representatives of towns, elected from such members at the Annual Meeting;
- c) two representatives of Villages and Summer Villages, elected from such members at the Annual Meeting;
- d) one rural representative, elected from such members at the Annual Meeting.

8.1.2 Where there are insufficient numbers of members of each form of municipality to form the Board of Directors as set out in 8.1.1, a lesser number of representatives from each form of municipality, in accordance with their representation, shall form the Board of Directors.

8.2 Unless the Board decides otherwise, it shall meet at the call of the Chair.

8.3 A quorum for members of the Board shall be three.

8.4 The Board's duties shall be to oversee the operations of the Agency, including, but not necessarily limited to, the following:

- a) to employ the Director to act as the Chief Executive of the organization and, if necessary, to dismiss any such Director;
- b) to set a budget for the forthcoming year;

- c) to appoint signing authorities for cheques, contracts, and other documents;
- d) to appoint an auditor;
- e) to negotiate and set standards of employment for staff;
- f) to ensure that the Agency is fully insured against claims that may be made for negligence or other liability;
- g) to ensure that any surplus funds are returned to members in a fair manner;
- h) if a vacancy occurs in the membership of the Board, to appoint a representative to fill the vacancy from the same group of municipalities that elected the previous representative to serve until the next Annual Meeting of the Agency;
- i) to establish the rate of travel expenses for staff.

8.5 Members of the Board may receive an honorarium for their attendance and travel expenses at the same rate as staff, provided that this is approved by a majority vote at the Annual Meeting.

PART 9

9. The Director

9.1 The Director shall:

- a) be the chief executive and financial officer of the Agency;
- b) engage and dismiss staff accordingly to the budget and any policy directions received from the Board;
- c) oversee the work of the office and allocate responsibilities to employees;

- d) have subdivision approving authority in accordance with direction established by the Board.

PART 10

10. Membership

- 10.1 Membership in the Agency by a municipality is automatic when a municipality by bylaw enters this agreement and signs a service agreement with the Agency in the form approved by the Board.
- 10.2 Membership of the Agency is ongoing and does not require re-affirmation by members and continues for so long as a municipality is a party to a subsisting service agreement.
- 10.3 A member may terminate its membership in the Agency upon six months' notice being given prior to the end of the term of all its service agreement and upon payment in full of any money owing to the Agency.
- 10.4 Upon termination of membership by failure to renew a service agreement or by termination under clause 10.3, a member:
- a) shall not be entitled to any distribution or share of any assets of the Agency;
 - b) shall be entitled to all files, records and documents respecting the planning services which have been provided by the Agency to such member;
 - c) shall continue to be liable to pay to the Agency any money payable under a subsisting service agreement.

PART 11**11. Committees**

11.1 The Agency may establish:

- a) a subdivision committee to consider applications for subdivisions on behalf of municipalities which have subdivision processing advisory service agreements; and
- b) such other committees, as may be required from time to time, to fulfill the roles and perform the duties of the Agency; and
- c) confer decision making authority on the committee, other than policy, finance, and other matters otherwise specifically provided for elsewhere in this agreement.

PART 12**12. Date of Commencement**

12.1 The Agency shall come into existence when at least three municipalities have enacted the necessary bylaw and signed this agreement and a services agreement. The Agency shall commence operations on the 1st day of April, 1995.

PART 13**13. Termination**

13.1 This agreement may be terminated and the Agency may be wound up by resolution passed, at the Annual Meeting or at a Special Meeting called by not less than 5 members upon 30 days' prior written notice to all other members, by a two-thirds majority of the members present and voting.

13.2 If it is determined that the Agency be wound up, the net assets after payment of all liabilities, including all liabilities under any subsisting service agreements, shall be distributed to the members at that time in proportion to their population as established by the most recent Census reported by Statistics Canada.

PART 14

14. Amendment of this Agreement

14.1 This agreement may be amended at the Annual Meeting or at a Special Meeting called by not less than 5 members upon 30 days' prior written notice to all other members, by resolution passed by a two-thirds majority of the members present and voting.

PART 15

15. Execution in Counterpart

15.1 This agreement may be executed in counterpart and shall be binding upon and be enforceable by all of the municipalities so executing the same.

EXECUTED this ____ day of _____, 1995.

(Name of Municipality)

Per: _____

Per: _____

(c/s)

COMMENTS:

We recommend that Council approve entering into the Master Agreement with the Parkland Community Planning Services, subject to the comments of the Director of Community Services that there be a three month reserve and clarification of clause 6.7 as to how the election procedure will be done. As can be seen in the letter from Bill Shaw, Director, dated January 11, 1995, the agreement is being sent to all communities involved for comment. Once these comments are received, a final agreement will be submitted to each Council for approval and passage of the necessary bylaw. We anticipate that the agreement and bylaw will be submitted on the February 13, 1995, City Council Agenda.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager



THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

January 17, 1995

Red Deer Regional Planning Commission
 2830 Bremner Avenue
 Red Deer, Alberta
 T4R 1M9

Att: Bill Shaw, Director

Dear Sir:

RE: MASTER AGREEMENT AND BYLAW TO FORM NEW AGENCY

At The City of Red Deer's Council Meeting held January 16, 1995, consideration was given to the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Community Services dated January 10, 1995, re: Master Agreement and Bylaw to Form the New Agency Entitled "Parkland Community Planning Services", hereby approves entering into the Master Agreement with the Parkland Community Planning Services as submitted to Council January 16, 1995, subject to the following conditions:

1. That the Master Agreement include a clause requiring the Agency to maintain a reserve equivalent to 1/4 of its annual budget;
2. Clarification of Clause 6.7 of the Agreement as to how the election procedure will be done;
3. Passage of the necessary City of Red Deer Bylaw."

... / 2



*a delight
to discover!*

Red Deer Regional Planning Commission
January 17, 1995
Page 2

The decision of Council in this instance is submitted for your information and appropriate action. I trust that you will be including the clause as noted in the above resolution as well as clarifying clause 6.7 regarding the election procedure. Please forward a final copy of the Master Agreement to this office in the first part of February so that we can include same on the February 13, 1995 City Council Agenda.

If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,

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

KELLY KLOSS
City Clerk

KK/clr

cc: Director of Community Services

C O R R E S P O N D E N C ENO. 1

Ken Arnold
4205 46 Ave.
Red Deer, AB
4205 46 Ave.
T4N 3M7

Dec 8, 1994

Kelly Kloss
City Clerk
City Of Red Deer

Dear Mr. Kloss

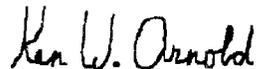
I read in the newspaper that the C1-B zoning bylaw did not pass in Monday, Dec. 5 meeting of City Council.

It was my understanding that the refund for the electrical services on our property was held up by approval of this zoning bylaw change.

I would like to ask council to review their position of grouping our property with those properties affected by this bylaw. Our property is now zoned R3 and is outside the boundaries of the proposed C1B area and therefore would not have been affected if the bylaw had passed. This property already has ample parking provided, has room for an easement for electrical service if required, and so meets the criteria that the city was trying to achieve through the zoning change. If any changes in commercial zoning were to come about, they would not affect us until the time that our R3 zoning was changed to commercial zoning of some type. At that time, we would have to meet the criteria of whatever zoning bylaw was in place, and any redevelopment would be subject to these criteria.

For these reasons, I would request that the refund for the electrical service granted by council on October 12, be deemed to be not contingent on the passing of the rezoning bylaw, and so be made payable to us.

Sincerely,



Ken W. Arnold
346-1411

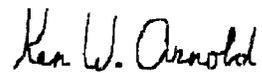
Ken Arnold
4205 46 Ave.
Red Deer, AB
4205 46 Ave.
T4N 3M7

Dec 8, 1994

Kelly Kloss
City Clerk
City Of Red Deer

Dear Mr. Kloss

I just thought of one other point. Did not the new development on 45 st. (Mitchell & Jewell, et al.) just get charged the 'non grid' cost for their electrical services? And if so, is our case not the same as theirs, in this sense? ie; they have been given a reduction in spite of the bylaw not being changed.



Ken W. Arnold
346-1411

DATE: JANUARY 9, 1995

TO: CITY COUNCIL

FROM: CITY CLERK

**RE: KEN ARNOLD - REFUND OF DOWNTOWN ELECTRICAL
UNDERGROUND GRID CHARGE**

At the Council Meeting of October 11, 1994, the following motions were passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the E. L. & P. Manager dated July 6, 1994, re: Downtown Electrical Underground Grid Charges Policy, hereby approves the revised Downtown Electrical Underground Grid Charges Council Policy #603, as presented to Council October 11, 1994, subject to the passage of Land Use Bylaw Amendment 2672/X-94."

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Ken Arnold dated June 9, 1994, re: Request for Refund of a Portion of Downtown Electrical Underground Grid Charges, hereby agrees that the Downtown Electrical Underground Grid Charge paid by Ken Arnold for the property noted as 4619 - 48 Avenue and by Dr. Dolinsky for the property noted as 4615 - 48 Avenue, be refunded in an amount equal to the difference between what they have paid for underground power and what they would pay for the type of service they are actually receiving including an amount equal to 6% interest on said difference being calculated from the date of the original payment to the date of refund, subject to the final approval of Council Policy #603 (Downtown Electrical Underground Grid Charges), as submitted to Council October 11, 1994."

As indicated in the above resolution, Council Policy #603 will not come into effect until the passage of Land Use Bylaw Amendment 2672/X-94 (refers to new C1-B District in the Downtown area), which also means any refund to Mr. Arnold is held in abeyance. At the Council Meeting of December 5, 1994 however, Land Use Bylaw 2672/X-94 was defeated at second reading and a further resolution was passed, as set out hereunder, dealing with this issue.

"RESOLVED that Council of The City of Red Deer hereby agrees as follows:

1. That the Administration be directed to prepare a Land Use Bylaw Amendment to provide for overhead electrical setbacks relative to the Downtown Electrical Grid.
2. That the matter relative to parking requirements in the downtown area be referred to the Downtown Planning Committee for review and recommendation to Council."

City Council
Ken Arnold
Page Two

RECOMMENDATION

1. That Council adopt Policy #603 subject to the passage of a Land Use Bylaw Amendment that provides for overhead electrical setbacks relative to the Downtown Electrical Grid;
2. That if Council wishes to process the refunds to Mr. Arnold and Dr. Dolinsky, the resolution of October 11, 1994 be amended to delete the words "subject to the final approval of Council Policy #603 (Downtown Electrical Underground Grid Charges).

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

Kelly Kloss
City Clerk

DATE: December 15, 1994
TO: City Clerk
FROM: E. L. & P. Manager
RE: Electrical Service Refund - Ken Arnold

In his two letters of December 8, 1994 Ken Arnold requested Council's consideration for an immediate refund of a portion of his original payment for electrical service.

Mr. Arnold is correct in stating that the new development on the corner of 45 Street and 49 Avenue was charged the "non-grid" cost for an electrical service. This site is within the revised boundary of the Downtown Underground System and will not be affected by any zoning change.

The Arnold and Dolinsky properties are serviced by an overhead line which will remain as these two sites are not within the revised boundary of the Downtown Underground System. The overhead line is on the side of the lane opposite these two properties and therefore no easement will be required on either of these properties.

The Red Deer Regional Planning Commission will provide comments regarding the implications of any zoning changes.

RECOMMENDATION

From the E. L. & P. Department perspective only, I would recommend that the refunds to Mr. Ken Arnold and Dr. Dolinsky be made immediately.



A. Roth,
Manager

AR/jjd

p.c. Red Deer Regional Planning Commission



**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

DATE: December 20, 1994

TO: City Clerk

FROM: Paul Meyette, Principal Planner

**RE: KEN ARNOLD
ELECTRICAL SERVICE REFUND**

Ken Arnold is requesting a refund of the difference between the underground grid service charge and the above ground electrical service charge on the basis that there is not an intent to extend the underground grid system to his property.

This issue was dealt with by City Council on October 11, 1994. In his comments at that meeting, Commissioner Day notes that, "Mr. Arnold's development and Mr. Dolinsky's development [the adjacent property]... have contributed to the underground system, a service which they will not receive. As a result, we recommend that their contribution be refunded in an amount equal to the difference between what they have paid for underground power and what they would pay for the type of service they are receiving...".

At the October 11 meeting, Council passed the following resolution:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Ken Arnold dated June 9, 1994, re: Request for Refund of a Portion of Downtown Electrical Underground Grid Charges, hereby agrees that the Downtown Electrical Underground Grid Charge paid by Ken Arnold for the property noted as 4619 - 48 Avenue and by Dr. Dolinsky for the property noted as 4615 - 48 Avenue, be refunded in an amount equal to the difference between what they would pay for the type of service they are actually receiving including an amount equal to 6% interest on said difference being calculated from the date of the original payment to the date of refund, subject to the final approval of Council Policy #603 (Downtown Electrical Underground Grid Charges), as submitted to Council October 11, 1994."

At the same October 11 Council Meeting, Council Policy #603 was passed subject to the passage of Bylaw 2672/X-94 (CIB District). Since Bylaw 2672/X-94 did not receive approval, Council Policy #603 is nullified and the refund cannot be processed.

Memo To: City Clerk

re:Electrical Service Refund

Pg. 2

COMMENTS

Both of the affected properties already receive electrical service through an overhead power line located on the east (opposite) side of the lane. Neither of these properties require an electrical easement : a Land Use Bylaw Amendment to provide for overhead electrical service would therefore not affect these properties.

In order to provide a policy basis for electrical service in the downtown, Policy #603 should be reaffirmed by City Council without conditions, prior to the issuance of any refunds. Once this policy basis is in place, Planning staff would have no objection to the refund being processed prior to a Land Use Bylaw amendment.

RECOMMENDATION

1. THAT City Council adopt Policy #603 without tying the Policy to a Land Use Bylaw amendment.

The adoption of Policy #603 would allow Administration to process the refund as directed by the October 11 Council Motion quoted earlier.

Paul Meyette, ACP, MCIP
PRINCIPAL PLANNER
/cc

c.c. Al Roth, Manager
E.L.& P.

Policy Section:

E.L. & P.

Page:

1 of 2

Policy Subject

Downtown Electrical Underground Grid Charges 603

Policy Reference:

Lead Role:

E.L. & P. Manager

Resolution/Bylaw:

March 9, 1987

PURPOSE

To establish a policy in the downtown area for assessing customer contributions for electrical servicing to new customers and customers who are increasing their electrical demand.

POLICY STATEMENT

1. Definition:

"Downtown" is the area serviced by the totally underground electric utility system. (This area may increase in size in accordance with statement 5 below).

2. The E. L. & P. Department customer contribution for a new or increased electrical service in the Downtown area is to be the same as the customer contribution for an equivalent new or increased electrical service supplied from an underground line in any other area of the City.

3. All new and increased electrical services in the Downtown area will be connected to the totally underground Downtown electric utility system.

4. The existing overhead lines and services in the Downtown area will be removed and the services connected to the underground system over a period of time to avoid having to maintain two electric utility systems. The cost of this work will be paid for entirely by the E. L. & P. Department from its annual Operating Budget or Reserve Fund as annually approved by Council.

Cross Reference

See Council Resolution of January 26, 1987

Council Resolution of May 24, 1994

Remarks

Date of Approval:
March 9, 1987

Effective Date:

Date of Revision:
October 11, 1994

Policy Section:
E.L. & P.

Page:
2 of 2

Policy Subject
Downtown Electrical Underground Grid Charges 603

Policy Reference:

Lead Role:
E.L. & P. Manager

Resolution/Bylaw:
March 9, 1987

PURPOSE

POLICY STATEMENT

5. The totally underground electric utility system will be expanded only in instances where this type of system is deemed by the E. L. & P. Department Manager to be the most appropriate means of servicing new or expanded electrical loads. (This will automatically increase the size of the area defined as "Downtown".)
6. In the area immediately adjacent to the Downtown, the overhead system will be maintained and surface mounted electric utility equipment will be utilized where necessary. New buildings in this area will be required to be set back from the property line to provide the necessary clearance between the building and the power line as specified by the Alberta Electrical Protection Act. The property owner will be required to provide the necessary space on private property, at no cost to the utility, for any surface mounted electric utility equipment which may be required.
7. The only exception to item 6 is the vacated rail land to the west of the Downtown electric system. This area will continue to have electrical utility servicing provided by means of underground lines and surface mounted equipment as specified in a Council resolution of April 30, 1990.
8. The E. L. & P. Department investment in the totally underground Downtown electric utility system which will not be recovered through this customer contribution policy will be written off.

Cross Reference

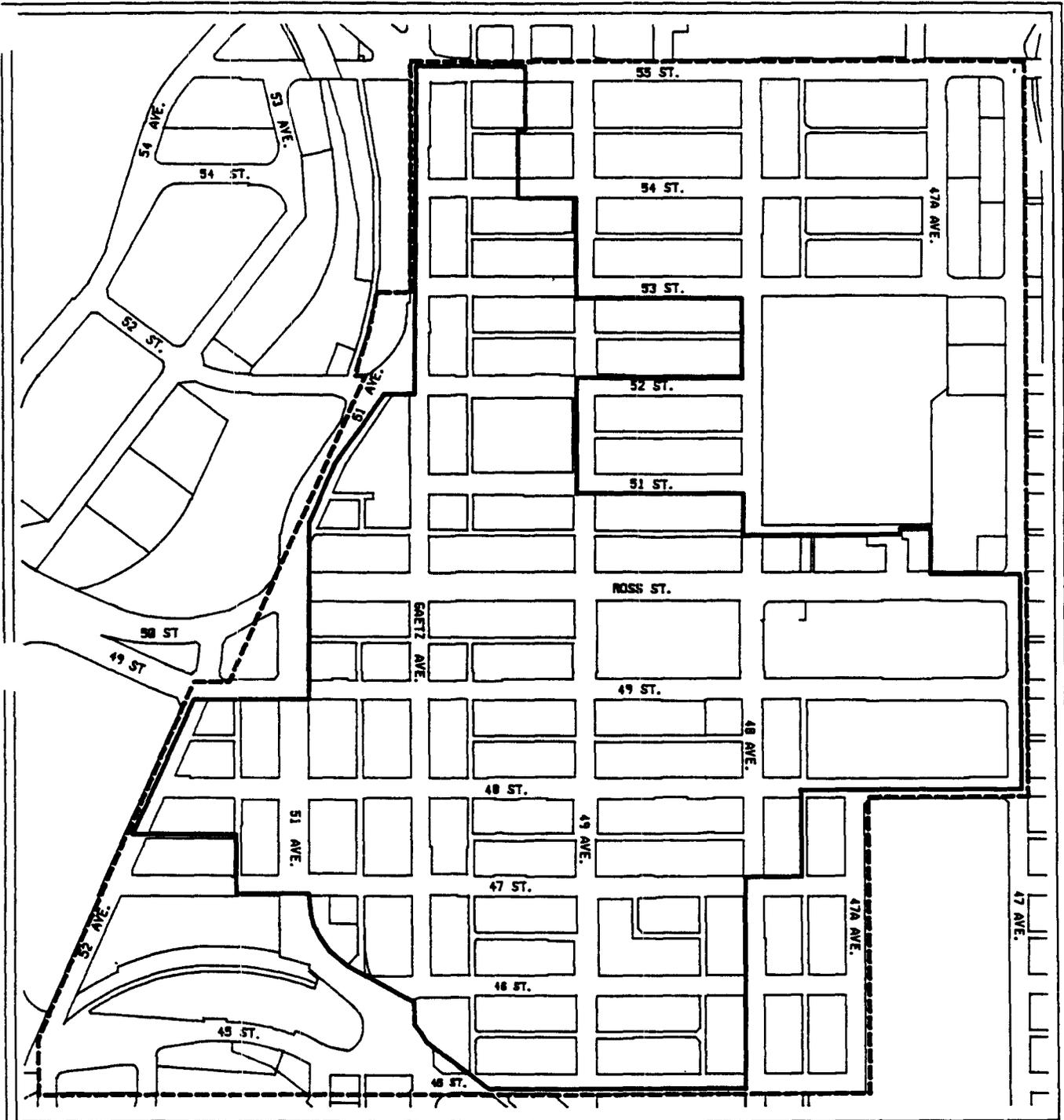
See Council Resolution January 26, 1987
Council Resolution of May 24, 1994

Remarks

Date of Approval:
March 9, 1987

Effective Date:

Date of Revision:
Feb. 5, 1990
May 14, 1990
October 11, 1994



DOWNTOWN ELECTRIC SYSTEM AREA

PRESENT DOWNTOWN BOUNDARY -----

PROPOSED DOWNTOWN BOUNDARY _____

Date: July 6, 1994

COMMENTS:

We concur with the recommendation of the City Clerk.

"G. SURKAN", Mayor

"M.C. DAY", City Manager

DATE: December 9, 1994

TO: DIRECTOR OF COMMUNITY SERVICES
X DIRECTOR OF ENGINEERING SERVICES
X DIRECTOR OF FINANCIAL SERVICES
BYLAWS & INSPECTIONS MANAGER
CITY ASSESSOR
COMPUTER SERVICES MANAGER
LAND AND ECONOMIC DEVELOPMENT MANAGER
X E.L. & P. MANAGER
ENGINEERING DEPARTMENT MANAGER
FIRE CHIEF
PARKS MANAGER
PERSONNEL MANAGER
PUBLIC WORKS MANAGER
R.C.M.P. INSPECTOR
RECREATION & CULTURE MANAGER
SOCIAL PLANNING MANAGER
TRANSIT MANAGER
TREASURY SERVICES MANAGER
X PRINCIPAL PLANNER
CITY SOLICITOR

FROM: CITY CLERK

RE: KEN ARNOLD
ELECTRICAL SERVICE REFUND

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

Please submit comments on the attached to this office by January 9, 1995 for the Council Agenda of January 16, 1995.

"Kelly Kloss"
City Clerk



THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

December 9, 1994

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

Mr. Ken Arnold
4205 - 46 Ave.
Red Deer, Alberta
T4N 3M7

Dear Sir:

I acknowledge receipt of your letters dated December 8, 1994, re: C1B Zoning/Electrical Services Refund.

This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on Monday, January 16, 1995. Council meetings begin at 4:30 p.m., and adjourn for the supper hour at 6:00 p.m., reconvening at 7:00 p.m.

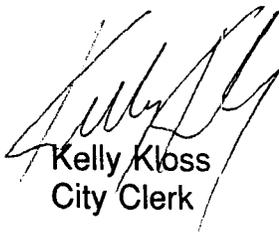
In the event you wish to be present at the Council meeting, would you please telephone our office on Friday, January 13, 1995, and we will advise you of the approximate time that Council will be discussing this item.

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

This request has been circulated to City administration for comments, and should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday, January 13.

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

Yours sincerely,



Kelly Kloss
City Clerk

KK/ds



*a delight
to discover!*



THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

January 17, 1995

Mr. Ken Arnold
4205 - 46 Avenue
Red Deer, Alberta
T4N 3M7

Dear Sir:

At The City of Red Deer's Council Meeting held January 16, 1995, consideration was given to your letter dated December 8, 1994 requesting a refund for a portion of the Downtown Electrical Underground Grid charges for the property noted as 4619 - 48 Avenue, Red Deer, Alberta. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer hereby agrees to amend the resolution of Red Deer City Council passed on October 11, 1994 relative to a refund of a portion of Downtown Electrical Underground Grid Charges to Ken Arnold and Dr. Dolinsky by deleting from said resolution the following:

'subject to the final approval of Council Policy No. 603 (Downtown Electrical Underground Grid Charges)' ."

As a result of the above resolution, the original resolution now reads as follows:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Ken Arnold dated June 9, 1994, re: Request for Refund of a Portion of Downtown Electrical Underground Grid Charges, hereby agrees that the Downtown Electrical Underground Grid Charge paid by Ken Arnold for the property noted at 4619 - 48 Avenue and by Dr. Dolinsky for the property noted as 4615 - 48 Avenue, be refunded in an amount equal to the difference between what they have paid for underground power and what they would pay for the type of service they are actually receiving including an amount equal to 6% interest on said difference being calculated from the date of the original payment to the date of refund, as submitted to Council October 11, 1994."

... / 2



*a delight
to discover!*

FAX Recv'd _____
Sent 95-01-17
Date _____ Time 14:52 p.m.
Signature C. Kausch
*original destroyed - not
sent via Red Ken Arnold...*

Mr. Ken Arnold
January 16, 1995
Page 2

I will now be requesting our Financial Services Department to prepare the necessary refund with same being forwarded to you in due course.

Thank you for your patience in regard to this matter. If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,

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

KELLY KLOSS
City Clerk

KK/clr

cc: Director of Corporate Services
Director of Development Services
E. L. & P. Manager
Principal Planner



City Clerk's Department (403) 342-8132

DATE: 95-01-17
 OUR FAX NO: (403) 346-6195
 NUMBER OF PAGES INCLUDING THIS PAGE: 3
 FAX TO: Ken Arnold
 ATTENTION: _____
 THEIR FAX NO: 342-5335
 FROM: Carrie R. Mark Kozak
 DEPARTMENT: City Clerk's office
 PHONE #: (403) 342-8133

MESSAGE AREA (if required):

This teletcopy is directed in confidence solely to the person named above and may not otherwise be distributed, copied or disclosed. If you have received this teletcopy in error, please notify us immediately by telephone and return the original transmission to us by mail, or destroy same without making a copy. Thank you for your assistance.

ORIGINAL TO FOLLOW: BY MAIL
 BY COURIER

NO ORIGINAL WILL BE FORWARDED:

IF YOU DO NOT RECEIVE ALL OF THE PAGES, PLEASE CONTACT SENDER AT THE PHONE NUMBER SHOWN ABOVE. THANK YOU.

TRANSMISSION REPORT

**THIS DOCUMENT WAS CONFIRMED
 (REDUCED SAMPLE ABOVE - SEE DETAILS BELOW)**

**** COUNT ****

TOTAL PAGES SCANNED : 3
 TOTAL PAGES CONFIRMED : 3

*** SEND ***

No.	REMOTE STATION	START TIME	DURATION	#PAGES	MODE	RESULTS
1	3425335	1-17-95 14:52	1'26"	3/ 3		COMPLETED 9600

TOTAL 0:01'26" 3

NOTE:

No. : OPERATION NUMBER 48 : 4800BPS SELECTED EC : ERROR CORRECT G2 : G2 COMMUNICATION
 PD : POLLED BY REMOTE SF : STORE & FORWARD RI : RELAY INITIATE RS : RELAY STATION
 MB : SEND TO MAILBOX PG : POLLING A REMOTE MP : MULTI-POLLING RM : RECEIVE TO MEMORY



THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

January 17, 1995

Dr. Dolinsky
4615 - 48 Avenue
Red Deer, Alberta
T4N 3S8

Dear Sir:

At The City of Red Deer's Council Meeting held January 16, 1995, consideration was given to a letter from Ken Arnold dated December 8, 1994 requesting a refund for a portion of the Downtown Electrical Underground Grid charges for his property noted as 4619 - 48 Avenue, Red Deer, Alberta. As your property at 4615 - 48 Avenue is similar to that of Mr. Arnold's, City Council felt that both properties should be treated equal and as such passed the following resolution:

"RESOLVED that Council of The City of Red Deer hereby agrees to amend the resolution of Red Deer City Council passed on October 11, 1994 relative to a refund of a portion of Downtown Electrical Underground Grid Charges to Ken Arnold and Dr. Dolinsky by deleting from said resolution the following:

'subject to the final approval of Council Policy No. 603 (Downtown Electrical Underground Grid Charges)' ."

As a result of the above resolution, the original resolution now reads as follows:

... / 2



*a delight
to discover!*

Dr. Dolinsky
January 17, 1995
Page 2

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Ken Arnold dated June 9, 1994, re: Request for Refund of a Portion of Downtown Electrical Underground Grid.Charges, hereby agrees that the Downtown Electrical Underground Grid Charge paid by Ken Arnold for the property noted as 4619 - 48 Avenue and by Dr. Dolinsky for the property noted as 4615 - 48 Avenue, be refunded in an amount equal to the difference between what they have paid for underground power and what they would pay for the type of service they are actually receiving including an amount equal to 6% interest on said difference being calculated from the date of the original payment to the date of refund, as submitted to Council October 11, 1994."

I will now be requesting our Financial Services Department to prepare the necessary refund with same being forwarded to you in due course.

Attached for your file is the above letter from Mr. Arnold and the relative administrative reports. If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,



KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: Director of Corporate Services
Director of Development Services
E. L. & P. Manager
Principal Planner

DATE: JANUARY 17, 1995
TO: DIRECTOR OF CORPORATE SERVICES
FROM: CITY CLERK
RE: ELECTRICAL SERVICE REFUND - KEN ARNOLD AND DR. DOLINSKY

At the Council Meeting of January 16, 1995, consideration was given to the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer hereby agrees to amend the resolution of Red Deer City Council passed on October 11, 1994 relative to a refund of a portion of Downtown Electrical Underground Grid Charges to Ken Arnold and Dr. Dolinsky by deleting from said resolution the following:

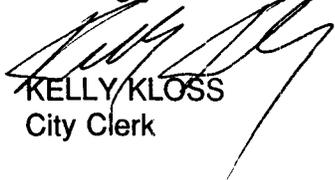
'subject to the final approval of Council Policy No. 603 (Downtown Electrical Underground Grid Charges)' ."

As a result of the above resolution, the resolution as referred to above, passed on October 11, 1994, would not read as follows:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Ken Arnold dated June 9, 1994, re: Request for Refund of a Portion of Downtown Electrical Underground Grid Charges, hereby agrees that the Downtown Electrical Underground Grid Charge paid by Ken Arnold for the property noted as 4619 - 48 Avenue and by Dr. Dolinsky for the property noted as 4615 - 48 Avenue, be refunded in an amount equal to the difference between what they have paid for underground power and what they would pay for the type of service they are actually receiving including an amount equal to 6% interest on said difference being calculated from the date of the original payment to the date of refund, as submitted to Council October 11, 1994."

I ask that in consultation with the E. L. & P. Manager, you process the appropriate refunds to the noted gentlemen in accordance with the above resolution.

Trusting you will find this satisfactory.


KELLY KLOSS
City Clerk

KK/clr

cc: E. L. & P. Manager

DATE: JANUARY 17, 1995
TO: E. L. & P. MANAGER
FROM: CITY CLERK
RE: COUNCIL POLICY NO. 603 -
DOWNTOWN UNDERGROUND GRID CHARGES

At the Council Meeting of January 16, 1995, consideration was given to the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer hereby approves the revised Downtown Electrical Underground Grid Charges Council Policy No. 603 as presented to Council January 16, 1995, subject to the passage of a Land Use Bylaw Amendment that provides for overhead electrical setbacks relative to the Downtown Electrical Grid."

The resolution which previously dealt with Council Policy No. 603 had the condition that said Policy was subject to the passage of Land Use Bylaw Amendment 2672/X-94. As this Land Use Bylaw Amendment was not approved, a new resolution had to be passed by Council. It is my understanding that the Regional Planning Commission will be preparing the necessary Overhead Electrical Setbacks Bylaw for consideration by Council in the near future.

If you have any questions, please do not hesitate to contact the undersigned.



KELLY KLOSS
City Clerk

KK/clr

cc: Director of Development Services
Bylaws and Inspections Manager
Land and Economic Development Manager
Principal Planner



December 10, 1994

Memorandum To FCM Municipal, Associate and Affiliate Members

REQUEST FOR RESOLUTIONS FOR CONSIDERATION
AT THE MARCH 1995 MEETING OF FCM
NATIONAL BOARD OF DIRECTORS OR
AT THE ANNUAL CONFERENCE IN JUNE 1995

Mayor D. Laurence Mawhinney
Lunenburg, Nova Scotia
President
Président

Mayor John Les
Chilliwack, British Columbia
First Vice President
Premier vice-président

Councillor Bryon Wilfert
Richmond Hill, Ontario
Second Vice President
Deuxième vice-président

Maire suppléant Claude Cantin
Québec (Québec)
Troisième vice-président
Third Vice President

Alderman Ron Hayter
Edmonton, Alberta
Past President
Président sortant

James W. Knight
Executive Director
Directeur général

The Federation of Canadian Municipalities' Standing Committee on Policies and Resolutions and the National Board of Directors invite the submission of resolutions on **subjects of national municipal interest** for debate at the **March 1995** meeting of FCM's National Board of Directors or at the **FCM's Annual Conference in June 1995** as directed by the sponsor.

FCM will take a stand only on issues which are clearly of **national municipal interest** and which fall within the jurisdiction of the federal government, the provincial and territorial governments acting at the interprovincial level, or FCM itself. Indirect municipal issues and local/regional issues will not be supported by major research and lobbying activity, unless otherwise directed by the Annual Conference or by FCM's National Board of Directors.

Resolutions should meet the enclosed guidelines and should be received by FCM no later than **February 7, 1995** in order to be presented to FCM's Standing Committee on Policies and Resolutions at its meeting on March 2, 1995.

The Standing Committee on Policies and Resolutions and the National Board of Directors appreciates the cooperation of all members in adhering to the enclosed procedures when preparing their resolutions for submission.

We look forward to hearing from you.

Viviane Swann
Resolutions Policy Analyst

Enclosures





GUIDELINES FOR PRESENTATION OF RESOLUTIONS TO THE FEDERATION OF CANADIAN MUNICIPALITIES

It is by way of resolutions that Municipal, Affiliate and Associate Members bring their concerns to FCM for consideration at the Annual Conference, held in June of each year, or at meetings of the National Board of Directors, held in September, December and March.

Resolutions may be submitted by any municipality or provincial/territorial municipal association which is a member in good standing of the Federation of Canadian Municipalities.

All resolutions endorsed at the Annual Conference or at the National Board of Directors and which require action from the Government of Canada, shall be submitted to the appropriate minister, department or agency for response.

It is therefore important that resolutions be carefully worded so that FCM is directed to take the appropriate action and that the proper message is conveyed.

CONSTRUCTION OF RESOLUTIONS

All members are urged to observe the following guidelines when preparing resolutions for submission to FCM:

- a) FCM will take a stand only on issues which are clearly of national municipal interest and which fall within the jurisdiction of the federal government, the provincial and territorial governments acting at the interprovincial level, or FCM itself. Indirect municipal issues and local/regional issues will not be supported by major research and lobbying activity, unless otherwise directed by the Annual Conference or by FCM National Board of Directors.
- b) The descriptive clauses (WHEREAS...) should clearly and briefly set out the reasons for the resolution. If the sponsor believes that the rationale cannot be explained in a few preliminary clauses, the problem should be more fully stated in supporting documentation.
- c) The operative clause (BE IT RESOLVED...) must clearly set out its intent stating a specific proposal for any action which the sponsor wishes FCM to take. (i.e. BE IT RESOLVED that FCM urge/endorse/petition...) The wording should be clear and brief. Generalization should be avoided.
- d) Background information such as Council reports should be submitted with the resolution. When a resolution is not self explanatory and when adequate information is not received, FCM staff may return the resolution to the sponsor with a request for additional information or clarification.
- e) Proof of endorsement by the sponsoring council must accompany the resolution.

- 2 -

CATEGORIZATION OF RESOLUTIONS

The Standing Committee on Policies and Resolutions will review the resolutions received and categorize them as follows:

- Category A:** National municipal issues
Category B: Local/regional municipal issues
Category C: Issues not within municipal jurisdiction
Category D¹: Matters dealt with by FCM in the previous three years and that are in accordance with FCM policy
Category D²: Matters dealt with by FCM in the previous three years and that are NOT in accordance with FCM policy

SUPPLEMENTARY INFORMATION

The Standing Committee on Policies and Resolutions is responsible for receiving and taking action on all resolutions in accordance with the above stated guidelines.

Resolutions which fall within the mandate of an FCM Standing Committee or Task Force will be reviewed by same for the purpose of presenting recommendations to the National Board of Directors or the Annual Conference. Standing Committees and Task Forces are responsible for ensuring that resolutions are compatible with existing policy statements and approved resolutions.

THE DEADLINE FOR SUBMISSION OF RESOLUTIONS TO FCM'S NATIONAL BOARD OF DIRECTORS AT ITS NEXT MEETING IN MARCH 1995 OR AT THE ANNUAL CONFERENCE IN JUNE 1995 IS FEBRUARY 7, 1995

The Standing Committee on Policies and Resolutions stresses that resolutions received after the deadline cannot be processed in time for inclusion in the Board Book and will be held for action by the National Board of Directors at its next meeting in September 1995.

For more information please call Viviane Swann - Resolutions Policy Analyst, Tel/Fax: (905)642-6642 or Michael Roche - Director of Policy and Programs, at the FCM office Tel: (613) 241-5221, Fax: (613)241-7440.

FCM RESOLUTION**SUBMITTED BY ALDERMAN VOLK**

Whereas on December 21, 1993, the Federal, Provincial and Territorial Governments agreed to the establishment of a cost-shared National Infrastructure Program; and

Whereas the program has been of benefit to Canadian municipalities however, the Federal contribution to the program was money that added to the National debt; and

Whereas all levels of government must take steps to reduce the National debt; and

Whereas consideration has been given to extending the National Infrastructure Program:

Be It Resolved that the Federation of Canadian Municipalities urge the Federal Government not to extend the National Infrastructure Program until such time as budgets are balanced and the debt is in control.



THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

January 17, 1995

Federation of Canadian Municipalities
24, rue Clarence Street
Ottawa, Ontario
K1N 5P3

Att: Standing Committee on Policies and Resolutions

Dear Sir/Madam:

RE: FCM ANNUAL CONFERENCE - JUNE 1995, RESOLUTION

At The City of Red Deer's Council Meeting held January 16, 1995, the following resolution was passed relative to the National Infrastructure Program, for consideration at the FCM's Annual Conference in June 1995:

"WHEREAS on December 21, 1993 the Federal, Provincial and Territorial Governments agreed to the establishment of a cost-shared National Infrastructure Program; and

WHEREAS the program has been of benefit to Canadian municipalities, however, the Federal contribution to the program was money that added to the National debt; and

WHEREAS all levels of government must take steps to reduce the National debt; and

WHEREAS consideration has been given to extending the National Infrastructure Program;

BE IT RESOLVED that the Federation of Canadian Municipalities urge the Federal Government not to extend the National Infrastructure Program until such time as budgets are balanced and the debt is in control."

... / 2



*a delight
to discover!*

Federation of Canadian Municipalities
January 17, 1995
Page 2

Attached hereto is a certified copy of the above noted resolution. If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kelly Kloss', written over the typed name.

KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: Director of Corporate Services
Director of Development Services
Director of Community Services

"WHEREAS on December 21, 1993 the Federal, Provincial and Territorial Governments agreed to the establishment of a cost-shared National Infrastructure Program; and

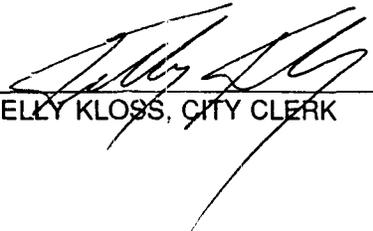
WHEREAS the program has been of benefit to Canadian municipalities, however, the Federal contribution to the program was money that added to the National debt; and

WHEREAS all levels of government must take steps to reduce the National debt; and

WHEREAS consideration has been given to extending the National Infrastructure Program;

BE IT RESOLVED that the Federation of Canadian Municipalities urge the Federal Government not to extend the National Infrastructure Program until such time as budgets are balanced and the debt is in control."

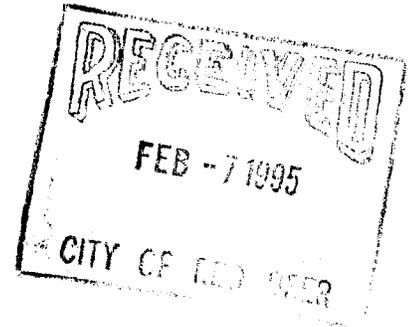
A certified copy of the resolution passed by Council of The City of Red Deer on January 16, 1995.



KELLY KLOSS, CITY CLERK



Federation of Canadian Municipalities
Fédération canadienne des municipalités



January 31, 1995

Ms. Kelly Kloss
City Clerk
City of Red Deer
P.O. Box 5008
Red Deer, Alberta
T4N 3T4

Mayor D. Laurence Mawhinney
Lunenburg, Nova Scotia
President
Président

Mayor John Les
Chilliwack, British Columbia
First Vice President
Premier vice-président

Councillor Bryon Wilfert
Richmond Hill, Ontario
Second Vice President
Deuxième vice-président

Maire suppléant Claude Cantin
Québec (Québec)
Troisième vice-président
Third Vice President

Alderman Ron Hayter
Edmonton, Alberta
Past President
Président sortant

James W. Knight
Executive Director
Directeur général

Dear Ms. Kloss:

I acknowledge receipt of your letter of January 17, in which you attach a resolution regarding **Extending of the National Infrastructure Program** for consideration at FCM's 1995 Annual Conference.

At the March 1995 meeting, the Standing Committee on Policies and Resolutions will review your resolution and classify it in one of the following categories:

- Category A: national municipal issues
- Category B: local/regional municipal issues
- Category C: issues not within municipal jurisdiction
- Category D¹: matters dealt with by FCM in the previous three years and that are in accordance with FCM policies
- Category D²: matters dealt with by FCM in the previous three years and that are NOT in accordance with FCM policies

Following the recommendation of the Standing Committee on Policies and Resolutions and the Standing Committee on Municipal Infrastructure, your resolution will be printed in the Policy Development Book, to be debated at the Annual Conference in June.

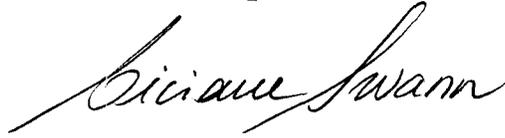
.../2



We will keep you informed of the committees' recommendations on your resolution following the meeting in March.

If you have any questions, please do not hesitate to call me at (905) 642-6642.

Yours truly,

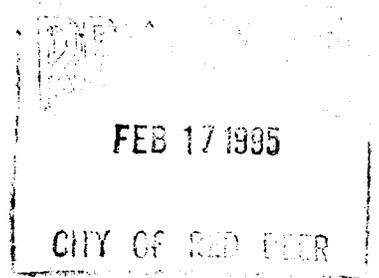
A handwritten signature in cursive script that reads "Viviane Swann". The signature is written in dark ink and is positioned above the typed name.

Viviane Swann
Resolutions Policy Analyst



Federation of Canadian Municipalities
Fédération canadienne des municipalités

February 6, 1995



Her Worship Mayor Gail Surkan
City of Red Deer
P.O. Box 5008
Red Deer, Alberta
T4N 3T4

Mayor D. Laurence Mawhinney
Lunenburg, Nova Scotia
President
Président

Mayor John Les
Chilliwack, British Columbia
First Vice President
Premier vice-président

Councillor Bryon Wilfert
Richmond Hill, Ontario
Second Vice President
Deuxième vice-président

Maire suppléant Claude Cantin
Québec (Québec)
Troisième vice-président
Third Vice President

Alderman Ron Hayter
Edmonton, Alberta
Past President
Président sortant

James W. Knight
Executive Director
Directeur général

Dear Mayor Surkan:

I am in receipt of your letter regarding your council's position on renewal of the National Infrastructure Program. I want to assure you that FCM strongly supports federal deficit reduction and has made representations to the federal government in this regard. However, FCM's studies on municipal infrastructure investment indicate that the federal government will recoup most or all of its investment through increased tax revenues, decreased spending on social assistance and unemployment insurance, and the multiplier effect. According to the Government of Canada, the program has already surpassed the projected 60,000 jobs that were to be created and will be closer to 100,000 new jobs, 10,000 of them long term. FCM is currently consulting with the Federal Infrastructure Office on a framework for a thorough evaluation of the National Infrastructure Program. This evaluation will determine the true cost of the program for the federal government.

Furthermore, FCM will cooperate with the federal government to determine the costs and benefits for municipal governments based on the level of investment achieved. These factors will be taken into account by FCM's National Board of Directors when considering program renewal.

Thank you for informing me of your concerns.

Yours sincerely,

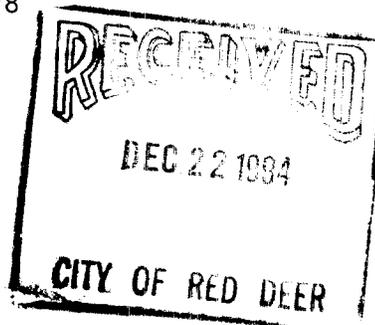
D. Laurence Mawhinney
President

LM/kt:sd



NO. 3

Mr. Kelly Bloss,
City Clerk,
Box 5008,
Red Deer, Al.
T4N 3A8.



Ref. Obstruction for walkers on the side walk--
PO 27-0000.

Dear Kelly,

This has reference to my conversation with you regarding the "Power Cords" on the side walks.

I am sending this urgent matter to you and to the members of the council (City Council) to deal with and not to sit on it.

The information which I have received is that there is no By-Law against the cords across the side walk, or even removal of snow from the front of the dwellings. It is a shame that it is allowed in the City of Red Deer.

You are aware that it is a potential danger to the walkers on the side walks. It may look to you council members a very small matter of in-significant, but I can tell that it could be very deadly. I am concerned about the safety of the people who walk and have to step over these cords. Since there is no By-Law the people use it across the side walk to plug the cars and thus endangering the walkers. Are you not concerned? I am told that there is a By-Law against the cords Down Town only. How about rest of Red Deer? Are there no people living there. What does it take to implement the By-Law and cover the rest of Red Deer?

You will do us great service by bringing the law in. You will ensure the safety of the people who walk and use the side walk....especially the elderly. Lot of them walk in the residential areas for the exercise.

I talked to the RCMP about it but their hands are tied because it is permitted.

If the law is placed into effect than it would be easier to enforce it. You members of the council want somebody to get hurt before you wake up to do something or when election time.

I wonder if you have a By-Law for the residents to clean the front of their place the snow from the side walk? It is there in city of Edmonton.

It is a saving all round. No broken limbs; no pressure on Alberta Health and Ambulance services. A cleaner city.

The power cords are a hazard to the walking people and should not be allowed to be strung across the walk at any time. Would you sir like to be sued by the person tripped by the power cord in front of your side walk? I do not think so.

I would request the council members to bring in the By-Law and enforce it.

We are trying to save money. You can help.

Thanking you to look at this problem and hope to hear from you soon.

I am, Yours Truly,

Reginald Dube,
2-4702-33rd St.,
Red Deer, Al.
T4N 0N5.
Dec. 19th. '94.

Reginald Dube

DATE: January 11, 1995
TO: City Clerk
FROM: Engineering Department Manager

RE: REGINALD DUBE - POWER CORDS ACROSS CITY SIDEWALKS

Every winter we receive two or three inquiries and/or complaints regarding the practise of laying 110 volt extension cords across City sidewalks to plug in vehicles left on the street. We do not have an indication as to how many cords are placed across sidewalks throughout the City each winter.

There does not appear to be a provision in the Traffic By-law or a written Council Policy, that specifically deals with this item. Whenever an inquiry is received on this matter, we indicate that the practise is not permitted. Whenever a complaint is received, no action is taken as there is no provision for enforcement. This course of action has not proven to be an administrative problem to date, nor are we aware of injuries resulting from placing cords over the sidewalk.

Further information regarding the placement of cords may be available from the E. L. & P. Manager and the By-laws and Inspections Manager.

With regard to the mandatory clearing of snow from City sidewalks in front of residential properties, Section 96 (1) of the Traffic By-law contains the provision that all persons owning or occupying premises in areas of the City zoned Commercial (C1) or (C2) other than premises used exclusively for single family residential purposes, must clear and remove snow within 48 hours of the time that the snowfall occurred. There is no provision within the By-law to require single family residents to clear the snow from the adjacent City sidewalks.

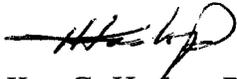
If City Council wishes to consider adding this requirement to the By-law, we believe that the number of infractions would be significant and that considerable City staff time would have to be spent on enforcement.

City Clerk
Page 2
January 11, 1995

Further information on this matter may be available from the Public Works Manager.

RECOMMENDATION

1. In view of the minimal number of electrical cord complaints received, we would recommend that Council consider leaving the matter as is.
2. In view of the mobilization impact to a large segment of the City's population regarding the snow clearing issue, we would recommend that no change be made to the existing By-law.



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

KGH/emg

- c.c. By-laws and Inspections Manager
- c.c. Public Works Manager
- c.c. E. L. & P. Manager
- c.c. Principal Planner
- c.c. City Solicitor

DATE: January 9, 1995
TO: City Clerk
FROM: Public Works Manager
RE: **POWER CORDS ACROSS CITY SIDEWALKS**

We have reviewed Mr. Dube's letter. In his letter, Mr. Dube raises two points. These are a bylaw to prevent citizens from placing power cords across sidewalks and the other is the request for a requirement that all property owners be required to remove snow from the City sidewalks adjacent to their property.

I am sure the City Solicitor will address the issue of City liability for power cords. It would seem that a requirement to prevent power cords from being strung across sidewalks would reduce the likelihood that someone would trip over a cord.

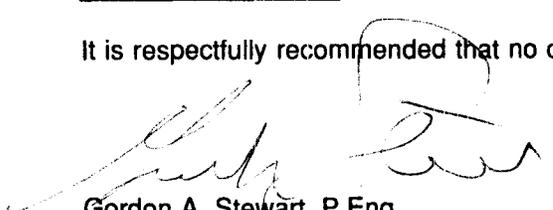
The issue of requiring sidewalks to be cleared is one that Council has dealt with in the past. Although we have not done a recent survey of cities, it is my understanding that the practices vary and some cities require residential sidewalks to be cleared by property owners and some do not. In the revisions to our sidewalk clearing policy, the City no longer clears sidewalks adjacent to utility lots, etc. in low pedestrian volume residential areas. If Council decided to require all landowners to clear sidewalks adjacent to their properties, the same requirement would apply to land owned by The City of Red Deer.

Presently the City removes snow from sidewalks adjacent to all City-owned land in the downtown area. This is the same as the requirement for other businesses in the area. Any City sidewalks outside the downtown area are evaluated on the basis of pedestrian volumes and the most heavily travelled are cleared. The time constraints in replying to this item have not allowed us to do an estimate of the annual cost of clearing snow from all other sidewalks adjacent to City-owned property, but it would be significant.

In the present economic situation, with the limited funds available to provide City services, I can not recommend an increase in level of service in this area. In addition to the cost of clearing additional walks there would be the additional cost of bylaw enforcement, which I am sure will be addressed by the Bylaws Department and the Engineering Department.

RECOMMENDATION

It is respectfully recommended that no change in the bylaw be made at this time.



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

/blm

c Director of Engineering Services
Director of Financial Services
E.L. & P. Manager
R.C.M.P. Inspector
Principal Planner
City Solicitor



MEMORANDUM

DATE: January 9, 1995
TO: City Clerk
FROM: Paul Meyette
SUBJECT: Reginald Dube - Power Cords Access - City Sidewalks

Mr. Dube is requesting that the City pass a bylaw which would prevent the placement of power cords across City sidewalks. In his letter, Mr. Dube points out that these power cords are a safety hazard particularly when combined with unshoveled walks.

Comments

1. The placement of power cords across City sidewalks is usually a result of
 - i) inadequate on site parking for the number of vehicles in the household
 - or
 - ii) inadequate onsite parking for overnight visitors to the household

It would be difficult to create additional onsite parking during the winter months.

2. Enforcement of any power cord bylaw would be difficult in that most of the cords are placed late at night and removed early in the morning.
3. Planning staff agree with Mr. Dube that safety could be an issue where power cords cross a poorly lit or snow covered sidewalk, however, the orange colour of the power cords is generally visible when the sidewalks are clear and the lighting is adequate.
4. The issue of liability may be a factor which should be considered. The City Solicitor will address this issue.

Recommendation

Subject to legal advice, planning staff do not support an immediate ban on power cords crossing City sidewalks. It would be difficult to create additional parking spaces during the winter months. In the longer term, if Council wishes to pursue this issue, it would be worthwhile to have the enforcement division prepare a detailed report which would examine practices in other Cities, enforcement issues and recommended strategies for implementation.


Paul Meyette, ACP, MCIP
Principal Planner, City Section
PM/sdd



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Security Classification / Designation
Classification / Désignation sécuritaire

Red Deer City R.C.M.P. Detachment
P.O. Bag 5033
Red Deer, Alberta
T4N 6A1

Your file Votre référence

Our file Notre référence

January 6, 1995

Mr. Kelly KLOSS, City Clerk
City of Red Deer
4914 - 48 Avenue
Red Deer, Alberta T4N 3T4

Dear Sir:

**RE: Obstructed and Snow Covered
 Sidewalks in Residential Areas**

I have reviewed the existing bylaw dealing with this subject matter. Section 96(1) of the Traffic Bylaw states that snow, ice, dirt, and other obstructions must be removed from the sidewalk situated on land adjoining the property used or occupied by them within forty-eight hours of the time that such snow, ice or dirt, or other obstruction was deposited thereon. This, of course, deals with commercial property only. It would seem to me that under the existing bylaw, a power cord could be across a sidewalk for forty-seven hours and fifty-nine minutes without contravening the section.

This bylaw, in my opinion, does not advance Mr. DUBE's argument, given that obstructions can be legally left for extended periods, which is reasonable. During this time, pedestrians must deal with the so called obstructions, as well as the snow and/or ice.

I think to create a bylaw covering the residential areas of the city, is unwarranted. The ability to enforce a bylaw must also be a consideration when preparing it. It would be difficult, to say the least, for our three bylaw officers to effectively enforce such a bylaw.

.../2

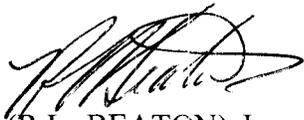
Royal Canadian Mounted Police
Page 2
January 9, 1995

PROTECTED "A"

From a practical position, isn't walking during winter conditions potentially hazardous, having regard to all the circumstances and condition of city walkways? Do they not do so at their own risk?

Civil litigation is an entirely different matter, this can happen with or without a bylaw.
Remaining

Yours truly,

A handwritten signature in black ink, appearing to read 'R.L. Beaton', with a large, sweeping flourish at the end.

(R.L. BEATON) Insp.
O.i/c Red Deer City Detachment

DGD/lb

COMMENTS:

As noted by the Administration, the number of complaints regarding power cords on sidewalks is relatively low. Further, we are not aware of any accidents that have been caused directly by power cords. Accordingly, given these facts and the fact that we simply do not have the resources to enforce a control bylaw of this nature, we concur with the recommendations of the Administration that none be implemented.

With respect to the clearing of residential sidewalks, Council will recall that this matter was fully debated as a result of a Notice of Motion by Alderman Statnyk on June 21, 1993. At that time, Council agreed not to proceed with a bylaw and we concur that that direction is still appropriate.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

DATE: February 22, 1994
TO: By-laws and Inspections Manager
FROM: Customer Service Administrator
RE: POWER CORDS

Each winter we receive a few calls or complaints regarding power cords across sidewalks. Although the Traffic By-law does not allow obstructions on City property, the matter of power cords across City sidewalks is not specifically covered.

You may recall that in 1989, Mr. Richard Riddell approached Council with a proposal to install overhead cord support devices at back of walk. The matter was reviewed by Council, Committee of the Whole, and the proposal refused. In their refusal, the Committee agreed that cords not be permitted to be laid across the sidewalk or on any overhanging projections above sidewalks. Nothing further was done about the matter.

We have been taking the position that since the City has no specific policy or by-law governing this, no action be taken regarding the complaints.



N. Peter Anderson
Customer Service Administrator

NPA/cy

- c.c. City Clerk
- c.c. Public Works Manager
- c.c. Customer Service Clerk
- c.c. Development Coordinator

DATE: January 3, 1995

TO: DIRECTOR OF COMMUNITY SERVICES

- DIRECTOR OF ENGINEERING SERVICES
- DIRECTOR OF FINANCIAL SERVICES
- BYLAWS & INSPECTIONS MANAGER
- CITY ASSESSOR
- COMPUTER SERVICES MANAGER
- LAND AND ECONOMIC DEVELOPMENT MANAGER
- E.L. & P. MANAGER
- ENGINEERING DEPARTMENT MANAGER
- FIRE CHIEF
- PARKS MANAGER
- PERSONNEL MANAGER
- PUBLIC WORKS MANAGER
- R.C.M.P. INSPECTOR
- RECREATION & CULTURE MANAGER
- SOCIAL PLANNING MANAGER
- TRANSIT MANAGER
- TREASURY SERVICES MANAGER
- PRINCIPAL PLANNER
- CITY SOLICITOR

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

FROM: CITY CLERK

RE: REGINALD DUBE - POWER CORDS ACROSS CITY SIDEWALKS

Please submit comments on the attached to this office by January 9, for the Council Agenda of January 16, 1995.

"Kelly Kloss"
City Clerk

**BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL**

**BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL**

Mr. Kelly Klone,
City Clerk,
P.O. Box 5008,
Red Deer, AB
T4N 3T4.

Dear Kelly,

I take this opportunity to thank you for taking time to send me the necessary administrative reports.

It is good to know that this matter is not fully put on the shelf although it may appear so.

May be in time to come some one may get hurt and then the council members may recall and ponder it .

I appreciate your efforts that you made to have it on the agenda.

I have reviewed the reports and that can I say. Time will tell.

Thank you once again.

Yours Truly,

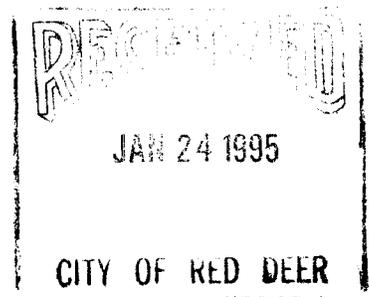
Reg Dube,

2-4702-33st.,

Red Deer, AB

T4N 0N5.

Jan. 20th '95.





THE CITY OF RED DEER

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

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

December 23, 1994

Mr. Reginald Dube
2, 4702 - 33 Street
Red Deer, Alberta
T4N 0N5

BACKUP INFORMATION
NOT SUBMITTED TO COUNCIL

Dear Mr. Dube:

RE: OBSTRUCTIONS FOR WALKERS ON SIDEWALKS - POWER CORDS

This is to acknowledge receipt of your letter on December 22, 1994.

This item will be discussed and possibly a decision made at the meeting of Red Deer City Council on Monday, January 16, 1995. Council Meetings begin at 4:30 p.m. and adjourn for the supper hour at 6:00 p.m., reconvening at 7:00 p.m.

In the event you wish to be present at this Council Meeting, please call our office on Friday, January 13, 1995 and we will advise you of the approximate time that Council will be discussing this item.

Please enter City Hall on the park side entrance upon arrival and proceed up to the second floor Council Chambers.

This request has been circulated to City Administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council Meeting, they may be picked up at our office on the second floor of City Hall on Friday, January 13, 1995, or if it would be more convenient for you, please let us know and we will fax same to you.

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

Sincerely,


KELLY KLOSS
City Clerk

KK/clr



*a delight
to discover!*



THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

January 17, 1995

Mr. Reginald Dube
2, 4702 - 33 Street
Red Deer, Alberta
T4N 0N5

Dear Sir:

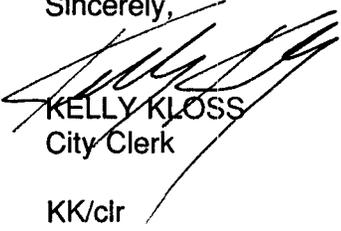
RE: OBSTRUCTION FOR WALKERS ON THE SIDEWALK - POWER CORDS

At The City of Red Deer Council Meeting held January 16, 1995, consideration was given to your letter dated December 19, 1994 concerning the above. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Reginald Dube, dated December 19, 1994, re: Obstructions for Walkers on City Sidewalks/Request for the Passage of a Bylaw to Require the Removal of Snow from Residential Sidewalks and Prohibiting Power Cords on City Sidewalks, hereby agrees that said request be denied and as presented to Council January 16, 1995."

For your information, I have included herewith the administrative reports that appeared on the Council Agenda relative to your letter. Thank you for presenting this item to Council. If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,



KELLY KLOSS
City Clerk

KK/clr
attchs.

cc: Director of Development Services
Director of Community Services
Bylaws and Inspections Manager
Public Works Manager
E. L. & P. Manager
Insp. Beaton
Principal Planner



*a delight
to discover!*

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

January 30, 1995

Mrs. Linda Sorsdahl
67 Norris Close
Red Deer, Alberta
T4P 1R2

Dear Madam:

Thank you for your letter of January 19, 1995, wherein you outline your concerns that the City does not have in place a bylaw which mandates the shovelling of residential sidewalks.

Your letter has been forwarded to the Mayor and Aldermen for their review. For your information, I have enclosed the documents which appeared on the January 16, 1995, Council meeting relative to this issue.

Thank you for taking the time to write to Council concerning this matter.

Sincerely,

Kelly Kloss
City Clerk

KK/ds

Encl.

c.c. Director of Development Services
Public Works Manager
Bylaws & Inspections Manager
Mayor and Aldermen

*a delight
to discover!*



Council Members,
 I am writing to advise my concerns
 over your vote for the by-law on
 road planning.
 Will you do any checking before you
 vote it down? Have you even done
 much checking on the residential side
 with the paper routes a few years ago
 a local difficulty at times, so I know
 there is more to be done.
 Edmonton for an hour, had a by-law
 in place for several years, a City of
 any trouble it, only consider it.
 I hope the next time the council
 it passed, or maybe we'll have a
 different council.

Mr. F. Alexander

Dec 19/95
 67 Newman Drive
 Red Deer, AB.
 T4P 1K2

NO. 1

DATE: JANUARY 4, 1995

TO: CITY CLERK

FROM: TREASURY SERVICES MANAGER

**RE: ALDERMAN HULL/NOTICE OF MOTION:
CENTRALIZED BILLING AND COLLECTION SERVICE**

At the Council Meeting of December 19, 1994, the following Notice of Motion was submitted by Alderman Hull:

"BE IT RESOLVED that the City Administration be requested to propose a cost effective centralized billing and collection service with the desired output being a City "statement" of all fees, charges, licenses, permits, fines, utility costs and service costs incurred by a property owner or lessee."

As Council is aware, Financial Services staff, in the late spring of 1994, as the first initiative of The City of Red Deer Computer Services Strategic Plan, commenced work on determining and specifying requirements for, and identifying an appropriate Integrated Financial System package for The City of Red Deer. We are now in the initial stages of the detailed planning for the implementation of that system.

One of the 'High Priority' objectives identified in our high level Planning Sessions in June of 1994 was to **"Eliminate duplicate Accounts Receivable systems and duplicate Accounts Receivable processing and reconciliation"**. The benefits identified at that time included the following:

- improved customer service
 - a) Customers would have the option of receiving one statement from the City which consolidated some or all of the various categories of receivable that they may have with the City, or continue to receive separate statements for the various receivables that they may have, as they do now.
 - b) Preauthorized Payment and Equal Payment Plans could be offered for all receivables in a coordinated fashion instead of system by system
 - c) Collection activities for the various categories of receivable would be more closely coordinated
- simplified system
 - a) Acceptance of customer payments for any City charge at any City location would be facilitated as the Cash Receipts system would not require the 'interfaces' to separate receivable systems as is the case now
 - b) There would be a reduced amount of program 'code' for Computer Services staff to maintain

It must be pointed out, however, that there are some costs and risks associated with a consolidated receivables system, as well, including the following:

- customer service
 - a) Some customers may find a consolidated statement to be confusing or inappropriate for their circumstances
 - b) Collections staff would need to be trained to be familiar with a much broader range of services and may not always be able to answer a customer's question related to a specific service billing on a consolidated statement
 - c) Some City receivable systems, because of the diversity of services provided, have quite different billing frequencies, due dates, interest or penalty provisions, etc. Consequently, it may be impractical to expect that a customer will receive no more than one statement from the City in any given month

- system considerations
 - a) Because of the different billing requirements, it may be impractical, from a technical perspective, to combine all receivable systems in one monthly statement
 - b) Additional program 'code' will have to be written to 'interface' the various billing systems with the consolidated receivable module, as well as with the General Ledger

SUMMARY

The Integrated Financial System Project Team is in the final stages of selecting the software package that will best suit the City's needs, as identified in our Planning Session workshops and system evaluations over the last seven months. We are now commencing the detailing implementation planning for the preferred system, and we will not know for a few weeks yet how this software package will handle all specific operations within each of our business functions; however, I believe that the intent of the Notice of Motion put forward by Alderman Hull has already been identified as one of the objectives of the Integrated Financial System and is being addressed within that project.

RECOMMENDATION

That the benefits, costs and practicality of consolidating all City billing and collection activities and producing one consolidated statement of the customer's account continue to be investigated and evaluated as part of the Integrated Financial System project, and that we report back to Council at the earliest possible time after all relevant information has been collected and the impacts of fully consolidated billing and collection activities are known.

Respectfully submitted,



D. G. NORRIS
TREASURY SERVICES MANAGER

cc. Director of Corporate Services
Computer Services Manager

COMMENTS:

We concur with the recommendation of the Treasury Services Manager.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

NO. 2

DATE: JANUARY 4, 1995
TO: CITY COUNCIL
FROM: CITY CLERK
**RE: ALDERMAN PIMM/NOTICE OF MOTION:
CAMPAIGN CONTRIBUTION AND EXPENSE
DISCLOSURE BYLAW**

At the Council Meeting of December 19, 1994, a Notice of Motion was submitted by Alderman Pimm as follows:

"WHEREAS the Council of The City of Red Deer desires to function in a manner consistent with the concept of open government;

AND WHEREAS members of the public may wish to know the source of contributions as well as the amounts and nature of disbursements in campaigns for public office;

AND WHEREAS many major cities in Alberta have passed campaign contribution and expense disclosure bylaws;

AND WHEREAS the Council of The City of Red Deer deems it desirable to make expenses of campaigns for public office and contributions to said campaigns a matter of public record;

THEREFORE BE IT RESOLVED that Council of The City of Red Deer direct the Administration to bring forward a Campaign Contribution and Expense Disclosure Bylaw."

This is submitted for Council's consideration



Kelly Kloss
City Clerk

DATE: DECEMBER 29, 1994
 TO: CITY COUNCIL
 FROM: CITY CLERK
 RE: NOTICE OF MOTION - ALDERMAN PIMM
PUBLIC DISCLOSURE OF CANDIDATES' CONTRIBUTIONS AND EXPENSES

The authority under which Council may pass a bylaw requiring candidates to prepare and disclose to the public audited statements of all their campaign contributions and campaign expenses is the Local Authorities Election Act, Section 118.

- 118(1) The following expenses shall be held to be lawfully incurred and the payment of them is not a contravention of this Act:
- (a) the actual personal expenses of the candidate;
 - (b) the cost of acquiring premises, accommodation, goods or services used for proper election campaign purposes;
 - (c) bona fide payments for the fair cost of printing and advertising;
 - (d) reasonable and ordinary payment to any person for the hire of transportation used
 - (i) by a candidate or speakers in travelling to and from public meetings, or
 - (ii) by any person in connection with and for the proper purposes of an election.
- (2) An elected authority 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.
- (3) A bylaw passed under subsection (2)
- (a) shall define "campaign contributions" and "campaign expenses", and
 - (b) may prescribe forms
- for purposes of the bylaw.
- (4) A person who contravenes a bylaw passed under this section is guilty of an offence and is liable for a penalty of not more than \$1000.00 and on conviction the penalty enures to the benefit of the local jurisdiction in respect of which the election was conducted.

City Council
Disclosure Bylaw
December 29, 1994

2

Council may pass a disclosure bylaw however same would only be applicable to those candidates running for Mayor and Aldermen unless the School Boards also passed a similar bylaw requiring their candidates to disclose contributions and expenses.

The City of Edmonton and The City of Calgary have Campaign Contributions Disclosure Bylaws, copies of which are attached. The Cities require:

- (1) certain forms to be completed however do not require the statements to be audited. Calgary does required that a Statutory Declaration be made solemnly declaring the information provided is true and correct.
- (2) that included in the forms is the total cost of all contributions and expenses and a detailed listing of all campaign contributions in excess of \$100.00 in Calgary and \$300.00 in Edmonton.
- (3) in the case of Calgary, detailed information on contributions and expenses if either exceeds \$2,500.00. In the case of Edmonton, the same detailed information is required however no limit is specified.
- (4) in the case of Edmonton, a disclosure of all family members, related entities, land holdings and contracts with The City. I believe this to be somewhat of a separate issue from the disclosure of campaign contributions and expenses and as such I will deal with it in a separate report to Council.

As indicated Section 118(2), noted above, if Council passes a disclosure bylaw, the statements returned by the candidates must be audited. The City of Calgary has indicated that for campaigns which exceed \$2,500.00, audited statements must be submitted however for those campaigns under that amount, an audited statement is not required but the candidate must submit a statutory declaration declaring campaigns expenses and a list of campaign contributions. Although Section 118(2) is clear in its requirement that statements are to be audited, Calgary has taken the position that it is not practical to require an audited statement for campaigns under \$2,500.00.

For Council's information, this matter was considered at the Council meeting of January 6, 1992 however it was agreed not to proceed with such a bylaw.

City Council
Disclosure Bylaw
December 29, 1994

3

RECOMMENDATION

If Council agrees that a Campaign Contributions and Expenses bylaw be drafted, audited statements be required for those campaigns that are \$2,500.00 or higher.



Kelly Kloss
City Clerk

encs.

COMMENTS:

Council's direction is requested.

"G. SURKAN"
Mayor

"M.C. DAY"
City Manager

DATE: JANUARY 17, 1995
TO: RETURNING OFFICER
FROM: CITY CLERK
**RE: ALDERMAN PIMM - NOTICE OF MOTION:
CAMPAIGN CONTRIBUTION AND EXPENSE DISCLOSURE
BYLAW**

At the Council Meeting of January 16, 1995, consideration was given to the above topic and at which meeting the following resolution was introduced, however, **defeated**:

"WHEREAS the Council of The City of Red Deer desires to function in a manner consistent with the concept of open government;

AND WHEREAS members of the public may wish to know the source of contributions as well as the amounts and nature of disbursements in campaigns for public office;

AND WHEREAS many major cities in Alberta have passed campaign contribution and expense disclosure bylaws;

AND WHEREAS the Council of The City of Red Deer deems it desirable to make expenses of campaigns for public office and contributions to said campaigns a matter of public record;

THEREFORE BE IT RESOLVED that Council of The City of Red Deer direct the Administration to bring forward a Campaign Contribution and Expense Disclosure Bylaw."

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



KELLY KLOSS
City Clerk

KK/clr

BYLAW NO. 3124/95

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, R.S.A. 1980, Chapter M-26, 1994, 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 "Municipal Election 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 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 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.

NOMINATION HOURS

- 5 The Returning Officer shall receive nominations of candidates for The City of Red Deer's Municipal elections between the hours of 8:00 a.m. and 12:00 noon on Nomination Day and on any subsequent day to which the time for receipt of nominations is adjourned.

VOTING SUBDIVISIONS

- 6 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

- 7 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

- 8 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.
9. 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

- 10 Following nomination day, the Returning Officer shall cause sufficient ballots and ballot cards to be printed.
- 11 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) questions;
- (f) bylaws;
- (h) any other offices as may be specified or required by the Act or any other applicable legislation.

12 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

13 Each elector eligible to vote shall be given one ballot card that has been initialled by a deputy, and a secrecy sleeve.

14 Upon receiving the ballot card and secrecy sleeve, the elector shall forthwith proceed to the voting compartment to vote.

15 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.

- 16 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 this ballot card into the ballot box.
- 17 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.
- 18 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.

- 19 Subject to Section 17 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

- 20 (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 box, the counted unused ballot cards, the spoiled ballot cards, together with the voting register and all statements.
- 21 (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.

22

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 21(1) are opened, and subject to Section 23, 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 20(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 23, 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.

23

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.

24 If the Returning Officer makes a recount, pursuant to Section 98 of the Act, the ballots shall be recounted by the automated voting system.

25 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

26 Bylaws 2425/73, 2432/74 and 3056/91 are hereby repealed.

27 This bylaw shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this day of A.D. 1995.

READ A SECOND TIME IN OPEN COUNCIL this day of A.D. 1995.

READ A THIRD TIME IN OPEN COUNCIL this day of A.D. 1995.

MAYOR

CITY CLERK

BYLAW NO. 3125/95

Being a Bylaw to establish and maintain a civic address system.

WHEREAS the City of Red Deer, pursuant to Sections 153, 158, 174 and 175 of the *Municipal Government Act*, R.S.A., 1980, and amendments thereto, may pass Bylaws for the preservation of life and property and the protection of persons from injury or destruction by fire;

AND WHEREAS the Council of the City desire to maintain a civic address system to identify properties and to assist emergency response vehicles in locating the appropriate address.

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

SHORT TITLE

1 This Bylaw shall be known as "the Civic Address Bylaw".

DEFINITIONS:

2 In this Bylaw:

- (a) "Address" means the civic address designated by the City Land and Economic Development Department from time to time, which may include any combination of numbers and/or words.
- (b) "Authority" shall mean the Chief of the City Fire Department and such members of the Department who may be appointed and such employees in the said Department which the Chief deems necessary to carry out the functions of this Bylaw.
- (c) "Civic Addressing Committee" shall be a committee which includes the following persons:
 - (i) one representative from the Fire Department;

- (ii) one representative from the Red Deer Regional Planning Commission;
 - (iii) One representative from the Assessment and Taxation Department;
and
 - (iv) one representative from the Land and Economic Development Department.
- (d) "Occupancy" means every building or portion of a building or a sub-unit thereof identified in accordance with the Classification designated in the Alberta Building Code, as determined by the City Land and Economic Development Department.
- (e) "Owner" means, with respect to a property, the person who is registered under the *Land Titles Act* as owner of the property.
- (f) "Property" means a parcel of land or a building situate thereon.
- (g) "Street" shall mean and include all streets, avenues, crescents, drives, boulevards, greens, square roads and closes which give access to the front of any occupancy and shall not include any lane.

3 Every legally registered parcel of land within the City shall be designated an address by the City Land and Economic Development Department in accordance with the following general rules, wherever possible:

- (a) street names shall be selected primarily from the list provided by the Archives Committee and, alternately, from other sources;
- (b) the names selected, wherever possible, shall not sound the same as other names in the same subdivision, or any other subdivision;
- (c) where a cul de sac is created from a main street:

- (i) if the cul de sac has seven or less lots, the name of the street will carry through the cul de sac;
 - (ii) if the cul de sac has more than seven lots, then a new name will be given to the cul de sac, which shall be different from the adjacent street;
 - (ii) if a cul de sac has less than seven lots, then the numbers of the residences on the cul de sac can be painted on the street sign in place of a street name;
- (d) Even numbers shall be placed on the north and west sides of streets and avenues, and Odd numbers shall be placed on the south and east sides of streets and avenues;
- (e) Each occupancy shall be allocated an individual number;
- (f) With respect to new multiple unit buildings:
- (i) where such buildings have one main identifying number, but have internal units, bays, or apartments, internal numbering will be finalized between the developer and the Land and Economic Development Department prior to the issuance of an Occupancy Permit;
 - (ii) in assigning internal numbering, the owner shall adhere to the following schedule to the extent it is applicable:
 - (A) Basement Units - Numbered B1 to B99;
 - (B) Main or First Floor Units - Numbered 100 - 199;
 - (C) Succeeding Floors - Numbered in accordance with "B" above, except that the first number or numbers for each unit will be the respective floor;
 - (iii) the internal numbering shall be assigned in a clockwise manner to new buildings, commencing from the entrance to the building or respective floor.

- 4 (1) The posting of civic addresses on occupancies will be controlled as follows:
- (a) when any development application requires occupancy permit, the posting of the civic address will be a requirement of the occupancy permit;
 - (b) for buildings that only require a building permit, the posting of the civic address will be a condition of the building permit; or
 - (c) by notice in writing given to the owner of any property by the Authority.
- (2) Where a name is used at any time to supplement the address for the property, the owner of the property shall forthwith inform the Authority in writing of the name, including any revisions thereof.
- (3) Any person who requests a change of an existing address shall make application therefor to the City Land and Economic Development Department and shall pay the sum of \$50.00 for such change.
- 5 (1) The owner of a property shall continuously display the address at the principal entry for such property in a contrasting colour and in a position thereon which is visible from the street fronting on such property.
- (2) The owner of a occupancy shall continuously display the address for such occupancy in a contrasting colour on the exterior of the front door providing principal direct access thereto.
- (3) The owner shall use numerals or letters which are not less than 6 inches (15.14 cm) in height. A 1 inch (2.54 cm) stroke width, with a minimum of 3 inches (7.62 cm) in height for internal addressing.
- (4) No person shall display or permit the displaying of any address on a property other than the address currently assigned pursuant to this Bylaw.
- (5) The owner shall maintain the address in good condition and shall not cause, allow, or permit the visibility of the address from the street to be obscure.

