

FILE

DATE: November 13, 1991  
TO: All Departments  
FROM: City Clerk  
RE: PLEASE POST FOR THE INFORMATION OF EMPLOYEES

---

SUMMARY OF DECISIONS

\*\*\*\*\*

FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL  
TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL,  
**TUESDAY, NOVEMBER 12, 1991,**  
COMMENCING AT 4:30 P.M.

\*\*\*\*\*

- (1) Confirmation of the Minutes of the Regular Meeting of October 28, 1991.  
Confirmation of the Minutes of the Organizational Meeting of October 28, 1991.

APPROVED

PAGE

(2) UNFINISHED BUSINESS

(3) PUBLIC HEARINGS

(4) REPORTS

- 1) Mayor's Recognition Awards Committee - Re: Annual Report . . . 1

AGREED TO FILE

- 2) R.C.M.P. - Re: Manpower Requirements . . . 4

DEFERRED TO THE 1992 BUDGET

- 3) Engineering Department Manager - Re: Six month review of arterial road speed limit revisions . . . 8

AGREED TO FILE

- 4) Bylaws & Inspections Manager - Re: Animal Control/Tender . . . 12

AWARDED TO SYLVAN ANIMAL CONTROL

- 5) Dir. of Engineering Services - Re: 1992 Transit Department Budget . . . 24

APPROVED RECOMMENDATIONS OF TRANSIT MANAGER TO COMMENCE JANUARY 1, 1992

- 6) Parks Manager - Re: Christmas Tree Chipping/Recycling/Licensing Bylaw Amendmen 2846/A-91 . . . 32

1ST & 2ND READINGS

- 7) Policing Committee - Re: AUMA Resolution/Young Offenders Act . . . 34

COUNCIL SUPPORTED THE MOTION SUBMITTED BY THE POLICING COMMITTEE

- 8) Public Works Manager - Re: Recycling of Old Telephone Books . . . 35

AGREED TO FILE

- 9) Dir. of Financial Services - Re: Dates for Council Review of the 1992 Budget . . . 36

ACCEPTED DATES AS SUBMITTED

- 10) Dir. of Financial Services - Re: Application of the Alberta Assessor's Association for Registration under the Professional and Occupational Associations Registration Act (P.O.A.R.A.) . . 37

COUNCIL SUPPORTED THE REGISTRATION OF THE ALBERTA ASSESSORS ASSOCIATION UNDER THE ABOVE NOTED ACT

- 11) E.L. & P. Manager - Re: Downtown C-1 Electrical Connection Fee . . 51

AGREED TO FILE

- 12) Bylaws & Inspections Manager - Re: Cat Control . . 61

DEFEATED THE RECOMMENDATION AS CONTAINED IN THE REPORT FROM THE BYLAWS & INSPECTIONS MANAGER

no pages 62 & 63

(5) **WRITTEN ENQUIRIES**

(6) **CORRESPONDENCE**

- 1) Avalon Homes - Re: Letter of Appreciation . . 64

AGREED TO FILE

- 2) The City of Calgary - Re: Bill C-22/Bankruptcy Act/Tax on Employers . . 65

APPROVED A RESOLUTION OPPOSING BILL C-22 AND AGREED TO CONTACT OUR M.P. ADVISING OF THE CITY'S POSITION

- 3) Mrs. F. Dietz - Re: Frontage Improvements/5902, 5902A, and 5904 - 54 Avenue/Lots 22 & 23, Blk. 17, Plan 7604 S . . 74

WITHDRAWN

- 4) Red Deer Bottling Co. Ltd. - Re: Boundary/Offsite Costs/Lot 1, Blk. 1, Plan 872-2260/Corner of 67 Street and 67 Avenue . . 78

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- 5) Mary Ann Clayton - Re: Season Swim Passes . .104

COMMENTS OF RECREATION & CULTURE MANAGER TO BE FORWARDED TO M. CLAYTON

- 6) Sheila Stangier - Re: Request for Pedestrian Signals/52 St. & 40 Ave. . .109

APPROVED SEEKING FINANCIAL SUPPORT FROM PROVINCIAL GOVERNMENT THROUGH OUR M.L.A.'S AND THAT SAME BE PLACED IN THE 1992 BUDGET FOR CONSIDERATION

- 7) Personnel Manager - Re: Council Policy Manual 312 - Employment Categories/Council Policy Manual 313 - Employee Recognition . .118

POLICIES APPROVED

- 8) Westward Parts Services Ltd. - Re: Warehouse Addition at 6517 - 67 Street in Red Deer . .124

APPROVED REQUEST WITH FOUR CONDITIONS

(7) **PETITIONS & DELEGATIONS**

(8) **NOTICES OF MOTION**

(9) **BYLAWS**

- 1) 2846/A-91 - Licensing Bylaw Amendment/Christmas Tree Vendor - three readings . . 32

1ST & 2ND READINGS

**A G E N D A**

\* \* \* \* \*

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| 1) | Mayor's Recognition Awards Committee - Re: Annual Report                                     | .. 1  |
| 2) | R.C.M.P. - Re: Manpower Requirements   | .. 4  |
| 3) | Engineering Department Manager - Re: Six month review of arterial road speed limit revisions | .. 8  |
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| 5) | Dir. of Engineering Services - Re: 1992 Transit Department Budget                            | .. 24 |
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Committee of the Whole

- 1) Administrative Matter
- 2) Land Matter
- 3) Land Matter
- 4) Administrative Matter
- 5) Administrative Matter
- 6) Committee Appointment
- 7) Legal Opinion

**ADDITIONAL AGENDA**

\*\*\*\*\*

FOR THE COMMITTEE OF THE WHOLE MEETING  
TO BE HELD FOLLOWING THE REGULAR  
MEETING OF RED DEER CITY COUNCIL, **TUESDAY, NOVEMBER 12, 1991,**  
IN THE COUNCIL CHAMBERS OF CITY HALL, RED DEER

\*\*\*\*\*

- 1) Chapman Riebeek Simpson Chapman Wanless - Re: County of Red Deer  
No. 23 - Potential Issuance of Development Permit for Gaetz Plaza

NO. 1

**DATE:** October 31, 1991  
**TO:** City Council  
**FROM:** Chairman, Mayor's Recognition Awards Committee  
**RE:** ANNUAL REPORT

---

The Mayor's Recognition Awards Committee has completed its second year of operation, with the highlight being the 2nd Annual Mayor's Recognition Awards Presentation Ceremony held on June 14, 1991 at the Red Deer College Arts Centre. Over 300 guests joined in celebrating the accomplishments and dedication of 17 recipients in the categories of Athletics, Fine and Performing Arts and Citizenship.

**A. ATHLETICS**

- Steven Elm - Speedskating
- Keith McDonald - Tumbling
- Bobby Cook - BMX
- Shaun Hitchcock - BMX
- Craig Short - BMX
- Kelly Van Camp - BMX

**B. CITIZENSHIP**

- 1) Continuous Voluntary Service
  - Wayne Feil
  - Peter Marryat
  - Delta Rempel
  - Jerry Tennant
  - Vi Vanson
- 2) Distinguished Voluntary Service
  - Mary Ann Apperley
  - Don Clemmons
  - Marilyn Hummel
  - Larry Ringuth

**C. FINE AND PERFORMING ARTS**

- David More - Visual Arts
- Theatre Studies Program, Red Deer College - Theatre

City Council  
Page 2  
October 31, 1991

A statement of our financial situation at the beginning of September is attached. Two significant cost items to be charged against this account before year-end will be the cost of replacement of stationery for the Mayor's Recognition Awards Program approved by City Council on September 3, 1991 as a result of the bylaw review, and the cost of the Fall advertising for nominations for the Presentation Ceremony in the Spring prior to the January 31 deadline for receipt of nominations.

The major review of the Mayor's Recognition Awards Bylaw which occurred this year was a significant undertaking, and we believe that the resultant new Bylaw #3054/91 will strengthen an already effective program for recognizing outstanding achievement in this community. We anticipate that the public will find that the revisions have dealt effectively with a majority of the concerns that were raised during the first two years of the program.

The Mayor's Recognition Awards Committee remains faced with the challenge of public awareness of the program, and will continue to address this important issue in the months ahead. The appointment of a Member of Council to the Committee demonstrates Council's continued support of the program, and we believe, will raise its profile in the community.

In closing, I would like to thank the members of the Mayor's Recognition Awards Committee for their enthusiastic support this past year, and to extend our appreciation to City Council for its continued support of this excellent program.



SCOTTY HULL, Chairman  
Mayor's Recognition Awards Committee

Att.

## MAYOR'S RECOGNITION AWARDS BUDGET

### MRA 2-1201-0300

	<u>Budget</u>	<u>To Date</u>	<u>Balance</u>
216 Postage	\$ 400.00	\$ 178.35	\$ 221.65
221 Advertising	3,500.00	1,112.84	2,387.16
222 Printing	600.00	0.00	600.00
*279 Contractual	5,400.00	4,725.26	274.74
<b>Sub Total</b>	<b>\$ 9,900.00</b>	<b>\$ 6,016.45</b>	<b>\$ 3,883.55</b>

### MRA PRESENTATION 2-1201-0301

	<u>Budget</u>	<u>To Date</u>	<u>Balance</u>
216 Postage	\$ 80.00	\$ 0.00	\$ 80.00
221 Advertising	820.00	622.40	197.60
222 Printing	400.00	45.87	354.13
**279 Contractual	4,000.00	3,154.32	845.68
<b>Sub Total</b>	<b>\$ 5,300.00</b>	<b>\$ 3,822.59</b>	<b>\$ 1,477.41</b>
<b>GRAND TOTAL</b>	<b>\$ 15,200.00</b>	<b>\$ 9,839.04</b>	<b>\$ 5,360.96</b>

\* The portion of Contractual Account 2-1201-0300-279 to be amortized in 1991 and 1992 is \$8,879.14; \$4,439.57 per year. The amount shown for 1991 in this account includes 3 transactions that did not qualify for amortization, totalling \$285.69.

\*\* Contractual Account 2-1201-0301-279 also contains a \$50.00 deposit for rental of the Arts Centre for the 1992 function.

#### Commissioners' Comments

Submitted for Council's information.

"R.J. MCGHEE", Mayor

"M.C. DAY", City Commissioner

**DATE:** November 13, 1991  
**TO:** Mayor's Recognition Awards Committee  
**FROM:** City Clerk  
**RE:** ANNUAL REPORT

---

At the Council meeting of November 12, 1991, consideration was given to the report dated October 31, 1991 submitted by S. Hull, regarding the Mayor's Recognition Awards Committee's Annual Report and at which meeting Council accepted this report as information.

I wish to thank you for your report, and on behalf of Council, wish to congratulate all those involved in a successful year.

  
G. SEVCIK  
City Clerk

/jt



Royal  
Canadian  
Mounted  
Police

Gendarmerie  
royale  
du  
Canada

Security Classification / Designation  
Classification / Désignation sécuritaire

NO. 2

91 OCT 10

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



Your file      Votre référence

Our file      Notre référence

Dear Sir:

I am attaching a memorandum from Assistant Commissioner HOLMES, C.O. "K" Division, addressed to the Officer Commanding Red Deer Sub-Division. He has asked that I bring their concerns to your attention.

As you can see, we have a very high case load and to bring it to the Division norm, six members are required. The Force does realize you have a resourcing program, albeit not established in 1990. I also appreciate you are working on a 0% increase in 1992 and that an increase of two members has been approved in principle for July, 1992.

I would request that you review your resourcing program for RCMP members for 1993, 1994 and 1995 and seriously consider increases of three in each of those years.

The "other support material" referred to in the memorandum is police/population ratios and other criteria that you are aware of.

I would appreciate an answer in due course and would be willing to meet with council at any time.

Yours truly,

(R.L. BEATON) Insp.  
Officer In Charge  
Red Deer City Detachment

Canada



To A  
From De

OC Red Deer Subdivision

Commanding Officer "K" Division

Security Classification - Classification de sécurité
Our File - Notre référence <b>K415-14-7(93/94)</b>
Your File - Votre référence
Date <b>91 October 3</b>

PERSONNEL RESOURCING 93/94 - RED DEER CITY DETACHMENT

Subject  
Objet

As you are aware each year at this time the process of requesting additional personnel is initiated. In fact, you know doubt have already received a call letter from the OIC Planning Branch to begin this process.

I had the OIC Planning Branch examine the statistics on all detachments, both municipal and rural to determine those in need of additional resources. A caseload for each member on all municipal detachment was compared to the division norm. Red Deer Municipal Detachment members carry a Criminal Code Caseload of 126 based on the 1990 statistics, which is well in excess of the division norm of 109. This is considered a very high caseload and in order to reduce it to the division norm, six additional police personnel is required.

I realize that a five year resourcing program was established in 1990 with approval in principle given by the City Council to provide a specific number of resources each year. However, the two resources identified for 1993/94 are insufficient to reduce the caseload appreciably and I would encourage you to approach the city to reconsider, and add a minimum of three personnel. It would be unreasonable to request an increase for sufficient personnel to reduce the caseload to the division norm over a one year period. I would suggest that further consideration should be given to adding three personnel for each of the remaining years of the long term resource plan, 1994/95.

Should you consider it necessary to forward a copy of this letter in addition to other support material you have to the city of Red Deer please feel free to do so.

*W.L. Holmes*  
W.L. Holmes, A/Commr.  
C.O. "K" Division

cc. OIC Red Deer Detachment

RCMP  
*Imp B... address*  
 OCT 08 1991  
 ASST. OC RED DEER S/DIV.

DATE: OCTOBER 29, 1991  
TO: COUNCIL  
FROM: ACTING CHAIRMAN - POLICING COMMITTEE  
RE: R.C.M.P. - MANPOWER

---

At the October 23, 1991 meeting of the Policing Committee the following motion was passed in response to correspondence from Inspector Beaton and W. L. Holmes, A/Commissioner, "K" Division, regarding the subject matter:

"THAT the Policing Committee strongly endorse the recommendation that R.C.M.P. manpower for 1993/94/95 be increased to three members in each of those years."

The appropriate correspondence is attached for Council's information.

Respectfully submitted,



B. BURUMA  
Acting Chairman  
POLICING COMMITTEE  
WV/sp

FILE: c:\data\alan\memos\rcmp.mp

DATE: November 1, 1991  
 TO: CITY CLERK  
 FROM: DIRECTOR OF FINANCIAL SERVICES  
 RE: RCMP - MANPOWER

---

The Officer i/c of RCMP City detail is asking Council to revise its plan to increase its RCMP manning as follows:

YEAR	EXISTING PLAN	REQUESTED PROPOSAL
1992	2	2
1993	2	3
1994	2	3
1995	2	3

The additional RCMP members are being funded by additional utility franchise levies. It would be appropriate that any change to the existing plan be considered during 1992 budget deliberations by Council because expenditure demands exceed available resources and prioritization of needs will be required.



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

AW/mrk

Commissioners' Comments

We would recommend Council defer discussion of this matter until budget deliberations.

"R.J. MCGHEE", Mayor

"M.C. DAY", City Commissioner

DATE October 22, 1991

*Reports*

- TO:
- DIRECTOR OF COMMUNITY SERVICES
  - DIRECTOR OF ENGINEERING SERVICES
  - DIRECTOR OF FINANCIAL SERVICES
  - BYLAWS & INSPECTIONS MANAGER
  - CITY ASSESSOR
  - COMPUTER SERVICES MANAGER
  - 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
  - URBAN PLANNING SECTION MANAGER
  - POLICING COMMITTEE

FROM: CITY CLERK

RE: R.C.M.P. - MANPOWER

Please submit comments on the attached to this office by Dec. 2 1991 for the Council Agenda of December 9, 1991.

*C. Sevcik*  
C. SEVCIK  
City Clerk



Royal  
Canadian  
Mounted  
Police

Gendarmerie  
royale  
du  
Canada

Security Classification / Designation  
Classification / Désignation sécuritaire

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91 OCT 10



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Yours truly,

(R.L. BEATON) Insp.  
Officer In Charge  
Red Deer City Detachment

Canada

To  
A

OC Red Deer Subdivision

From  
De

Commanding Officer "K" Division

Security Classification - Classification de securite
Our File - Notre reference  K415-14-7(93/94)
Your File - Votre reference
Date 91 October 3

PERSONNEL RESOURCING 93/94 - RED DEER CITY DETACHMENT

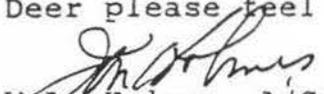
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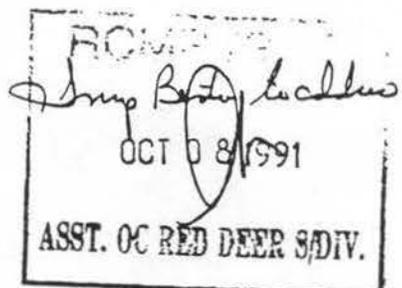
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Should you consider it necessary to forward a copy of this letter in addition to other support material you have to the city of Red Deer please feel free to do so.

  
W.L. Holmes, A/Commr.  
C.O. "K" Division

cc. OIC Red Deer Detachment



**DATE:** November 13, 1991  
**TO:** Inspector R.L. Beaton  
**FROM:** City Clerk  
**RE:** R.C.M.P. MANPOWER REQUIREMENTS

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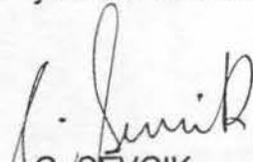
Your letter dated October 10, 1991 addressed to the Mayor, and attached memorandum from Assistant Commissioner Holmes, C.O. "K" Division, addressed to the Officer Commanding Red Deer Subdivision regarding the above matter, was placed on the Council agenda of November 12, 1991. The recommendations of the Policing Committee were also considered at said meeting.

Following is the motion which was passed by Council agreeing that same be considered during the 1992 budget deliberations.

"RESOLVED that Council of The City of Red Deer, having considered report from the Officer In Charge, Red Deer City Detachment, Royal Canadian Mounted Police dated October 10, 1991 re: Manpower Requirements, hereby agrees that said matter be deferred to the 1992 budget deliberations and as recommended to Council November 12, 1991."

The decision of Council in this instance is submitted for your information and by way of a copy of this memo, we are requesting the Director of Finance to ensure that this matter is brought forward for consideration by Council during the 1992 budget deliberations. In this regard, I am sending to the Director of Finance with this memo a copy of all of the material which appeared on the November 12, 1991 Council agenda.

I would also request that you advise Assistant Commissioner Holmes of Council's decision to defer consideration of this request to the 1992 budget deliberations. Trusting you will find this satisfactory.

  
C SEVCIK  
City Clerk

CS/jt

c.c. City Commissioners  
Director of Financial Services (attachment)  
Policing Committee

NO. 3

620-011

DATE: November 4, 1991

TO: City Clerk

FROM: Engineering Department Manager

RE: **SIX MONTH REVIEW OF ARTERIAL ROAD SPEED LIMIT REVISIONS**

---

On January 21, 1991, Council resolution indicated that the Administration review changes to speed limits, particularly Gaetz Avenue from 77 Street south to the River, and report back to Council six months after the changes.

Speed limit revisions from 50 km/hr to 60 km/hr were implemented on April 5, 1991, as per the attached plan. Speed limit signs were installed at the beginning and end of all zones exceeding 50 km/hr.

It would appear to date that satisfactory traffic operations are occurring after the change in speed limits. The RCMP has indicated that there is no appreciable change in the number of accidents. The 67 Street and Gaetz Avenue intersection accidents increased slightly, although they do not seem to be affected by the speed limit changes. A copy of the RCMP report is attached for reference.

The Transit Department has indicated that they fully endorse the increase in speed limit, as it reduces their travel times and permits better adherence to schedules (see attached letter).

Three requests have been received from the public:

1. Mrs. A. Mooney, of 33 Asmundsen Avenue, has asked that the 60 km/hr zone on 40 Avenue end south of the Spencer Street pedestrian signal, instead of 32 Street.

#### Engineering Department Comment

Regardless of the posted speed limit, motorists are required to stop at the pedestrian red signal. The existing speed limits will eventually allow for a continuous operating speed on 32 Street and on 40 Avenue, from 32 Street south. We would recommend no change be made as it is essential to minimize the number of speed limit changes along any straight section of roadway.

City Clerk  
Page 2  
November 4, 1991

2. Mr. Ron Bailey, of 3 Oak Street, and Mr. Bruce Zinken, of 52 Brooks Crescent, have asked that Taylor Drive, between 67 Street and Taylor Bridge, be designated as a 60 km/hr zone.

Engineering Department Comment

This road is being widened as part of the Major Continuous Corridor Project. To avoid public confusion over frequent speed limit changes, we recommend the speed limit of this section of road be reviewed in conjunction with the remainder of the Major Continuous Corridor Project upon completion in 1992.

**RECOMMENDATION**

In general, the 60 km/hr speed limit is operating satisfactorily. We do not believe that any changes are required at this time.



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

KGH/emg  
Att.



Royal  
Canadian  
Mounted  
Police

Gendarmerie  
royale  
du  
Canada

September 12, 1991

SEP 13 1991

*the key*  
*Gene*

City of Red Deer  
Engineering Department  
Box 5008  
Red Deer, Alberta  
T4N 3T4

Your file      Votre référence

Our file      Notre référence

Attention: Gene BIASUCCI

Dear Sir:

RE: SPEED LIMIT CHANGES

In reference to your enquiries respecting the speed time changes which took place within the City during the early part of April 1990.

To date, these changes have not produced any significant change in the flow of traffic in the areas effected. The only area which is of concern is the intersection of 50th Avenue and 67th Street. The following accident statistics are supplied for comparison:

	90APR01/90SEP01	91APR01/91SEP01
Fatal	0	0
Injury	0	4
Property Damage	14	16

As noted, there has been an increase in accidents with a significant increase in injury accidents. These accidents fall into two categories as to cause, rearenders and unsafe left turns whether or not the increased speed had any effect is unknown.

All other areas effected by the speed limit change appear to be an average with past years respecting accidents for the summer months. A full year comparison will be made on an areas effected in the spring of 1992.

Yours truly,

  
(P.R. NELSON) Sgt.  
i/c Red Deer City Traffic

  
(R.L. BEATON) Insp.  
Officer in Charge  
Red Deer City Detachment

/le

Red Deer City Detachment  
Bag 5033  
Red Deer, Alberta  
T4N 6A7  
**Canada**

DATE: October 31, 1991 NOV - 1 1991  
TO: Ken Haslop  
Engineering  
FROM: Grant Beattie  
Transit Manager  
RE: SPEED LIMIT CHANGES

*Ken  
Eira - attach to  
Council  
report.*

The Transit Department wishes to advise you that the speed limit changes implemented early this summer have not posed any problems for transit operations.

In fact, these changes have assisted us in maintaining our service schedules.



Grant Beattie  
Transit Manager

GB/mlb

Commissioners' Comments

We would concur with the Engineering Department Manager that no changes to the speed limits be made at this time and that Council receive this as information. Further we recommend a review of Taylor Drive from 67 St. to Taylor Bridge upon completion of the Corridor.

"R.J. MCGHEE"  
Mayor

"M.C. DAY"  
City Commissioner

DATE: January 22, 1991  
TO: Engineering Department Manager  
FROM: City Clerk  
RE: CITY OF RED DEER SPEED LIMITS -  
TRAFFIC BYLAW AMENDMENT 2800/A-91

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Your report dated January 4, 1991 pertaining to the above matter received consideration at the Council meeting of January 21, 1991.

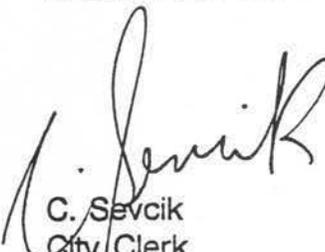
At the above noted meeting, Council gave three readings to Traffic Bylaw Amendment 2800-A-91, a copy of which is enclosed herewith. Please note that said bylaw comes into effect on April 1, 1991.

In addition, at the above referred meeting, Council passed the following resolution.

"RESOLVED that Council of The City of Red Deer hereby agrees that the administration review changes to speed limits as approved by Council January 21, 1991, paying particular attention to Gaetz Avenue from 77 Street south to the River, with a report to be brought back to Council in six month's time from the commencement of the changes."

In accordance with Council's decision, we will await receipt of a report back to Council by October 1, 1991 and as directed in the above noted resolution.

Trusting you will find this satisfactory and that you will take appropriate action.

  
C. Sevcik  
City Clerk

CS/jt

Att.

c.c. City Commissioners  
Public Works Manager  
Inspector Beaton

*Len*  
*where are we at*  
*with this.*

*Thanks*  
*Selby*

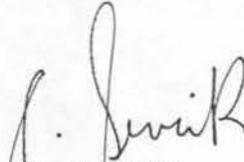
*9/11/04*

**DATE:** November 13, 1991  
**TO:** Engineering Department Manager  
**FROM:** City Clerk  
**RE:** SIX MONTH REVIEW OF ARTERIAL ROAD  
SPEED LIMIT REVISIONS

---

At the Council meeting of November 12, 1991, consideration was given to your report dated November 4, 1991 concerning the above and at which meeting it was agreed that no changes to the speed limits be made at this time and that Council receive this as information. It was further recommended that a review of Taylor Drive from 67 Street to Taylor Bridge be undertaken upon completion of the Corridor.

We thank you for your report in this instance and look forward to receiving your report upon completion of the Corridor.

  
C. SEVCIK  
City Clerk

/jt

c.c. Public Works Manager  
R.C.M.P. Inspector  
Transit Manager

DATE: November 1, 1991  
 TO: City Clerk  
 FROM: Bylaws and Inspections Manager  
 RE: **ANIMAL CONTROL CONTRACT**

FILE NO. 91-1700

Could your department place the following item before Council for their consideration?

The tender for animal control for 1992, 1993 and 1994 has been received and evaluated. Based on our evaluation, we are prepared to award the tender to Sylvan Animal Control.

Including the costs for pickup of skunks and other animals (using 1991 totals), the tenders are as follows for the three year period.

Animal Control	\$497,520 + 13,330 (Skunks) + 10,176 (others) = \$521,026
Sylvan Animal Control	\$406,284 + 10,230 (Skunks) + 9,696 (others) = \$426,210
Boechler	\$403,200 + 34,875 (Skunks) + 12,096 (others) = \$450,171

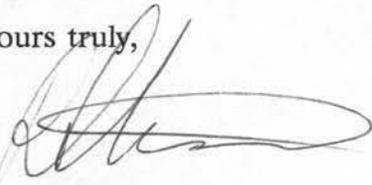
For 1992, the totals are:

Animal Control	\$139,500 + 3,875 (Skunks) + 3,264 (others) = \$146,639
Boechler	\$127,200 + 11,625 (Skunks) + 3,860 (others) = \$142,685
Sylvan Animal Control	\$126,996 + 3,100 (Skunks) + 2,976 (others) = \$133,072

The low tender for 1992 is \$126,996, not including pickup of skunks and other animals. If we use 1991 numbers for these two items, then the total cost to The City would be \$133,072, which would exceed our budget for 1992 by \$8000. In order to stay within the guidelines for the 1992 budget, as indicated by Council, the hours patrolled would have to be reduced from the 1991 level of 48 hours per week. This contingency was built into the tender, as we requested the bidders to provide an hourly rate by which the contract could be adjusted. In this case, 422 hours would have to be cut from the total budget or 8.2 hours per week. We may have to reduce this even further, if we receive complaints regarding skunks or other animals.

Recommendation: That Council award the tender to Sylvan Animal Control and approve the reduction in hours by 8.2 hours per week, effective January 1, 1992.

Yours truly,



R. Strader  
 Bylaws and Inspections Manager  
 BUILDING INSPECTION DEPARTMENT

RS/vs

Commissioners' Comments

We would concur with the Bylaws & Inspections Manager and recommend the award to the Sylvan Animal Control at the reduced level of service as recommended by the Bylaws & Inspections Manager.

"R.J. MCGHEE", Mayor

"M.C. DAY", City Commissioner

13

# ALBERTA ANIMAL SERVICES

4640 - 61st Street

Phone 347-2388

Red Deer, Alta. T4N 2R2

---

November 2, 1991

CITY OF RED DEER  
P.O. BOX 5008  
RED DEER, AB.  
T4N 3T4

Sirs;

We have submitted a bid to the City of Red Deer to provide animal control over the next 3 years; as we have done from 1988 to the present. We would like to take this opportunity to clarify our bid.

We perceive ourselves as representing the City to the public and take our job very seriously. Our philosophy is to enforce the Bylaws in the most professional manner; at the most reasonable cost to the client.

During the three years we have provided service to the City; we have put into effect many ideas to improve the day-to-day operations of animal control. These concepts have been incorporated at our cost- as we feel it is our obligation to give the taxpayers the best value for their dollar. These, and their benefits are as follows:

ACTION	BENEFIT	COSTS TO
1. Staff Training		
-bylaw enforcement	-increased knowledge	ALBERTA
-public relations	-decreased legal costs	ANIMAL
-business management	to City	SERVICES
	-better public resource	
	for citizens	
	-increased professionalism	
2. Increased holding time		
-contract requires	-better service to citizens	ALBERTA
impounded dogs to	-better public image	ANIMAL
be held for 3 days		SERVICE
-we hold dogs for 3		
"business days"		

ACTION	BENEFIT	COST TO
3. Uniformed Officers -not required in contract	-increased professionalism -more respect from citizens; therefore more compliance with Bylaw; leading to better service to the CITY	ALBERTA ANIMAL SERVICES
4. Vaccination -all impounded dogs vaccinated upon admission	-decreased disease rate -support to community	DOG OWNER
5. Office Hours increased -open Saturday a.m.	-better accessibility for citizens	ALBERTA ANIMAL SERVICES
6. Fine Collection -recommend citizens pay fines upon claiming pet rather than going through legal system	-increased revenue for City -better cash flow for City -decreased legal fees for City	ALBERTA ANIMAL SERVICES
7. Dog Licensing Blitz -done in various parts of City in '89, '90 -plan on doing in mall in Spring '92	-increased revenue for City	ALBERTA ANIMAL SERVICES with CITY
8. Cat Control Bylaw -helped set up guidelines -impounded 498 cats since program start	-better animal control -taxpayer satisfaction	ALBERTA ANIMAL SERVICES

ACTION	BENEFIT	COST TO
9. Recommend mandatory cat licensing -sold 600 cat tags in '90 and '91	-increased revenue for city; therefore decreasing costs for Bylaw	ALBERTA ANIMAL SERVICES
10. Meetings with City lawyers	-better enforcement of Bylaw -decreased legal costs to City	ALBERTA ANIMAL SERVICES
11. Public Education -talks in Schools	-Community Support -Increased public knowledge -increased visibility; therefore, better compliance for City -increased accessibility to citizens	ALBERTA ANIMAL SERVICES
12. Barking Complaints -changed format to be more effective in Court	-decreased legal fees	ALBERTA ANIMAL SERVICES

As councillors - representing taxpayers; you must ask various questions of all bidders:

- What are their goals of providing animal control?
- Can they have an operational kennel within the City limits by January 1, 1992?
- Is the kennel S.P.C.A. approved?
- Is their company financially stable to remain operational?

- Is their current facility open to the public? Is it appealing to Red Deer citizens?
- Who performs euthanasia for impounded dogs?
- What is their plan for the transitional period if they are awarded the contract?
- Have they lost any past clients due to poor service?
- Can their company deliver the SERVICE the taxpayers expect and deserve?

ALBERTA ANIMAL SERVICES gives an excellent public service to the Red Deer taxpayers. We have a sufficient, knowledgable and pleasant staff who are more than willing to help the public in any way possible; constantly going the "extra mile". Staff are well educated in the City Bylaws and how they are enforced. We have dealt with the BYLAWS department in the past; with Mr. Strader confirming we have an excellent "track record". Another major factor in providing animal control is knowing the problem areas; problem dogs; and problem citizens. As we have had the same staff over a long period, we lend a large amount of continuity to the task at hand.

Red Deer citizens are familiar with our staff and facility. We have developed a rapport with the taxpayers and they count on us as a reliable resource center. They realize where to look for a lost pet and we maintain an environment where they feel comfortable.

We have also developed an excellent working relationship with the local S.P.C.A. They have inspected our facilities and operations and are very pleased with all aspects.

We realize our prices have increased over the 1990, 1991 contract price. This is due to our costs greatly increasing in this time.  
(See attached graph)

	1989	1990	1991	percentage increase
Utilities	\$7580	9142	11725	48%
Prop. Tax	2951	3093	3319	10%
Fuel Costs	.36	.49	.48	36%
W.C.B. (no accidents)	.50	.63	.75	45%

In our 1990, 1991 contract; we kept our rates at an absolute minimum (see below) as we wanted to prove the service we provide. However; the City of Red Deer continues to grow; dog population grows and costs continue to escalate.

The number of complaints received in 1989 was 1761. Due to public education, good enforcement, high visibility and consistent patrols in certain areas; the amount of complaints in 1991 dropped to 1441; a drop of 18%. On the other hand; the city population has actually increased 6%. This definitely points out the excellent service ALBERTA ANIMAL SERVICES has given the City.

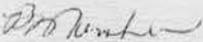
However; these practices must be maintained in order to keep control on the dog situation in the City. This entails on-going costs to ALBERTA ANIMAL SERVICES in order to maintain this high quality of service.

We appreciate that City Council has a tight budget. At a time like this, it is imperative that taxpayers get the best value for their dollar. We believe we can give the City of Red Deer taxpayers that value. We have a strong commitment to handle complaints professionally and promptly at our office rather than calls going to councillors and/ or Bylaws. ALBERTA ANIMAL SERVICES has improved and streamlined a very professional program over the last 3 years and we would like our own firm to reap the benefits of this efficient program. If you choose to renew our contract; city taxpayers will also reap these benefits.

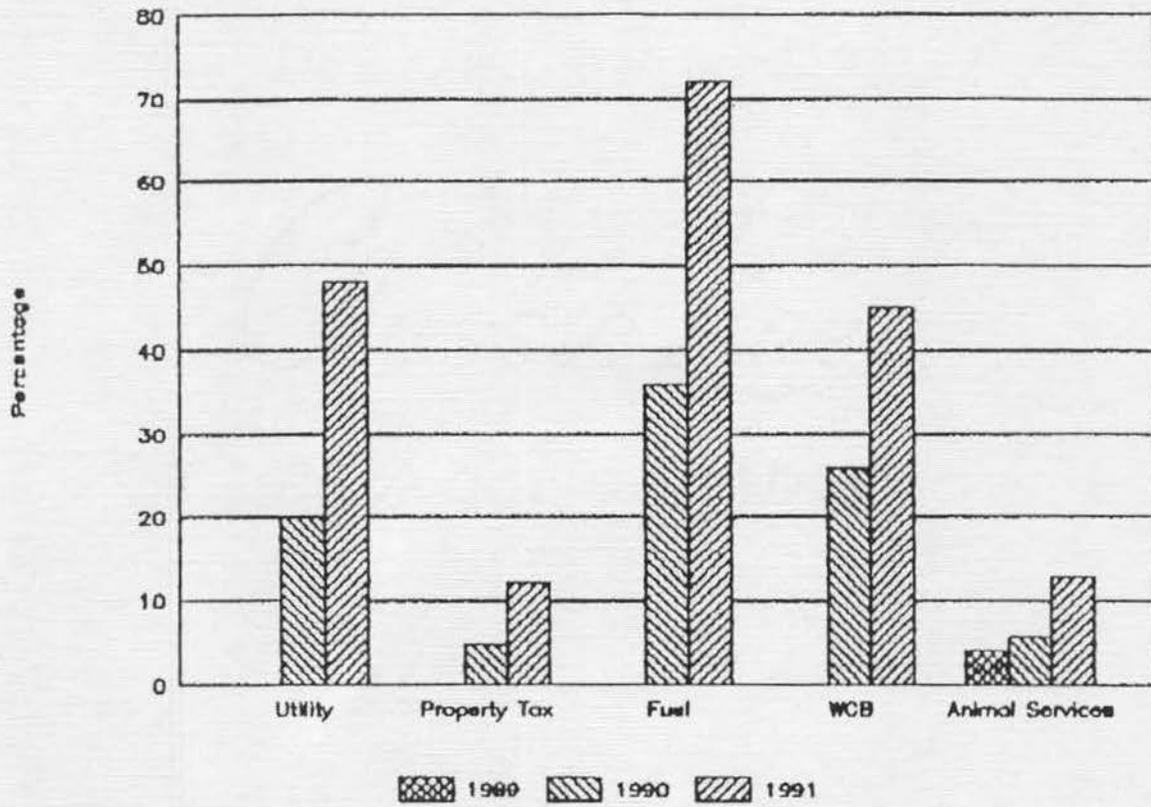
We hope this clarifies our bid and will facilitate you in making an informed decision about animal control.

If you have any questions or concerns, please feel free to call.

Yours truly,

  
\_\_\_\_\_  
Bev Marshall  
Owner

### Operating Cost Vs. Increase



**TOWN of BLACKFALDS**  
OFFICE of the MUNICIPAL ADMINISTRATOR  
Box 220, Blackfalds, Alberta T0M 0J0  
Phone: 885-4677 Fax: 885-4610



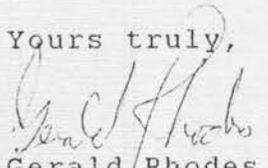
November 4, 1991

To whom it may concern:

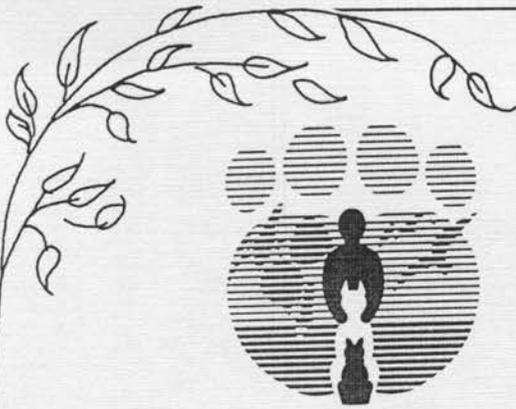
RE: Alberta Animal Services

Please be advised that the Town of Blackfalds has contracted the services of Alberta Animal Services for dog control services since the fall of 1990. The Town has been pleased with the services provided and with the professionalism of the animal control officers when dealing with complaints. As such, I make no reservations in recommending Alberta Animal Services for dog control services in other jurisdictions.

Yours truly,

  
Gerald Rhodes  
Municipal Administrator

GR:smb  
8.1.1.1.  
8.1.1.11



# PARKLAND HUMANE S.P.C.A.

P.O. BOX 931 RED DEER ALBERTA T4N 4H3  
PHONE 342-7722

November 5 1991  
Red Deer, Alberta

To Whom It May Concern

Re: Riverside Kennels

We at the Parkland Humane SPCA have had a strong relationship building with Riverside Kennels over the last several years. They have a large, clean facility that accommodates a large number of dogs. The newly implemented free health exam, spay/neuter discount, and vaccination programs have greatly increased the adoptability of their animals. The cat by-law program was a great success. It reduced our cat admissions by 241 which is quite impressive.

Sincerely  
Parkland Humane SPCA

*S Morrison*

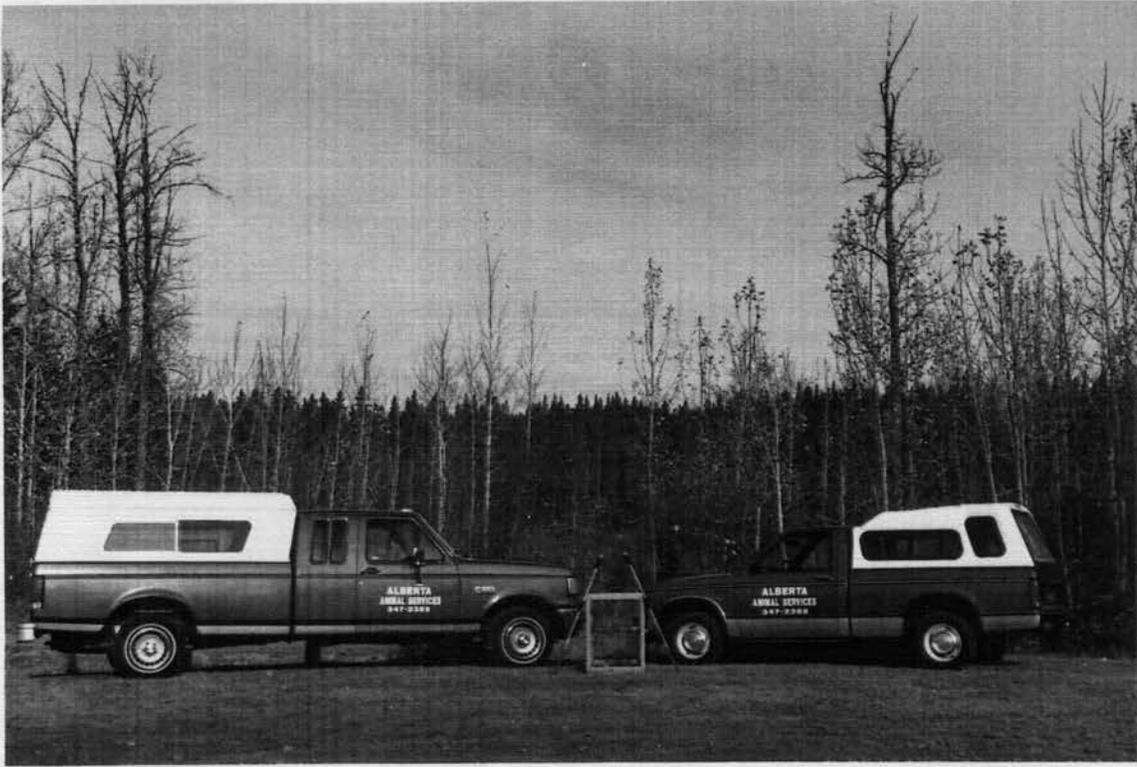
Sandy Morrison  
Shelter Manager

SM/ds



FRONT OFFICE







TRUCK AND  
A DOG TRAP



OUTSIDE  
KENNELS

**DATE:** November 6, 1991  
**TO:** Bylaws and Inspections Manager  
**FROM:** Acting City Clerk  
**RE:** ANIMAL CONTROL CONTRACT - ALBERTA ANIMAL SERVICES

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Attached is a report from Alberta Animal Services which will be included with the November 12, 1991 agenda. The Commissioner requested that I draw your attention to the third and fourth page of said document and that, where possible, you be prepared to comment on each of the questions posed. Mike also requested that you supply your comments to him prior to the Council meeting.

Thanks for your consideration of this matter.



KELLY KLOSS  
Acting City Clerk

KK/jt

Att.

# ALBERTA ANIMAL SERVICES

4640 - 61st Street

Phone 347-2388

Red Deer, Alta. T4N 2R2

---

## RED DEER DOG LICENSING

No. of Single Family Dwellings in City as of April, 1991	22,600
Based on 1 dog per 3 households there are	7,533 dogs
With even half of these dogs licensed ( $7533 \div 2$ ) 3766 x \$12.00	<u>\$45,192.00 per yr.</u>

Dogs would be licensed through following means starting February, 1992.

- a) Mall Distribution
- b) Door to Door Blitz (as done in '89 and '90)
- c) Radio Advertising
- d) Newspaper Advertising
- e) Recalls on Current License Holders

*Received at Council Meeting  
Nov. 12/91. Copies distributed  
Cs.*

Received at Council Meeting  
Nov. 12/91 @ 4:30 pm.  
Copies distributed. *Ms.*

November 9, 1991

Mrs. Robin Smith  
17 Wilson Cres  
Red Deer, Alberta  
T4N 1R3

Red Deer City Council  
c/o Mr. D. Moffat  
5134 - 44 Avenue  
Red Deer, Alberta

Dear Sir/Madam:

RE: TENDER ON ANIMAL CONTROL SERVICES

With the Tender for Animal Control Service Being dealt with on November 12, 1991, I feel it is important to bring to your attention my experiences in regards to this matter.

When the Cat By-Law was first passed, tags were obtained from Animal Control for my cats. When asked about the marking of each cat, the clerk was advised that one cat had tortoise shell coloring. The person noting down the information was going to record that the cat was black, white, and brown. When the person was told that wasn't tortoise shell, but in fact calico, they replied that they knew nothing about cats and that the shelter was only familiar with dogs.

I advised a member of City Council of what occurred and was told that because the Cat By-Law came into effect between tenders, the people that had the tender at the time were going to get the added responsibilities. I was also told that the appropriate people would be advised of my concern so that basic knowledge of caring for cats would be obtained. I then assumed that within a reasonable length of time, the people given the extra duties caused by the new By-Law would acquaint themselves with the proper care of felines.

On October 22, 1991, at 4:30 PM, I called the shelter and asked what the signs of distemper were in a cat. I was advised that the person I was talking to, nor anybody else at the shelter would be able to help me and it was suggested that I call a vet.

According to the Tender on Animal Control Service Conditions and Specifications, (6) "The Contractor shall also ensure that ALL PERSONS doing work under this contract shall have sufficient skill, training and technical knowledge for the type of work involved." and according to the Animal Control Agreement, (2) "... Such cages shall be properly kept in a heated, clean, and SANITARY condition."  
How can the contractor work with cats effectively, not

(2)

knowing anything about them? Distemper is a highly contagious and fatal disease. It spreads rapidly from animal to animal and can live for weeks on floors, cages, food dishes, etc., so even if you destroy all the animals that have been infected, but bring in a feral cat weeks later, the chances are very good in that cat still contracting the disease. This, in my opinion, is not "sanitary".

I'm sure you can see and understand my concerns. I'm not suggesting that the animal shelter have a vet on staff as economically, it would be impossible. That fact is, staff that are hired to work at animal shelters and pounds are paid minimally, but I'm sure that you would agree that these people are still capable of learning the basics of feline care such as recognizing a terminally ill cat.

I would hope that after this enlightenment, the following would be undertaken:

- 1) Who ever is awarded that Animal Control Tender are properly trained as per the conditions laid out by the City.
- 2) If there is no one tender that is trained in dealing with all the animals involved;
  - a) the tender will be awarded to more that one contractor.
  - b) training is done to upgrade one contractor to ensure proper knowledge and skills are obtained shortly after the tender is awarded.
- 3) If the City and/or the Contractor are not willing or unable to see that the above items in 1 and 2 are dealt with, have the Cat By-Law abolished.

I wish to apologize for not being able to come to the Council Meeting to give you my concerns personally. If you wish to speak to me to discuss this matter in more detail, I would be more that willing to set up an appointment with you. I can be reached at 342-7711 (bus) or 346-8165 (res).

Kindest Regards,



Mrs. Robin Smith  
/rs

**DATE:** November 13, 1991  
**TO:** Bylaws and Inspections Manager  
**FROM:** City Clerk  
**RE:** ANIMAL CONTROL CONTRACT

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Your report dated November 1, 1991 pertaining to award of the tender regarding the Animal Control Contract received consideration at the Council meeting of November 12, 1991.

Following is the resolution which was passed by Council approving your recommendations.

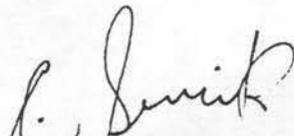
"RESOLVED that Council of The City of Red Deer, having considered report from the Bylaws and Inspections Manager dated November 1, 1991 re: Animal Control Contract, hereby agrees as follows:

1. That the Animal Control Contract be awarded to Sylvan Animal Control;
2. That effective January 1, 1992, the number of hours for patrol be reduced by 8.2 hours per week;

and as recommended to Council November 12, 1991."

The decision of Council in this instance is submitted for your information and appropriate action. I trust that you will ensure appropriate legal documentation is prepared and executed by all parties. I also trust that you will notify the bidders of Council's decision and, specifically, Alberta Animal Services, whose contract will terminate effective December 31, 1991.

Trusting you will find this satisfactory.

  
G. SEVCIK  
City Clerk

CS/jt  
c.c. Director of Financial Services  
Purchasing Agent

0994/92

NO. 5

DATE: October 18, 1991  
TO: City Clerk  
FROM: Director of Engineering Services  
**RE: 1992 TRANSIT DEPARTMENT BUDGET**

---

Attached is a report from the Transit Manager relating to proposed operational and fare structure changes. If Council approves the operational changes they could occur as early as December 1, 1991 and savings could start to accrue.

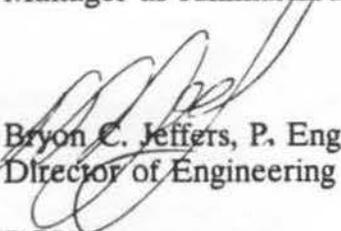
With respect to the fare changes, it is intended that the change to the seniors rate occur March 1, 1992, and the balance change on September 1, 1992.

The operational changes are explained in detail, and further elaboration is not considered necessary. Council will recall from our earlier report that the Dial-A-Bus concept for evening service appears to be reasonably well accepted by the public. There are some public concerns with respect to the long riding time that can occur. The expanded Dial-A-Bus service proposed by the Transit Manager will, we believe, result in an acceptable level of service and a reduced rate of expenditure. I support the concept. In considering the savings outlined by the Transit Manager, I would suggest that the \$75/month reduction in equipment rental rate outlined may or may not immediately occur. There will, however, be real savings in fuel and maintenance.

Mr. Beattie will be present at the Council meeting to respond to any questions.

#### RECOMMENDATION

It is respectfully requested that Council endorse the recommendations of the Transit Manager as summarized in his report.

  
Bryon C. Jeffers, P. Eng.  
Director of Engineering Services

BCJ/cy  
Att.

OCT 17 1991

Bryon.

DATE: October 16, 1991  
TO: Director of Engineering Services  
FROM: Transit Manager  
RE: TRANSIT DEPARTMENT - 1992 OPERATING BUDGET

---

In keeping with the 0% budget guidelines, the Transit Department has prepared the 1992 budget that sees a modification to the methodology of supplying public transportation services.

The mandate of the Transit Department is to supply public transportation services to the citizens of Red Deer in a safe, reliable, cost-efficient manner under a prescribed route design and service level criteria established by City Council. The 1992 operating budget was prepared in a manner that would adhere to the budget guidelines and maintain the department's mandate.

Strong consideration was given to the method of supplying services during the evening hours in order to reduce the overall cost of supplying evening services. As you will recall, the Transit Department implemented an evening Dial-a-Bus service for four days a week in February of 1991. Our analysis of Dial-a-Bus indicates that the service is being used at a level that is comparable to fixed route services. The 1992 budget was prepared with a higher emphasis being placed on alternative service methods, namely Dial-a-Bus. Table 1 outlines the current system structure as compared to the proposed 1992 structure.

Currently, public transportation services are offered six days per week, Monday to Saturday, with no services being offered on Sundays or statutory holidays. Fixed route services are provided from 6:25 am to 7:00 pm all days except Thursday and Friday when fixed route services are extended to 10:00 pm. Dial-a-Bus services are offered between 7:15 pm and 10:15 pm all days except Thursday and Friday.

The 1992 budget proposal would see services continue to be offered six days per week. The methodology of supplying the services would, however, be altered. The proposal results in fixed route services between 6:25 am and 6:00 pm five days per week. Transit services would not be offered on Saturdays until 8:00 am. Dial-a-Bus services would be expanded to six days per week from the current four days per week.

As Dial-a-Bus services appear to be an accepted alternative to fixed routes, I believe these services could be expanded in order to be more cost efficient. It should be pointed out, however, that although Dial-a-Bus is an accepted alternative, this service should attempt to meet the projected demand for services. Currently, operating this form of service by utilizing two buses does not provide service that meets the public's perception of reasonable service levels. For example, it is not uncommon for passengers to be on a bus for in excess of an

hour when travelling to their destinations. It is felt that for a city the size of Red Deer, trip times of over one hour is not acceptable. Therefore, the 1992 budget proposal not only provides for expanded Dial-a-Bus services to Thursday and Friday evenings, it also proposes to use four buses rather than two in order to reduce travel times to a more acceptable level of thirty minutes.

As can be seen in Table 2 - Service Analysis, this proposal continues to offer public transportation services at a level that does not vary from current levels. In other words, public transportation services will continue to be offered six days per week, from 6:30 a.m. to 10:30 pm except Saturdays when the commencement of services would be at 8:00 am rather than 6:30 am. The only change is in the method these services are provided. By increasing the alternative method of services, that is Dial-a-Bus, the public transportation system becomes much more cost efficient.

Table 3 - Cost Comparison shows the projected efficiencies of this proposal. As can be seen, a cost savings of approximately \$79,000 can be realized in labour costs alone. A further \$9200 savings is possible by restructuring the Saturday dispatch requirements.

An additional cost savings of approximately \$24,300 could be realized for equipment operating costs by reducing the number of buses used in the evening hours. These savings would be reflected in the rental rates being paid to the equipment fund. Although some costs associated with the rental rates such as insurance, depreciation, radio rentals and license fees are fixed, there should be cost savings reflected in areas such as fuel and oil consumption, parts and mechanic labour. In addition, the overall fleet will not accumulate the number of kilometres as it is now, so the life expectancy of our fleet would increase by 12 to 18 months, depending on the unit.

A reduction of \$75 per month per bus in the equipment rental rate would maintain sufficient funds to cover the fixed costs but would reflect the reduction in non-fixed costs. Fleet costs are also being reduced as the department will be operating 27 buses rather than the 28 buses being operated in 1991. The additional bus was held in reserve in order to accommodate the bus refurbishment program. This reserve bus will not be required in 1992 and can be deleted from the fleet.

Therefore, this proposal could result in a cost savings of approximately \$113,000 based on 1992 rates.

Under this proposal there will, however, be some effect on the departmental staffing requirements. The dispatching function on Saturdays would be re-structured to reflect a labour cost savings as described above. In addition, the methodology of supplying the services as proposed would result in two full-time operator positions being reduced to part-time status and the elimination of two part-time positions from the operator staff roster. It may be possible to reduce the part-time staff roster by an additional two operators. However, until actual work assignments and staff availability can be determined, this cannot be confirmed. These staff reductions are a direct effect of the net reduction in operating hours.

Up to this point, this report primarily discusses cost saving measures of supplying public transportation by utilizing an alternative method of service delivery. The second area of the 1992 budget proposal deals with the department's revenue.

Fare increases of between 7 and 10% are being recommended for both adult and student riders using either a cash fare or monthly pass payment method. These increases are necessary in order to keep pace with inflation and are recommended for implementation in September 1992. The implementation time frame was established by council during the 1989 budget deliberations in order to primarily accommodate the school boards fiscal year.

As illustrated in Table 4, these increases, when compared to four small sized systems, will put Red Deer's fares higher than other systems, but only slightly above average. The exception would be in the area of pass prices when comparing to Medicine Hat. It should be pointed out, however, that Medicine Hat does not discount monthly passes when most other systems do offer some form of discount to monthly pass purchasers.

Other than inflationary fare increases that are fairly standard on an annual basis, the most significant change to the fare structure being recommended is in the senior citizen fare category.

The history of senior citizen fares, particularly passes, is fairly standard throughout the transit industry. Red Deer has, historically remained within the normal realm as far as industry standards for senior passes. For many years, seniors were offered a lifetime transit pass for a very nominal processing fee. In the past, this was considered standard and the offer was well utilized by our senior population. Our most recent information indicates that there are 2574 lifetime passes currently in circulation.

Three years ago, Council approved a transit recommendation that would replace senior lifetime passes with a senior annual pass. It was also determined at that time that the current lifetime passes would continue to be honoured until rendered invalid by the demise of the pass holder.

Over the past two years the transit industry has been very concerned over the rate of subsidization for senior transit system users. Although the transit industry generally agrees that senior citizen users should receive some subsidy for transportation, it is generally felt that the subsidization rate is too high. As a result, many systems are abandoning annual passes in favour of a subsidized monthly pass.

This proposal would, therefore, recommend that Red Deer also abandon annual passes in favour of a seniors monthly pass. As shown in Table 5, the recommended rate of \$10 per month is far below the other systems with senior monthly passes.

It should also be pointed out that this recommendation is not intended to have an immediate effect on transit revenues but is more inclined to have future effects. This would be due to the fact that the department would remain obligated to continue to honour both lifetime and annual passes still in valid circulation.

Although this proposal was intended to be presented as the 1992 transit budget submission, it should be pointed out that these cost savings could be realized at any time if approval to proceed with this concept was received. It goes without saying that significant cost savings will be generated upon the implementation of these service proposals regardless of when the implementation takes place.

**RECOMMENDATION:**

The Transit Administration would therefore respectfully recommend that the proposal described above that offers public transportation services in an effective and more cost efficient manner be approved. Approval of this proposal on October 28, 1991 will allow conversion of the new system to be effective December 1, 1991.



Grant Beattie  
Transit Manager  
GB/mlb

TABLE 1 - SYSTEM STRUCTURE COMPARISON

	1991	1992
Fixed Route Services	Ten buses on six routes 06:25 am to 07:00 pm Mon, Tue, Wed & Sat 06:25 am to 10:00 pm Thursday & Friday	Ten buses on six routes 06:25 am to 06:00 pm Mon, Tue, Wed, Thur, Fri 08:00 am to 06:00 pm Saturday
Dial-a-Bus Services	Two buses on demand services 07:15 pm to 10:15 pm Mon, Tue, Wed, Sat	Four buses on demand service 06:15 pm to 10:30 pm Six days per week
School Services	Ten buses on dedicated school routes	Ten buses on dedicated school routes

TABLE 2 - SERVICE ANALYSIS

	1991	1992
Operating Day/Week	Monday to Saturday	Monday to Saturday
Dial-a-Bus Services	Four evenings per week	Six evenings per week
Full-time Operators	27	25
Part-time Operators	17	15
Maintenance Staff	2	2
Administrative Staff	3	3
Secretarial Staff	1	1

TABLE 3 - COST COMPARISONS (1992 Rates)

	1991	1992	Estimated Savings
Revenue Service Hours	53,420	49,860	3560 hrs
Operator Labour Costs	1,191,266	1,111,878	79,388
Equipment Costs	837,540	813,240	24,300
Saturday Dispatcher	9280	0	9280
<b>TOTAL SAVINGS</b>			<b>\$112,968</b>

TABLE 4 - FARE STRUCTURES

Fare Type	Lethbridge	Medicine Hat	Grande Prairie	Red Deer	Average
Adult Cash	1.10	1.10	1.10	1.25	1.14
Adult Pass	34.00/mth	49.50/mth	40.00/mth	42.00/mth	41.38
Student Cash	.85	.85	1.10	1.00	.95
Student Pass	31.00/mth	37.50/mth	35.00/mth	33.00/mth	34.13/mth
Adult Ticket Books	1.00/tkt	1.10/tkt	1.00/tkt	1.05/tkt	1.04/tkt
Student Ticket Books	.78/tkt	.85/tkt	1.00/tkt	.92/tkt	.89/tkt

TABLE 5 - SENIOR CITIZEN FARES

Fare Type	Lethbridge	Medicine Hat	Grande Prairie	Red Deer	Average
Cash Fare	.85	.85	.60	1.25	.89
Monthly Pass	17.00/mth	16.50/mth*	20.00/mth	10.00/mth	15.88

\*Note - Medicine Hat offers a lifetime pass for passengers 75 years of age or older for a one time fee of \$75.00

Commissioners' Comments

As we mentioned to Council a few meetings ago during preliminary budget discussions, a further report on the transit system was in the course of preparation. This report is now complete and is attached.

We believe that the Transit Manager has done an excellent job of both implementing the Dial-A-Bus service, and resulting from that experience initiating the recommendations contained in the attached report.

The report proposes four changes to the Transit system:

1. The first and most significant change is to eliminate fixed route night-time service on Thursdays and Fridays.
2. The second change is to increase from 2 buses to 4 buses in the existing and proposed evening Dial-A-Bus service. This is designed to improve the service to a more acceptable level than the current Dial-A-Bus operation.
3. The third change is some small adjustment to the hours of operation, e.g. Saturday service commencing at 8 AM rather than 6:25 AM, and Dial-A-Bus service terminating at 10:30 PM rather than 10:15 PM.
4. The fourth change is the adjustment of rates, but as these are not adjusted until September in accordance with our agreements with the School Boards, we would recommend further consideration of these be given during the regular budgetary process.

We would recommend that Council approve the recommended changes outlined by the Transit Manager except that we would recommend a January 1, 1992 implementation rather than December 1, 1991 to allow the Transit Department a little more time to prepare and to avoid a change just prior to the Christmas rush. Council should note that some details with respect to the adjustments to the equipment rental rates need to be further evaluated, and we would anticipate that the savings associated with accepting these recommendations should be of the order of \$90,000 per annum.

"R.J. MCGHEE"  
Mayor

"M.C. DAY"  
City Commissioner

DATE: October 31, 1991  
TO: Dir. of Engineering Services   
FROM: Acting City Clerk  
RE: 1992 TRANSIT DEPARTMENT BUDGET

---

At the Committee of the Whole meeting of Red Deer City Council held on October 28, 1991, your report dated October 18, 1991, and the report from the Transit Manager dated October 16, 1991, concerning the above topic was presented to Council.

At the above noted meeting, Council generally agreed with the recommendations with the exception that the implementation date be January 1, 1992. Council further agreed that this matter be brought back to the November 12, 1991, open agenda for final consideration.

If you or the Transit Manager wish to make any alterations to your reports that were submitted at the Council Meeting of October 28, please advise me; otherwise I will place the same reports on the open meeting of November 12.

Trusting you will find this satisfactory.



Kelly Kloss  
Acting City Clerk

KK/ds

c.c. Transit Manager  
Dir. of Financial Services

**DATE:** November 13, 1991  
**TO:** Transit Manager  
**FROM:** City Clerk  
**RE:** 1992 TRANSIT DEPARTMENT BUDGET

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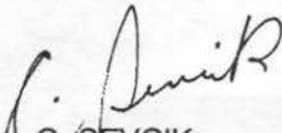
I would advise that your report pertaining to the above matter received consideration at the Council meeting of November 12, 1991 and at which meeting the following motion was passed.

"RESOLVED that Council of The City of Red Deer, having considered report from the Transit Manager dated October 16, 1991 re: Transit Department - 1992 Operating Budget, Fixed Route Change/Dial-A-Bus Service/Adjustment of Hours, hereby approves the recommendations as outlined in the above noted report from the Transit Manager with the exception that the implementation date of said changes be January 1, 1992, and as presented to Council November 12, 1991."

At the above noted Council meeting, the attached letter dated November 12, 1991 from the Central Alberta Community Residents Society expressing concern on behalf of the mentally handicapped individuals using the City transit services, received consideration. It was agreed that you be in contact with this Society to discuss how their concerns might be alleviated. In this regard, Alderman Lawrence also indicated that he would supply you with some phone numbers from individuals expressing similar concerns.

In addition to the above, Council suggested that you continue to discuss with Mr. Sandy Szabo, Chairman of the Local Transit Union, and your staff, the merits of their suggested changes in an endeavor to determine whether further improvements can be made to the transit service.

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



C. SEVCIK  
City Clerk

CS/jt

c.c. City Commissioners  
Alderman Lawrence

Director of Engineering Services  
Director of Financial Services  
Director of Community Services



# Central Alberta Community Residence Society

500 5000 Gaetz Ave., Red Deer, Alberta T4N 6C2

Phone 342-4550 / 342-4555

November 12, 1991

Mayor McGhee,  
City Hall,  
4914 - 48 Ave.,  
Red Deer, AB.  
T4N 3T3

Your Worship,

I am writing on behalf of the mentally handicapped individuals we serve, to express concern over the proposed changes to the City Transit Services.

In the Municipal Integration Strategy which proposes to "promote the positive integration of persons with mental disabilities into programs and services for which the City of Red Deer is responsible", it is stated under the City Transit Section, point 3, that the Transit Department review it's mandate to ensure that persons with disabilities are able to have access to and use all the services contained within their mandate. We believe that the proposed changes are in direct contravention to this policy.

We serve 84 clients and with the exception of two, all of the people use the transit to get to and from work, as well as in the evenings to attend recreational events, educational events, shopping and any other activity taking place in the city. The cutting back of service certainly will limit the amount of integration into the community. The Dial-a-bus may be a viable option for those who have skills to phone, read and give directions, but for the majority of our clients, due to the very nature of their disability have difficulties in all of these areas and would not be able to use this service without assistance.

We urge you to reconsider the proposed changes, with mentally handicapped and your new Integration Strategy in mind and do not make any further cuts that would adversely affect the citizens of our community.

Thank you for your attention to this matter.

Yours truly

*Pat Schropfer*

Pat Schropfer,  
Executive Director.  
PS/ew

*Received at Council Meeting  
Nov. 12/91. Copies distributed*

*6*

NO. 6

CS-P-3.195

**DATE:** November 5, 1991

**TO:** CITY COUNCIL

**FROM:** DON BATCHELOR  
Parks Manager

**RE:** CHRISTMAS TREE CHIPPING/RECYCLING  
PROPOSED AMENDMENT TO BYLAW 2846/84

The City of Red Deer Fire and Parks Departments completed the first Christmas tree chipping program in February 1991, with the assistance of donated equipment from three equipment retailers. In previous years the Christmas trees were burned, which stimulated public concern for environmental and health reasons. The Christmas trees chipped in 1991 have been used in shrub beds and in re-forestation projects throughout the city.

The Fire Department has offered again, as volunteers, to collect the trees in 1992. The Parks Department can incorporate the storage and distribution of the wood chips, but the actual chipping of the Christmas trees cannot be absorbed within the proposed 1992 budgetary guidelines. The equipment retailers, in particular the large tub grinder unit, have indicated that the equipment would not be available without a fee in 1992. The Parks Department has a chipper that would chip the trees at a more cost-effective value than renting the larger unit.

At present, Christmas tree vendors are charged \$55 and \$165 (resident and non-resident respectively) for a permit to sell Christmas trees in the city. The fee for a Christmas Tree Vending Permit should be increased to the extent that additional fees collected from all retailers would equal the City's cost in chipping/recycling the Christmas trees. In 1991, approximately 6,500 trees were chipped at a cost of \$2,200 (including volunteered equipment). In 1991, nine permits were issued for Christmas tree sales. Therefore, permit fees for 1992 would have to increase by approximately \$240 to cover all City costs in a Christmas tree chipping/recycling program.

Appreciating that a Christmas tree vendor would wish to recover the proposed additional permit fee of \$240, they could:

- increase the selling price of each tree by  $\pm .32\text{¢}$  (based on an average of 750 trees sold per vendor) to recover the additional fee;
- dispose of the unsold trees, left after Christmas, without incurring a landfill charge.

...2

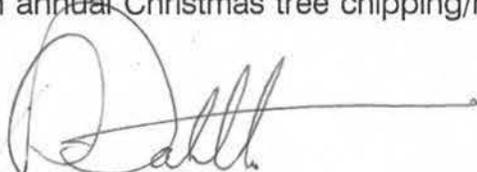
City Council  
November 5, 1991  
Page 2

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The Licensing Bylaw 2846/84 presently outlines the fees for Christmas tree vendor permits. The bylaw would require amendment to reflect an increase in fees to incorporate a 1992 Christmas tree recycling program. I have discussed this proposal with the Building Inspections/Bylaws Manager, who concurs with the recommendation as it follows the principle of user pay for goods and services.

#### RECOMMENDATION

That City Council approve an amendment to Schedule A of Bylaw 2846/84 to increase Christmas tree vendor fees to \$300 (resident) and \$400 (non-resident) to enable an annual Christmas tree chipping/recycling program.



DON BATCHELOR

:ad

- c. Craig Curtis, Director of Community Services  
Ryan Strader, Bylaws/Inspections Manager  
Robert Oscroft, Fire Chief  
Ron Kraft, Parks Construction/Maintenance Superintendent

#### Commissioners' Comments

We would concur with the recommendation of the Parks Manager as we feel sure that the vendors will fully support this modest increase for the benefit of the environment.

"R.J. MCGHEE"  
Mayor

"M.C. DAY"  
City Commissioner

**DATE:** November 13, 1991  
**TO:** City Council  
**FROM:** City Clerk  
**RE:** **BYLAW AMENDMENT 2846/A-91**  
**LICENSING BYLAW AMENDMENT/CHRISTMAS TREE VENDORS**

---

The above noted bylaw amendment to increase Christmas tree vendor fees to \$300.00 (resident) and \$400.00 (non-resident) to enable an annual Christmas tree chipping/recycling program, received first and second reading at the Council meeting of November 12th. Third reading of the bylaw was withheld due to lack of unanimous consent.

The above noted Licensing Bylaw amendment is submitted to Council at this time for third reading.



C. SEVCIK  
City Clerk

CS/jt

c.c. Parks Manager  
Director of Community Services  
Bylaws & Inspections Manager  
Fire Chief

NO. 7

DATE: OCTOBER 29, 1991  
 TO: COUNCIL  
 FROM: ACTING CHAIRMAN, POLICING COMMITTEE  
 RE: AUMA RESOLUTION - YOUNG OFFENDERS ACT

---

The following motion was passed at the October 23, 1991 meeting of the Policing Committee and is submitted to Council for their support and response to the Federal Government:

"WHEREAS the intention of the Young Offenders Act is to provide a measure of protection for society and rehabilitation for young offenders;

AND WHEREAS the Act has been successful for most first offences but is inadequate for repeat offenders and crimes of a serious nature;

AND WHEREAS the maximum penalty in the Act is not a sufficient deterrent as evidenced by the increasing case load of repeat offenders;

AND WHEREAS the present level of counselling available to young offenders is inadequate, and therefore, ineffective as a form of rehabilitation;

THEREFORE BE IT RESOLVED that the Policing Committee recommend that The City of Red Deer urge the Federation of Canadian Municipalities to request the federal government to amend the Young Offenders Act to increase the maximum penalty for repeat offenders and for crimes of a serious nature and to make provision for effective counselling for young offenders;

BE IT FURTHER RESOLVED that the Policing Committee recommend Council to express its concern directly to the federal government."

Respectfully submitted,



B. BURUMA  
 Acting Chairman  
 POLICING COMMITTEE  
 WW/sp

Commissioners' Comments

We would concur with the recommendations of the Policing Committee.

"R.J. MCGHEE", Mayor

"M.C. DAY", City Commissioner

# Office of the Mayor



November 14, 1991

Mr. Doug Fee, M.P.  
301, 4805 - 48 Street  
Red Deer, Alberta  
T4N 1S6

Dear Mr. Fee:

**RE: YOUNG OFFENDERS' ACT**

I am enclosing herewith a copy of correspondence which has been sent to the Federal of Canadian Municipalities, quoting a Resolution passed by Council regarding the above-noted matter.

As directed by Council in the said Resolution, we are expressing our concerns directly to the federal government through your office. We trust that you will pursue this matter on our behalf.

Trusting you will find this satisfactory, and we thank you for your assistance in this matter.

Sincerely,

R. J. McGHEE  
Mayor

/bd

c. Policing Committee  
Inspector R. Beaton, O/C RCMP City Detachment  
City Clerk



HOUSE OF COMMONS  
OTTAWA, CANADA  
K1A 0A6

DOUG FEE, M.P.  
RED DEER

*Council file*

House of Commons  
Ottawa, Ont. K1A 0A6  
(613) 992-2115  
Fax: (613) 996-7942

Room 301  
4805-48 Street  
Red Deer, Alberta T4N 1S6  
(403) 342-7222  
Fax: (403) 341-4411

O T T A W A  
January 20, 1992

R.J. McGhee  
Mayor  
The City of Red Deer  
P.O. Box 5000  
Red Deer, AB  
T4N 3T4

Dear Mr. McGhee:

I am sorry that it has taken me so long to respond to your letter of November 14, 1991, on the Young Offenders Act. C-12, the amendments to the Young Offenders Act, was passed by the House of Commons on Nov. 25, 1991. It strengthens the justice system by giving the courts greater flexibility in sentencing youths. C-12 allows the courts to transfer young persons charged with serious offenses to adult court by reducing the consequences of such transfers.

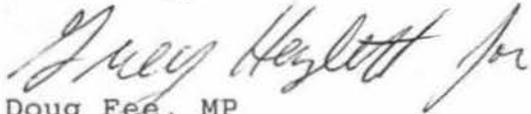
The amendments provide for a more appropriate test for the transfer of more serious offences from youth court to adult court. In arriving at a decision, the courts must consider the protection of the public; the needs of the youth and his or her potential for rehabilitation; and whether the needs of the youth and the public's right to safety can be met by having the youth remain in the youth court system. If the court cannot satisfy itself that these conditions can be met if the youth remains in the youth court system, the new test states that "protection of the public shall be paramount" and the court must transfer the case to adult court.

In the case of youths convicted of murder, the amendments will provide for extended sentences beyond the current maximum of 3 years to a maximum of 5 years less a day. This would be comprised of a maximum period of custody of 3 years followed by community supervision. Custodial sentences could be extended where the court believes release would constitute a public risk. C-12 also provides for a return to custody of a youth who is under supervision in the community if he or she has violated a condition of community supervision and it allows youths convicted in adult court to be

eligible for parole after serving a period in custody of between 5 and 10 years.

These changes are not as tough as some people would support, but it is definitely a step in the direction indicated by your resolution.

Sincerely,

A handwritten signature in cursive script, appearing to read "Doug Fee".

Doug Fee, MP  
RED DEER, AB

## Office of the Mayor



November 14, 1991

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

Dear Sir or Madam:

**RE: YOUNG OFFENDERS' ACT**

Council of The City of Red Deer at its meeting held November 12, 1991 unanimously passed the following motion concerning the above topic:

"WHEREAS the intention of the Young Offenders Act is to provide a measure of protection for society and rehabilitation for young offenders;

AND WHEREAS the Act has been successful for most first offences but is inadequate for repeat offenders and crimes of a serious nature;

AND WHEREAS the maximum penalty in the Act is not a sufficient deterrent as evidenced by the increasing case load of repeat offenders;

AND WHEREAS the present level of counselling available to young offenders is inadequate, and therefore, ineffective as a form of rehabilitation;

THEREFORE BE IT RESOLVED that Council of The City of Red Deer recommend to the Federation of Canadian Municipalities that they request the federal government to amend the Young Offenders Act to increase the maximum penalty for repeat offenders and for crimes of a serious nature and to provide provision for effective counselling for young offenders;

COUNCIL FURTHER AGREES that these concerns also be expressed directly to the federal government."

.../2

Federation of Canadian Municipalities  
Page 2  
November 14, 1991

I believe the Resolution speaks for itself and we trust that the Federation will take appropriate action as requested in said Resolution.

Trusting you will find this satisfactory.

Sincerely,



R. J. McGHEE  
Mayor

/bd

- c. Policing Committee  
Inspector R. Beaton, O/C RCMP City Detachment  
Mr. Doug Fee, M.P.  
City Clerk

NO. 8

DATE: October 30, 1991  
TO: City Clerk  
FROM: Public Works Manager  
RE: **RECYCLING OF OLD TELEPHONE BOOKS**

---

A.G.T. Directory Ltd. has set up a temporary program for the recycling of old telephone books. Residents and businesses in the City of Red Deer will be able to drop off their old telephone books at the following locations, from October 18 to November 22, 1991:

- Bower Mall Safeway
- Port O'Call Safeway
- Parkland Mall Safeway
- Home Hardware Building Centre, 7894 - 48 Avenue
- Red Deer Co-Op Home Improvement Centre, 4738 Riverside Drive.

The old telephone books will be recycled into new building products, such as ceiling tiles and shingle felt.

**RECOMMENDATION:**

Submitted for the information of Council.



Gordon Stewart, P. Eng.  
Public Works Manager

MKS/blm

Commissioners' Comments

This is submitted for Council's information.

"R.J. MCGHEE"  
Mayor

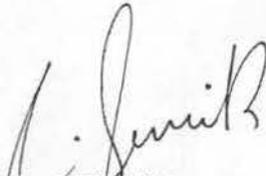
"M.C. DAY"  
City Commissioner

**DATE:** November 13, 1991  
**TO:** Public Works Manager  
**FROM:** City Clerk  
**RE:** RECYCLING OF OLD TELEPHONE BOOKS

---

At the Council meeting of November 12, 1991, consideration was given to your report dated October 30, 1991 concerning the above mentioned and at which meeting it was agreed that said report be accepted for Council's information.

We thank you for your report in this instance.



G. SEVCIK  
City Clerk

/jt

c.c. Director of Engineering Services

NO. 9

FILE: c:\data\alan\budget\review.92

DATE: November 5, 1991  
TO: CITY CLERK  
FROM: DIRECTOR OF FINANCIAL SERVICES  
RE: DATES FOR COUNCIL REVIEW OF THE 1992 BUDGET

---

In order for people to make appropriate plans would Council consider setting aside dates in January, 1992 for reviewing the 1992 budget?

The proposed meeting dates are:

Monday, January 13, 1992
Tuesday, January 14, 1992
Wednesday, January 15, 1992
Tuesday, January 21, 1992
Wednesday, January 22, 1992
Thursday, January 23, 1992

The above dates are similar to the ones used in January, 1991. The review would be scheduled for 4:30 to approximately 9:00 P.M. on the above nights.

We will be trying to get the budget documents to Council at least two weeks prior to the start of budget meetings.



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

AW/mrk

**DATE:** November 13, 1991  
**TO:** Director of Financial Services  
**FROM:** City Clerk  
**RE:** DATES FOR COUNCIL REVIEW OF THE 1992 BUDGET

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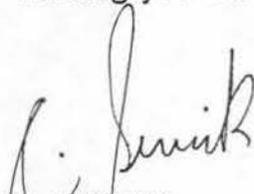
At the Council meeting of November 12, 1991, consideration was given to your memo dated November 5, 1991 concerning the above and at which meeting Council passed the following resolution.

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Financial Services dated November 5, 1991 re: Dates for Council Review of the 1992 Budget, hereby agrees that the following dates be set for the 1992 budget deliberations:

Monday, January 13, 1992  
Tuesday, January 14, 1992  
Wednesday, January 15, 1992  
Tuesday, January 21, 1992  
Wednesday, January 22, 1992  
Thursday, January 23, 1992."

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

Trusting you will find this satisfactory.

  
C. SEVCIK  
City Clerk

/jt

c.c. City Commissioners  
Directors  
Department Heads

**DATE:** November 13, 1991  
**TO:** Director of Financial Services  
**FROM:** City Clerk  
**RE:** DATES FOR COUNCIL REVIEW OF THE 1992 BUDGET

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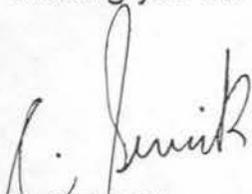
At the Council meeting of November 12, 1991, consideration was given to your memo dated November 5, 1991 concerning the above and at which meeting Council passed the following resolution.

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Financial Services dated November 5, 1991 re: Dates for Council Review of the 1992 Budget, hereby agrees that the following dates be set for the 1992 budget deliberations:

Monday, January 13, 1992  
Tuesday, January 14, 1992  
Wednesday, January 15, 1992  
Tuesday, January 21, 1992  
Wednesday, January 22, 1992  
Thursday, January 23, 1992."

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

Trusting you will find this satisfactory.

  
C. SEVCIK  
City Clerk

/jt

c.c. City Commissioners  
Directors  
Department Heads

*Council Members*

NO. 10

FILE: c:\data\alan\memos\applicat.alt

DATE: November 5, 1991  
TO: CITY CLERK  
FROM: DIRECTOR OF FINANCIAL SERVICES  
RE: APPLICATION OF THE ALBERTA ASSESSOR'S ASSOCIATION FOR  
REGISTRATION UNDER THE PROFESSIONAL AND OCCUPATIONAL  
ASSOCIATIONS REGISTRATION ACT (P.O.A.R.A.)

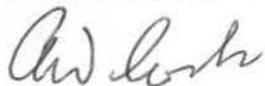
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The Alberta Assessor's Association is requesting the City support their registration under the Professional and Occupational Associations Registration Act (P.O.A.R.A.).

The Association is desirous of obtaining registration to improve and advance the assessment profession by enabling them to set and maintain professional standards.

#### RECOMMENDATION

That The City of Red Deer support the registration of the Alberta Assessor's Association under the Professional and Occupational Associations Registration Act (P.O.A.R.A.).



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

AW/mrk

c.c. City Assessor

Att.



## ALBERTA ASSESSORS' ASSOCIATION

#201, 11710 Kingsway Avenue  
Edmonton, Alberta T5G 0X5  
Telephone (403) 451-2226  
FAX (403) 455-8232



AFFILIATE

September 12, 1991

The Alberta Assessors' Association has applied for registration under the Professional and Occupational Associations Registration Act. (P.O.A.R.A.)

Many professions and occupations that are not regulated under other statutes are now being registered under P.O.A.R.A. Once registered, the membership of our Association will be governed by this Act.

The Alberta Assessors' Association wishes to advance and improve the assessment profession by strengthening our organization, which will enable us to set and maintain professional standards.

Registration under P.O.A.R.A. will give our organization authority to:

- set standard of conduct and competency for our members;
- control the use of the Accredited Municipal Assessor of Alberta (A.M.A.A.) designation;
- discipline our members for unprofessional or unethical conduct.

This will insure a standard of service to protect the user and the public from incompetent or unethical assessment services.

Enclosed are copies of our proposed Regulations and Bylaws for your review.

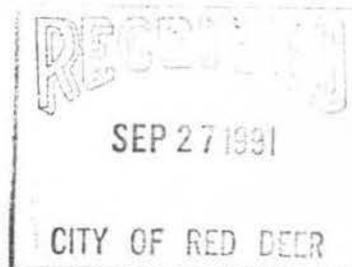
We ask for your support in our efforts to strengthen the Assessors' Association. Your reply to the Professions and Occupations Bureau (Attention: Mr. D. Gartner, Registrar, 5th Floor, Kensington Place, 10011 - 109 Street, Edmonton, AB T5J 3S8) by November 15, 1991, would be appreciated.

Yours truly,

Paul M. Boutin, A.M.A.A.  
President

PB/mm

Enclosure



**QUESTIONS AND ANSWERS**  
**ABOUT THE**  
**PROFESSIONAL AND OCCUPATIONAL**  
**ASSOCIATIONS**  
**REGISTRATION ACT**

**PROFESSIONS AND OCCUPATIONS BUREAU**

- 2 -

### **The Professional and Occupational Associations Registration Act**

The services of practitioners in the professions and occupations have always been an important element of society. Professions and occupations have become more complex, detailed, and specialized, reflecting an explosion of knowledge and technical advancement. Consequently, consumers can be faced with difficult decisions when choosing specialists' services.

Recognizing these changes and difficulties, dedicated professionals have responded by establishing associations to examine the kinds and quality of services they provide and develop standards of practice and codes of conduct for their members.

The provincial government is responsible for regulating professions and occupations, and does so through the development of various forms of legislation. These laws are established to protect users of the service and to serve the interests of the public. Many of the guidelines set by professional associations have been incorporated in provincial laws because the services provided by professionals could affect the life, health, safety or property of the public.

Many established professions are governed by individual Acts--that is, statutes pertaining strictly to the practice of a given discipline. Examples include law, medicine, dentistry, pharmacy, teaching and architecture.

Many other professions are regulated through omnibus or "umbrella" legislation--one statute that applies to a group of similar professions or occupations. The *Health Disciplines Act* regulates health-related occupations such as emergency medical technicians, medical radiation technologists, and respiratory therapists. The *Manpower Development Act* regulates trades such as welders, carpenters and electricians. Other professions and occupations are registered under the Professional and Occupational Associations Registration Act.

### **What is the Professional and Occupational Associations Registration Act (POARA)?**

POARA is another "umbrella act" that is intended to regulate many professions and occupations not regulated under other Alberta Statutes. The purpose of the Act is to protect the public and promote the public interest by ensuring that members of registered professions and occupations meet acceptable standards. If a profession or occupation is registered, only registered members may use the titles reserved for them. In turn these members must meet certain qualifications and are governed by regulations under the Act.

- 3 -

**What are the criteria for registration under POARA?**

Associations applying for recognition under POARA must meet certain criteria as detailed in the legislation. Each application from a profession or occupation seeking registration under the Act is evaluated to determine whether regulation under POARA would serve the public interest. These investigations involve consultation with officers and members of the association, employers, interested organizations, government departments, and others potentially affected by the registration of the association.

Investigations address questions such as these:

- Does registration under POARA serve the public interest?
- What are the potential risks to the public if registration is not granted?
- How does the association plan to prevent fraudulent and incompetent practices by its members?
- Does the association represent a group of persons who practise a classifiable profession or occupation?
- Should the members be registered under the *Health Disciplines Act* or the *Manpower Development Act* instead of POARA?
- Has the association the financial resources to meet the Act's registration requirements, including discipline, standards of practice, continuing education and other responsibilities?
- Does the association have any proposed regulations?
- What sort of training, experience and continuing education does the association require of its members?
- What is the history of the organization?

**What are the responsibilities of associations registered under POARA?**

The associations registered under POARA must be capable of carrying out the responsibilities of self-regulation. They must establish a governing body to make regulations and bylaws. These regulations should set out the members':

- field of practice,
- registration requirements and
- standards of conduct and competence.

Registered associations must keep a register of members' names, and must submit annual reports to the Registrar of POARA. The Lieutenant Governor in Council approves regulations in consultation with the association.

- 4 -

**What is the role of the Registrar of POARA?**

The Registrar acts as an advisor and consultant to associations, government departments and the public. He or she is responsible for conducting investigations into each application and may make a recommendation to the Minister for or against registration. If an association is approved for registration, the Registrar monitors its performance to ensure it fulfils its responsibilities in the interests of the public. The Registrar has the power to recommend a registration be rescinded.

The Registrar keeps a Register containing:

- the names of all registered associations
- designated titles reserved for registered association members
- the description of each discipline's area or practice and
- the names of the officers of each association and of the chairperson of each association's discipline committee.

This Register is open to the public during regular office hours.

**How does POARA affect the public?**

Consumers often must choose among several groups or persons who provide a particular service. POARA helps consumers with this choice by establishing a register of individuals who have met certain standards.

If the conduct or skill of a member of an association registered with POARA is not in keeping with the standards required by the profession, a consumer may file a complaint which will be handled by the association's disciplines committee.

Consumers are not obliged to deal with members of registered associations. Non-members may provide the same or similar services, but they cannot use the titles or abbreviations reserved for members.

For further information about the *Professional and Occupational Associations Registration Act*, please contact:

The Registrar  
Professional and Occupational Associations Registration Act  
Professions and Occupations Bureau  
5th Floor, Kensington Place  
10011 - 109 Street  
Edmonton, Alberta  
T5J 3S8

- 5 -

**REGISTERED ASSOCIATIONS  
PROFESSIONAL AND OCCUPATIONAL ASSOCIATIONS REGISTRATIONS ACT**

January 26th, 1989	O/C 55/89	Alberta Home Economics Association
June 1st, 1989	O/C 278/89	Alberta Institute of Purchasing Management Association of Canada
October 19th, 1989	O/C 552/89	Alberta Association, Canadian Institute of Planners
February 28th, 1991	O/C 168/91	Alberta Society of Professional Biologists
February 28th, 1991	O/C 166/91	Institute of Certified Management Consultants of Alberta
February 28th, 1991	O/C 167/91	Society of Local Government Managers of Alberta

## A P P E N D I X

Professional and Occupational Associations  
Registration Act

## MUNICIPAL ASSESSOR REGULATION

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## Definitions

1 In this Regulation,

(a) "Act" means the *Professional and Occupational Associations Registration Act*;

(b) "accredited municipal assessor of Alberta" means a person whose name is entered in the register of accredited municipal assessors of Alberta;

(c) "Association" means the Alberta Assessors' Association;

(d) "Association Registrar" means the Association Registrar appointed under the by-laws;

- 3 -

(n) "registered member" means an accredited municipal assessor of Alberta, a non-resident accredited municipal assessor, a candidate member and a non-resident candidate member;

(o) "Registration Committee" means the Registration Committee established under section 2.

#### Registration Committee

2(1) There is hereby established the Registration Committee consisting of

(a) one accredited municipal assessor of Alberta who is a member of the Executive Committee,

(b) 3 other accredited municipal assessors of Alberta who are not members of the Executive Committee, one of whom shall be appointed by the President as chairman, and

(c) the Association Registrar.

(2) The Registration Committee shall be appointed by the President in accordance with the by-laws.

(3) The Association Registrar is a non-voting member of the Registration Committee.

(4) The Registration Committee shall meet at the call of the chairman.

(5) A quorum at a meeting of the Registration Committee is 3 voting members.

#### Registers

3(1) The Association Registrar shall maintain, in accordance with this Regulation and the by-laws and subject to the direction of the Executive Committee,

(a) a register of accredited municipal assessors of Alberta;

(b) a register of non-resident accredited municipal assessors;

(c) a register of candidate members;

(d) a register of non-resident candidate members;

- 5 -

(2) An applicant who appeals a decision of the Registration Committee under subsection (1)

(a) shall be notified in writing by the Association Registrar of the date, place and time that the Executive Committee will hear the appeal, and

(b) is entitled to appear with counsel or an agent and make representations to the Executive Committee when it hears the appeal.

(3) A member of the Registration Committee who is also a member of the Executive Committee may participate in the appeal but shall not vote on a decision of the Executive Committee or be counted for the purposes of a quorum at a meeting of the Executive Committee under this section.

(4) On hearing an appeal under this section, the Executive Committee may make any decision the Registration Committee may make, and shall notify the applicant of its decision.

#### Certificate of registration

6 On entering the name of a person in the register of accredited municipal assessors of Alberta or non-resident accredited municipal assessors, the Association Registrar shall issue a certificate of registration to that person.

#### Payment of dues

7 A member of the Association shall pay the annual fee prescribed by the by-laws to the Association Registrar or to any person authorized by the Association Registrar to accept payment of the fee.

#### Annual membership card

8(1) The Association Registrar shall issue an annual membership card to a person

(a) who has been engaged in the practice of assessment for a period of not less than 6 months during the preceding 24-month period,

(b) whose registration is not under suspension or cancelled, and

(c) who has paid the annual fees in accordance with the by-laws.

meets the requirements of section 9(a), (b), (c), (e), (f), (g), (h) and (i) is entitled to be registered as a non-resident accredited municipal assessor.

#### Candidate members

##### 11 An applicant who

(a) is 18 years of age or older and is a Canadian citizen or has the status of a permanent resident of Canada,

(b) holds a diploma or degree in assessment or an assessment related field from a post secondary educational institution approved by the Universities Co-ordinating Council, or holds equivalent qualifications and training acceptable to the Universities Co-ordinating Council,

(c) is engaged in the practice of assessment in Alberta, and

(d) is of good character and reputation

is entitled to be registered as a candidate member.

#### Non-resident candidate members

##### 12 An applicant who

(a) is 18 years of age or older and is a Canadian citizen or has the status of a permanent resident of Canada,

(b) holds a diploma or degree in assessment or an assessment related field from a post secondary educational institution approved by the Universities Co-ordinating Council, or holds equivalent qualifications and training acceptable to the Universities Co-ordinating Council,

(c) is engaged in the practice of assessment in the Yukon Territory or the Northwest Territories, and

(d) is of good character and reputation

is entitled to be registered as a non-resident candidate member.

#### Practice Review Committee

13(1) There is hereby established the Practice Review Committee

(b) may, with the approval of the Executive Committee, conduct a review of the practice of a registered member.

#### Notice

15 The Practice Review Committee shall give reasonable notice to a registered member of its intention to conduct a review of the practice of the registered member.

#### Reports and recommendations

16(1) After each inquiry or review under section 14, the Practice Review Committee

(a) shall make a written report to the Executive Committee on the inquiry or review and, where appropriate, on its decision,

(b) may make recommendations, together with reasons, to the Executive Committee regarding the matter inquired into or reviewed,

(c) may make recommendations to a registered member as to that member's conduct in the practice of assessment, and

(d) shall, if it is of the opinion that the conduct of a registered member constitutes or may constitute either unskilled practice of the profession or professional misconduct within the meaning of section 19 of the Act, forthwith refer the matter relating to that conduct to the chairman of the Discipline Committee to be dealt with under Part 3 of the Act, and in such a case the Discipline Committee shall deal with it as if it were a complaint.

(2) The Practice Review Committee may at any time during an inquiry or review under section 14 refer any matter to the chairman of the Discipline Committee to be dealt with under Part 3 of the Act, and in such a case the Discipline Committee shall deal with it as if it were a complaint.

#### Discipline Committee

17(1) There is hereby established the Discipline Committee consisting of

(a) one accredited municipal assessor of Alberta who is a member of the Executive Committee, and

#### Cancellation and suspension

20(1) The registration of a registered member is cancelled or suspended when the decision to cancel or suspend the registration is made in accordance with the Act or this Regulation.

(2) The Association Registrar shall enter a memorandum of the cancellation or suspension of the registration in the appropriate register indicating

- (a) the date of the cancellation or suspension,
- (b) the period of the suspension, and
- (c) the nature of any finding under Part 3 of the Act.

(3) If the registration of a registered member is cancelled, the person whose registration is cancelled shall, on request, surrender to the Association Registrar all documents relating to the registration.

#### Cancellation on request

21 The Association Registrar shall not cancel the registration of a registered member at the request of the registered member unless the request for cancellation is approved by the Executive Committee.

#### Non-payment of fees, etc.

22(1) The Executive Committee shall direct the Association Registrar to suspend or cancel the registration of a registered member who is in default of payment of annual fees, penalties, costs or any other fees, dues or levies payable under the Act, this Regulation or the by-laws after the expiration of 30 days following the service on that person of a written notice by the Executive Committee unless that person complies with the notice.

(2) The notice under subsection (1) shall state that the Association Registrar shall suspend or cancel the registration unless the fees, penalties, costs, dues or levies are paid as indicated in the notice.

#### Cancellation for non-practice

23 The Association Registrar shall cancel the registration of a registered member who ceases to be engaged in the practice of assessment for a period of more than 6 months in a 24-month period.

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(b) the person continued to be a member of the Association during the period referred to in clause (a),

(c) the person has been engaged in the practice of assessment for the 12-month period immediately preceding the application for reinstatement, and

(d) the person otherwise meets the eligibility requirements for registration under the Act, this Regulation and the by-laws.

#### Service of notice

27 A notice to be served on the Association Registrar, the Executive Committee, the Practice Review Committee, the Registration Committee or the Discipline Committee, or any member of those committees is sufficiently served if it is personally served at, or sent by registered or certified mail to, the office of the Association.

#### Use of title

28 An accredited municipal assessor of Alberta and a non-resident accredited municipal assessor may use the title "Accredited Municipal Assessor of Alberta" and the abbreviations "A.M.A.A." and "AMAA".

#### Transitional

29 *The Association Registrar shall enter in the appropriate register referred to in section 3(1) or established under the by-laws the name of a person who immediately before the coming into force of this Regulation is a member of the Alberta Assessors' Association and is registered in the register of accredited municipal assessors, non-resident accredited municipal assessors, candidate members, non-resident candidate members, associate members, subscribing members, life members or honorary members, as the case may be.*

#### Commissioners' Comments

We would concur with the recommendation of the Dir. of Financial Services.

"R.J. MCGHEE"  
Mayor

"M.C. DAY"  
City Commissioner



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

November 13, 1991

Professions and Occupations Bureau  
 Attention: Mr. D. Gartner, Registrar  
 5th Floor, Kensington Place  
 10011 - 109 Street  
 EDMONTON, Alberta  
 T5J 3S8

Dear Sir:

**RE: APPLICATION OF THE ALBERTA ASSESSORS' ASSOCIATION  
 FOR REGISTRATION UNDER THE PROFESSIONAL AND OCCUPATIONAL  
 ASSOCIATIONS' REGISTRATION ACT**

The above matter received consideration at the Council meeting of November 12, 1991 and at which meeting Council passed the following motion.

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Financial Services dated November 5, 1991 re: Application of the Alberta Assessors' Association for Registration under the Professional and Occupational Associations Registration Act (P.O.A.R.A.), hereby supports the registration of the Alberta Assessors' Association under the above noted Act, and as presented to Council November 12, 1991."

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

Trusting you will find this satisfactory.

Sincerely,

C. SEVCIK  
 City Clerk

CS/jt

c.c. Director of Financial Services  
 City Assessor  
 Alberta Assessors' Association, Attention: Mr. Paul M. Boutin, A.M.A.A., President  
 #201, 11710 Kingsway Avenue, Edmonton, Alberta T5G 0X5



*a delight  
 to discover!*

Council File

**Alberta**  
PROFESSIONS AND  
OCCUPATIONS BUREAU

5th Floor, Kensington Place, 10011 - 109 Street, Edmonton, Alberta, Canada T5J 3S8 403/427-2655

Ref: POARA\ASS.14A

November 19, 1991

Mr. C. Sevcik  
City Clerk  
City of Red Deer  
P. O. Box 5008  
RED DEER, Alberta  
T4N 3T4

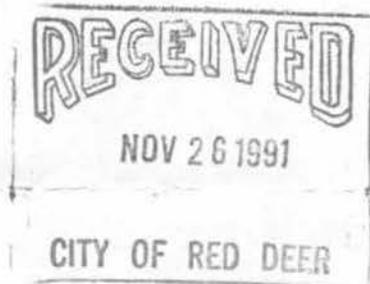
Dear Mr. Sevcik:

Thank you for your letter dated November 13, 1991 supporting the application for registration of the Alberta Assessors' Association. Your support will be noted when the application is presented to the Minister.

Yours truly,



Dennis Gartner  
Registrar  
Professional & Occupational  
Associations Registration Act



NO. 11

DATE: November 5, 1991

TO: City Clerk

FROM: E. L. & P. Manager

RE: Downtown C-1 Zone Electrical Connection Fee

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This report is intended to inform Council of recent concerns which have been presented by the Towne Centre Association respecting the electrical connection fees in the Downtown C-1 zone.

Attached for Council's reference are the following two documents:

1. Towne Centre Association document entitled "Discussion Paper - Electrical Connection Fees in C-1 Zone" (not dated)
2. E. L. & P. Department document entitled "Discussion Paper - Electrical Connection Fees in Downtown C-1 Zone" - October 29, 1991.

The above noted E. L. & P. document is a response to the concerns of Towne Centre Association. This response has been forwarded to the Association and, as well, the City Commissioner and I have met with the Association to discuss this matter.

Council will be apprised of any further developments which may occur regarding this matter.



A. Roth,  
Manager

AR/jjd

Attachment

## TOWN CENTRE ASSOCIATION

DISCUSSION PAPER  
ELECTRICAL CONNECTION FEES IN C-1 ZONE

The Town Centre Association representing the businesses within the B.R.Z. request City Council of Red Deer take the following actions relative to the cost of electrical connection fees associated with development in the C-1 zone:

- 1) Establish a clear and understandable definition of what the electrical hook-up charges are for:
  - a) Cost of equipment specific to the project.
  - b) Frontage cost of civil construction.
  - c) Contribution to general system capacity.
  - d) Carrying costs.
  - e) Administrative costs.
- 2) Establish a financing plan for payment of the electrical hook up charges over a reasonable period of time at a fair interest rate. The City insure that all landowners and developers be made aware of the payment plan.

We believe these are reasonable positions for the City of Red Deer for the following reasons:

- 1) A portion of the civil work associated with the underground electrical grid has been undertaken and has been paid for by the City of Red Deer. There should be little additional costs to the City and may help identify the ultimate collection of the costs incurred.
- 2) Provide the private sector with a reasonable opportunity to support this city initiative which has the following identifiable benefits.
  - a) Larger supply of electricity.
  - b) Safer supply of electricity.
  - c) Aesthetically more pleasing.
3. There are some precedents of the electrical charge being financed by the City of Red Deer

This shift in position by the City of Red Deer will give the message that city council recognizes the need to have a vital downtown and still are supportive of the C-1 zone which presently appears to be playing second fiddle to railroad land development and a number of southhill developments. It would also provide encouragement to the Town Centre Association Directors; a group of volunteers committed to having downtown Red Deer as a vital and prosperous part of the City of Red Deer.

October 29, 1991

## DISCUSSION PAPER

### ELECTRICAL CONNECTION FEES IN DOWNTOWN C-1 ZONE

For at least the last 25 years the City of Red Deer has followed a policy whereby every development pays the capital costs for all of the "hard" services such as roads, water, sewer, storm drainage, and electrical servicing. Insofar as possible, all types of development are treated equitably. Council Policy No. 603, "Electrical Upgrading in Downtown Area", which was originally adopted in January 26, 1987 does comply with the overall general servicing policy of the City.

#### CITY ELECTRICAL SYSTEM HISTORICAL BACKGROUND

To assist in understanding the Downtown electrical policy, a brief review is provided of the City-wide electrical system with respect to its development and cost allocation policy.

The original City wide system was entirely overhead using wooden poles with the wires, transformers and other apparatus attached to the poles. In the 1960's a gradual transition took place which saw the conductors placed underground and the transformers and switches placed on the surface of the ground. This change was in response to the public demand for a more aesthetic system and it also provided a greater degree of public safety and increased reliability; however, it was more costly than the equivalent overhead system. In the 1970's redevelopment of the Downtown area dictated that an underground system be constructed which placed, not only the conductors, but also all of the transformers and switches underground. This was necessary because the required safety distances to tall buildings which were constructed to the property line could not be maintained, no surface space was available for the equipment, and there was a general concern to produce a more aesthetic Downtown streetscape. However, this type of system is even more costly than the normal underground system which has only the conductors below the ground. For each one of the above systems, the development has paid for the capital cost of providing the service.

#### CITY ELECTRICAL SYSTEM DESCRIPTION AND COST ALLOCATION

The electrical system within Red Deer can be generally described as consisting of 3 broad sub-systems, namely:

1. Transmission at 240,000 volts or 138,000 volts on steel towers or poles of concrete or wood. These lines deliver power from the Alberta integrated grid to the City of Red Deer source substations. All Red Deer costs associated with these lines and substations are paid for by the Utility as they are a general benefit to all and it is extremely difficult to allocate these costs to individual developments or consumers.

2. Sub-Transmission at 25,000 volts from the main source substations with some further transformation to 4,000 volts to serve the various geographical load areas of the City. These lines are either overhead lines, wherever possible, or more costly underground lines where necessary. These lines also are a general benefit to all and are paid for by the Utility.
3. Distribution at either 25,000 volts, 4,000 volts, 600 volts, 208 volts or 120/240 volts as required by the specific development. These facilities are a mixture of overhead, partially underground, or totally underground. The distribution costs are assessed to the development as they can be easily and directly allocated to either a specific large area development such as a subdivision, the Downtown area, or a single lot development such as a store on a single lot within a subdivision. The distribution voltage is determined by the needs of the development and generally can be categorized as follows:
  - a) Subdivisions including residential, commercial and Downtown at 25,000 volts.
  - b) Large institutional or commercial on a single lot at 25,000 volt.
  - c) Commercials on a single lot, including Downtown, at 600 volts, 208 volts or 120/240 volts as specifically required.
  - d) Residential at 120/240 volts with the cost of the distribution generally being included in the subdivision development costs.

From the above system description, it is evident that all types of developments are equitably treated insofar as the Utility paying the general benefit costs and the development paying those costs which are associated with the specific development. Any development which has peculiar requirements which directly affect the cost of electrical servicing will pay on the basis of their individual requirements. A development which will permit overhead lines will accordingly pay a lower servicing fee than a development which has a requirement for a totally underground system.

The issue of the electrical connection fees in the C-1 zoning of the Downtown area must be resolved within the framework of the general City policy on the recovery of servicing costs and the principle of equitability to all City consumers. The "Downtown Electric System Planning Report - September 1986" which has been accepted as a policy document within Council Policy No. 603, contains a detailed analysis of Downtown C-1 development and a comparison of it with other commercial and residential developments within the City. That report will not be repeated within this document, however, several pertinent comments respecting the Downtown C-1 area will be provided.

### UNIQUE FEATURES OF DOWNTOWN C-1 ELECTRICAL SYSTEM

The Downtown area is unique with respect to electrical servicing within the City. The following are some factors which make it unique and their impact on the electrical utility system:

- 1) It is the only area in which a building can be constructed to cover the entire land parcel with the impact on the electrical utility system being that it represents the area with the highest electrical load density and there is no room for surface mounted electrical utility facilities on the land being developed.
- 2) It is the only area in which a very stringent building height restriction does not apply with the impact on the electrical utility system being that the area represents the highest electrical load density.
- 3) Overhead lines can not be used because of the safety requirement for clearance from buildings and construction equipment with the impact on the electrical utility system being that the lines must be placed underground.
- 4) Underground servicing must contend with the already existing congestion of gas lines, water lines, sanitary sewer lines and storm sewers with the impact on the electrical utility being that the cost of installation is very expensive due to the need to relocate other utilities in some instances.
- 5) Not only cable, but all electrical facilities including transformers and switches must be placed underground in vaults because no other space is available due to total site development with the impact on the electrical utility being that a very costly system must be installed.
- 6) Downtown C-1 zoning represents the potential for the largest electrical load density in the City with the impact on the electrical utility being that the presently required construction must make considerable provision for future expansion which considerably increases the present investment with a large amount of recovery being deferred.

### DOWNTOWN C-1 ELECTRICAL SYSTEM COST ALLOCATION METHODOLOGY

Having determined the unique type of electrical system required to meet the requirements of the Downtown C-1 zoning, the cost of providing such a system can be determined and an equitable method of allocating those costs can be, and has been, developed.

As stated earlier, the costs of transmission lines, source substations and the 25,000 volt sub-transmission lines to deliver electricity to the boundary of the Downtown area are considered

to be a general benefit and those costs are totally absorbed by the Utility.

The 25,000 volt distribution system within the boundary of the Downtown area is used exclusively by the Downtown customers and thus should be assessed against the Downtown area in the same way as the 25,000 volt distribution system within a commercial or residential subdivision is assessed against the subdivision. In the latter two types of subdivision there is a single developer to pay the servicing cost at the time the servicing is done. In the Downtown area there is no single developer, but rather, a number of individuals who develop separate parcels of land within the Downtown area on a relatively non-contiguous basis. A fair method must be, and has been, developed to assess these individuals for the 25,000 volt distribution system which runs within the Downtown area and serves the Downtown customers. The assessment is based on a frontage charge which covers the cost of installing all of those electrical facilities which are required regardless of the individual customer's own unique service requirements. Included in the frontage charge are the costs for trenching, relocating other utilities, ducts, vaults, manholes and 25,000 volt cables.

The remaining distribution system costs are unique to each customer and are directly assessed on the basis of the customer's building on the following basis:

- a) The electrical load which can be drawn by the building when fully occupied is based on the size of the building's main service entrance equipment. This electrical load establishes the building's share of the cost of the distribution transformers, 25,000 volt switches, and 25,000 volt fuses which are located in the vaults. In the event that the electrical service entrance equipment is sized to meet anticipated future building expansion, the size of the service entrance equipment used by the Utility in determining the assessment is based on the lesser of the rating of the installed equipment or the minimum rating required by the Alberta Electrical Protection Branch to serve the building which is actually constructed. This basis results in no assessment being made today for future expansion plans.
- b) The electrical load as determined in (a) above and the distance from the property line to the building's electrical room establishes the building's assessment for metering, secondary service cable protectors, and the service cables from the Utility transformer to the building.

An administrative cost of 10% is added to the total assessed cost to recover all engineering, material handling, billing and clerical costs. This is a standard City charge.

The assessed cost is subject to the federal GST.

The underground system will eventually result in the complete removal of the old 4,000 volt overhead system. This avoids the cost of rebuilding the original system which was paid for

by the original developer and which the Utility is obligated to maintain. The avoided cost is applied as a credit to the building's assessed connection fee on a frontage basis.

No carrying costs are applied in the connection fee. The Utility absorbs the unrecovered cost of the system and instead of adding a carrying cost to this amount, the connection fee is based on the current years cost of installing the system. This method avoids a large amount of accounting work and, on average, covers the annual inflation which tends to be less than the carrying costs. In any one year this may not be the case because of a large change in one commodity, such as copper, which represents a large component of electrical lines and equipment.

#### FACTORS CONSIDERED IN DOWNTOWN C-1 ELECTRICAL SYSTEM COST ALLOCATION METHODOLOGY

In developing the assessment scheme, several factors were addressed and resolved on a basis which results in equitability between total redevelopment, partial redevelopment and those property owners who are making no changes to their building but require more power. The following are some of the factors and their resolutions:

- 1) Large amounts of line and other facilities which will not be used for some time must be immediately installed to serve redevelopments situated some distance apart from each other.

Resolution:

- a) Assess developers only for the frontage they are developing on.
- b) Utility absorbs all additional costs for later recovery.

- 2) Recognize that there may be a perceived difference between a development which adds new building area and one which is only increasing its electrical load.

Resolution:

If no building area is added, only 35% of the normally calculated assessment is charged. This payment will be applied as a credit, without interest, against any future redevelopment of the property.

- 3) Consider requests for financing by the City.

Resolution:

## 6

- a) If a new building is constructed or an addition is made to an existing building, the City will finance the connection fee at an appropriate rate of interest.
  - b) The Utility provides "front end" financing for system expansion costs.
- 4) The old overhead system should not be a liability to Downtown customers.

## Resolution:

- a) The avoided cost of rebuilding the overhead system is applied as a credit to the fee for connecting to the new underground system.
  - b) The cost of removal of the old overhead system is absorbed by the Utility.
- 5) There is a desire to completely remove the old overhead system from Downtown.

## Resolution:

- a) A 20 year program has been developed.
  - b) The Utility absorbs the cost as approved each year by Council in the Utility budget.
  - c) If a customer is not increasing his load at the time of the conversion he pays nothing for being converted to the underground system.
- 6) The size of the electrical service connection fee deters Downtown development.

## Resolution:

- a) The connection fee represents an extremely small portion of the capital cost of the development.
- b) An identical C-1 zoned Downtown development placed on any other commercially zoned area of the City will, on average, have a connection fee which is 1/3 that of the fee in the C-1 Downtown. In return for the additional fee, the Downtown development can use 100% of the land for development compared to approximately 30% for any other commercial zone.

There will be some instances where the development has paid for connection to the underground system and, on a temporary basis only, the Utility has made the connection to the old existing overhead system. This is done simply because the underground system can not be extended to the new development by the required in-service date. Once the system has been extended, the new development will be connected to it with no further cost to the development.

#### ANOMALIES IN DOWNTOWN C-1 ELECTRICAL SYSTEM POLICY

As is the case with many policies, there are some anomalies. Some were specifically recognized as being included in the policy and others have surfaced since the formulation of the original policy. These are summarized as follows:

- 1) The area defined as Downtown contains some parcels zoned as R-3. The R-3 zoning does not permit a building to cover the entire site and therefore does not place the same constraints on electrical servicing. The Policy now contains special provisions which recognize that R-3 lands may be serviced somewhat differently as space is available for surface mounted facilities.
- 2) The conversion from overhead lines to underground lines is normally paid for by property owners as a local improvement. The Downtown policy has created an anomaly by having the Utility pay for this conversion. This is a considerable financial benefit to the Downtown conversion program.
- 3) The Central School is on a site which is zoned PS and which has dedicated large areas to playground and open space. The size of the load resulting from planned expansion will make it one of the larger Downtown loads and yet it is an entirely different development than a C-1 development. Council approved an adjustment to the frontage in this unique situation.
- 4) DC Zone - Rail yards

The 1986 Downtown Planning Report contained the following statement:

"The land which becomes available for development upon the removal of the rail yards will likely also be included in the Downtown at that time".

At that time it was considered that C-1 development would be the most likely type for the site. Resulting from the need for parking, C-2/R-3 zoning seems to be more appropriate; however, this type of development is considerably different from what was originally expected. The large parking area has made it possible to install a less costly type of electrical system for that area which is similar to the C-2, I-1, etc. type of developments throughout the City. Council approval was given to install the least cost alternative.

In spite of the above policy revisions and anomalies, it must be recognized that an area such as the Downtown must have electrical servicing proceed on the basis of a long term plan and that large investments must be made well before the entire area is developed. Policy revisions must therefore be carefully considered to prevent areas within the already developed electrical system from being exempted from the Downtown connection fee solely on the basis that they provided some space for parking and surface mounted electrical equipment. This was not the case with the DC zoned rail yard property as it was not within the already constructed Downtown electrical system and no investment had been made to service it.

#### MAJOR PROBLEM WITH DOWNTOWN C-1 ELECTRICAL SYSTEM POLICY

It appears that one of the largest problems with the Downtown electrical connection fee is that many owners or their agents are not obtaining a current and appropriate servicing cost estimate from the Utility before preparing their construction budgets and, in some cases, before commencing construction. This leads to considerable shock when the actual cost is determined and leads to eventual frustration with the Utility which is largely undeserved and would not have occurred if a thorough analysis had been made. Two examples of where improper estimates were prepared for electrical servicing are the Centrum which had a \$125,000 shortfall and the new Downtown Firehall which had a \$60,000 shortfall. There is no need for this as the Utility has proven that it can provide quotations very quickly if only the developer will estimate his load requirements in advance.

#### CONCLUSION

In conclusion, the City does have a policy respecting the electrical connection fees in the Downtown C-1 zoned areas which has served well since its inception. Revisions have since been made to reflect oversights in the original policy and changes which inevitably occur in any plan as it comes into fruition over a number of years.

#### Commissioners' Comments

The attached report is presented to Council for information.

"R.J. MCGHEE"  
Mayor

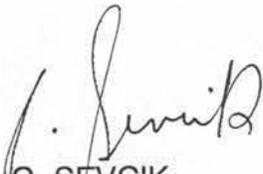
"M.C. DAY"  
City Commissioner

**DATE:** November 13, 1991  
**TO:** E. L. & P. Manager  
**FROM:** City Clerk  
**RE:** DOWNTOWN C-1 ZONE - ELECTRICAL CONNECTION FEE

---

At the Council meeting of November 12, 1991, consideration was given to your report dated November 5, 1991 concerning the above and at which meeting it was agreed that said report be accepted as information.

We thank you for your report in this instance and would appreciate being apprised of any further developments which may occur regarding this matter.



C. SEVCIK  
City Clerk

CS/jt

NO. 12

DATE: November 5, 1991  
 TO: City Clerk  
 FROM: Bylaws and Inspections Manager  
 RE: **CAT CONTROL**

FILE NO. 91-1727

---

Could the following item be placed before City Council for their consideration?

The 1991 budget (\$8000) for cat control has been fully spent. Alderman Surkan has suggested that in its place, a system whereby persons who had a cat problem could obtain a trap from the Contractor. We have reviewed this and have, in consultation with the Contractor, formulated the following.

Cat traps can be rented from the Contractor's office for \$60, \$30 of which will be returned when the trap is returned. The remaining \$30 is broken down as follows: \$20 for administration and \$10 for euthanization. If the trap was not used or was unsuccessful, then \$40 would be returned. If a cat is trapped, it would be retained for three (3) days and, if claimed, the \$10 euthanization fee would be retained for additional administration.

Recommendation: That the above be adopted as Council policy.

Yours truly,



R. Strader  
 Bylaws and Inspections Manager  
 BUILDING INSPECTION DEPARTMENT

RS/vs

Commissioners' Comments

We would concur with the recommendation of the Bylaws & Inspections Manager. It should be noted that the low bidder on the Animal Control Contract is in agreement with this procedure.

"R.J. MCGHEE"

Mayor

"M.C. DAY"

City Commissioner

**DATE:** November 13, 1991  
**TO:** Bylaws & Inspections Manager  
**FROM:** City Clerk  
**RE:** CAT CONTROL

---

Your report dated November 5, 1991 pertaining to the above topic received consideration at the Council meeting of November 12, 1991.

At the above noted meeting, a resolution to approve your recommendations was defeated by Council. It is my understanding that the 1991 budget for cat control has been fully spent and in the light of Council's decision at the November 12th meeting not to approve your recommendations, the cat control program is effectively terminated.

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

  
C. SEVCIK  
City Clerk

CS/jt

c.c. City Commissioners  
Director of Financial Services



A DIVISION OF AVALON INDUSTRIES LTD.

October 15, 1991

## the "Award of Excellence" Builders

City of Red Deer  
 P.O. Box 5008  
 Red Deer, AB  
 T4N 3T4

ATTENTION: M. DAY - CITY COMMISSIONER

Dear Mr. M. Day:

**RE: MUNICIPAL AFFAIRS DEPARTMENT, AWARDS OF EXCELLENCE**

On September 27, 1991, Avalon was presented with two "Awards of Excellence" from the Alberta Government, Municipal Affairs Department.

Avalon has won awards in five of the seven years since the inception of the awards program and we are extremely proud of these awards.

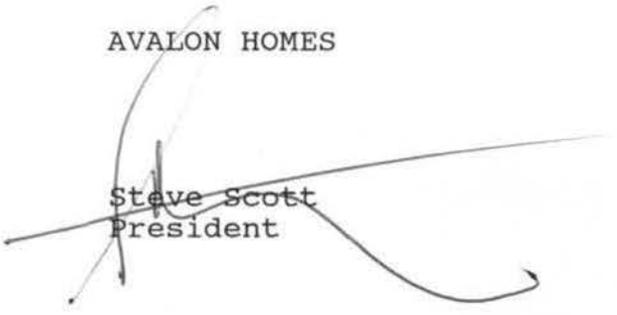
The City of Red Deer has greatly assisted us in obtaining these awards. Various departments of City Hall have been instrumental in allowing Avalon the flexibility to pursue alternate housing styles and designs.

We appreciate the openness that we have enjoyed with administration and council and thank you for your vision.

We look forward to working with you and council in the future.

Yours truly,

AVALON HOMES



Steve Scott  
 President

SS\jpl

cc: Mayor McGhee  
 B. Jeffers  
 A. Knight  
 P. Meyette

Commissioners' Comments

This is submitted for Council's information.

"R.J. MCGHEE", Mayor

"M.C. DAY", City Commissioner

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

November 13, 1991

Avalon Homes  
4920 - 54 Street  
RED DEER, Alberta  
T4N 2G8

Attention: Steve Scott  
President

Dear Mr. Scott:

**RE: MUNICIPAL AFFAIRS DEPARTMENT -  
AWARDS OF EXCELLENCE**

Thank you for your letter of October 15, 1991 informing us of your accomplishment in winning two "Awards of Excellence" from Alberta Municipal Affairs. It was agreed that your letter be accepted as information.

On behalf of City Council, we wish to congratulate you for these achievements and for bringing this honour to our City.

Sincerely,

C. SEVCIK  
City Clerk

/jt

*a delight  
to discover!*

NO. 2



THE CITY OF CALGARY  
OFFICE OF THE MAYOR

AL DUERR  
MAYOR

1991 October 21

Mayor Robert J. McGhee  
The City of Red Deer  
P.O. Box 5008  
RED DEER, Alberta  
T4N 3T4



Dear Sir:

RE: BILL C-22 - A Federal Act to Enact the  
Wage Claim Payment Act and to Amend the  
Bankruptcy Act and Other Acts in Consequence Thereof

At its regular meeting held on 1991 October 15 City Council considered Section 29 of this Bill which has been given first and second reading in the House of Commons.

In this Bill, the Federal Government proposes to amend the Bankruptcy Act for the purpose of establishing a fund to provide protection for employees who are owed wages when their employer goes bankrupt. To establish the fund, the Federal Government, pursuant to Section 29 of the Bill, proposes to impose a tax on all employers. The tax will be .024% of the insurable weekly earnings of all employees as determined under the Unemployment Insurance Act.

If this Bill is given third reading as it now stands the City of Calgary and all other municipalities in Alberta and the rest of Canada will become liable to pay this tax. It has been estimated that this would cost the City \$95,000.00 in 1992. Since it is extremely unlikely that the municipalities in Alberta and the rest of Canada will ever go bankrupt the legislation should be amended to exempt municipalities from having to pay this tax.



RE: BILL C-22 - A Federal Act to Enact the  
Wage Claim Payment Act and to Amend the  
Bankruptcy Act and Other Acts in Consequence Thereof

1991 October 21  
Page 2

Council has directed me to write to the Mayors of all Alberta cities requesting the support of all City Councils in Alberta in opposing this proposed tax. I have also been directed to write to our local members of Parliament and to the members of the House of Commons Committee which has dealt with this Bill to advise them of the City of Calgary's opposition to this tax. I hope you and your Council will take similar action.

Sincerely



Al Duerr  
MAYOR

FILE: c:\data\alan\memos\BILLC22

DATE: October 31, 1991  
TO: CITY CLERK  
FROM: DIRECTOR OF FINANCE  
RE: BILL C-22

---

The City of Calgary is requesting the Council of The City of Red Deer's support to oppose Bill C-22.

Bill C-22 is proposed Federal legislation that would establish a fund to provide protection for all employees who are owed wages when their employer goes bankrupt. To establish the fund a tax of .024% of insurable earnings would be levied on all employers. The cost of this tax to The City of Red Deer would be approximately \$2,400 per year.

Calgary is opposed to the tax because it is required to contribute to a fund from which its employees would not collect because of the unlikelyhood a municipality would become bankrupt.

There are a number of concerns with the proposed Federal legislation:

1. It is extremely unlikely that employees of The City would even be able to recover from the fund.
2. Federal programs are usually underfunded because of the desire of politicians to implement them and worry about the cost after.
3. Projected expenditures could rapidly increase because of employees of firms in difficulty being protected and staying with the firm rather than obtaining other employment.
4. The Federal government has increased costs for other programs such as UIC and CPP significantly and the proposal is another cost to the employers.

.../2

City Clerk  
October 31, 1991  
Page 2 File: c:\data\alan\memos\BILLC22

When an employer goes bankrupt, the employees owed wages should presumably not be left with wages owing for long periods if they had been paid on a regular basis. If an employee continued to work for an employer that failed to pay his wages, then the employee perhaps should absorb the subsequent loss. If necessary, protection should be provided to employees by giving them first priority on the assets of the company in the event of bankruptcy for the normal pay period.

We have not received information from the Federal Government on the proposed legislation so comments are based on information provided by The City of Calgary.

RECOMMENDED ACTION

That Council support The City of Calgary's opposition to the proposal based on the information provided by The City of Calgary.



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

AW/mrk

MEMORANDUM

DATE: October 30, 1991  
 TO: City Clerk Charlie Sevcik  
 FROM: Personnel Manager Grant Howell  
 RE: BILL C-22 (BANKRUPTCY RELATED TAX)

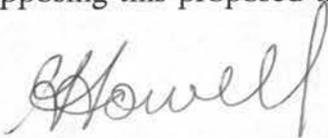
\*\*\*\*\*

In response to your memo, including the letter from The City of Calgary, Personnel does not support a tax for a benefit that our employees would not likely ever have need for.

In addition, it would impose yet another additional cost with no offset.

Recommendation

Support the initiative of The City of Calgary and write letters to appropriate parties opposing this proposed tax.



GH:hs



## Alberta Urban Municipalities Association

8712 - 105 Street, P.O. Box 4607, Station S.E., Edmonton, Alberta T6E 5G4  
Tel: (403) 433-4431 • Toll Free 1-800-661-2862 • Fax 433-4454

DATE: 29 October 1991  
TO: Mayor and Council  
FROM: Councillor Gary Browning  
President  
SUBJECT: BILL C-22 - Bankruptcy Act Amendments

Please find enclosed documentation received from FCM regarding the introduction of Bill C-22.

This Bill is being brought forward by the Federal Government proposes a surcharge on Unemployment Insurance Commission premiums for the purpose of offsetting wages in the event of a bankruptcy.

We believe that this is an inappropriate method to offset these wage claims. Further, because it is virtually unknown for municipal governments to claim bankruptcy, the public sector should be exempt from any such employer tax.

Therefore, we are requesting that you contact your Member of Parliament to inform him/her of your position, and that you provide our office with a copy of any correspondence in this regard.

Thank you.

Councillor Gary E. Browning  
President

JM/cm



## Alberta Urban Municipalities Association

8712 - 105 Street, P.O. Box 4607, Station S.E., Edmonton, Alberta T6E 5G4  
Tel: (403) 433-4431 • Toll Free 1-800-661-2862 • Fax 433-4454

30 October 1991

The Honourable Pierre Blais, PC, MP  
Minister of Consumer and Corporate Affairs  
Place du Portage 1  
50 Victoria Street  
Hull, quebec  
K1A 0C9

Dear Mr. Blais:

On behalf of the Alberta Urban Municipalities Association and its 291 municipal members, I wish to express our strong objections to the proposed amendments to Canada's bankruptcy laws as outlined in Bill C-22.

While we can appreciate the necessity of a review of the current bankruptcy laws in order to protect employees, we do not believe that it is appropriate to place a surcharge on UIC premiums. Further, because it is virtually unknown for local governments to claim bankruptcy, we contend that the public sector should be exempt from any such employer tax and not required to subsidize the private sector.

We request that you reconsider the proposals contained in Bill C-22 and refrain from placing any additional financial burden on local governments.

Sincerely,

ORIGINAL SIGNED BY

Councillor Gary E. Browning  
President

cc: AUMA Members  
Alberta MPs



**FCM**

Federation of  
Canadian  
Municipalities

Fédération  
canadienne des  
municipalités

**COMMUNIQUÉ**

October 11, 1991

FOR IMMEDIATE RELEASE

COMMITTEE SUPPORTS FCM POSITION ON FEDERAL PAYROLL TAX

Ottawa--The Commons Committee studying proposed amendments to Canada's bankruptcy laws has supported FCM's argument that a payroll tax is not an appropriate way to protect wages in the event of a bankruptcy. The Standing Committee on Consumer and Corporate Affairs recently reported back to the House of Commons recommending that the controversial proposal for a wage protection program to be funded by a payroll tax be scrapped. FCM has argued that since municipalities in Canada virtually never become insolvent, it would be inappropriate to require that they pay the tax.

Bill C-22, the federal government's latest attempt to reform Canada's antiquated bankruptcy laws, proposes a payroll tax to cover wages owed in the case of a bankruptcy or insolvency. The Wage Claim Payment Program would cover employee claims for wages and vacation pay owed up to \$2 000. The Program would be funded by a tax of about 10 cents per employee per week.

If the law were enacted without amendment, the payroll tax would apply to all businesses and organizations including those, such as municipalities, which never go bankrupt. FCM supported the principle of enhanced security for wage earners who are poorly protected by current legislation but objected to the mechanisms chosen by the government to provide for this.

FCM President Doreen Quirk told members of the Standing Committee on Consumer and Corporate Affairs that FCM welcomed a reform of the country's bankruptcy laws but that municipalities could not support a new tax.

"We are concerned by the dispositions of the law regarding a Wage Claim Payment Program. The decision to finance this through a universal employer tax would penalize those organizations which by virtue of charter or mandate would never face the prospect of bankruptcy."

The Committee report urges the federal government to replace the proposed Wage Claim Payment Program by the principle of "super priority". This legal principle would ensure that wage claims enjoyed priority over the claims of all other creditors including the Crown.

- 2 -

FCM President Quirk asks member municipalities to urge the Federal Minister of Consumer and Corporate Affairs to amend the Bill:

"Municipalities must let the Minister know that a new employer tax, in these difficult economic times, would be unconscionable and that other mechanisms to protect wage earners exist".

The President added that municipalities should fax their messages directly to the Ministers' office to show the urgency of action on this matter.

- 30 -

For further information, please contact the FCM Secretariat at (613) 237-5221.

#### Commissioners' Comments

We would concur fully with the recommendations of the City of Calgary. For Council's information when I was a member of the Alberta Labour Legislative Review Committee, one of the most frequent complaints which we received was the lack of protection for employees' wages in the event of bankruptcy. As this is governed by Federal legislation, the Province was unable to address this problem, but did make representation to the Federal Government that the legislation should be amended.

In many countries employees' wages are given first priority over all other creditors in the event of bankruptcy. This is simple to legislate and is fairly straightforward in operation. The proposal by the Federal Government is cumbersome and requires a bureaucracy to manage it, but it does protect the position of the banks who usually have first call on the assets and who have undoubtedly lobbied very hard to maintain their position. We would recommend that Council support the City of Calgary and by resolution request our Member of Parliament to work for the simpler solution adopted by most countries.

"R.J. MCGHEE"  
Mayor

"M.C. DAY"  
City Commissioner

DATE October 25, 1991

- TO:
- DIRECTOR OF COMMUNITY SERVICES
  - DIRECTOR OF ENGINEERING SERVICES
  - DIRECTOR OF FINANCIAL SERVICES
  - BYLAWS & INSPECTIONS MANAGER
  - CITY ASSESSOR
  - COMPUTER SERVICES MANAGER
  - 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
  - URBAN PLANNING SECTION MANAGER
  -

*Personnel*

FROM: CITY CLERK

RE: BILL C-22

Please submit comments on the attached to this office by NOV. 4  
1991 for the Council Agenda of November 12, 1991.

*C. Sevcik*  
C. SEVCIK  
City Clerk

# Office of the Mayor



November 14, 1991

Mr. Doug Fee, M.P.  
301, 4805 - 48 Street  
Red Deer, Alberta  
T4N 1S6

Dear Mr. Fee:

**RE: BILL C-22 - BANKRUPTCY ACT AMENDMENTS**

Council of The City of Red Deer at its meeting held on November 12, 1991 unanimously passed the following motion pertaining to the above topic:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from the City of Calgary dated October 21, 1991 re: Bill C-22: A Federal Act to Enact the Wage Claim Payment Act and to Amend the Bankruptcy Act and Other Acts in Consequence Thereof, hereby agrees as follows:

1. That The City of Red Deer oppose Bill C-22 which proposes a surcharge on unemployment insurance commission premiums for the purpose of offsetting wages in the event of a bankruptcy;
2. That The City of Red Deer contact its member of parliament and advise him of the City's position as well as requesting that the federal government consider the protection of employees in events of bankruptcy by legislating that employees' wages are given first priority over all other creditors in the event of bankruptcy;

and as recommended to Council November 12, 1991."

...../2

Mr. Doug Fee, M.P.

Page 2

November 14, 1991

For your further information, I am enclosing herewith the material which appeared on the Council Agenda as backup information leading to the passage of the above-noted Resolution. As directed in the above-noted Resolution, we trust that you will pursue this matter on our behalf.

Trusting you will find this satisfactory, and we thank you for your assistance in this matter.

Sincerely,



R. J. McGHEE

Mayor

/bd

c. City of Calgary Mayor Al Duerr  
P. O. Box 2100  
Calgary, Alberta, T2P 2M5

Councillor Gary E. Browning, President  
A.U.M.A.  
P. O. Box 4607, Station S.E.  
Edmonton, Alberta, T6E 5G4

F.C.M.  
24 rue Clarence Street  
Ottawa, Ontario  
K1N 5P3

Director of Financial Services  
Personnel Manager  
City Clerk

NO. 3

5832 53rd. Ave.,  
Red Deer.  
T4N 4L5  
Oct. 29th., 1991

Mr. C. Sevick,  
City Clerk,  
City of Red Deer.

Dear Mr. Sevick:

This is a request to the City for assistance in improving the frontage, which is City property, at 5902, 5902A and 5904 - 54th. Avenue.

Ten years ago when we got the new, improved intersection at 59th. Street and 54th. Ave., the construction was such that the street was built up higher than the buildings here. This left no proper drainage for this property. At the time, the City gave me their regrets and assured me their grader would keep this area well maintained whenever necessary. The last time I phoned this Department, I was informed the grader would not be in this area for another two to three weeks.

Unfortunately, the original building was built on the property line. Since this was in the early forties, this property was in the Village of North Red Deer and was in accordance with the regulations at that time. Until this intersection was newly built, there was no particular problem.

Although I have voiced a few complaints to the City the past 10 years, I have not pursued it because my renters have been tolerant. H & A Supplies Ltd., which has operated from here for over 18 years, now rents the complete complex. This business changed hands 3 1/2 years ago and the volume of business has increased threefold. The new owner finds this situation most annoying, and rightly so.

Because of the considerable amount of rain the past year, the place was a muddy mess.

I feel the only answer would be to have this area paved unless our engineers could rectify it in some other way.

Thank you for consideration of this matter.

Yours respectfully,

*Marian Dietz*

(Mrs. Frank Dietz)

THE CITY OF RED DEER  
CLERK'S DEPARTMENT

RECEIVED	
TIME	11:25
DATE	Oct. 29/91
BY	BP

DATE: November 5, 1991

TO: City Clerk

FROM: Engineering Department Manager

RE: **MRS. FRANK DIETZ - FRONTAGE IMPROVEMENTS**  
**5902, 5902A, AND 5904 - 54 AVENUE**  
**LOTS 22 AND 23, BLOCK 17, PLAN 7604 S**

---

In response to Mrs. Dietz' letter of October 29, 1991, we have discussed the matter with the Public Works Department and confirm that street improvements were completed approximately 10 years ago in the 59 Street and 54 Avenue intersection adjacent to the above noted property, and that the street grade was raised somewhat at that time. Our records indicate that the boulevard was designed and graded to drain to an adjacent catch basin. The boulevard width in this area varies from 4.5 m to 8.24 m. Furthermore, we have been advised by Public Works that the boulevard has been graded frequently over the past 10 years to maintain drainage.

We have recently undertaken a field survey of the area in question and found that the boulevard is graded to carry drainage to the catch basin according to the original design.

We briefly discussed this matter with Mrs. Dietz and found that her main concern was with the mud and shallow ponding in the area after each rain. Apparently her tenant uses the City boulevard area for staff and customer parking. The area consequently gets rutted when the rain softens the soil and the ruts collect run-off. The problem does not seem to be a threat to her building, but is a nuisance to her tenant. Mrs. Dietz would like to see the boulevard paved to resolve the problem. Once paved, Mrs. Dietz has indicated she would maintain the boulevard area indefinitely.

Under normal circumstances, we would not recommend parking in City boulevard areas and would *require the adjacent* property owner to maintain the boulevard. However, in this situation, the street improvements done 10 years ago have complicated the drainage pattern causing us to regrade the area 2-4 times per year.

City Clerk  
Page 2  
November 5, 1991

City Council needs to consider the following items:

1. Is the City willing to continue to permit parking on the City boulevard? Past practise has provided little problem to the City other than the current complaint from Mrs. Dietz. However, this practise of using City boulevard for private parking is not encouraged and may give rise to similar requests elsewhere.
2. If the answer to item 1 is YES, we would recommend that:
  - a. a License to Occupy Agreement be drafted by the City Solicitor that amongst other things, relieves the City from further liability claims, excludes the use of the immediate 2.0 m from back of curb for parking, includes a cancellation clause, and defines subsequent maintenance responsibility;
  - b. the boulevard area be paved at an estimated cost of \$5,000;
  - c. Council stipulate whether all or a portion of the estimated cost will be paid for by the applicant and the appropriate budget be included in the 1992 Public Works Operating Budget.
3. If the answer to item 1 is NO, we would recommend that the boulevard area be landscaped and that a gravelled private driveway crossing be retained, if necessary. The estimated cost of this alternative is approximately the same as the paving alternative and the responsibility for boulevard maintenance should still rest with the applicant.

### RECOMMENDATION

In view of this complaint resulting from an existing rather than a new or complete redevelopment and the City's ongoing annual maintenance costs, we would support an interim use of the surplus City boulevard for parking, subject to item 2 above with Council determining the portion of the estimated cost to be funded by the applicant.

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

KGH/emg  
c.c. Public Works Manager  
c.c. Parks Manager

### Commissioners' Comments

We would concur with the recommendation of the Engineering Department Manager with respect to the interim use of the surplus City boulevard subject to the conditions outlined, as this area has been used for parking since the property was in North Red Deer. However, we believe the costs of paving should be borne by the applicant.

"R.J. MCGHEE", Mayor  
"M.C. DAY", City Commissioner



77

C.P.R. SPUR LINE

DEITZ  
PROPERTY  
22 23

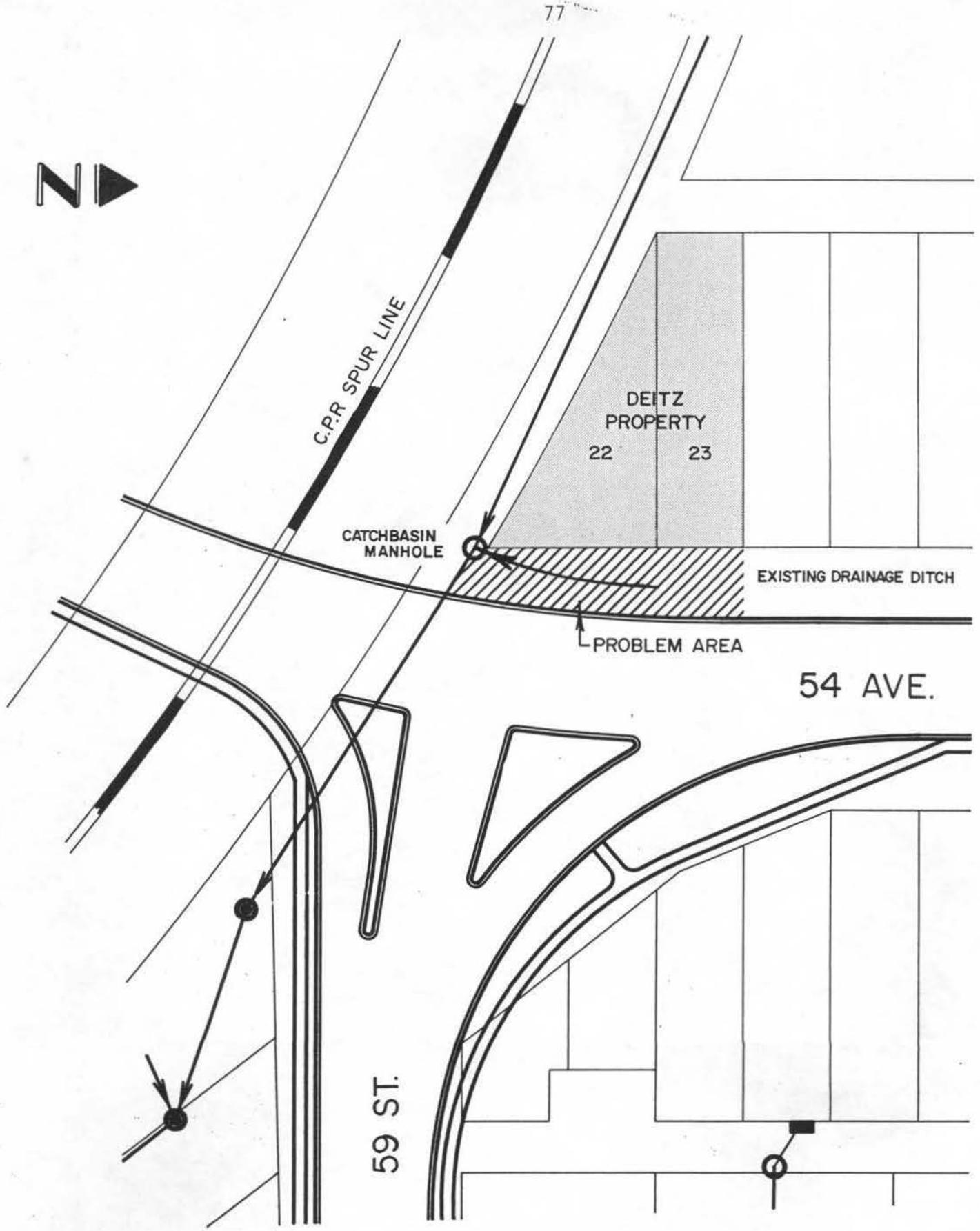
CATCHBASIN  
MANHOLE

EXISTING DRAINAGE DITCH

PROBLEM AREA

54 AVE.

59 ST.



5832 53rd. Ave.,  
Red Deer,  
T4N 4L5  
Nov. 12th., 1991.

THE CITY OF RED DEER  
CLERK'S DEPARTMENT

RECEIVED	
TIME	8:20 AM
DATE	Nov 12 / 91
BY	JT

Mr. C. Sevick,  
City Clerk,  
Red Deer.

Dear Mr. Sevick:

Re: Improvements for Property Frontage at 5902,  
5902A and 5904 - 54th. Ave.

Would you please convey to Council, for the present time,  
I wish to withdraw my request for Improvements on the above  
mentioned frontage.

Yours truly,

*Marian E. Dietz*  
(Mrs. Frank Dietz)

Phone 347-1226

DATE October 29, 1991

- TO:
- DIRECTOR OF COMMUNITY SERVICES
  - DIRECTOR OF ENGINEERING SERVICES
  - DIRECTOR OF FINANCIAL SERVICES
  - BYLAWS & INSPECTIONS MANAGER
  - CITY ASSESSOR
  - COMPUTER SERVICES MANAGER
  - ECONOMIC DEVELOPMENT MANAGER
  - E.L. & P. MANAGER
  - ENGINEERING DEPARTMENT MANAGER
  - FIRE CHIEF
  - PARKS MANAGER
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  - R.C.M.P. INSPECTOR
  - RECREATION & CULTURE MANAGER
  - SOCIAL PLANNING MANAGER
  - TRANSIT MANAGER
  - TREASURY SERVICES MANAGER
  - URBAN PLANNING SECTION MANAGER
  -

*Consequently*

FROM: CITY CLERK

RE: MRS. FRANK DIETZ - FRONTAGE IMPROVEMENTS.

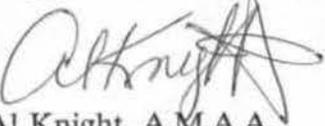
Please submit comments on the attached to this office by Nov. 4, 1991 for the Council Agenda of November 12, 1991.

*C. Sevcik*  
C. SEVCIK  
City Clerk

DATE: 5 November 1991  
TO: City Clerk  
FROM: City Assessor  
RE: MRS. FRANK DIETZ - FRONTAGE IMPROVEMENTS

---

The Assessment, Tax & Land Department has no comments with respect to this matter as it appears to be an engineering matter relating only to drainage concerns.

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

WFL/ngl

c.c. Director of Finance



**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

TO: Charles Sevcik, City Clerk

DATE: November 4, 1991

FROM: Frank Wong, Planning Assistant

FILE: 17.53

RE: Marian Dietz, Road R/W Paving or Maintenance  
5902, 5902A and 5904 - 54 Avenue

---

Please be advised that City Planning staff have no comments in this regard.

  
FRANK WONG  
PLANNING ASSISTANT

FW/pim

c/c Director of Engineering Services  
City Assessor  
Public Works Manager

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MUNICIPALITIES WITHIN COMMISSION AREA

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

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

November 13, 1991

Mrs. Frank Dietz  
5832 - 53 Avenue  
RED DEER, Alberta  
T4N 4L5

Dear Mrs. Dietz:

**RE: FRONTAGE IMPROVEMENTS, 5902, 5902A AND 5004 - 54 AVENUE  
LOTS 22 AND 23, BLOCK 17, PLAN 7604 S.**

---

Your letter of October 29, 1991 requesting the City for assistance in improving the frontage adjacent to the above noted properties was placed on the Council agenda of November 12, 1991.

In light of your further request dated November 12, 1991 to withdraw the matter from the agenda, the item was not considered by City Council, in accordance with your wishes.

Trusting you will find this satisfactory.

Sincerely,

C. SEVCIK  
City Clerk

CS/jt

c.c. Engineering Department Manager  
Public Works Manager  
Parks Manager



*a delight  
to discover!*



# RED DEER BOTTLING CO. LTD.

Authorized Bottler of Coca-Cola Under Contract with Coca-Cola Ltd.

Office: 6730 64 Avenue Phone 346-2585

Plant: 6730 64 Avenue Phone 346-7517

Mailing Address: P.O. Box 280, Red Deer, Alberta T4N 5E8

NO. 4

October 15, 1991

City Council  
RED DEER, Alberta

THE CITY OF RED DEER CLERK'S DEPARTMENT	
RECEIVED	
TIME	4:00 PM
DATE	OCT 17/91
BY	ST

Dear Mayor & Council Members:

**RE: Boundary - Offsite Costs - Lot 1, Block 1, Plan 872-2260  
located at the corner of 67 Street and 67 Avenue  
containing 8.66 acres(more or less)**

I wish to make application with the City of Red Deer to appear before council to discuss boundary and offsite charges in regards to the above property.

When this land was purchased in 1988, we looked at this site as being a long term potential future location for Red Deer Bottling. However, our plans are in jeopardy now as a result of charges which are now being applied towards the land.

In late 1990, we received notice from the City of Red Deer informing us that the boundary and offsite charges toward this 9 acre parcel were \$327,523.00 and that new rates and interest charges would apply after January, 1991 until such time as they were paid for. These charges and fees could well increase at the approximate rate of \$35,000 per year and compound each and every year thereafter until fully paid for.

This came as a big shock to us as the land was originally purchased for a long term hold.

Prior to my purchase, a meeting regarding this property was held by my Agents and the City of Red Deer's various departments in October, 1987 which was also attended by Mr. Rouhi of the Regional Planning Commission. The meeting was held to discuss timing, servicing costs, charges and the future development of this property and area along with the new rail yards development.

The outcome of the meeting was that no development could take place on this property until services were brought to this area which could be many years into the future. The plan to service the rail yards was by way of private well and sewer system as there would be little demand necessary. The opinion was that the only way services would be brought down to this area was if 60% of the businesses in the area requested it or if the quarter to the South of 67 Street was developed and the services were brought down to this area along 67 street. We also had received a verbal confirmation that the offsite charges were \$50,000.00.

The above is the pretence under which we purchased the subject property.

...../2

Page 2

Since that time much has changed. The City has serviced the rail yards, constructed the road around the property to the rail yards and now we have a \$327,523.00 charge against the property which is being charged interest annually with no end in site to the total cost. This cost, which represents more than \$38,000 per acre, is an estimate by the City and does not include any electric, light and power charges which we have not received as yet.

In December, 1984, Carma Developments entered into an agreement with the City of Red whereby they would pay a large portion of the development of the roadway of Edgar Drive which lies on the West side of this property. This figure amounts to \$132,396.00, which is part of the \$327,523.00 charge.

This agreement was made in 1984 at the time when the City was negotiating with Carma on all future rail lands etc.

We do not feel that this would be the City's normal approach as the road has been constructed solely for the purpose of servicing the rail yards at this time. In future years this road will serve as a major link to the development of the industrial land along Highway #2.

It is our opinion that we have been charged unfairly when one considers the information we were given and the main reason for the services and road systems in place now were installed for the rail yard, which was the City's responsibility to develop as part of rail relocation.

We understand that we will be responsible for some of the offsite and boundary charges when we develop the property. However, we feel it very unfair that we should have to pay the interest charges which will continually compound. The property value does not increase sufficiently in value to offset the service charges levied against the land yearly.

Your concern to this matter is greatly appreciated.

Yours truly,



Alf Truant

/bms

DATE: November 5, 1991

TO: City Clerk

FROM: Director of Engineering Services

RE: **LOT 1, BLOCK 1, PLAN 872-2260**  
**67 AVENUE AND 67 STREET**  
**RED DEER BOTTLING CO. LTD. - DEVELOPMENT COSTS**

---

The following comments are in response to a letter of October 15, 1991, from Mr. Alf Truant of Red Deer Bottling Co. Ltd., pertaining to the above noted property.

As indicated in Mr. Truant's letter, the development charges applicable to this property, as of November 1990, were estimated to be \$327,523. These charges would be approximately 10% higher in 1991 to account for interest and inflation costs. A breakdown of the charges is as follows:

	<u>1990</u>	<u>1991</u>
1. Off-site Levies	\$109,871	\$121,340
2. Boundary Improvement Charge	\$132,396	\$146,230
3. Area Improvement Charge	\$ 80,696	\$ 89,130
4. Administration and Survey Work Charges	<u>\$ 4,560</u>	<u>\$ 4,840</u>
Total Development Charges	\$327,523	\$361,540

Off-site levies are applicable to all new developments in the City to cover the cost of extending trunk sewer and water facilities and arterial roadways. Off-site levies typically increase at a rate somewhere between the inflation rate ( $\pm 5\%$ ) and the rate of interest ( $\pm 10\%$ ) because some off-site facilities have already been constructed and carry interest, but others have not been built yet and are, therefore, only affected by inflation.

Administration and survey network charges are applied to all development agreements to cover the cost of preparing development agreements, construction inspections, record drawings, extending the network of survey monuments, etc. These rates are generally only affected by inflation.

City Clerk  
Page 2  
November 5, 1991

Area and boundary improvement charges apply to specific developments to cover the cost of specific facilities that benefit the properties in the area or along the boundary of the improvement. The improvements that benefit the subject property are described in Schedule D, Appendices 3 and 4 attached hereto. Because these facilities have already been constructed in this case, they would generally carry interest.

It should be noted, however, that the Standard Development Agreement (Clause 1.7) provides that "Where Area or Boundary Improvements are extended beyond other development area which are next in line for services (i.e. leapfrog development), Carrying Costs may be limited to current day construction value". The effect of this clause, if applied, would be to reduce the carrying costs on the area and boundary improvements to the rate of inflation rather than the rate of interest. This would have little effect on the charges outlined to Mr. Truant in 1990 because the improvements were built in 1989 and 1990, but would have an increasing effect as time goes on. We estimate the total development charges in 1991 would be reduced to approximately \$342,400 if we consider this development to have been "leapfrogged".

The reason for Clause 1.7 was to encourage development to progress in an orderly sequence with respect to the extension of services and roadways. If a developer (Developer 2) cannot wait his turn and must extend services and roadways through or past another development area (Developer 1), then Developer 1 is only required to pay his share of the cost of the facilities plus inflation, instead of interest.

In this instance the City had to extend services past Mr. Truant's property in order to service the new CP Rail Yard. We feel that is, therefore, reasonable to apply the leapfrog rule and only apply inflation to the area and boundary improvement charges.

In response to Mr. Truant's other comments, we are uncertain where he got his information in 1987, but the following information was applicable at the time:

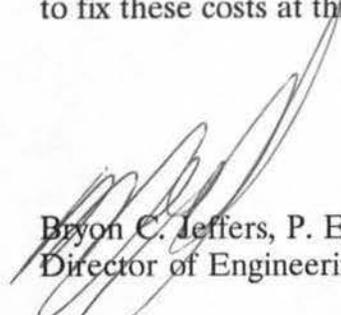
- a. Private water wells were not proposed for servicing the CP Rail Yard. A 1986 engineering report provides for extension of an existing water main from the Golden West Subdivision to service the site.
- b. A septic field or pump out system was initially considered to be the most feasible method of providing sanitary service to the CP Rail yards. This method was not acceptable to CP Rail, as they did not consider it a serviced site. Accordingly, the City revised the yard servicing plans to include an extension of the City's sanitary system to the site.

City Clerk  
Page 3  
November 5, 1991

- c. Off-site levies in 1987 would have been approximately \$84,000 (3.5 ha x \$24,000/ha = \$84,000 as per 1987 council approved rates for water, sanitary, storm, and roads).
- d. Administration and survey charges would have been approximately \$3,600.
- e. Area and boundary improvement charges would not have been applicable in 1987 because the improvements had not yet been constructed.

**RECOMMENDATION**

We recommend that off-site levies, administration and survey network charges be applied to this development at the Council approved rate applicable at the time of development. We also recommend that area and boundary improvement charges be applied for services provided to the development as outlined in Schedule D, Appendices 3 and 4 attached, but that only construction cost inflation be applied to the rates in accordance with the "leapfrog" rule outlined under Clause 1.7 of the Standard Development Agreement. We are unable to fix these costs at this time as they depend on the development schedule for the property.



Bryon C. Jeffers, P. Eng.  
Director of Engineering Services

TCW/emg  
Att.

- c.c. Director of Financial Services
- c.c. City Assessor
- c.c. Economic Development Manager
- c.c. E. L. & P. Manager
- c.c. Urban Planning Section Manager

SCHEDULE DAPPENDIX 3BOUNDARY IMPROVEMENT CHARGE CALCULATIONS67 AVENUE, FROM 67 STREET TO EDGAR INDUSTRIAL DRIVE

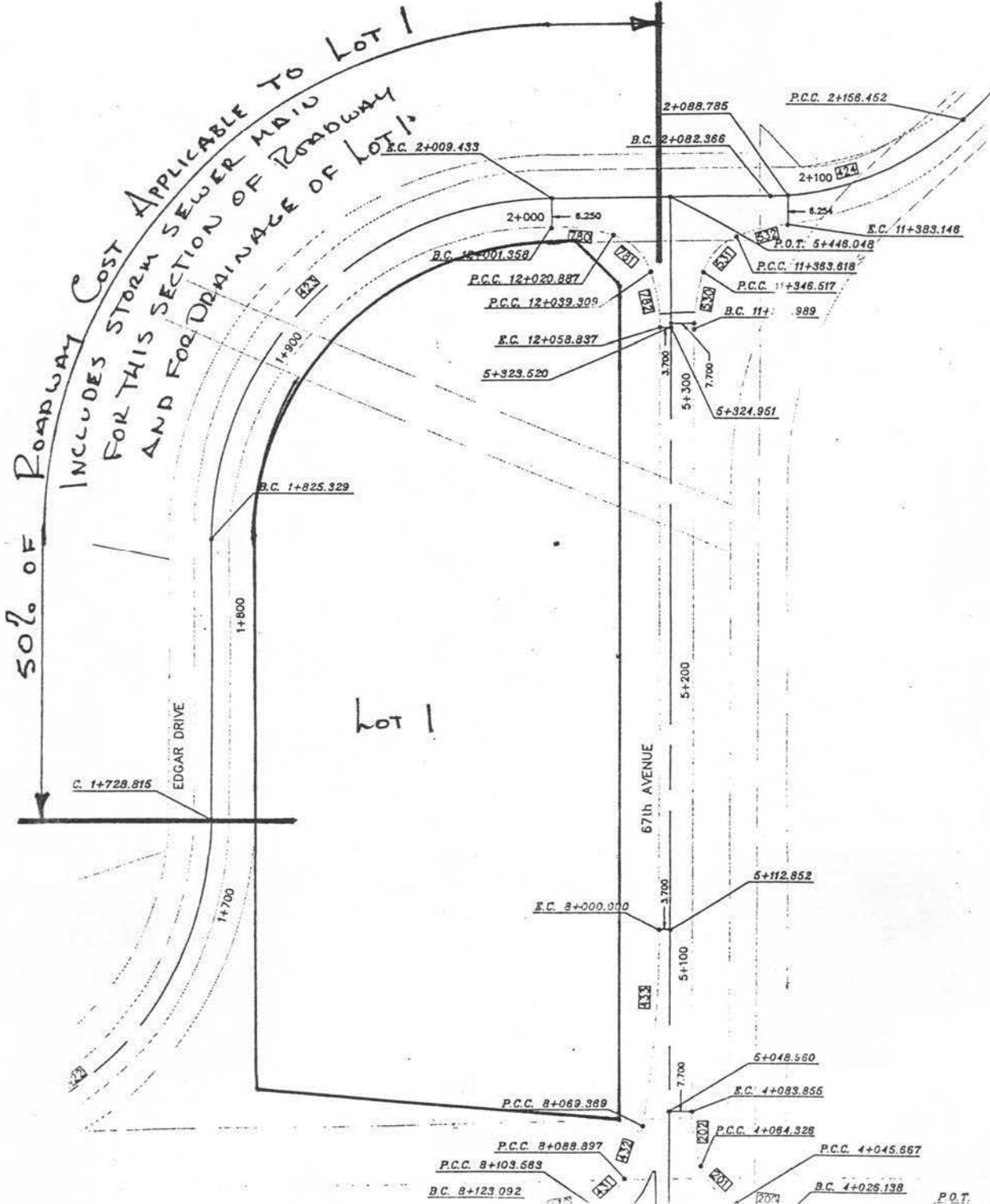
In 1990, the classification of 67 Street, from 67 Street to Edgar Industrial Drive, was revised to a divided arterial from an industrial collector. As such, the cost of construction is included in the public roadway off-site levy charge.

EDGAR INDUSTRIAL DRIVE

The as-constructed cost for the section of Edgar Industrial Drive, including a storm sewer main, is \$240,720 + 10% Engineering fee = \$264,792.

As per the attached agreement, the developer is required to pay 50% of the cost of this roadway. The cost to the developer is as follows:

$$(\$264,792 \times 0.50) = \$132,396$$



SCHEDULE DAPPENDIX 4AREA IMPROVEMENT CHARGE CALCULATIONS

As per the attached agreement, the developer is responsible for part of the cost of water and sanitary mains, which the development benefits from. The cost to Lot 1 will be determined on the basis of the area of Lot 1 to the total service area.

A. WATER MAIN

## 1. Parcels benefiting from water main.

a. Section A-B

i.	Lot 1, Plan 872-2260	3.51 ha
ii.	C.P.R. Yards	9.00 ha
iii.	Lot S.W. of C.P.R. Yard	3.76 ha

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Total Area	16.27 ha
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b. Section B-C

i.	Lot 1, Plan 872-2260	3.51 ha
ii.	C.P.R. Yard East of Mainline	2.96 ha

---

6.47 ha

2. Total cost of water main as per attached estimate.  
(Includes 10% Engineering and 10% Contingency)

\$ 118,900

## 3. Water main cost to Lot 1.

a. Section A-B

i. Cost of Section A-B  
 $\$ 118,900 \times 193.6 \text{ m} / 650.3 \text{ m} = \$ 35,397.57$

ii. Cost to Lot 1  
 $\$ 35,397.57 \times 3.51 \text{ ha} / 16.27 \text{ ha} = \$ 7,636.48$

b. Section B-C

i. Cost of Section B-C  
 $\$ 118,900 \times 342.70 \text{ m} / 650.3 \text{ m} = \$ 62,658.82$

ii.  $\$ 62,658.82 \times 3.51 \text{ ha} / 6.47 \text{ ha} = \$ 33,992.65$

c. Total Cost to June 30, 1989

i.	Section A-B	\$ 7,636.48
ii.	Section B-C	\$ 33,992.65

Total		\$ 41,629.13
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d. Cost to November 30, 1990

June 30, 1989 Cost	\$ 41,629.13
Cost to December 31, 1989 10.5% (6/12)	\$ 43,814.66
Cost to November 30, 1990 10.4% (11/12)	\$ 47,991.66

B. SANITARY MAINS

## 1. Parcels benefiting from sanitary main.

a. Section A-B-C

i.	Lot 1, Plan 872-2260	3.51 ha
ii.	C.P.R. Yard East of Mainline	2.96 ha
iii.	Lot S.W. of C.P.R. Yard	3.76 ha

---

10.23 ha

b. Section C-D

i.	Lot 1, Plan 872-2260	3.51 ha
ii.	C.P.R. Yard East of Mainline	2.96 ha

---

6.47 ha

## 2. 1989 estimated cost of construction as per attached estimate. (Includes 10% Engineering and 10% Contingency)

\$ 48,800

## 3. Sanitary main cost to Lot 1.

a. Section A-B-C

i.	Cost of Section A-B-C
	\$ 48,800 x 193.3 m/408.1 m = \$ 23,114.53

ii.	Cost to Lot 1
	\$ 23,114.53 x 3.51 ha/10.23 ha = \$ 7,930.79

b. Section C-D

- i. Cost of Section C-D  
 $\$ 48,800 \times 153.8 \text{ m}/408.1 \text{ m} = \$ 18,391.18$
- ii. Cost to Lot 1  
 $\$ 18,391.18 \times 3.51 \text{ ha}/6.47 \text{ ha} = \$ 9,977.29$

c. Total Cost to June 30, 1989

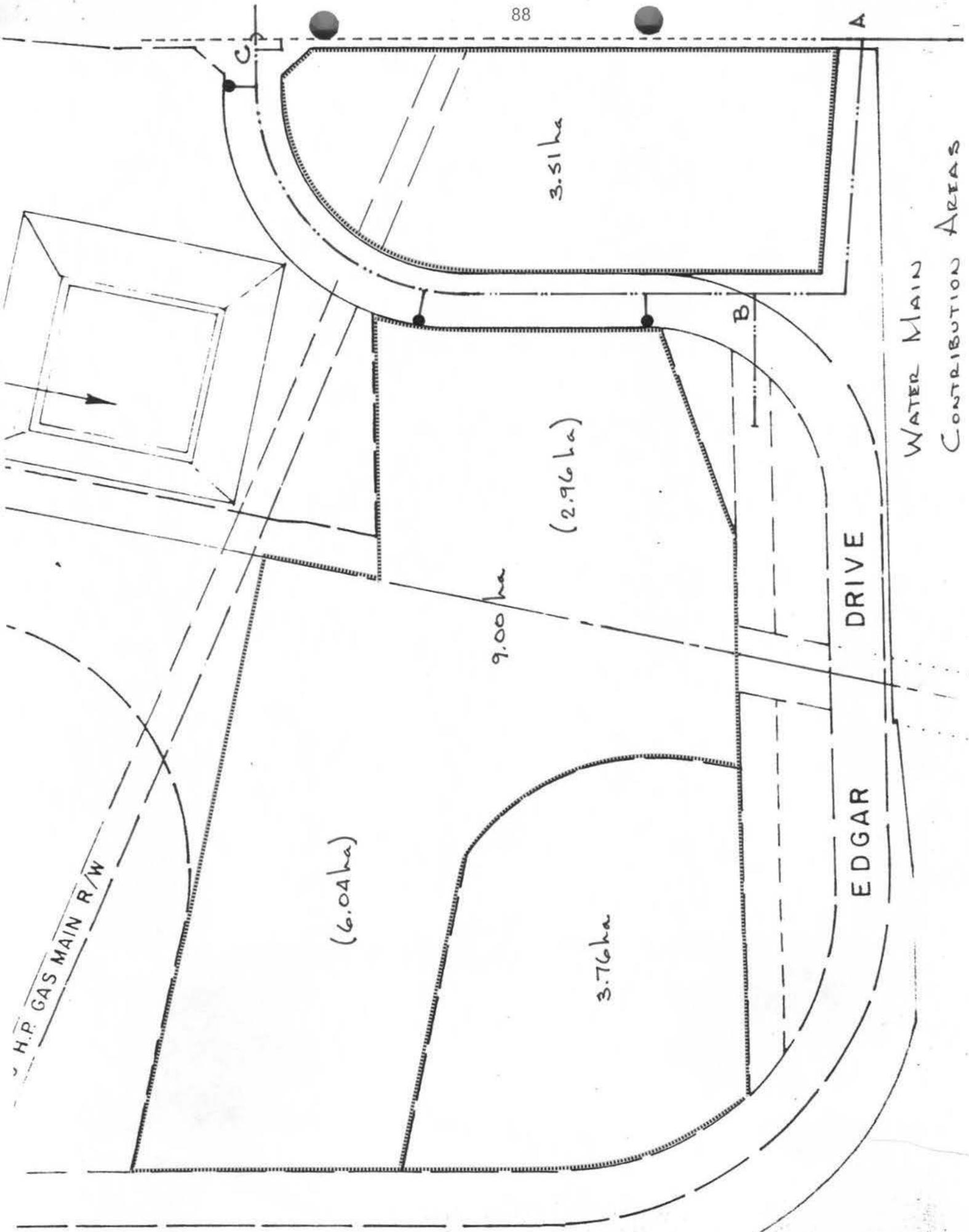
i. Section A-B-C	\$ 18,391.18
ii. Section C-D	\$ 9,977.29
	<hr/>
Total	\$ 28,368.47

d. Cost to November 30, 1990

June 30, 1989 Cost	\$ 28,368.47
Cost to December 31, 1989 10.5% (6/12)	\$ 29,857.81
Cost to November 30, 1990 10.4% (11/12)	\$ 32,704.25

C. SUMMARY OF NOVEMBER 30, 1990 COSTS TO LOT 1

1. Water	\$ 47,991.66
2. Sanitary	\$ 32,704.25
	<hr/>
	\$ 80,695.91



WATER MAIN  
CONTRIBUTION AREAS

EDGAR  
DRIVE

H.P. GAS MAIN R/W

3.51 ha

9.00 ha

(2.96 ha)

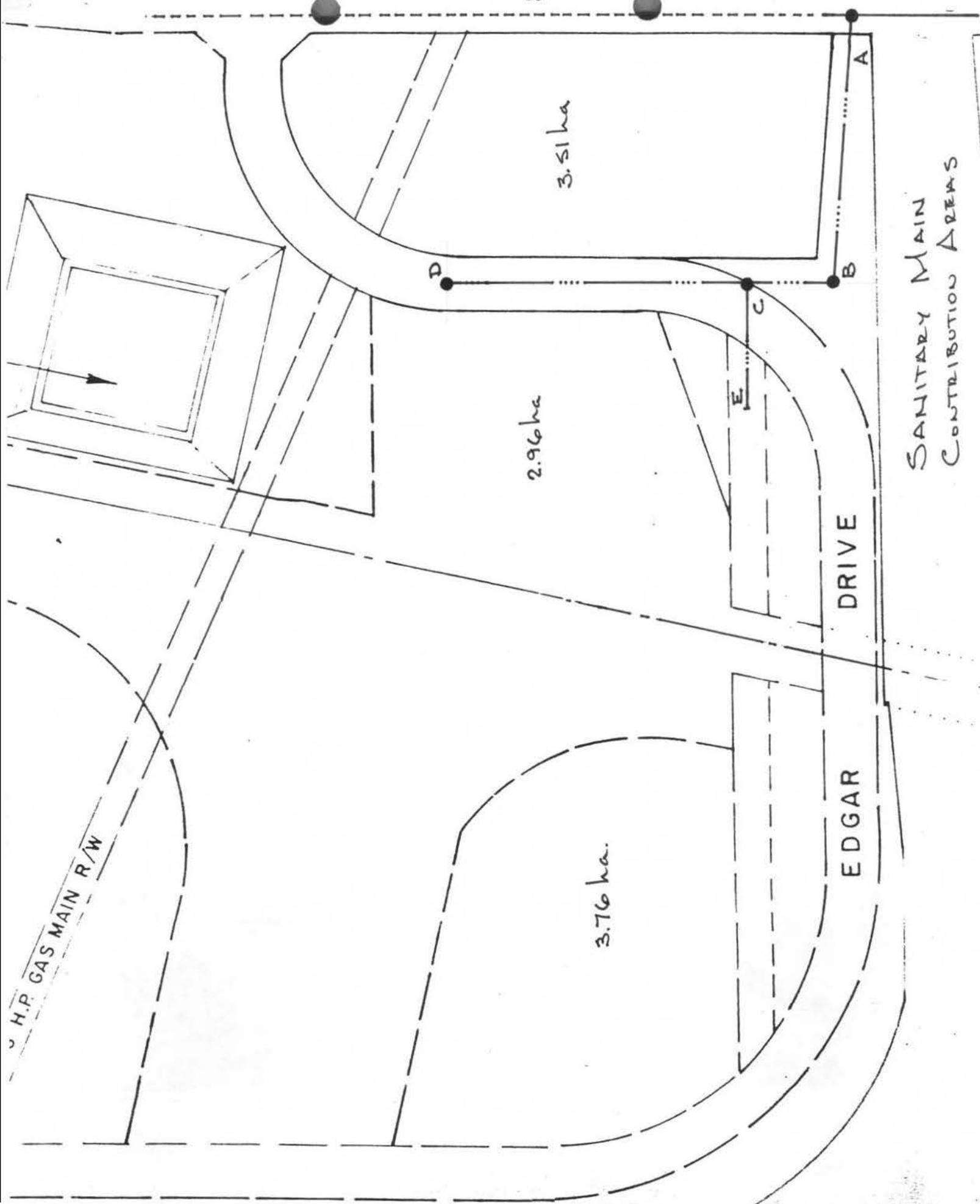
(6.04 ha)

3.76 ha

C

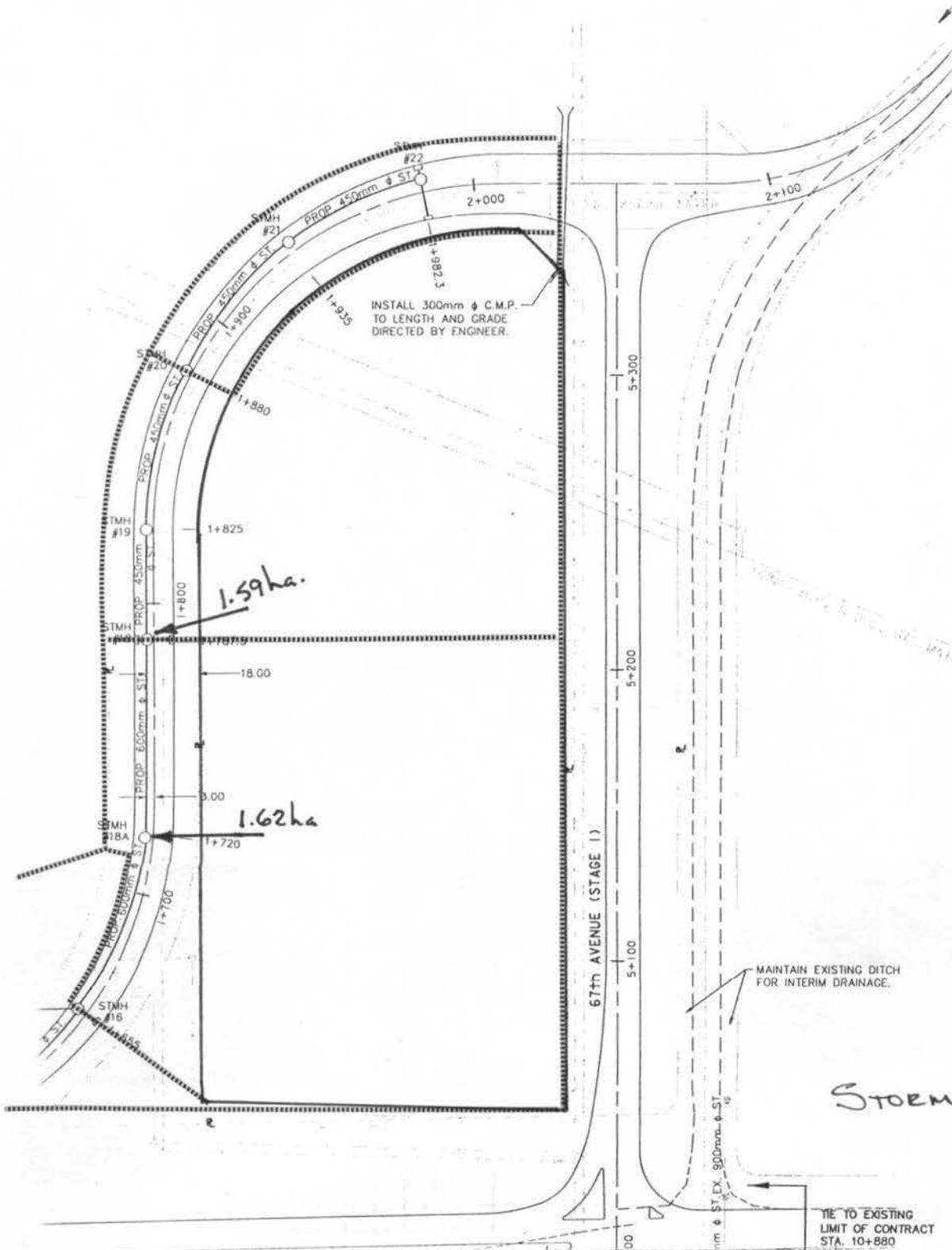
B

A



SANITARY MAIN  
CONTRIBUTION AREAS

STA. 2+200



DATE: 5 November 1991  
TO: City Clerk  
FROM: City Assessor  
RE: RED DEER BOTTLING - OFFSITE COSTS  
LOT 1, BLOCK 1, PLAN 872-2260  
6720 - 67 STREET (PLEASE SEE ATTACHED MAP)

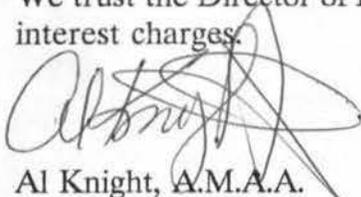
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We respectfully attach for City Council's perusal a copy of the agreement dated December 6, 1984, between The City of Red Deer and the Allarco Group Ltd., who were the registered owners of this parcel prior to Carma Developments and Alf Turant.

As indicated in the agreement, levies are to be paid at current rates prior to the issue of a Development Permit or prior to any future subdivision of the parcel, whichever event occurs first.

In accordance with the agreement, a caveat was registered by The City of Red Deer against the title for Lot 1.

We trust the Director of Finance will comment regarding the request for cancellation of the interest charges.



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

WFL/ngl

Enc.

c.c. Director of Finance



THIS AGREEMENT made this            day of            , A.D. 1984.

BETWEEN:

THE CITY OF RED DEER  
(herein called "the City")

OF THE FIRST PART

- and -

ALLARCO GROUP LTD.  
(hereinafter called "the Owners")

OF THE SECOND PART

WHEREAS the Owners are the owners of the following described lands, namely:

Part of the S.W. 1/4 of Section Thirty (30),  
Township Thirty-Eight (38), Range Twenty-Seven (27),  
West of the Fourth (4) Meridian  
Containing 3.508 hectares (8.67 acres) more or less  
All as more particularly defined and outlined in  
red on a plan annexed hereto as Schedule "A"

(hereinafter called "the said lands")

AND WHEREAS the Owners have made application for subdivision approval of the said lands to give effect to the Agreement in writing between the parties hereto dated the 24th day of September, 1981 and obtain separate title for the lands herein described.

- 2 -

AND WHEREAS the said subdivision has been approved, subject to a condition pursuant to Section 92(1)(b) of the Planning Act, 1980 that a satisfactory Agreement be entered into between the City and the Owners with respect to payment of all applicable charges affecting the subdivision.

AND WHEREAS the parties hereto desire to enter into an Agreement to provide that the Owner shall make payment of certain off-site levies and local improvement charges prior to the issue of a Development Permit for any development upon the said lands.

NOW THEREFORE WITNESSETH that in consideration of the City consenting to release of the plan of subdivision for registration the parties hereto agree together as follows:

1. Subject to the provisions of and limitations contained in clause 2 hereof, the Owners covenant and agree to pay the Sanitary Sewer Off-site Levy, the Storm Sewer Off-site Levy, the Water Trunk Off-site Levy, the Public Roadways Levy, and Local Improvement charges in respect of the said lands prior to the issue of a Development Permit for development upon the said lands, or prior to any further subdivision of the said lands, whichever event shall first occur, at the rates then current and charged by the City at the time of successful application for a Development Permit, or for approved subdivision of the said lands as the case may be.

2. The Developer will not be assessed any additional charges for 67 Street other than those included as part of the Public

- 3 -

Roadways Levy. The Developer will be responsible for 50 percent of the costs of an equivalent two laned paved roadway for both Edgar Drive and 67 Avenue adjacent to the said parcel and all related utilities located therein, provided, however, that "oversize" and "boundary" conditions may be applicable to the utilities. The portion of Edgar Drive adjacent to the MR lot described as 2-MR, Block 1, and outlined in blue on Schedule "A" hereto, will not be included in the calculation for road costs only with respect to the said lands provided same remains as MR lot. In the event that the MR lot is rezoned and consolidated with Lot 1, Block 1, and becomes part of the said lands, then that portion of Edgar Drive adjacent thereto would become part of the development cost calculations allocated to the said lands.

3. Access to the said lands will be considered by the City from both Edgar Drive and 67 Avenue subject to the following:

- (a) No access on Edgar Drive in the center median area on the north side of the said lands from the east property line at the intersection of 67 Avenue west a distance of approximately 50 m.
- (b) No access on 67 Avenue in the left turn bay area from the intersection of the south property line of the said parcel north a distance of approximately 70 m.
- (c) Right turn in and right turn out only access will be considered for the remaining distance on 67 Avenue adjacent to the said lands.

- 4 -

4. The Owners acknowledge the within Agreement to be a covenant running with the land and is a condition of subdivision approval made pursuant to Section 92(1)(b)(v) of the Planning Act and the City shall be entitled to file and maintain a caveat on the title pursuant to Section 92(2) of the Planning Act.

IN WITNESS WHEREOF the parties hereto have by their proper officers affixed their corporate seals the day and year first above written.

THE CITY OF RED DEER

PER: *[Signature]*

PER: *[Signature]*

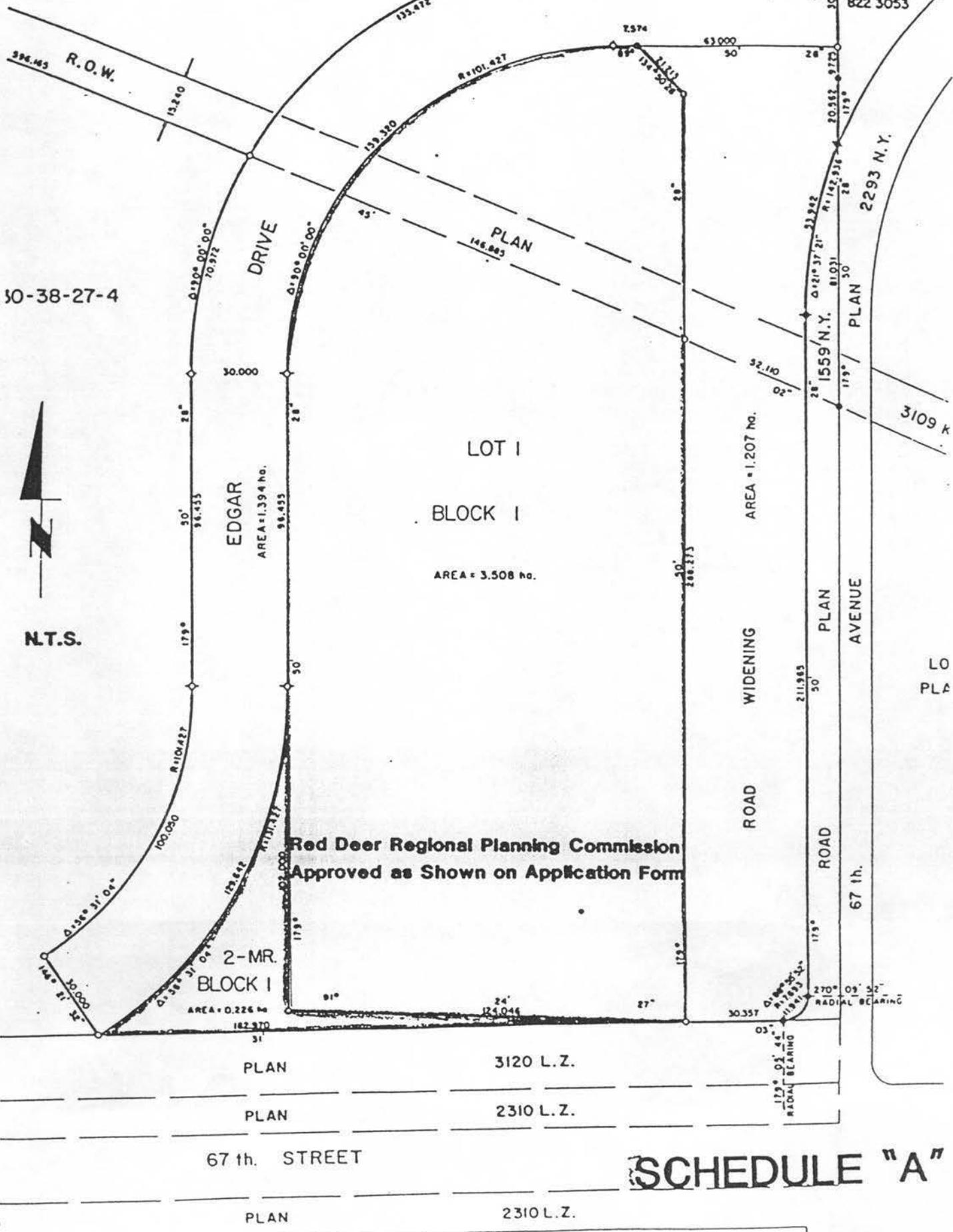
PER: *[Signature]*  
*27/12/84*

ALLARCO GROUP LTD.

PER: *[Signature]*

PER: *[Signature]*

PER: \_\_\_\_\_



N.T.S.

Red Deer Regional Planning Commission  
Approved as Shown on Application Form

SCHEDULE "A"

DATED: \_\_\_\_\_ 1984

BETWEEN:

THE CITY OF RED DEER

OF THE FIRST PART

- and -

ALLARCO GROUP LTD.

OF THE SECOND PART

---

AGREEMENT

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FILE: c:\data\alan\memos\rdbottln.off

DATE: November 6, 1991  
TO: CITY CLERK  
FROM: DIRECTOR OF FINANCIAL SERVICES  
RE: RED DEER BOTTLING - OFFSITE COSTS

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Red Deer Bottling Company Limited is expressing concern:

1. About the amount of offsite levies against their property, and
2. That the offsite levies are increasing each year to reflect interest and inflation.

The offsite charges are approved by Council and are assessed against all undeveloped parcels at the then current rate. The charges recover the cost of providing water, sanitary, storm and roads services. The rates normally increase yearly to reflect additional interest costs accumulated and rising costs of services as a result of inflation.

Subject to the comments of the Engineering Department, I would not recommend any reduction. The original agreement with Allarco Group Limited was registered against the property title and requires the payment of the then current charges at the time of development.



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

AW/mrk



**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

October 31, 1991

Mr. C. Sevcik  
City Clerk  
City Hall  
Red Deer, Alberta

Dear Sir:

Re: Red Deer Bottling - Off-Site Cost

The Engineering Department will elaborate in detail on service charges and the applicable dates, etc. and our comments deals with subdivision application and conditions of approval.

In accordance with the agreement between ALLARCO Group Ltd. (Carma) and the City of Red Deer, Carma was to prepare and register a plan to create a lot which would be transferred from the City of Red Deer to Allarco Group Ltd.

The application to create a 3.508 ha (8.66 acres) parcel of land (Lot 1, Block 1) was approved by the Red Deer Regional Planning Commission on November 29, 1983 subject to certain conditions. Condition #3 of the approval reads:

"Under Section 92(1)(b) of the Planning Act, 1980, the applicant will be responsible for all applicable charges affecting this subdivision. A satisfactory agreement to be entered into between the City and the owner in respect of the above charges. This agreement to be filed against the title by way of caveat."

An agreement dated December 6, 1984 was signed between Allarco Group and the City of Red Deer to comply with the above conditions. Section 1 and 2 of the said agreement deals with utility charges.

1. Subject to the provisions of and limitations contained in clause 2 hereof, the Owners covenant and agree to pay the Sanitary Sewer Off-site Levy, the Storm Sewer Off-site Levy, the Water Trunk Off-site Levy, the Pubic Roadways Levy, and Local Improvement charges in respect of the said lands prior to the issue of a Development Permit for development upon the said lands, or prior to any further subdivision of the said lands, whichever event shall first occur, at the rates then current and charged by the City at the time of successful application for a Development Permit, or for approved subdivision of the said lands as the case may be.

... .2

MUNICIPALITIES WITHIN COMMISSION AREA

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

2. The Developer will not be assessed any additional charges for 67th Street other than those included as part of the Public Roadways Levy. The Developer will be responsible for 50 percent of the costs of an equivalent two lane paved roadway for both Edgar Drive and 67th Avenue adjacent to the said parcel and all related utilities located therein, provided, however, that "oversize" and "boundary" conditions may be applicable to the utilities. The portion of Edgar Drive adjacent to the MR lot described as 2-MR, Block 1, and outlined in blue on Schedule "A" hereto, will not be included in the calculation for road costs only with respect to the said lands provided same remains as MR lot. In the event that the MR lot is rezoned and consolidated with Lot 1, Block 1, and becomes part of the said lands, then that portion of Edgar Drive adjacent thereto would become part of the development cost calculations allocated to the said lands.

The agreement clearly states that all the charges are payable prior to the issue of a Development Permit or any further subdivision of the said lands, whichever event shall first occur...

As I understand, all municipal services have been extended to the site and therefore charges are applicable and payable when either a Subdivision or a Development Permit is applied for.

Yours truly,



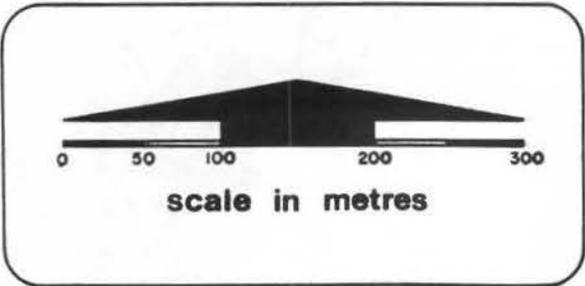
D. Rouhi, ACP, MCIP  
Senior Planner

DR/kjc

CC: Director of Engineering Services  
Director of Financial Services  
City Assessor  
E.L. & P. Manager

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

# C12



**Revisions :**

DATE: October 22, 1991

TO: City Clerk

FROM: E. L. & P. Manager

RE: Red Deer Bottling - Offsite Costs

---

The issues raised in the above noted firm's letter of October 15, 1991 are not a result of any E. L. & P. Department charges as there will be no E. L. & P. Department Boundary or Offsite Charges. The only E. L. & P. Department charge will be based on the internal cost of servicing the property. The internal servicing cost will be quoted once the Developer has informed us of his requirements.



A. Roth,  
Manager

AR/jjd

Commissioners' Comments

With respect to the attached application expressing concerns over interest rates, we sympathize with the applicant, because he has been made subject to ongoing interest charges through no fault of his own. We believe that the solution recommended by the Dir. of Engineering Services is fair and equitable to both the taxpayer and the applicant and we would therefore recommend Council endorse same.

"R.J. MCGHEE"  
Mayor

"M.C. DAY"  
City Commissioner

DATE October 18, 1991

- TO:
- DIRECTOR OF COMMUNITY SERVICES
  - ✓  DIRECTOR OF ENGINEERING SERVICES
  - DIRECTOR OF FINANCIAL SERVICES
  - BYLAWS & INSPECTIONS MANAGER
  - ✓  CITY ASSESSOR
  - COMPUTER SERVICES MANAGER
  - ✓  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
  - ✓  URBAN PLANNING SECTION MANAGER
  -

*Opp*  
*Consequendae*

FROM: CITY CLERK

RE: RED DEER BOTTLING - OFFSITE COSTS

Please submit comments on the attached to this office by November  
4 for the Council Agenda of November 12, 1991.

*C. Sevcik*  
 C. SEVCIK  
 City Clerk

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

October 21, 1991

Weddell Mehling Pander  
#202, 4708 - 50 Avenue  
RED DEER, Alberta  
T4N 4A1

Attention: Murray Mehling

Dear Sir:

**RE: BOUNDARY - OFFSITE COSTS -  
Lot 1, Block 1, Plan 872-2260 located at the corner of  
67 Street & 67 Avenue containing 8.66 acres (more or less)**

I acknowledge receipt of your letter dated October 15, regarding the above noted.

This item will be discussed and possibly a decision made at the meeting of Red Deer City Council on Tuesday, November 12, 1991. 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, November 8th and we will advise you of the approximate time that Council will be discussing this item.

Would you please enter City Hall on the west (parkside) 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, November 8th.

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

Yours truly,

KELLY KLOSS  
Acting City Clerk  
c.c. Red Deer Bottling, Attn: Alf Truant

*a delight  
to discover!*

DATE October 18, 1991

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

FROM: CITY CLERK

RE: RED DEER BOTTLING - OFFSITE COSTS

Please submit comments on the attached to this office by November  
4 for the Council Agenda of November 12, 1991.

*No comments*  
*[Signature]*

*[Signature]*  
C. SEVCIK  
City Clerk



# RED DEER BOTTLING CO. LTD.

Authorized Bottler of Coca-Cola Under Contract with Coca-Cola Ltd.

Office: 6730 64 Avenue Phone 346-2585

Plant: 6730 64 Avenue Phone 346-7517

Mailing Address: P.O. Box 280, Red Deer, Alberta T4N 5E8

THE CITY OF RED DEER  
CLERK'S DEPARTMENT

RECEIVED	
TIME	4:00 PM
DATE	OCT 17/91
BY	ST

October 15, 1991

City Council  
RED DEER, Alberta

Dear Mayor & Council Members:

RE: Boundary - Offsite Costs - Lot 1, Block 1, Plan 872-2260  
located at the corner of 67 Street and 67 Avenue  
containing 8.66 acres(more or less)

I wish to make application with the City of Red Deer to appear before council to discuss boundary and offsite charges in regards to the above property.

When this land was purchased in 1988, we looked at this site as being a long term potential future location for Red Deer Bottling. However, our plans are in jeopardy now as a result of charges which are now being applied towards the land.

In late 1990, we received notice from the City of Red Deer informing us that the boundary and offsite charges toward this 9 acre parcel were \$327,523.00 and that new rates and interest charges would apply after January, 1991 until such time as they were paid for. These charges and fees could well increase at the approximate rate of \$35,000 per year and compound each and every year thereafter until fully paid for.

This came as a big shock to us as the land was originally purchased for a long term hold.

Prior to my purchase, a meeting regarding this property was held by my Agents and the City of Red Deer's various departments in October, 1987 which was also attended by Mr. Rouhi of the Regional Planning Commission. The meeting was held to discuss timing, servicing costs, charges and the future development of this property and area along with the new rail yards development.

The outcome of the meeting was that no development could take place on this property until services were brought to this area which could be many years into the future. The plan to service the rail yards was by way of private well and sewer system as there would be little demand necessary. The opinion was that the only way services would be brought down to this area was if 60% of the businesses in the area requested it or if the quarter to the South of 67 Street was developed and the services were brought down to this area along 67 street. We also had received a verbal confirmation that the offsite charges were \$50,000.00.

The above is the pretence under which we purchased the subject property.

Since that time much has changed. The City has serviced the rail yards, constructed the road around the property to the rail yards and now we have a \$327,523.00 charge against the property which is being charged interest annually with no end in site to the total cost. This cost, which represents more than \$38,000 per acre, is an estimate by the City and does not include any electric, light and power charges which we have not received as yet.

In December, 1984, Carma Developments entered into an agreement with the City of Red whereby they would pay a large portion of the development of the roadway of Edgar Drive which lies on the West side of this property. This figure amounts to \$132,396.00, which is part of the \$327,523.00 charge.

This agreement was made in 1984 at the time when the City was negotiating with Carma on all future rail lands etc.

We do not feel that this would be the City's normal approach as the road has been constructed solely for the purpose of servicing the rail yards at this time. In future years this road will serve as a major link to the development of the industrial land along Highway #2.

It is our opinion that we have been charged unfairly when one considers the information we were given and the main reason for the services and road systems in place now were installed for the rail yard, which was the City's responsibility to develop as part of rail relocation.

We understand that we will be responsible for some of the offsite and boundary charges when we develop the property. However, we feel it very unfair that we should have to pay the interest charges which will continually compound. The property value does not increase sufficiently in value to offset the service charges levied against the land yearly.

Your concern to this matter is greatly appreciated.

Yours truly,



Alf Truant

/bms

**DATE:** November 13, 1991  
**TO:** Director of Engineering Services  
**FROM:** City Clerk  
**RE:** RED DEER BOTTLING COMPANY LTD. / DEVELOPMENT COSTS  
LOT 1, BLOCK 1, PLAN 872-2260 - 67 AVENUE AND 67 STREET

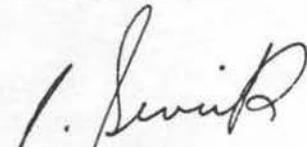
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The above matter received consideration at the Council meeting of November 12, 1991 and at which meeting the following motion was introduced.

"RESOLVED that Council of The City of Red Deer, having considered correspondence from the Red Deer Bottling Co. Ltd. dated October 15, 1991 re: Boundary - Off-site Costs - Lot 1, block 1, Plan 872-2260, hereby approves the recommendation of the Director of Engineering Services dated November 5, 1991 concerning this topic, and as presented to Council November 12, 1991."

At the Council meeting Mr. Murray Mehling on behalf of the owner submitted a proposal, a copy of which is enclosed herewith. In the light of this proposal, Council agreed to table the matter to enable the administration to review the submission and to report back to Council.

In accordance with Council's decision, we would request that you submit a further report back to Council for consideration on the next agenda if at all possible.

  
C. SEVCIK  
City Clerk

CS/jt

Att.

c.c. Director of Financial Services  
City Assessor  
Economic Development Manager  
E. L. & P. Manager  
Urban Planning Section Manager



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

November 13, 1991

Red Deer Bottling Co. Ltd.  
P.O. Box 280  
RED DEER, Alberta  
T4N 5E8

Attention: Mr. Alf Truant

Dear Sir:

**RE: LOT 1, BLOCK 1, PLAN 872-2260, 67 AVENUE AND 67 STREET  
RED DEER BOTTLING CO. LTD. - DEVELOPMENT COSTS**

Your letter of October 15, 1991 pertaining to the above matter was considered at the Council meeting of November 12, 1991.

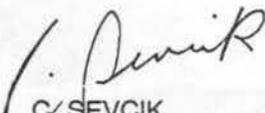
At the above noted meeting, the following resolution was introduced.

"RESOLVED that Council of The City of Red Deer, having considered correspondence from the Red Deer Bottling Co. Ltd. dated October 15, 1991 re: Boundary - Off-site Costs - Lot 1, block 1, Plan 872-2260, hereby approves the recommendation of the Director of Engineering Services dated November 5, 1991 concerning this topic, and as presented to Council November 12, 1991."

In light of the proposal submitted by Mr. Murray Mehling on your behalf, the matter was tabled to enable the administration to review the submission and to report back to Council. The decision of Council in this instance is submitted for your information. This office will advise you as to when the item is next scheduled for discussion and consideration.

Trusting you will find this satisfactory. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,

  
C. SEVCIK  
City Clerk

CS/jt

c.c. Director of Engineering Services  
Weddell Mehling Pander & Associates Realty Ltd.  
Attention: Mr. Murray Mehling  
202, 4708 - 50 Avenue, Red Deer T4N 4A1



*a delight  
to discover!*

1. INTEREST & CARRY CHARGES

	<u>JUNE 30/89</u>	<u>NOVEMBER/90</u>	<u>NOVEMBER/91</u>
Offsite Levies	?	\$109,871	\$121,340
Boundary Improvement	?	\$132,396	\$146,230
Area Improvement (Pg 86/87)			
Water	\$41,629		
Sewer	<u>\$28,368</u>		
	\$69,997	\$ 80,695	\$ 89,130
Administration & Survey	?	<u>\$ 4,560</u>	<u>\$ 4,840</u>
		\$327,523	\$361,540

Interest & Carry Charges on Water & Sewer Costs  
 June, 1989 - November 30, 1990  
 (\$69,997 - \$80,695)

\$10,698.00

2. BOUNDARY IMPROVEMENT CHARGE (Page 83 of Council Agenda)

Actual Cost of road	\$240,720
Engineering Fee of 10% added on	<u>\$ 24,072</u>
	\$264,792

Carma Agreement calls for 50% of the cost	
Actual cost \$240,720 x 50%	\$120,360
Charged (engineering fee) November/90	<u>\$132,396</u>

Amount of Overcharge	\$ 12,036	<u>\$12,036.00</u>
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3. AREA IMPROVEMENT CHARGE

Water & Sanitary Main June 30, 1989 Estimates

Water	\$41,629
Sanitary Main	<u>\$28,368</u>
	\$69,997 (Owners Charge)

Included in this Estimated Cost is a 10% Engineering Fee and a 10% Contingency

		<u>10% Eng. 10% Cont.Fee</u>	<u>Our Share of Eng. &amp; Cont.Fee</u>
<i>Actuals?</i> Total Water <u>Cost Estimate</u>	\$118,900	\$22,500	\$ 7,877.64
Includes 10% Eng. Fee & 10% Contingency Pg 85 Council Agenda A.2.			
Total Sanitary <u>Cost Estimate</u>	\$ 48,800	<u>\$ 9,272</u>	<u>\$ 5,377.76</u>
Includes 10% Eng. Fee & 10% Contingency Pg 86 Council Agenda B.2.			
Total of 10% Eng. Fee and 10% Contingency		\$ 31,772	\$13,255.00

4. OFFSITE LEVY CHARGES	<u>1989</u>	<u>1990</u>	<u>1991</u>
	?	\$109,871	\$121,340

If Sewer & Water charges commenced carrying costs in of June, 1989 we would assume offsite levy charges should be applicable in 1989.  
Using same 9.5% increase as between 1990 & 1991 we **estimate** the 1989 offsite levy charges @ \$100,000

Our charge in November, 1990	\$109,871	
Less offsite costs June, 1989	<u>\$100,000</u>	
 OVERCHARGE	 \$ 9,871	 <u>\$9,871.00</u>

5. IMPROVEMENT CHARGES

Total Water & Sewer <b>Estimate</b> (June 30, 1989)	\$167,700
8.66 Acre Parcel Charges (June 30, 1989)	\$ 69,997.00
8.66 Acre Parcel paid 42% of costs	

We believe that other properties will benefit from the sewer and water lines.  
Therefore we propose to pay 30% (\$50,000) of the total costs instead of the 42% (\$69,997.00)

\$69,997 - \$50,000 = \$20,000	<u>\$20,000.00</u>
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TOTAL REDUCTION FROM ABOVE OVERCHARGES	<u>\$65,860.00</u>
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**SUMMARY**

1. Remove Interest & Carry Charges on Water & Sewer June/89 - November/90	\$10,698.00
2. Remove Engineering fee from boundary charges (our share)	\$12,036.00
3. Remove 10% Engineering fee and 10% Contingency from Water & Sewer estimates	\$13,255.00
4. Reduce offsite levy charge to 1989 value	\$9,871.00
5. Reduce area improvement charge from \$69,997 to \$50,000	<u>\$20,000.00</u>
	\$65,860.00
<b>TOTAL November, 1990 Development Charges</b>	<b>\$327,523.00</b>
Less Above Overcharges	<u>\$65,860.00</u>

**TOTAL**

\$261,663.00

NO. 5

Mary Ann Clayton  
126 Allan Street  
Red Deer, Alta.  
T4R 1E7

Oct. 14, 1991

TO CITY COUNCIL,

I would like to make a proposal to The City of Red Deer regarding Season Swim Passes.

I am a single mother of two children. My yearly taxable income is under \$15,000 per year. My property taxes for the City of Red Deer are \$1,244.00 per year. I would like to see subsidized swim passes for families with taxable incomes of under \$25,000 per year, \$20,000 per year and \$15,000 per year.

Being that the three pools are still staffed and maintained regardless of the amount of swimmers who come, it would be a great benefit to the children of Red Deer to have more reasonable access to use the pools and to encourage more family participation. Thank you.

"Mary Ann Clayton"

FILE NO: R-37192

**DATE:** October 22, 1991

**TO:** Charlie Sevcik  
City Clerk

**FROM:** Lowell R. Hodgson  
Recreation & Culture Manager

**RE: MARY ANN CLAYTON--SWIM PASSES**

This memo is in response to your request for comment for the consideration of City Council.

All swimming pools in Red Deer--the Recreation Centre, The Dawe Centre, and Michener Centre--are already heavily subsidized by the taxpayer of Red Deer. We recover through fees and charges approximately 50 percent of the operating costs of these facilities. Therefore, each user of these facilities is already subsidized. We are attempting, however, to make swimming more affordable with several new initiatives to commence in January, 1992.

Beginning in the new year, it will be possible to buy annual swim passes or four-month swim passes at any time and good, from the date of purchase, for the duration of the time paid for. This has not been the case in the past, with passes coming on sale only in October and May. This discouraged some buyers who might not be ready to purchase at those specific times and were unable to take full advantage of the saving offered through these passes. With our new approach, there is good value commencing any date that the pass is purchased. In addition to this, we are enhancing the opportunity with punch cards, allowing a purchaser ten swim opportunities for the price of eight. This, too, is an increased benefit from what existed in the past. These passes are good at any pool at any time, so a purchases who swims infrequently might want to take advantage of this opportunity.

Earlier this fall we did a survey of other Alberta centres to determine what their pass fees were, and I list them here with Red Deer as a comparison.

	Calgary	Edmonton	Three Hills	Innisfail	Rocky Mtn. House	Lethbridge	St. Albert	Red Deer
<b>FAMILY</b>	\$401.25	\$524.30	\$346.68	\$350.00	\$215.00	\$208.65	\$326.35	\$235.40
<b>ADULT</b>	\$240.75	\$256.80	\$211.86	\$175.00	\$107.00	\$123.05	\$208.65	\$107.00
<b>STUDENT SENIOR</b>	\$133.75	\$192.50	\$129.47 \$117.70	\$100.00	\$ 65.00	\$101.65	\$117.70	\$ 69.55
<b>CHILD</b>	\$ 80.25	\$117.70	\$129.47	\$100.00	\$ 65.00	\$ 85.60	\$117.70	\$ 53.50

All prices include G.S.T. Passes in Red Deer are honoured at all three pools.

File No. R-37192  
Charlie Sevcik  
Page 2  
October 22, 1991

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Through the generous support of an anonymous donor, the Recreation & Culture Department has instituted a needy child program, where assistance is available to families in need in order to register their children in any of our programs. While this is not a large sum of money, there are funds available, and we simply require a brief interview with the family to determine the need and what support we might be able to give.

We, too, are concerned with keeping the costs for admissions and rentals within the reach of all of our residents; however, we also recognize the need to generate revenue to expand the programs and services that are requested of us. That is why we wrestle with the balance between complete subsidization and full user pay. We believe that we have struck the correct balance, and with the initiatives mentioned above, we are trying to accommodate all segments of the community.



LOWELL R. HODGSON  
Recreation & Culture Manager

/mm

c. Kent Hendricks  
Alan Wilcock  
Craig Curtis

FILE: c:\data\alan\memos\clayton.sp

DATE: November 1, 1991  
TO: CITY CLERK  
FROM: DIRECTOR OF FINANCIAL SERVICES  
RE: MARY ANN CLAYTON - SWIM PASSES

---

Ms. Clayton is asking Council to reduce the cost of swim passes based on taxable income because she is a single mother with two children, has a taxable income under \$15,000 per year and is a taxpayer.

I assume the Recreation Department will comment on existing charges and the extent to which facility use is subsidized for various users already.

If the current level of subsidy was extended as requested, all facilities operated by The City could have similar requests made not just restricted to pool users. While reduced charges for low income users could result in some additional use, it is questionable whether overall revenues would increase. If overall revenues were reduced, it could result in additional service level reductions for 1992 in addition to ones already contemplated.

There is also the question of how taxable income could be confirmed accurately and whether it would be demeaning for those people who would have to provide the information.

While I can sympathize with Ms. Clayton's concern, it should be recognized that existing charges are already subsidized and kept as low as reasonably possible to allow access by as many people as possible.

It is important that facilities be affordable but there is a recognition by governments that the provision of subsidized services is no longer possible to the same extent because of budget restrictions and the trend is toward less not more subsidization.



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

AW/mrk

Commissioners' Comments

While we are certainly cognizant of the concerns expressed by Ms. Clayton, as pointed out we heavily subsidized all pool users and as outlined in the report from the Recreation & Culture Manager to all intents and purposes, we are among the lowest rates in the Province. While the suggestion of basing fees on taxable income may in some sense be more equitable, the cost of administering such a program would in our opinion outweigh any benefits. We would therefore recommend that Council not consider any changes to the current fees and charges.

"R.J. MCGHEE"  
Mayor

"M.C. DAY"  
City Commissioner

DATE October 21, 1991

- TO:
- DIRECTOR OF COMMUNITY SERVICES
  - DIRECTOR OF ENGINEERING SERVICES
  - DIRECTOR OF FINANCIAL SERVICES
  - BYLAWS & INSPECTIONS MANAGER
  - CITY ASSESSOR
  - COMPUTER SERVICES MANAGER
  - ECONOMIC DEVELOPMENT MANAGER
  - E.L. & P. MANAGER
  - ENGINEERING DEPARTMENT MANAGER
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  - RECREATION & CULTURE MANAGER
  - SOCIAL PLANNING MANAGER
  - TRANSIT MANAGER
  - TREASURY SERVICES MANAGER
  - URBAN PLANNING SECTION MANAGER
  - KENT HENDRICKS, DAWE CENTRE

*Concepcion*

*no count*

FROM: CITY CLERK

RE: MARY ANN CLAYTON \_ SWIM PASSES

Please submit comments on the attached to this office by November  
4th for the Council Agenda of November 12, 1991.

*C. Sevcik*  
C. SEVCIK  
City Clerk

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

October 21, 1991

Mary Ann Clayton  
126 Allan Street  
RED DEER, Alberta  
T4R 1E7

Dear Ms. Clayton:

**RE: SWIM PASSES**

I acknowledge receipt of your letter dated October 14, 1991, regarding the above noted.

This item will be discussed and possibly a decision made at the meeting of Red Deer City Council on Tuesday, November 12, 1991. 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, November 8th and we will advise you of the approximate time that Council will be discussing this item.

Would you please enter City Hall on the west (parkside) 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, November 8th.

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

Yours truly,

KELLY KLOSS  
Acting City Clerk

KK/jt

*a delight  
to discover!*

MARY ANN CLAYTON  
126 ALLAN STREET  
RED DEER ALTA  
T4R 1E7

Oct 14, 1991

To City Council,

I would like to make a proposal to the City of Red Deer regarding Season Swim Passes.

I am a single mother of two children.

My yearly taxable income is under \$15,000 per year. My property taxes for the City of Red Deer are \$124.<sup>00</sup> per year. I would like to see subsidized swim passes for families with taxable incomes of under \$25,000 per year, \$20,000 per year and \$15,000 per year.

Being that the three pools are still staffed and maintained regardless of the amount of swimmers who come, it would be a great benefit to the children of Red Deer to have more reasonable access to use the pools and to encourage more family participation. Thank You.

Mary Ann Clayton  
126 Allan Street T4R 1E7

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

November 13, 1991

Ms. Mary Ann Clayton  
126 Allan Street  
RED DEER, Alberta  
T4R 1E7

Dear Ms. Clayton:

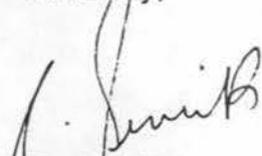
**RE: SWIM PASSES**

Your letter of October 14, 1991 pertaining to the above topic was considered at the Council meeting of November 12, 1991.

In this regard I am enclosing herewith the administrative comments which appeared on the said agenda along with your letter (pages 105 to 108). At the aforementioned meeting, Council agreed to the recommendations not to consider any changes to the current fees and charges at this time. It was suggested at the meeting that a service club be approached to consider subsidizing public swimming as has been done in the case of public skating and this suggestion will be passed on to the Recreation & Culture Manager to pursue.

The decision of Council in this instance is submitted for your information and on behalf of Council, I wish to thank you for taking the time to express your views on this issue.

Sincerely,



C. SEVCIK  
City Clerk

CS/jt

Att.

c.c. Recreation &amp; Culture Manager

*a delight  
to discover!*

**DATE:** November 13, 1991  
**TO:** Recreation & Culture Manager  
**FROM:** City Clerk  
**RE:** MARY ANN CLAYTON - SEASON SWIM PASSES

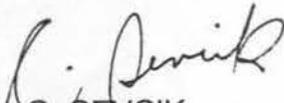
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As you are aware, the letter from Mary Ann Clayton, suggesting subsidized swim passes for families with taxable incomes of under \$25,000 per year, \$20,000 per year and \$15,000 per year, received consideration at the Council meeting of November 12, 1991.

At the above noted meeting, Council agreed that the cost of administering such a program would outweigh any benefits and as a result, no changes were made to the current fees and charges. It was suggested, however, that perhaps a service club might be approached to consider subsidizing public swimming as has been done in the case of public skating.

In accordance with Council's request, this suggestion is being referred to your office for consideration and to pursue this or other alternatives.

Trusting you will find this satisfactory and that you will take appropriate action.

  
C. SEVCIK  
City Clerk

CS/jt

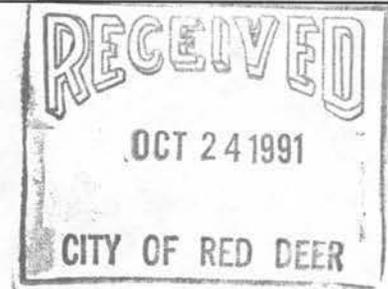
c.c. Director of Financial Services  
Director of Community Services



Box 5002, Red Deer, Alberta, Canada T4N 5Y5 403/340-5211

October 23, 1991

City Clerk  
The City of Red Deer  
Box 5008  
Red Deer, Alberta  
T4N 3T4



Dear Sir/Madam:

Re: Pedestrian Crossing - 52nd Street and 40th Avenue

In January 1990, following an accident involving a resident of Michener Centre at the above noted crossing, contact was made with the City Engineering Department to explore the possibility of erecting pedestrian activated crosswalk lights to promote safer pedestrian crossing at that intersection.

A pedestrian pattern study was conducted in the spring of 1990. At that time, the number of pedestrians using that crosswalk did not meet the warrant requirements for pedestrian actuated signals. Pedestrian crossing signs were erected at the roadside, instead.

On October 21, 1991, yet another resident of Michener Centre was injured in a traffic mishap.

During field investigations, the very steep hill and its affect on the visibility of pedestrians was noted (see attached correspondence June 29/91). Another significant safety factor that needs to be considered is that many of the people who live at Michener Centre and who use that crossing are physically disabled and are slow walkers.

Therefore, on behalf of the Red Deer pedestrians living at Michener Centre I would like to request that:

**An exception be made to the City of Red policy and that crossing lights be installed at 40th Avenue and 52nd Street to promote the pedestrian safety of residents of Michener Centre.**

The residents of Michener Centre appreciate your active consideration of this request.

Yours sincerely,

Sheila Stangier  
Client Advocate  
Michener Centre

SS/jek  
Attachment



*Council file*

LEGISLATIVE ASSEMBLY  
ALBERTA

CONSTITUENCY OFFICE:

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

**JOHN A. OLDRING, M.L.A.**  
RED DEER SOUTH CONSTITUENCY  
MINISTER OF FAMILY & SOCIAL SERVICES

LEGISLATIVE OFFICE:

104 LEGISLATURE BUILDING  
EDMONTON, ALBERTA T5K 2B6  
TELEPHONE: (403) 427-2606  
FAX: (403) 427-0954

December 11, 1991

His Worship Mayor Robert McGhee  
City of Red Deer  
P.O. Box 5008  
Red Deer, Alberta  
T4N 3T4

Dear Mayor McGhee:

Thank you for your letter of November 15, 1991, regarding the installation of pedestrian crossing signals at 40 Avenue and 52 Street to promote the pedestrian safety of the residents of Michener Centre. I reviewed this matter with the Honourable Al "Boomer" Adair, Minister of Transportation and Utilities, and Mr. Adair has advised me as follows.

This project is eligible for cost-sharing in 1992 under the Basic Capital program. The city's Engineering Department has recently submitted a preliminary 1992 program for review by Albertan Transportation and Utilities, and this project is included in the list of projects to be undertaken. So long as the project is included on the city's final grant application and the total program is within the \$40 per capita grant limit that is available to each city in 1992, then Mr. Adair advises that the project will be approved for cost-sharing.

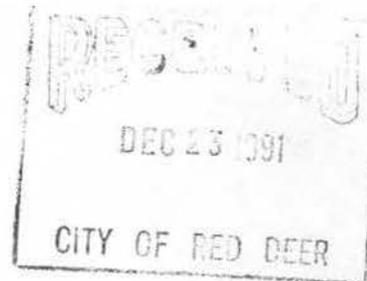
If I can be of any further assistance, please call me. Best wishes to you this holiday season.

Yours truly,

John A. Oldring  
M.L.A., Red Deer South  
Minister of Family and Social Services

cc: Honourable J. A. Adair  
Minister of Transportation and Utilities

Mr. S. Day  
M.L.A., Red Deer North



Recycled



## THE CITY OF RED DEER

140-029

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4 FAX: (403) 346-6196

Engineering Department 342-8158

June 29, 1990

Ms. Sheila Stangier  
 Alberta Social Services  
 Michener Centre  
 Box 5002  
 RED DEER, Alberta  
 T4N 5Y5

Dear Madam:

**RE: 52 STREET AND 40 AVENUE PEDESTRIAN SIGNAL REQUEST**

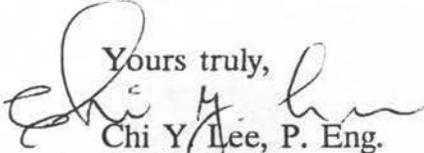
Thank you for your June 19, 1990 letter.

As explained in my telephone conversations to you and Mr. Lloyd Stenhouse, the above intersection does not meet City Council's warrant for pedestrian actuated signals because there are few pedestrians at this location. The intersection was observed for a six hour period during the morning, noon, and evening peak hours. Seven pedestrians were observed during the busiest one hour. This is substantially less than the pedestrian signal warrant requirement of 60 pedestrians per hour. During the field investigations, we have also noted the steep hill and its effect on the visibility of pedestrians. That is why pedestrian crossing signs were subsequently added on both sides of the crosswalk.

We believe the above will improve motorists' visibility of the crosswalk. We appreciate some of the pedestrians using this crosswalk may be physically disabled. If you find the pedestrian sign installations still do not meet special needs of the disabled persons, you may write City Council to request an exception be made to the adopted policy and to install a pedestrian signal.

Please contact us if we can be of further assistance.

Yours truly,

  
 Chi Y. Lee, P. Eng.  
 Traffic Engineer

CYL/mlj

c.c. Lloyd Stenhouse, Michener Centre



RED DEER

*a delight  
to discover!*

DATE: November 5, 1991  
TO: City Clerk  
FROM: Engineering Department Manager  
RE: **REQUEST FOR PEDESTRIAN SIGNALS AT 40 AVENUE AND  
52 STREET**

---

Previous letters from Michener Centre have been received by the Engineering Department and responded to by letters dated June 29, 1990 and April 5, 1991 (copies attached).

The City has now received two further requests for pedestrian signals; one from Alberta Family and Social Services dated October 23, 1991 and the other from Alberta Public Works, Supply and Services dated October 29, 1991 (copies attached).

The intersection does not meet the pedestrian warrants previously adopted by Council; however, there are a few other points that Council may wish to consider.

1. Accident History

Our information indicates that five accidents have occurred over the last two years.

2. Hill Grade and Visibility

The 52 Street intersection is at the top of a 4.8% grade and although the intersection is relatively flat, motorists may not be concentrating on pedestrian activity at the brow of the hill.

3. Crossing Use

Much of the pedestrian activity at this location appears to involve the physically disabled who require longer walking times to cross 40 Avenue.

4. Capital Costs

The installation costs at this location are estimated to be approximately \$30,000. This may be cost shareable with Alberta Transportation and Utilities under the 1992 Basic Capital Program.

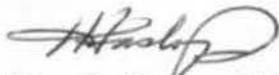
City Clerk  
Page 2  
November 5, 1991

5. Cost Sharing

We have pursued the possibility of Alberta Public Works sharing in the capital costs due to the nature of the pedestrian activity; however, it appears that no funds other than possible Transportation Grant Funds, are available.

**RECOMMENDATION**

The installation of pedestrian activated signals does not meet the warrants adopted by Council. If, however, Council wishes to make an exception in this instance, funds in the amount of \$30,000 should be included in the 1992 Five Year Major Capital Budget.



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

KGH/emg  
Att.

c.c. E. L. & P. Manager  
c.c. Public Works Manager  
c.c. Director of Financial Services  
c.c. Urban Planning Section Manager

April 5, 1991

Alberta Public Works, Supply and Services  
P.O. Box 5002  
Michener Centre North  
RED DEER, ALBERTA  
T4N 5Y5

Attention: Mr. Don Ostash  
Acting Manager, Red Deer and Area

Dear Sir:

**RE: PEDESTRIAN SIGNALS AT ROSS STREET/38 AVENUE AND  
52 STREET/40 AVENUE**

Thank you for your letter dated March 6, 1991, requesting installation of the above.

We share your concern for pedestrian safety and understand that some Michener Centre residents have difficulty crossing both 40 Avenue and Ross Street. We recognize the individual circumstance the Michener Centre poses and have considered your request on this basis as well as the warrants for signal installation.

City Council adopted a warrant system used as a guide in determining whether pedestrian signals or crosswalks are required at an intersection. This warrant incorporates pedestrian and traffic volumes during the peak hours as well as average pedestrian delay.

As stated in previous letters to the Michener Centre, February 17, 1989, and June 29, 1990, according to the warrants, Ross Street/38 Avenue and 52 Street/40 Avenue do not require pedestrian signals. In view of the increasing pedestrian accidents, the location at the top of the hill, and the special requirements of the Michener Centre, we believe that a signal at 52 Street may be beneficial and reduce the risk to pedestrians. Accordingly, we are prepared to support your request at a future City Council Meeting for this one location.

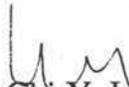
We maintain our position regarding Ross Street/38 Avenue. Michener Centre Staff must continue to encourage its clients to use the signalized intersection of Ross Street and 37 Avenue, although this route is more circuitous. This location provides a higher degree of safety.

Mr. Don Ostash  
Page 2  
April 5, 1991

You mentioned that this work may be cost shared by the Provincial Government. Construction of this signal in 1991 depends on the percentage of Provincial subsidy, as the City Capital funding is set for 1991. We would suggest that you petition City Council directly (via the City Clerk), outlining the request and indicating the level of assistance available from the Province.

Please contact us if we can be of further assistance.

Yours truly,



Chi-Y. Lee, P. Eng.  
Traffic Engineer

GB/ch

c.c. Electrical Engineer  
Electric, Light, and Power Department

FILE: c:\data\alan\memos\pedcrsng.mc

DATE: October 31, 1991  
TO: CITY CLERK  
FROM: DIRECTOR OF FINANCIAL SERVICES  
RE: PEDESTRIAN CROSSING - MICHENER CENTRE

---

I assume the Engineering Department will comment on the need for pedestrian activated crosswalk signs and the cost of erecting such signs.

In considering the request consideration should be given to whether a number of similar locations throughout the City may experience similar concerns such as school and playground areas where small children may be involved. Also, would crosswalk lights have prevented the accidents?

The City has a number of requests for traffic lights and consideration must be based on prioritization of needs to ensure limited budget funds are spent appropriately.



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

AW/mrk



**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

November 1, 1991

Our File: 17.30

Mr. C. Sevcik,  
City Clerk  
City of Red Deer  
Box 5008  
Red Deer, Alta.  
T4N 3T4

Dear Sir:

Re: Pedestrian Crossing - 40th Avenue & 52 Street

Sheila Stangier, on behalf of her client, is requesting the City to install pedestrian activated lights at the entrance to Michener Centre, located at 40th Avenue and 52nd Street.

In 1990, the City did a survey of pedestrian crossings at this intersection and their finding did not indicate the need for pedestrian activated lights at that location and subsequently crossing signs were erected.

As a result of a recent traffic mishap, Michener Centre is requesting that an exception be made in this instance since their clients move slowly and require more time to cross the road.

We feel this is a special case and installation of pedestrian activated lights will help to make this intersection safer for everyone, especially Michener Centre clients.

Yours truly,

D. Rouhi, ACP, MCIP  
SENIOR PLANNER, CITY SECTION  
DR/cc

c.c. Director of Engineering Services  
Director of Finance  
E.L. & P. Manager

MUNICIPALITIES WITHIN COMMISSION AREA

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

MEMORANDUM

DATE: October 30, 1991  
 TO: City Clerk Charlie Sevcik  
 FROM: Personnel Manager Grant Howell  
 RE: PEDESTRIAN CROSSING - MICHENER CENTRE

\*\*\*\*\*

In response to the memo of Chi Lee, I think it is totally inappropriate to invoke "normal" standards for what must be considered an exceptional situation.

With the hill, plus the fact that there is lane control at Ross Street which often makes it necessary for people to switch lanes in the area concerned, there are a number of demands on a driver's attention. Couple this with the disabilities of the affected pedestrians, and you have a very good reason to install the crossing lights.

I recommend that The City waive the normal standards in this case and install crossing lights.



GH:hs

Commissioners' Comments

We would suggest that as this problem results from Michener Centre, same should be discussed with our M.L.A.'s to seek financial support to undertake the installation of the pedestrian activated traffic lights.

"R.J. MCGHEE"  
 Mayor  
 "M.C. DAY"  
 City Commissioner

DATE October 25, 1991

TO:

- DIRECTOR OF COMMUNITY SERVICES
- <sup>LM</sup> DIRECTOR OF ENGINEERING SERVICES
- <sup>LM</sup> DIRECTOR OF FINANCIAL SERVICES
- BYLAWS & INSPECTIONS MANAGER
- CITY ASSESSOR
- COMPUTER SERVICES MANAGER
- ECONOMIC DEVELOPMENT MANAGER
- <sup>LM</sup> E.L. & P. MANAGER
- ENGINEERING DEPARTMENT MANAGER
- FIRE CHIEF
- PARKS MANAGER
- <sup>LM</sup> PERSONNEL MANAGER
- PUBLIC WORKS MANAGER
- R.C.M.P. INSPECTOR
- RECREATION & CULTURE MANAGER
- SOCIAL PLANNING MANAGER
- TRANSIT MANAGER
- TREASURY SERVICES MANAGER
- <sup>LM</sup> URBAN PLANNING SECTION MANAGER
- 

*Conroy*

FROM: CITY CLERK

RE: PEDESTRIAN CROSSING - MICHENER CENTRE - 52 Street  
and 40 Avenue

Please submit comments on the attached to this office by November  
4 for the Council Agenda of November 12, 1991.

*C. Sevcik*  
C. SEVCIK  
City Clerk



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

October 25, 1991

Alberta Family and Social Services  
 Michener Centre  
 Box 5002  
 RED DEER, Alberta  
 T4N 5Y5

Attention: Sheila Stangier, Client Advocate

Dear Ms. Stangier:

**RE: PEDESTRIAN CROSSING - 52 STREET and 40 AVENUE**

I acknowledge receipt of your letter dated October 23, 1991, regarding the above noted.

This item will be discussed and possibly a decision made at the meeting of Red Deer City Council on Monday, November 25, 1991. 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, November 22nd and we will advise you of the approximate time that Council will be discussing this item.

Would you please enter City Hall on the west (parkside) 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, November 22nd.

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

Yours truly,

KELLY KLOSS  
 Acting City Clerk



*a delight  
 to discover!*

DATE Oct 24/91

- TO:
- DIRECTOR OF COMMUNITY SERVICES
  - DIRECTOR OF ENGINEERING SERVICES
  - DIRECTOR OF FINANCIAL SERVICES
  - BYLAWS & INSPECTIONS MANAGER
  - CITY ASSESSOR
  - COMPUTER SERVICES MANAGER
  - 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
  - URBAN PLANNING SECTION MANAGER
  -

FROM: CITY CLERK

RE: Michener Centre - Pedestrian Crossing  
525 street & 40th Avenue.

Please submit comments on the attached to this office by Nov. 18

\_\_\_\_\_ for the Council Agenda of Nov 25/91.

ACKNOWLEDGE

C. SEVCIK  
City Clerk



# THE CITY OF RED DEER

140-029

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4 FAX: (403) 348-6195

Engineering Department 342-8158

June 29, 1990

Ms. Sheila Stangier  
 Alberta Social Services  
 Michener Centre  
 Box 5002  
 RED DEER, Alberta  
 T4N 5Y5

Dear Madam:

**RE: 52 STREET AND 40 AVENUE PEDESTRIAN SIGNAL REQUEST**

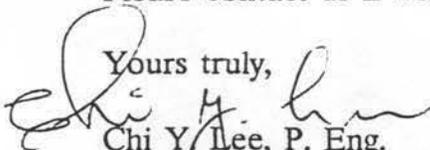
Thank you for your June 19, 1990 letter.

As explained in my telephone conversations to you and Mr. Lloyd Stenhouse, the above intersection does not meet City Council's warrant for pedestrian actuated signals because there are few pedestrians at this location. The intersection was observed for a six hour period during the morning, noon, and evening peak hours. Seven pedestrians were observed during the busiest one hour. This is substantially less than the pedestrian signal warrant requirement of 60 pedestrians per hour. During the field investigations, we have also noted the steep hill and its effect on the visibility of pedestrians. That is why pedestrian crossing signs were subsequently added on both sides of the crosswalk.

We believe the above will improve motorists' visibility of the crosswalk. We appreciate some of the pedestrians using this crosswalk may be physically disabled. If you find the pedestrian sign installations still do not meet special needs of the disabled persons, you may write City Council to request an exception be made to the adopted policy and to install a pedestrian signal.

Please contact us if we can be of further assistance.

Yours truly,

  
 Chi Y. Lee, P. Eng.  
 Traffic Engineer

CYL/mlj

c.c. Lloyd Stenhouse, Michener Centre



*a delight  
to discover!*

DATE: October 28, 1991

TO: City Clerk

FROM: E. L. & P. Manager

RE: Pedestrian Crossing - Michener Centre  
52 Street and 40 Avenue

---

The E. L. & P. Department is not involved in the determination of the requirements for pedestrian or vehicular traffic signals. The Engineering Department will provide comments which include the cost estimates provided by E. L. & P.



A. Roth,  
Manager

AR/jjd



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

November 15, 1991

Alberta Family and Social Services  
 Michener Centre  
 Box 5002  
 RED DEER, Alberta  
 T4N 5Y5

Attention: Ms. Shiela Stangier  
 Client Advocate

Dear Ms. Stangier:

**RE: PEDESTRIAN CROSSING - 52 STREET AND 40 AVENUE**

Your letter of October 23, 1991 pertaining to the above matter and in particular, that crossing lights be installed at the said intersection to promote pedestrian safety of residents of Michener Centre, received consideration at the Council meeting of November 12, 1991.

Following is the motion which was passed in regard to your request.

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Sheila Stangier, Michener Centre, dated October 23, 1991 re: Pedestrian Crossing - 52 Street and 40 Avenue, hereby agrees that the matter be placed in the 1992 budget for consideration at that time and also that same be referred to The City of Red Deer's M.L.A.'s to seek financial support to undertake the installation of pedestrian activated traffic lights at the crossing of 52 Street and 40 Avenue, and as presented to Council November 12, 1991."

I would further advise that your verbal suggestion at the Council meeting that the southbound bus stop on 40 Avenue near the crest of the hill be moved one block further south, will be given serious consideration.

....2

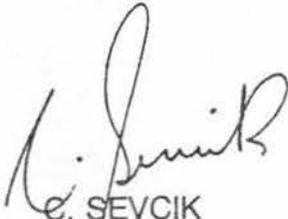


*a delight  
to discover!*

Ms. Shiela Stangier  
Michener Centre  
November 15, 1991  
Page 2

On behalf of Council, I wish to thank you for bringing this matter to Council's attention.  
If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



C. SEVCIK  
City Clerk

CS/jt

c.c. City Commissioners  
Director of Engineering Services  
Transit Manager  
Director of Financial Services  
Senior Planner  
Personnel Manager

**DATE:** November 15, 1991  
**TO:** Director of Engineering Services  
**FROM:** City Clerk  
**RE:** ALBERTA FAMILY AND SOCIAL SERVICES - MICHENER CENTRE  
PEDESTRIAN CROSSING - 52 STREET AND 40 AVENUE

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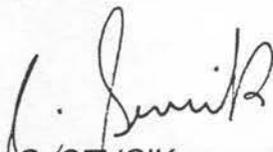
The request from Shiela Stangier, Client Advocate, Michener Centre, that crossing lights be installed at 40 Avenue and 52 Street to promote the pedestrian safety of residents of Michener Centre, received consideration at the Council meeting of November 12, 1991 and at which meeting Council passed the following motion.

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Sheila Stangier, Michener Centre, dated October 23, 1991 re: Pedestrian Crossing - 52 Street and 40 Avenue, hereby agrees that the matter be placed in the 1992 budget for consideration at that time and also that same be referred to The City of Red Deer's M.L.A.'s to seek financial support to undertake the installation of pedestrian activated traffic lights at the crossing of 52 Street and 40 Avenue, and as presented to Council November 12, 1991."

In light of Council's decision, we trust that you will ensure the matter is brought forward for consideration in the 1992 budget deliberations.

As you are also aware, at the Council meeting Shiela Stangier verbally suggested that the southbound bus stop on 40 Avenue in the vicinity of the crest of the hill be moved one block further south. It was generally agreed by Council that you give consideration to this particular suggestion.

The above is submitted for your information and appropriate action.

  
C. SEVCIK  
City Clerk

CS/jt

c.c. City Commissioners  
Director of Financial Services

Transit Manager

# Office of the Mayor



November 15, 1991

The Honourable John Oldring  
Minister of Social Services  
503, 4901 - 48 Street  
Red Deer, Alberta  
T4N 6M4

Dear Mr. Oldring:

**RE: ALBERTA FAMILY AND SOCIAL SERVICES MICHENER CENTRE  
PEDESTRIAN CROSSING, 52ND STREET AND 40TH AVENUE**

Council of The City of Red Deer at its meeting of November 12, 1991 gave consideration to a request from Ms. Sheila Stangier, Client Advocate, Michener Centre, that crossing lights be installed at 40th Avenue and 52nd Street to promote the pedestrian safety of residents of Michener Centre.

At the above-noted meeting Council passed the following motion in regard to this request:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Sheila Stangier, Michener Centre, dated October 23, 1991 re: Pedestrian Crossing - 52 Street and 40 Avenue, hereby agrees that this matter be placed in the 1992 budget for consideration at that time and also that same be referred to the City of Red Deer's M.L.A.'s to seek financial support to undertake the installation of pedestrian activated traffic lights at the crossing of 52 Street and 40 Avenue, and as presented to Council November 12, 1991."

In this regard, I am enclosing herewith the application received including the Administrative comments which appeared on the agenda, as background information leading up to the passage of the aforementioned Resolution.

.../2

The Honourable John Oldring  
Page 2  
November 15, 1991

Council agreed with the Administrative comments that as the problem results from Michener Centre the province should provide financial support to undertake the requested installation of traffic lights and, accordingly, we are forwarding this request to you to pursue on our behalf.

Your assistance in this matter is truly appreciated.

Sincerely,



R. J. McGHEE  
Mayor

/bd

Encl.

- c. Director of Engineering Services  
Director of Financial Services  
Red Deer North M.L.A.  
City Clerk

NO. 7

MEMORANDUM

DATE: November 5, 1991

TO: Charlie Sevcik, City Clerk

FROM: Grant Howell, Personnel Manager

RE: Council Requests for Policies

- Employee Recognition
- Employment Categories

\*\*\*\*\*

Please find attached proposed policies on Employee Recognition and Employment Categories.

1) Employee Recognition:

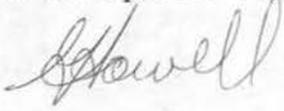
This policy includes the formal recognition events now supported and adds two informal programs. One informal position dubbed "Commissioners Commendations", would be low cost and would take advantage of the commissioner's very mobile management style. The second informal portion, Council Recognition, brings a brief presentation to Council (and the public) on various achievements of employees and departments. Cost, again, is minimal, with significant motivation being a benefit of investing less than one hour per year of Council time.

2) Employment Categories:

In response to requests for ways to support alternative work arrangements, we developed the above named policy. Its intent is to provide a framework where programs can be implemented to address objectives The City has with respect to integration of people with disabilities, modified work schedules and other innovative programs.

RECOMMENDATION:

That these policies be approved and added to the Council Policy Manual.



GH:smd

Commissioners' Comments

We would concur with the Personnel Manager and recommend Council adopt same.

"R.J. MCGHEE", Mayor

"M.C. DAY", City Commissioner

THE CITY OF RED DEER

COUNCIL POLICY MANUAL

Policy Section:  
General Administration

Page:  
1 of 2

Policy Subject:  
Employee Recognition

Policy Reference:  
313

Lead Role:  
Personnel Manager

Resolution/Bylaw:

### PURPOSE

Employees will know that their extra efforts and contributions are appreciated because they will be noticed, noted and recognized.

### POLICY STATEMENT

The City of Red Deer will encourage both management and employees to "catch people doing something good" by providing for recognition of employees or groups where their contributions have been "especially helpful" to The City in meeting its objectives.

#### 1. TYPES OF RECOGNITION:

There will be three types of recognition:

- 1.1 "C.C.'s" or "Commissioner's Commendations"  
the Commissioner, in his travels about the organization, is made aware of or notices an individual or group that is making a special contribution and stops to give a small token of appreciation (which is a conversation generator) to that person or group. This token will be immediately recognizable to other City employees as a "C.C."

Cross Reference:

Remarks

Date of Approval:

Effective Date:

Date of Revision:

THE CITY OF RED DEER

COUNCIL POLICY MANUAL

Policy Section:  
General Administration

Page:  
2 of 2

Policy Subject:  
Employee Recognition

Policy Reference:  
313

Lead Role:  
Personnel Manager

Resolution/Bylaw:

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### POLICY STATEMENT

#### 1.2 Council Recognition

Three times per year one part of the City operation is placed on the Council agenda to make a 15 minute (approximately) presentation on a project or innovation that has been done particularly well in terms of cost savings, efficiency or organization effectiveness.

#### 1.3 Corporate Awards

these awards, acknowledging "Safe Work", "Service," and "the year's outstanding employee" are formally organized corporately and presented annually.

### 2. ADMINISTRATION

2.1 Personnel is responsible for the administration of the "Commissioner's Commendation" program. These commendations will be targeted to be not less than bi-weekly in order to ensure that the program maintains its impact.

2.2 The Commissioner's Office is responsible for the choice and scheduling of Council presentations. Personnel is responsible for obtaining potential presentations.

2.3 Personnel is responsible for the administration of the Corporate Awards program.

---

Cross Reference:

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Remarks

---

Date of Approval:

Effective Date:

Date of Revision:

---

Policy Section:  
General Administration

Page:  
1 of 3

Policy Subject:  
Employment Categories

Policy Reference:  
312

Lead Role:  
Personnel Manager

Resolution/Bylaw:

### PURPOSE

The intent of this policy is to:

1. clarify the definitions of employment categories.
2. establish The City of Red Deer's rationale for different employment categories.
3. ensure staff understand their employment status and benefit eligibility.

\* Where a Collective Agreement applies, the clauses therein will take precedence.

### POLICY STATEMENT:

1. These classifications do not guarantee employment for any specified period of time. Accordingly, the right to terminate the employment relationship at any time (in compliance with the Employment Standards Code) is retained by both the employee and the employer.
2. Staff in any of the following employment categories will, as provided in the Labour Relations Code, be classified as EMPLOYEES or EXEMPTED.
3. All staff will belong to one of the following employment categories:

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Cross Reference:

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Remarks

---

Date of Approval:

Effective Date:

Date of Revision:

---

Policy Section:  
General Administration

Page:  
2 of 3

Policy Subject:  
Employment Categories

Policy Reference:  
312

Lead Role:  
Personnel Manager

Resolution/Bylaw:

---

### POLICY STATEMENT

- 3.1 PERMANENT FULL-TIME staff are those who are not assigned to a temporary status and who are regularly scheduled to work the organization's full-time schedule. This category reflects The City of Red Deer's intent to provide year round, full-time, meaningful employment for staff. Staff in this category are eligible for the City of Red Deer's benefit package, subject to the terms, conditions, and limitations of each benefit program.
- 3.2 PERMANENT PART-TIME staff are those who are regularly scheduled to work less than the full-time work schedule and who are not assigned to a temporary status. This category reflects The City of Red Deer's intent to provide flexible, alternative work arrangements for staff, where appropriate and where business conditions permit. Staff in this category receive all legally mandated benefits (such as workers' compensation), while being eligible for the employer's benefit programs on a pro-rated basis, if an average of at least 20 hours per week is worked.
- 3.3 TEMPORARY staff are those who are hired as interim replacements, to temporarily supplement the work force, or to assist in the completion of a specific project. Employment assignments in this category are of a limited duration. Employment beyond any initially stated period does not in any way imply a change in employment status. Temporary staff retain that status unless they are officially notified of being selected for a position with a different status or they are terminated. While temporary staff receive all legally-mandated benefits (such as workers' compensation insurance), they are not eligible for the employer's benefit programs unless there are contracted specifications which make them eligible (eg. CUPE Temporaries receive some benefits after accumulating 2080 hours of service).

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Cross Reference:

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Remarks

---

Date of Approval:

Effective Date:

Date of Revision:

---

---

 Policy Section:

General Administration

Page:

3 of 3

Policy Subject:

Employment Categories

Policy Reference:

312

Lead Role:

Personnel Manager

Resolution/Bylaw:

POLICY STATEMENT

- 3.4 CASUAL staff are those who have established an employment relationship with the organization but who are assigned to work on an intermittent and/or unpredictable basis. While they receive all legally mandated benefits (such as workers' compensation insurance), they are not eligible for the employer's benefit programs.
4. Staff hired by The City of Red Deer in any of the above categories must serve an appropriate performance assessment period and will be classified as:
- 4.1 PROBATIONARY staff are those whose performance is being evaluated upon initial hire to determine whether further employment with the organization is appropriate. Staff on probation are required to serve a benefits eligibility waiting period.
- 4.2 TRIAL staff are those whose performance is being evaluated upon transfer/promotion/demotion to determine whether further employment in a specific classification/position is appropriate.

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 Cross Reference:
 

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 Remarks
 

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 Date of Approval:

Effective Date:

Date of Revision:
 

---

**DATE:** October 2, 1991  
**TO:** City Council  
**FROM:** Acting City Clerk  
**RE:** ALDERMAN CAMPBELL - NOTICE OF MOTION  
EMPLOYEE RECOGNITION POLICY

---

At the Council meeting of September 30, 1991 the following Notice of Motion submitted by Alderman Campbell was passed.

"WHEREAS the City wishes to operate all departments in the most cost effective manner;

AND WHEREAS City employees have historically provided excellent cost saving suggestions to administration and Council;

THEREFORE BE IT RESOLVED that the Council of The City of Red Deer direct the administration to prepare a council policy for the recognition of employee contributions, incorporating both formal and informal programs."

Following are the relative reports from the administration concerning this topic, for Council's consideration.



KELLY KLOSS  
Acting City Clerk

KK/jt

Att.

DATE: October 1, 1991  
TO: Personnel Manager  
FROM: Acting City Clerk  
RE: ALDERMAN CAMPBELL - NOTICE OF MOTION  
EMPLOYEE RECOGNITION POLICY

---

At the Council meeting of September 30, 1991 consideration was given to the above noted Notice of Motion and at which meeting the following motion was passed.

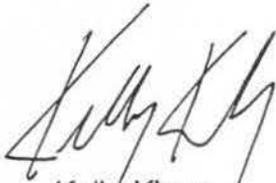
"WHEREAS the City wishes to operate all departments in the most cost effective manner;

AND WHEREAS City employees have historically provided excellent cost saving suggestions to administration and Council;

THEREFORE BE IT RESOLVED that the Council of The City of Red Deer direct the administration to prepare a council policy for the recognition of employee contributions, incorporating both formal and informal programs."

The decision of Council in this instance is submitted for your information and appropriate action. I would ask that you now proceed with establishing the necessary policy with a report to be presented back to Council in due course.

Trusting you will find this satisfactory.



Kelly Kloss  
Acting City Clerk

KK/jt

c.c. Director of Financial Services  
Parks Manager  
Recreation & Culture Manager  
Social Planning Manager

**DATE: September 6, 1991**  
**TO: City Council**  
**FROM: City Clerk**  
**RE: ALDERMAN CAMPBELL - NOTICE OF MOTION**

---

The following Notice of Motion was submitted by Alderman Campbell at the Council meeting of September 3, 1991.

"WHEREAS the City wishes to operate all departments in the most cost effective manner;

AND WHEREAS City employees have historically provided excellent cost saving suggestions to administration and Council;

THEREFORE BE IT RESOLVED that the Council of The City of Red Deer establish an appropriate recognition to be awarded at the Civic Recognition Awards Night."



C. SEVCIK  
City Clerk

CS/jt

DATE: September 20, 1991  
TO: K. Kloss  
FROM: Grant Howell  
RE: Your Request for Comments - Alderman Campbell - Notice of Motion  
Employee Cost Savings Suggestions Recognition

\*\*\*\*\*

The general direction being taken by Alderman Campbell in suggesting increased recognition for employees would probably have a positive effect on morale and productivity. Many organizations have recognition programs in place and, when administered properly, they appear to have a very positive effect.

There are many variations in recognition programs, from monetary incentives to very informal "well done" pats on the back.

In our own situation we currently have formal recognition awards for Service and for Safety, as well as an outstanding employee award - The Bob Stollings Award. We are therefore already doing well in the area of recognizing employees.

However, we have an opportunity to add low cost, non financial recognition for our employees through adding one or two informal programs designed to "catch employees doing something good", and to provide them with a visible acknowledgement that will be a conversation generator (ie. "What did you get that for?"). The key to this informal program, as it is for our formal program, would be to ensure that the reasons for recognizing employees are credible to the other staff.

A policy could be developed for Council's approval which would incorporate both informal and formal recognition programs.

It is my opinion that providing for meaningful recognition of employees pays large dividends for the amount invested.

Recommendation:

That personnel be directed to prepare a council policy for the recognition of employee contributions, incorporating both formal and informal programs.

GH:smd

FILE:c:\data\alan\memos\safesug.emp

DATE: September 12, 1991  
TO: CITY CLERK  
FROM: DIRECTOR OF FINANCIAL SERVICES  
RE: ALDERMAN CAMPBELL - NOTICE OF MOTION  
EMPLOYEE COST SAVINGS SUGGESTIONS RECOGNITION

---

The notice of motion from Alderman Campbell appears to be suggesting that appropriate recognition be provided at the Civic Recognition Awards Night for employee cost saving suggestions.

If awards were to be presented, then a number of guidelines would need to be established:

1. Would the number of awards be limited?
2. What type of awards would be given?
3. Awards should be given for providing the same level of service at less cost rather than achieving a savings by deleting a service.

It has always been considered part of an employees job responsibility to ensure services are provided in the most cost effective manner. It may be good for employee and public relations to identify when suggestions are made and savings occur.

A number of organizations have employee suggestion programs in place. Possibly a committee should be appointed to identify the types of employee suggestion programs and the results of the programs to assist in drafting a possible program for The City of Red Deer.

#### RECOMMENDATIONS

Appointment of a person or committee to investigate employee suggestion programs and make recommendations to Council on a possible program for The City of Red Deer.



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

AW/smb

CS-3.364

**DATE:** September 16, 1991

**TO:** CHARLIE SEVCIK  
City Clerk

**FROM:** CRAIG CURTIS, Director  
Community Services Division

**RE:** ALDERMAN CAMPBELL:  
NOTICE OF MOTION  
EMPLOYEE COST SAVINGS RECOGNITION  
Your memo dated September 6, 1991 refers.

---

1. Alderman Campbell has submitted a notice of motion suggesting that City Council establish an appropriate recognition for employees who provide cost saving suggestions to the administration and Council.
2. I have discussed this matter with the Parks, Recreation & Culture, and Social Planning Managers. We believe that Alderman Campbell's suggestion has considerable merit and recommend that Council approve the motion as submitted.



CRAIG CURTIS

:kl

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

DATE: September 17, 1991  
 TO: City Clerk  
 FROM: Director of Engineering Services  
 RE: **ALDERMAN CAMPBELL - NOTICE OF MOTION  
 EMPLOYEE COST SAVINGS SUGGESTIONS RECOGNITION**

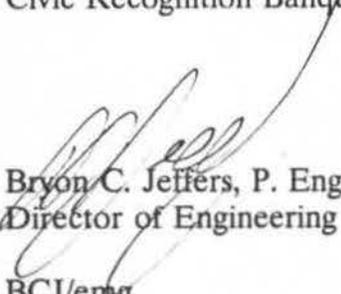
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In reviewing Alderman Campbell's Notice of Motion, it is not altogether clear what is intended by "appropriate recognition". Engineering Services does not have a monetary reward program in place, nor, I believe, does the City as a whole.

While we believe strongly in employee recognition and showing appreciation for exemplary service and/or cost saving suggestions, we feel monetary reward may be hard to administer. While certain ideas will have merit and perhaps result in a cost savings, they are often hard to quantify and in some cases extend over a period of years.

**RECOMMENDATION**

We could not recommend implementation of a monetary recognition system. Further consideration could perhaps be given to expanding recognition for cost saving ideas at the Civic Recognition Banquet.

  
 Bryon C. Jeffers, P. Eng.  
 Director of Engineering Services

BCJ/emg

c.c. Director of Community Services  
 c.c. Director of Financial Services  
 c.c. Personnel Manager

Commissioners' Comments

As Council will recognize the areas of providing services to the City of Red Deer are many and varied. Because of the diversity existing, it is somewhat difficult to compare the functions and results of the City's many departments. We think it would be worthwhile to review the possibilities of providing some means of awards and therefore would support a review and as outlined in the administrative comments.

"R.J. MCGHEE"  
 Mayor

"M.C. DAY"  
 City Commissioner

**DATE:** November 14, 1991  
**TO:** Personnel Manager  
**FROM:** City Clerk  
**RE:** **COUNCIL REQUESTS FOR POLICY -**  
1. **EMPLOYEE RECOGNITION**  
2. **EMPLOYMENT CATEGORIES**

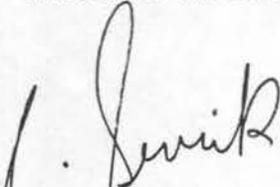
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Your memo of November 5, 1991 and the attached proposed policies referred to above appeared on the Council agenda of November 12, 1991 and at which meeting Council passed the following motion.

"RESOLVED that Council of The City of Red Deer, having considered report from the Personnel Manager dated November 5, 1991 re: Council Requests for Policies: Employee Recognition/Employment Categories, hereby approves Council Policy 312 - Employment Categories and Council Policy 313 - Employee Recognition, as presented to Council November 12, 1991."

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

This office will circulate the approved policies to all holders of the Council Policy Manual.

  
C. SEVCIK  
City Clerk

CS/jt

NO. 8

Westward Parts Services Ltd.  
6517 - 67 Street  
Red Deer, Alberta  
T4P 1A3

THE CITY OF RED DEER  
CLERK'S DEPARTMENT

RECEIVED	
TIME	3:35
DATE	Oct. 28/91
BY	AP

October 28, 1991

The City of Red Deer  
City Hall  
Red Deer, Alberta  
T4N 3T4

HAND DELIVERED

Attention: City Clerk

Dear Sirs:

re: Submission for next City Council meeting to obtain a building permit and some concessions for our proposed warehouse addition at 6517 - 67 Street in Red Deer.

Please add this letter to the next possible City Council meeting agenda, which we understand is Tuesday evening November 12th, 1991.

Our earlier correspondence to you dated October 7, 1991 can be withdrawn from the October 28th council agenda and referenced to this submission.

We are a small family-owned corporation. None of our officers, shareholders or employees are engineers or contractors, and the writer's comments below are qualified in that they represent our understanding of various codes, by-laws, city policies, etc.

We propose to build a large cold-storage addition and keep our business in the city of Red Deer. At the beginning of September of this year (when we applied for a development permit) our total budget for this development was approximately \$ 600,000.00 over a two year period. It is being totally financed (100%) and therefor any additional costs would require 100% financing, or other budget cuts. Our budget was:

Improvements to existing building:	\$ 42,000.00 Cdn
30,000 sq. ft. cold area addition:	\$ 438,000.00 Cdn
1991 Total:	\$ 480,000.00 Cdn
1991 Railway right-of-way land, fencing, landscaping, paving:	\$ 120,000.00 Cdn
1991 + 1992 Total:	\$ 600,000.00 Cdn

Our existing facility has been without city services for the past 18 years, and none of our business neighbors (on the south side of 67th Street) use city water and sewage.

There are presently no water taps, toilets, or plumbing whatsoever within more than 150 feet of our proposed addition. There are no taps, toilets, or other plumbing whatsoever planned for our proposed addition, which will be used as a cold storage area (1/2 of which will be a bulk storage area). No employees will work in our addition on a full-time basis as all our packing, shipping, loading/unloading work is and will be done in our existing facility area.

We have purchased a steel building for our addition, and we had planned to erect it by November 30, 1991 (our fiscal year-end). Prior to committing to this addition, we were advised by city employees that we would need an interior "fire-wall" in our addition because of its square footage, or we would need a sprinkler system in the addition. After committing to this addition and after the Municipal Planning Commission's September 23rd, 1991 decision, we have learned that we require all of the following to add our addition:

1. we must connect to city water and sewage, resulting in additional costs for:
  - (a) city water and sewage to our site;
  - (b) city connection charges;
  - (c) off-site levy charges; and
  - (d) installation costs for septic system removal and installation of city water and sewage into our existing building;
  
2. later we learned that in addition to an interior "fire wall" in our addition, we would require one of:
  - (a) a sprinkler system in both our existing building and our addition;
  - (b) a "standpipe system" in both our existing building and our addition; or
  - (c) a masonry/cement fire-wall to separate our existing building from our addition, effectively making them two buildings;
  
3. still later, we learned that we must purchase and install a fire hydrant on our existing property.

At this time we do not have accurate estimates or costs to meet all of these requirements (and we hope these are all the additional requirements we will need), but the writer estimates them to be in excess of \$ 75,000.00.

Additionally as we were not able to proceed with the erection of the addition earlier this month, we will not complete our building before our year-end thereby losing whatever tax deductions might otherwise have been available, and we will incur additional "winter costs".

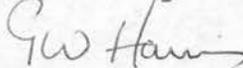
We are asking the city to assist us in proceeding with our addition and development by:

1. financing our city water and sewage charges (excepting the city's service connection) by a local improvement levy which would be added to our taxes over ten years;
2. giving us terms of payment for purchase of the railway right-of-way (such as 1/3 in 1992; 1/3 in 1993; and 1/3 in 1994); and
3. allowing us to proceed with our addition (i.e. with a building permit), but delaying construction of the city water and sewage line(s), and installation of the fire hydrant until May or June, 1992.

Without your assistance, we likely will not require a building permit at this time.

Please address any questions, comments, or concerns to the writer. Thank you.

Yours truly.

  
Gary W. Harris  
President,  
Westward Parts Services Ltd.  
gh/

cc Bryon Jeffers  
cc Ryan Strader

FILE: c:\data\alan\memos\westward

DATE: October 31, 1991  
TO: CITY CLERK  
FROM: DIRECTOR OF FINANCIAL SERVICES  
RE: WESTWARD PARTS SERVICES LIMITED  
WAREHOUSE ADDITION AT 6517 - 67 STREET

---

If Council is agreeable to providing payment terms as requested, then The City Solicitor should comment on whether recovery by local improvement (as requested) or some other method would be appropriate. Interest would be charged on the unpaid balance.

The City should establish the terms for purchase of right of way. Normally if title passes the balance owing becomes payable. The City Solicitor should comment on whether The City could pass title even if the balance is unpaid and still retain security for the unpaid balance.

The City is also apparently being asked to defer construction (and presumably payment) of the water and sewage lines and the fire hydrant. The City Solicitor should also comment on what security The City should require for the payment.



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

AW/mrk

DATE: November 5, 1991  
TO: City Clerk  
FROM: Director of Engineering Services  
RE: **WESTWARD PARTS SERVICES LTD.  
LOT 8, PLAN 3483 T.R., 6517-67 STREET**

---

Engineering Services has reviewed the correspondence from Mr. Harris and has considered the requests made. The writer has also met with Mr. Harris to discuss the issues relating to water and sewer services.

Mr. Harris' first request is that the City consider financing the off-site charges for water and sewer over a period of 10 years with the appropriate amount being charged to his taxes. The City has, to date, collected off-site charges up front, prior to hookup. In most cases, the City's services are in place before development occurs, e.g. new subdivisions. In this instance, the building has been in existence for some time. The sewer main was installed in 1989 and the water main was installed in 1972. We have attached copies of correspondence to Mr. Harris and a map indicating the properties in the area that are or are not hooked to City services.

The expansion of the Westward Parts' building prompted the Engineering Department to place on the approval a condition that the property be connected to the existing water and sewer system. The City of Red Deer's Utility By-law states that:

"At such time as a sanitary sewer becomes available to property served by a private sewage disposal system, the provisions of Section 76(3) shall apply and the owner shall, within 60 days thereafter, connect his sewage facilities to the sanitary sewer in compliance with this By-law, and any septic tanks, cesspools, and similar private wastewater disposal facilities shall be emptied and filled with fill dirt or similar suitable material."

As the issue has evolved, water hookup is required to comply with various elements of the Building Code as they relate to fire protection.

Mr. Harris has made three requests of Council. We have responded to the requests below.

City Clerk  
Page 2  
November 5, 1991

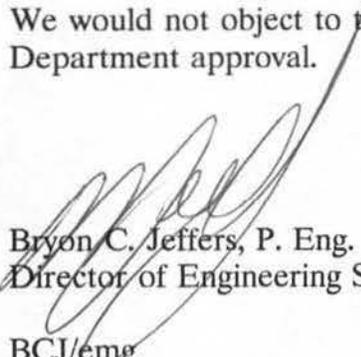
### RECOMMENDATIONS

Mr. Harris has made three requests, which can be summarized as follows:

1. Allow repayment of the City's off-site charges over a period of 10 years; to be added to the tax role.
2. Give terms on the purchase of the abandoned CP Rail right of way.
3. Delay construction of water and sewer facilities until May or June 1992.

It is our opinion that terms on either the off-site charges or on the land would be fair. Our preference would be to give terms on the land and have the off-site charges prepaid, as we have not financed these costs in the past. Should Council approve financing on the off-site levies, it would be on the basis that this is a retro-fit situation and special consideration can be given. This consideration would have to be given to others in similar situations.

We would not object to the delay in construction, subject to Building Inspection and Fire Department approval.



Bryon C. Jeffers, P. Eng.  
Director of Engineering Services

BCJ/emg  
Att.

c.c. Director of Financial Services  
c.c. By-laws and Inspections Manager  
c.c. City Assessor  
c.c. Economic Development Manager  
c.c. Fire Chief  
c.c. Public Works Manager

October 10, 1991

Westward Parts Services Ltd.  
6517 - 67 Street  
RED DEER, Alberta  
T4P 1A3

Attention: Mr. Gary W. Harris,  
President

Dear Sir:

RE: LOT 8, PLAN 3483 TR  
PROPOSED WAREHOUSE ADDITION

In reply to your letter of October 1, 1991, and further discussion with the Engineering Department staff, we have the following information for your consideration:

I. Off-site Levy Charges

The following charges are based on the current 1991 rates and in effect until December 31, 1991. Rates for 1992 are currently being established.

A.	<u>Water (Central Basin)</u>	
	\$2,630/ha x 1.052 ha =	\$ 2,766.76
B.	<u>Sanitary (North Basin)</u>	
	\$6,130/ha x 1.052 ha =	<u>\$ 6,448.76</u>
	Total Off-site Levy =	\$ 9,215.52

Storm and roadway off-site charges paid previously.

Westward Parts Services Ltd.  
 October 10, 1991  
 Page Two

## II. Area Contribution

The area contribution rates for servicing the Golden West Industrial area with water and sanitary have been revised to reflect current construction costs.

The revised area contribution charges for this parcel are as follows:

### A. Water

\$11,488/ha x 1.052 ha = \$12,085.38

### B. Sanitary

\$9,449/ha x 1.052 ha = \$ 9,940.34

Total Area Contribution Charge = \$22,025.72

## III. Service Connection Charges

As per the attached uniform rate schedule for service connections, the cost to install a 25 mm water service and a 150 mm sanitary service would be \$7,816, if installed prior to freeze-up. An additional charge of \$645 for winter construction would be applicable following freeze-up.

Please note that a manhole was installed in line with your septic tank in 1989. The depth of this manhole is 8 m ±.

## IV. Summary of Costs

A.	Off-site Levy	\$ 9,215.52
B.	Area Contribution	\$22,025.72
C.	Service Connection	<u>\$ 7,816.00</u>
		\$39,057.24
D.	Winter Construction	<u>\$ 645.00</u>
		\$39,702.24

We have discussed the possibility of financing these charges along the lines of a local improvement levy. This would result in financing over a period of years and an annual levy added to your taxes. We have indicated the possible rates below.

Westward Parts Services Ltd.  
 October 10, 1991  
 Page Three

1. The repayment for off-site levy and the area contribution charges could be paid in instalments as follows:

Interest Rate 10.5%

<u>Term</u>	<u>Yearly Payment</u>
10	\$ 5,185
15	\$ 4,225
20	\$ 3,796

The service connection payment would have to be paid in full on signing of the service application.

Please note that payment by instalments has not been discussed with the City Commissioners and would require City Council approval.

Please advise if any additional information is required.

Yours truly,

  
 Bryon C. Jeffers, P. Eng.  
 Director of Engineering Services

SS/cy  
 Att.

THE CITY OF RED DEER  
ENGINEERING DEPARTMENT

APPLICATION VALID FOR SIX MONTHS ONLY  
As Per Council's Resolution of April 2, 1991

Application No. \_\_\_\_\_  
Service Work Order \_\_\_\_\_  
Kill Work Order \_\_\_\_\_

WASTEWATER AND WATER CONNECTION (to property line only)

Date Oct 8/91 Issued By S.S.  
Lot 8 Block \_\_\_\_\_ Plan 3483TR  
Civic Address 6517-67 STREET  
Property Owner WESTWARD PARTS Date and Receipt \_\_\_\_\_

BASIC CHARGES

	FROM MAIN IN STREET	FROM MAIN IN LANE
Basic Charge for 25 mm Water and 150 mm Wastewater	\$3675 <input checked="" type="checkbox"/>	\$3075 <input type="checkbox"/>
Basic Charge for 25 mm Water, 150 mm Wastewater, and 100 mm Storm	\$3815 <input type="checkbox"/>	\$3215 <input type="checkbox"/>
Basic Charge for 25 mm Water <u>OR</u> 150 mm Wastewater <u>OR</u> 100 mm Storm	\$3190 <input type="checkbox"/>	\$2590 <input type="checkbox"/>
Dual Service Upon Approval	\$4320 <input type="checkbox"/>	\$3620 <input type="checkbox"/>

EXTRA CHARGES

Larger Water: 38 mm - \$220 , 50 mm - \$750 , 100 mm - \$2035 , 150 mm - \$3000 , 200 mm - \$3640   
Larger Sanitary/Storm: 200 mm - \$110 , 250 mm - \$160 , 300 mm - \$220 , 375 mm - \$360 , 450 mm - \$590   
Construction of a Manhole \$2230   
Winter Construction \$ 645   
Landscape Repairs \$ 100

Total Credited to Service 5 - 937 \_\_\_ - \_\_\_ - 970 \$ 5905

WATER KILL

Up to 50 mm \$1020   
Over 50 mm \$2500   
Total Credited to Kill 5 - 938 \_\_\_ - \_\_\_ - 970 \$ \_\_\_\_\_

ASPHALT AND CONCRETE CHARGES

	Total Asphalt Depth	
	75 mm and Under	Over 75 mm
Cutting and Replacing Pavement		
- Single or Double Service	\$1911 <input checked="" type="checkbox"/>	\$2441 <input type="checkbox"/>
- Triple Service	\$2549 <input type="checkbox"/>	\$3080 <input type="checkbox"/>
- Kill	\$ 345 <input type="checkbox"/>	\$ 505 <input type="checkbox"/>
Total Credited to 1-3204-0000-432		\$ <u>1911</u>

Replacing and/or Tunnelling Sidewalks

- Single or Double Service, Residential \$1043   
- Single for Double Service, Commercial \$2338   
- Triple Service, Residential \$1391   
- Triple Service, Commercial \$2686

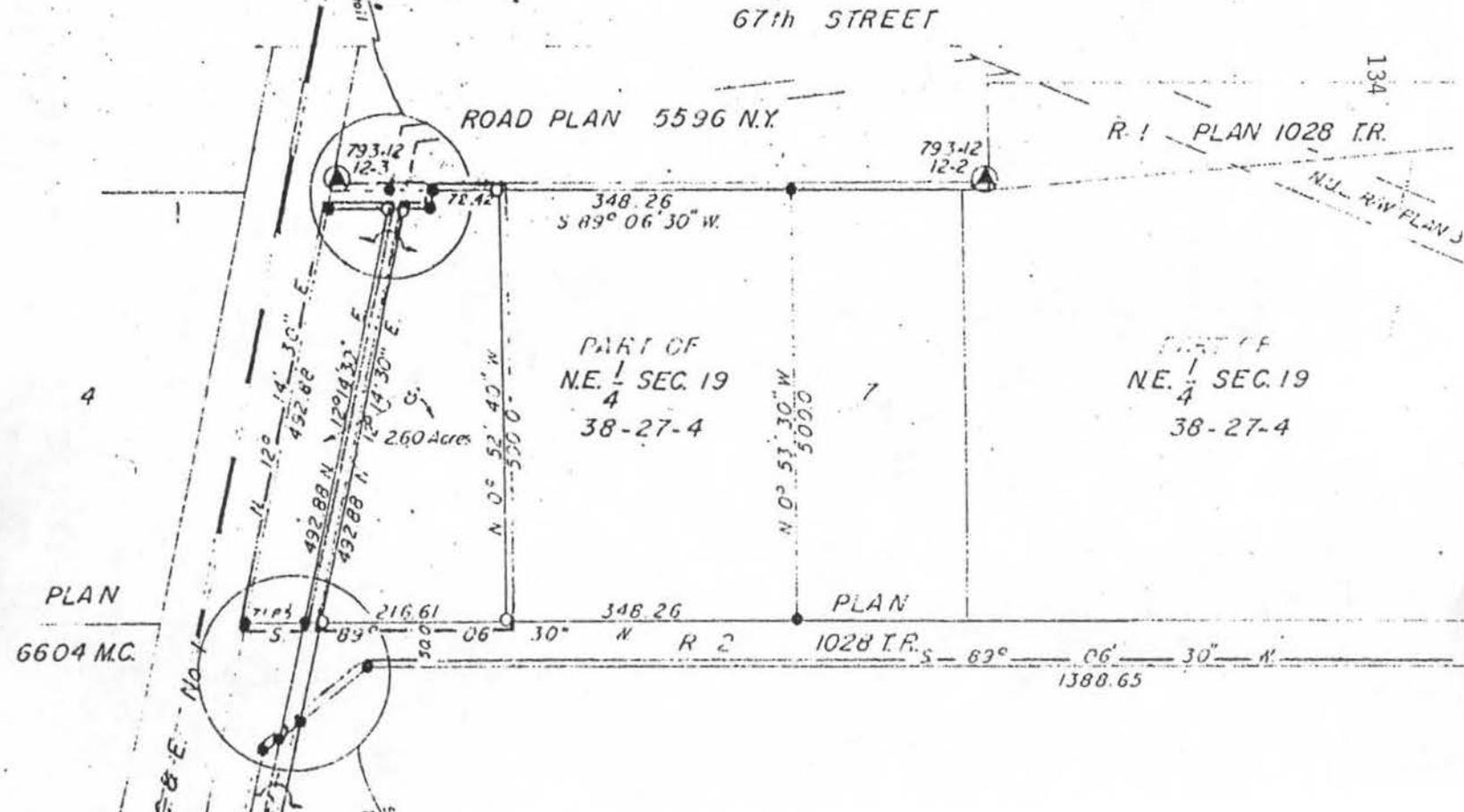
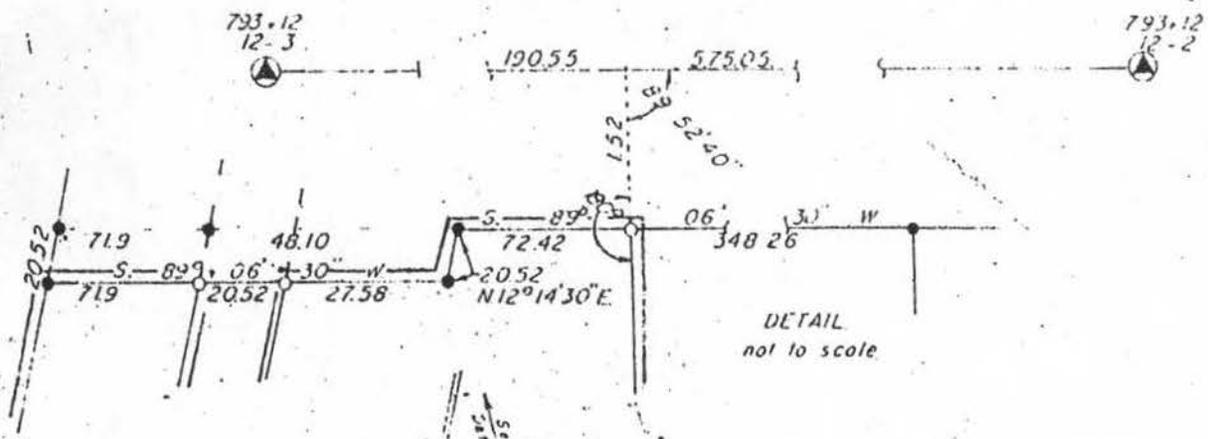
Curb Replacement

- Single or Double Service \$ 754   
- Triple Service \$ 984   
Total Credited to 1-3203-0000-432 \$ \_\_\_\_\_

TOTAL COST OF SERVICE/KILL

\$ 7816

APPLICANT - Sketch complete with size and dimensions from property line.





# THE CITY OF RED DEER

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4 FAX: (403) 348-6198

Engineering Department 342-8158

December 29, 1988

Westward Parts Service Ltd.  
6517-67 Street  
RED DEER, Alberta  
T4P 1A4

*Rates to be updated*

Dear Sir:

RE: SANITARY SEWER CONSTRUCTION FOR  
YOUR PROPERTY AT 6517-67 STREET  
LOT 8, PLAN 3483 T.R., RED DEER

In regards to our letter of November 14, 1988, and several inquiries regarding costs, we have calculated the cost to provide water and/or sanitary services to your site as follows:

## A. OFF-SITE CHARGES

1. Water (Central Basin)	1.052 ha x \$1,957/ha =	\$2,058.76
2. Sanitary (North Basin)	1.052 ha x \$4,566/ha =	\$4,803.43

## B. AREA CONDITION CHARGE

1. Water	1.052 ha x \$11,275/ha =	\$11,861.30
2. Sanitary	1.052 ha x \$ 6,330/ha =	\$ 6,659.16

(Please see Appendix A for definitions)

## C. CITY CONNECTION CHARGE

(As per Council Resolution of March 7, 1988)

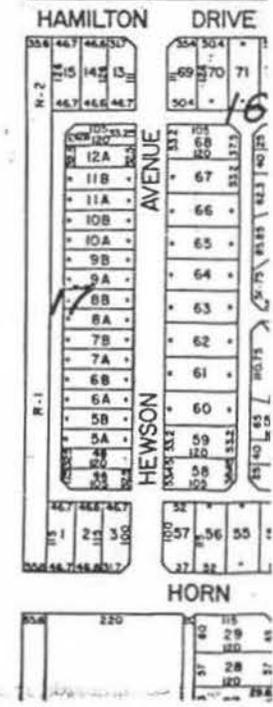
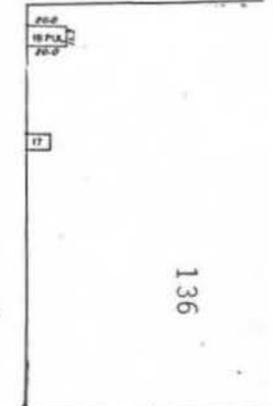
Install 25 mm water and 150 mm sanitary service

a. Basic Charge (From Road)	\$2,760
b. Construction of Manhole	\$2,165
c. Winter Construction	<u>625</u>

\$5,550

TOTAL CHARGE PAYABLE

\$30,932.66

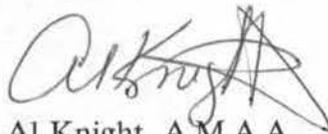


DATE: 4 November 1991  
TO: City Clerk  
FROM: City Assessor  
RE: WESTWARD PARTS SERVICES LTD.  
WAREHOUSE ADDITION AT 6517 - 67 STREET

---

Our response to the issues that have been put forward in point form is made in corresponding point form as follows:

1. Section 153(1) of the Municipal Taxation Act allows for installation and charges for water and sewer to a parcel amortized to a maximum of 25 years. Section 153(2) allows for the charge to a parcel on request of the owner for not more than a 25-year period. I see no problem with this request, subject to the necessary approvals.
2. We suggest that all the improvements required be amortized by local improvement on above. We recommend that the land cost be treated as a normal sale with normal conditions applying.
3. We trust the Engineering Department will respond to this point.



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

AK/ngl

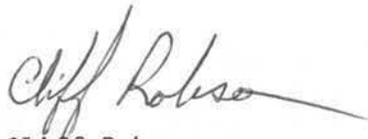
c.c. Director of Finance  
Director of Engineering

DATE: NOVEMBER 1, 1991  
TO: CITY CLERK  
FROM: FIRE MARSHAL  
RE: WESTWARD PARTS SERVICES LTD.

---

This department has no objection's to the Fire Hydrant being installed in May or June of 1992.

If any further information is required please contact this office.



Cliff Robson  
Fire Marshal

DATE: October 31, 1991  
TO: City Clerk  
FROM: Bylaws and Inspections Manager  
RE: **WESTWARD PARTS - 6517-67 STREET**

---

FILE NO. 91-1727

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

The request is concerned with items that fall outside of this department's mandate, and will be replied to by those departments that administer these activities. Council may question why Westward Parts were not informed of all of the requirements listed on Page 2 of Mr. Harris's letter. We hope the following will answer those questions.

When plans are submitted for a development permit, these plans are preliminary, and contain only the basic information, such as site plan, elevations and, sometimes, a floor plan. After a development permit is issued, plans with more detail are submitted, which enables us to do detailed plan checks that will provide the Alberta Building Code requirements, referred to by Mr. Harris. Another factor, that should be considered, is that the contractor on such a project should be advising their client of his options, based on various building designs. The contractor or building designer should be familiar enough with the building codes to advise their client as to the best way for him to proceed.

We do try to provide as much information as possible at every stage of construction; however, without complete, detailed construction drawings, we cannot provide all the information required.

We trust this is of information to Council.

Yours truly,



R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/vs

DATE: October 31, 1991  
TO: City Clerk  
FROM: Manager Economic Development  
RE: **WESTWARD PARTS SERVICES LTD. - WAREHOUSE ADDITION**

---

Westward Parts Services Ltd. is asking for three concessions from the City of Red Deer, in order to allow their proposed addition to proceed. Condition 2 deals with terms of payment for the purchase of the railway right-of-way situated adjacent to their property. We have discussed the purchase of this land with Westward Parts, and are awaiting a final appraisal of the land to determine market value. Westward Parts has indicated a desire to acquire the land, and we have advised them of our willingness to sell.

I would support Westward Parts' request for terms, for the purchase of the land, as I feel this is a small concession we are able to extend, which will encourage an expansion of an existing building. Westward Parts has already agreed the sale would be at market value, and the terms they are requesting are not inconsistent with some of the recommendations we intend to make, respecting the marketing of industrial and commercial land.



Alan V. Scott

MANAGER ECONOMIC DEVELOPMENT

AVS/mm

Commissioners' Comments

The applicant is requesting 3 things:

1. That the offsite charges be financed by way of a local improvement.
2. That the City give him terms on the purchase of half the railway right of way adjacent to his property.
3. That he be allowed to delay construction of sewer and water until May/June 1992.

With respect to point 3, we have no objection and would recommend that Council support same. With respect to items 1. & 2, we do have a concern that financing in these circumstances may create a precedent, particularly item 1. However, the circumstances associated with this parcel of land are rare and apply to only a few parcels in the Golden West. It is however in the City's best interest that these unserved parcels be encouraged to connect to sewer and water and it is also in the City's best interest to sell to adjacent property owners that portion of railway right-of-way for which we have no use. It is particularly difficult to finance these extra, and sometimes unforeseen, costs when they relate to an expansion as opposed to a new development.

In these unique circumstances, we feel that we can therefore recommend the financing of both these items subject to an agreement satisfactory to the City Solicitor.

"R.J. MCGHEE"  
Mayor

"M.C. DAY"  
City Commissioner



**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

October 30, 1991

Mr. Gary W. Harris, President  
Westward Parts Services Ltd.  
6517 - 67 Street  
RED DEER, Alberta  
T4P 1A3

Dear Sir:

**RE: PROPOSED WAREHOUSE ADDITION AT 6517 - 67 STREET**

I acknowledge receipt of your letter which we received October 28, 1991, regarding the above noted.

This item will be discussed and possibly a decision made at the meeting of Red Deer City Council on Tuesday, November 12, 1991. 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, November 8th and we will advise you of the approximate time that Council will be discussing this item.

Would you please enter City Hall on the west (parkside) 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, November 8th.

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

Yours truly,

KELLY KLOSS  
Acting City Clerk

*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 342-8132

October 22, 1991

Westward Parts Services Ltd.  
6517 - 67 Street  
Red Deer, Alberta  
T4P 1A3

Attention: Gary Harris, President

Dear Sir:

**RE: 6517 - 67 STREET - WAIVER TO CONNECT TO CITY WATER & SEWER**

This is to confirm your conversation of October 22, 1991 with our Director of Engineering Services, Mr. Bryon Jeffers, wherein you directed that your correspondence dated October 7, 1991 concerning the above topic be withdrawn from Council's consideration at this time.

This office will hold your correspondence in abeyance until further direction is received from you.

If you have any questions, please do not hesitate to call.

Sincerely,

KELLY KLOSS  
ACTING CITY CLERK  
KK/sp

c.c. Director of Engineering Services

*a delight  
to discover!*

THE CITY OF RED DEER  
CLERK'S DEPARTMENT

RECEIVED	
TIME	8:50 AM
DATE	OCT 8 91
BY	ST

October 7, 1991

The City of Red Deer  
City Hall  
Red Deer, Alberta

HAND DELIVERED

Attention: City Clerk

Dear Sirs:

re: Submission for next City Council meeting re our seeking a waiver of the Engineering department's requirement that we connect to city water and sewer to obtain a building permit for our proposed warehouse addition at 6517 - 67 Street, Red Deer, Alberta.

Please submit this submission to the next possible City Council meeting. As weather dictates construction possibilities at this time of year, we appreciate any efforts on your part to accommodate our submission as early as possible.

Enclosed is a copy of a letter we sent to Mr. Ryan Strader October 1, 1991, the contents of which we believe are self-explanatory. Mr. Pollard of Scott Builders, and I met Mr. Strader on approximately September 25, 1991, but at that time Mr. Strader did not know of the engineering department's water and sewer requirements.

We understand the engineering department's concern is in relation to the water and sewage section of the city's general utility by-law, not a by-law specifically related to building additions or renovations.

We propose to build a large cold-storage addition, and our total budget for our development is approximately \$ 600,000.00 over a two year period. It is being totally financed (100%) and therefor any additional costs would require 100% financing, or other budget cuts. Our budget is:

Improvements to existing building:	\$ 42,000.00 Cdn
30,000 sq. ft. cold area addition:	\$ 438,000.00 Cdn
1991 Total:	\$ 480,000.00 Cdn
1991 Railway right-of-way land, fencing, landscaping, paving:	\$ 120,000.00 Cdn
1991 + 1992 Total:	\$ 600,000.00 Cdn

Presently we do not know the city's charges for:

1. water and sewage services to our site;
2. connection charges; and
3. offsite levy charges, etc.,

but we anticipate them to be substantial, and we anticipate additional "in-house expenses" to accommodate city

connections.

Our existing facility has been without city services for the past 18 years, and we believe that none of our business neighbors have or are on city services.

There is presently no water taps, toilets, or plumbing whatsoever within more than 150 feet of our proposed addition. There are no taps, toilets, or other plumbing whatsoever planned for our proposed addition, which will be used as a cold storage area (1/2 of which will be a bulk storage area). No employees will work in our addition on a full-time basis as all our packing, shipping, loading/unloading work is and will be done in our existing facility area.

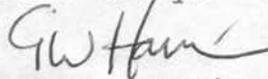
It is our respectful submission that the city by-law the Engineering department is concerned with, is one for new buildings where city services already existed, not one designed to apply to additions.

We are sure with all the recent business closures in Red Deer that the city is sensitive to our economic conditions/pressures (especially in today's poor and uncertain agricultural economy), and the need of local businesses to be competitive.

Please waive the requirement for our local business to connect to city water and sewer. We are not asking City Council to spend any money on our behalf, or to grant us any concessions to move our business to the city of Red Deer. We are simply seeking to minimize our business overhead costs, and remain competitive in the very competitive wholesale business environment.

Please address any questions, comments, or concerns to the writer. Thank you.

Yours truly,



Gary W. Harris  
President,  
Westward Parts Services Ltd.  
gh/

cc Bryon Jeffers  
cc Ryan Strader



**WESTWARD PARTS**

THE CITY OF RED DEER  
CLERK'S DEPARTMENT

RECEIVED	
TIME	8:50 AM
DATE	Oct 8/91
BY	GT

The City of Red Deer  
City Hall  
Red Deer, Alberta

HAND DELIVERED

Attention: Mr. Ryan Strader  
Bylaws and Inspections Manager

Dear Sirs:

re: Our proposed warehouse addition at 6517 - 67 Street

Our contractor, Scott Builders (Scott), was just advised verbally by the Building department that the city is unable to issue a permit to grade, for the above project, until all conditions noted in the Engineering department memo of September 12, 1991 are met. This is the first time Scott or we heard of this memo.

We are very concerned with item # 2 of this memo. As you are aware, our existing building is not connected to the city's water or sewage system. Mr. John Pollard of Scott met with Mr. Bob Fisher of your office to discuss any Building Code requirements, and the drawings submitted for a development permit reflect those discussions. The proposed warehouse addition does not add any additional water or sewage requirements.

Our development and building addition budget does not allow for any charges or expenses to connect to city water and sewage, and in today's poor and uncertain agricultural economy we do not wish any unnecessary expenses.

Therefore we respectfully ask that you waive item # 2 in the Engineering department memo in its entirety, and resolve that issue independently from our building addition.

Should you have any questions or concerns, please do not hesitate to contact the writer. Thank you for your consideration of this matter.

Yours truly,

Gary W. Harris  
President,  
Westward Parts Services Ltd.  
gh/

DATE: October 15, 1991  
TO: City Clerk  
FROM: Public Works Manager  
RE: **WESTWARD PARTS SERVICES LTD.**

---

We have reviewed the letter dated October 7, 1991 from Westward Parts.

When Westward Parts building was constructed, there were no water and sewer mains adjacent to their property from which they could obtain service. Since then, water and sewer services have been extended to the new C.P. Rail yards. Part of the cost for this was funded under the Major Continuous Corridor project, and part by The City. The City portion is to be recovered from the various adjacent properties when they connect. It is therefore desirable that this happens as soon as possible.

The Building Inspection Department will comment on the requirements with respect to servicing as they relate to building permits.

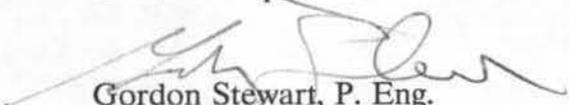
I believe it is advantageous from an environmental view point that any properties adjacent to water and sewer be connected to the systems.

Reference was made in Mr. Harris's letter to recent plant closures. These will have an effect on utility rates. It is therefore desirable to have new customers to reduce this impact.

If Council wishes to waive the requirement to connect to the water and sewer systems, then I would suggest some type of deferred servicing agreement, where the company would be required to do this in no longer than a 2 - 4 year period.

**RECOMMENDATION**

That the requirement to connect to City water and sewer not be waived.

  
Gordon Stewart, P. Eng.  
Public Works Manager

GAS/sh  
c.c. Director of Engineering Services  
Bylaws & Inspections Manager  
Director of Financial Services  
City Assessor  
Fire Chief  
Economic Development Manager

DATE: October 9, 1991  
TO: City Clerk  
FROM: Manager Economic Development  
RE: **WESTWARD PARTS SERVICES LTD.**

---

I would have no objections to Westward Parts Services Ltd. continuing to operate from their own sewer and water system. It would not appear that the planned expansion of their facility will have a great impact on the existing services. There are long term advantages, both to Westward Parts and to the City, in having businesses in this area connect to City services. But unfortunately the budget, within which Westward Parts is working, does not provide for the funding necessary to connect with City services. Perhaps the City could give some consideration to debenturing services in an effort to encourage businesses along 67 Street to connect up to the system. This however, is a matter that should be addressed by other departments.



Alan V. Scott  
MANAGER ECONOMIC DEVELOPMENT

AVS/mm

Date: October 10, 1991  
TO: City Clerk  
FROM: Fire Chief  
RE: WESTWARD PARTS SERVICES 6517 - 67 Street

We have no comments to offer regarding this matter.

A handwritten signature in cursive script, appearing to read "R. Oscroft".

R. Oscroft  
FIRE DEPARTMENT

DATE: 23 October 1991  
TO: City Clerk  
FROM: City Assessor  
RE: WESTWARD PARTS SERVICE LTD. - 6517 - 67 STREET  
WATER & SERVICE CONNECTIONS CHARGES, ETC.

---

The proposed warehouse is to be an addition to the existing building, and as the sanitary sewer and watermains are now existing to serve this property, the cost of these mains, as they apply to this property, should now be collected when they connect to the services.

If the wish is to waive the connection to sewer and watermains as requested, then we would suggest that a deferred payment plan, satisfactory to the Director of Finance, be implemented.



(for) Al Knight A.M.A.A.  
City Assessor

WFL/ngl

c.c. Director of Finance  
Director of Engineering

FILE: c:\data\alan\memos\westward.swr

DATE: October 10, 1991  
TO: CITY CLERK  
FROM: DIRECTOR OF FINANCIAL SERVICES  
RE: WESTWARD PARTS SERVICE LIMITED - 6517 - 67 STREET  
WATER AND SEWER CONNECTIONS ETC.

---

The Engineering services department would have to comment on the requirements.



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

AW/mrk

DATE: October 15, 1991

FILE NO.

TO: City Clerk

FROM: Bylaws and Inspections Manager

RE: **WESTWARD PARTS SERVICES LTD.**  
**6517-67 STREET**  
**WATER & SERVICE CONNECTIONS, CHARGES, ETC.**

---

In response to your memo of October 8, 1991, regarding the above referenced subject, we wish to advise that this department has no comments.

Yours truly,



R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

RS/vs

DATE October 8, 1991

- TO:
- DIRECTOR OF COMMUNITY SERVICES
  - DIRECTOR OF ENGINEERING SERVICES
  - DIRECTOR OF FINANCIAL SERVICES
  - BYLAWS & INSPECTIONS MANAGER
  - CITY ASSESSOR
  - COMPUTER SERVICES MANAGER
  - 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
  - URBAN PLANNING SECTION MANAGER
  -

FROM: CITY CLERK

RE: WESTWARD PARTS SERVICES LTD. - 6517 - 67 STREET  
WATER & SERVICE CONNECTIONS, CHARGES, ETC.

Please submit comments on the attached to this office by October  
21 for the Council Agenda of October 28, 1991.

*C. Sevcik*  
C. SEVCIK  
City Clerk

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

City Clerk's Department 342-8132

October 8, 1991

Westward Parts Services Ltd.  
6517 - 67 Street  
RED DEER, Alberta  
T4P 1A3  
Attention: Gary W. Harris

Dear Sir:

**RE: PROPOSED WAREHOUSE ADDITION AT 6517 - 67 STREET**

I acknowledge receipt of your letter dated October 7, 1991, regarding your request that the Engineering Department waive the requirement that you connect to City water and sewer in order to obtain a building permit for the above noted addition.

This item will be discussed and possibly a decision made at the meeting of Red Deer City Council on Monday, October 28, 1991. 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, October 25th and we will advise you of the approximate time that Council will be discussing this item.

Would you please enter City Hall on the parkside 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, October 25th.

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

Yours truly,

KELLY KLOSS  
Acting City Clerk  
KK/jt

*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 342-8132

November 15, 1991

Westward Parts Services Ltd.  
6517 - 67 Street  
RED DEER, Alberta  
T4P 1A3

Attention: Mr. Gary W. Harris  
President

Dear Sir:

**RE: WESTWARD PARTS SERVICES LTD. WAREHOUSE ADDITION  
6517 - 67 STREET**

---

At the November 12, 1991 Council meeting, consideration was given to your letter of October 28, 1991 wherein you requested the following:

1. Financing your City water and sewage charges (excepting the City's service connection) by a local improvement levy which would be added to your taxes over ten years;
2. Giving you terms of payment for purchase of the railway right-of-way (such as one-third in 1992, one-third in 1993 and one-third in 1994);
3. Allowing you to proceed with your addition (i.e. with a building permit) but delaying construction of the City water and sewage lines and installation of the fire hydrant until May or June 1992.

At the above noted meeting, Council passed the following motion.

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Westward Parts Services Ltd. dated October 28, 1991 re: Warehouse Addition/6517 - 67 Street/Lot 8, Plan 3483 T.R., hereby approves the following relative to the above noted site:

...2



*a delight  
to discover!*

Mr. Gary Harris  
Westward Parts Services Ltd.  
November 15, 1991  
Page 2

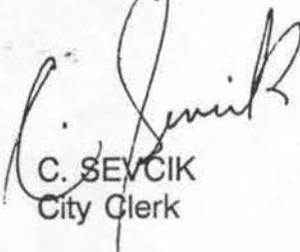
1. The repayment of the City's off-site charges over a ten-year period with same to be added to the tax roll;
2. Terms on the purchase of the abandoned CP Rail right-of-way;
3. Delay of construction of water and sewer facilities until May or June 1992;
4. An agreement relative to the preceding satisfactory to the City Solicitor;

and as presented to Council November 12, 1991."

At the aforementioned Council meeting, you verbally indicated acceptance of the resolution passed by Council. Accordingly, the administration will proceed with the preparation of information, documentation, etc., including a legal agreement which you will be required to execute.

I trust you will find this satisfactory. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



C. SEVCIK  
City Clerk

CS/jt

c.c. Director of Engineering Services  
Director of Financial Services  
Economic Development Manager  
City Assessor  
Bylaws and Inspections Manager

DATE: November 15, 1991  
TO: Director of Engineering Services  
FROM: City Clerk  
RE: WESTWARD PARTS SERVICES LTD. WAREHOUSE ADDITION  
6517 - 67 STREET

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At the Council meeting of November 12, 1991, the following motion was passed in regard to a submission received from Westward Parts Services Ltd.

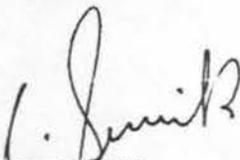
\*RESOLVED that Council of The City of Red Deer, having considered correspondence from Westward Parts Services Ltd. dated October 28, 1991 re: Warehouse Addition/6517 - 67 Street/Lot 8, Plan 3483 T.R., hereby approves the following relative to the above noted site:

1. The repayment of the City's off-site charges over a ten-year period with same to be added to the tax roll;
2. Terms on the purchase of the abandoned CP Rail right-of-way;
3. Delay of construction of water and sewer facilities until May or June 1992;
4. An agreement relative to the preceding satisfactory to the City Solicitor;

and as presented to Council November 12, 1991.\*

As verbally discussed over the phone, you will call a meeting of the relevant departments and co-ordinate the preparation of information and legal documentation necessary as a result of the passage of this resolution.

Trusting you will find this satisfactory and that you will take appropriate action.

  
C. SEVCIK  
City Clerk

CS/jt

c.c. Director of Financial Services  
Economic Development Manager  
City Assessor  
Bylaws and Inspections Manager  
Fire Chief  
City Solicitor  
Principal Planner  
Public Works Manager

