

Ambulance
Hospitalization
Cost of
boulevard
Reflector on pole
Parking

Police -
Parking Meter -

Ambulance

AGENDA

For meeting of the Council to be held
in the Council Chambers on Friday,
October 10th, 1952 at 7:30 p.m.

Present:

1. Confirmation of the minutes of the regular meeting of September 22, 1952.

2. Delegation:

1. Mr. D.D. High as per Letter No. 1 - at 7:45 p.m.

3. Correspondence:

- 1. D.D. High Re: West Park property.
- 2. Pioneer Electric Alta. Ltd. Re: Sewage and water connection.
- 3. C.H. Snell Re: A. Rasmussen, exchange of lot.
- 4. Whyte Motors Ltd. Re: Lease of site for used car lot.
- 5. Standard Motors Ltd. Re: " " " " " " "
- 6. Mrs. William Thomas Re: J. Stenerson, Relief case.
- 7. R.D. Recreation Commission Re: Various matters for comment & suggestions.
- 8. R.D. Recreation Commission Re: Trip to Calgary re arena installation.
- 9. Wm. Parno Re: Drainage on 58 Street.
- 10. Alta. Prov. Fire Chiefs Ass'n. Re: Convention in Red Deer - 1953.
- 11. Stein Structures Ltd. Re: Reply to Union letter, re help.
- 12. W.E. Lord Re: Employment of Staff, etc.
- 13. Kiwanis Club of Red Deer Re: Surrender of reservation on Ice Show.
- 14. Service Stn. & Garage Op. Ass'n. Re: Amendment to Early Closing By-law.
- 15. Central Council for Health Educ. Re: Membership.

4. By-laws:

- 1. No. 1674 - A by-law to control and regulate the parking of vehicles. - 3rd reading. ✓
- 2. No. 1679 - To amend the by-law regulating Council procedure - 3 readings. ✓
- 3. No. 1680 - To amend the Early Closing by-law - 3 readings. ✓ *By-law - Red Deer Council*
- 4. No. 1681 - To amend the licensing by-law - 3 readings. ✓
- 5. No. 1682 - To govern business tax assessment - 3 readings. ✓ *Read 7/6*
- 6. No. 1683 - To provide for an Advance Poll - 3 readings. ✓
- 7. No. 1684 - Transfer by-law - 3 readings. ✓

8. No. 1685 - Land Sale Agreement by-law, including the following, 3 readings. ✓

Name	Lot	Block	Plan	Purchase price	Min. floor area
Henry Theodore Vellner	1-2	M	Not Reg.	1715.00	\$8,000.00
Edward Neville & Eileen Carter	20	6	Not Reg.	367.00	720 sq. ft.
Alex Assad & Wm. Alex Ferris	1-4	F	3591P	735.00	\$40,000.00
Red Deer Land & Development	6-7-8	5	3586A.E.	535.00	1080 sq. ft.
Mr. and Aileen Pearl Medinsky	20	7	Not Reg.	367.00	720 sq. ft.
John Henry Mitten	11-12	5	3586A.E.	360.00	720 sq. ft.
Henry Herbert Nelson	13-14	5	3586A.E.	360.00	720 sq. ft.
John Adamson & Ruth Adamson	11	6	Not Reg.	367.00	720 sq. ft.

By-law granted
Agree
Refer to committee
other by-law
3rd reading (read)



Name	Lot	Block	Plan	Purchase price	Min. floor Area
Geo. Wm. Morris	19-20	9	3586A.E.	360.00	720 sq. ft.
"	12-13	3	4516A.C.	360.00	720 sq. ft.
Wm. Thomas and Eliza Phillips	8	4	8509E.T.	226.00	600 sq. ft.
Alexander & Mary Ann Houston	25	6	3007 H.W.	550.00	1100 sq. ft.
Theodore Kenneth Anderson	12-14	1	3331A.J.	460.00	900 sq. ft.
Henry Theodore Johnson	12	6	Not Reg.	367.00	720 sq. ft.
"	13	6	"	367.00	"
"	14	6	"	367.00	"
"	15	6	"	367.00	"
"	16	6	"	367.00	"
"	17	6	"	367.00	"
Ralph Irven & Edith Budd	13-14	A	4359A.H.	210.00	600 sq. ft.

5. Reports

1. Public Works Report Re: Sidewalk for new School - 48 Ave.
2. " Re: Permission to rent trailer in private yard-Mrs. J.M. Stevenson.
3. " Re: Water Intake.
4. Report by R.S. Gillespie regarding parking lot next to Presbyterian Church.
5. Public Works Report Re: Memorial Centre, Protection wall along Wask. Creek, water intake, Water treatment plant, R.D. Arena, Gravel, survey of Public Works Dept.
6. Returning Officer's Report re 1952 election, counting of ballots.
7. Welfare Officer's report re Miss Alice Logan - relief case.
8. Welfare Officer's report re Mr. and Mrs. W. Brown & family.
9. Fire Department's report for the month of September.
10. Fire Department's report re fire extinguishers for new arena & letter from Mr. W.R. Douglas.
11. Commissioner's report re Lot 6, Blk. F, Plan 3591P.
12. Civil Defence Report by Director re draft of duties in case of an emergency.
13. Recreation Commission Meeting minutes of Oct. 6, 1952.
14. Recreation Commission activities for the month of September, 1952.
15. Red Deer District Planning Commission minutes of September 15, 1952.
16. Report on Water analysis results for September.
17. Milk report for September, 1952.
18. Milk report of October 3, 1952.

6. New Business:

1. Review of A/Fire Chief's position and salary. *Fire Chief.*
2. Arena - change in the seats as per letter below, written to Stein Structures.

October 6, 1952.

Stein Construction Ltd.
Red Deer, Alta.

Dear Sir:-

Following our interview this morning, I phoned Gordon Wynn, the architect and explained what we had decided on the change of the seats. He was very agreeable to it. This will be your authority to go ahead and make this change with the understanding that this in no way affects your general contract. You will please do this job absolutely separate from the contract on a straight cost plus basis charging the City for this change. You will please keep track of the extra time and extra lumber and nails involved and send the bill to the City direct.

Yours truly, PAUL CRAWFORD, Mayor.

LETTER NO. 1

4732-55 St., Red Deer.

City Council,
Red Deer, Alta.

Gentlemen:-

The writer would be pleased if you would grant an interview regards a few items pertaining to his West Park property, also, questions that would have been presented at the recent Citizens' Meeting, had it not been for the following reasons:

1. Mayor Crawford's expressed desire that, this portion of meeting be terminated.
2. Due to the numerous criticisms expressed, I could not prevent feeling sympathetic towards His Worship.

Thanking you,

Yours truly,
D.D. High.

Driveway

Alaska
Sum
Edgar

LETTER NO. 2

Pioneer Electric Alta. Ltd.
Red Deer, Alta. Sept. 25/52.

City of Red Deer,
Red Deer, Alta.

Attention: Mr. R.S. Gillespie.

Dear Mr. Gillespie:-

As related to you this morning; last May we obtained from the City of Red Deer (see their letter of May 19) a plan showing the locations of sewage, water and gas. In planning and budgeting for the construction of a plant in Red Deer we naturally assumed that a sewage connection was readily accessible as indicated.

As you are aware, the cost of providing this sewage connection is appreciable. We feel that the City could assist us in sharing the cost incurred in providing the connection.

MEMO: Cost of line, including manholes and track crossing will be approx. \$1,000.00 J.A.B.

Yours truly,
E.A. Dillon,
General Manager.

They must pay the cost.

LETTER NO. 3

Red Deer, Alta.
October 8, 1952.

Mr. Geo. Nechkin,
City Clerk, Red Deer.

Dear Sir:-

I am surveying the City lots in Block A, Plan 4359 A.H. - North Red Deer. Mr. A. Rasmussen, 5916 - 59 Ave. owns lots 29 to 33 inclusive - 5 in all. I understand that the City owns lots 24 to 28 and 34 to 40 in the east half of the block. If the lots are sold for 50 foot building sites, this leaves an odd lot on the north and the south of Mr. Rasmussen's. Mr. Rasmussen would like to trade lot 33 to the City for lot 28.

I promised I would write this information and put it in your mail box tonight so that you can take any action you think advisable.

Lots 28 and 33 are both good high lots.

Yours very truly,
C.H. Snell.

Trade.

MEMO: Facts in the letter are correct.

This arrangement would appear to be beneficial to both parties concerned.
G.A.N.

LETTER NO. 4

Whyte Motors Ltd.
Red Deer, Alta.
September 18, 1952.

City Council,
Red Deer, Alta.

Dear Sirs:-

In view of the fact that we are losing the used car lot on Gaetz Ave, we were wondering if the City Council could suggest any other location that could be leased for a used car lot. As a suggestion, would it be possible to lease the property at the south end of the traffic bridge on the west side of Gaetz Ave?

Trusting to hear from you in the near future, we remain,

Yours truly,
WHYTE MOTORS LIMITED,

Block M.

No-

LETTER NO. 5

Standard Motors,
Red Deer, Alta.
September 13, 1952.

City of Red Deer, Alta.
Red Deer, Alta.

Attention Mr. Geo. A. Nechkin,

Dear Sir:-

As it will be necessary for us to vacate the property which we are using as a used car lot and due to the fact that we have insufficient space in our garage to storage and merchandising of our used cars, we would appreciate if you would let us know if the City have any other property which could be made available to us, preferably on a lease basis.

Yours truly,
R.L. Keeling.

Subject file -

MEMO: Suggest lots 4 & 6, Blk 2, Plan 6712E.T.
Blk M, Plan 3732P. RSG.

LETTER NO. 6

Gen. Del, Red Deer, Alta.
October 7, 1952.

Council of City of Red Deer.
Red Deer, Alta.

Gentlemen:-

We are taking care of Mr. J. Stenerson, who is on City Relief. He gets his groceries from the City. I do his cooking, washing and in general take care of him when he is not well; we supply him with furnished room, heat, light and water and think that all this should be worth \$30.00 per month.

Yours truly,
Mrs. William Thomas.

MEMO: This would appear to be a reasonable rate. They want \$60.00 for room and board, whereas under this agrangement it will cost the City only \$50.35. G.A.N.

LETTER NO. 7

October 7, 1952.

Mayor and Council,
City of Red Deer.

Gentlemen:-

At the last meeting of the Recreation Commission (Oct. 6th) the following matters came up for consideration and are presented for your comments and suggestions:

1. City Square Playground. That fence be constructed along Ross St. and 48 Ave. Fence be retained around wading pool but gate be cut in south end to facilitate supervision. *Approved*
2. That end of Commission year be changed from Dec. 31st to March 31st. It was pointed out to the meeting that Dec. 31st is the middle of winter activities whereas March 31st is gap between winter and summer programme. It was felt that such a change would make for better continuity of activities. *Approved*
3. As Mr. I. Kaila has missed three consecutive meetings of the Commission it was the unanimous feeling of the meeting that a replacement be sought. Mr. Mike Steffanick was suggested as a suitable replacement. *Approved*
4. Arena Opening. That arena be made available for hockey games and other activities as soon as ready, regardless of date set for official opening. That advertisement be inserted in Advocate at an early date asking that requests for ice-time be made in writing before a certain date (to be set) so that arena schedule can be set up. *Approved*
5. Playground equipment immediately north of Armouries is dangerous. Council is asked to remove this equipment or have it modified so that it will not prove such a hazard. *Approved*
6. Playground South Hill. Cars are crossing newly seeded portion and ruining the field. Erection of fence across north end of field and south side would effectively block off area. *Approved*

Yours truly,
C. Jarvis Miller,
Secretary,
Red Deer Recreation Commission.

City Secretary

Training

LETTER NO. 8

Sept. 24, 1952.

Mayor and Council,
City of Red Deer.

Gentlemen:-

Permission is requested for a two-day trip to Calgary for the purpose of interviewing Mr. Lloyd Turner, Manager of the Stampede Corral, and also for viewing operation of their plant.

With the new arena soon to be opened I believe such a trip would be worthwhile and would give us new ideas for the operation of our installation.

If sanctioned, such trip should be made late in October or early in Nov. Your pleasure in this regard is awaited.

Yours sincerely,
C. Jarvis Miller,
Secretary, R.D. Rec. Commission.

Approved

LETTER NO. 9

Red Deer, Alta., 5512-58 St.
Sept. 29/52.

Mayor and Aldermen,
City of Red Deer.

Gentlemen:-

I wish to draw your attention to the poor drainage just south of my property on 58 St. in North Red Deer.

The culvert, where the new road joins the Golf Course trail, and crosses 58 St. has been closed up and the road has been raised somewhat. Digging of sewer and water lines have also blocked the culvert, and closed the ditches. It doesn't leave any drainage at all.

Last spring before this construction was done, drainage was very poor and I had part of my basement cave in, but after some time, I finally got some water running through the culvert. Without proper drainage flooding could be quite serious next spring unless something is done this fall to prevent it. I would appreciate it if you could give this matter your attention soon. Thank you.

Yours truly,

MEMO: The above property should be drained by a ditch, going across the Burnt Lake Road and east along 58 St. Since our machinery is being kept busy digging services, installing a new water intake, driving piles, etc. it is questionable whether it will be possible to do this work before winter.

J.A.B.

LETTER NO. 10

Alta. Provincial Fire Chiefs Assoc.
CALGARY, Alta. Aug. 25/52.

Chief A. Taylor,
Red Deer, Alta.

Dear Archie:-

I received a letter this morning from Chief Allan of Medicine Hat. He informed me that you had retired as Chief of the Dept. Will this make any difference as to Red Deer being the location of next year's convention? If you will let me know, or give me the name of the man who has been appointed as Chief then I can take up the question of the convention. I hope that your health is improving and that you enjoy your retirement. Copy of the last Convention proceedings and the addresses will be in the mail this week.

I remain,
Yours truly,
B.P. Lemieux, Sec.

OK

MEMO: This was approved by council for 1952 (Council minutes of 28/5/51, Page 13). However, the convention apparently is to take place in 1953. A/Chief Thomlison is very anxious to have it here if the council approves. G.A.N.

LETTER NO. 11

Stein Structures Ltd., Edmonton, Alta.
Oct. 4, 1952.

Geo. A. Nechkin,
City Clerk,
City of Red Deer.

F.l.c

Dear Sir:-

In reply to your letter of Sept. 25, we wish to mention that it is our policy to employ local labor in all our projects where possible. Our rates of pay are in line with the prevailing rates of pay in each district. We may add that we pay the men as to their ability. We do not segregate them as strictly carpenters or laborers.

Yours truly, STEIN STRUCTURES LTD.

LETTER NO. 12

Red Deer, Alta.
September 20/52.

Messrs. Mayor and Aldermen,
City of Red Deer.

Gentlemen:-

The City of Red Deer is to be congratulated upon the calibre of men who are the Aldermen of the City of Red Deer, constituting the City Council.

There were a few who went to the ratopayers meeting last night to be amused and entertained; and a couple expressed disappointment that I had had nothing to say.

A resident of Red Deer for many years, who has had a little experience in business, and in City Administration when times were tough, I have much sympathy for the Mayor and the Aldermen in the difficulties which have confronted them recently, and yet, I hope I am not speaking 'out of turn' when I say I am not entirely in accord with all their transact ons, and sometimes, lack of action.

It was untimely, to say the least, to permit the Engineer to start to build a boulevard on Ross Street, when the Council was divided equally on the question, and also when so many streets are being neglected, while being so badly in need of attention.

I approve of the engagement of the Assistant Commissioner, and it is very fortunate that he is a qualified Engineer, as well as an Executive; and I approve of having the drafting clerk made fully qualified to do the detail work.

Under these circumstances, when the difficulties of this year are 'ironed out', I see no good reason why the service of another Engineer, in the person of Mr. Lawson, is required.

It is improbable that Mr. Lawson will prove to be of value as a City employee. He appears to have very extravagant ideas, and he lacks appreciation of the value of money. He has not appeared to be practical, and I have seen no evidence of his having good judgement. If my impressions are not incorret, why waste any more money on him?

These are things I would have said, had I said anything, at the Ratepayers' meeting.

Incidentally, I express my disappointment that the City has done nothing yet to make life less difficult on our property, and I hope this is not an early freeze-up year.

Yours very truly,
W.E. Lord.

*Letter to Mr. Lord
Thank for interest
Print out payment*

Check members of the commission

#300

24770

LETTER NO. 13

Kiwanis Club of Red Deer.
Red Deer, Alta.
September 27, 1952.

The President,
Red Deer Rotary Club.

Copy for Mayor P. Crawford, also R.D. Inter Club Council

Dear Sir:-

The Kiwanis Club of Red Deer held a Board of Directors Meeting on Friday, Sept. 26th when the question of sponsoring Red Deer's Premier Ice Show in the new Arena was discussed.

As you know, our Club through Inter Club Council last year asked the privilege of sponsoring the Premier Ice Show and doing this annually, it was understood that this reservation had been accepted by all concerned.

In view of the co-operation and recognition given to Kiwanis National and annual Apple Campaign, and in particular the splendid support being given to our Red Deer Apple Campaign, I have been instructed to inform you that the Directors of the Red Deer Kiwanis Club voted unanimously to surrender their reservation on an annual Ice Show as requested by members of your club.

Yours very truly,
G. Les Strange, Secretary.

File

*Brown }
Golbraith } Committee for opening of the arena-*

EIKs - opening

LETTER NO. 14

September 18, 1952.

Commissioners and Council,
City of Red Deer.

Gentlemen:-

We, the Garage and Service Station Operators Association of Red Deer, submit for your approval, the following request.

The Early Closing By-law No. 1150 be amended or altered as follows, in order that the Motoring Public be given a reasonable service, and that we, as an association comply with the wishes of the Provincial Department of Industrial Relations. We understand our request is in accordance with City Act No. 383 passed in Legislature dated

Our Schedule would read as follows:

Business hours 7 a.m. to 7 p.m. Monday through Saturday excepting Wednesday on which day the closing hour to read 12:30 noon.

A service to be provided by means of a rotation schedule, evenings, Sundays and Holidays, as follows:

Four outlets appear on the schedule each week for late service, one garage to remain open until 2 a.m. during the months of May, June, July, August and September; the other three outlets appearing on the schedule at the same time will remain open until 9:30 during the same months. Wednesdays, Sundays, and Holidays included.

For the remaining months, one garage will remain open until 11 p.m. all other outlets will close at 7 p.m.

A copy of the schedule for the balance of the present year is attached.

Schedule not printed here.

Respectfully yours,

Red Deer Garage and Service Operators Ass'n.

LETTER NO. 15

The Central Council for Health Education
London, W.C. 1.
Sept. 3/52.

The Clerk of the Council,
Red Deer Municipal Council
Dear Sir:-

You will, I think, be interested in the Associate Membership Scheme recently introduced by my Council to serve local and national bodies of all kinds outside the United Kingdom.

The steadily increasing volume of enquiries, visits, and requests for help which we receive from overseas colleagues, such as health educationists, medical officers, nurses, administrators, social workers and students, has suggested to me that the introduction of such a scheme may fill a genuine practical need, and at the same time act as a link between all who are responsible for or practising health education.

If you would be interested to take up membership, the fee would be £10.0.0. per year, and the first year's membership would run from the date of joining to the 31st December, 1953.

I enclose details of the services we could offer to members, and would naturally be very glad to know of any additional services which you feel would be useful to you so that we could consider including them at a later date.

Yours faithfully,
Medical Director.

MEMO: Suggest refer this to Health Unit.

J.A.B.

Ave lights

PUBLIC WORKS REPORT

October 8, 1952.

Sidewalk for new school at 48 Ave. & 45 St.

The District schoolboard requests a sidewalk be built this year along 48 Ave. in front of the new school.

Length - 338 feet.
Cost - \$480.00 } - - School then Avenue

} Agreed
N. Gate North

Request Permission to rent Trailer in private yard.

Honest
Close our eyes

Mrs. J.M. Stevenson, 4523 - 47 St., requests permission to rent a trailer in her yard. The tenants would use bathroom facilities in her house.
Note: This trailer is worth approximately \$3,500.00 and the grounds surrounding it are well kept.

} Precedent

Water Intake.

A 24 inch non-pressure sluice gate worth approximately ~~\$1,000.00~~ ^{\$250} is required for the emergency water in-take line. This in-take will be in service at least ten years and may be a permanent arrangement.

} Agreed

Possibly a wooden gate could be built to shut off the intake but considering the importance of this line and the poor condition of the present pipe, it is recommended that an iron gate be ordered.

Respectfully submitted,
J.A. Beveridge.

Sidewalk next to Motors
Finish parking lots

COMMISSIONERS' REPORT

October 8, 1952.

The Mayor and Council,
City of Red Deer.

Gentlemen:-

We have been asked to sell the parking lot west of the Presbyterian church, lots 21 and 22, block 19, Plan H.

Mr. Kenneth Crane of Lacombe proposes to build a dry cleaning plant and will take either one or both the above lots.

If we sell one lot, he will erect a building having a minimum value of \$12,000.00 and if we sell both lots, will erect a building having a minimum value of \$20,000.00.

Respectfully submitted,
R.S. Gillespie.

Find an alternate location

PUBLIC WORKS REPORT

October 2, 1952.

11/150

Memorial Centre

Sidewalks are being laid around the building and down to 43rd Ave. Flood lighting, worth \$670.00 is required for the parking and along the sidewalks. Council's approval of this expenditure is requested. The parking lot is to be filled with gravel during October and November.

Protection Wall along Waskasoo Creek:

A letter was received from the Canada Creosoting Co. stating that eight by eight walling and twenty-five foot piles are not available. Mr. Overgaard has also written informing us that he will be busy until the end of December. However, the Provincial Department of Highways is now going to loan us one of their crews and will try to obtain the materials from their stockpiles. Work on the wall should begin early in October.

Water Intake:

The present intake line is broken at two points and partially filled with gravel. Efforts are being made to have a new intake built this year. We propose to dig a cubed channel into one of the intake wells. This intake would be several thousand dollars cheaper than a steel line.

Water Treatment Plant:

In co-operation with a representative from the Provincial Department of Health, a thorough check of the plant was made this week. As a result of changing the pumping controls, it is now possible to operate the plant with only one full time operator during the winter. Further, a schedule of hourly, weekly, monthly and yearly work is being established. The change in controls together with the new schedule will save labour, improve the operation, and lower maintenance costs.

Red Deer Arena:

Tenders were called for 28,550 square feet of painting as follows:

	Square feet
Seats	15,000
Stairs & Exit walls	1,700
Walkway	5,000
Posts	850
Rink boards - outside	3,000
inside	3,000
TOTAL	28,550

White - trim
→ Check with Edmonton Painters
→ Saddle

→ Vermilion
→ Red Strip
→
Lustina Thorsen
Quality

Lights are now being installed in the parking lot.

Gravel:

The possibility of using gravel from the Red Deer River is being investigated.

Sand
\$200
10 - royalty -
1.45 - loading -

Survey of Public Works:

In co-operation with Mr. Robertson, city auditor, a full investigation is going to be made into the operation and accounting of the Public Works Dept. This survey will probably result in the following changes being suggested:

1. Designating one person to be responsible for all city purchasing. This will mean a raise of \$20.00 to \$30.00 per month for the person selected as purchasing agent. Some office equipment will also have to be purchased.
2. A storekeeper for the public works department.
3. Work orders issued for all jobs to make sure they are done and to record the cost.
4. Time sheets to be filled out by sub-foremen one or more days before the work is done. This will result in more planning and better control.
5. Monthly reports on Public Works Expenditures (will be compared with the yearly appropriation).

Respectfully submitted,
J.A. Beveridge.

RETURNING OFFICER'S REPORT

October 8, 1952.

The Mayor and Council,
City of Red Deer.

Gentlemen:-

Re: 1952 Municipal Election.

WHEREAS this year the poll personnel will work longer and later hours than in the past, and it will be impossible to start counting the ballots till about 9:30 p.m. unless special staff is engaged for this purpose, it is my opinion that the counting should be delayed until the next morning for the following reasons:-

1. Special personnel are difficult to obtain in that it is difficult enough to get sufficient number of suitable people even to staff the polls.
2. The poll staff after working long hours will not be in good shape even after a recess and lunch to start the tedious job of counting at 9:30 p.m. or later.
3. The counting job is somewhat more complicated than in the past due to ballots being printed in as many different lots as there are candidates, allowing each candidate's name to appear at the top of the ballot in turn.
4. The new Act requires that the official summing-up of the vote and announcement of results of the election shall be made at noon on the second day after the election (i.e. Friday) which gives us plenty of time in which to do the counting.
5. Some saving will result if counting is done the following morning instead of late the same night as it will be done for the regular rate of pay rather than for the overtime (i.e. time and a half) rate and I am extremely doubtful that the staff will either be willing or able to work that late.
6. In the past elections, we were able to finish on the average by 10:00 - 10:30 p.m. In this case, we will not finish till about 1:00 - 1:30 a.m. if then, as the counting will have to proceed at a slower pace.
7. In the past, to save time, it has been customary to order a supper at a restaurant and take the staff there after the closing of the polls so as to get them back all at the same time and as quickly as possible to start counting. If the counting is done on the following morning this will not be necessary and will result in further small saving.

Your consideration of the above and your directions in this connection are respectfully requested.

Yours truly,

Geo. A. Nechkin,
Returning Officer.

- Miller
- Beavidge

WELFARE OFFICER - REPORT

October 6, 1952.

The Mayor and Council,
City of Red Deer.

Gentlemen:-

Re: Miss Alice Logan

In connection with Mr. R.E. Birney's letter to you regarding the above mentioned person, I beg to inform you that I have made inquiries into the matter and saw the following people.

1. Louis Logan, who informed me that his sister has very poor eyesight and high blood pressure and that Dr. R.M. Parsons advised the family never to leave her alone.
2. Dr. R.M. Parsons who stated to me that Miss Logan is incapable, mentally and physically, and has always depended on someone to look after her.
3. Mrs. Grant McKenzie who has been looking after Miss Logan since September 15/52 at her farm home 4 miles south of Red Deer. She is willing to continue to do so, for the sum of \$60.00 per month as she said Miss Logan needs continual care.

In view of the above facts, I would suggest that Mrs. McKenzie be paid \$60.00 per month, retroactive to September 15, 1952.

In these cases it is sometimes very hard to get people to look after them and as Mrs. McKenzie is her niece, it is better perhaps for a relative to do it than a stranger and the fee is very reasonable.

Respectfully submitted,
John Spence,
Welfare Officer.

OK

WELFARE OFFICER'S REPORT

October 7, 1952.

The Mayor and Council,
City of Red Deer.

Gentlemen:-

Re: Mr. and Mrs. W. Brown and family.

As you know, Miss Russell and myself were put to considerable trouble regarding the above family this past summer.

I now beg to inform you that Mrs. W. Brown and children are living at Okotoks with Mr. Brown's mother, and Mr. W. Brown is still in Red Deer and working at Standard Motors.

Respectfully submitted,
John Spence,
Welfare Officer.

FIRE DEPARTMENT - REPORT
FOR SEPTEMBER

October 2, 1952.

The Mayor and Council,
City of Red Deer.

Gentlemen:-

I wish to report that during the month of September, 1952 the Fire Department answered 4 fire calls:

September 7 - 3:45 a.m. - Call came in reporting waste paper receptacle on the corner of Gaetz Ave. and 51 St. was burning. Truck and 17 men turned out. 1 - 5 gal. water extinguisher was used. No damage.

September 8, 11:30 a.m. - Call came in from the residence of P. Eggen, 3919-56 Ave. Truck and 17 men turned out. Fire was burning in basement bedroom, mattress and pillow on fire caused from large light bulb being left on and in contact with pillow, fire quickly extinguished using booster tank and H.P. hose line. Damage estimated at \$80.45.

September 11, 8:45 a.m. - Call came in from White's Bakery stating his neon sign was on fire and requesting just one man be sent over. Sent truck and 6 men. Wiring leading to sign through attic had shorted and was burning. Used 1 soda and acid extinguisher. Just the wiring was slightly damaged. Siren not used.

September 17, 6:35 p.m. - Call came in from Gaetz-Cornett Drug Store stating the caller had seen flames in the back part of the Advocate Bldg. Truck and 13 men turned out. The fire had started from a pile of papers or cardboard being left on the top of the casting machine and the machine had been left turned on. The flames were quickly extinguished using part of a 5 gallon water extinguisher. Damage nil.

The Fire Department held its regular Tuesday night practices with an average attendance of 17 members.

Respectfully submitted,
W.N. Thomlison,
A/Fire Chief.

COMMISSIONER'S REPORT

October 8, 1952.

The Mayor and Council,
City of Red Deer.

Gentlemen:-

Re: Lot 6, Block F, Plan 3591P.

The above lot is located between 44 and 45 streets in the block at the north end of the Fairgrounds. These lots go from 44 to 45 street. Many of them are divided at the centre and houses built on each end.

Mr. W. Winter owns all of lot 5 and we have all of lot 6. In April, 1950 the Council agreed to sell him one lot for \$250.00 but he never accepted it.

In January, 1952 I was authorized to offer him an exchange, he to give us the north half of lot 5 and we would give him the south half of lot 6. This would leave us each with a 50' lot suitable for building. He has not accepted this either.

It appears that we shall have to put some pressure on him as we have a purchaser for the north half of lots 5 and 6 who has left his cheque for \$350.00 to be used when we get the transaction completed.

He has suggested that since Mr. Winter is rather hard to deal with, that we lease him lot 6. This may induce Mr. Winter to make up his mind on the matter as he is using our lot for his own purposes at present and has apparently never made any arrangement with the City for its use.

Respectfully submitted,
R.S. Gillespie,
City Commissioner.

→ What requires a resolution?
" " " " by-law?

CIVIL DEFENCE REPORT

October 8, 1952.

The Mayor and Aldermen,
City of Red Deer.

Gentlemen: -

I beg to submit the attached draft of duties which would devolve upon the Control Committee and others, in case of an emergency.

I am prompted to do this in order that the draft might be available to all taking part, or concerned in, civil defence arrangements, to enable them to have a working knowledge which would help them to carry out necessary operations.

Though Red Deer is regarded, at present, as a Mutual Aid Area, we are likely to become a Target Area when the Air Force establishment at Penhold is completed, and training is in progress. Our arrangements should, therefore, be made with this in mind.

I have been as brief as possible in describing the various bodies and their functions, and duties; a great deal remains to be told, but this draft will, I hope, be sufficient to give all concerned an insight into Civil Defence requirements, so that, if for any reason I should not be able to carry on, or be removed from Red Deer, someone would be able to continue the work, and benefit by this draft, and other material on file.

Civil Defence arrangements cannot be dropped according to the mood of the moment, like a paving programme when the money voted has been expended, or when the international situation is a little brighter, and resumed when the situation worsens. Once started, they must be maintained, otherwise time and money will be wasted, and progress lost.

I am signing myself as "Director", as the new "Glossary of Civil Defence Terms" defines one who "directs Civil Defence arrangements".

I trust the Council will concur in this change from "Controller".

Respectfully submitted,
R.C. Lister,
Director.

EMPLOYMENT OF CIVIL DEFENCE SERVICES

Red Deer and District Mutual Aid Area

Preface

These instructions are based on the increase in power of the new types of weapons. They are also based on the assumption that civil defence forces in our country will not have to combat the results of saturation bombings (such as they had to combat in Great Britain, especially over London and other large cities) but rather of sporadic raiding, using weapons of great destructive power.

The principles of employment of civil defence services will, generally, remain the same under any type of attack, and these instructions will stress principally the employment of civil defence services within this Mutual Aid Area, being mindful of the fact that in sporadic raiding this city, and this area, could become a Target Area. Our training should be planned accordingly, with Warden, Rescue, and Ambulance sections.

CIVIL DEFENCE HEADQUARTERS

Besides planning for civil defence operations during an emergency, a main duty of this headquarters during peace time is to co-ordinate the civil defence planning within the civic government departments. This will be a prime responsibility or function of the civil defence Director, through the Planning Committee.

During the emergency the main functions of the headquarters are to collect, collate, and disseminate information, to provide operational and administrative control throughout the area. In order to carry out these functions it is necessary to divide it into two main branches;-

- (a) The Operations and Training Branch, and
- (b) The Administration Branch.

These branches will form the personnel who, during operations, will be the control centre staffs.

The control element of this headquarters, besides the control committee will consist of the Director, together with the clerical staff necessary for his requirements. The Deputy Director will be in charge of the alternate control centre. During operations, the strength of the headquarters will be augmented by the heads of the various operating services.

Operations and Training Branch

This branch will consist of:

- (a) The Intelligence and Information Section (City Clerk and Staff)
- (b) The Training Section, (Planning Committee & Instructors)
- (c) The Communications Section (C.K.R.D. & Mgr., Alta. Government Telephones)

(a) This section is responsible for the provision of up to date information, relating to civil defence operations, for the Director, through the Control Committee. In addition, it should be responsible for the provision of general civil defence information to the public, the press, and the radio.

During operations this section will be primarily responsible for maintaining an up to date record of damage, fires, casualties, etc. on the control room maps, keeping the Director informed, or in the picture, with situation reports.

A great deal of the more detailed picture of damage, etc., will normally be reported by the Police and Wardens, but if Wardens are casualties, or communications have been put out of action, it may be necessary to use Tactical Reconnaissance Teams to assess damage, etc., and will in the gap.

It may also be necessary to have Technical (or Monitoring) Reconnaissance Wing, to determine nature and extent of contamination after Atomic or other attack, (chemical or biological) and do unexploded bomb reconnaissance.

(b) This section will be responsible for the provision of adequate personnel to operate the communications systems in and between the control centres, and report centres. It will be responsible for the care and maintenance of all civil defence communications equipment. This section should have, on its establishment, a number of runners, Boy Scouts for example, to supplement the normal means of communications in case of a breakdown or congestion. Dispatch riders, to provide messenger service, and to act as guides to parts of the area, should be an important element of this section.

(c) This section is responsible for the training of all civil defence volunteers in the various sections. The Training Plan (Manual No. 3), gives an outline of the training required to bring volunteers up to a minimum standard.

Local Instructors, who have attended courses at Provincial Schools, will be employed in this training, augmented by assistant instructors selected for the purpose. It is most important that training materials, techniques, and methods, be standard throughout all civil defence training, so that mutual aid, etc. will be effective.

THE ADMINISTRATION BRANCH

This branch is responsible for all personnel, supply, and transportation requirements (the latter through the Transportation Committee and the Transportation Section). The Operations side of headquarters organization will be dependent a great deal on the efficiency of this branch in meeting demands for personnel, equipment, and vehicles, as soon as is feasible. One important function will be to avoid any conflict in demands, and to set priorities on equipment, personnel, etc. that are available.

The personnel Section would be responsible for the recruitment of all civil defence volunteers, and for their assignment to the various sections and services. Each service would be expected to notify the Personnel Section of their requirements for volunteers. During operations this section would be responsible, in conjunction with warden and welfare services, for the recruitment of additional manpower, required in addition to normal service complements. The Section would also be responsible for maintaining service records cards (enrolment cards).

The Transportation Section will be responsible for the co-ordination of all transportation requirements for the various services, for advising the appropriate authorities concerning the prior selection, conversion, and allocation of vehicles and transportation units required by each of the services.

THE POLICE SERVICE

The main responsibility of the Police Service, during peace or war, is the maintenance of law and order. Because the duties necessary to carry out these functions during and following air raids are multiplied considerably, it will be necessary to recruit and train auxiliary police.

The Police Service will be responsible for the development of a police plan, which will cope with the following problems; -movements and control of refugees and evacuees (Note: Evacuees are those who, through being homeless, are moved under civil defence direction. Refugees are those who, fearing damage to themselves or property, move without direction of civil defence authorities), control of any signs of panic among the population, control and movement of unnecessary vehicular traffic, the earmarking of incoming and outgoing routes for civil defence service traffic; prevention of looting, and reporting of damage. Auxiliary Police Services will, of course, be under the direction of the local police commander, (Inspector in charge Royal Canadian Mounted Police) who will give assistance in training, through the regular police detachment.

THE FIRE SERVICES

The Fire Services are an important element in protection of life and property in peacetime. Under conditions envisaged following air raids of incendiary or atomic bombs, this service will be fully extended in all its resources, and will have a vital role to play in the overall civil defence plan.

Under the present scale of personnel and equipment it is not expected that the service will be able to cope with mass fires. Therefore the fire services will have to be considerably augmented by auxiliaries, who will be trained by the regular fire department personnel, under the Fire Chief. During operations its main function will be to control major outbreaks of fire which might develop into conflagrations, or fire storms. There will probably be a great number of small fires, but these will have to be taken care of by warden self-help parties, the fire service being fully occupied with the mass fires.

In the preparation of the fire defence plans, adequate preparations must be made for the provision of supplies of water from other sources than the normal means, because of the possibility of breaks or disruptions. The supply of water is probably one of the most important items to be planned for, because all the equipment available will be of no use if there is no water.

ENGINEERING AND PUBLIC UTILITY RESTORATION SERVICES

The duties which will come under "Engineering" in these services, such as removal of debris, demolition of unsafe structures, use of bulldozers and other heavy equipment, etc. are fully dealt with in separate memorandums and manuals, and need not be further dealt with here. Public Utility Restoration would come under the regular City Staff, augmented by auxiliary personnel to cope with the extra tasks which might be expected after an attack.

The Ambulance Service

This section will be responsible for the movement of casualties from ambulance collecting points to the Medical 1st Aid Stations, and from the stations to the hospitals. They will use standard commercial ambulances, and vehicles which have been, or can be, converted to ambulances. The Ambulance Service will be open to both men and women, who will be trained in full first aid. Two people, the driver and an attendant, comprise a team.

The speedy removal of casualties from the scene of damage to the hospitals and places where they can receive prompt attention, is an important factor, and should always be kept in mind by this service.

During operations this service should be divided into two sections. One will be responsible for the movement of casualties from the ambulance collecting points to the first aid stations. The other section will look after the movement of casualties from the first aid stations to the hospitals.

THE WARDEN SERVICE

The duties of this very important section of the civil defence plan, considered the "kingpin" of all services in a Target Area, are fully dealt with in that excellent "Warden's Manual", of which copies are available to every Warden in the Section. A map of the City has been prepared, showing all "Groups", "Sectors" and "Posts" in the Warden Plan. The City has been divided into 12 Groups, 33 Sectors, and (approximately) 200 Posts. So far, members of the Legion have filled the Posts, but any householder is eligible for this duty, and more are required. Organization of self-help parties is one of the functions of the Warden Section. They will also help police in the control and movement of refugees, as wardens are likely to be the first to meet them, and in the supervision of blackout if imposed.

THE RESCUE SERVICE

With the expected damage and collapse of buildings following air raids, great numbers of people would be trapped, and in a good many cases injured seriously. Any Rescue Work involving the release or extrication of trapped casualties in heavily damaged or dangerous buildings, requires the services of skilled rescue teams, well trained in the recognition of dangerous structures, technical methods of approach, and debris handling.

This service should be organized into teams of eight men specially trained to carry out rescue operations under all possible conditions. They will also be responsible for removing casualties from debris and for carrying stretcher cases to the ambulance collecting points, assisted, wherever possible, by other civil defence personnel, or self help parties trained in stretcher bearing. This section will also be responsible for the provision of first aid, if required, to casualties they extricate from debris.

THE MEDICAL SERVICE

The Medical and Health services must be organized to provide prompt and effective treatment for casualties. They will have to maintain, or restore, public health functions, immediately following an attack. The Medical personnel available will have to be utilized and given a part to play. In addition there will be a great need for trained nursing auxiliaries.

This section will be responsible for the care of casualties; prevention of disease and epidemics; organizing existing hospital facilities; planning emergency hospital measures; provision of a laboratory service for the detection of chemical and radiation contamination; casualty evacuation, and establishment of first aid stations, and veterinary services.

THE WELFARE SERVICE

Because of the large numbers of people who will be rendered homeless following an attack, and an equally large number who may flee the stricken area, through fear or panic, the welfare service will play a most important role, particularly in the restoration of morale of those who might be destitute. The organization should be such that it will cater to the individual needs of those who have become destitute. Every person will be an individual case.

This service will be responsible for the preparation of a welfare plan which would include such subjects as immediate comfort to homeless, evacuees and refugees, the establishment and staffing of rest centres, emergency cooking and feeding; collecting points, where those who need no longer be detained, and who are mobile, may be sent on to Reception Areas. Special manuals have been issued covering welfare services.

The first task of the Welfare Section would be to make a survey of all buildings, with a view to assessing their suitability for welfare purposes. This survey would include church halls and basements used for gatherings of people, noting accommodation available, facilities, and amount of equipment (stoves, crockery, and cutlery, etc.). It would be necessary also to include buildings suitable for use as ~~emergency~~ hospitals.

CONTROL REQUIREMENTS

In order that control may be efficiently maintained over all the resources in manpower and material, within an area, it will be necessary to set up an adequate control and reporting system throughout the area, and to have a control centre.

The primary function of a control centre is;

- (a) to receive and collate information received from the report centres.
- (b) to despatch such civil defence services as are considered necessary.
- (c) and to report to higher authority as may be necessary.

The function of a Report Centre is to receive, collate, and transmit information. Therefore they must be so organized that they can collect and sift reports and pass only important information to control centre. A report centre is the link between Warden Report Posts and the Control Centre.

The Control Room

This should be large enough to accommodate the necessary staff, and have facilities for use of maps and phones. This should be available in the City Office, with arrangements made to transfer staff and equipment to a suitable shelter in the basement if necessary. The switchboard and operator should be in the same room, or nearby. A large table in the centre of the room could have place cards showing heads of different sections present in the room. A smaller room could be made available as a message room, for the reception and transmission of messages.

THE CIVIL DEFENCE DIRECTOR

The duties of the Director are to maintain operational control over all civil defence services within the area, to call for, or render, mutual aid, as soon as it is apparent that assistance is required or requested, to keep higher authorities constantly in the picture, to ensure that the control centre is functioning properly, and that reports are forthcoming from report centres, and to make operational decisions as the need may arise.

THE CONTROL COMMITTEE

When the situation is such that a state of emergency is said to exist, (by formal Mayoral proclamation) the Control Committee, being the civic authority for the purpose, would authorize the Director of Civil Defence to implement the Civil Defence Plan and assume direction of Civil Defence services and arrangements. The Control Committee would receive suggestions and recommendations from the Planning Committee, to be the basis of instructions to the Operational Staff. They will discuss with the Director measures to be taken to deal with any unexpected or sudden change in the situation. They would be on duty at the Control Centre during an emergency.

PLANNING COMMITTEE

This committee would be in close touch with Operational Headquarters, and would be kept fully informed at all times of the general situation. They would follow the progress of civil defence arrangements, assessing results of enemy action, and of measures taken to deal with them, and make suggestions and recommendations to the Control Committee to meet any new or unexpected situation.

SYSTEM OF ALERTING THE PUBLIC
AND CIVIL DEFENCE WORKERS

RED ALERT A warning from Air Force Control Centre to "vital points" (important cities and Provincial Headquarters) that an attack by hostile aircraft is imminent (near, threatening, impending) On the Red Alert public warning devices are sounded, normal civil activities are suspended, the people take cover, and civil defence services stand by for action.

YELLOW ALERT A confidential warning sent to key civil defence workers and other authorized personnel to indicate that an attack by hostile aircraft is "probable".

WHITE ALERT A signal (the "all clear") to indicate that (1) an attack by hostile aircraft is "improbable", or (2) that an actual attack is over.

CITY WARNING SYSTEM, CIVIL DEFENCE

It will be necessary to devise a warning system for use after an "Alert" has been received. This should be something different from the City siren, which warns of fire, and the City bell, which indicates 1 o'clock, and which are so well known that use of them for other purposes might cause confusion.

It is expected that the Federal Gov't. will supply a suitable type of warning device, but further information on this is awaited.

Warning regarding "Alerts" would, in our case, come from the Provincial Civil Defence Headquarters at Edmonton.

Compliment
Col. Lister }

RECREATION COMMISSION - Minutes of Oct. 6/52.

Present were: C. Anderson, R.B. Gish, A. Goodacre, Dr. W.A. Carter, C.M. Ward, Miss A. Olson, Mrs. T. Foster, B. Woodrow, H. Gilchrist, R. Holmes and C.J. Miller.

B. Bourk, Dr. W.B. Parsons, J.A. Lampard, Mayor Crawford and T. Cornett were absent from the meeting.

Meeting opened at 8:10 p.m. with Dr. Carter presiding. Minutes of the previous meeting were adopted as read.

Dr. Carter reported to the meeting that the Kinsmen Club was planning on dismantling the old High School rink and would have same available for use when required.

The Playground at the City Square came up for further discussion and it was the unanimous feeling of the meeting that fencing should be constructed along Ross St. and 48 Ave. If fence is retained around paddling pool it was suggested that gate be made on south side for ease in supervision.

As no site has been obtained for boxing classes, Messrs. Anderson and Miller were requested to look into additional sites suggested.

Jarvis Miller reported that centres for Health and Recreation Classes should be ready any time in the coming month.

The Secretary was instructed to purchase 12 helmets for school football at an approximate cost of \$60.00. Motion of Ward and Holmes.

Dr. Carter gave a brief report on A.A.H.A. meeting held in Calgary on September 27th. As he had nothing further to report on the Juvenile hockey situation it was left over until the next meeting.

Hugh Gilchrist reported to the meeting that nothing had been done on the proposed toboggan slide due to the fact that city equipment was busy elsewhere. On motion of Holmes and Woodrow, the Secretary was instructed to contact Kinsmen Club to see if they can give any assistance in the matter. Messrs. Gilchrist and Goodacre were appointed as a committee to assist in this.

Miss Olson reported to the meeting that Miss Mary Anne Lake, a recent addition to the city teaching staff, would be interested in giving assistance to figure skating classes.

On motion of Anderson and Goodacre, the meeting went on record as suggesting to the City Council that the end of the Commission year be changed from December 31st to March 31st.

As Mr. I. Kaila has missed three consecutive meetings of the Commission, it was the unanimous feeling of the meeting that a replacement be sought. The Secretary was instructed to write the City Council suggesting the name of Mike Steffanick as a suitable replacement.

On the motion of Goodacre and Gish, the meeting went on record as recommending to the City Council that the new arena be made available for hockey games and other activities as soon as it is ready, regardless of date set for official opening. It was also suggested that advertisement be inserted in the Advocate asking that requests for ice-time be made in writing before a certain date so that the arena schedule could be set up.

R.B. Gish, R. Holmes and Mrs. Foster were appointed as a committee to investigate the possibility of skiing and report back to the next meeting.

Hugh Gilchrist reported to the meeting the danger of injury to children in using equipment immediately north of the Armouries. The Secretary was instructed to contact the City Council to see if something could be done about this.

It was also brought to the attention of the meeting that newly seeded playground on the South Hill was being ruined by cars crossing the centre of it. A fence was suggested and the Secretary was requested to approach the Council to see if something could be done in this regard.

The matter of new road in Waskasoo Park was left over until next spring.

The meeting adjourned at 9:40 p.m.

File