

**DATE: March 26, 1996**  
**TO: All Departments**  
**FROM: City Clerk**  
**RE: PLEASE POST FOR THE INFORMATION OF ALL EMPLOYEES**

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***SUMMARY OF DECISIONS***

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FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL  
HELD IN THE COUNCIL CHAMBERS, CITY HALL

**MONDAY, MARCH 25, 1996**

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

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- (1) Confirmation of the Minutes of the Regular Meeting of March 11, 1996

**DECISION - CONFIRMED AS TRANSCRIBED**

PAGE #

- (2) **UNFINISHED BUSINESS**

1. City Clerk - Re: Expanded Sidewalk Snow Removal in the  
Downtown Area / Traffic Bylaw Amendment 2800/A-96

.. 1

**DECISION - RECEIVED REPORT AS INFORMATION. SEE  
BYLAW SECTION FOR BYLAW READINGS**

2. City Clerk - Re: Use of Mill Rate Stabilization Reserve Funds  
and 1996 Mill Rate for Property Taxes

.. 5

**DECISION - AGREED TO USE \$868,548 FROM AMFC AND  
\$364,829 FROM THE MILL RATE STABILIZATION RESERVE  
TO FORGIVE THE LOAN TO THE RED DEER PUBLIC  
LIBRARY AND FURTHER AGREED TO AN ADDITIONAL  
YEAR (1999) OF A 0% INCREASE IN MUNICIPAL  
PROPERTY TAXES AND BUSINESS TAXES**

(3) **PUBLIC HEARINGS**

(4) **REPORTS**

1. Director of Development Services and Public Works Manager -  
Re: Garbage Collection and Recycling Tendering Process . . 10

**DECISION - AGREED TO CONDITIONS TO BE INCLUDED  
IN THE GARBAGE COLLECTION AND RECYCLING  
TENDERING PROCESS**

2. Director of Corporate Services - Re: Appointment of the City's  
Representative to the Alberta Municipal Financing Corporation's  
Annual Meeting on Friday April 19, 1996 . . 30

**DECISION - AGREED TO APPOINT ALAN WILCOCK TO  
REPRESENT AND VOTE THE SHARES OF THE CITY OF  
RED DEER AT THE ANNUAL GENERAL MEETING OF THE  
ALBERTA MUNICIPAL FINANCING CORPORATION**

3. City Clerk and Recreation, Parks and Culture Manager - Re:  
Cemetery Operations: Burial Liners and Cemetery Bylaw  
Amendment No. 3126/A-96 . . 32

**DECISION - THE REPORT WAS RECEIVED AS  
INFORMATION. SEE BYLAW SECTION FOR BYLAW  
READINGS**

4. Engineering Department Manager and Inspections and  
Licensing Manager - Re: Updated Use of Streets Bylaw No.  
3161/96 . . 36

**DECISION - REPORT RECEIVED AS INFORMATION. SEE  
BYLAW SECTION FOR BYLAW READINGS**

5. City Clerk - Re: Cancellation of Monday, June 3, 1996 Council Meeting . . 38

**DECISION - AGREED TO CANCEL THE JUNE 3, 1996 COUNCIL MEETING**

**(5) CORRESPONDENCE**

1. Marilyn Wattenbarger - Re: Request for Amendment to Land Use Bylaw 2672/80 / Parking of Recreational Vehicles . . 39

**DECISION - AGREED NOT TO CHANGE REGULATIONS FOR PARKING OF RECREATIONAL VEHICLES AND THAT PUBLIC INPUT BE CONSIDERED IN THE FALL OF 1996 TO DETERMINE THE LEVEL OF COMMUNITY SUPPORT FOR THE CURRENT REGULATIONS**

2. Catherine Hodgson, Ken Evanecz and Ken Maximchuk - Re: Request for Lot Price Reductions - City Developed Residential Lots . . 47

**DECISION - DENIED REQUEST FOR A REFUND AND FURTHER AGREED TO CHANGE THE EFFECTIVE DATE OF PRICE REDUCTION IN CITY LOT PRICES TO BE EFFECTIVE JANUARY 1, 1996**

3. Natalie Hanratty/Brookfield LePage - Re: Checkmate Court - Rezoning Request / 4902-37 Street (Condominium Plan 902-1647), Lot 2, Block 5, Plan 792-2189 . . 51

**DECISION - DENIED REQUEST FOR REZONING**

4. Leo and Lillian Matthiessen - Re: Purchase of McIntosh tea House/Bed and Breakfast / 4631 Ross Street, Red Deer, Alberta / Gift Shop in Association with Bed and Breakfast Operation / Land Use Bylaw Amendment 2672/D-96 . . 55

**DECISION - RECEIVED CORRESPONDENCE AS  
INFORMATION. SEE BYLAW SECTION FOR BYLAW  
READINGS**

**(6) PETITIONS AND DELEGATIONS**

**(7) NOTICES OF MOTION**

1. Councillor Dawson - Notice of Motion: Councillors'  
Remuneration . . 65

**DECISION - AGREED TO REFER THIS MATTER TO THE  
PERSONNEL COMMITTEE FOR THEIR CONSIDERATION**

**(8) WRITTEN INQUIRIES**

**(9) BYLAWS**

1. 2672/D-96 - Land Use Bylaw Amendment / Rezoning  
Request / Commercial Operation in Association with Bed  
and Breakfast Operation - 1<sup>st</sup> Reading . . 66  
. . 55

**DECISION - BYLAW GIVEN 1<sup>st</sup> READING**

2. 2800/A-96 - The Traffic Bylaw / Snow Removal in C1 and C2  
/ Addition of Schedule "E" / 1<sup>st</sup> Reading . . 67  
. . 1

**DECISION - BYLAW GIVEN 1<sup>st</sup> READING**

3. 3126/A-96 - Cemetery Bylaw Amendment / Burial Liners / 3  
Readings . . 69  
. . 32

**DECISION - BYLAW GIVEN 3 READINGS**

4. 3161/96 - Use of Streets Bylaw / Repeal of Use of Streets  
Bylaw 2939/87 / - 3 Readings . . 74

**DECISION - BYLAW GIVEN 3 READINGS**

# **A G E N D A**

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FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL

***MONDAY, MARCH 25, 1996***

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

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|--|------|
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| 2. City Clerk - Re: Use of Mill Rate Stabilization Reserve Funds<br>and 1996 Mill Rate for Property Taxes      | .. 5 |

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(4) **REPORTS**

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|---|-------|
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| 2. Director of Corporate Services - Re: Appointment of the City's<br>Representative to the Alberta Municipal Financing Corporation's<br>Annual Meeting on Friday April 19, 1996 | .. 30 |
| 3. City Clerk and Recreation, Parks and Culture Manager - Re:<br>Cemetery Operations: Burial Liners and Cemetery Bylaw<br>Amendment No. 3126/A-96                               | .. 32 |

|     |   |                |
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| 4.  | Engineering Department Manager and Inspections and Licensing Manager - Re: Updated Use of Streets Bylaw No. 3161/96   | .. 36          |
| 5.  | City Clerk - Re: Cancellation of Monday, June 3, 1996 Council Meeting   | .. 38          |
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| (7) | <b>NOTICES OF MOTION</b>  |                |
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| (9) | <b>BYLAWS</b>   |                |
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| 4. 3161/96 - Use of Streets Bylaw / Repeal of Use of Streets<br>Bylaw 2939/87 / - 3 Readings                         | .. 74<br>.. 36 |

Committee of the Whole:

- 1) Administrative Matter

*Attachment for Information*

- Scout Troupe Request*
- Council Support Location*



DATE: March 18, 1996

TO: City Council

FROM: City Clerk

RE: EXPANDED SIDEWALK SNOW REMOVAL IN THE DOWNTOWN AREA

At the Council Meeting of February 12, 1996, the following resolution was passed relative to snow removal in the Downtown area:

"RESOLVED that Council of The City of Red Deer hereby directs the Administration to prepare the appropriate bylaw amendment to provide for the inclusion of the R3 Zone in the Downtown area under the Sidewalk Snow Removal Policy, and as presented to Council February 12, 1996."

Attached hereto is the report from the Engineering Department Manager regarding the above direction.



Kelly Kloss  
City Clerk

KK/clr  
attchs.

DATE: March 18, 1996

TO: City Clerk

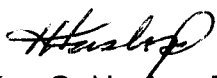
FROM: Engineering Department Manager

**RE: EXPANDED SIDEWALK SNOW REMOVAL IN THE DOWNTOWN AREA**

City Council, at the February 12, 1996 meeting, directed the Administration to prepare an amendment to the Traffic By-law to provide for the inclusion of the R3 zone in the Downtown area relative to mandatory public sidewalk snow clearing. Accordingly, we have prepared the attached plan.

As the exact boundaries City Council had in mind are unknown, we are submitting this information for Council to review at the March 25, 1996 meeting. If there are changes to be made, we can amend the plan and resubmit to the April 9, 1996 meeting.

This is submitted for the information of Council



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

KGH/emg  
Att.

c.c. Director of Development Services  
c.c. Inspections and Licensing Manager  
c.c. RCMP Inspector

3  
MANDATORY (R3) SIDEWALK SNOW REMOVAL  
IN DOWNTOWN AREA



**COMMENTS:**

We recommend that Council give first reading to the attached bylaw with the map as presented. Following which, we recommend notifying the affected property owners for their input prior to second and third readings. Should Council wish to modify the map, this can easily be accommodated prior to second and third readings.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

**DATE:** March 27, 1996

**TO:** Council and Committee Secretary,  
Sandra Ladwig

**FROM:** City Clerk

**RE:** TRAFFIC BYLAW AMENDMENT 2800/A-96, SNOW REMOVAL

**FILE**

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At the Council Meeting of March 25, 1996, Council gave first reading to Traffic Bylaw Amendment 2800/A-96, a copy of which is attached hereto.

Council's intent is to hold a Public Hearing for this Bylaw, prior to second and third readings being given. Said Public Hearing is to take place Monday, May 6, 1996, at 7:00 p.m., or as soon thereafter as Council may determine.

I ask that you:

1. obtain the addresses of all the property owners from the Assessment and Tax Department for those R3 lands as shown on Schedule "E" of the Bylaw,
2. correspond with each of the property owners and advise them:
  - a) that this issue arose from concerns of residents in the Downtown,
  - b) that they would be required to remove the snow from the sidewalk in accordance with the Traffic Bylaw. Please quote the section in the Bylaw that they would have to adhere to and advise them of the period of time in which they would have to do so.
3. advise them of the date of the Public Hearing,
4. include any other information you feel is pertinent.

Please provide me with a copy of the letter once you have completed same.

  
Kelly Kloss  
City Clerk

KK/clr

**FILE**

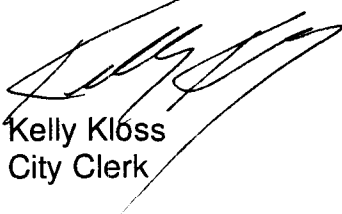
**DATE:** March 27, 1996  
**TO:** Engineering Department Manager  
**FROM:** City Clerk  
**RE:** EXPANDED SIDEWALK SNOW REMOVAL IN THE DOWNTOWN AREA

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At the Council Meeting of March 25, 1996, consideration was given to your report dated March 18, 1996, concerning the above. At the above noted meeting, Council gave first reading to Bylaw No. 2800/A-96, which provides for the inclusion of the R3 zone in the downtown area, as outlined in the attached schedule, in the Mandatory Sidewalk Snow Clearing Regulation.

Council directed that prior to consideration of second and third readings of this Bylaw, property owners affected be notified. This office will now proceed with notification for a Public Hearing to be held on Monday, May 6, 1996 at 7:00 p.m., or as soon thereafter as Council may determine.

Trusting you will find this satisfactory.



Kelly Klöss  
City Clerk

KK/clr

cc: Public Works Manager  
Inspections and Licensing Manager  
Insp. S. Sutton  
Council and Committee Secretary, S. Ladwig

3  
MANDATORY (R3) SIDEWALK SNOW REMOVAL  
IN DOWNTOWN AREA



**ITEM NO. 2**

**DATE:** March 12, 1996  
**TO:** City Council  
**FROM:** City Clerk  
**RE:** **USE OF MILL RATE STABILIZATION RESERVE FUNDS AND  
1996 MILL RATE FOR PROPERTY TAXES**

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At the Council Meeting of March 11, 1996, consideration was given to the above topic and at which meeting the following resolution was introduced:

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Corporate Services dated March 1, 1996, re: Use of Mill Rate Stabilization Reserve Funds, hereby agrees as follows:

1. To use the \$868,548 from AMFC and \$364,829 from the Mill Rate Stabilization Reserve to forgive the loan to the Red Deer Public Library and pass on the \$190,510 annual savings to the residential and non-residential property owners;
2. To use \$800,000 per year from the Mill Rate Stabilization Reserve for 1996 to 1999 inclusive and \$300,000 in 2000 to reduce property taxes to residential and non-residential properties for 1996 onwards;
3. To commit to an additional year (1999) of a 0% increase in municipal property and business taxes,

and as presented to Council March 11, 1996."

Prior to voting on the above resolution, however, Council agreed to table this matter to the March 25, 1996 Council Meeting.

The relevant reports are again submitted to Council for consideration.



Kelly Kloss  
City Clerk

KK/clr



**DATE:** March 18, 1996  
**TO:** City Clerk  
**FROM:** Director of Corporate Services  
**RE:** 1996 PROPERTY TAX RATE DIRECTION

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At the March 11, 1996 meeting, Council was requested to provide direction for setting the 1996 Property Tax Rate.

There were two reports on the March 11, 1996 agenda:

1. Recommendation to use \$4.7 million of Mill Rate Stabilization Funds to reduce the single family residential property tax rate (multiple family properties were excluded) and commit to a 0% tax increase for 1999
2. Recommendation to more equalize the impact of the 1996 Provincial education tax rate change between single family and non-residential properties.

Council in considering (1) above had a resolution proposed by some councillors to pass the savings on to all property owners as follows:

“RESOLVED that Council of The City of Red Deer, having considered report from the Director of Corporate Services dated March 1, 1996 re: Use of Mill Rate Stabilization Reserve Funds, hereby agree as follows:

1. To use the \$868,548 from AMFC and \$364,829 from the Mill Rate Stabilization Reserve to forgive the loan to the Red Deer Public Library and pass on the \$190,510 annual savings to the residential and non-residential property owners;
2. To use \$800,000 per year from the Mill Rate Stabilization Reserve for 1996 to 1999 inclusive and \$300,000 in 2000 to reduce property taxes to residential and non-residential properties for 1996 onwards;
3. To commit to an additional year (1999) of a 0% increase in municipal property and business taxes,

and as presented to Council March 11, 1996.”

p.2

The resolution was tabled to the March 25, 1996 Council meeting.

There are a number of possible scenarios Council could consider, including:

- Option 1 Do nothing. The existing guideline is a 0% change in the municipal portion of the property tax rate. No funds would be used from the Mill Rate Stabilization Reserve.
- Option 2 Use \$4.7 million to subsidize single family residential properties only (as recommended)
- Option 3 Use of \$4.7 million to reduce the municipal mill rate for all taxpayers (see resolution above)
- Option 4 This is Option 2 plus the recommendation of the second report to adjust the total tax bill for non-residential taxpayers to a 0% increase and use additional revenues to reduce the single family municipal tax rate
- Option 5 This is a new option to equalize the percentage change in the total property tax bill for all taxpayers
- Option 6 Similar to Option 5 but equalize the total dollar change for the same assessment values for all properties.

The impact of the various options on the Municipal portion of the property tax bills is as follows:

|   | Option 1 -<br>Do nothing | Option 2 -<br>\$4.7 Million to<br>Single Family | Option 3 -<br>\$4.7 Million to<br>All Taxpayers | Option 4 -<br>Option 2 +<br>0% for Total<br>Non-<br>Residential<br>Tax Bill | Option 5 -<br>Equalize<br>Total Tax Bill<br>% Change | Option 6 -<br>Equalize the<br>Total \$ Change<br>for Same<br>Assessment<br>Values |
|---|--------------------------|---|---|---|--|---|
| <b>IMPACT ON THE MUNICIPAL PORTION ONLY</b> |                          |   |   |   |  |   |
| Single Family                               | 0%                       | -9.9%   | -4.9%   | -10.7%  | -6.6%  | -6.9%   |
| Multi-Family                                | 0%                       | 0%  | -4.9%   | 0%  | -6.6%  | -6.9%   |
| Non-Residential                             | 0%                       | 0%  | -4.9%   | 0%  | -2.0%  | -1.5%   |
| <b>IMPACT ON THE TOTAL TAX BILL</b>         |                          |   |   |   |  |   |
| Single Family                               | 1.4%                     | -2.9%   | -1%   | -3.7%   | -1.8%  | -1.9%   |
| Multi-Family                                | 1.4%                     | 1.4%  | -1%   | 1.4%  | -1.8%  | -1.9%   |
| Non-Residential                             | -1.2%                    | -1.2%   | -3%   | 0%  | -1.8%  | -1.5%   |

Option 4 is recommended to counter the shift in property tax load since 1992 to the residential property owners.

p.3

The following chart shows that although the total property taxes levied has increased by 2.1% from 1992 to 1995, the residential share has increased by 4.7% and the non-residential has gone down by 1.8%. To retain the same share of taxes as in 1992 would require a reduction of \$645,000 in residential property taxes and a similar increase in non-residential property taxes.

| BREAKDOWN OF PROPERTY TAXES |              |            |              |            |                        |       |
|-----------------------------|--------------|------------|--------------|------------|------------------------|-------|
|                             | 1995         |            | 1992         |            | CHANGE<br>1992 TO 1995 |       |
|                             | Amount       | % of Total | Amount       | % of Total | Amount                 | %     |
| Residential                 | \$26,801,000 | 62.3%      | \$25,610,000 | 60.8%      | \$ 1,191,000           | 4.7%  |
| Non-Residential             | 16,219,000   | 37.7%      | 16,518,000   | 39.2%      | (299,000)              | -1.8% |
| Totals                      | \$43,020,000 | 100.0%     | \$42,128,000 | 100.0%     | \$ 892,000             | 2.1%  |

Most other municipalities have countered the shift of property taxes by increasing the split mill rate. It should be noted the non-residential and multiple family property owners are able to deduct property tax as an expense against their income taxes.

### **Recommendation**

That Council direct the administration to prepare a mill rate bylaw in accordance with the recommendations in the reports from the City administration.



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

**COMMENTS:**

As outlined in the attached report from the Director of Corporate Services, this matter was tabled to the March 25, 1996 meeting. In his report, the Director of Corporate Services has outlined two new options that Council may wish to consider. However, as stated in the original reports, and confirmed in the attached, over the last few years non-residential properties have received significant benefits in the tax load vis-à-vis residential properties, as well as the benefits of reduced utility rates, offsite levies, etc. We therefore still recommend that Council approve Option 4 which goes some way to equalizing the benefits for all the tax payers.

This would still leave Red Deer with the lowest split mill rate of all the major cities except for that of Medicine Hat, Alberta.

"H.M.C. DAY"  
City Manager

Option 4 is the preferred option if Council wishes to focus on the goal of making Red Deer "competitive" in both residential and non-residential taxation levels. Should Council feel strongly that some benefit should flow to non-residential property owners I recommend Option 2, which adjusts municipal taxation using municipal revenues, but leaves the impact of the Provincial education levy untouched. I believe this will be an option all property owners can understand, regardless of their preferred position.

"G.D. SURKAN"  
Mayor

## **COUNCIL MEETING OF MARCH 25, 1996**

### **ATTACHMENT TO REPORT ON OPEN AGENDA**

**RE:**

- 1. Use of Mill Rate Stabilisation Reserve Funds**
- 2. 1996 Mill Rate For Property Taxes**

**DATE: March 1, 1996**

**TO: City Clerk**

**FROM: Director of Corporate Services**

**RE: USE OF MILL RATE STABILIZATION RESERVE FUNDS**

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On February 23, 1996 the City received confirmation from the Alberta Municipal Financing Corporation the City would be receiving \$868,548 as its share of the distribution of \$75 million of AMFC surplus. These funds had not been expected and would normally be considered surplus funds and placed in the Mill Rate Stabilization Reserve.

On another note it appears the 1995 tax supported operations will result in a surplus of approximately \$2.9 million. By Council policy approved during the 1996/97 budget discussions, the funds would be put into the Mill Rate Stabilization Reserve.

Council approved a policy regarding the Mill Rate Stabilization Reserve that it be capped at \$10 million. The two amounts identified bring the reserve up to \$9.3 million. It is anticipated when the 1996 year is completed the City may exceed the \$10 million cap.

Because of the size of the surpluses identified, it would seem reasonable the surplus distributed by AMFC and possibly some of the 1995 operating surplus be used to provide a direct benefit to the taxpayer. There are a number of possible methods to accomplish this, including:

- use of the funds to prepay some long term debt
- a one-time property tax rebate of \$868,548 to residential property owners. This is equal to about 4% of the total property tax bill (about \$60 to the average homeowner)
- considering the earlier scheduling of a capital project

- using the funds to maintain municipal property and business tax rates at a 0% increase for a longer period than 1998
- use of \$1,233,377 to cancel the loan payable by the Red Deer Public Library to the City for the addition to the library.

### Prepay Long Term Debt

Of the City's long term debentures, 99% are with the Alberta Municipal Financing Corporation (AMFC) for fixed terms at set interest rates. The other 1% are held by the Government of Canada. Of the AMFC debt, 80% has the interest subsidized by Alberta Municipal Affairs at amounts ranging from 5% to 20% of the annual interest paid on the debentures.

If the City was to prepay any AMFC debt, there would be a penalty charged equivalent to the difference between the interest rate paid and the current interest rates for the outstanding term.

If an AMFC debt was prepaid which the Province was subsidizing, the City would lose the subsidy and it would not reduce the penalty payable for repayment.

As an example of the penalties payable for prepayment, debenture #292 is as follows:

- Principal outstanding \$1,630,955
- Interest rate 10.25%
- Current interest rate 6.5% (approximately)
- Penalty payable = 36% of the interest payable for the  
for the balance of the term  
(3.75% / 10.25%)
- The estimated penalty is \$200,000 for early payment.

Debenture #292 is not subsidized by the Province. If it had been subsidized, the City would not be compensated for the lost subsidy due to prepayment.

The City can invest the funds and get a better return than using them to prepay debt.

It is not recommended surplus funds be used to prepay debt if the interest penalty outlined must be paid. Council could, however, take advantage of future debt payment reductions.

### **Take Advantage of Future Debt Payment Reductions**

By the year 2001 tax supported debt payments are projected to reduce by \$800,000 per year. Council could take advantage of this reduction now by:

- using \$800,000 annually from the Mill Rate Stabilization Reserve for 1996 to 1999 inclusive and \$300,000 in 2000 to reduce municipal taxation (\$3.5 million total over 1996 - 2000 inclusive)
- passing the savings on to the residential taxpayers with properties under fourplex in size.

The projected impact on the total residential property tax bill is a 3.7% reduction or \$56 on an average residential property of \$100,000 paying \$1,508 property taxes per year.

### **Maintaining Municipal Property and Business Tax Rate Increases at 0%**

The feasibility of a 0% increase in municipal property and business taxes for a minimum of six years (1996 to 2001) has been considered.

The problem with making a long term commitment is that it becomes very difficult to factor in all possible contingencies. For example, if inflation and/or salary increases begin to escalate significantly, then by the year 2002 there could be a significant accumulated revenue shortfall that could require a large tax increase.

Because of the many unknowns facing the City over the next five years, it is not recommended a commitment to a 0% increase for more than four years (1996-1999) be considered.



### **Cancel the Loan Payable by the Red Deer Public Library to the City**

The Red Deer Public Library borrowed \$1.25 million from the City for the downtown library expansion. At December 31, 1995 there was \$1,233,377 (including accrued interest) owing. This represents nine remaining annual payments of \$190,510.

If the City used the funds from AMFC and some funds in the Mill Rate Stabilization Reserve to cancel the \$1,233,377 loan, it would result in an annual saving of \$190,510 for the Library. Council could then reduce the Library requisition and property tax mill rate by \$190,510.

If the \$190,510 saving is passed on to residential property taxpayers under fourplex in size, the reduction would be equal to a .9% reduction in the total property tax bill for these residential properties. For an average property of \$100,000 assessment, it would be equal to an annual saving of about \$13 on a property tax bill of \$1,508.

### **Split Property Tax Rate Mill Rate**

A split mill rate can be defined as where one class of property (i.e. commercial and industrial) is charged a higher property tax rate than another class of property (i.e. residential).

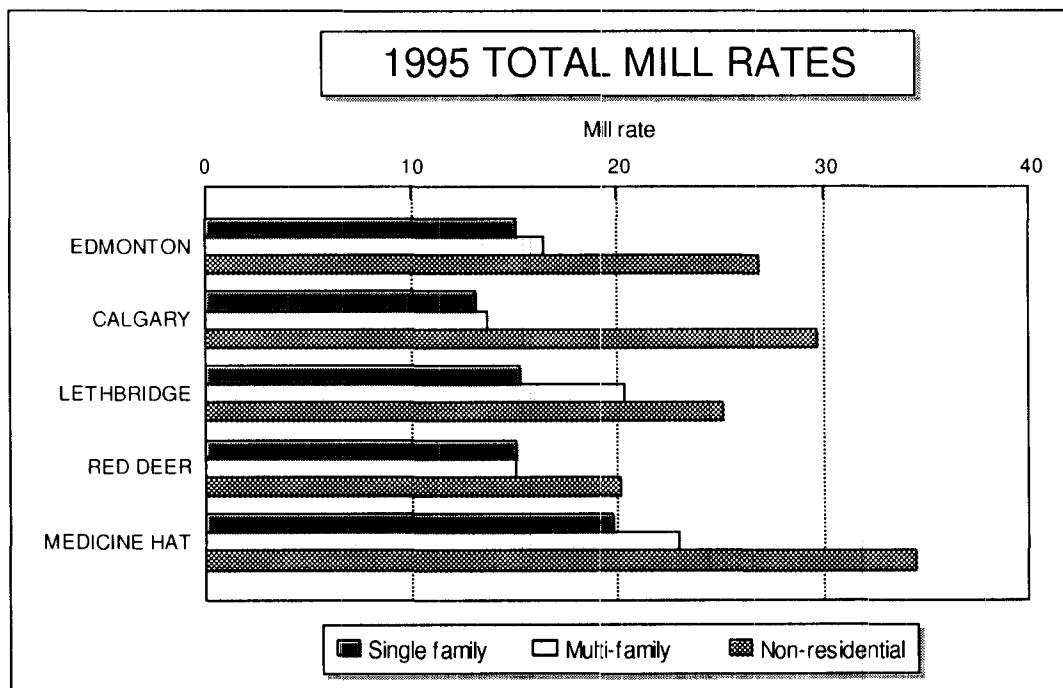
In 1995 The City of Red Deer charged the following property tax mill rates:

| <u>Mill Rate Description</u>         | <u>Residential<br/>Mill Rate</u> | <u>Commercial &amp;<br/>Industrial Mill<br/>Rate</u> | <u>Percent<br/>Difference</u> |
|--------------------------------------|----------------------------------|--|-------------------------------|
| Provincial Education                 | 7.416                            | 10.879   | 47%                           |
| Municipal Purposes                   | 6.996                            | 8.574  | 23%                           |
| Other Purposes:                      |                                  |  |                               |
| Parkland Community Planning Services | .086                             | .086   |                               |
| Red Deer Public Library              | .458                             | .458   |                               |
| Piper Creek Foundation               | .111                             | .111   |                               |
| David Thompson Health Region No. 6   | .008                             | .008   |                               |
| <b>Total Mill Rate</b>               | <b>15.075</b>                    | <b>20.116</b>  | <b>33%</b>                    |

Each mill levied on \$1,000 of property assessment yields one dollar of property tax, so a residential property assessed at \$100,000 paid \$1,508 of property tax.

The Province determines the split mill rate for education purposes and it is 47%. The City determines the split mill rate for Municipal purposes and it is only 23% higher for Commercial and Industrial properties than the residential rate.

The City has had a higher mill rate for municipal purposes on commercial and industrial properties for a number of years. Most cities in Alberta do charge a higher municipal mill rate on commercial and industrial properties than residential properties. Some cities also differentiate within these classes. For example, most of the larger cities in Alberta charge a higher levy for multi family residential property (fourplex and greater) than they do on other residential property. Red Deer does not make such a distinction. The following graph shows how Red Deer's split mill rate for single family, multi-family and non-residential properties compares in proportion with split mill rates for other cities in Alberta. The mill rate amounts should not be compared because of the use of different assessment bases by each city.



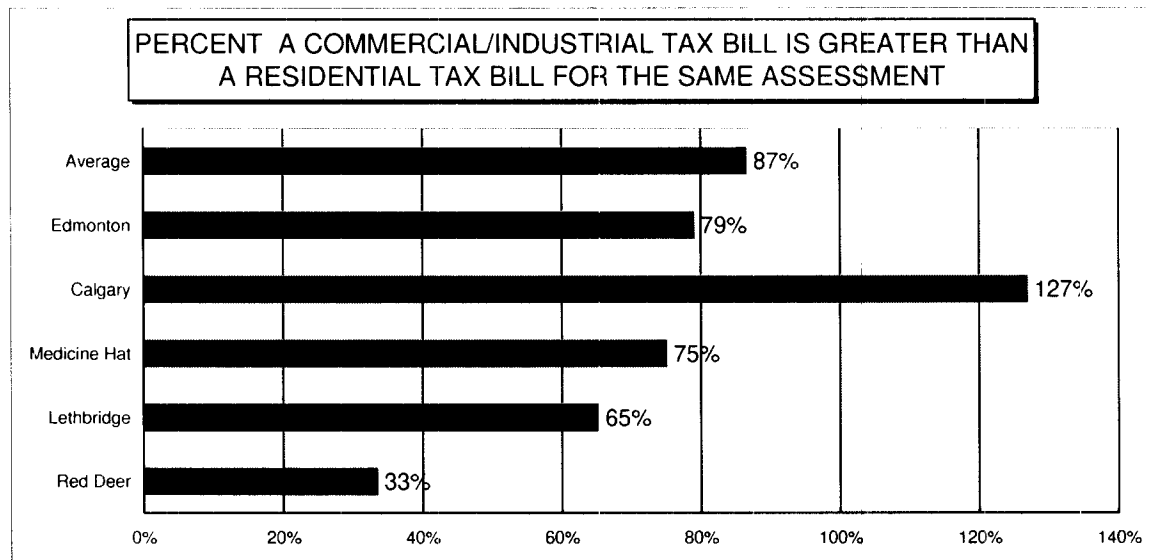
When reviewing the appropriateness of allocating taxes to various classifications of property, an important consideration is how Red Deer compares with other municipalities. Some people would say we shouldn't worry about what other cities are doing but only about what is right for Red Deer. While this is partially correct, we can't ignore the fact the media do comparisons and the public can often be left with the wrong impression as a result. For example, a regular tool of the media is to compare property tax burden by looking at the residential tax levy for various places.

The Red Deer Advocate had an article with the headline "Red Deer's property tax second highest". What the article really described, however, was a difference in residential taxes and did not look at commercial and industrial rates or the total property tax levy. The total property tax levy is actually less in proportion to the other large Alberta cities except for Medicine Hat.

The residential tax rate in Red Deer does not compare favourably with most other centres because Red Deer has less of a split mill rate than other cities as disclosed by the last graph. The table below compares Red Deer's split mill rate for single family and non-residential properties with the other large Alberta cities. At the end of the chart for comparison is the split required by the Provincial government in the Provincial education mill rate. As you can see it is substantially greater at 47% than the Municipal split of 23%.

| 1995 COMMERCIAL / INDUSTRIAL MILL RATE<br>% GREATER THAN RESIDENTIAL RATE |                        |                 |
|---|------------------------|-----------------|
| City  | Municipal Portion Only | Total Mill Rate |
| Red Deer  | 23%                    | 33%             |
| Lethbridge  | 93%                    | 65%             |
| Medicine Hat  | 122%                   | 75%             |
| Calgary   | 252%                   | 127%            |
| Edmonton  | 107%                   | 79%             |
| Average (Red Deer excluded)   | 143%                   | 87%             |
| Provincial Education Only   |                        |                 |
| Red Deer  | 47%                    |                 |

The following graph shows how the Red Deer commercial/industrial total tax bills compare with other cities.



If Red Deer's total split mill rate was to be the same as the average (87%); Residential taxes would be 13% less and Commercial/Industrial taxes would be 22% greater. This would make Red Deer's residential taxes the lowest except for Medicine Hat. Such a large increase for Commercial/Industrial taxes would, however, be a matter of great concern for those taxpayers. The recommendations at the end of this report would increase the split on the municipal mill rate to 40%. This would still be the lowest of the major Alberta cities by a substantial margin.

One of the reasons Red Deer's split mill rate is not as great as other cities is the failure to make enough adjustment for shifts in assessment. Over the years the assessment values for residential properties have increased at a greater rate than for commercial/industrial properties. This is expected to continue in future years. If each group is to pay the same amount of taxes after a reassessment as before, the split mill rate must be increased. In 1994 Council decided not to compensate fully for an assessment shift after the 1993 reassessment by increasing the split mill rate. This meant residential taxpayers in total paid more property tax after the 1993 reassessment and the non-residential sector paid less in total by approximately \$533,000.

### **Recommendations**

That City Council agree to:

- use the \$868,548 from AMFC and \$364,829 from the Mill Rate Stabilization Reserve to forgive the loan to the Red Deer Public Library and pass on the \$190,510 annual savings to the residential property owners under fourplex in size.
- use \$800,000 per year from the Mill Rate Stabilization Reserve for 1996 to 1999 inclusive and \$300,000 in 2000 to reduce property taxes to residential properties under fourplex in size for 1996 onwards.
- to commit to an additional year (1999) of a 0% increase in municipal property and business taxes.

The impact of the recommendations for 1996 would be an approximate reduction of 9.9% in the municipal portion of the mill rate for residential properties under fourplex in size. In terms of an average residential property of \$100,000 assessment and a tax bill of \$1,508 it would result in a 4.6% reduction in the total tax bill or \$69.



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

AW/jt

*alm\use of mill rate stabilization funds feb28 96*

**DATE:** March 4, 1996  
**TO:** City Clerk  
**FROM:** Director of Corporate Services  
**RE:** 1996 MILL RATE FOR PROPERTY TAXES

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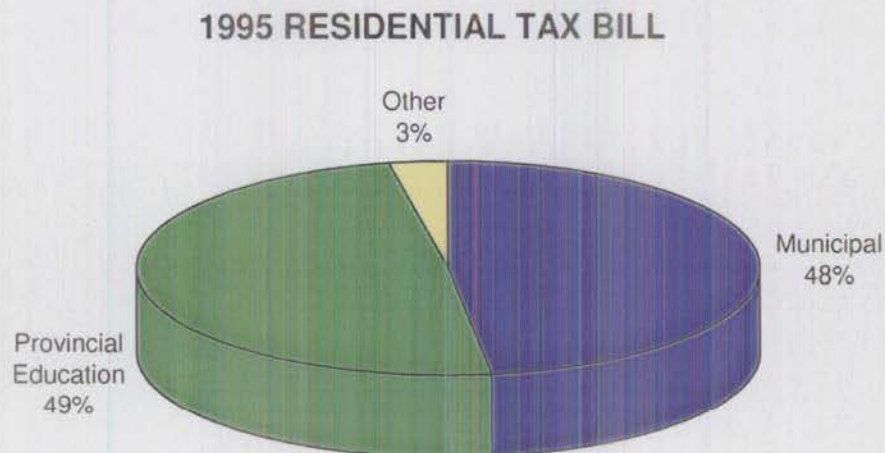
The Provincial Government has provided their 1996 requisition for education taxes and it reflects a 2.3% increase over the 1995 requisition.

To determine the impact on the 1996 property tax bills of the 2.3% increase is difficult because the 1996 assessment figures have not been finalized. It appears, however, from very preliminary 1996 assessment figures the impact on the Provincial education portion of the 1996 property tax bills may be:

|                 | Increase<br>(Decrease) |
|-----------------|------------------------|
| Residential     | 3.5%                   |
| Non-Residential | (1.2%)                 |

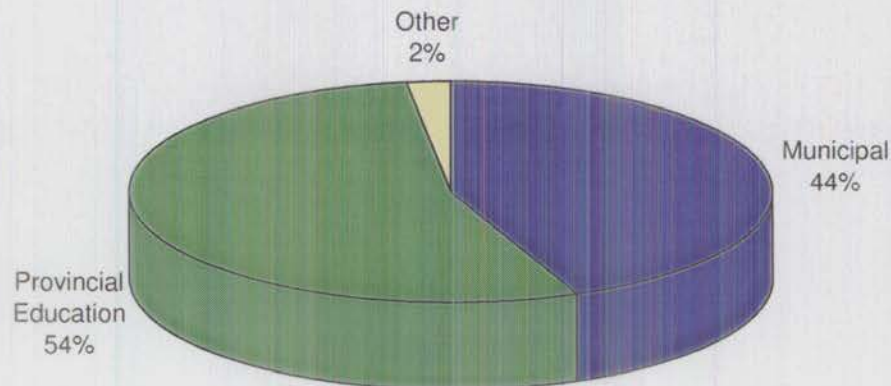
The reason Provincial education taxes for residential properties are rising is that assessments for residential properties are increasing at a faster rate than non-residential properties. This is discussed in another report on the agenda regarding split mill rates.

The following graphs show how significant the Provincial education taxes were as a part of the total 1995 tax bills.





### 1995 NON-RESIDENTIAL TAX BILL



The total property taxes levied by The City of Red Deer are actually less in proportion to the other large cities in Alberta except for Medicine Hat. The residential tax portion does not compare as favourably, however, because Red Deer has a much lower split mill rate than the other large cities. Council may want to give consideration to shifting more of the property tax burden to non-residential properties.

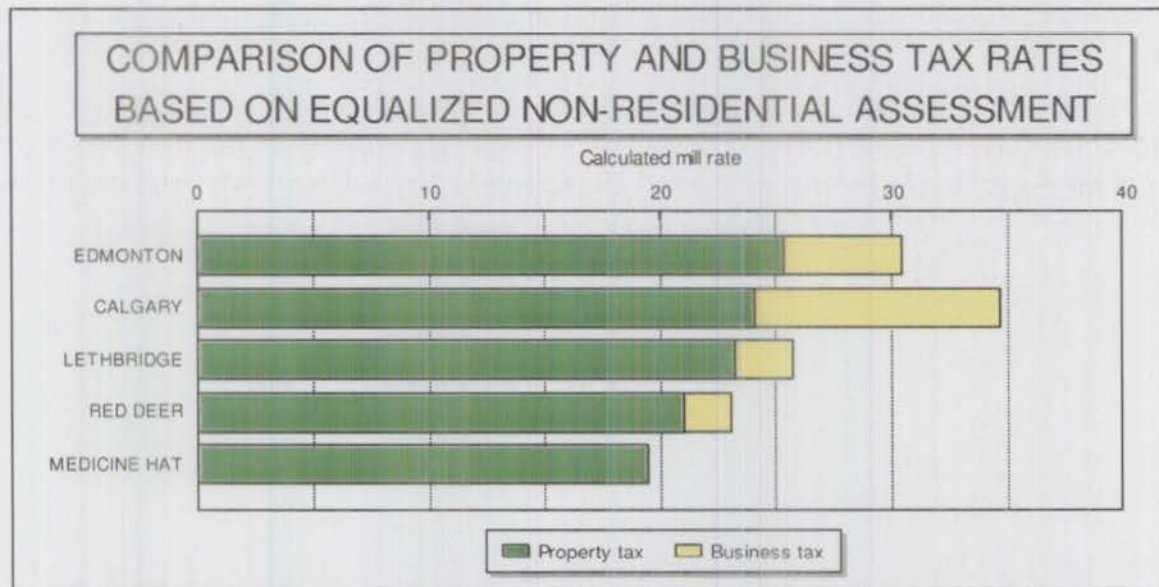
### LEVY ON BUSINESSES IN RED DEER

There are two main sources of revenue Red Deer collects from businesses in Red Deer:

- property taxes, and
- business taxes.

The amount Red Deer collects from businesses in Red Deer through these revenues is the lowest of the other large Alberta cities except for Medicine Hat. Medicine Hat is able to subsidize its rates because it operates a natural gas utility and generates its own power.

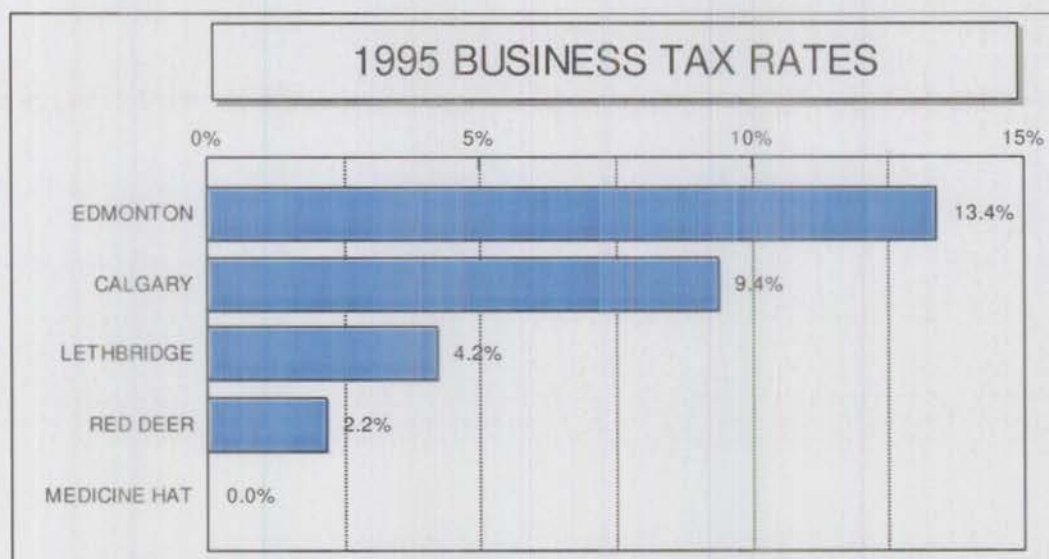
The following graph compares the mill rates that would be required to recover these same amounts of property and business taxes based on the equalized assessment for each city. It will be noted that Red Deer collects significantly less property and business tax from non-residential properties than Lethbridge (12% less), Calgary (50% less), and Edmonton (32% less).



The favourable tax position for businesses in Red Deer compared with the other cities except Medicine Hat is the result of:

- the lower split mill rate in Red Deer , and
- a lower rate of business tax levy.

The following chart shows how Red Deer's business tax rate is significantly less compared with the other cities except for Medicine Hat. Medicine Hat does not levy business taxes.





Businesses in recent years have been the major beneficiary of revenue changes:

- as a result of the 1993 reassessment, non-residential properties annually pay \$533,000 less in property taxes as a group. In 1992 non-residential properties were 33.6% of the total assessments. This has declined to 31.2% in 1995
- the elimination of downtown electrical grid connection charges to businesses in 1994 reduced the power utility's revenue by an average of \$142,000 per year
- the November, 1995 power rate reduction was equal to an annual revenue reduction of \$1.95 million. Businesses received 94% or \$1.84 million of this reduction. The average rate reduction for businesses was 7.6%
- The offsite levies on downtown redevelopments were recently cancelled saving developers \$25,000 per year

| SUMMARY OF RECENT BENEFITS GIVEN TO BUSINESSES                       |      |                  |
|--|------|------------------|
| Description  | Year | Annual Reduction |
| • 1993 property reassessment resulted in overall tax reduction       | 1993 | \$ .533 million  |
| • Elimination of downtown electrical grid charges                    | 1994 | .142 million     |
| • Reduced power rates  | 1995 | 1.840 million    |
| • Elimination of the offsite levy on downtown property redevelopment | 1996 | .025 million     |
| Total Annual Benefits Received                                       |      | \$ 2.540 million |

In addition to recent reductions businesses for many years have been the recipients of favourable property and business tax rates:

- if Red Deer's split mill rate was the same as the average for the other four large Alberta cities (87%), then businesses would pay \$3.5 million more property taxes and residential taxpayers \$3.5 million less. This is equal to 9% of the total property tax levy
- Red Deer's business tax rate is significantly less than the rates for Lethbridge, Calgary and Edmonton. If it was even as high as Lethbridge's rate, there would be an additional \$1.5 million collected each year.

### **PROPOSED 1996 SPLIT MILL RATE**

As a result of the reduced Provincial Education property tax rate on non-residential properties and reductions in other requisitions, the total 1996 property tax bill for non-residential properties would reduce by about 1.2%

It is recommended Council consider using a Municipal Mill Rate for non-residential properties such that the total tax bill for these properties would be the same as in 1995. The Municipal Mill Rate on residential properties below fourplex in size would then be reduced to partially offset the increase in Provincial education taxes for residential properties.

If Council agreed to the recommendation, the projected total 1996 property tax bill increases or decreases would be:

|                           | Increase<br>(Decrease) |
|---------------------------|------------------------|
| Residential Single Family | (3.7%)                 |
| Residential Multi-Family  | 1.4%                   |
| Non-Residential           | 0 %                    |

The increase for residential multi-family would be the result of the increased levy by the Provincial Government for education purposes. The municipal levy would remain the same as in 1995.

The residential property tax bill change includes the change recommended for residential municipal taxes in the other report on the agenda.

The rates for Separate School supporters could be slightly less than for Public School supporters.

p.6

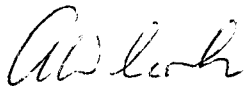
The reduction for single family properties of 3.7% or \$56 for the average residential property is not as much as it should be because of the average \$25 increase for Provincial education taxes. If the Provincial education levy had not increased, single family residential properties would have received a reduction of \$69 or 4.6%.

It should be recognized that the figures in this report are still preliminary at this time. The purpose of this report is to get direction from Council in order to prepare the 1996 Mill Rate Bylaw for Council's consideration.

The recommendation would increase the split mill rate to about 40%. This is still significantly less than the other large Alberta cities and the split that exists on the Provincial Education levy of 47%.

### **Recommendations**

- The Municipal Mill Rate for non-residential properties be adjusted to result in the same total tax bill for non-residential properties as in 1995
- The additional revenues generated by the first recommendation be used to reduce the Municipal Mill Rate for residential properties under fourplex in size.



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

c. City Assessor

March 23, 1996

Gail Surkan  
Mayor  
City of Red Deer

Your Worship:

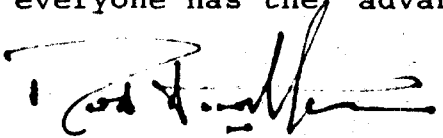
**Re: City Manager's Recommendation to Reduce Homeowner's Taxes**

Red Deer has the second highest percentage of single parents of any city in Canada. Generally, if that parent is a mother, this indicates lower income and often subsistence. Community Social Support agency volunteers and staff are burning out we are told. Ralph Klein has already ensured that the poorest people in the province will suffer the brunt of the pain. Are these people the homeowners in Red Deer?

But, then why pass up an opportunity to exacerbate Ralph's advantage and Red Deer's income disparity. Raise taxes for lower income renters by imposing a 1.4% tax increase for owners of apartments and four-plexes. If on the other hand, you happen to own an urban castle with say a \$3,500.00 tax bill, the City will reduce your taxes by a \$130.00.

I would rather see poor children -- who have no choice about their circumstances -- receive a few extra dollars for food, rather than a family rent increase: they need a break more than homeowners need the cash. I would rather see the money go to public transit for the 16% of Red Deer adults who do not own cars or to the bus barn -- if transit feels that is what it needs. Pay for the bus barn in cash, interest free, rather than with debentures in future years. Or give the \$1,000,000.00 to the Red Deer Community Foundation where the interest could be used in perpetuity, designated for those agencies working tirelessly to assist the disenfranchised, the working poor, and those struggling to overcome grim circumstances: the Women's Shelter, Women's Outreach, Handicapped Housing, and countless other community groups. Pay off the remaining debt on that most democratic of institutions, the Library -- saving the taxpayer future interest payments.

It seems to me there are higher priorities than a tax cut for homeowners in this increasingly mean-spirited Alberta where not everyone has the "advantage" of insider trading tips.



Rod Trentham  
43 Dobler Avenue  
Red Deer, Alberta  
T4R 1X6

Submitted To City Council

Date: March 25/96

Mar 12/96.

City Council

Red Deer AB.

Dear Members of Council -

In today's paper (Mar 12 Tues)  
the headline "Council Delays  
on Tax Break" I am writing  
about that.

I am getting to the point  
where my legacy is almost  
gone & then I'll only have  
my pensions left. These  
Insurance & taxes takes a lot  
& I want to remain in my  
own house as long as I  
can so give us "poor" seniors  
a break & lower the taxes.  
The business people are in  
"selling" & they always have  
more money coming in  
(where we seniors don't).

Hoping you will take this  
in consideration

Yours truly

Submitted To City Council Hazel L Binning.

Date: Mar 25/96 4109.45 St  
Red Deer, AB.  
144159.

**DATE:** March 27, 1996  
**TO:** Director of Corporate Services  
**FROM:** City Clerk  
**RE:** **USE OF MILL RATE STABILIZATION RESERVE FUNDS AND  
1996 MILL RATE FOR PROPERTY TAXES**

---

**FILE**

At the Council Meeting of March 25, 1996, consideration was given to the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Corporate Services dated March 1, 1996, re: Use of Mill Rate Stabilization Reserve Funds, hereby agrees as follows:

1. To use the \$868,548 from AMFC and \$364,829 from the Mill Rate Stabilization Reserve to forgive the loan to the Red Deer Public Library and pass on the \$190,510 annual savings to the residential and non-residential property owners;
2. To commit to an additional year (1999) of a 0% increase in municipal property and business taxes,

and as presented to Council March 11, 1996."

As you are aware, although the issues were discussed, no further direction was given regarding use of funds from the Mill Rate Stabilization Reserve.

Trusting you will find this satisfactory.

  
Kelly Kloss  
City Clerk

KK/clr



# Red Deer Public Library

4818 - 49th Street, RED DEER, Alberta, Canada T4N 1T5  
Telephone: (403) 346-4576 Fax: (403) 341-3111

May 8, 1996

Her Worship Mayor Surkan  
City Hall  
P. O. Box 5008  
Red Deer, AB T4N 3T4

Dear Mayor Surkan:

The Red Deer Library Board is very grateful to you and City Council for paying off the library's \$1.25 million debt.

Since our expansion, the library is enjoying unprecedented circulation and we're meeting the challenge of increasingly sophisticated customer demands with our new access to the Internet and Freenet.

Our customer feedback on the expansion has been excellent, and we thank the City for its generous investment in the community on our behalf.

Sincerely,

Al Chan  
Chairman  
Red Deer Library Board

cc Councillors

DATE: March 19, 1996

TO: City Clerk

FROM: Director of Development Services  
Public Works Manager

**RE: GARBAGE COLLECTION AND RECYCLING TENDERING PROCESS**

**1.0 EXECUTIVE SUMMARY**

The City of Red Deer has contracts with Laidlaw Waste Systems Ltd. for garbage collection and recycling which expire December 31, 1996. In order to simplify the tendering process, we are requesting direction from City Council on a number of issues which have been raised by citizens and businesses.

In preparation for this tender, City staff have met with four major waste hauling companies to obtain information on the options available and estimates on cost savings. City staff have also conducted a consultation process to obtain input from the public and commercial businesses.

We have been very pleased with the input we have received, and would like to thank the citizens who participated. We received 848 questionnaires from the public and 171 from businesses.

In general, we feel that there is substantial interest from the private sector in this tender and we will receive very competitive bids. We also feel that the public is generally happy with the service currently provided and are already, in most cases, actively trying to reduce their waste generation.

The Public Works Department respectfully recommends to Council:

- i) That the Utility Bylaw be revised effective January 1, 1997, such that all single family dwellings will receive a basic garbage collection service of 5 bags/cans per week. Residents will be required to purchase stickers from the City for bags in excess of 5 bags/cans per week. The cost of the stickers will be based on a fee charged by the contractor and administrative costs. It is anticipated that the cost of the stickers will be in the order of \$1.00 to \$1.50 per sticker.
- ii) That winter biweekly residential garbage collection not be tendered as an option due to limited support (only 54% of respondents to the questionnaire were in favour) and relatively small savings (\$.50 to \$3.00 per household per year).



March 19, 1996  
 City Clerk  
 Page 2 of 13

- iii) That residential garbage collection based on a schedule which rotates after each statutory holiday not be considered further due to limited support (only 53% in favour) and relatively small savings (\$.75 to \$1.00 per household per year); and

That residential garbage collection be tendered based on the existing schedule of garbage collection on all Statutory Holidays except Christmas Day and New Year's Day.

- iv) That the Utility Bylaw be revised effective January 1, 1997, such that all multi-family dwellings are required to have a minimum garbage collection service and associated fee; and

That the minimum service be either weekly hand pick up or weekly container collection.

- v) That all multi-family dwellings be required to use the services of the City's successful bidder on the residential waste collection contract.

- vi) That bi-weekly collection of recyclables (80% in favour) using a blue box program be tendered as an option, along with weekly collection, and a decision be made upon analysis of the tenders.

- vii) That drop-off depots for recyclables (only 18% in favour) not be considered further at this time.

- viii) That a yard waste drop-off depot and composting operation (81% in favour) be included in the tender.

- ix) That a city-wide and an optional (subscription) yard waste collection and composting program be included in the tender and a decision on these services be made upon analysis of the tenders.

- x) That the City continue to tender the exclusive right to commercial garbage collection using hand pick-up and front-end lift containers. Roll-off bins and compactors be excluded from the contract. The hauling of construction and demolition waste and recyclable materials from commercial establishments be excluded from the contract.

That waste materials which are not accepted at the City of Red Deer's landfill site be excluded from the contract.

- xi) That the tender be set up such that contractors may bid on one or both of the following components:

March 19, 1996  
 City Clerk  
 Page 3 of 13

1. Garbage Collection - includes garbage collection from single family and multifamily dwellings and commercial businesses, as well as yard waste collection and composting options.
  2. Residential Recycling - includes collection, processing, and sale of recyclable materials from single family and multifamily dwellings.
- xii) That the successful bidder for either the Residential Recycling or Garbage Collection components of the tender is not eligible to operate the City of Red Deer's landfill site.

## **2.0 INTRODUCTION**

The following report provides background information and a summary of the options under consideration for the tendering of the City's garbage collection and recycling contracts. The City of Red Deer is a leader in responsible waste management and considers public consultation an important component in the decision making process.

In 1992, The City of Red Deer prepared a Solid Waste Master Plan. The plan reviewed various waste management options and recommended that the City reduce the quantity of waste requiring disposal by 20 percent. The City has implemented the majority of the recommendations in the plan including residential recycling, development of a dry waste disposal site, setting up an office paper drop-off depot and salvaging of waste materials at the landfill site. In 1995, we surpassed our goal and reduced the quantity of waste by 22 percent. In 1997 we will be updating the Solid Waste Master Plan, at which time we will address whether The City of Red Deer will adopt the federal and provincial goal of 50% waste reduction by the year 2000.

The public consultation process for tender review has involved two questionnaires, one for businesses and one for residents, as well as a public open house held at the library on February 27, 1996. Based on input from the open house, the residential questionnaire was modified slightly and was placed in the Red Deer Advocate on Sunday March 3, 1996. A summary of the results from the questionnaires is provided in Attachments #1 and #2. It should be noted that, while the questionnaires provide a good indication of public opinion, they are not statistically valid. We have been very pleased with the input we have received and would like to thank the citizens who participated. We received 848 questionnaires from the public and 171 from businesses.

## **3.0 RESIDENTIAL GARBAGE COLLECTION**

Over the years, individuals and environmental organizations have made several suggestions with respect to implementing a "pay by volume" garbage collection system.

March 19, 1996  
City Clerk  
Page 4 of 13

Other suggestions include reduced collection frequency and elimination of collection on statutory holidays. Based on discussions with waste haulers and the input received by the public, we have made several recommendations as outlined below.

### **3.1 Weekly Bag/Can Limit**

Upon review of the options for "pay by volume" collection it was found that limiting the number of bags or cans for collection each week, with an additional charge for any bags or cans over the limit, is the simplest and least costly option.

Subscription-based systems (e.g. program in Seattle, Washington) are the fairest to low volume generators, but they are expensive to administer and generally require an automated garbage collection system. These types of systems tend to be in areas with very high tipping fees. In this report we will only be considering a bag/can limit option.

One of the advantages of a bag limit option is that we can draw on the practical experience of a number of municipalities in Alberta (e.g. Airdrie, Sylvan Lake, Wetaskiwin and Ponoka) that already have this type of program in place. The intent of the program is to encourage residents to reduce their waste stream and to compost yard waste. Citizens who generate in excess of the limit would have to purchase stickers (at a cost of \$1.00 to \$1.50/sticker) that they would place on excess bags. Based on experience in other municipalities, a limit of 3 bags/cans per week still provides a reasonable level of service and has not resulted in excessive illegal dumping or other problems.

The cost saving for this option would not be as significant in Red Deer as it might be in some other municipalities because 14 percent of the residential waste stream in Red Deer is already being diverted through the Blue Box Program. As well, the landfill disposal fee in Red Deer is relatively low. The reduced landfill costs should result in saving of approximately \$3 per household per year or 25¢ per month for those that do not generate more than the limit, assuming a 15 percent reduction in residential waste collection.

Based on the public input received, there appears to be differing opinions on a bag limit. At the open house we requested public reaction to a 3 bag limit, which is working well in other municipalities. It was felt that there would not be wide acceptance of a two bag limit, which received considerable opposition when proposed in 1992 during public consultation on the Master Plan. Due to comments made at the open house, we revised the question to allow the public to tell us what they felt was a reasonable limit, before placing the questionnaire in the newspaper to obtain a wider opinion.

March 19, 1996  
City Clerk  
Page 5 of 13

Based on the questionnaires received, approximately 68 percent are in favour of a weekly limit of three bags/cans or less. Some of the concerns raised by the 32 percent which would like to see a higher limit, or unlimited collection, are outlined in Table 1.

As noted in the table, many valid concerns were raised through the public input process. Several people made the comment that they were very happy with the current service and didn't want to see any change. It should also be noted that several people indicated they favoured a 2 to 3 bag limit only if there was a yard waste depot.

In the past, we have tried to work co-operatively with the public and businesses on waste management issues. Over 80 percent of households participate in the Blue Box Program and many Red Deer citizens backyard compost and actively reduce their waste stream. Given the concerns raised, particularly regarding yard waste, and the significant diversion already being achieved by Red Deer citizens, we recommend a co-operative approach with a reasonable weekly limit, with the intent that we may reduce the limit at some point in the future.

We, therefore, recommend that the garbage collection tender document be based on a basic service level of 5 bags/cans per week and that the Utility Bylaw be revised such that the basic service would be in effect January 1, 1997. The cost of stickers for bags of garbage in excess of the basic service will be based on the contractor's fee and administrative costs. It is anticipated that the cost of a sticker will be in the order of \$1.00 to \$1.50 per sticker. The tender should also include a cost saving if the weekly limit were reduced during the term of the contract.

In conjunction with the above, the City should encourage greater waste reduction and recycling on a voluntary basis.

### **3.2 Winter Bi-weekly Collection**

The City of Edmonton and the City of Wetaskiwin have garbage collected every other week in the winter. The Edmonton public generally accepted the reduced frequency of collection, although the City did receive complaints after Christmas as many residences did not receive pick-up for 17 to 19 days following Christmas Day because of a floating schedule following the Christmas and Boxing Day holidays.

Based on discussions with waste haulers, the savings for bi-weekly collection in the winter are in the order of \$0.50 to \$3.00 per household per year, or 5¢ to 25¢ per household per month. Haulers indicated that the savings are not all that significant because it only applies to the collection component of their fee (not the cost of

TABLE 1

PUBLIC INPUT REGARDING  
LIMITING THE WEEKLY NUMBER OF BAGS/CANS FOR RESIDENTIAL GARBAGE COLLECTION

| Public Input   | Response   |
|--|--|
| - will result in illegal dumping   | - other municipalities have found minimal increase in illegal dumping  |
| - will result in illegal use of commercial dumpsters   | - not a significant problem in other municipalities; some have recommended that businesses use bins with locking lids  |
| - difficult to meet limit during holidays (company visiting, etc.)   | - agree, although it does encourage greater recycling  |
| - unfair to large families   | - argument goes against "user pay" philosophy  |
| - enforcement will cost more than potential monetary savings   | - we have tried to be conservative in estimating savings   |
|  | - it is true that monetary savings are relatively low  |
|  | - decision should not be made on a monetary basis alone  |
| - unfair to citizens who stay well under the limit for most of the year, but occasionally go over (e.g. due to yard waste) | - agree; unfortunately a "true" volume based program would be very costly to administer relative to our disposal costs |
| - substantial concern on how citizens will deal with yard waste  | - agree; we must have reasonable alternatives in place for yard waste  |
| - some concern from people that don't drive on how will they dispose of yard waste   | - an <u>optional</u> pay for service yard waste collection would address this  |
| - some citizens have lots with large city boulevard areas that include some trees; unfairly limiting yard waste            | - agree  |
| - other people will place bags of garbage behind their house; they will have to pay for garbage they didn't generate       | - not a significant problem in other municipalities, but would have to be addressed                                    |

March 19, 1996  
City Clerk  
Page 7 of 13

disposal). As well, collection costs are only marginally reduced (10 to 20 percent) because haulers still have to carry overhead costs to handle weekly collection and increased volumes in the summer months.

It should be noted that this system would be somewhat of an inconvenience to households with front street collection as they would have to store garbage for two weeks, possibly in a garage. Also, if households miss the scheduled garbage collection, they would have to keep their garbage for four weeks until the next pick-up day.

Based on the questionnaires, it appears there is divided public opinions with only 54% in favour. Given the relatively low savings and the divided public opinion, it is recommended that bi-weekly winter collection not be tendered.

### **3.3 Rotating Schedule**

Several municipalities have a rotating garbage collection schedule whereby a resident's day for garbage collection changes after each statutory holiday. All household are provided with a calendar showing their garbage collection schedule for the year.

Based on approximately 10 statutory holidays per year, a saving of approximately 3 percent per year on the collection costs (i.e. does not include disposal) can be expected. This works out to approximately \$0.75 to \$1.00 per household per year, (or 6¢ to 12¢ per household per month) after taking into account the additional advertising and administration.

Public input was divided on this option (53% in favour). Several opponents of this option felt that the cost savings are minimal compared to the inconvenience. Due to the minimal savings and mixed public opinion, we recommend that a rotating schedule not be implemented and that garbage collection be tendered as it currently is with collection on all statutory holidays, except Christmas Day and New Years Day.

## **4.0 Garbage Collection from Multi-family Dwellings**

At the present time, multi-family garbage collection is considered "commercial" collection under the Utility Bylaw and collection contract. As commercial accounts, the options currently available to apartment owners and managers are outlined below.

- i) **Garbage Container** - A large metal garbage container is provided by the contractor. Garbage is collected on a regular basis, generally weekly. The

March 19, 1996  
 City Clerk  
 Page 8 of 13

building owner or manager is billed by the City for the service. The cost of weekly collection of the smallest container (3 cubic yards) is \$76.60 per month. The minimum level of service available is weekly collection.

- ii) **Hand Pick-Up/Owner Billed** - Tenants put out their garbage in cans or bags for weekly collection and the owner is billed by the City the equivalent of \$6.37 per month for each unit.
- iii) **Hand Pick-Up /Tenant Billed** - Tenants put out their garbage in cans or bags for weekly collection and the tenant is billed by the City \$6.37 per month.
- iv) **Disposal by Owner** - Building owners can dispose of the garbage using their own vehicle and employees.

The current system for garbage collection from multi-family rental buildings has resulted in problems, particularly from fourplexes. In the case of hand pick-up the set-out area and lane can become a mess, resulting in complaints from neighbours. In some cases, fourplex tenants which are not paying for any garbage collection service have used a garbage container at a neighbouring apartment. Some fourplex owners indicate that they are sharing a bin, but this can not be tracked through the utility billing system and results in problems when property owners change.

In order to allow better control and response to complaints it is recommended that the Utility Bylaw be changed effective January 1, 1997, such that all multi-family dwellings are required to have a minimum garbage collection service. This service will be either weekly hand pick-up based on the number of units within a complex or weekly container collection. All multi-family housing complexes should be considered a component of the City's residential contract and will be serviced by the City's contractor.

## 5.0 Residential Recycling

### 5.1 Bi-weekly Collection

Over the last four years, several Red Deer citizens have indicated that they do not fill up their blue box during a week and they would like to see blue box collection changed to every other week. It is not known what impact bi-weekly collection will have on participation and how much material will be collected. The cost savings for bi-weekly blue box collection year round are expected to be in the order of \$6.00 to \$10.00 per household per year (or 50¢ to 85¢ per household per month) when compared to weekly collection.

March 19, 1996  
City Clerk  
Page 9 of 13

Based on the public support for this option (approximately 80 percent in favour) it is recommended that weekly and bi-weekly collection of recyclables be tendered as options and a decision be made based on actual costs.

## 5.2 Drop-off Depots

Drop-off depots have been used successfully in many other municipalities in Alberta. It is difficult to compare the costs of other programs and estimate what to expect in Red Deer. Red Deer is a relatively large centre, but is not close to end markets. The quantity of material collected through a depot system would likely be lower than the existing system, but this is difficult to quantify.

Due to the lack of public support for this option (only 18 percent in favour) it is recommended that recycling drop-off depots not be considered further.

## 6.0 Yard Waste

### 6.1 Drop-off Depot

The City of Red Deer piloted a yard waste drop-off program in 1993, which was very well received by the public. Laidlaw Waste Services Ltd. provided a depot in 1995 which was also well used.

Based on the public support for this option (approximately 81 percent in favour) it is recommended that a yard waste drop-off depot and composting operation be included in the tender.

### 6.2 Optional Household Collection

Some citizens have expressed concern that they can not deliver yard waste to a depot location. As an alternative, it is recommended that the City tender a city-wide household yard waste collection and an optional (subscription) yard waste collection. Once the cost for this is determined, a decision on the program desired (if any) can be made.

## 7.0 COMMERCIAL GARBAGE COLLECTION

The City of Red Deer contracts out the exclusive right for commercial garbage collection. Under the City's Utility Bylaw commercial businesses can only hire the firm with the City's garbage collection contract, currently Laidlaw Waste Systems Ltd. Businesses do have the option of hauling their garbage to the landfill using their own vehicles and employees, but may not contract this work to another company.



March 19, 1996  
City Clerk  
Page 10 of 13

The exclusive contract was adopted in the past in order to reduce the cost of garbage collection by providing the successful contractor with a greater economy of scale. It also provided businesses with garbage collection rates which were determined through a competitive tendering process. This was important in the past when there was little competition in the Red Deer area. This system also allowed the City to have control over the waste management system and ensure that there was no illegal dumping and that a high level of service is provided.

Commercial businesses can determine their own waste collection needs in terms of type of container and collection frequency. The Utility Bylaw contains a schedule of rates for the services including hand pick-up and front-end lift containers. There is no rate structure for roll-off bins (i.e. large 20, 30 and 40 cubic yard containers typically used on construction sites) or compactors (i.e. compacting units used in grocery stores).

It should be noted that we have had a few private waste hauling companies approach the City requesting permission to collect from private businesses. Under the existing bylaw and garbage collection contract, we have denied these requests.

In late January 1996, the Public Works Department sent out a questionnaire to all City businesses with the utility bills. A copy of the questionnaire and the results of the survey are shown in Attachment 2. Based on the survey results, approximately 53 percent of respondents would like to see the City continue to tender commercial garbage collection and were generally very happy with the service currently being provided. Twelve percent were undecided and approximately 34 percent would like to make their own arrangements for garbage collection in a competitive marketplace.

If the City decides to discontinue administering commercial garbage collection it will result in a loss of revenue to the City equivalent to a franchise fee of approximately \$150 000 and administrative costs in the order of \$190 000. Administrative costs include funding to the Utility Department, Public Works administrative costs and a payment of approximately \$42 000 for contractual services by the Towne Centre Association for downtown litter collection.

Commercial garbage collection costs are typically 20 to 30 percent lower in other Alberta municipalities. However, it is difficult to make direct comparisons because the rates include waste disposal costs which vary throughout the province. If we discontinue tendering commercial garbage collection, consumers should theoretically only expect a 10 percent cost reduction equivalent to the franchise fee. We would expect that initially a scramble for business would provide additional cost savings which would stabilize over time. Based on the discussions with waste haulers, we expect considerable competition on this contract.

March 19, 1996  
City Clerk  
Page 11 of 13

Given the level of support for the current system, we recommend that the City continue to tender the exclusive right to commercial garbage collection using hand pick-up and front-end lift containers. In order to provide more flexibility for larger waste generators, it is recommended that roll-off bins and compactors be specifically excluded from the contract. It is also recommended that hauling of construction and demolition waste and recyclable materials from commercial establishments be excluded from the contract. Waste materials which are not accepted at The City of Red Deer's landfill site should also be excluded. This will allow open competition for the larger and one time generators. At the same time, the smaller customers will be serviced under the City contract.

## **8.0 CONCLUSION**

In summary, The City of Red Deer currently has a high level of service for garbage collection and recycling. With the expiry of the contracts at the end of 1996 there is an opportunity to make some changes, if desired, to reduce waste and possibly to reduce the level of service slightly to save costs.

A summary of the recommendations made within this report are outlined below.

## **RECOMMENDATIONS**

The Public Works Department respectfully recommends to Council :

- i) That the Utility Bylaw be revised effective January 1, 1997, such that all single family dwellings will receive a basic garbage collection service of 5 bags/cans per week. Residents will be required to purchase stickers from the City for bags in excess of 5 bags/cans per week. The cost of the stickers will be based on a fee charged by the contractor and administrative costs. It is anticipated that the cost of the stickers will be in the order of \$1.00 to \$1.50 per sticker.
- ii) That winter biweekly residential garbage collection not be tendered as an option due to limited support (only 54% of respondents to the questionnaire were in favour) and relatively small savings (\$.50 to \$3.00 per household per year).
- iii) That residential garbage collection based on a schedule which rotates after each statutory holiday not be considered further due to limited support (only 53% in favour) and relatively small savings (\$.75 to \$1.00 per household per year).

That residential garbage collection be tendered based on the existing schedule of garbage collection on all Statutory Holidays except Christmas Day and New Year's Day.

March 19, 1996  
City Clerk  
Page 12 of 13

- iv) That the Utility Bylaw be revised effective January 1, 1997, such that all multi-family dwellings are required to have a minimum garbage collection service and associated fee; and

That the minimum service be either weekly hand pick up or weekly container collection.

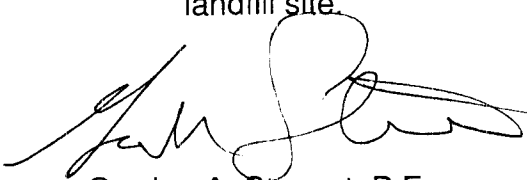
- v) That all multi-family dwellings be required to use the services of the City's successful bidder on the residential waste collection contract.
- vi) That bi-weekly collection of recyclables (80% in favour) using a blue box program be tendered as an option, along with weekly collection, and a decision be made upon analysis of the tenders.
- vii) That drop-off depots for recyclables (only 18% in favour) not be considered further at this time.
- viii) That a yard waste drop-off depot and composting operation (81% in favour) be included in the tender.
- ix) That a city-wide and an optional (subscription) yard waste collection and composting program be included in the tender and a decision on these services be made upon analysis of the tenders.
- x) That the City continue to tender the exclusive right to commercial garbage collection using hand pick-up and front-end lift containers. Roll-off bins and compactors be excluded from the contract. The hauling of construction and demolition waste and recyclable materials from commercial establishments be excluded from the contract; and

That waste materials which are not accepted at the City of Red Deer's landfill site be excluded from the contract.

- xi) That the tender be set up such that contractors may bid on one or both of the following components:
  1. Garbage Collection - includes garbage collection from single family and multifamily dwellings and commercial businesses, as well as yard waste collection and composting options.
  2. Residential Recycling - includes collection, processing, and sale of recyclable materials from single family and multifamily dwellings.

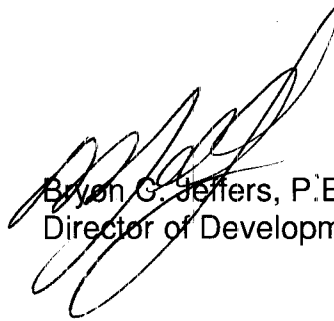
March 19, 1996  
City Clerk  
Page 13 of 13

- xii) That the successful bidder for either the Residential Recycling or Garbage Collection components of the tender is not eligible to operate the City of Red Deer's landfill site.



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

MKS/blm



Bryan G. Jeffers, P.Eng.  
Director of Development Services

## ATTACHMENT #1

### SUMMARY OF RESULTS RESIDENTIAL GARBAGE COLLECTION AND RECYCLING PUBLIC CONSULTATION PROCESS

#### Introduction

The following provides a summary of the results from a public consultation process on residential garbage collection and recycling.

An open house was held at the Red Deer Library on Tuesday February 27, 1996. Approximately 80 people were in attendance. A questionnaire was available at the open house and was mailed out upon request.

The issue which received the most attention at the open house was the possibility of imposing a limit of 3 bags or cans that can be set out for collection each week. Based on the input received at the open house, we modified the question so that it did not predetermine the limit and asked the public to tell us what they felt would be a reasonable limit.

In the original questionnaire at the open house we also had a question which asked whether they would be in favour of "requiring all multi-family housing units, fourplex and smaller, to have hand pick-up or toter cart collection". This question was generally not well understood and caused a great deal of confusion. The answers received were not all that meaningful and many people did not answer the question at all. It was decided to remove this question from the questionnaire.

At the open house several people mentioned that they felt we should be trying to obtain a wider scope of opinion. As a result of this suggestion, on Sunday March 3, 1996 the revised questionnaire was placed in the Red Deer Advocate. A summary of the responses through the open house and newspaper advertisement are outlined below.

|                                       | <b>Number of<br/>Questionnaires Received</b> |
|---------------------------------------|--|
| Open House and Mail In                | 134  |
| Newspaper Questionnaire               | <u>714</u>                                   |
| <b>Total Number of Questionnaires</b> | <b>848</b>                                   |

## SUMMARY OF RESULTS

### RESIDENTIAL GARBAGE COLLECTION AND RECYCLING QUESTIONNAIRE

#### A. HOUSING TYPE

What type of residence do you live in?

House 751 Apartment 12 Other (townhouse/duplex, etc.) 85

#### B. NUMBER OF PEOPLE /HOUSEHOLD

How many people are in your household?

| Number of People per Household | 1   | 2   | 3   | 4   | 5  | 6  | 7 | Didn't Answer |
|--------------------------------|-----|-----|-----|-----|----|----|---|---------------|
| Number of Responses            | 98  | 379 | 118 | 159 | 55 | 25 | 3 | 11            |
| Percentage                     | 12% | 45% | 14% | 19% | 7% | 3% | 0 | -             |

From survey: average number of people/household = 2.74

From 1995 census: average number of people/household = 2.56

#### C. WEEKLY CAN/BAG LIMIT

i) Question as it appeared in the open house questionnaire:

Are you in favour of a limit on residential garbage collection of 3 bags or cans per week?

Possible savings: \$3 per household per year

| In Favour of 3 Bag Limit? | 1 Yes | 2  | 3  | 4  | 5 No | No Response | Total |
|---------------------------|-------|----|----|----|------|-------------|-------|
| Number of Responses       | 54    | 8  | 9  | 1  | 60   | 2           | 134   |
| Percentage                | 41%   | 6% | 7% | 1% | 45%  | -           |       |

*This indicated that the people that responded to the open house questionnaire were almost evenly split on the suggestion of a 3 bag limit.*

ii) Question as it appeared in the newspaper questionnaire:

What do you feel would be an appropriate limit on the number of bags or cans that can be set out for garbage collection each week?

| <b>Preferred Limit</b> | <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>Unlimited</b> | <b>No Response</b> | <b>Total</b> |
|------------------------|----------|----------|----------|----------|----------|------------------|--------------------|--------------|
| Number of Responses    | 15       | 187      | 290      | 85       | 28       | 81               | 28                 | 714          |
| Percentage             | 2%       | 27%      | 42%      | 12%      | 4%       | 12%              | -                  |              |

*Upon expanding the questionnaire to a wider audience through the newspaper advertisement, approximately 71 percent of respondents were in favour of a limit of 3 bags or less.*

*Upon combining the results of the open house and newspaper questionnaire, approximately 68% are in favour of a limit of three bags or less as outlined below.*

Combined Results (Open house and newspaper questionnaires)

| <b>Preferred Limit</b>           | <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>Unlimited</b> | <b>No Response</b> | <b>Total</b> |
|----------------------------------|----------|----------|----------|----------|----------|------------------|--------------------|--------------|
| Approximated Number of Responses | 15       | 187      | 352      | 85       | 28       | 151              | 30                 | 848          |
| Percentage                       | 2%       | 23%      | 43%      | 10%      | 3%       | 18%              | -                  |              |

#### **D. WINTER BI-WEEKLY COLLECTION**

Are you in favour of garbage collection every other week in the winter? Possible savings: \$0.50 to \$3.00 per household per year.

| <b>In Favour of Bi-weekly Winter Collection?</b> | <b>1 Yes</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5 No</b> | <b>No Response</b> | <b>Total</b> |
|--|--------------|----------|----------|----------|-------------|--------------------|--------------|
| Number of Responses                              | 415          | 42       | 38       | 18       | 330         | 5                  | 848          |
| Percentage                                       | 49%          | 5%       | 5%       | 2%       | 39%         | -                  |              |

*The above results indicate that respondents are almost evenly split on the issue of bi-weekly collection in the winter with slightly more in favour. Many that were not in favour felt that the savings did not justify the inconvenience.*

#### **E. ROTATING SCHEDULE**

Are you in favour of no garbage collection on statutory holidays? Instead, after each statutory holiday your garbage collection day would change. Possible savings: \$0.75 to \$1.00 per household per year.

| <b>In Favour of Rotating Schedule?</b> | <b>1<br/>Yes</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5<br/>No</b> | <b>No<br/>Response</b> | <b>Total</b> |
|--|------------------|----------|----------|----------|-----------------|------------------------|--------------|
| Number of Responses                    | 412              | 33       | 30       | 16       | 340             | 17                     | 848          |
| Percentage                             | 49%              | 4%       | 4%       | 2%       | 41%             | -                      |              |

*The results indicate that the respondents were evenly split on this issue. Once again, respondents that were not in favour generally felt that the cost savings were insignificant relative to the inconvenience.*

#### **F. BI-WEEKLY COLLECTION - RESIDENTIAL RECYCLING**

Are you in favour of reducing blue box collection frequency to once every other week? Possible savings: \$6.00 to \$10.00 per household per year.

| <b>In Favour of Bi-Weekly Blue Box Collection?</b> | <b>1<br/>Yes</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5<br/>No</b> | <b>No<br/>Response</b> | <b>Total</b> |
|--|------------------|----------|----------|----------|-----------------|------------------------|--------------|
| Number of Responses                                | 631              | 33       | 28       | 9        | 128             | 19                     | 848          |
| Percentage   | 76%              | 4%       | 3%       | 1%       | 15%             | -                      |              |

*The above results show clear support for reducing the frequency of blue box collection to every other week. It should be noted that many of the people that were not in favour indicated that they fill their blue box on a weekly basis.*



### G. RECYCLING DROP-OFF DEPOT

Are you in favour of eliminating the Blue Box Program and replacing it with a drop-off depot program?

| In Favour of Recycling Drop-Off Depot? | 1 Yes | 2  | 3  | 4  | 5 No | No Response | Total |
|--|-------|----|----|----|------|-------------|-------|
| Number of Responses                    | 140   | 8  | 34 | 29 | 622  | 15          | 848   |
| Percentage                             | 17%   | 1% | 4% | 3% | 75%  | -           |       |

*The above results indicate that the respondents wished to maintain the Blue Box Program and did not want to change to a depot system.*

### H. YARD WASTE

Are you in favour of the City providing a drop-off depot for yard waste?

| In Favour of Yard Waste Drop-Off Depot? | 1 Yes | 2  | 3  | 4  | 5 No | No Response | Total |
|---|-------|----|----|----|------|-------------|-------|
| Number of Response                      | 651   | 16 | 37 | 4  | 121  | 19          | 848   |
| Percentage                              | 79%   | 2% | 4% | 0% | 15%  | -           |       |

*The above results indicate that the respondents wish the City to provide a yard waste drop-off location.*

NOTE: All percentages have been rounded to the nearest whole number.

## ATTACHMENT #2

### SUMMARY OF RESULTS COMMERCIAL GARBAGE COLLECTION SERVICE QUESTIONNAIRE

In order to obtain input from commercial businesses on tendering of commercial garbage collection, a questionnaire was inserted in utility bills and mailed to commercial businesses in late January, 1996. A total of 171 questionnaires were returned. A summary of the results are outlined below.

"Do you agree with the City tendering commercial garbage collection and contracting out an exclusive right to one contractor for collection of commercial garbage?"

|                     | 1<br>Strongly<br>Agree | 2   | 3   | 4  | 5<br>Strongly<br>Disagree | Total |
|---------------------|------------------------|-----|-----|----|---------------------------|-------|
| Number of Responses | 64                     | 28  | 21  | 15 | 43                        | 171   |
| Percentage          | 37%                    | 16% | 12% | 9% | 25%                       | -     |

*The survey results show that approximately 53 percent of respondents would like to see the City continue to tender commercial garbage collection. Approximately 12 percent did not have a strong opinion one way or the other, and 34 percent felt that they would like to be able to make their own arrangements for garbage collection in a competitive market place.*

*Several of the people that want the City to continue to tender commercial garbage collection indicated they were very happy with the current service. Others felt they could be sure garbage was really going to the landfill and that some businesses may not retain an adequate level of service if they hire their own contractor.*

*Businesses that want the City to discontinue tendering commercial garbage collection cited a variety of reasons including philosophical opposition to anything which might inhibit competitive market forces. Others indicated dissatisfaction with the current system, which doesn't provide maximum flexibility for low volume generators. Under the current system bins must be picked up a minimum of once per week.*

*Some businesses felt that the current system can be a deterrent to cardboard recycling.*

**COMMENTS:**

We compliment the Public Works Manager, Director of Development Services and Public Works Engineer, Mary Stewart, for a comprehensive and well researched report on tendering for garbage collection and recycling. In keeping with our Strategic Plan, we have undergone a very significant public input process in preparing this report for Council. As pointed out, although the results are not statistically valid, they do provide a very useful indicator to assist Council in making a decision. We concur with the recommendations contained within the report and recommend Council approve proceeding to tender. Following this process, Council will then have the opportunity to evaluate the various options on the basis of known costs rather than estimates. Although not mentioned in the report, it is our intention to tender for a five year contract, as in the past.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

**DATE:** March 26, 1996  
**TO:** Public Works Manager  
**FROM:** City Clerk  
**RE:** GARBAGE COLLECTION RECYCLING AND TENDERING PROCESS

---

**FILE**

At the Council Meeting of March 25, 1996, consideration was given to your report dated March 17, 1996, concerning the above topic. At this meeting, the following resolutions were passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Development Services and the Public Works Manager dated March 19, 1996, re: Garbage Collection and Recycling Tendering Process, hereby agrees as follows:

1. That winter biweekly residential garbage collection not be tendered as an option.
2. That residential garbage collection based on a schedule which rotates after each statutory holiday not be considered; and

That residential garbage collection be tendered based on the existing schedule of garbage collection on all Statutory Holidays except Christmas Day and New Year's Day.

3. That the Utility Bylaw be revised effective January 1, 1997, such that all multi-family dwellings are required to have a minimum garbage collection service and associated fee; and

That the minimum service be either weekly hand pick up or weekly container collection.

4. That all multi-family dwellings be required to use the services of the City's successful bidder on the residential waste collection contract.

5. That bi-weekly collection of recyclables using a blue box program be tendered as an option, along with weekly collection, and a decision be made upon analysis of the tenders.
6. That drop-off depots for recyclables not be considered further at this time.
7. That a yard waste drop-off depot and composting operation be included in the tender.
8. That the tender be set up such that contractors may bid on one or both of the following components:
  - a) Garbage Collection - includes garbage collection from single family and multifamily dwellings and commercial businesses, as well as yard waste collection and composting options.
  - b) Residential Recycling - includes collection, processing, and sale of recyclable materials from single family and multifamily dwellings.
9. That the successful bidder for either the Residential Recycling or Garbage Collection components of the tender is not eligible to operate the City of Red Deer's landfill site,

and as presented to Council March 25, 1996."

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Development Services and the Public Works Manager dated March 19, 1996, re: Garbage Collection and Recycling Tendering Process, hereby agrees that the tender include the following options relative to limiting the number of bags/cans per week for all single family dwellings:

1. no limit,
2. a 3 bag/can per week limit, or
3. a 5 bag/can per week limit.

Further, with respect to items 2 and 3 above, residents would be required to purchase stickers from The City for bags in excess of the limits. The cost of the stickers would be based on a fee charged by the contractor and administration costs,

and as presented to Council March 25, 1996."

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Development Services and the Public Works Manager dated March 19, 1996, re: Garbage Collection and Recycling Tendering Process, hereby agrees that a city wide and an optional (subscription) yard waste collection and composting program be included in the tender and a decision on these services be made upon analysis of the tenders, and as presented to Council March 25, 1996."

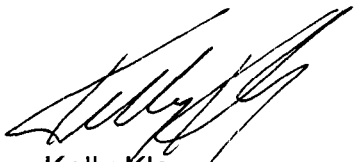
"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Development Services and the Public Works Manager dated March 19, 1996, re: Garbage Collection and Recycling Tendering Process, hereby agrees that the City continue to tender the exclusive right to commercial garbage collection using hand pick-up and front-end lift containers. Roll-off bins and compactors be excluded from the contract. The hauling of construction and demolition waste and recyclable materials from commercial establishments be excluded from the contract.

Public Works Manager  
March 26, 1996  
Page 4

That waste materials which are not accepted at the City of Red Deer's landfill site be excluded from the contract.

Council further agrees to tender as an option, the ability for commercial outlets to set their own regularity (variable/on demand) of pick-up, and as presented to Council March 25, 1996."

I trust you will now proceed with the tendering process and that a report will be presented to Council for consideration of the tenders submitted.



Kelly Kloss  
City Clerk

KK/clr

cc: Director of Development Services  
Director of Corporate Services

**ITEM NO. 2**

**DATE:** March 14, 1996

**TO:** City Clerk

**FROM:** Director of Corporate Services

**RE:** **APPOINTMENT OF THE CITY'S REPRESENTATIVE  
TO THE ALBERTA MUNICIPAL FINANCING CORPORATION  
ANNUAL MEETING ON FRIDAY, APRIL 19, 1996**

---

In previous years City Council has designated the Director of Corporate Services as the City's representative to the above noted meeting. If Council agrees to continue to do so, the following resolution is required:

"That Alan Wilcock, or designee, be appointed to represent and vote the shares of The City of Red Deer at the Annual General Meeting of the Alberta Municipal Financing Corporation to be held on April 19, 1996 in Edmonton."



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



**COMMENTS:**

We concur with the recommendation of the Director of Corporate Services.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

**DATE:** March 27, 1996  
**TO:** Director of Corporate Services  
**FROM:** City Clerk  
**RE:** **APPOINTMENT OF CITY REPRESENTATIVE TO THE ALBERTA  
MUNICIPAL FINANCING CORPORATION'S ANNUAL GENERAL  
MEETING**

---

At the Council Meeting of March 25, 1996, consideration was given to your report dated March 14, 1996 concerning the above. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, appoints Alan Wilcock, or designate, to represent and vote the shares of The City of Red Deer at the Annual General Meeting of the Alberta Municipal Financing Corporation, to be held on April 19, 1996, in Edmonton, Alberta, and as presented to Council March 25, 1996."

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



Kelly Kloss  
City Clerk

KK/clr

**FILE**

ITEM NO. 3

RPC - 5.905

**DATE:** March 15, 1996

**TO:** CITY COUNCIL

**FROM:** KELLY KLOSS, City Clerk  
DON BATCHELOR, Recreation, Parks & Culture Manager

**RE:** CEMETERY OPERATIONS :  
- BURIAL LINERS  
- CEMETERY BYLAW AMENDMENTS

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In 1995, the City Clerk's and Recreation, Parks & Culture Departments, in consultation with local funeral homes and monument companies, undertook a review of cemetery services in relation to funeral services. This review was intended to clearly separate cemetery services best provided to the public by the City, and services best provided by funeral homes relative to funerals. The City provides cemetery services including the sale of liners, perpetual care, a cemetery lot, grave opening/closing/burial service and the placement of foundations and monuments. The fees for these services are outlined in the Cemetery Bylaw. Funeral homes provide services related to the preparation of deceased for burial or cremation and making suitable bereavement, social, religious, spiritual, financial and insurance arrangements with the affected family. Fees associated with these funeral services can vary significantly depending on the funeral home and the type of funeral services chosen.

A contentious issue has been the sale of concrete burial liners. In the past, both The City of Red Deer and funeral homes have sold liners to the public. The liners are mandatory for all regular burials. Caskets are encased in this concrete liner box which eliminates soil settlement, preserves the casket and provides economies in cemetery operations.

On February 13, 1995, City Council passed a resolution relating to changes in the Cemetery Bylaw that included:

1. All liner, vault, monument and foundation installations would be the responsibility of the City.
2. All "pre-need" sales of burial liners would be the responsibility of the City.
3. All "at need" sales of burial liners would be the responsibility of funeral homes.

The sale of cemetery concrete liners at the time of need was left with the funeral homes, along with the sale of vaults. This compromise was reached in order to continue to allow The City and funeral homes the ability to sell liners (as they have in the past), but also to clearly define and separate when The City and funeral homes can sell liners.

A cemetery liner is a concrete box acquired by the City from a pre-cast concrete distributor for approximately \$210. These liners are transported, stored, handled, installed and sold by the City to the public for \$410 (proposed 1996). The difference in the acquisition and the public sale price is a benefit to the operation and maintenance of the cemetery which reduces the tax support required to provide cemetery services to residents. Funeral homes can sell liners to the public for different prices. The City is aware that some liners have been sold (including the City installation fee) to the public for in excess of \$500. Liners can be ordered and transported to the City cemeteries by making a simple phone call. Funeral homes can order and sell liners to the public without ever seeing or touching the liner because it is part of the burial or cemetery service carried out by the City Cemetery staff.

City Council  
Page 2  
March 18, 1996

---

Although the changes regarding liners implemented in 1995 worked in the direction of better defining City cemetery services from those services provided by funeral homes, we are receiving an increasing number of complaints and concerns from the public. The public complaints are focused on cost. In 1995, the City sold liners only when purchasers buy a cemetery plot in advance of need or burial. The cost was \$450. The funeral homes primarily sell liners when they are immediately required (time of need or burial) and are charging a fee in excess of \$500. Public complaints have been focused on the fact that different prices for the same product are being charged between The City and funeral homes. Although the suppliers of these liners are different, the basic construction and purpose is identical. The City of Red Deer has been lobbied by a number of individuals who have taken the City to task for having this discrepancy between liner prices charged by the City and that charged by funeral homes and would like the issue resolved. The individuals are claiming that they were charged in excess of \$500 for a concrete liner, purchased from a funeral home, that they would have preferred to have purchased from the City at a much lower cost, but could not.

In the interest of customer service, fairness, low-cost cemetery/funeral services and public satisfaction, the City Clerk's Office and the Recreation, Parks & Culture Department considered a number of alternatives. To resolve this dilemma and the inconsistent pricing offered to the public for cemetery liners, the following amendments to the Cemetery Bylaw and operations are proposed:

- All cemetery concrete liners would be sold by The City of Red Deer. These liners would be sold at a new reduced price of \$410 (proposed 1996) as outlined in Schedule D of the Proposed Cemetery Bylaw. (1995 liner price = \$450)
- Extensive promotion of City cemetery services and prices (including liners) would be displayed at the City Clerk's Office, at the cemeteries, in brochures and in the Community Services Activity Guide.

The intent of the attached amendments to the Cemetery Bylaw is to provide consistent customer service with no variable pricing for the same service or product. At the same time, a greater public awareness and understanding of economic options for cemetery and funeral services will be achieved.

The above proposal has been discussed with representatives of the two funeral homes located in Red Deer. They have agreed to the changes outlined above.

### **RECOMMENDATION**

1. That City Council approve and give three readings to Cemetery Bylaw Amendment 3126/A-96 which stipulates that concrete liners shall be sold only by The City of Red Deer and that funeral homes continue with the sale of vaults.



KELLY KLOSS



DON BATCHELOR

City Council  
Page 3  
March 15, 1996

---

DB/ad

Atts.

- c. H.M.C. Day, City Manager  
Cheryl Adams, Council/Committee Secretary  
Lowell R. Hodgson, Director of Community Services  
Rolf Westera, Cemetery Foreman  
Ron Kraft, Parks Construction/Maintenance Superintendent

**COMMENTS:**

We concur with the recommendations of the Administration and are pleased to see that this issue has been resolved with the funeral homes, which should result in far fewer complaints from the public.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

**DATE:** March 27, 1996  
**TO:** Recreation, Parks and Culture Manager  
**FROM:** City Clerk  
**RE:** CEMETERY OPERATIONS  
CEMETERY BYLAW AMENDMENT 3126/A-96

---

**FILE**

At the Council Meeting of March 25, 1996, consideration was given to your report dated March 15, 1996 concerning the above. At this meeting three readings were given to Cemetery Bylaw Amendment 3126/A-96.

I will be corresponding with the various funeral homes and monument companies to apprise them of these changes.

Please find attached hereto, your new Consolidated Copy of Cemetery Bylaw No. 3126/95.



Kelly Kloss  
City Clerk

KK/clr  
attchs.

cc: Director of Community Services (Bylaw Attached)  
Cheryl Adams (Bylaw Attached)

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

March 27, 1996

«Name»

**FILE**

Dear Sir/Madam:

**RE: AMENDMENTS TO THE CITY OF RED DEER  
CEMETERY BYLAW NO. 3126/95**

At the City of Red Deer's Council Meeting held March 25, 1996, Bylaw 3126/A-96 was given three readings, a copy of which is attached hereto.

Bylaw 3126/A-96 amends Cemetery Bylaw No. 3126/95 with respect to liners and placement of foundations. Changes have been made to sections 21(3), 34 and 35, and to Appendix "D", in particular.

Also, please find attached hereto a consolidated copy of Cemetery Bylaw No. 3126/95 which incorporates the changes. Please discard any previous copies of Bylaw No. 3126/95 that you have and replace with the attached.

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

Sincerely,

Kelly Kloss  
City Clerk

KK/clr  
attchs.

cc: Recreation, Parks and Culture Manager  
Cheryl Adams, Cemetery  
Rolf Westera, Cemetery Foreman

*a delight  
to discover!*



**Name**

Bowker's Funeral Homes Ltd.  
Box 4007  
Ponoka, AB T4J 1R5  
Eventide Funeral Chapels Ltd.  
4820 - 45 Street  
Red Deer, AB T4N 1K5  
Metcalf Funeral Chapel Ltd.  
4200 - 49 Avenue  
Innisfail, AB T0M 1A0  
Red Deer Funeral Home Ltd.  
6150 - 67 Street  
Red Deer, AB T4P 3M1  
Sylvan Lake Funeral Home  
Box 400  
Sylvan Lake, AB T0M 1Z0  
Wilson's Funeral Chapel  
P.O. Box 339  
Lacombe, AB T0C 1S0  
Rocky Funeral Home  
4804 - 48 Street  
Rocky Mt. House, AB T0M 1T0  
The Memorial Society of Red Deer & District  
Box 817  
Red Deer, AB T4N 5H2  
Everest  
R. R. 1, Box 1021B  
Sylvan Lake, AB T0M 1Z0  
Red Deer Granite & Bronze  
4820 - 45 Street  
Red Deer, AB T4N 1K5  
Red Deer Monumental Ltd.  
4802 - 51 Avenue  
Red Deer, AB T4N 4H3  
Remco Memorials Ltd.  
5017 - 45 Street  
Red Deer, AB T4N 1K8  
Central Monument  
4916 - 48 Avenue  
Innisfail, AB T4G 1N7

**FILE**

ITEM NO. 4

DATE: March 4, 1996

TO: City Clerk

FROM: Engineering Department Manager  
Inspections & Licensing Manager

**RE: UPDATED USE OF STREETS BY-LAW**

---

As a result of the new Municipal Government Act, the Engineering and Inspections Departments have been working with the City Solicitor to upgrade and clarify the current By-law so that it complies with the new Act.

Accordingly, we are attaching a revised By-law. There are no new regulations contained in the By-law. The major point of clarification is that the Engineering Department will be responsible for permits relative to the use of public streets, walks, lanes, and utility lots, and the Inspections & Licensing Department will be responsible for hoarding permits which are related to the protection of public from on-site construction activities.

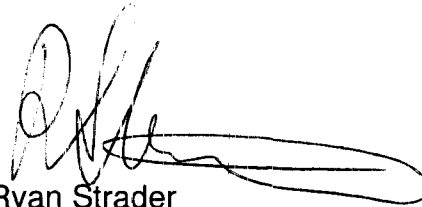
Permit Fees, as established in Schedule A, are unchanged from 1995; as our costs are being recovered within the current rates.

### **RECOMMENDATION**

We would respectfully recommend that Council approve that revised By-law at the next meeting.



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



Ryan Strader  
Inspections and Licensing Manager

KGH/emg  
Att.  
c.c. City Solicitor  
c.c. Director of Development Services

**COMMENTS:**

We recommend that Council give three readings to the proposed bylaw.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

**DATE:** March 27, 1996

**TO:** Engineering Department Manager  
Inspections and Licensing Manager

**FROM:** City Clerk


**RE:** USE OF STREETS BYLAW NO. 3161/96

---

**FILE**

At the Council Meeting of March 25, 1996, consideration was given to your report dated March 4, 1996 concerning the above topic and at which meeting the updated Use of Streets Bylaw No. 3161/96 was passed. A consolidated copy of the noted bylaw is attached hereto.

Trusting you will find this satisfactory.



Kelly Kloss  
City Clerk

KK/clr

cc: Director of Development Services  
City Solicitor

**DATE:** March 19, 1996  
**TO:** City Council  
**FROM:** City Clerk  
**RE:** CANCELLATION OF MONDAY, JUNE 3, 1996 COUNCIL MEETING


---

The Federation of Canadian Municipalities Annual Convention is being held in Calgary from May 31 to June 3, 1996.

As the majority of Council members are planning to attend this convention, a quorum would not be available for the Monday, June 3, 1996, Council Meeting.

**RECOMMENDATION:**

That the June 3, 1996 Council Meeting be cancelled.



KELLY KLOSS  
City Clerk

KK/fm

**COMMENTS:**

We concur with the recommendation of the City Clerk.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

March 27, 1996

MEDIA IN RED DEER, ALBERTA

Dear Sir/Madam:

**FILE**

FAXED TO  
ATTACHED MEDIA  
96.03.27. CR.

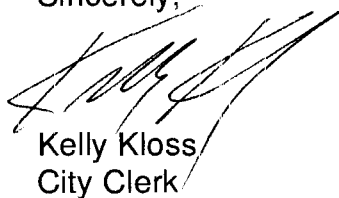
**RE: CANCELLATION OF MONDAY, JUNE 3, 1996 COUNCIL MEETING**

At the City of Red Deer's Council Meeting held March 25, 1996, the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the City Clerk dated March 19, 1996, re: Cancellation of Monday, June 3, 1996 Council Meeting, hereby agrees that the Monday, June 3, 1996 Council Meeting be cancelled, and as presented to Council March 25, 1996."

I trust you will now be updating your records accordingly.

Sincerely,



Kelly Kloss  
City Clerk

KK/clr



*a delight  
to discover!*



THE CITY OF RED DEER  
P. O. BOX 8008, RED DEER, ALBERTA T4N 3T4

FILE NO.

FAX: (403) 346-6195

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

March 27, 1996

MEDIA IN RED DEER, ALBERTA

Dear Sir/Madam:

**RE: CANCELLATION OF MONDAY, JUNE 3, 1996 COUNCIL MEETING**

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I trust you will now be updating your records accordingly.

Sincerely,



Kelly Kloss  
City Clerk

KK/clr



RCD-DEER

*a delight to discover!*

TRANSMISSION REPORT

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MB : SEND TO MAILBOX PG : POLLING A REMOTE MP : MULTI-POLLING RM : RECEIVE TO MEMORY



THE CITY OF RED DEER  
P. O. BOX 5005, RED DEER, ALBERTA T4N 3T4

FILE No.

FAX: (403) 346-6195

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

March 27, 1996

MEDIA IN RED DEER, ALBERTA

Dear Sir/Madam:

**RE: CANCELLATION OF MONDAY, JUNE 3, 1996 COUNCIL MEETING**

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I trust you will now be updating your records accordingly.

Sincerely,

  
Kelly Kloss  
City Clerk

KK/clr



*a delight to discover!*

## TRANSMISSION REPORT

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NOTE:

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# THE CITY OF RED DEER

P. O. BOX 5006, RED DEER, ALBERTA T4N 3T4

FAX: (403) 346-6195

City Clerk's Department  
(403) 342-6132 FAX (403) 346-6195

March 27, 1996

MEDIA IN RED DEER, ALBERTA

Dear Sir/Madam:

**RE: CANCELLATION OF MONDAY, JUNE 3, 1996 COUNCIL MEETING**

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I trust you will now be updating your records accordingly.

Sincerely,

  
Kelly Kloss  
City Clerk

KK/clr



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## TRANSMISSION REPORT

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# THE CITY OF RED DEER

P. O. BOX 5006, RED DEER, ALBERTA T4N 3T4

FAX: (403) 346-6195

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

March 27, 1996

## MEDIA IN RED DEER, ALBERTA

Dear Sir/Madam:

### RE: CANCELLATION OF MONDAY, JUNE 3, 1996 COUNCIL MEETING

At the City of Red Deer's Council Meeting held March 25, 1996, the following resolution was passed:

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I trust you will now be updating your records accordingly.

Sincerely,

Kelly Kloss  
City Clerk

KK/clr



*a delight to discover!*

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# THE CITY OF RED DEER

P.O. BOX 5006, RED DEER, ALBERTA T4N 5T4

FAX: (403) 346-6195

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

March 27, 1996

MEDIA IN RED DEER, ALBERTA

Dear Sir/Madam:

**RE: CANCELLATION OF MONDAY, JUNE 3, 1996 COUNCIL MEETING**

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I trust you will now be updating your records accordingly.

Sincerely,

  
Kelly Kloss  
City Clerk

KK/clr



*a delight to discover!*

## TRANSMISSION REPORT

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**THE CITY OF RED DEER**  
P. O. BOX 5005, RED DEER, ALBERTA T4N 3T4

FILE NO.

FAX: (403) 346-6195

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

March 27, 1996

MEDIA IN RED DEER, ALBERTA

Dear Sir/Madam:

**RE: CANCELLATION OF MONDAY, JUNE 3, 1996 COUNCIL MEETING**

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I trust you will now be updating your records accordingly.

Sincerely,

  
Kelly Kloss  
City Clerk

KK/clr



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# THE CITY OF RED DEER

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

FILE No.  
FAX: (403) 348-6195

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

March 27, 1996

MEDIA IN RED DEER, ALBERTA

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I trust you will now be updating your records accordingly.

Sincerely,



Kelly Kloss  
City Clerk

KK/clr



*a delightful discovery!*

## TRANSMISSION REPORT

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# THE CITY OF RED DEER

P. O. BOX 8008, RED DEER, ALBERTA T4N 3T4

FAX: (403) 346-6195

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

March 27, 1996

MEDIA IN RED DEER, ALBERTA

Dear Sir/Madam:

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I trust you will now be updating your records accordingly.

Sincerely,

  
Kelly Kloss  
City Clerk

KK/clr



*a delight to discover!*

## TRANSMISSION REPORT

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MB : SEND TO MAILBOX PG : POLLING A REMOTE MP : MULTI-POLLING RM : RECEIVE TO MEMORY

**DATE:** March 27, 1996

**FILE**

**TO:** Mayor and City Manager's Office  
City Councillors  
Directors  
Department Heads  
Parkland Community Planning Services  
City Solicitor  
City Hall Receptionist

**FROM:** City Clerk

**RE:** CANCELLATION OF MONDAY, JUNE 3, 1996 COUNCIL MEETING

---

At the Council Meeting of March 25, 1996, the following resolution was passed with respect to the above:

"RESOLVED that Council of The City of Red Deer, having considered report from the City Clerk dated March 19, 1996, re: Cancellation of Monday, June 3, 1996 Council Meeting, hereby agrees that the Monday, June 3, 1996 Council Meeting be cancelled, and as presented to Council March 25, 1996."

Please update your calendars in accordance with the above.



Kelly Kloss  
City Clerk

KK/clr

**ITEM NO. 1****CORRESPONDENCE**

March 1, 1996

City of Red Deer  
4914 - 48 Avenue  
Red Deer AB

Attention: City Clerk Department

Dear Sir, Madam:

I am writing this letter to request that council amend the decision made July 1995 (?) in regards to the provision of allowing recreation vehicles to park in front of residential homes.

This amendment will eventually make the city of Red Deer not a city of volunteers but a city where wherever a person travels throughout the city you are not going to find well landscaped yards and homes but large recreational vehicles, trailers or fifth wheel trailers parked in front of homes. Not only does this look ugly but it makes an area that children could get hurt on just running around these vehicles not to mention the fact that climbing is in every child's genes. And children are not going to care if the resident is not home. It also makes an opportunity for people to hide from observation when perhaps casing out a residence for a possible B&E.

I have been directly affected by this amendment. Last summer I looked out of my front room window and saw - not green grass and trees to my immediate right but - the broadside of a fifth wheel trailer which remained on site from May to Oct except for about three weeks in the summer months and approximately a week towards the end of September. The neighbour across the street parks his recreational vehicle either in his drive way or on the street. If my neighbour had a drive way on my left I would have a lovely view of recreational vehicles all summer.

Not only did the recreational vehicle block my vision, it also blocked my sunlight that a great deal of my front yard (facing NNE) needed in order to produce any kind of flowers. Most of my flowers and flowering shrubs stretched for sunlight and looked leggy most of the summer. There will be no need for me to work hard to produce a lovely looking flower garden if I am unable to obtain the results that are available because of recreation vehicle parking being allowed in front of homes.



March 1, 1996

Re: Provision to allow recreational vehicle parking in front of residences.

I feel that a responsible recreational owner may park his unit in front of his residence in order to prepare for vacation. But after that the vehicle should be parked in the backyard or on a site that is not interfering with the vision of neighbours in looking out onto their street. Owners have to make arrangements for parking during the winter months so they should have to during the summer when the unit is not used.

I sincerely hope that council will consider an amendment.

Sincerely,

*Marilyn Maltzenbarger*  
 Marilyn Maltzenbarger  
 25 Reeve Crescent  
 Red Deer AB T4P 2Z4  
 (403) 346-3106

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

|          |                    |
|----------|--------------------|
| RECEIVED |                    |
| TIME     | 4:00 p.m.          |
| DATE     | March 5/96         |
| BY       | <i>[Signature]</i> |

## MEMORANDUM

Date: 14 March 1996

To: Kelly Kloss,  
City Clerk

From: Paul Meyette,  
Principal Planner

Re: **MARILYN WATTENBARGER / REQUEST FOR AMENDMENT  
RE PARKING OF RECREATION VEHICLES**

---

Marilyn Wattenbarger is requesting that the Land Use Bylaw be amended to prevent the parking of recreation vehicles in the front yard during the summer months.

### Background Information

As Marilyn Wattenbarger states in her letter, City Council amended the Land Use Bylaw in July, 1995 to allow the parking of recreation vehicles in the front yard. This rezoning took place after Alderman Lawrence presented the following notice of motion:

"WHEREAS the Land Use Bylaw defines the term 'Trailer' as: any vehicle or conveyance equipped or designed to be equipped with wheels, whether self-propelled or not, and any building having no foundation other than jacks or skids, which is used or intended for use as a dwelling or sleeping place for one or more persons;

AND WHEREAS the Land Use Bylaw provides that such a Trailer is not to be parked in a front yard of a site in a residential area;

AND WHEREAS this provision causes hardship for residents in finding a location to park their trailer.

THEREFORE BE IT RESOLVED that Council of The City of Red Deer hereby agrees that the Land Use Bylaw be amended to allow for the parking of a 'Trailer' in the driveway of a site in a residential area during the time period of May 15 to September 15 in any given year."

-2-

**Comments**

Planning staff do not support the parking of recreation vehicles in the front yard continuously between May and September of each year. Planning staff feel that the parking of recreation vehicles detracts from the aesthetics of the street and affects the use and enjoyment of the adjacent front yard. Notwithstanding our views, there appears to be strong opinion both for and against this issue in the community.

Council has several options available to them.

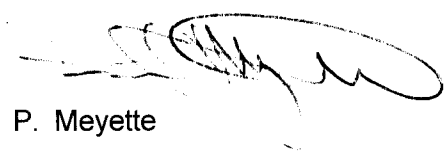
Option #1 To leave the Bylaw as is to allow for a full summer of front yard recreational vehicle parking. During or after this period, Council could seek public input to determine the level of community support for front yard parking of recreational vehicles.

Option #2 To look at a compromise such as requiring that a recreational vehicle could not be parked in the front yard for a continuous period exceeding two weeks between May and September of any year. Council may wish to have some public input before proceeding with this or any other compromise to determine whether it adequately addresses community concerns.

Option #3 To amend the Land Use Bylaw to eliminate any provision for front yard parking of recreation vehicles. This would reverse the 1995 decision; some public consultation is desirable before taking this action. Proponents of the 1995 Bylaw would likely petition Council to have the Bylaw reinstated.

**RECOMMENDATION**

Planning staff recommend that Council explore Option #2.



P. Meyette

cc: Director of Development Services  
Inspections and Licensing Manager  
R.C.M.P. Inspector

PM:mak

## MEMO

---

**Date:** March 18, 1996

**To:** KELLY KLOSS  
City Clerk

**From:** RYAN STRADER  
Inspections and Licensing Manager

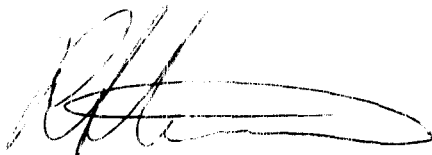
**RE:** MARYLYN WATTENBARGER - RECREATIONAL VEHICLES

---

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

In 1995, Council amended the Land Use Bylaw, to allow recreational vehicles to park on residential sites for 48 hours, from May 01 to September 30. If they wish to remain beyond that time, then approval from the Development Officer must be granted. The situation described by Ms. Wattenbarger would appear to be contrary to the amendment, if the vehicle stay exceeded the 48 hour maximum, as our records indicate that we have not granted approval for trailers to be used for living and/or sleeping accommodation. In the case of vehicles parked on the street, if the Bylaw Enforcement Officers were contacted, I am certain they would be able to take the necessary action, to ensure vehicles were parked on the street in conformance with the Traffic Bylaw (maximum 72 hours). If the trailer is being stored on the site, then the Land Use Bylaw as amended would permit that use.

**Recommendation:** That Ms. Wattenbarger's concerns be forwarded to the Bylaw Officers for enforcement regarding on street parking. The on-site storage of the unit would appear to conform to The Bylaw.



R. STRADER  
Inspections and Licensing Department

RS:yd

**DATE:** 12 MAR 96

**TO:** City Clerk

**FROM:** Insp. G.G.S. SUTTON - OIC RCMP


**RE:** **Marilyn WATTENBARGER - Request For Amendment  
Parking of Recreation Vehicles**

---

Your correspondence requesting input as a result of Ms. WATTENBARGER's letter refers.

From a Policing perspective, we have not encountered any problems thus far with the Bylaw as it is written. Nevertheless, from a personal perspective, there is some merit to Ms. WATTENBARGER's concerns. There is much emphasis in this community to maintain the integrity of neighbourhoods with viewing areas of parks, trees and playgrounds. I do not think any resident would want to lose that through the abuse of a reasonable Bylaw.

This is an interesting dilemma, as I rather doubt whatever decision is made, it will be the wrong one for some residents.



(G.G.S. SUTTON) Insp.  
Officer In Charge  
Red Deer City Detachment

- (ii) unenclosed steps, including a landing, not more than 0.6 metres above grade, which projects not more than 0.9 metres into the minimum side yard; except, (2672/E-91)
  - (iii) no steps, landings, or balconies may project into a 3.0 metre side yard required in a laneless subdivision, unless provisions are made for a garage or carport, or vehicular access to the rear of the property. (2672/E-91)
- (2) On sites in commercial districts where there is a minimum rear yard or setback requirement, a canopy if:
  - (a) the canopy is at least 3.6 m above the surface of the yard, and
  - (b) no supports or posts are constructed under the portion of the canopy projecting over the minimum rear yard;
- (3) On a site in any district, an exterior fire escape not more than 1.2 meters wide, provided that in commercial districts there shall be at least 3.6 m clearance from the surface of the rear yard. (2672/C-82)

#### 4.9 OBJECTS PROHIBITED OR RESTRICTED IN YARD

- 4.9.1
- (a) Except as hereinafter provided, no motor vehicle other than a passenger automobile shall be parked on a site in any residential district for longer than is necessary to load or unload the same.
  - (b) One commercial vehicle of tare weight not exceeding 2,040 kg may be parked on a site in any residential district.

#### 4.9.2 No person shall allow:

- (a) a commercial motor vehicle or trailer to remain or be parked in a front yard of a site in a residential district, except trailers parked on a constructed parking pad in the front yard shall be exempted from this regulation between the first day of May and the thirtieth day of September. (2672/R-95)
- (b) a motor vehicle used for stock car races, a motor vehicle which has all or part of its superstructure removed or a motor vehicle which is in a dilapidated or unsightly condition to remain or be parked in any yard of a site in a residential district.

#### 4.9.3 Not more than one trailer shall be parked on any site other than a licensed trailer court or a trailer sales site.

- 4.9.4
- (a) Except as provided in subclause (b) and (c) hereof, a trailer parked on a site in any district shall not be used for living or sleeping accommodation unless it is parked in a licensed trailer court.
  - (b) A trailer parked on a site in a residential district may be used for living and sleeping accommodation by a bona fide tourist for a period not exceeding 48 hours between the first day of May and the thirtieth day of September.
  - (c) A trailer parked on a site in a residential district may be used for living and sleeping accommodation by a bona fide tourist for a period in excess of 48 hours between the first day of May and the thirtieth day of September, providing:
    - (i) the owner of the land obtains approval from the Development Officer;
    - (ii) the tourist does not pay rent for the use of the site or facilities;
    - (iii) the period shall in no circumstances exceed thirty days without prior approval of the Municipal Planning Commission.

**COMMENTS:**

We acknowledge that this issue has no simple solution and that the public has varying divergent views. As a result, we recommend that Council give the existing guidelines one full summer of operation to ensure the public has an understanding of its implications. Following that, we recommend that Council accept the recommendation of Parkland Community Planning Services and ask for public input on a series of optional ways of approaching the issue.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

DATE: MARCH 7, 1996

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

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

FROM: CITY CLERK

RE: Marilyn Wattenbarger/Request for Amendment re parking of recreational vehicles.

---

Please submit comments on the attached to this office by March 18, 1996 for the Council Agenda of March 25, 1996.

"Kelly Kloss"  
City Clerk

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## THE CITY OF RED DEER

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

**FILE**  
File No.

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

March 7, 1996

Marilyn Wattenbarger  
25 Reeves Crescent  
Red Deer, AB T4P 2Z4

Dear Ms. Wattenbarger:

I acknowledge receipt of your letter dated March 1, 1996 Re: Request for Amendment re Parking of Recreational Vehicles.


This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on March 25, 1996.

Your request has been circulated to City administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday, March 22, 1996.

In the event you wish to be present at the Council meeting, would you please telephone our office on March 22<sup>nd</sup> and we will advise you of the approximate time that Council will be discussing this item. 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. When arriving at City Hall, please enter City Hall on the park side entrance, and proceed to the second floor Council Chambers.

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

Yours sincerely,



KELLY KLOSS  
City Clerk

KK/fm

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL



*a delight  
to discover!*

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

**FILE**

March 27, 1996

Ms. Marilyn Wattenbarger  
25 Reeves Crescent  
Red Deer, Alberta  
T4P 2Z4

Dear Ms. Wattenbarger:

At the City of Red Deer's Council Meeting held March 25, 1996, consideration was given to your letter dated March 1, 1996 concerning the parking of recreational vehicles in residential areas. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Marilyn Wattenbarger dated March 1, 1996, re: Parking of Recreational Vehicles In Front of Residential Homes, hereby agrees as follows:

1. That the regulations for the parking of recreational vehicles in front yards, continuously between May and September of each year, remain as is, to allow for a full summer of front yard recreational vehicle parking;
2. That consideration be given in the fall of 1996, to seeking public input to determine the level of community support for front yard parking of recreational vehicles,

and as presented to Council March 25, 1996."

Please accept our thanks for expressing your concerns to Council. In the Fall of 1996, the Inspections and Licensing Department will initiate a process in which the citizens of Red Deer can provide their views concerning the regulations for the parking of recreational vehicles in residential areas.

.../2




*a delight  
to discover!*

Ms. Marilyn Wattenbarger  
March 27, 1996  
Page 2

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

Sincerely,

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

Kelly Kloss  
City Clerk

KK/clr

cc: Director of Development Services  
Inspections and Licensing Manager  
Insp. S. Sutton  
Principal Planner

**DATE:** March 27, 1996  
**TO:** Inspections and Licensing Manager  
**FROM:** City Clerk  
**RE:** **PARKING OF RECREATIONAL VEHICLES IN RESIDENTIAL AREAS**

---

**FILE**

At the City of Red Deer's Council Meeting held March 25, 1996, consideration was given to the above and at which meeting the following resolution was passed:


"RESOLVED that Council of The City of Red Deer, having considered correspondence from Marilyn Wattenbarger dated March 1, 1996, re: Parking of Recreational Vehicles In Front of Residential Homes, hereby agrees as follows:

1. That the regulations for the parking of recreational vehicles in front yards, continuously between May and September of each year, remain as is, to allow for a full summer of front yard recreational vehicle parking;
2. That consideration be given in the fall of 1996, to seeking public input to determine the level of community support for front yard parking of recreational vehicles,

and as presented to Council March 25, 1996."

It was indicated at the Council Meeting that the Inspections and Licensing Department shall spearhead, in the fall of 1996, the seeking of public input to determine the level of community support for front yard parking of recreational vehicles.

I look forward to a further report being presented to Council in due course.

  
Kelly Kloss  
City Clerk

KK/clr

cc: Director of Development Services

Mr. Kelly Kloss, City Clerk  
City of Red Deer  
P.O. Box 5008  
Red Deer, AB

March 7, 1996

Dear Mr. Kloss :

Re: Lot Purchase Lots 18&19  
Block 8, Plan 952-N/R  
Lancaster Meadows

I am a senior citizen who, together with my daughter and her husband, have taken out an option to purchase a duplex lot in Lancaster Meadows so that we might be closer . To date both of us have been unsuccessful in selling our existing homes in order to start construction of the new duplex. Through loans we have managed to make the 1st and 2nd installments required under the option with the 3rd installment due sometime in June. We have followed with interest the City's direction in regards to lot pricing and are dismayed to find the City will not make the price reductions retroactive to all the lots developed in Lancaster Meadows.

As you know, the title to this lot is still with the City and since City lots went down in price, I certainly feel the lot I have an option on should be priced according to the new rules as it remains "unsold" until I have completed or fulfilled all the obligations of that option, including paying for it in full. If it had not been for the fact only certain lots would fit our family situation, I would have waited until our existing homes had sold before buying a City lot and building. Regardless of my own personal situation, I respectfully request that the City give consideration to extending the reduced pricing formula to those "parially sold" or "conditionally sold" purchasers who have yet to take title to these lots.

Your early attention to this matter would be appreciated.

Sincerely,

*Catherine Hodgson*  
Catherine Hodgson

59 Baird Street  
Red Deer, AB T4R 1K5

THE CITY OF RED DEER  
CLERK'S DEPARTMENT

|          |           |
|----------|-----------|
| RECEIVED |           |
| TIME     | 1:10 P.m. |
| DATE     | 96.03.14  |
| BY       | <i>OR</i> |

March 4, 1996

City Clerk's Office  
City Hall  
Red Deer, AB

To Whom It May Concern:

Re: Lot Prices

I would like to bring forward our concern we have about the reduction of the lot prices not being retroactive. As we are in the process of buying a lot in Lancaster Meadows we feel that we should get the reduction in our lot as we have not paid for our lot in full.

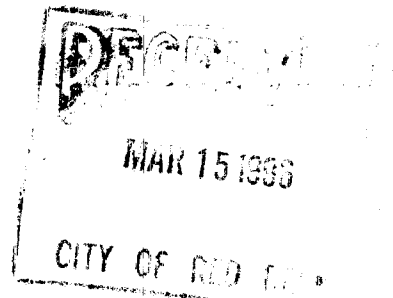
Precedence was set when Oriole Park receive a refund on their lots in the past year or two. We can understand that if our lot was paid in full , house built, that we would not receive this refund but since the lot is still in your name we feel we should receive this reduction.

We would greatly appreciate your consideration of this letter.

Yours truly,



Ken and Kathy Evanecz  
118 Martin Close  
Red Deer, AB  
T4R 1R8



48A

Ken and Carmen Maximchuk  
47 Lawrence Cres.  
Red Deer, Alberta  
T4R 2L5

March 20, 1996

Mayor Gail Surkan  
and All Council Members  
City of Red Deer

It has come to our attention that council has agreed to reduce the lot prices in Lancaster Meadows. As a resident in Lancaster for the past three months we are requesting council to review the matter of crediting ourselves the lot discounts you are offering to new purchasers of lots in Lancaster Meadows subdivision.

We feel the resale value of our homes will be affected by the reduction to other lots. Will council please deal with my/our concerns. Please reply with my request as soon as possible.

Thank you.



Ken Maximchuk

DATE: March 19, 1996  
TO: Kelly Kloss, City Clerk  
FROM: Alan Scott, Land and Economic Development Manager  
RE: **LOT PRICE REDUCTIONS - CITY DEVELOPED RESIDENTIAL LOTS**

---

Ms. Catherine Hodgson and Ken and Kathy Evanecz are requesting a reduction in the price paid for a lot in Lancaster Meadows.

Catherine Hodgson signed the agreement to purchase a lot in Lancaster Meadows on June 6, 1995. She exercised the option, entering into a purchase agreement on October 13, 1995, and her second payment was made on February 13, 1996.

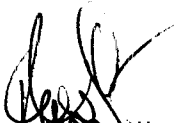
Ken and Kathy Evanecz signed an agreement to purchase in Lancaster Meadows on October 2, 1995. They exercised the option and made their first payment on November 2, 1995, and the second payment was made on March 4, 1996.

Both of these parties have agreed to purchase lots from the City of Red Deer based on the prices that existed at the time the agreement was signed.

On February 26, 1996, Council passed a resolution which reduced the price of all City developed lots, unsold, and in inventory, by an amount equivalent to the reduction in the off-site levies. It was specifically stated in the report to Council and the resolution that was passed, that the reduction would **not** be retroactive, and would apply only to those lots which remained unsold and were in our inventory.

#### **RECOMMENDATION**

We recommend that no change be made to the February 26 resolution and that the request for a reduction in price by Katherine Hodgson and Ken and Kathy Evanecz be declined.



Alan V. Scott

AVS/mm



**COMMENTS:**

We concur with the recommendation of the Land and Economic Development Manager. It should be noted that Council also applies the condition of "no retroactivity" in situations which benefit the land purchaser. For example, if lot prices are increased as they have been several times in recent years, those with an Agreement to Purchase who have not yet completed payment are not asked to pay the higher price. The same principle is being applied in the current situation to provide a consistent policy.

"G. D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

**DATE:** March 27, 1996  
**TO:** Land and Economic Development Manager  
**FROM:** City Clerk  
**RE:** REQUEST FOR LOT PRICE REDUCTIONS -  
CITY DEVELOPED RESIDENTIAL LOTS

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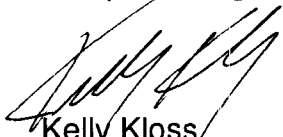
**FILE**

At the Council Meeting of March 25, 1996, the following resolutions were passed with regard to the above:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Catherine Hodgson, Ken and Kathy Evanecz, Ken Maximchuk, and Robert and Shirley Greer, re: Request for Refund of Portion of Lancaster Meadows Lot Price, hereby agrees that said requests be denied, and as presented to Council March 25, 1996."

"RESOLVED that Council of The City of Red Deer hereby agrees that the price of City lots offered for sale as of January 1, 1996, or later, have a price reduction equivalent to the savings realized by the 1996 Offsite Levy reduction."

The preceding is submitted for your information.

  
Kelly Kloss  
City Clerk

KK/clr

*Hand delivered  
Mar. 20 - 3:35pm - CN.*

ROBERT AND SHIRLEY GREER  
75 LAWRENCE CRESCENT DEER, ALBERTA  
T4R 2P3

MARCH 20, 1996

MAYOR GAIL SURKAN  
AND ALL COUNCIL MEMBERS  
CITY OF RED DEER

IT HAS COME TO OUR ATTENTION THAT COUNCIL HAS AGREED TO REDUCE THE LOT PRICES IN LANCASTER MEADOWS. AS A RESIDENT IN LANCASTER FOR THE PAST FOUR MONTHS WE ARE REQUESTING COUNCIL TO REVIEW THE MATTER OF CREDITING OURSELVES THE LOT DISCOUNTS YOU ARE OFFERING TO NEW PURCHASERS OF LOTS IN LANCASTER MEADOWS SUBDIVISION.

WE FEEL THE RESALE VALUE OF OUR HOMES WILL BE AFFECTED BY THE REDUCTION TO OTHER LOTS. WILL COUNCIL PLEASE DEAL WITH MY/OUR CONCERNS PLEASE REPLY WITH MY REQUEST AS SOON AS POSSIBLE.

THANK YOU.

*Robert & Shirley Greer*

ROBERT AND SHIRLEY GREER

DATE: MARCH 13, 1996

TO: DIRECTOR OF COMMUNITY SERVICES

X DIRECTOR OF CORPORATE SERVICES

X DIRECTOR OF DEVELOPMENT SERVICES

CITY ASSESSOR

E.L. & P. MANAGER

ENGINEERING DEPARTMENT MANAGER

FIRE CHIEF (EMERGENCY SERVICES)

INFORMATION TECHNOLOGY SERVICES MANAGER

INSPECTIONS AND LICENSING MANAGER

X LAND AND ECONOMIC DEVELOPMENT MANAGER

PERSONNEL MANAGER

PUBLIC WORKS MANAGER

R.C.M.P. INSPECTOR

RECREATION, PARKS & CULTURE MANAGER

SOCIAL PLANNING MANAGER

TRANSIT MANAGER

TREASURY SERVICES MANAGER

PRINCIPAL PLANNER

CITY SOLICITOR

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

FROM: CITY CLERK

RE: Catherine Hodgson - Lot Purchase - Lancaster Meadows

---

Please submit comments on the attached to this office by March 18, 1996 for the Council Agenda of March 25, 1996.

"Kelly Kloss"  
City Clerk

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DATE: MARCH 18, 1996  
TO: DIRECTOR OF COMMUNITY SERVICES  
X DIRECTOR OF CORPORATE SERVICES  
X DIRECTOR OF DEVELOPMENT SERVICES  
CITY ASSESSOR  
E.L. & P. MANAGER  
ENGINEERING DEPARTMENT MANAGER  
FIRE CHIEF (EMERGENCY SERVICES)  
INFORMATION TECHNOLOGY SERVICES MANAGER  
INSPECTIONS AND LICENSING MANAGER  
X LAND AND ECONOMIC DEVELOPMENT MANAGER  
PERSONNEL MANAGER  
PUBLIC WORKS MANAGER  
R.C.M.P. INSPECTOR  
RECREATION, PARKS & CULTURE MANAGER  
SOCIAL PLANNING MANAGER  
TRANSIT MANAGER  
TREASURY SERVICES MANAGER  
PRINCIPAL PLANNER  
CITY SOLICITOR

FROM: CITY CLERK

RE: Ken & Kathy Evanecz - Lot Purchase - Lancaster Meadows

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

---

This is an addition to the correspondence previously forwarded re: Catherine Hodgson.

"Kelly Kloss"  
City Clerk

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## THE CITY OF RED DEER

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

FAX: (403) 346-6195

FILE No.

**FILE**

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

March 18, 1996

Ken & Kathy Evanecz  
118 Martin Close  
Red Deer, AB T4R 1R8

Dear Mr. & Mrs. Evanecz:

I acknowledge receipt of your letter dated March 4, 1996 re: Reduction of Lot Prices - Lancaster Meadows.

This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on March 25, 1996.

Your request has been circulated to City administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday, March 22, 1996.

In the event you wish to be present at the Council meeting, would you please telephone our office on March 22<sup>nd</sup> and we will advise you of the approximate time that Council will be discussing this item. 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. When arriving at City Hall, please enter City Hall on the park side entrance, and proceed to the second floor Council Chambers.

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

Yours sincerely,

KELLY KLOSS  
City Clerk

KK/fm

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL



*a delight  
to discover!*



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

**FILE** No.

March 13, 1996

Catherine Hodgson  
59 Baird Street  
Red Deer, AB T4R 1K5

Dear Mrs. Hodgson:

I acknowledge receipt of your letter dated March 7, 1996 re: Lot Purchase in Lancaster Meadows - Lot Price Reductions.

This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on March 25, 1996.

Your request has been circulated to City administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday, March 22, 1996.

In the event you wish to be present at the Council meeting, would you please telephone our office on March 22<sup>nd</sup> and we will advise you of the approximate time that Council will be discussing this item. 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. When arriving at City Hall, please enter City Hall on the park side entrance, and proceed to the second floor Council Chambers.

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

Yours sincerely,

KELLY KLOSS  
City Clerk

KK/fm

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL



*a delight  
to discover!*



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

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

March 27, 1996

Ken and Carmen Maximchuk  
47 Lawrence Crescent  
Red Deer, Alberta  
T4R 2L5

**FILE**

Dear Mr. & Mrs. Maximchuk:

At the City of Red Deer's Council Meeting held March 25, 1996, consideration was given to your correspondence requesting a refund for a portion of the purchase price for a lot in Lancaster Meadows. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Catherine Hodgson, Ken and Kathy Evanecz, Ken Maximchuk, and Robert and Shirley Greer, re: Request for Refund of Portion of Lancaster Meadows Lot Price, hereby agrees that said requests be denied, and as presented to Council March 25, 1996."

In addition to the above resolution, the following resolution was also passed:

"RESOLVED that Council of The City of Red Deer hereby agrees that the price of City lots offered for sale as of January 1, 1996, or later, have a price reduction equivalent to the savings realized by the 1996 Offsite Levy reduction."

If you have any questions with regard to this matter, please do not hesitate to contact the undersigned.

Sincerely,

*for C. Kloss*  
Kelly Kloss  
City Clerk

cc: Director of Development Services  
Director of Corporate Services  
Land and Economic Development Manager



*a delight to discover!*





# THE CITY OF RED DEER

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

FAX: (403) 346-6195

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

March 27, 1996

Ms. Catherine Hodgson  
59 Baird Street  
Red Deer, AB  
T4R 1K5

**FILE**

Dear Ms. Hodgson:

At the City of Red Deer's Council Meeting held March 25, 1996, consideration was given to your correspondence requesting a refund for a portion of the purchase price for a lot in Lancaster Meadows. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Catherine Hodgson, Ken and Kathy Evanecz, Ken Maximchuk, and Robert and Shirley Greer, re: Request for Refund of Portion of Lancaster Meadows Lot Price, hereby agrees that said requests be denied, and as presented to Council March 25, 1996."

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Sincerely,

  
Kelly Kloss  
City Clerk

cc: Director of Development Services  
Director of Corporate Services  
Land and Economic Development Manager



*a delight  
to discover!*



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

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

March 27, 1996

Ken and Kathy Evanecz  
118 Martin Close  
Red Deer, Alberta  
T4R 1R8

**FILE**

Dear Mr. & Mrs. Evanecz:

At the City of Red Deer's Council Meeting held March 25, 1996, consideration was given to your correspondence requesting a refund for a portion of the purchase price for a lot in Lancaster Meadows. At this meeting the following resolution was passed:

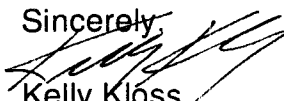
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If you have any questions with regard to this matter, please do not hesitate to contact the undersigned.

Sincerely,

  
Kelly Klöss  
City Clerk

cc: Director of Development Services  
Director of Corporate Services  
Land and Economic Development Manager



*a delight  
to discover!*

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

March 27, 1996

Ron and Shirley Greer  
75 Lawrence Crescent  
Red Deer, Alberta  
T4R 2P3

**FILE**

Dear Mr. & Mrs. Greer:

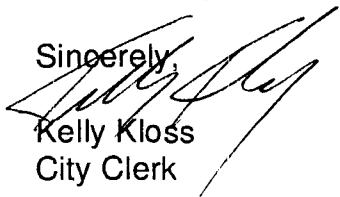
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If you have any questions with regard to this matter, please do not hesitate to contact the undersigned.

Sincerely,  
  
Kelly Kloss  
City Clerk

cc: Director of Development Services  
Director of Corporate Services  
Land and Economic Development Manager

*a delight  
to discover!*

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

March 27, 1996

**FILE**

Keith and Norma Edell  
28 Lawrence Crescent  
Red Deer, Alberta  
T4R 2P2

Dear Mr. &amp; Mrs. Edell:

At the City of Red Deer's Council Meeting held March 25, 1996, consideration was given to your correspondence requesting a refund for a portion of the purchase price of your lot in Lancaster Meadows. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer hereby agrees that the price of City lots offered for sale as of January 1, 1996, or later, have a price reduction equivalent to the savings realized by the 1996 Offsite Levy reduction."

If you have any questions as to whether or not you qualify for a refund, please do not hesitate to contact the Land and Economic Development Manager, Alan Scott (342-8106), for clarification.

Sincerely,

Kelly Kloss  
City Clerk

KK/clr

cc: Director of Corporate Services  
Director of Development Services  
Land and Economic Development Manager

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to discover!*

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

March 27, 1996

**FILE**

Terry and Darlene Greter  
5 Edgington Avenue  
Red Deer, Alberta  
T4R 2L1

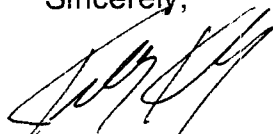
Dear Mr. &amp; Mrs. Greter:

At the City of Red Deer's Council Meeting held March 25, 1996, consideration was given to your correspondence requesting a refund for a portion of the purchase price of your lot in Lancaster Meadows. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer hereby agrees that the price of City lots offered for sale as of January 1, 1996, or later, have a price reduction equivalent to the savings realized by the 1996 Offsite Levy reduction."

If you have any questions as to whether or not you qualify for a refund, please do not hesitate to contact the Land and Economic Development Manager, Alan Scott (342-8106), for clarification.

Sincerely,



Kelly Kloss  
City Clerk

KK/clr

cc: Director of Corporate Services  
Director of Development Services  
Land and Economic Development Manager

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to discover!*

DATE: MARCH 18, 1996

TO: DIRECTOR OF COMMUNITY SERVICES

X DIRECTOR OF CORPORATE SERVICES

X DIRECTOR OF DEVELOPMENT SERVICES

CITY ASSESSOR

E.L. & P. MANAGER

ENGINEERING DEPARTMENT MANAGER

FIRE CHIEF (EMERGENCY SERVICES)

INFORMATION TECHNOLOGY SERVICES MANAGER

INSPECTIONS AND LICENSING MANAGER

X LAND AND ECONOMIC DEVELOPMENT MANAGER

PERSONNEL MANAGER

PUBLIC WORKS MANAGER

R.C.M.P. INSPECTOR

RECREATION, PARKS & CULTURE MANAGER

SOCIAL PLANNING MANAGER

TRANSIT MANAGER

TREASURY SERVICES MANAGER

PRINCIPAL PLANNER

CITY SOLICITOR

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

FROM: CITY CLERK

RE: Ken & Kathy Evanecz - Lot Purchase - Lancaster Meadows

---

This is an addition to the correspondence previously forwarded re: Catherine Hodgson.

"Kelly Kloss"  
City Clerk

f:\data\council\meeting\forms\com.tem



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

FILE No.

**FILE**

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

March 18, 1996

Ken & Kathy Evanecz  
118 Martin Close  
Red Deer, AB T4R 1R8

Dear Mr. & Mrs. Evanecz:

I acknowledge receipt of your letter dated March 4, 1996 re: Reduction of Lot Prices - Lancaster Meadows.

This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on March 25, 1996.

Your request has been circulated to City administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday, March 22, 1996.

In the event you wish to be present at the Council meeting, would you please telephone our office on March 22<sup>nd</sup> and we will advise you of the approximate time that Council will be discussing this item. 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. When arriving at City Hall, please enter City Hall on the park side entrance, and proceed to the second floor Council Chambers.

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

Yours sincerely,

  
KELLY KLOSS  
City Clerk

KK/fm

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL



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to discover!*



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

**FILE** No.

March 13, 1996

Catherine Hodgson  
59 Baird Street  
Red Deer, AB T4R 1K5

Dear Mrs. Hodgson:

I acknowledge receipt of your letter dated March 7, 1996 re: Lot Purchase in Lancaster Meadows - Lot Price Reductions.

This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on March 25, 1996.

Your request has been circulated to City administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday, March 22, 1996.

In the event you wish to be present at the Council meeting, would you please telephone our office on March 22<sup>nd</sup> and we will advise you of the approximate time that Council will be discussing this item. 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. When arriving at City Hall, please enter City Hall on the park side entrance, and proceed to the second floor Council Chambers.

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Yours sincerely,

KELLY KLOSS  
City Clerk

KK/fm

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL



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to discover!*



**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

March 27, 1996

Ken and Carmen Maximchuk  
47 Lawrence Crescent  
Red Deer, Alberta  
T4R 2L5

**FILE**

Dear Mr. &amp; Mrs. Maximchuk:

At the City of Red Deer's Council Meeting held March 25, 1996, consideration was given to your correspondence requesting a refund for a portion of the purchase price for a lot in Lancaster Meadows. At this meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Catherine Hodgson, Ken and Kathy Evanecz, Ken Maximchuk, and Robert and Shirley Greer, re: Request for Refund of Portion of Lancaster Meadows Lot Price, hereby agrees that said requests be denied, and as presented to Council March 25, 1996."

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If you have any questions with regard to this matter, please do not hesitate to contact the undersigned.

Sincerely,

*for C. Kloss*  
Kelly Kloss  
City Clerk

cc: Director of Development Services  
Director of Corporate Services  
Land and Economic Development Manager

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**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

March 27, 1996

Ms. Catherine Hodgson  
59 Baird Street  
Red Deer, AB  
T4R 1K5

**FILE**

Dear Ms. Hodgson:

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Sincerely,



Kelly Kloss  
City Clerk

cc: Director of Development Services  
Director of Corporate Services  
Land and Economic Development Manager

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**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

March 27, 1996

Ken and Kathy Evanecz  
118 Martin Close  
Red Deer, Alberta  
T4R 1R8

**FILE**

Dear Mr. &amp; Mrs. Evanecz:

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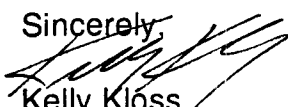
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Sincerely,

  
Kelly Klöss  
City Clerk

cc: Director of Development Services  
Director of Corporate Services  
Land and Economic Development Manager

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**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

March 27, 1996

Ron and Shirley Greer  
75 Lawrence Crescent  
Red Deer, Alberta  
T4R 2P3

**FILE**

Dear Mr. & Mrs. Greer:

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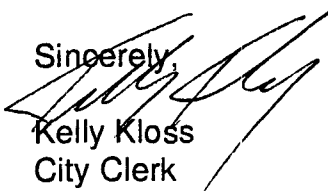
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Sincerely,

  
Kelly Kloss  
City Clerk

cc: Director of Development Services  
Director of Corporate Services  
Land and Economic Development Manager



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**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

March 27, 1996

Keith and Norma Edell  
28 Lawrence Crescent  
Red Deer, Alberta  
T4R 2P2

**FILE**

Dear Mr. &amp; Mrs. Edell:

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Sincerely,

Kelly Kloss  
City Clerk

KK/clr

cc: Director of Corporate Services  
Director of Development Services  
Land and Economic Development Manager

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to discover!*

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

March 27, 1996

**FILE**

Terry and Darlene Greter  
5 Edgington Avenue  
Red Deer, Alberta  
T4R 2L1

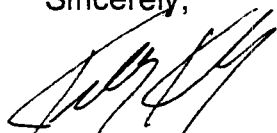
Dear Mr. & Mrs. Greter:

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Sincerely,



Kelly Kloss  
City Clerk

KK/clr

cc: Director of Corporate Services  
Director of Development Services  
Land and Economic Development Manager



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**BROOKFIELD LePAGE**

*Committed to Outstanding Service*

February 28, 1996

Red Deer City Council  
Box 5008  
Red Deer, Alberta  
T4N 3T4

Attention: Mayor

Dear Sir:

Re: Checkmate Hill  
Proposed Exception to Zoning

We have recently been appointed as Receiver and Manager of Checkmate Hill located at 4902-37 street in Red Deer, currently zoned as R3 and which does not allow any commercial tenancies.

We wish to advise there is currently a commercial tenant occupying approximately 300 square feet with desires to expand to approximately six hundred square feet and we therefore request an exception to the zoning of this property as we wish to accommodate this current tenant and their requested expansion.

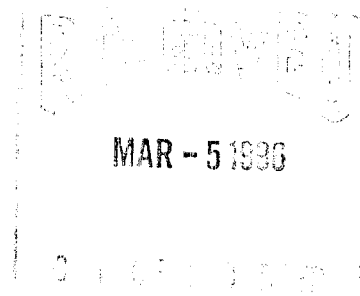
Yours truly,

BROOKFIELD LePAGE  
MANAGEMENT WESTERN LTD.

*Natalie Hanratty*

Natalie Hanratty, RPA A.C.C.I.  
General Manager, Edmonton

cc: Blair Sinclair



## MEMO

---

**Date:** March 13, 1996

**To:** KELLY KLOSS  
City Clerk

**From:** RYAN STRADER  
Inspections and Licensing Manager

**RE:** CHECKMATE COURT - REZONING REQUEST  
4902 - 37 STREET (CONDOMINIUM PLAN 902-1647)  
LOT 2, BLOCK 5, PLAN 792-2189

---

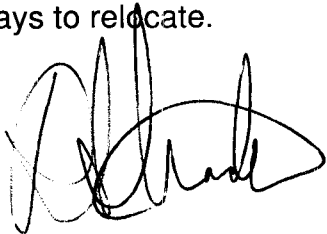
In response to your memo regarding the above referenced, we have the following comments for Council's consideration.

The applicant is requesting approval for a commercial use from their site which is presently zoned R3 (high density residential). When reviewing the application, we were informed the use is a "medical registry," which provides individual home care. The site is used for record keeping, personnel records etc., which would place this as an office rather than a commercial use.

The definition of what type of use is being requested is important to our recommendation. A commercial use depending on specifics may be appropriate to serve the needs of a large apartment complex. As well, this site is adjacent to the C4 district which is a commercial district.

Offices however, are a use restricted generally to the C1 district. We have no records of this applicant applying for approval from the apartment site.

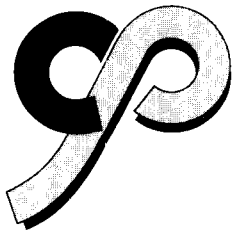
**Recommendation:** That the application be denied and the existing use be given 30 days to relocate.



R. STRADER  
Inspections and Licensing Department

RS:yd





**PARKLAND  
COMMUNITY  
PLANNING  
SERVICES**

Suite 500, 4808 Ross Street  
Red Deer, Alberta T4N 1X5  
Phone: (403) 343-3394  
FAX: (403) 346-1570

## **MEMORANDUM**

Date: 14 March 1996

To: Kelly Kloss,  
City Clerk

From: Paul Meyette,  
Principal Planner

Re: **BROOKFIELD LEPAGE - CHECKMATE HILL - REZONING REQUEST**

The owners of Checkmate Hill are requesting Council to approve an amendment to the Land Use Bylaw to allow a commercial tenant in the centre.

As Council is aware, the site is currently zoned R3 which does not allow any commercial tenancies. The nearest commercial site is a C4 shopping centre located southwest of the site.

The proposed commercial tenant is a Medical Registry Office to provide home care for individuals. This use appears to be an office use under the definitions contained in the Land Use Bylaw. Policy 22 in the Downtown Concept Plan adopted by City Council states that the City should

“maintain the downtown as the professional and public sector office centre of Red Deer through the control of office development and the provision of an environment conducive to an efficient business office community”.

This policy is reflected in the Land Use Bylaw which restricts the location of offices to certain districts within the City.

## **RECOMMENDATION**

In view of the Downtown Concept Plan policy, and in view of existing zoning restrictions, Planning staff do not support the request to rezone the Checkmate Hill site to allow an office use.

  
P. Meyette

cc: Director of Development Services  
Manager, E. L. & P. Department  
Fire Chief (Emergency Services)  
Inspections and Licensing Manager

PM:mak

**COMMENTS:**

We concur with the recommendations. We recommend that Council not approve this application and that the current tenant be given a reasonable time to relocate, such time being at the discretion of the Development Officer.

It should be noted that this use would not be a permitted use even in the nearby commercial zone. Similar requests for office space have been rejected in these commercial zones.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

DATE: MARCH 6, 1996  
TO: DIRECTOR OF COMMUNITY SERVICES  
DIRECTOR OF CORPORATE SERVICES  
X DIRECTOR OF DEVELOPMENT SERVICES  
CITY ASSESSOR  
✓ X E.L. & P. MANAGER  
ENGINEERING DEPARTMENT MANAGER  
✓ X FIRE CHIEF (EMERGENCY SERVICES)  
INFORMATION TECHNOLOGY SERVICES MANAGER  
✓ X INSPECTIONS AND LICENSING MANAGER  
LAND AND ECONOMIC DEVELOPMENT MANAGER  
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R.C.M.P. INSPECTOR  
RECREATION, PARKS & CULTURE MANAGER  
SOCIAL PLANNING MANAGER  
TRANSIT MANAGER  
TREASURY SERVICES MANAGER  
X PRINCIPAL PLANNER  
CITY SOLICITOR

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

FROM: CITY CLERK

RE: Brookfield LePage - Checkmate Hill - rezoning request.

---

Please submit comments on the attached to this office by March 18, 1996 for the Council Agenda of March 25, 1996.

"Kelly Kloss"  
City Clerk

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**FILE**



**THE CITY OF RED DEER**

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

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

March 6, 1996

Brookfield LePage Management Western Ltd.  
200, 10130 - 103<sup>rd</sup> Street  
Edmonton, AB T5J 3N9

Attention: Natalie Hanratty, General Manager

Dear Ms. Hanratty:

I acknowledge receipt of your letter dated February 28, 1996 Re: Checkmate Hill - Proposed Exception to Zoning.

This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on March 25, 1996.

Your request has been circulated to City administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday, March 22, 1996.

In the event you wish to be present at the Council meeting, would you please telephone our office on March 22<sup>nd</sup> and we will advise you of the approximate time that Council will be discussing this item. 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. When arriving at City Hall, please enter City Hall on the park side entrance, and proceed to the second floor Council Chambers.

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

Yours sincerely,

KELLY KLOSS  
City Clerk

KK/fm

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL



*a delight  
to discover!*

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

March 27, 1996

**FILE**

Brookfield LePage  
Management Western Ltd.  
200, 10130-103 Street  
Edmonton, AB  
T5J 3N9

Att: Natalie Hanratty, General Manager

Dear Ms. Hanratty:

**RE: CHECKMATE HILL, PROPOSED EXCEPTION TO ZONING**

At the City of Red Deer's Council Meeting held March 25, 1996, consideration was given to the above topic and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Brookfield LePage dated February 28, 1996, re: Checkmate Hill, Request for Rezoning, hereby agrees that said request be denied;

Council further agrees that the current commercial tenant located in Checkmate Hill, contrary to the Land Use Bylaw, be given a reasonable time to relocate, such time to be left to the discretion of the Development Officer,

and as presented to Council March 25, 1996."

I trust that you will be advising the commercial tenant presently in Checkmate Hill that he will be required to relocate. The normal time allowed for such relocation would be 45 days from the date of this letter.

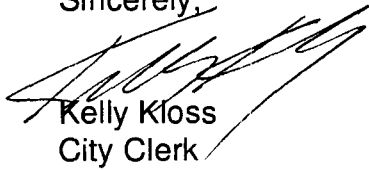
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*a delight  
to discover!*

Brookfield LePage  
March 27, 1996  
Page 2

If you have any questions with respect to this time line or if you require clarification, please contact the Inspections and Licensing Manager, Ryan Strader, at 342-8195.

Sincerely,



Kelly Kloss  
City Clerk

KK/clr

cc: Director of Development Services  
Inspections and Licensing Manager  
Principal Planner

# BROOKFIELD LePAGE

*Committed to Outstanding Service*

FILE COPY

April 4, 1996

**Medical Registry**  
#111, 4902 - 37 Street  
Red Deer, Alberta  
T4N 6M9

**Attention: Linda**

Dear Madam:

**RE: REQUEST TO EXPAND LEASED PREMISES  
CHECKMATE HILL**

Further to your request to expand leased premises at Checkmate Hill we regret to advise the City of Red Deer has denied this request and further state that the Medical Registry must vacate Checkmate Hill within a reasonable time.

Regretfully we therefore ask that you accept this letter as termination of your tenancy by May 31, 1996.

Please do not hesitate to call if you have any questions.

Yours truly,

**BROOKFIELD LePAGE MANAGEMENT  
WESTERN LTD.**

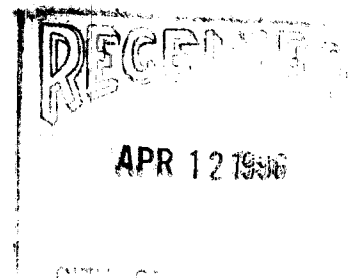
*Cheryl Hachka*

*Per:* Natalie Hanratty, RPA, A.C.C.I.  
General Manager

NH/ch

cc: Blair Sinclair  
Doug Shell  
✓ Kelly Kloss

*Ryan Stroder*



ITEM NO. 4

Leo & Lillian Matthiessen  
c/o McIntosh Tea House  
4631 Ross Street  
Red Deer, Alberta  
T4N 1X1

March 11, 1996

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

Dear Mr. Kloss:

Re: Purchase of McIntosh Tea House/Bed & Breakfast  
4631 Ross Street, Red Deer, Alberta T4N 1X1

We, Leo and Lillian Matthiessen of Dawson Creek, are proposing to purchase the above noted property.

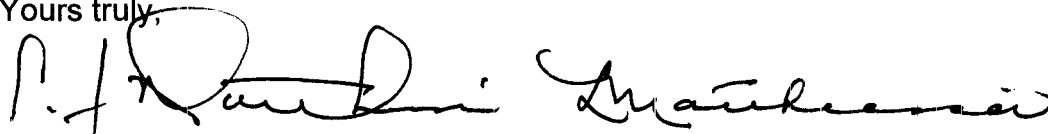
It is our intention that the McIntosh Tea House/Bed & Breakfast remain as it has operated in the past with the exception of including, with your approval, a small gift shop being of ancillary use.

If you have any questions or concerns regarding our intentions for the purchase and operation of the above, please do not hesitate to contact us at 604-782-5258 or Howard & May Kathol at 346-1622.

Please find enclosed letters of reference.

Thank you for your consideration in this matter.

Yours truly,



Leo & Lillian Matthiessen

/ph

Encl.

THE CITY OF RED DEER  
CLERK'S DEPARTMENT

|          |          |
|----------|----------|
| RECEIVED |          |
| TIME     | 11:00 AM |
| DATE     | 96/03/12 |
| BY       | KL       |



The City Clerk,  
Box 5008  
Red Deer, AB.  
T4N - 3T4

Mar 11/96

Dear Sir/Madam,

Further to our letter of application in regards to the gift shop, the area will mainly consist of one room, being less than 200 sq. ft.

It is mainly our intention to give the Bed & Breakfast patrons the opportunity to purchase items with an emphasis on local and handmade items.

We do not wish to compete with other merchants, but rather to use the international traveler to promote Red Deer and Area Artists & Artisans.

We are purposing to open the shop to the public between the hrs. of 1 pm to 7 pm, Monday thru Saturday giving Area residents the opportunity to view our beautiful historic home.

yours truly  
Leo & Helen Harkness

February 27, 1996

To whom it may concern;

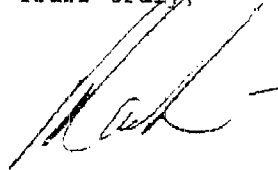
It is with pleasure that I write this letter on behalf of Lillian Matthiessen.

I have known Lillian for three years and in that time, I have been most impressed with her kindness and generosity. She has a wonderful artistic talent, whether it is in sketching/painting or in interior decorating. I consider her work ethic and organizational skills to be well above average and I have no doubt that Lillian would be successful in any endeavor she chose.

In my own experience as a commercial lender in a financial institution, I am accustomed to assessing people's business proposals, and deciding whether they are worthy of support. I feel Lillian would be a very successful Bed & Breakfast operator as she possesses the drive and business acumen necessary for this type of business as well as being a talented artist and "people person".

If you have any questions, please feel free to contact me at Res; (403)-889-2288, or at work: (403)-385-3751.

Yours truly,

A handwritten signature in dark ink, appearing to read 'Valerie Martin', with a horizontal line extending to the right.

Valerie Martin  
P.O. Box 643  
Killam, Alberta  
T0B 2L0

I am writing this note to recommend Leo and Lillian Matthiessen.

I have known them over a period of years and in several different capacities. While I was Mayor of Heisler for a period of four years, Leo served as Deputy Mayor. He showed qualities and abilities needed for that position. He proved to be a competent manager. During our term there was a major street improvement project. Leo served as the chief village representative and performed very competently so that the project was completed successfully and within budget.

As citizens, Leo and Lillian were also very community minded. Their property showed great care and effort and was one of the show places of the Village.

I worked with Lillian in the Heisler Cultural Society. I was President and she was the Treasurer. She was totally competent in that capacity and was a great motivator and organizer in that volunteer organization.

I would recommend both Leo and Lillian as capable and highly motivated individuals.

I will mention a bit about myself which I hope will give some credence to my opinion. In addition to serving four years as Mayor of Heisler, I am presently in my second term as President of the Battle River Tourist Association and I am also Chairman of the Heartland Tourist Destination Region. I am also President and Chairman of the Board of the East Parkland Community Futures and Business Development Corporation.

Your truly,

A large, stylized handwritten signature in dark ink, appearing to read 'Ron Williams', enclosed within a large, loopy oval shape.

Ron Williams  
Heisler, Alberta  
Phone: (403)-889-3902



COTTON INCORPORATED

March 1, 1996

To whom it may concern:

I have stayed in and evaluated Bed & Breakfast places in British Columbia and Eastern Canada, as well as the United States, and have had my evaluations included in "America's Wonderful Little Hotels and Inns" which is published in Greenwich, Connecticut.

I have known Lillian Matthiessen for over 30 years, and with my knowledge of Lillian and what it takes to operate a successful B&B, I am confident that she will do a great job. She is a meticulous housekeeper and an excellent cook, and has experience in providing "in home" hospitality and has a proven background in small business management.

Her interest in antiques and art, and excellent taste in decorating, will enable her to provide a truly unique home atmosphere for guests. Her work experience as an Alberta Treasury Branch agent and as a bookkeeper for Petro-Canada indicates she has the necessary business and financial skills.

Lillian has made my husband and me feel welcome at her former home in Heisler for periods of three to four days. She has also provided a "home away from home" for an exchange student from Germany and for a young elementary school teacher in her first teaching position. Prior to moving to Alberta with her husband and family, she was associated with her father in the operation of his lodge in the Northwest Territories.

If you have any further questions please feel free to contact me at 212-586-1070 (work) or 203-838-8522 (home).

Sincerely,

Marilyn Parker

**Quilter's Inn Canmore**

P.O. Box 2868

Canmore, AB.

TOL OMO

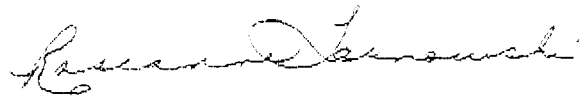
February 27, 1996

## TO WHOM IT MAY CONCERN:

This letter is in support of Lillian Matthiessen as owner and operator of the MacIntosh House Bed and Breakfast and Tea Room in Red Deer, Alberta. I have known Lillian for thirty years and can attest to her capabilities as an entrepreneur. Her artistic flair and creativity plus her excellent personal and public relations skills would be invaluable in this endeavor.

Lillian has held many volunteer positions and contributed much to the community of Heisler where she and her husband Leo have made their home for many years. She designed and created the logo for the town of Heisler in addition to many other company representations. She has the talent and drive to succeed at whatever it is she chooses to do and I know this business operation will be all the more successful with her involvement in it.

Yours truly,



Roseanne Tarnowski

# HOST FAMILY CERTIFICATE

## ASSE INTERNATIONAL STUDENT EXCHANGE PROGRAMS

presents to

LEON WILHELM MATTHESEN

this certificate of

### DISTINGUISHED ACHIEVEMENT IN INTERNATIONAL UNDERSTANDING

for contributing to world peace and understanding, by the  
acceptance of an ASSE International Exchange Student  
in your home and family.

"So act as to treat humanity, whether in thine own person or  
in that of any other in every case as an end withal, never as  
a means only."

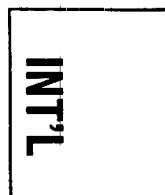
Immanuel Kant

Date June 14, 92

Area Representative Lynn Bozell



INTERNATIONAL STUDENT EXCHANGE PROGRAMS



Submitted To City Council  
Date: March 25/96

**Memorandum**

**To:** Kelly Kloss  
City Clerk

**From:** Wendy Martindale  
Manager  
Red Deer Visitor and Convention Bureau

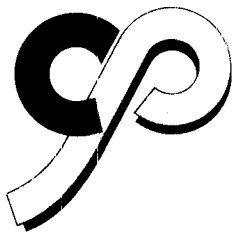
**Date:** March 22, 1996

**Subject:** McIntosh House

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The availability of bed and breakfast accommodation in the downtown area has been an important addition to Red Deer's tourism product. Without this, we would be referring those specifically seeking bed and breakfast accommodation to operators in nearby communities.

We support the recommendation of planning staff that Council amend the current land use exception for McIntosh House to allow operation of a gift shop in association with the bed and breakfast operation.



**PARKLAND  
COMMUNITY  
PLANNING  
SERVICES**

Suite 500, 4808 Ross Street  
Red Deer, Alberta T4N 1X5  
Phone: (403) 343-3394  
FAX: (403) 346-1570

## **MEMORANDUM**

Date: 14 March 1996

To: Kelly Kloss, City Clerk

From: Paul Meyette, Principal Planner

Re: **LEO & LILLIAN METTHIESSEN - McINTOSH TEA HOUSE**

Leo and Lillian Metthiessen are proposing to purchase the McIntosh Tea House/Bed and Breakfast. They wish to add a small gift shop to the business. The gift shop would be open to the public; it would be less than 200 square feet in size.

### **Background**

As Council may be aware, the McIntosh Tea House/Bed and Breakfast is located in an R1A District which does not permit the bed and breakfast use. In 1991, Council created an exception to the Land Use Bylaw to allow the tea house/bed and breakfast operation. The tea house was closed approximately one year ago; the bed and breakfast operation is ongoing. The existing exception in the Land Use Bylaw does not allow for a gift shop which is open to the public.

### **Comments**

The McIntosh House is a municipally designated historic resource which is featured on the Parkvale Historical Walking Tour. Planning staff were strongly supportive of the tea house/bed and breakfast operation in order to ensure that this historic structure was renovated and opened for public access. The new proposal to operate the bed and breakfast, and gift shop operations would continue to ensure public access to this valuable historic resource. Planning staff have had preliminary discussions with the President of the Parkvale Community Association. The Association will meet to discuss the matter before the March 25th Council meeting.

### **RECOMMENDATION**

Planning staff recommend that Council give first reading to a Land Use Bylaw amendment to change the wording of the current land use exception to allow a gift shop of up to 19 square metres (204 sq. ft.) in association with the bed and breakfast operation.

  
P. Meyette

cc: Director of Development Services  
Inspections and Licensing Manager  
Towne Centre Association  
Mel Bullock, President, Parkvale Community Association  
Wendy Martindale, Tourism and Convention Board

PM:mak



## MEMO

---

**Date:** March 13, 1996

**To:** KELLY KLOSS  
City Clerk

**From:** RYAN STRADER  
Inspections and Licensing Manager

**RE:** MCINTOSH TEA HOUSE  
4631 ROSS STREET  
LOT 38 TO 40, BLOCK A, PLAN K8

---

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

The above site is presently zoned R1A, in which commercial uses are not permitted or discretionary. In 1991, Council approved an exception to the R1A use table, to permit a bed and breakfast to operate on this site. The applicant is requesting another exception, to permit sale of gifts. Their letter also indicated that approximately 200 square feet of space would be used, and that it would be open to the public Monday to Saturday.

A bed and breakfast operation is a use that can fit into a residential neighbourhood with minimal impact on traffic or noise, and a 200 square feet gift shop is unlikely to attract a great number of people to cause a dramatic increase.

However, if the use is successful, then the applicant is likely to want to increase the area. At some point, the commercial use of the site would impact on adjacent properties.

**Recommendation:** If Council wishes to approve this use, then it should be made abundantly clear that the size of the commercial sales is limited to 200 square feet.



R. STRADER  
Inspections and Licensing Department

RS:yd

**COMMENTS:**

We concur with the recommendations of the Administration.

"G.D. SURKAN"  
Mayor

"H.M.C. DAY"  
City Manager

To Kelly Kooss.  
Copy OF: LETTER SENT TO PAUL MEYETTE

Ken Arnold  
Secretary Treasurer  
Parkvale Community Association  
4201-46 Ave.  
Red Deer, AB  
T4N 3M7

Mar 20, 1996

|  |          |
|--|----------|
| THE CITY OF RED DEER<br>CLERK'S DEPARTMENT |          |
| RECEIVED                                   |          |
| TIME                                       | 11:06 AM |
| DATE                                       | 06-03-21 |
| BY   | CR       |

→ Mel Bullock's Address,  
President

Paul Meyette  
Principal Planner  
Parkland Community Planning Services

Dear Mr. Meyette

In a meeting today of the executive of the Parkvale Community Association, we agreed that we had no objections for the Metthiessen's proposal to include a small gift shop in the McIntosh Tea House.

We appreciate the consideration that is given to our Association on these matters and the opportunity for us to give input into decisions that affect the land use bylaw governing development in Parkvale.

In giving our approval, we would like to also go on record that this approval is given with the following reservations:  
1. We are, as always, concerned that any relaxation and exceptions allowed may be perceived as opening the door to full scale commercial operations within the Parkvale boundaries. Naturally, we would hope that this approval not be interpreted in this way.

2. That the size of the sales area (204 sq. ft.) be the limit of that which is covered in the application.

3. Should the property come on the market in the future, that the property's use should revert to a single family dwelling or the uses agreed to thus far.

Our main concern is to maintain the character of Parkvale in general and the McIntosh house, in particular. We see no conflict between these ideals and the request by the Metthiessens presently before council.

Thank you.

Sincerely,

*Ken W. Arnold*

Ken W. Arnold

5 Edgington Avenue  
Red Deer, Alta.  
T4R 2L1  
March 24, 1996

To the Mayor and City Councillors:

We are in the process of having a house built in Lancaster Meadows. Our house is being built by a developer - Fanta Homes. Our lot was purchased on our behalf, by the developer, sometime in mid-January, 1996. The hole for our house was dug on February 5, 1996. At the February 25, 1996 City Council meeting, it was decided to reduce the off-site levies on any lots sold from that date forward. It was also decided that off-site levy costs would be reduced for lots purchased by developers from January 1st, 1996. We have been told that we do not qualify for the off-site reduction on our lot price and we feel that this is unfair. Since our lot was purchased by a developer in mid-January, we feel that this lot should be included in the retroactive to January 1st developer lots which were given an off-site reduction. The development of our house was not actually begun until February, therefore we feel that we qualify to receive a reduction of the off-site levies in our lot price.

We thank you for your attention and cooperation, and we look forward to hearing from you regarding this matter in the near future.

Sincerely,

*Terry Greter*  
*Darlene Greter*

Terry and Darlene Greter

**Submitted To City Council**

**Date:** March 25/96

March 20/96

Keith and Norma Edel  
28 Lawrence Cres  
Red Deer, Alberta  
T4R 2P2

Submitted To City Council  
Date: March 25/96

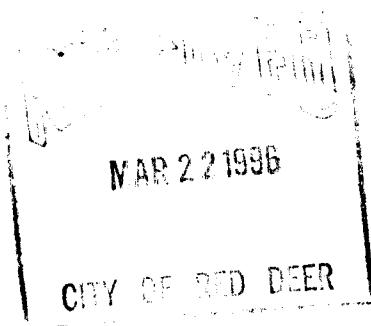
Mayor Neil Surkan  
and all Council Members  
City of Red Deer.

It has been brought to our attention that council has agreed to lower the lot prices in Lancaster Meadows. As a resident in Lancaster Meadows since February, we are requesting Council to review the matter of crediting ourselves the lot discounts you are offering to the new purchasers of the lots in Lancaster Meadows subdivision.

We would appreciate your understanding and compliance with this request.

Will council please deal with our concerns.  
Please reply to my request as soon as possible.

Thank you



KEITH EDEL  
*Keith Edel*

NORMA EDEL

*Norma Edel*

DATE: MARCH 12, 1996  
TO: DIRECTOR OF COMMUNITY SERVICES  
DIRECTOR OF CORPORATE SERVICES  
X DIRECTOR OF DEVELOPMENT SERVICES  
CITY ASSESSOR  
E.L. & P. MANAGER  
ENGINEERING DEPARTMENT MANAGER  
FIRE CHIEF (EMERGENCY SERVICES)  
INFORMATION TECHNOLOGY SERVICES MANAGER  
X INSPECTIONS AND LICENSING MANAGER  
LAND AND ECONOMIC DEVELOPMENT MANAGER  
PERSONNEL MANAGER  
PUBLIC WORKS MANAGER  
R.C.M.P. INSPECTOR  
RECREATION, PARKS & CULTURE MANAGER  
SOCIAL PLANNING MANAGER  
TRANSIT MANAGER  
TREASURY SERVICES MANAGER  
X PRINCIPAL PLANNER  
CITY SOLICITOR

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

FROM: CITY CLERK

RE: Leo & Lillian Metthiessen - McIntosh Tea House

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Please submit comments on the attached to this office by March 18, 1996 for the Council Agenda of March 25, 1996.

"Kelly Kloss"  
City Clerk

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## THE CITY OF RED DEER

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

FAX: (403) 346-6195

City Clerk's Department (403) 342-8132

**FILE**

March 12, 1996

Leo & Lillian Matthiessen  
c/o McIntosh Tea House  
4631 Ross Street  
Red Deer, AB T4N 1X1

Dear Mr. & Mrs. Matthiessen:

I acknowledge receipt of your letter dated March 11, 1996 re: Purchase of McIntosh Tea House/Bed & Breakfast.

This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on March 25, 1996.

Your request has been circulated to City administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on Friday, March 22, 1996.

In the event you wish to be present at the Council meeting, would you please telephone our office on March 22<sup>nd</sup> and we will advise you of the approximate time that Council will be discussing this item. 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. When arriving at City Hall, please enter City Hall on the park side entrance, and proceed to the second floor Council Chambers.

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

Yours sincerely,



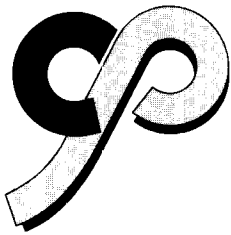
KELLY KLOSS  
City Clerk

KK/fm

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL



*a delight  
to discover!*



**PARKLAND  
COMMUNITY  
PLANNING  
SERVICES**

Suite 500, 4808 Ross Street  
Red Deer, Alberta T4N 1X5  
Phone: (403) 343-3394  
FAX: (403) 346-1570

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**MEMORANDUM**

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**TO:** City Council

**DATE:** March 20, 1995

**FROM:** Paul Meyette, Principal Planner

**RE:** McIntosh Tea House

---

Bylaw 2672/D-96 proposes to amend exception #15 in the land use bylaw to allow a small gift shop comprising 19 square metres in the McIntosh residence at 4631 Ross Street. The bylaw is worded to allow the store only in association with the bed and breakfast operation.

Paul Meyette, ACP, MCIP  
PRINCIPAL PLANNER, CITY SECTION

PM/pm

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL



**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

**FILE**

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

March 27, 1996

Leo and Lillian Matthiessen  
c/o McIntosh Tea House  
4631 Ross Street  
Red Deer, AB  
T4N 1X1

Dear Mr. & Mrs. Matthiessen:

**RE: LAND USE BYLAW AMENDMENT 2672/D-96, McINTOSH TEA HOUSE -  
BED AND BREAKFAST**

At the City of Red Deer's Council Meeting held March 25, 1996, consideration was given to your letter dated March 11, 1996 concerning the above. At this meeting first reading was given to Land Use Bylaw Amendment 2672/D-96, a copy of which is attached hereto.

Land Use Bylaw Amendment 2672/D-96 allows for the expansion of uses on Lots 38-40, Block A, Plan K8 (4631 Ross Street), to include a gift shop not exceeding 19 square metres in size. The current use allows for the operation of a Tea House, Lodging and Boarding House on that site.

This office will now proceed with the advertising for a Public Hearing of this Bylaw, to be held on Monday, April 22, 1996, commencing at 7:00 p.m. or as soon thereafter as Council may determine. In accordance with the Land Use Bylaw, applicants are required to pay for the cost of advertising for Public Hearings. The cost in this instance is \$500. This deposit must be submitted to this office by Tuesday, April 2, 1996 so that we can proceed with the advertising.

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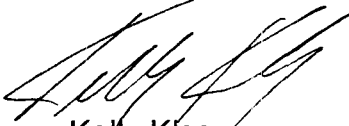


*a delight  
to discover!*

Leo and Lillian Matthiessen  
March 27, 1996  
Page 2

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

Sincerely,



Kelly Kloss  
City Clerk

KK/clr  
attchs.

cc: Director of Development Services  
Inspections and Licensing Manager  
City Assessor  
Principal Planner  
Council and Committee Secretary, S. Ladwig

Mr. J. Ferguson, General Manager  
Towne Centre Association

Mr. Mel Bullock, President  
Parkvale Community Association

Red Deer Visitor and Convention Bureau

ITEM NO. 1

## NOTICES OF MOTION

**DATE:** March 13, 1996  
**TO:** City Council  
**FROM:** City Clerk  
**RE:** COUNCILLOR DAWSON - NOTICE OF MOTION:  
COUNCILLORS' REMUNERATION

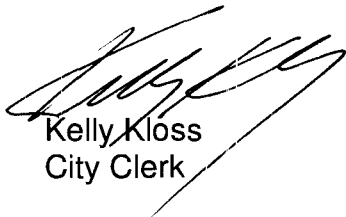
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At the Council Meeting of March 11, 1996, the following Notice of Motion was submitted by Councillor Dawson:

"WHEREAS it has been decided to review the income of our Mayor's position just prior to every election;

THEREFORE BE IT RESOLVED that the Council of the City of Red Deer shall also review the remuneration levels for City Councillors just prior to each election and follow the same guidelines as for the Mayor's remuneration."

This is submitted for Council's consideration.



Kelly Kloss  
City Clerk

KK/clr

**BYLAW 2672/D-96**

Being a Bylaw to amend Bylaw No. 2672/80, the Land Use Bylaw of The City of Red Deer.

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CITY OF RED DEER, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

That Bylaw 2672/80 be amended by deleting section 4.13.1(15) and substituting in its place the following:

“4.13.1(15) On those sites, or portions thereof, hereinafter listed, ‘Tea House, Lodging and Boarding House, and gift store in association with a bed and breakfast operation’ is a permitted use; the gift store shall not exceed 19 square metres:

(a) Lots 38-40, Block A, Plan K8.”

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      A.D. 1996.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      A.D. 1996.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      A.D. 1996.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      A.D. 1996.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**BYLAW 2800/A-96**

Being a Bylaw to amend Bylaw No. 2800/82, the Traffic Bylaw of The City of Red Deer.

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CITY OF RED DEER, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

- 1 That Bylaw 2800/82 be amended by adding Schedule "E" attached hereto.
- 2 That Bylaw 2800/82 be amended by deleting section 96, subsection (1) and substituting in its place the following:

"(1) All persons owning or occupying premises in the following areas of the City shall remove and clear away all snow, ice, dirt and other obstructions from the sidewalk situated on land adjoining the property within 48 hours of the time that such snow, ice, dirt or other obstruction was deposited thereon:

- (a) Commercial C1 or C2 under the City Land Use Bylaw.
- (b) Residential (Multiple Family) R3 under the City Land Use Bylaw as indicated on Schedule "E" attached hereto."

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      A.D. 1996.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      A.D. 1996.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      A.D. 1996.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      A.D. 1996.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

# MANDATORY (R3) SIDEWALK SNOW REMOVAL IN DOWNTOWN AREA



## **BYLAW NO. 3126/A-96**

Being a Bylaw to amend Bylaw No. 3126/95, the Cemetery Bylaw of the City of Red Deer, to make provision for the sale of concrete liners and other matters;

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE CITY OF RED DEER, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

Bylaw No. 3126/95 is hereby amended as follows:

- 1           By deleting section 21(3) and substituting in its place the following:  
  
          "21(3)     Where a liner is required in connection with a burial, it shall be obtained from the City at the cost set out in Schedule 'D'. Where a vault is permitted and desired, it may be obtained through a funeral home or other commercial supplier of vaults."
  
- 2           By deleting sections 34 and 35 and substituting in their place the following:  
  
          "34       The placement of all foundations for upright or flat monuments and foundations containing flat monuments shall be completed by the City in accordance with the specifications in this Bylaw and, upon payment of the fee as outlined in Schedule 'D' attached.  
  
          35       Flat monuments shall be placed within foundations by monument companies or the City of Red Deer in accordance with the specifications outlined in Schedule 'C'. All flat monuments, complete with foundations and upright monuments, shall be delivered to the respective cemetery a minimum of five (5) work days prior to the specified installation date indicated on the monument permit."
  
- 3           By deleting Schedule "D" and substituting in its place the new Schedule "D" attached.

4


In all other respects, Bylaw No. 3126/95 is hereby ratified and confirmed.


READ A FIRST TIME IN OPEN COUNCIL this 25 day of *March* A.D. 1996.

READ A SECOND TIME IN OPEN COUNCIL this 25 day of *March* A.D. 1996.

READ A THIRD TIME IN OPEN COUNCIL this 25 day of *March* A.D. 1996.

AND SIGNED BY THE MAYOR AND CITY CLERK this 25 day of *March* A.D. 1996.

  
MAYOR

  
CITY CLERK



## SCHEDULE "D"

Page 1 of 3

| <u>PLOT</u>  | <u>SIZE</u>                           | <u>RESIDENT</u> | <u>PERP.<br/>CARE</u> | <u>NON-RESIDENT</u> |
|--|---------------------------------------|-----------------|-----------------------|---------------------|
| Single lot for<br>persons 6 years<br>of age or over  | 4' x 12' or<br>4' x 10' or<br>4' x 9' | \$455           | \$305                 | \$600               |
| Military<br>(Field of Honour)                        | 4' x 12' or<br>4' x 10' or<br>4' x 9' | \$250           | \$305                 | \$250               |
| Double lot for<br>persons 6 years<br>of age or over  | 8' x 12' or<br>8' x 10' or<br>8' x 9' | \$910           | \$610                 | \$1,200             |
| Youth lot for<br>persons 1-5<br>years of age         | 4' x 6'                               | \$225           | \$150                 | \$300               |
| Infant lot for<br>persons under the<br>age of 1 year | 3' x 5'                               | \$170           | \$125                 | \$210               |
| Lot for Columbarium Marker                           | 3' x 2'                               | \$170           | \$125                 | \$260               |
| Lot for<br>cremated remains                          | 2' x 2'                               | \$165           | \$100                 | \$260               |
| Columbarium/Niche                                    |                                       | \$565           | \$280                 | \$735               |
| Purchase & installation<br>of concrete liners        |                                       | \$410           |                       | \$410               |
| Installation of liners                               |                                       | \$155           |                       | \$155               |
| Installation of vaults                               |                                       | \$230           |                       | \$230               |

## SCHEDULE "D"

Page 2 of 3

BURIALSCHARGES

|  |       |
|--|-------|
| For the burial of the body of a deceased person<br>6 years or over.                                | \$405 |
| For the burial of the body of a deceased person<br>between the ages of 1 year and 5 years.         | \$200 |
| For the burial of the body of a deceased person<br>under the age of 1 year.                        | \$100 |
| For the extra depth (8") to permit double burial<br>of bodies of persons of any age (extra charge) | \$125 |
| For the burial of cremated remains of any body.  | \$160 |
| Additional charges in respect of any burials carried<br>out on a Saturday, Sunday or a holiday.    | \$285 |
| Surcharge - for all burials not using concrete<br>liners or vaults (settlement repair).            | \$250 |
| Installation fee - wood liners (exceptions only)   | \$150 |
| Opening and closing of columbarium niche (per request)   | \$65  |

DISINTERMENTSCHARGES

|   |       |
|---|-------|
| For the disinterment of the body of a deceased person<br>6 years of age or over.  | \$500 |
| For the disinterment of the body of a deceased person<br>5 years of age or under. | \$350 |
| For the disinterment of the cremated remains of<br>any body                       | \$175 |
| Re-interments shall be at burial rates.   |       |

MISCELLANEOUS

|  |     |
|--|-----|
| Sale/transfer of deed back to the City<br>(Administration Fee) | 10% |
|--|-----|

## SCHEDULE "D"

Page 3 of 3

**MONUMENTS**

|  |      |
|--|------|
| Application Fee for the removal/replacement of monuments | \$20 |
|--|------|

Placement of (flat) monuments contained  
in a concrete foundation, or constructed with  
frosted granite (application fee included):

|   |      |
|---|------|
| Flower vase installation in a monument foundation | \$20 |
|---|------|

**Foundation Size (length)**

|           |      |
|-----------|------|
| 0" - 47"  | \$65 |
| 47" - 95" | \$80 |

Supply and placement of concrete foundations required  
for upright or flat monuments (application fee included):

**Foundation Size (length)**

|           |       |
|-----------|-------|
| 0" - 36"  | \$100 |
| 37" - 47" | \$110 |
| 48" - 60" | \$150 |
| 60" - 95" | \$200 |

**BYLAW NO. 3161/96**

Being a Bylaw of the City of Red Deer to provide for the regulation and safe operation of pedestrian and vehicular traffic and the incidental use of streets, sidewalks, lanes and alleys, including (in connection with) construction and demolition sites and otherwise;

WHEREAS subsections 7 (a) and (b) of the Municipal Government Act authorize Council to regulate any matter or thing in order to protect life or property;

AND WHEREAS section 25 of the said Act authorizes Council to provide for the temporary closure of a street or lane;

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE CITY OF RED DEER, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1           This Bylaw may be cited as the "Use of Streets Bylaw".

**DEFINITIONS**

2           In this Bylaw, the following words shall have the following meanings:

- (a) "Director" means the Director of Development Services or any person authorized by the Director to act on his behalf;
- (b) "Hoarding" means a protective fence erected around a building site which is designed to contain construction activities and limit the escape of construction debris from the site;

- (c) "Hooding" in connection with parking meters means the covering of a parking meter with a sack designating the metered space as a "no parking" area to reserve that area for the exclusive use of the permit holder;
- (d) "Site" means a site where a project involving construction, excavation, demolition, repair, or renovation is being conducted.

### HOARDING PERMITS

- 3 (1) No person shall construct, renovate, repair or demolish any building over any City lands without being the holder of a valid Hoarding Permit.
- (2) No person shall fail to comply with the requirements set forth in a Hoarding Permit.
- 4 Application for a Hoarding Permit may be made to the Inspections and Licensing Department of the City.

### USE OF STREETS (OTHER THAN FOR CONSTRUCTION OR DEMOLITION)

- 5 No person shall use any equipment or conduct any work over a City street, sidewalk, lane or alley without being the holder of a valid Use of Streets Permit.
- 6 Application for a Use of Streets Permit in respect of the use of street, lane or sidewalk other than for construction and demolition may be made to the Engineering Department of the City.

## CONSTRUCTION ACTIVITIES ON CITY LANDS

7 No person shall:

- (a) place, pile, or store any material or equipment on; or
- (b) load or unload materials or equipment on or from any vehicles on;  
or
- (c) place any obstruction on; or
- (d) carry on any construction activities which encroach upon or  
interfere with the public use of,

any City lands without obtaining a Permit from the Director.

## ISSUANCE OF PERMITS

8 Upon receipt of an application and payment of the fee and any other amount provided in Schedule "A", the Director may issue permits to allow:

- (a) the temporary use of a portion of a City street, sidewalk, lane, or other City lands;
- (b) the erection of temporary hoarding adjacent to or upon City lands;
- (c) the temporary hooding of City parking meters for a period of time not in excess of the estimated duration of the planned construction or other work.

9 All permits issued under this Bylaw shall be subject to:

- (a) the regulations contained in Schedule "B";
- (b) such conditions, regulations, and provisions which the Director deems necessary or advisable
  - (i) to ensure that members of the public have maximum continued use of City lands;
  - (ii) to indemnify and save harmless the City in respect of any injuries to or death of any person or damage to any City lands and the property of others thereon, including all claims, demands, actions for or judgements and costs arising therefrom;
  - (iii) to ensure that the plans and methods of construction or demolition and all activities on the site make adequate provision for the safety of the public, including safe passage past the site;
- (c) the Applicant providing evidence of comprehensive general liability insurance, bonding, or such other form of suitable guarantee which the Director considers necessary or advisable.

## REVOCATION OF PERMITS

- 10 (1) Any permit under this Bylaw may be revoked by the Director or a Safety Codes Officer where the holder of such permit:
- (a) has breached or failed to comply with the terms, conditions, or requirements contained in the permit, or this Bylaw;
  - (b) fails to pay to the City any costs payable under this Bylaw;
- (2) A permit shall expire at the end of any time period specified in the permit.

## REMOVAL OF OBSTRUCTIONS FROM CITY LANDS

- 11 No person shall:
- (a) place or cause to be placed, any hoarding, dirt, gravel, concrete, building materials, or any other obstruction, materials or equipment on City lands without a permit; or
  - (b) leave any hoarding, or such obstruction, materials or equipment upon City lands after the expiry of a permit; or
  - (c) fail to remove such hoarding or such obstruction, materials or equipment from City lands within the time fixed and contained in a notice in writing delivered to such person.



- 12 (1) The Director or a Peace Officer, Bylaw Enforcement Officer or Safety Codes Officer may issue a notice requiring any person to remove any hoarding, dirt, gravel, concrete, building materials, or any other obstruction, materials or equipment from City lands and may specify in such notice a time, not exceeding 24 hours, for such removal.
- (2) Where any person fails to remove any obstruction, materials or equipment in accordance with such notice, the Director may remove or authorize and cause the removal of the obstruction, materials or equipment and perform all necessary repairs to City lands.
- (3) All costs so incurred by the City shall be payable to the City, on demand, by the person to whom the notice was given.

#### BREACH

- 13 Any person who contravenes any provision of this Bylaw is guilty of an offence and liable to a specified penalty in the sum of \$110.00.

#### OFFENCE TICKET

- 14 Where a Peace Officer, Bylaw Officer or Safety Codes Officer has reasonable grounds to believe that a person has contravened any provision of this Bylaw, he may serve upon such person an offence ticket allowing the payment of the specified penalty to the City, which shall be accepted by the City in lieu of prosecution for the offence.
- 15 Should any portion of this Bylaw be found by any court to be void or unenforceable, then it is the intention of Council that the remainder of this Bylaw shall remain in full force and effect, notwithstanding such ruling.

16            Use of Streets Bylaw No. 2939/87 is repealed.

READ A FIRST TIME IN OPEN COUNCIL this            day of            1996.

READ A SECOND TIME IN OPEN COUNCIL this            day of            1996.

READ A THIRD TIME IN OPEN COUNCIL this            day of            1996.

AND SIGNED BY THE MAYOR AND CITY CLERK this    day of            1996.

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MAYOR

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CITY CLERK

**SCHEDULE "A"****1 Hoarding and Use of Streets Permit Fee:**

- (a) Placement of building materials, tools, machinery, or construction device on or over City lands - per day or part thereof \$50.00;
- (b) Placement of building materials, tools, machinery, construction device on or over City lands for an extended period of time:
  - (i) use of more than one-half of a street or lane shall be a fee of \$15.00 per lineal metre or part thereof per month or part thereof;
  - (ii) use of one-half or less of a street or lane shall be a fee of \$7.50 per lineal metre or part thereof per month or part thereof;
  - (iii) use of a sidewalk shall be a fee of \$3.50 per lineal metre or part thereof per month or part thereof.

**2 Parking Stall Fee:**

- (a) \$16.60 service charge plus \$3.50 per hooded meter per day,
- (b) \$10.00 per parking stall per day of operation in an unmetered parking area.

**SCHEDULE "B"**  
**REGULATIONS**

- 1 (1) Provision shall be made at all times for the safe passage past the project site of both pedestrian and vehicular traffic to the satisfaction of the Safety Codes Officer.
- (2) Where a sidewalk exists adjacent to the project, it shall be kept clear of obstruction at all times.
- (3) Where the construction operations necessitate the obstruction of the sidewalk, a temporary sidewalk shall be provided where necessary and it shall be kept clear of obstruction at all times.
- (4) Operations such as the hoisting of major components onto a tall building or other overhead activities that constitute a hazard to pedestrians below from which the public cannot be protected by barricades, covered ways or similar means shall not be carried out until the street or other public way is temporarily closed for such purpose.
- (5) Excavations in streets or public property shall be adequately barricaded and warning signs or lights shall be installed on each section of such barricades.
- (6) All sidewalks, streets, or other public property that have been damaged shall be restored to a safe condition and all obstructions pertaining to the project shall be removed when the need for such obstruction is ended.

**SCHEDULE "B"**  
**REGULATIONS**

- (7) Warning lights shall be placed and shall be in operation during the hours of darkness at all obstructions or excavations on streets or other public ways.
- (8) Before excavation begins, all existing gas, electrical, water steam and other utility services shall be shut off, capped and labelled so as to permit easy identification outside the limits of the excavation.
- (9) The utility company whose service connections will be affected shall be notified in advance of any action and, if it is necessary to maintain any such service, it shall be relocated as necessary and protected from damage in such a way as to afford safety to the public.
- (10) Existing gas, electrical, water, steam and other utility services may be left within the area of the excavation provided that:
  - (a) before work begins, the service company involved must provide its approval as to the proposed method of operation;
  - (b) their location is determined before excavation commences;
  - (c) a suitable method of excavation is adopted which will ensure that they are not damaged; and
  - (d) suitable temporary supports are provided.
- (11) Excavations shall be kept reasonably clear of water so as not to endanger

## **SCHEDULE "B"**

### **REGULATIONS**

the safety of the public or to create conditions hazardous to health.

- (12) If the stability of adjoining structures, walls, or services may be endangered by the work of excavating, adequate underpinning, shoring, and bracing shall be provided to prevent damage to, or movement of, any part of the adjoining property, or the creation of a hazard to the public.

#### **TRAFFIC ACCOMMODATION**

- 2 (1) Where a hazard to vehicular traffic or a highway (as defined) is created by work on a construction site, one or more of the following methods shall be provided to accommodate vehicular traffic through or across the hazard:
- (a) one or more competent and trained Flag Persons;
  - (b) proper and adequate advance warning and work site signing;
  - (c) effective lane control devices;
  - (d) work site barriers;
  - (e) flashing lights, clearly visible during the hours of darkness.
- (2) Flag Person - a person designated as a Flag Person shall be properly trained and instructed in his or her responsibilities. He or she shall be provided with, but not limited to, the following equipment:

**SCHEDULE "B"**  
**REGULATIONS**

- (a) traffic vest;
  - (b) hard hat;
  - (c) stop/slow paddle and for hours of darkness, a florescent wand flashlight.
- (3) Red Flag - use of a red flag as a device to direct traffic should only be considered in an emergency situation. Its use shall be to alert and stop traffic only.

## **COUNCIL MEETING OF MARCH 25, 1996**

### **ATTACHMENT FOR INFORMATION**

- 1. Council Meeting Guests - Scout Troupe Request**
- 2. Council Meeting Supper Location - Saro's**



# COUNCIL MEETING GUESTS - SPECIAL REQUEST

MARCH 25, 1996 @ 5:00 PM

Red Deer 23rd Deer Park Scout Troupe

Leader Rick Swainson/ Terry Kocher

This troupe has asked that they take about 5 to 10 minutes of Council's time when you break for supper. They wish to ask the Mayor and Councillors the following questions:

1. Role of the Mayor
2. Role of the Councillors
3. How the City benefits by having a Council

We will attempt to schedule items before supper so as to allow time to break earlier for supper to accommodate the above request.

Thanks

Kelly Kloss  
City Clerk

**DATE:** March 20, 1996  
**TO:** City Council  
**FROM:** City Clerk  
**RE:** COUNCIL MEETING SUPPER LOCATION  
MARCH 25, 1996 - SARO'S

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For as long as can be remembered, Council has generally gone to the Club Café for supper during Council meetings. It is my understanding that the rationale for this included, but was not necessarily limited to the following:

1. Within walking distance;
2. Private room;
3. Ability to be in and out within one hour;
4. Flexibility in placing orders (e.g. can mix and match menu items);
5. Food has been good.

On a number of occasions in the past, Council has discussed the issue of looking at alternate supper locations, however, no change resulted.

At a recent Council meeting it was agreed to change restaurants for supper every 4<sup>th</sup> meeting. The March 25, 1996 meeting represents the first alternate supper location. Council will again be at the Club Café for the Council Meetings of April 9, April 22, and May 6, and at a different restaurant for the May 21, 1996 meeting.

Any suggestions for alternate restaurants in the Downtown Area would be appreciated.

**RECOMMENDATION:**

Council and Administration are reminded to proceed to Saro's for supper.

  
KELLY KLOSS  
City Clerk

KK/fm

**DATE:** March 27, 1996

**TO:** Mayor  
Councillors

**FROM:** City Clerk

**RE:** COUNCIL MEETING SUPPER LOCATIONS

**FILE**

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At the Council Meeting of March 25, 1996, Council Members generally agreed that the supper location for Council Meetings should be on a rotating basis between the Club Café, Shauneys and Saros.

Based on the above, the six upcoming Council Meetings and their applicable supper locations are as follows:

|                        |           |
|------------------------|-----------|
| Tuesday, April 9, 1996 | Club Café |
| Monday, April 22, 1996 | Shauneys  |
| Monday, May 6, 1996    | Saros     |
| Tuesday, May 21, 1996  | Club Café |
| Monday, June 17, 1996  | Shauneys  |
| Tuesday, July 2, 1996  | Saros     |

This is submitted for your information.

  
Kelly Kloss  
City Clerk

KK/clr

cc: City Manager  
Directors  
Assistant City Clerk