

# **CITY COUNCIL**

## **AGENDA**

Monday, December 12, 2011 – Council Chambers, City Hall

Call to Order:	2:00 PM
Recess:	5:00 PM to 6:00 PM

### **1. IN CAMERA MEETING**

- 1.1. Appointment of Citizen Representatives to Committees

### **2. MINUTES**

- 2.1. Confirmation of the Minutes of the Thursday, November 24, 2011 Capital Budget Meeting  
(Agenda Pages 1 – 50)
- 2.2. Confirmation of the Minutes of the Monday, November 28, 2011 Regular Council Meeting  
(Agenda Pages 51 – 66)
- 2.3. Confirmation of the Minutes of the Tuesday, December 6, 2011 Special Council Meeting  
(Agenda Pages 67 – 69)

### **3. POINT OF INTEREST**

### **4. UNFINISHED BUSINESS**

- 4.1. Red Deer Destination Marketing Fund Committee  
(Agenda Pages 70 – 96)

- 4.2. Implementation of an Idle Free Public Education Campaign: Update and Progress Report  
(Agenda Pages 97 – 98)
- 4.3. Commuter Bike Pilot Program Update - Request to Table  
(Agenda Pages 99 – 102)
- 4.4. River Bend Golf & Recreation Area - Deferral of Loan Payment for 2008 - 2011 Request to Table  
(Agenda Pages 103 – 104)
- 4.5. Federal Homelessness Partnering Strategy Grant Allocation - "Re-Profiling" Annual Amounts  
(Agenda Pages 105 – 108)
- 4.5.a. Federal Homelessness Partnering Strategy Grant Allocation - 2012 - 2014  
(Agenda Pages 109 – 116)

## **5. REPORTS**

- 5.1. New Council Policy 5331-C - "Delegation: Disposal of Unclaimed Items"  
(Agenda Pages 117 – 119)
- 5.2. Comparative Site Analysis Report for Skateboard Park and Spray Park  
(Agenda Pages 120 – 124)
- 5.3. Proposed Shoppers Drug Mart & Canadian Brew House at Clearview Market  
(Agenda Pages 125 – 138)
- 5.4. Extension to Oil and Gas Facility Abandonment Agreement  
(Agenda Pages 139 – 150)
- 5.5. Appointment of Citizen Representatives to Committees  
(Agenda Pages 151 – 152)



5.5.a. Greater Downtown Action Plan Committee

5.5.b. Library Board

5.5.c. Red Deer & District Family & Community Support Services Board  
(FCSS)

## **6. BYLAWS**

- 6.1. Proposed Increase in Parking Penalties and Early Payment Reduction  
Traffic Bylaw Amendment 3186/D-2011  
Consideration of Second and Third Reading of the Bylaw  
General Penalty Bylaw Amendment 3036/C-2011  
Consideration of Second and Third Reading of the Bylaw  
(Agenda Pages 153 – 185)
- 6.2. Proposed Amendment to Utility Bylaw - Utility Bylaw Amendment 3215/B-2011  
Consideration of Third Reading of the Bylaw  
(Agenda Pages 186 – 200)
- 6.3. Proposed Amendment to Utility Bylaw - Clarification Report Regarding  
Connection to the Utility Service  
(Agenda Pages 201 – 203)
- 6.4. Utility Bylaw Revisions  
New Utility Bylaw 3464/2011  
Consideration of First Reading of the Bylaw  
(Agenda Pages 204 – 284)

## **7. PUBLIC HEARINGS**

## **8. CORRESPONDENCE**

## **9. PETITIONS AND DELEGATIONS**

## **10. NOTICES OF MOTION**

**11. ADMINISTRATIVE INQUIRIES**

**12. ADJOURNMENT**

**13. ATTACHMENT(S)**

- 13.1. Attachment A -  
Skate Park and Spray Park Site Assessments & Recommendations  
ISL Engineering

(Agenda Pages 285 – 325)

- 13.2. Attachment B -  
Current Utility Bylaw 3215/98

(Agenda Pages 326 – 398)



**U N A P P R O V E D M I N U T E S**  
**of the CAPITAL BUDGET MEETING of RED DEER CITY COUNCIL**  
**held on Thursday, November 24, 2011**  
**in the Council Chambers of City Hall,**  
**commenced at 10:35 a.m.**

Present: Mayor Morris Flewwelling  
Councillor Buck Buchanan  
Councillor Paul Harris  
Councillor Cindy Jefferies  
Councillor Lynne Mulder  
Councillor Chris Stephan  
Councillor Tara Veer  
Councillor Frank Wong  
Councillor Dianne Wyntjes

City Manager, Craig Curtis  
Acting Director of Community Services, Greg Scott  
Director of Corporate Services, John Knoch  
Director of Development Services, Paul Goranson  
Director of Planning Services, Paul Meyeette  
Legislative & Governance Services Manager, Elaine Vincent  
Deputy City Clerk, Frieda McDougall  
Communications & Strategic Planning Manager, Julia Harvie-Shemko  
Engineering Services Manager, Frank Colosimo  
EL&P Manager, Jim Jorgenson  
Emergency Services Manager, Jack MacDonald  
Environmental Services Manager, Tom Warder  
ITS Manager, Dan Newton  
Inspections & Licensing Manager, Joyce Boon  
Land & Economic Development Manager, Howard Thompson  
Human Resource Manager, Marge Wray  
Acting Recreation, Parks & Culture Manager, Kristina Oberg  
City Planning Manager, Tara Lodewyk  
Public Works Manager, Greg Sikora  
Social Planning Manager, Scott Cameron  
Transit Manager, Kevin Joll  
Financial Services Manager, Dean Krejci  
Financial Analyst, Mary Bovair  
Financial Analyst, John Fluney  
Corporate Controller – Lorianne Marshall  
Corporate Controller – Lisa Francis  
Senior Communications Consultant, Michael Cox



## **PRESENTATIONS**

### **City Manager's Presentation: Introduction to the 2012 Capital Budget**

Division: City Manager

Department: City Manager

The City Manager provided an introduction to the 2012 Capital Budget.

### **Director of Corporate Services Presentation: 2012 Capital Budget / Capital Plan – Current Environment**

Division: Corporate Services

Department: Corporate Services

The Director of Corporate Services provided an overview of the current environment as it relates to The City's current Capital Plan.

### **Financial Services Manager Presentation: 2012 Capital Budget**

Division: Corporate Services

Department: Financial Services

The Corporate Controller provided an overview to the 2012 Capital Budget.

## **REPORTS**

### **Rescind Public Art Budget of the Civic Yards Relocation Project**

Division: Development Services

Moved by Councillor Dianne Wyntjes, seconded by Councillor Frank Wong

**Resolved** that Council of The City of Red Deer having considered the report from the Development Services Division, dated November 14, 2011, re: Rescind Public Art Budget of the Civic Yards Relocation Project, hereby agrees to:

1. Amend the 2011 Capital Budget by reducing the Civic Yard Relocation Project budget in the amount of \$223,362.
2. Amend the Civic Yard Relocation Project funding sources as follows:
  - a) CPR a reduction of \$109,224
  - b) Utility Reserves a reduction of \$114,138.



IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

**Partnership opportunity with the Red Deer Public School Board and the Red Deer Public Library**

Division: Community Services

Moved by Councillor Lynne Mulder, seconded by Councillor Buck Buchanan

**Resolved** that Council of The City of Red Deer having considered the report from Community Services, dated November 18, 2011, re: Partnership Opportunity with the Red Deer Public School Board and the Red Deer Public Library, hereby supports entering into a partnership agreement with the Red Deer Public School Board (RDPSB) and the Red Deer Public Library (RDPL) to open a branch style library in their new Timberlands elementary school. This partnership would be conditional upon:

1. Red Deer Public Library support of the partnership.
2. Red Deer Public School Division support of the partnership.
3. That The City of Red Deer agrees to providing the a grant of up to \$450,000 in the 2013 year with operational costs to commence when the school opens in 2014.
4. That an operating agreement is created based on the following understanding:
  - i) The net operating costs to The City for the library would be approximately \$100,000/year (the staff cost of \$150,000 offset by a \$50,000 contribution from RDPSB).
  - ii) An additional \$50,000 per annum would also be required from The City of Red Deer for the ongoing annual contribution to the library collection.
  - iii) That maintenance and janitorial services are provided by RDPSB.
  - iv) Red Deer Public Library will be responsible for operational costs.
5. The City of Red Deer will consider a grant of up to \$450,000 in 2013 during the 2012 Capital Budget Debate for a Capital Grant to be offset by potential fundraising campaign by the RDP Library for both this library and a location in the south. The Operating Grant will also be considered as an annual



contribution of \$150,000 for 2014 and subsequent years until the contract is terminated.

**IN FAVOUR:** Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**OPPOSED:** Councillor Chris Stephan

**MOTION CARRIED**

Council Recessed at 12:35 p.m. and reconvened at 1:12 p.m.

### **2012 Capital Budget**

Division: Corporate Services

Department: Financial Services

Moved by Councillor Cindy Jefferies, seconded by Councillor Paul Harris

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

<b>Item</b>	<b>Department</b>	<b>Project Title</b>	<b>2012 Amount (in thousand of \$'s)</b>
I	GEN	Capital Budget Contingency	23
25	ELP	Street Light Cable Replacement - Downtown	50
26	ELP	Transmission Substation in the New Annexed Area	2,700
28	EMR	Emergency Medical Services Equipment	56

And the following projects as part of the 2012 Capital Plan:

<b>Item</b>	<b>Department</b>	<b>Project Title</b>
5	ITS	AS400 IT Infrastructure Upgrade



6	ITS	Citizen Relationship Management System
8	ITS	Enterprise Resource Planning (ERP) System Upgrade
10	ITS	Municipal Software Suite – Upgrade/Replacement
11	ITS	Payroll System Upgrade – Human Resources
12	ITS	Radio System Upgrade
13	ITS	RedNet Construction & Upgrade

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Tara Veer, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
3	MCM	Civic Centre – Phase 1
4	MCM	Civic Centre – Phase 2

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Chris Stephan

MOTION CARRIED



Moved by Councillor Buck Buchanan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
9	ITS	IT Technology Refresh	430

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Tara Veer

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
14	ITS	Utility Billing - E-billing & Online Payment	28

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED





Moved by Councillor Chris Stephan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
15	ITS	Website Upgrade, Planning & Development	408

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
16	ELP	EL & P Customer Servicing	2,088

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Tara Veer, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:



Item	Department	Project Title	2012 Amount (in thousand of \$'s)
17	ELP	EL & P Overhead Systems - Annual	1,125
18	ELP	EL & P Overhead Systems - #2	650
19	ELP	EL & P Overhead Systems - #3	120

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
20	ELP	EL & P Underground Systems – Annual	1,750

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Buck Buchanan, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
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21	ELP	EL & P Underground Systems - #2	1,000
22	ELP	EL & P Underground Systems - #3	300

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
23	ELP	EL & P Storage Building	515

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Tara Veer

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
24	ELP	EL & P Substations & SCADA	3,380



IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Tara Veer, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
27	EMR	9-1-1 Emergency Communications Centre	62

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Councillor Dianne Wyntjes left Council Chambers at 2:41 p.m. and returned at 2:43 p.m.

Moved by Councillor Lynne Mulder, seconded by Councillor Paul Harris

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
31	EMR	Planning Project – Station #3 Relocation
32	EMR	Planning Project – Station #6



33.1	ENG	Bower Ponds – Riverlands Bridge and River Walk
33.4	ENG	53 Av Enhancements
33.5	ENG	New Pedestrian Links – various location
33.6	ENG	GDAP Street Design Standard Development & Implementation Study
33.7	ENG	New & Improved Connections Pilot Program
33.8	ENG	Alexander Way Phase 2 – Barrett to Taylor
33.9	ENG	Alexander Way Phase 3 – 54 Av to River Plaza
33.10	ENG	South Downtown Greenway
33.11	ENG	Sidewalk Building Program
35.2	ENG	West QEII Business Park – Phase 3
35.3	ENG	West QEII Business Park – Phase 4
35.4	ENG	West QEII Business Park – Phase 5
35.5	ENG	West QEII Business Park – Phase 6
35.6	ENG	West QEII Business Park – Phase 7
35.7	ENG	West QEII Business Park – Phase 8
35.8	ENG	67 St from 30 Av to Quarter Line – 2 lane
35.9	ENG	67 St from 30 Av to Quarter Line – 4 lane
35.10	ENG	67 St from Quarter Line to 20 Av – 2 lane
35.11	ENG	67 St from Quarter Line to 20 Av – 4 lane
35.12	ENG	Ross St (Rideout Av to 20 Av) 4 lanes



35.13	ENG	32 St (Daines Av to 20 Av) 4 lanes
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IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Buck Buchanan, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
29	EMR	Fire/Rescue Equipment	76

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
30	EMR	Fire Training Facility Upgrades	55

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder,



Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

Moved by Councillor Chris Stephan, seconded by Councillor Paul Harris

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
33.2	ENG	Taylor Drive/Alexander Way Intersection Improvements	331

**IN FAVOUR:** Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Dianne Wyntjes

**OPPOSED:** Councillor Buck Buchanan, Councillor Chris Stephan, Councillor Frank Wong

**MOTION CARRIED**

Moved by Councillor Lynne Mulder, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
33.3	ENG	Taylor Drive/Ross St Intersection Improvements	14,199

**IN FAVOUR:** Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Dianne Wyntjes



OPPOSED: Councillor Buck Buchanan, Councillor Chris Stephan, Councillor Frank Wong

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Paul Harris

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
33.12	ENG	Gaetz Av Revitalization - 46 St to 52 St (Phase 2)	4,741

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
34	ENG	Local Improvements	11,219

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes





OPPOSED: Councillor Chris Stephan

MOTION CARRIED

Moved by Councillor Tara Veer, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
35.1	ENG	West QEII Business Park – phase 2

Councillor Lynne Mulder left Council Chambers at 3:22 p.m. and returned at 3:25 p.m.

Councillor Buck Buchanan left Council Chambers at 3:25 p.m.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

ABSENT: Councillor Buck Buchanan

MOTION CARRIED

Councillor Buck Buchanan returned to Council Chambers at 3:28 p.m.

Moved by Councillor Chris Stephan, seconded by Councillor Paul Harris

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
36.1	ENG	Phase 1A – Northland Dr/30 Av Extension



36.3	ENG	Phase 1B-1- 30 Av 2 lane – Northland Fr to 67 St
36.4	ENG	Phase 1B-2 – Northland Fr – Gaetz Av to 49 Av
36.5	ENG	Phase 1B-3 – Northland Dr form 30 Av to 49 Av
36.6	ENG	Phase 1B-4 – 30 Av 2 lane to 4 lane – Northland Dr to 67 St

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Buck Buchanan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
35.14	ENG	19 St (30 Av to 20 Av) 4 lanes	263

And the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
36.7	ENG	Phase 2AIT – Northland Dr form Gaetz Av to 30 Av – from 2 lane to 4 lane
36.8	ENG	Phase 2 – CP Rail Overpass
36.9	ENG	Phase 2 – Northland Dr from Gaetz Av to 30 Av from 2 land to 4 lane
36.10	ENG	Phase 2 – 20 Av form 55 St to 32 St – 2 lanes
36.11	ENG	Phase 2 – 20 Av from 67 Av to 55 St – 2 lanes



36.12	ENG	Phase 2 – 20 Av from 32 St to 19 St – 2 lanes
36.13	ENG	Phase 2 – Northalnd Dr (30 Av to 20 Av) – 2 lanes
37.2	ENG	Gaetz Av (19 St to 30 St) Upgrades
37.3	ENG	Gaetz Av (34 St to 37 St) Upgrades
37.4	ENG	67 St Corridor Improvements
37.5	ENG	Gaetz Av (67 St to Hwy 11A) Functional Design
37.6	ENG	Gaetz Av (78 St to Hwy 11A) 6 laning
37.7	ENG	32 St / Taylor Dr Intersection Improvements
37.9	ENG	Transportation Demand Management Study
37.10	ENG	40 Av / Ross St Intersection Improvements

## IN FAVOUR:

Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Paul Harris, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
37.1	ENG	32 St Improvements	5,408



**IN FAVOUR:** Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

Moved by Councillor Chris Stephan, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
37.8	ENG	Integrated Transportation Movement Study	315

**IN FAVOUR:** Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**OPPOSED:** Councillor Chris Stephan

**MOTION CARRIED**

Moved by Councillor Paul Harris, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
37.11	ENG	Taylor Dr Pathway - S of Delburne Rd	105

**IN FAVOUR:** Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder,



Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

Moved by Councillor Buck Buchanan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
38.1	ENG	New Sidewalk & Transit Improvement Program	446
38.2	ENG	Transit Road / Sidewalk Improvement Program	1,365
38.3	ENG	Street Light / Power Pole Relocations	146
38.4.1	ENG	Taylor Drive (60 St to Hamilton Dr – East side)	301
38.5	ENG	Safe Route to School Program	53
39.1	ENG	Misc – Signals displays, loops, etc	144
39.5	ENG	Traffic Safety Initiative Study	74
40.2	ENG	NW Industrial Dev - On-Site & Off-Site Trunks	(350)
40.6	ENG	Vanier E & N – Oversize sanitary Trunk	307
40.7	ENG	Lancaster E – Sanitary Trunk (45-46)	273
40.8	ENG	Sanitary Model Update	131
41.1	ENG	Hazlett Lake Stormwater Mgmt Study / Monitoring	11
41.2	ENG	Queens Business Park (SE36) (92b-94, Pond 14)	(900)
41.4	ENG	QBP (NW36) - Trunks (93 - 93c, 93b-96)	(800)



And the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
37.12	ENG	Taylor Dr @ Delburne Rd – Intersection Improvements
38.4.3	ENG	Riverview Av Sidewalk Improvement
39.2	ENG	Traffic Signal Warrant Study
39.4	ENG	Safety Initiatives at High Accident Intersections
40.1	ENG	EHC – Timberlands – South Qtr Line to 67 St
40.3	ENG	Hwy 11A Sanitary Trunk Extension (59-60)
40.4	ENG	EHC – 30 Av Sanitary Trunk
40.5	ENG	EHC – 20 Av Sanitary Trunk
41.3	ENG	QBP (SE36) – Pond I4
41.5	EMG	QBP (NW36) – Pond I5
41.6	ENG	QBP (NE35) Trunks (93c – Pond I3)
41.7	ENG	QBP (NE35) Pond I3
41.8	EMG	QBP (NW25) Trunk (94-95)
41.9	EMG	QBP (nW25) Pond I6
41.10	ENG	EHC – Timberstone East (SE23) – Pond DI

IN FAVOUR:

Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED



Moved by Councillor Chris Stephan, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
38.4.2	ENG	Ross St Sidewalk Improvement	42

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
39.3	ENG	Traffic Signal - budget for one possible location	194

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Chris Stephan

MOTION CARRIED



Moved by Councillor Tara Veer, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
39.6	ENG	Traffic Signals – (possibly 2 per year)
39.8	ENG	Traffic Signals – (possibly 2 per year)

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
39.7	ENG	Side Road Demand Dependency	168

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED





Moved by Councillor Tara Veer, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
39.9	ENG	Transit Priority Measures

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Tara Veer

MOTION CARRIED

Moved by Councillor Dianne Wyntjes, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
41.25	ENG	Vanier E - Trunks (100-101) & Pond C8	1,260
44	ENV	Storm Water Infrastructure Replacement/Upgrade	1,082
45	ENV	Water Pumping Station Upgrades	1,637
47	ENV	WTP (Water Treatment Plant) Rehabilitation/Replacement	840
48	ENV	WTP (Water Treatment Plant) Rehabilitation/Replacement - New	126

And the following projects as part of the 2012 Capital Plan:



Item	Department	Project Title
41.11	ENG	EHC – Timberlands East (NE 23) – Pond D3
41.12	ENG	EHC – Timberlands East (NE 23) – Trunk (58-59)
41.13	EMG	EHN – (NE 27) Pond H6 & Trunk (79-80)
41.14	ENG	EHN – (SE 27) Pond H3
41.15	ENG	EHN – N of 67 St (SW27) – Pond H5 & Trunks (76-84)
41.16	ENG	EHN – (NW 26) Northland Dr – Pond H5 & Trunks (32-81)
41.17	ENG	EHN – (NE26) Northland Dr – Pond H4 & Trunks (82-83)
41.18	ENG	EHN – (SW 26) 71 St – Pnd H2
41.19	ENG	EHN – SW 26) 71 St – Trunks (84-85) & (85-86)
41.20	EMG	EHN – (SW 26) 71 St – Pond H1
41.21	ENG	Sunnybrook (SE4) – Pond C6 & Trunks (46-47)
41.22	ENG	Sunnybrook (NE4) Bower quarter – Ponds B4 & Trunks (41-40)
41.23	ENG	Sunnybrook (NE4) Bower quarter – Ponds B3 & Trunks (42-43)
41.24	ENG	NHC (EHN) – 30 Av Storm Trunk from Northland Dr to South Quarter Line (81084)
41.26	ENG	Lancaster E – Storm Trunk (101-102)
41.27	ENG	Lancaster E – Pond C7
42.1	ENG	Delburne Road – Bower to 40 Av Trunk (19-33)
42.2	EMG	East Hill north – 67 St Supply Trunk (39-42)
42.3	EMG	EHN – Northeast Pump Station



42.4	ENG	EHN – Northeast Reservoir
42.5	ENG	Northwest Industrial Development – 2 <sup>nd</sup> supply line (21-55)
42.6	ENG	EHN – Supply Line from WTP to Waskasoo Creek (38)
49	ENV	WTP Future Upgrade
51	ENV	WWTP Improvements
53	ENV	WWTP Upgrade Phase 5
54	ENV	Waste Management Automated Cart Collection Program

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
42.7	ENG	Water Model Update	131

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED



Moved by Councillor Chris Stephan, seconded by Councillor Lynn Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
46	ENV	Water Utility Infrastructure	4,377

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
50	ENV	Wastewater Main Infrastructure	3,381

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED



Moved by Councillor Chris Stephan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
52	ENV	WWTP (Wastewater Treatment Plant) Rehabilitation/Replacement	1,458

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Lynne Mulder, seconded by Councillor Cindy Jefferies

**“Resolved** that Council of the City of Red Deer having considered the Major Capital Budget Worksheet, 2012 - 2021, hereby approves the inclusion of the following Project as part **2012 – 2021 Capital Plan**:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
55.6	ENV	1972 Landfill Gas Management	217
56	PWS	Bridge Identification Signs	25
60	PWS	Developer Agreements - Sign & Pavement Markings	22
63	PWS	Frostboil Reconstruction	1,103
71.2	LED	Residential: Garden Heights Ph I	1,260

And the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
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55.3	ENV	Phase I Cell 6 Construction
55.4	ENV	Phase II Cell I Construction
55.5	ENV	1972 Leachate Management
55.7	ENV	WMF Site Improvement – Entrance Retrofit
55.8	ENV	WMF Site Improvement – NW Berm Construction
55.9	ENV	WMF Site Improvement – Scale
55.10	ENV	WMF Site Improvement – Public Drop Off Expansion
64	PWS	Fuel System
65	PWS	Guard Rail Installations
69	LED	Commercial Subdivision Development: Timberlands
70.1	LED	Industrial Subdivision Development: Queens
70.2	LED	Industrial Subdivision Development: Edgar
71.1	LED	Residential: Area A
71.3	LED	Residential: Garden Heights Ph 2
71.4	LED	Residential: Area B

**IN FAVOUR:**

Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**



Moved by Councillor Chris Stephan, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
55.1	ENV	Phase I Cell Closure	372

Councillor Paul Harris left Council Chambers at 4:12 p.m.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

ABSENT: Councillor Paul Harris

MOTION CARRIED

Councillor Paul Harris returned to Council Chambers at 4:15 p.m.

Moved by Councillor Chris Stephan, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
55.2	ENV	Phase I Cell 5 Construction	4,458

Councillor Tara Veer left Council Chambers at 4:17 p.m.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder,



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Council Capital Budget Meeting Minutes  
UNAPPROVED - November 24, 2011

Councillor Chris Stephan, Councillor Frank Wong, Councillor Dianne Wyntjes

ABSENT: Councillor Tara Veer

MOTION CARRIED

Councillor Tara Veer returned to Council Chambers at 4:19 p.m.

Moved by Councillor Chris Stephan, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
55.11	EMV	WMF Site Improvement – Aggregate Recycling Pad

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Cindy Jefferies, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
57	PWS	Bridge Maintenance – Rescind	(10,775)
58	PWS	Bridge Maintenance	1,775





IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Tara Veer

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
59	PWS	Civic Yards Facility Management	894

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Cindy Jefferies, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
61	PWS	Fleet - Growth Vehicles	1,309

IN FAVOUR: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes



OPPOSED: Councillor Buck Buchanan, Councillor Chris Stephan

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
62	PWS	Fleet - Replacement Vehicles	4,123

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Frank Wong

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
66	PWS	Pavement Rehabilitation (Crown Paving)	7,560

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED



Moved by Councillor Buck Buchanan, seconded by Councillor Paul Harris

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
67	PWS	Roadway Reconstruction	263

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Tara Veer

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
68	PWS	Snow & Ice Equipment	980

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Lynne Mulder, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:



Item	Department	Project Title	2012 Amount (in thousand of \$'s)
71.8	LED	Residential: Lancaster Green	26

And the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
71.5	LED	Residential: Dojahn Qtr
71.7	LED	Residential: Timberlands

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
71.6	LED	Residential: Michener Affordable Housing	751

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Chris Stephan

MOTION CARRIED



Moved by Councillor Cindy Jefferies, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
72	LED	Riverlands – Non-Subdivision (Power Line Relocation)

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Chris Stephan

MOTION CARRIED

Moved by Councillor Tara Veer, seconded by Councillor Lynn Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
73	PLA	Downtown Street Furniture	263

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Council recessed at 4:56 p.m. and reconvened at 5:30 p.m.

Moved by Councillor Lynne Mulder, seconded by Councillor Buck Buchanan



Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
75	RPC	Asphalt Court Overlays	35
77	RPC	Cemetery Columbarium	64
90	RPC	Collicutt Centre - West Entry Refurbishment	86

And the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
76	RPC	Bower Ponds Pavilion Upgrades
78	RPC	Centennial Plaza Park Fountain Replacement
80	RPC	Civic Yards Trail Connections & Landscaping
82	RPC	Collicutt Centre – General Infrastructure
83	RPC	Collicutt Centre – General Maintenance
84	RPC	Collicutt Centre – Parking Expansion
85	RPC	Collicutt Centre – Pool Ozone Disinfection Replacement
86	RPC	Collicutt Centre – Soccer Turf (East)
87	RPC	Collicutt Centre – Soccer Turf (West)
88	RPC	Collicutt Centre - Water Park Acoustic Panel
89	RPC	Collicutt Centre – Water Park Natatorium Repairs
91	ROC	Community Gardening Initiative



92	RPC	Festival Site(s) Assessment
93	ROC	Former Boy Scout Site Reclamation
94	RPC	GH Dawe Chiller
95	RPC	GH Dawe Parking Lot
97	RPC	Hazlett Lake Land Acquisition

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Frank Wong

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
74	RPC	Alto Reste Cemetery Land Acquisition & Site Work	105

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Paul Harris, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Capital Plan:



Item	Department	Project Title
79	RPC	Central Alberta Aquatics Centre

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Paul Harris

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
81	RPC	Collicutt Centre – 2 <sup>nd</sup> Water Feature	163

IN FAVOUR: Councillor Paul Harris, Councillor Chris Stephan

OPPOSED: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION DEFEATED

Moved by Councillor Tara Veer, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Capital Plan:





Item	Department	Project Title
81	RPC	Collicutt Centre – 2 <sup>nd</sup> Water Feature

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Chris Stephan

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
96	RPC	Great Chief Park Facility Improvements	314

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Tara Veer, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
122	RPC	Red Deer Walking Tours	49



And the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
99	RPC	J.J. Gaetz House
101	RPC	Kinex Condenser
102	RPC	Kinex / Red Deer Arena Parking Lot
103	RPC	Kinsmen Arena Floor / Door Replacement
104	RPC	Kinsmen Arena Parking Lot
105	RPC	Kinsmen Rink Board Replacement
106	RPC	Legion Track Repairs
107	RPC	Lions Campground Redevelopment
110	RPC	Normandeau / North RD Regional Community Centre
111	RPC	Outdoor Field Facilities: Land Acquisition
112	ROC	Park Land Acquisition
113	RPC	Parks Major Amenity Replacement
116	ROC	Recreation Amenity Projects
117	RPC	Recreation Facilities Lighting Retrofit
118	RPC	Red Deer Arena Chiller
119	RPC	Red Deer Arena Flooring Replacement
120	RPC	Red Deer Arena Roof
123	RPC	Riverside Meadows ARP Implementation
124	RPC	Rotary Recreation Park & South Area Initiative



128	RPC	Tennis Courts Resurfacing
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IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
100	RPC	Kin Kanyon Park Washrooms	494

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Lynne Mulder, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
108	RPC	Museum & Archives Offsite Storage Planning	210

Prior to voting on the resolution the following motion to sever was introduced.



Moved by Councillor Tara Veer, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby agrees to sever the budget allocations for the Museum & Archives Offsite Storage Planning for the years 2014 and 2015 from the 2012 Capital Plan.

IN FAVOUR: Councillor Buck Buchanan, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong

OPPOSED: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Dianne Wyntjes

**MOTION DEFEATED**

The motion as originally introduced was then on the floor.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Dianne Wyntjes

OPPOSED: Councillor Buck Buchanan, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong

**MOTION CARRIED**

Moved by Councillor Lynne Mulder, seconded by Councillor Tara Veer

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
109	RPC	Museum / Culture Centre Planning
114	RPC	Performing Arts Centre Planning



**IN FAVOUR:** Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**OPPOSED:** Councillor Chris Stephan

**MOTION CARRIED**

Moved by Councillor Chris Stephan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
115	RPC	Pioneer Lodge Access

**IN FAVOUR:** Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

Moved by Councillor Lynne Mulder, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
121	RPC	Red Deer Curling Centre	5,000

**IN FAVOUR:** Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes



OPPOSED: Councillor Chris Stephan

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Frank Wong

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
125	RPC	Recreation, Parks and Culture Sign System Update	189

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Cindy Jefferies, seconded by Councillor Paul Harris

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
126	RPC	Skateboard Park Development	1,427

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED



Moved by Councillor Chris Stephan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
127	RPC	Spray Park Development	1,161

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Lynne Mulder, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
133	RPC	MAG: Museum - Environmental Controls	53
136	RPC	WEES: Gaetz Lake Boardwalk & South Viewing Deck	81
138	RPC	WEES: Infrastructure Maintenance	54
143	RPC	RDPL: Timberland District Library	450

And the following projects as part of the 2012 Capital Plan:

Item	Department	Project Title
130	RPC	Trail to Sylvan Lake
135	RPC	RBGC: Main Road Replacement



137	RPC	WEES: Gaetz Lake Sanctuary Trail Repair
140	TRA	Electronic Fare Collection System

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
129	RPC	Trail Linkage McKenzie Trail to River Bend	53

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
131	RPC	Trails Overlays / Parking Lot Overlays	100





**IN FAVOUR:** Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

Moved by Councillor Chris Stephan, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
132	RPC	Waskasoo Park Special Gathering Places	54

**IN FAVOUR:** Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

Moved by Councillor Buck Buchanan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
134	RPC	RBGC: Capital Request	328

**IN FAVOUR:** Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes



OPPOSED: Councillor Buck Buchanan

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
139	RPC	WEES: Waskasoo Park Interpretive Master Plan & Implementation	586

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
141	TRA	System Wide Intelligent Transit Technology	1,988

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED



Moved by Councillor Chris Stephan, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the 2012 Multi-year Capital Infrastructure Plan, hereby approves the following projects as part of the 2012 Major Capital Budget:

Item	Department	Project Title	2012 Amount (in thousand of \$'s)
142	TRA	Transit Wash Bay Modifications	61

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

### Approval of Funding Sources

Division: Corporate Services

Department: Financial Services

Moved by Councillor Paul Harris, seconded by Councillor Lynne Mulder

**“Resolved** that Council of the City of Red Deer having considered the 2012 Major Capital Budget Projects, hereby approves the following estimated funding sources for these projects:

2012 Capital Budget & Multi-year Capital Plan Funding Sources		
Fund Report	2012 Capital Budget	Capital Budget 10 years total
Basic Capital Grant	8,007	43,330
New Deal For Cities & Communities	2,148	47,731
MSI	34,838	168,460
Other Grants – Summary	1,324	92,259
Capital Projects Reserve	8,170	47,539
Fleet Reserve	4,192	48,562
EL&P Stabilization Reserve	11,590	122,916
Solid Waste Stabilization Reserve	5,047	27,460
Water Stabilization Reserve	1,649	79,890
WW Stabilization Reserve	4,747	129,853
Other Reserves – Summary	118	13,033



Customer Contribution	2,779	83,166
Land Sales	2,037	58,057
Offsite Levies	(1,275)	111,979
Recreation Amenity Fund	-	3,383
LT Debt – Utility Supported	5,267	54,218
LT Debt – Tax Supported	586	90,350
LT Debt – Offsite	1,500	31,492
Operating Budget	2,138	20,786
<b>Total Capital Budget Funding Sources</b>	<b>94,862</b>	<b>1,274,463</b>

Councillor Buck Buchanan left Council Chambers at 7:43 p.m. and returned at 7:44 p.m.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Dianne Wyntjes

OPPOSED: Councillor Chris Stephan, Councillor Frank Wong

MOTION CARRIED

## ADJOURNMENT

Moved by Councillor Lynne Mulder, seconded by Councillor Tara Veer

Resolved that the Thursday, November 24, 2011 Capital Budget Meeting of Red Deer City Council be adjourned at 7:45 p.m.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

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Mayor

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City Clerk



## **U N A P P R O V E D M I N U T E S**

**of the Red Deer City Council Regular Meeting  
held on Monday, November 28, 2011  
commenced at 2:02 P.M.**

**Present:**

Mayor Morris Flewwelling  
Councillor Buck Buchanan  
Councillor Paul Harris (left the meeting at 2:30 p.m.)  
Councillor Cindy Jefferies  
Councillor Lynne Mulder  
Councillor Chris Stephan  
Councillor Tara Veer  
Councillor Frank Wong  
Councillor Dianne Wyntjes

City Manager, Craig Curtis  
Acting Director of Community Services, Greg Scott  
Director of Corporate Services, John Knoch  
Director of Development Services, Paul Goranson  
Director of Planning Services, Paul Meyette  
City Solicitor, Michelle Baer  
Legislative & Governance Services Manager, Elaine Vincent  
Deputy City Clerk, Frieda McDougall  
Corporate Meeting Coordinator, Christine Kenzie  
Acting Recreation, Parks & Culture Manager, Kristina Oberg  
Inspections & Licensing Manager, Joyce Boon  
City Planner, Quincy Brown  
Corporate Controller, Michelle Andrew



## **I. MINUTES**

### **I.1. Confirmation of the Minutes of the Monday November 14, 2011 Regular Council Meeting**

Moved by Councillor Tara Veer, seconded by Councillor Chris Stephan

Resolved that the Monday, November 14, 2011 Regular Council Meeting Minutes be approved with the following amendment:

Page 3 – Point of Interest – Councillor Buchanan played the bagpipes at several of Red Deer's Remembrance Day Services.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

## **2. POINTS OF INTEREST**

Mayor Morris Flewwelling shared the following proclamations from September – December 2011:

- Portraits of Honour – September 11 – 17, 2011 – Portraits of Honour Week Certificate of Appreciation accepted by Mayor Flewwelling on behalf of The City of Red Deer. Funds of \$50,000 were raised for Red Deer Community Foundation for scholarships for military families and \$85,000 raised for the Portraits of Honour Foundation. These funds raised were the top in Canada by a community.
- Breast Cancer Awareness Month – October, 2011.
- A Block of Senior's Housing bounded by 33 Street to the south, 34 Street to the north, 47 Avenue to the east and 49 Avenue to the West Kiwanis Seniors' Village on October 4, 2011
- World Teacher's Day – October 5, 2011
- Conflict Resolution Day – October 20, 2011



- Canada World Youth Week – October 17 – 23, 2011
- Waste Reduction Week in Canada – October 17 – 23, 2011
- Epilepsy Education Month – November, 2011
- International Day of Persons with Disabilities – December 3, 2011
- November, Mothers Against Drunk Driving (MADD).

On a Point of Interest, Councillor Lynne Mulder congratulated the 2,200 volunteers of the Festival of Trees, for a job well done this past weekend. Over \$800,000 was raised by Central Alberta for the Red Deer Regional Hospital providing a benefit to all.

Councillor Chris Stephan, on a Point of Interest, indicated that he attended the Youth Voice – Bully Awareness Week with the theme of stop bullying start caring. Local high school students will be handing out awards for acts of kindness – a focus on the positive. Councillor Stephan also attended the Safety City Annual General Meeting on November 15, 2011 which provides a great value to the community in working with children.

Councillor Tara Veer, on a Point of Interest, shared that she attended the Central Alberta Immigrant Women's Association Fun Fest this past weekend. The focus was on breast cancer as breast cancer rates are growing among immigrant women.

Councillor Dianne Wyntjes, on a Point of Interest, expressed thanks to citizens for attending the lighting of the Christmas trees in City Hall Park and attending the Santa Claus parade.

Councillor Paul Harris, on a Point of Interest, noted that TEDxRedDeer wrapped up this week. It is expected that TEDxRedDeer will be back next year.

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Councillor Harris left the Council meeting at 2:30 p.m.

### **3. PRESENTATION**

#### **3.1. Central Alberta Self Advocate (CASA) Presentation Certificate of Appreciation to The City of Red Deer regarding Photo Montage Project**



Terrie Hauck of CASA was in attendance and presented The City of Red Deer with a Certificate of Appreciation for the Photo Montage Project.

#### **4. REPORTS**

##### **4.1. Organizational Review – Legal Services**

Mr. Gordon Harris and Ms. Usha Procinsky of Western Management Consultants were in attendance to speak to the report.

Moved by Councillor Dianne Wyntjes, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager dated November 18, 2011 re: Organizational Review: Legal Services hereby agrees that The City of Red Deer create an internal legal services business unit comprising of one lawyer and one support staff with said staff reporting to the Legislative and Governance Services Department with an RFP to be utilized for the contracting of the additional and specialized services required.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Dianne Wyntjes, Councillor Frank Wong

OPPOSED: Councillor Chris Stephan

ABSENT: Councillor Paul Harris

**MOTION CARRIED**

#### **5. UNFINISHED BUSINESS**

##### **5.1. Directional Signage for the Kerry Wood Nature Centre**

Councillor Dianne Wyntjes left Council Chambers at 3:25 p.m.





Moved by Councillor Lynne Mulder, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the report from the Engineering Services department dated November 10, 2011 re: Directional Signage for the Kerry Wood Nature Centre - Request to Table hereby agrees to table consideration of the policy review on signage report to the Monday, June 11, 2012 Council meeting.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Frank Wong,

OPPOSED: Councillor Buck Buchanan, Councillor Tara Veer

ABSENT: Councillor Paul Harris, Councillor Dianne Wyntjes

MOTION CARRIED

Councillor Dianne Wyntjes returned at 3:27 p.m.

## **5.2. Red Deer Gymnastics – Review of Interest Rate on Loan Loan Bylaw Amendment 3390/A-2011**

Moved by Councillor Cindy Jefferies, seconded by Councillor Frank Wong

SECOND READING: That Bylaw 3390/A-2011 (Loan Bylaw Amendment / to reduce the interest rate/Red Deer Gymnastics) be read a second time.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

ABSENT: Councillor Paul Harris

MOTION CARRIED



Moved by Councillor Cindy Jefferies, seconded by Councillor Frank Wong

**THIRD READING:** That Bylaw 3390/A-2011 be read a third time

**IN FAVOUR:** Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**ABSENT:** Councillor Paul Harris

**MOTION CARRIED**

**5.3. Revision to Distribution Tariff Effective January 1, 2012  
Electric Utility Bylaw Amendment 3273/B-2011**

Moved by Councillor Frank Wong, seconded by Councillor Buck Buchanan

**SECOND READING:** That Bylaw 3273/B-2011 (Revision to Distribution Tariff effective January 1, 2012) be read a second time.

**IN FAVOUR:** Mayor Morris Flewwelling, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

**OPPOSED:** Councillor Buck Buchanan

**ABSENT:** Councillor Paul Harris

**MOTION CARRIED**

Moved by Councillor Frank Wong, seconded by Councillor Buck Buchanan

**THIRD READING:** That Bylaw 3273/B-2011 be read a third time.



IN FAVOUR: Mayor Morris Flewwelling, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Buck Buchanan

ABSENT: Councillor Paul Harris

MOTION CARRIED

#### **5.4 Secondary Suite Licensing Bylaw 3475/2011**

Moved by Councillor Lynne Mulder, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer having considered the report from the Inspections & Licensing department dated November 15, 2011, Secondary Suite Licensing Bylaw, hereby agrees to lift from the table consideration of the Secondary Suite Licensing Bylaw.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

ABSENT: Councillor Paul Harris

MOTION CARRIED

Moved by Councillor Cindy Jefferies, seconded by Councillor Tara Veer

FIRST READING: That Bylaw 3475/2011 (Secondary Suite Licensing) be read a first time.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong



OPPOSED: Councillor Chris Stephan, Councillor Dianne Wyntjes

ABSENT: Councillor Paul Harris

MOTION CARRIED

**5.5. Council Request for Information September 6, 2011**

**Information on Place of Worship site in Lancaster/Vanier East  
Neighbourhood Area Structure Plan (NASP)  
Land Use Bylaw Amendment 3357/T-2011**

Mr. Brocks from Melcor Developments was in attendance to answer questions.

Moved by Councillor Lynne Mulder, seconded by Councillor Frank Wong

FIRST READING: That Bylaw 3357/T-2011 (Land Use Bylaw Amendment/Rezone the Place of Worship Site to R2.V10) be read a first time.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Chris Stephan, Councillor Tara Veer

ABSENT: Councillor Paul Harris

MOTION CARRIED

**7. REPORTS - CONTINUED**

**7.2. Council Policy 5353-C – Trade Accounts Receivable Write Offs**

Moved by Councillor Tara Veer, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the report from the Financial Services Department dated November 22, 2011, re: Council Policy – Trade



Accounts Receivable Write Offs, hereby approves Council Policy - 5353-C Trade Accounts Receivable Write Offs as presented at the November 28, 2011 Council Meeting

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

ABSENT: Councillor Paul Harris

MOTION CARRIED

## 9. CORRESPONDENCE

### 9.1. Ratification of Red Deer Downtown Business Association Board of Director Appointments

Moved by Councillor Cindy Jefferies, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer, having considered the report from Legislative & Governance Services Department, dated November, 22, 2011 hereby ratifies the appointment of the following members of the Red Deer Downtown Business Association Board of Directors for a term January 1, 2012 to December 31, 2014:

Tom Lewis, Red Deer College, Donald School of Business  
Marilyn Mah, Wei's Western Wear  
Brett Salomons, Ralph Salomons, Commercial Inc.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes



ABSENT: Councillor Paul Harris

MOTION CARRIED

Council recessed at 4:50 pm and reconvened at 5:28 p.m.

## 6. BYLAWS

### 6.1. Proposed Increase in Parking Penalties and Early Payment Reduction Traffic Bylaw Amendment 3186/D-2011 General Penalties Bylaw Amendment 3036/C-2011

Moved by Councillor Lynne Mulder, seconded by Councillor Cindy Jefferies

Resolved that Council of The City of Red Deer, having considered the report from the Inspections & Licensing department dated November 14, 2011, Re: Proposed Increase in Parking Penalties and Early Payment Reduction hereby supports Option 2 which provides for an increase in parking penalties by \$25.00 in the Traffic Bylaw and amends section 5 in the General Penalty Bylaw to change the early payment reduction from \$20.00 to \$35.00.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Buck Buchanan, Councillor Chris Stephan

ABSENT: Councillor Paul Harris

MOTION CARRIED

Moved by Councillor Dianne Wyntjes, seconded by Councillor Buck Buchanan

FIRST READING: That Bylaw Amendment 3186/D-2011 (Traffic Bylaw Amendment Option 2) be read a first time.



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City Council Regular Meeting Minutes –  
Unapproved - Monday, November 28, 2011

IN FAVOUR: Mayor Morris Flewwelling, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Buck Buchanan, Councillor Chris Stephan

ABSENT: Councillor Paul Harris

MOTION CARRIED

Moved by Councillor Dianne Wyntjes, seconded by Councillor Buck Buchanan

FIRST READING: That Bylaw Amendment 3036/C-2011 (General Penalty Bylaw) be read a first time.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Buck Buchanan, Councillor Chris Stephan

ABSENT: Councillor Paul Harris

MOTION CARRIED

## **7. REPORTS - CONTINUED**

### **7.1. Council Roles and Remuneration**

Moved by Councillor Lynne Mulder, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager and the Office of the City Manager dated November 18, 2011 re: Council Roles and Remuneration hereby agrees to the following:



I. The method of Payment to Council, Option B

- a) That Council adopt a system of total salary compensation based on \$55,362 per annum which represents the combined salary/benefits and per diem amounts.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Frank Wong

OPPOSED: Councillor Chris Stephan, Councillor Tara Veer, Councillor Dianne Wyntjes

ABSENT: Councillor Paul Harris

MOTION CARRIED

Moved by Councillor Lynne Mulder, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager and the Office of the City Manager dated November 18, 2011, re: Council Roles and Remuneration hereby agrees to the following:

2. The Remuneration of Council, Option B

- a) That Council establish an appropriate compensation strategy for both roles of Mayor and Council and that this item be considered by the Governance & Policy Committee to establish the policy criteria for compensation for implementation following the 2013 election.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

OPPOSED: Councillor Chris Stephan





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City Council Regular Meeting Minutes –  
Unapproved - Monday, November 28, 2011

ABSENT: Councillor Paul Harris

MOTION CARRIED

Moved by Councillor Cindy Jefferies, seconded by Councillor Lynn Mulder

Resolved that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager and the Office of the City Manager dated November 18, 2011 re: Council Roles and Remuneration hereby agrees to the following:

## 3. Ward System, Options A

- a) That Council maintain the 'status quo' of Councillors elected at large.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Cindy Jefferies, Councillor Lynne Mulder

OPPOSED: Councillor Buck Buchanan, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

ABSENT: Councillor Paul Harris

MOTION FAILED

Moved by Councillor Tara Veer, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager and the Office of the City Manager dated November 18, 2011 re: Council Roles and Remuneration hereby agrees to the following:

## 3. Ward System, Options C

- c) That Council confirm their previous direction for the completion of a report to consider wards as an option for the 2013 election and the report to come to Council in mid 2012 for decision.



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City Council Regular Meeting Minutes –  
Unapproved - Monday, November 28, 2011

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

ABSENT: Councillor Paul Harris

MOTION CARRIED

Moved by Councillor Buck Buchanan, seconded by Councillor Frank Wong

Resolved that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager and the Office of the City Manager dated November 18, 2011 re: Council Roles and Remuneration hereby agrees to the following:

4. Number of council members elected to Council, Option C
  - c) That Council direct that the determination of the number of Councillors be considered with a report on wards to determine the options and impacts of the multiple scenario's of wards and number of Councillors.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

ABSENT: Councillor Paul Harris

MOTION CARRIED

Moved by Councillor Dianne Wyntjes, seconded by Councillor Lynn Mulder

Resolved that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager and the Office of the City Manager dated



November 18, 2011 re: Council Roles and Remuneration hereby agrees to the following:

5. Accommodation - Short Term, Option B

- b) Council give up present space but maintain a meeting room dedicated to Council

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

ABSENT: Councillor Paul Harris

MOTION CARRIED

**8. PUBLIC HEARINGS**

There were no Public Hearings for this meeting.

**10. PETITIONS AND DELEGATIONS**

There were no Petitions and Delegations for this meeting.

**11. NOTICES OF MOTION**

There were no Notices of Motion for this meeting.

**12. ADMINISTRATIVE INQUIRIES**

There were no Administrative Inquiries for this meeting.



### 13. **ADJOURNMENT**

Moved by Councillor Buck Buchanan, seconded by Councillor Lynn Mulder

Resolved that the November 28, 2011, regular meeting of The City of Red Deer Council be adjourned at 7:21 pm.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

ABSENT: Councillor Paul Harris

**MOTION CARRIED**

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MAYOR

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CITY CLERK



## **U N A P P R O V E D M I N U T E S**

**of the Special Meeting of Red Deer City Council  
held on Tuesday, December 06, 2011  
commenced at 4:03 p.m.**

**Present:**

Mayor Morris Flewwelling  
Councillor Buck Buchanan  
Councillor Paul Harris  
Councillor Lynne Mulder  
Councillor Chris Stephan  
Councillor Tara Veer  
Councillor Frank Wong  
Councillor Dianne Wyntjes

City Manager, Craig Curtis  
Acting Director of Community Services, Scott Cameron  
Legislative & Governance Services Manager (City Clerk), Elaine Vincent  
Deputy City Clerk, Frieda McDougall  
Land Coordinator, Joe D'Onofrio

**Absent:** Councillor Cindy Jefferies



## I. IN CAMERA MEETING

Moved by Councillor Buck Buchanan, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer agrees to enter into an In-Camera meeting of Council on Tuesday, December 6, 2011 at 4:04 p.m. and hereby agrees to exclude the following:

All members of the media; and  
All members of the public.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

ABSENT: Councillor Cindy Jefferies

MOTION CARRIED

Moved by Councillor Dianne Wyntjes, seconded by Councillor Lynne Mulder

Resolved that Council of The City of Red Deer hereby agrees to revert to an open meeting of Council on December 6, 2011 at 4:48 p.m.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

ABSENT: Councillor Cindy Jefferies

MOTION CARRIED

## 2. REPORTS

2.1. Land Matter



Moved by Councillor Buck Buchanan, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager, dated December 6, 2011, re: Land Matter, hereby endorses Option 3 as recommended by the Land & Economic Development Department in the report submitted to the In-Camera meeting on December 6, 2011.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Frank Wong, Councillor Lynne Mulder, Councillor Dianne Wyntjes

OPPOSED: Councillor Tara Veer, Councillor Paul Harris, Councillor Chris Stephan

ABSENT: Councillor Cindy Jefferies

MOTION CARRIED

### 3. ADJOURNMENT

Moved by Councillor Tara Veer, seconded by Councillor Buck Buchanan

Resolved that the Tuesday, December 6, 2011, special meeting of The City of Red Deer Council be adjourned at 4:51 p.m.

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Tara Veer, Councillor Frank Wong, Councillor Lynne Mulder, Councillor Paul Harris, Councillor Chris Stephan, Councillor Dianne Wyntjes

ABSENT: Councillor Cindy Jefferies

MOTION CARRIED

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Mayor

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City Clerk



December 01, 2011

## Red Deer Destination Marketing Fund Committee

Land and Economic Development

### **Report Summary & Recommendation:**

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City Council approved one-time funding in the amount of \$75,000 in 2011 for sustainable enhance destination marketing. The intent of this funding was to ensure the successful establishment of governance and operational structure for the Red Deer Destination Marketing Fund Committee (DMF). The desired outcomes are to grow the local tourism industry; to be globally competitive; and to increase the positive economic impact.

This progress report is being presented to Council as requested in July, 2011. Attached is a letter from the DMF Chair outlining their progress and is accompanied by their Business Case prepared by Western Management Consultants. We recommend that City Council accept this report as information.

### **City Manager Comments:**

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I support the recommendation of Administration that the report be received as information.

Craig Curtis  
City Manager

### **Proposed Resolution**

---

Resolved that Council of The City of Red Deer having considered the report from the Land & Economic Development Department, dated December 1, 2011, Re: Red Deer Destination Marketing Fund Committee, hereby agrees to receive the report as information.





## Report Details

### **Background:**

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Further to the conditional approval granted during the 2011 Operating Budget for one-time funding, in the amount of \$75,000, for enhanced destination marketing, the following motion was approved at the July 11, 2011 Council meeting:

“Resolved that Council of The City of Red Deer having considered the report from the Land & Economic Development Manager dated May 30, 2011 re: Tourism Red Deer – Enhanced Destination Marketing hereby agrees to remove the condition from the Critical Priority Item as part of the 2011 Operating Budget and proceed with the onetime funding in the amount of \$75,000 to Tourism Red Deer for sustainable enhanced destination marketing with the understanding that the Destination Marketing Fund will be established with a clear set of objectives, rationale and operating systems.

Further, Council requests that by December 31, 2011 a report is shared with Council that advises on progress against these expectations.”

Attached is a letter from John Mytz, Chair of the Red Deer Destination Marketing Fund Committee (DMF) reporting back on the progress to date of the DMF; and is accompanied by their Business Case prepared by Kent Stewart of Western Management Consultants.

### **Discussion:**

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This report is being presented for City Council’s information.

### **Analysis:**

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The DMF has progressed significantly over this past year by preparing a Business Case, being registered as a Not for Profit organization, investing in critical technology and preparing a marketing plan in tandem with Tourism Red Deer. The Business Case provides clear rationale, governance and organizational framework, marketing priorities, and bylaws for the DMF that will ensure its future success.

With this solid foundation in place the DMF and Tourism Red Deer, speaking as one voice, are well positioned to grow the tourism industry. This is an exciting new and innovative delivery model that provides the injection of significant resources to enhance our tourism product and draw; and will ensure our local tourism businesses and municipality can compete provincially and globally. The outcome will be an increased positive economic impact for Red Deer and area.

December 1, 2011

Red Deer City Council  
4914 - 48 Ave.  
Red Deer AB  
T4N 3T4

**Re: Destination Marketing Fund Committee Support**

The Red Deer Destination Marketing Fund Committee would like to thank City Council for their support and we welcome this opportunity to bring you up to date on our progress.

**Background**

The Destination Marketing Fund Committee is a voluntary private sector group of hotels that have agreed to collect and contribute new marketing dollars for investment in the promotion of Red Deer and Area.

This funding both supports and expands the efforts of Tourism Red Deer who operate primarily under a fee for service from the City and County. The current fee for service provides for basic staffing and operation of the Visitor Centre but allows for little investment into actual marketing campaigns or programs.

Starting in January 2011, the Destination Marketing Fund Committee began collecting DMF fees, building a strong organization and developing a marketing direction.

**Organizational Strengths**

Our Committee is now registered in the Province of Alberta as a Not for Profit organization with Bylaws that have been developed and approved. During this process, we engaged the services of Western Management Consultant -Kent Stewart to develop the attached Business Case with us. Kent has worked on DMF development throughout the province as well as with the Alberta Hotel and Lodging Association. By working with Kent, we are confident that our organization structure is sound and we have incorporated all Best Practices into our By Laws and operating policies and procedures.

We will work very hard in the coming months to enlist the support of additional hotel partners and provide opportunities for key stakeholders to participate with the Committee.

**Marketing Plan**

Our Committee has worked hand in hand with Tourism Red Deer to develop a strong marketing plan with strategic activities that will be executed throughout 2012. Working collaboratively with both Tourism Red Deer and Travel Alberta, we will implement over \$600,000 of marketing activities and promotion. Each activity will be monitored and measured to specific objectives as the season unfolds.

**Technology**

Through additional DMF funding support provided by the Red Deer County, we were able to address the most critical marketing challenge facing Tourism Red Deer and ourselves, through the redevelopment of TourismRedDeer.com. When completed the new site will provide a fresh look and feel and contain, information and stories to engage consumers and meeting / event planners in the experience, products, facilities and services that Red Deer offers, making it easier for them to connect to these products and experiences and help prepare us to sell the products through packages and special promotions.

We have purchased 2 technology systems.

Simpleview is the CRM program specializing in Destination management and is used by across North America. Simpleview offers a single integrated system for lead sharing, sales, and industry partner management. Using this CRM system, we will be able to track and manage leads, economic impact, and industry referrals. Industry partners have access to the system to update and feed their information for on and off line campaigns as well as coordinate their responses during the meetings bid process. Simpleview will ultimately allow Tourism Red Deer and the DMF committee to track our cooperative selling efforts of Red Deer as a destination, tracks the leads, analyzes lost business and secures future city wide business.

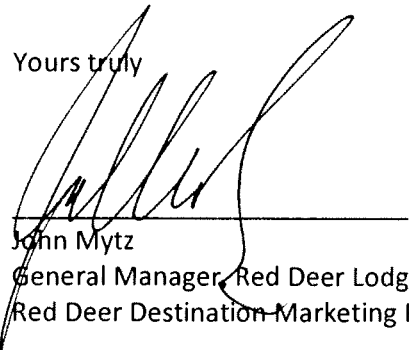
Meeting Max is an On Line Housing system that assists meeting and event planners and provides our hotels a competitive advantage to hosting events in Red Deer. For Consumers it provides one stop location for consumers to view hotel offers and packages and make reservations. The system will initially be used for selling packages and long term can be used as a housing system for city wide events.

The remainder of the funding will further leverage tourism initiatives identified in the Red Deer Destination Marketing Committee plan.

We trust this information will provide City Council with the confidence that the Destination Marketing Fund Committee is working diligently to for the betterment of the whole community to build the awareness of Red Deer as a tourism destination.

There is much work to do, but we are confident that our combined efforts, speaking with one voice, will have tremendous impact on the growth of the hospitality and tourism industry and enhance our economic impact to Red Deer.

Yours truly



John Mytz

General Manager, Red Deer Lodge Hotel & Conference Centre  
Red Deer Destination Marketing Fund Committee Chair



## **RED DEER DESTINATION MARKETING FUND BUSINESS CASE**

**Prepared by:  
Red Deer Destination Marketing Fund Committee**

September 2011



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## 1.0 INTRODUCTION

### 1.1 Background

Destination marketing fees, in this document, are fees collected by participating hotels within the Red Deer region on a voluntary basis. These fees are pooled together with other hotels and allocated against a marketing plan approved by the Red Deer Destination Marketing Fund Committee.

Voluntary destination marketing fees in Canada have their origin jointly in Quebec and British Columbia in the early 1990s. Both jurisdictions worked with their respective provincial Governments to create legislation that would allow the hotel sector in destinations to voluntarily collect fees for destination marketing. Following on this lead, DMFs are now collected in many communities and provinces in Canada.

In Alberta, the practice began in 2005, following the announcement that the provincial hotel levy, then applied at a rate of five percent, would be reduced to four percent. Edmonton and Calgary jointly asked the Province to allow a voluntary levy at the local level at a rate of one percent. DMFs are now collected in many communities in Alberta, with rates ranging from one percent to three percent.

In 2010 a number of hotel property owners and general managers in Red Deer worked together to develop a DMF for Red Deer. Today, with 10 properties representing and 1,208 hotel rooms in the pool, these properties are leading the way toward developing and executing a marketing plan for Red Deer. Properties in the DMF pool today include:

- Best Western Red Deer Inn and Suites
- Capri Hotel, Trade and Conference Centre
- Comfort Inn and Suites Red Deer
- Days Inn Red Deer
- Holiday Inn Express
- Motel 6, Red Deer
- Red Deer Lodge
- Sandman Hotel
- Holiday Inn
- Howard Johnson

These founding properties of the Red Deer DMF have contracted Tourism Red Deer to prepare a plan for their approval and to market Red Deer with these funds. The group has recently prepared bylaws for the organization, which will be called the Red Deer Destination Marketing Fund Committee.

The hotels in the DMF today represent 49% of the 2,463 rooms in Red Deer. The organization is hopeful that more hotels will join this DMF to market Red Deer and area to key target markets.

## **1.2 Purpose of the Business Case**

The purpose of this business case is to identify the benefits to the Red Deer destination of moving to the DMF as proposed and as presently being implemented in the destination.

## **1.3 Objectives**

The objectives of the document are:

1. To describe the financial argument and potential of a larger DMF over time;
2. To describe the governance, organization structures and accountabilities;
3. To describe allocation of DMF Funds to Red Deer Destination Marketing Goals;  
and
4. To describe the planning process and accountabilities.

Hotel owners and managers, City of Red Deer officials, Red Deer County officials, tourism industry operators, and the public should be interested in this business case.



## **2.0 WHY A RED DEER DMF? AND WHY DOES IT NEED TO GROW?**

Tourism is a very competitive and a very important part of the economy of Alberta's Destinations, from Banff and Jasper to Calgary and Edmonton and including Red Deer, Medicine Hat, Lethbridge and many others.

Other destinations across Canada, and since 2005 in Alberta, have recognized that marketing funds spent on destination marketing are critical to tourism destination growth. Through the leadership of visionary hoteliers, many destinations have implemented a voluntary room levy – a Destination Marketing Fee – for the purpose of funding destination marketing collectively and in collaboration.

### **2.1 Who Benefits from DMF Marketing?**

Based on the success of DMFs across Canada, and from research conducted by Western Management Consultants, characteristic benefits identified include:

- The ability to attract and market major city-wide events, meetings and conventions that would otherwise not be within the grasp of the destination;
- Increased collaboration among the publicly-funded destination marketing organizations (DMOs) and the private sector operators of hotels, major attractions, and tourism service and transportation organizations;
- Collaboration that breeds synergy – organizations that work together to plan marketing also participate more fully in packaging, sales initiatives, special offers etc., all of which ensure that gaps in destination occupancy are filled more effectively to the benefit of all; and
- Collaboration building a stronger sense of community – the realization by all involved that the long-term success of the City/destination and its attractions, retail economy, restaurants, entertainment districts and other tourism services is supported by visitation. Business benefits from increased sales. The City benefits as a tax collector. The people benefit through increased pride in their City/destination.

So the beneficiaries of DMF marketing include the destination as a whole, the public sector organizations in the destination, all tourism businesses within the destination, and the participating hotels.

The final beneficiary over time is the overall economy of the destination. Key characteristics of the Creative Economy as described by Richard Florida are also aligned with the key things that visitors want to participate in as a tourism experience. The economic impact of tourism also lays the base for the growth of the creative class in the destination.

## **2.2 Why Does the Red Deer DMF Need to Grow?**

Destination DMFs generally have 75% to 85% of the hotel rooms in the destination participating in the DMF. Where participation is lower, the DMF the funds collected are sometimes too little to make a significant difference.

There also a consideration of equity. If 50% of the hotels are creating the DMF but all hotels are benefiting, the sense of equity in the destination is challenged. The corollary to this point is that if the accommodation sector is going to collect a voluntary levy, each property is responsible for providing its share of the fee.

There is certainly an argument that a DMF should be raised by the whole tourism sector, including restaurants, taxicabs and other transportation, attractions, retail, gas stations and other tourism-focused businesses. Many destinations have considered these options, but most have found implementation of them on a voluntary basis to be too difficult.

The Red Deer DMF is at about 50% of rooms today. Going forward closer to 75% of rooms is desirable, based on the performance of other destinations. Hotels in Red Deer represent only 18% of direct visitor spending in the destination according to a recent tourism economic impact study of Red Deer. The norm for city destinations is closer to 23%-25% of direct spending. Occupancy in Red Deer is under 55% and the average daily rate (ADR) is just over \$100. By collaborating in the DMF, Red Deer hotels can raise their occupancy and ADR, and ultimately their importance in the tourism economy of Red Deer.

## 2.3 Competitive Investment in Marketing

The Red Deer DMF remains a far cry from the DMFs collected by competitive destinations in Alberta:

- Canmore – around \$500,000;
- Lethbridge – around \$600,000;
- Medicine Hat – around \$600,000;
- Jasper – around \$1,600,000; and
- Banff – around \$3,000,000.

Calgary and Edmonton are both moving from one percent to three percent, which will increase their available DMF Funds to about \$6 million each. While Red Deer is not a direct competitor with all these destinations across all tourism sectors, it certainly must compete for the leisure time of residents of many of these places. A DMF will increase the capacity of Red Deer to compete.

Mid-size communities in nearby regions have access to DMF funds. Saskatoon has over \$1.3 million in DMF funds and Regina is in a similar position. In British Columbia, the Additional Hotel Room Tax legislation will allow communities and their hotel sector to voluntarily participate in a two percent levy for use in destination marketing. As a result, Golden, Invermere, Revelstoke, Kamloops, Kelowna and other southern BC communities will become stronger competitors for leisure time of Albertans.

The short message is that if Red Deer wants to compete against these destinations, and if Red Deer wants to grow its share of tourism business, it must bring more marketing funding, planning, and marketing execution to the destination. It must “step up” its efforts significantly or it will become less and less competitive with other destinations.

Worse, those other destinations will use their DMF marketing funds to draw Red Deer residents off to their cities where they will visit attractions, shop, buy restaurant meals and stay in hotels – money they will not be spending in Red Deer.

## 2.4 Leveraged Marketing

The DMF funds are pooled private sector funds which can be used to leverage other funds, and primarily funds allocated through Travel Alberta at the regional level. While administration and regulation in this area is changing, DMFs such as Banff, Jasper, Edmonton and Calgary have very successfully leveraged other funds in magnitudes of one-to-one and greater.

In short, a \$200,000 DMF in Red Deer could be leveraged to create \$400,000 in destination marketing funds.

## **2.5 Opportunity Marketing- Major Events**

DMF funds can be used to “seed” funding of major initiatives, and have been used very successfully in other jurisdictions to attract major, city-wide events. The benefits of city-wide events accrue to hotels, major venue, restaurants, retail operators, and to the City and its citizens in the form of publicity and recognition and in tax receipts and economic impact.

## **2.6 What Would Success Look Like? The Potential Red Deer DMF**

Presently ten hotel partners representing 1208 hotel rooms, 50% of the total, participate in the DMF. Together, these properties will generate \$196,000 for the benefit of Red Deer as a whole. From that \$196,000 a reserve of 10% is held back for sustainability reasons. The funds available for marketing amount to \$176,400 for the 2012 fiscal year.

What if we were able to attract more hotels to participate in the DMF? What if we collected a two percent or three percent DMF as other cities are doing? What is the CAPACITY for Red Deer to raise marketing funds? The following assumptions can be made to model Red Deer’s capacity:

- The average daily rate (ADR) is \$100;
- Occupancy (OCC) is 60%;
- The room base is 2,400 rooms; the DMF attracts 50% and 75%, respectively of these rooms;
- 10% of funds are held back as reserve before leverage is sought;

- DMF funds are leveraged on a 1:1 basis with marketing programs of Travel Alberta and other organizations; and
- DMF rates of one percent (the present rate), two percent and three percent are applied to model capacity.

The outcome of these assumptions is reflected in the table following.

<b>Capacity of the Red Deer DMF Based on Various Assumptions</b>			
<b>DMF Rate (%) (\$100 ADR) (60% OCC)</b>	<b>1200 Rooms</b>	<b>1800 Rooms</b>	<b>Leveraged Marketing (10% reserve, 1:1 leverage)</b>
<b>1% DMF</b>	\$262,800	\$394,200	\$709,560
<b>2% DMF</b>	\$525,600	\$788,400	\$1,419,120
<b>3% DMF</b>	\$788,400	\$1,182,600	\$2,128,680
<i>Source: WMC Research</i>			

The CAPACITY of the Red DMF could be as much as \$1.2 million, based on reasonable assumptions reflecting actual performance levels of other destinations. With leverage, the capacity could be up to \$2.1 million annually.

With each increase in marketing funds, opportunities that Red Deer as a destination could not compete for suddenly become possible. These opportunities come in the form of:

- Major regional or national association events – Boy Scouts, association meetings, conventions, etc.;
- Major sporting events – in which bids must be well-organized and funded long in advance of the event;
- Leisure Marketing – to introduce Red Deer as a highly desirable city to visit to relax, enjoy urban nature, and participate in area events; and
- Travel Trade marketing - Red Deer could have a larger presence in the travel trade arena, putting our destination “on the map” in places where it would not have been considered before.

The potential to increase opportunities for the Red Deer destination are immense if the marketing funds are in place. Beginning with a few leaders and \$196,000, where can we take the take the Red Deer DMF in the future?

### **3.0 DMF GOVERNANCE AND ORGANIZATION**

Funds which are collected by hotel properties and pooled for marketing purposes need to be properly managed. They also need to be allocated in a professional manner to ends that the DMF hotels believe will bring the greatest return to the Red Deer destination and to its tourism and hospitality industry.

The Red Deer DMF Marketing Fund Committee has been working for some months on the approach it will take to managing funds. Its recently-approved bylaws document the good governance approach that will be taken. A high level summary of the bylaw follows.

#### **3.1 VISION of the Red Deer Destination Marketing Fund Committee**

The Red Deer Destination Management Fund Committee enables sustainable and effective tourism marketing of the Red Deer Region by:

- Creating public awareness of and support for the positive assets Red Deer has to offer to the tourism markets for our region;
- Creating recognition among politicians, media and the public of tourism and hospitality as an economic generator for tourism and area;
- Increasing overnight visitation and room nights among members and generally in the Red Deer region; and
- Marketing the region to achieve sustainable short-term outcomes and long-term success.

#### **3.2 MISSION of the Red Deer Destination Marketing Fund Committee**

To increase visitation to Red Deer and room nights for members of the DMF by:

- Collecting and managing DMF funds within a sustainable, professional and effective organization;

- Contracting and overseeing execution of effective marketing plans and initiatives; and
- Maintaining focus on the short-term and long-term success of the organization and Red Deer as a destination.

### 3.3 Legal Structure and Membership

The association will be organized as a Part 9 non-profit corporation under the Alberta Corporations Act.

The name of the association will be the **Red Deer DMF Marketing Fund Committee** (the Committee). The association will consist of:

- **Active Committee Members** – owners, company officers, proprietors or managers of accommodation properties in greater Red Deer who have are collecting the DMF as part of an agreement with the Committee.
- **Associate Committee Members**– are interested parties who are proposed by Active Committee Members. They do not have voting rights, and they pay a fee to participate in the organization.

Each hotel in good standing will list two representatives who will become members of the Committee.

An **Annual General Meeting** will be held to review audited financial statements, elect the Chair and Vice-Chair, and review the progress and planning for marketing the destination.

### 3.4 Officers of the Organization

Officers of the Committee will be elected from the membership of the Committee and will be a Chair and a Vice Chair. A nominations committee will put forward recommendations for vacancies, but nominations from the floor of the AGM will also be accepted. An absolute majority of all votes cast at the meeting is required.

The Chair, and in his/her absence the Vice-Chair, will serve as the Executive Officer of the Committee, and will exercise supervision over all its affairs, and will sign and

execute all deeds and contracts in the name of the Red Deer Destination Marketing Committee.

Cheques signed by the organization will require signatures of both the Chair and the Vice-Chair.

### **3.5 Trustee**

The Committee will appoint a Trustee on an annual basis to a rolling three year contract. The Trustee will hold DMF funds in trust, disperse funds as required, and ensure that the organization is operating within its bylaws.

### **3.6 Reserve Funds**

The Trustee will ensure that a reserve fund amounting to 20% of the DMF is held to be available as contingency for opportunity marketing(10%) and for costs of servicing long-term commitments (10%).

### **3.7 Contracted Marketing Services**

Tourism Red Deer (the DMO) will be the contractor for the provision of professional destination marketing services required by the Committee. The DMO will be responsible for:

- Preparation of a Strategic Marketing Plan in collaboration with, and for the approval of the DMF Advisory Committee by a specified date;
- Execution of marketing and promotion initiatives anticipated under that plan;
- Monitoring, review, evaluation and reporting of key performance indicator information on each program, monthly, quarterly and annually for the review of the Committee;
- Work closely with the Committee to ensure that financial procedures and accountabilities are in place and functioning, with specific reference to the following:
  - Monthly monitoring of actual spending against budgeting for programs funded in part or wholly by the DMF;



- Quarterly summation of monthly reports;
  - Annual summary of actuals vs. budget;
  - Annual summary of effectiveness and outcomes of marketing programs which received DMF Funding; and
  - Timely summary financial statements for the DMF marketing program.
- Working closely with the Trustee to provide:
- Audited financial statements for the program, available for the AGM;
  - Financial summary presentation prepared for the Annual General Meeting; and
  - Advise the DMF Advisory Committee of accounts receivable and accounts in arrears on a timely basis per the DMF Advisory Committee policy.
- Ensure that no administration charges are made against DMF fund except 1) the cost of the annual audited financial statements; and 2) other expenses only as approved in advance by the DMF Advisory Committee or its delegate. The aggregate cost of non-destination marketing activities shall in no circumstance exceed five percent of the DMF fund; and
- Provide regular and timely communication of financial positions and outcomes to stakeholders.

The DMO will be in regular touch with the Committee as it executes marketing planning and programs in accordance with and annual cycle of marketing which is aligned with the annual governance cycle of the Committee.

### **3.8 Meetings of the Committee**

The Committee will hold monthly meetings except in July, August and December. The Annual General Meeting will occur the second week of March annually. Only active members in good standing will be eligible to vote. Special meetings may be called at any time by the members of the Committee.

### **3.9 Financial Matters**

Financial matters will be addressed through industry best practice:

- Detailed records will be maintained by the Trustee;
- Cheques will be signed by two Officers;
- An independent audit will occur annually;
- Disbursements will be made to the DMO only against groupings of activities approved under the Plan; and
- Officers and members will receive no remuneration.

### **3.10 Good Standing**

The organizations bylaws include a number of clauses which ensure that the Committee and its members will remain in good standing within a reputable organization:

- A Code of Conduct;
- A Conflict of Interest Policy;
- Processes to remove delinquent members should the need arise; and
- Processes to remove Officers should the need arise.

### **3.11 Conclusion**

The draft final bylaw document is included as Appendix 1 to this document.

## 4.0 MARKETING PRIORITIES FOR THE DMF

The marketing priorities for the DMF are set collaboratively between the DMO and the Committee. Final decisions on the allocation of DMF funds are made by the DMF Committee. The annual process for making these marketing expenditure decisions is outlined in the section following.

### 4.1 The Marketing Plan

The Red Deer Strategic Marketing Plan 2012 is in the final stages of development and approval by Tourism Red Deer. Pillars of the core strategy include the following:

1. Create reasons for people to come and make it easy for them to purchase.
  - Position Red Deer as the prime location for meetings in Alberta;
  - Position Red Deer as a **centre for learning**, arts and culture; and
  - Position Red Deer as a centre for sporting and recreational events.
2. Engage Industry and leverage resources by introducing campaigns that industry can participate in and sell their product to consumers. Demonstrate value through packages and price points to help complete sales cycle. All programs will be designed to communicate the Red Deer experience and destination attributes to clearly defined targets, tactics and measureable results.
3. Define **Experiences** by introducing effective storytelling through demonstrated examples in all published material (on-line/off-line) and through training workshops for the industry. Align with market segment - authentic experiencers.
4. Utilize leading edge technology, **invest in on-line presentation**, social media, and mobile applications to ensure consumer relevancy.
5. Develop and lead sales initiatives to bring new business and events to Red Deer.
6. Utilize and communicate ongoing research to anticipate future market conditions and guide strategy to remain relevant.

The execution of the Strategic Marketing Plan will create awareness for Red Deer as a destination in all target markets. It will position Red Deer tourism experiences and major destination attractions as a destination in all its markets. It will create interest in making a visit to Red Deer in target markets. In this sense, the Strategic Marketing Plan will benefit everyone in Red Deer.

The Red Deer DMF organization will work closely with Red Deer Tourism and the DMO to generate tourism visitation to the destination by:

- Preparing winning bids for major events by offering attractive hotel rates by DMF member hotels, providing value-added incentives at DMF member hotels and collectively packaging other major attractions, retail, restaurant and entertainment offerings into the DMF member packages for major events.
- Creatively packaging the destination for leisure visitation, by collectively offering packaged rates at participating DMF member hotels and by creating value packages with restaurant, entertainment, attraction and retail venues to enhance the visitor/value proposition for participation with member hotels.
- Participate as investors in the destination website, ensuring that it provides value propositions to Web visitors for stays at DMF member properties.
- Partner with Red Deer Tourism in attending trade shows, consumer shows, attracting FAMS and media tours and other marketing activity that will position and encourage visitation to DMF member properties.

Tourism Red Deer is working closely with the DMF Committee to prepare a plan that is supported by both. It is clearly evident from the pillars above that the DMF funding can be very effectively used in getting Red Deer's voice and key messages out to markets through the social media and the Web. Funding at the capacity level identified above would allow Red Deer to market the destination at a whole other level.

The beneficiaries of this marketing will include all tourism operators in Red Deer. However, only the DMF members will be invited to participate in the marketing and sales activities which are enabled using DMF funding.



## 4.2 Allocation of DMF Funds – Fiscal 2012

The emergent Red Deer DMF Committee considered the funds available for marketing in 2012, and through a consensus process determined the expenditure of these funds in the categories identified in the table following.

Market Weighting by Segment, DMF Marketing Budget, 2012		
Category	Percent	Dollars
Special Event and Attraction Support	31%	\$54,880
Meetings, Business Travel, Business Events	31%	\$54,880
Leisure Marketing	27%	\$47,040
Other Marketing	11%	\$19,600
<b>TOTAL</b>	<b>100%</b>	<b>\$176,400</b>

While \$196,000 will be collected this fiscal, \$176,400 of these funds will be spent in the market. Some 10% will be held in reserve for sustainability reasons. A small portion of the annual fund will be spent on the required audit and Trustee requirements. Areas of spending are described below.

### Special Event and Attraction Support

This funding will allow the DMF to support the marketing and attraction of new events or the expansion of major, city-wide events to the community.

### Meetings, Business Travel, Business Events

Funding in this category will permit Red Deer to compete effectively or hold association meetings generated through the trade in Western Canada.

### Leisure Marketing

Red Deer can be introduced to Albertans as a leisure-time destination for adults and families, and for tourism experiences within the City and in the surrounding region.

### Other Marketing

The “other marketing” category, representing \$19,600 in fiscal 2012, will be spent on “opportunities” marketing. It will not be spent if opportunities do not present themselves. It will form part of reserves if this is the case.

### **4.3 Conclusion**

The marketing allocation is before leverage, which could double these spending figures.

The bottom line is that tourism marketing activity at a level and intensity that has never occurred in Red Deer to date would be enabled by the DMF funds and associated marketing.

The result will be more events, more marketing packaging opportunities for the industry, more visitation, and better occupancy and average room rate for participating members of the DMF. Properties that do not participate in the DMF would, of course, not be able to participate in the marketing initiatives generated by it.

The capacity figures promise a whole new potential to market Red Deer. Clearly, the more participation of the accommodation sector in Red Deer, the better the success will be of the DMF and the Destination. The result of such a marketing effort will create:

- More total visitation to Red Deer, including visits to major attractions, events, cultural activities, recreation, restaurants, retail shops, entertainment venue and other services in Red Deer;
- Increased performance of the hotel sector, and of the tourism sector in general in Red Deer; and
- More tax revenue to the City of RedDeer.

The challenge is to encourage the key stakeholders, public and private, to work together to make this future a reality.

## 5.0 THE MARKETING PLANNING PROCESS

The marketing planning process is aligned with the governance process to ensure openness, inclusiveness and accountability.

### 5.1 The Governance and Marketing Cycle

The governance and marketing cycle will be defined in detail by the DMF and the DMO together as the process moves forward. A generic outline of that cycle is illustrated in the following table.

Marketing and Governance Cycle, Red Deer, 2012 thru 2013		
Period	Strategic Marketing	Governance
1 <sup>st</sup> Quarter, 2012	Detailed review of 2011 performance; Strategic Assessment – DMF Committee and DMO; Stakeholder meetings for strategy input; and Draft Strategic Priorities for 2013. Marketing tactical planner for summer 2012 in place.	New Board meets to review Strategic Marketing, year end, metrics, draft audit; Hotel contracts are renewed; and Annual General Meeting and review of audited financials in March.
2 <sup>nd</sup> Quarter, 2012	Detailed marketing Key Results (Objectives) defined for 2013 strategy; Integration with TA, region, CTC and stakeholders considered; Work on action plans/tactics against specific objectives begun; and Monitoring progress of 2012 tactics.	Committee reviews indicators, monitor results, and strategic and tactical plans against results.
3 <sup>rd</sup> Quarter, 2012	DMO/DMF approve draft Strategy and Plan for 2013; and Tactical changes made to 2012 plan as required.	Board reviews seasonal results, works with DMO to adjust tactics if required.
4 <sup>th</sup> Quarter, 2012	Aggregation of performance	Nominations;



Marketing and Governance Cycle, Red Deer, 2012 thru 2013		
Period	Strategic Marketing	Governance
	indicators for 2012; assessment of failures, successes; Detailed tactical plans are completed and approved for 2013; Stakeholder tactical “planners” with packaged investment opportunities prepared for 2013; Event planner prepared for 2013; Key media messages for 2013 finalized between partners; and Production of material.	Board elections; New board orientation Tactics adjusted with DMO for 2013 if required.

## 5.2 Member Involvement in the Planning Process

All hotels involved in the DMF will be involved in the marketing planning process. The DMO will prepare draft strategic priorities in consultation with the Committee. The DMO will prepare key results with the advice of the Committee. The strategies and tactics will be prepared by the DMO marketing professionals in draft form and will be reviewed and approved by the Committee.

Members will be involved in all stages of the process of planning, execution, review and adjustment.

## 6.0 CONCLUSION

The founders of the Red Deer DMF have invested a great deal of time and effort to lay the base for a successful DMF, by creating:

- A relationship with Red Deer Tourism, the DMO which will have the DMO prepare a Strategic Marketing Plan for approval of the DMF Committee;
- The assurance that professional marketing activities will occur under the DMO and within the Strategic Plan approved by the DMF;
- A governance process which ensures that the Strategic Marketing Plan and its execution are monitored and overseen by the DMF Committee; and
- A governance process which ensures that hotel properties are recognized as key stakeholders and have a place on the DMF Committee and a key role in the decision-making process over the allocation of DMF funds.

Having taken these important steps to ensure the DMF is well-managed and governed; the DMF Committee is now seeking to expand the partnership by:

- Attracting the hotel community in Red Deer to participate fully in the initiative;
- Confirming continuing support of the City of Red Deer for the DMO, including continued financial support for the organization; and
- Beginning to work with agencies such as Travel Alberta to leverage the Strategic Marketing Plan and the DMF funding to accomplish the tourism ends of Red Deer.

The DMF and the associated Strategic Marketing Plan will bring Red Deer into a whole new position as a tourism destination than it has experienced in the past. It is time for key stakeholders to join this initiative and collaboration dedicated to a successful tourism future for Red Deer.

**DATE:** December 15, 2011

**TO:** Howard Thompson, Land & Economic Development Services  
Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Red Deer Destination Marketing Fund Committee

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**Reference Report:**

Land & Economic Development Services Manager, dated December 1, 2011.

**Resolution:**

The following resolution was passed during the Regular Council meeting held on Monday, December 12, 2011:

Resolved that Council of The City of Red Deer having considered the report from the Land & Economic Development department, dated December 1, 2011, Re: Red Deer Destination Marketing Fund Committee, hereby agrees to receive the report as information.

**Report back to Council:** No

**Comments/Further Action:**

This report was provided for Council's information.



Elaine Vincent  
Legislative & Governance Services Manager

c Director of Planning Services

**Council Decision – July 11, 2011**

**DATE:** July 12, 2011  
**TO:** Howard Thompson, Land & Economic Development Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Tourism Red Deer – Enhanced Destination Marketing

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**Reference Report:**

Legislative & Governance Services Manager, dated July 5, 2011 and Land & Economic Development Manager dated June 28, 2011

**Resolution:**

The following resolution was passed during the regular Council meeting held on Monday, June 27, 2011:

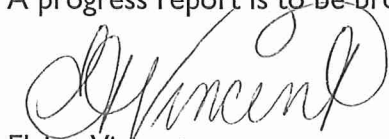
**“Resolved** that Council of The City of Red Deer having considered the report from the Land & Economic Development Manager dated May 30, 2011 re: Tourism Red Deer – Enhanced Destination Marketing hereby agrees to remove the condition from the Critical Priority Item as part of the 2011 Operating Budget and proceed with the one-time funding in the amount of \$75,000 to Tourism Red Deer for sustainable enhanced destination marketing with the understanding that the Destination Marketing Fund will be established with a clear set of objectives, rationale and operating systems.

Further, Council requests that by December 31, 2011 a report is shared with Council that advises on progress against these expectations.”

**Report back to Council:** Yes

**Comments/Further Action:**

A progress report is to be brought back for Council’s review by December 31, 2011.



Elaine Vincent  
Legislative & Governance Services Manager

c Director of Planning Services  
Director of Corporate Services  
Financial Services Manager

Council, dated July 4, 2011, re: 2012 – 2014 Strategic Direction, hereby:

1. Approves in principle the Strategic Direction, as developed by the Mayor and Council, as the overarching planning document for The City;
2. Directs that a final report from Council be brought back to the August 8, 2011 Council Meeting for final approval; and
3. Directs Administration to develop the Strategic Implementation Plan with any reasonable interpretation of the Strategic Direction.”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

## UNFINISHED BUSINESS

### Tourism Destination Marketing Fund – Red Deer Tourism

Department: Land & Economic Development Services

Moved by Councillor Chris Stephan, seconded by Councillor Dianne Wyntjes

**“Resolved** that Council of The City of Red Deer hereby agrees to lift from the table consideration of the Tourism Red Deer – Enhanced Destination Marketing report.”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION TO LIFT FROM THE TABLE CARRIED

Moved by Councillor Paul Harris, seconded by Councillor Dianne Wyntjes

**“Resolved** that Council of The City of Red Deer having considered the report from

the Land & Economic Development Manager dated May 30, 2011 re: Tourism Red Deer – Enhanced Destination Marketing hereby agrees to remove the condition from the Critical Priority Item as part of the 2011 Operating Budget and proceed with the one-time funding in the amount of \$75,000 to Tourism Red Deer for sustainable enhanced destination marketing with the understanding that the Destination Marketing Fund will be established with a clear set of objectives, rationale and operating systems.

Further, Council requests that by December 31, 2011 a report is shared with Council that advises on progress against these expectations.”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

## REPORTS

### **Commuter Bike Pilot Program Update**

Department: Engineering Services

Moved by Councillor Chris Stephan, seconded by Councillor Dianne Wyntjes

**“Resolved** that Council of The City of Red Deer having considered the report from the Engineering Services Manager, dated July 8, 2011, re: Commuter Bike Pilot Program Update, hereby supports the proposed Bike Lanes for 2011 installation and directs administration to proceed according to the implementation schedule as outlined in the report presented to the July 11, 2011 Council Meeting.”

IN FAVOUR: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Council recessed at 5:12 p.m. and reconvened at 6:00 p.m.



## Christine Kenzie

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**From:** Howard Thompson  
**Sent:** November 14, 2011 12:04 PM  
**To:** Christine Kenzie  
**Cc:** Paul Meyette  
**Subject:** RE: Tourism Red Deer - Enhanced Destination Marketing

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Christine,

I just spoke with John Mytz, Chair of the Red Deer Destination Marketing Fund Committee, and he is available to report back at the Dec. 12 Council meeting. I will submit a memo next week.

Howard Thompson  
Land & Economic Development Manager

City of Red Deer  
Box 5008, Red Deer, AB T4N 3T4  
Ph. 403.342.8364  
Fax 403.342.8260

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[www.accessprosperity.ca](http://www.accessprosperity.ca)

\*\*\* NOTE OUR OFFICE LOCATION IS AT: ALEXANDER WAY BLDG, 4815 - 48TH STREET

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**From:** Christine Kenzie  
**Sent:** November 03, 2011 11:26 AM  
**To:** Howard Thompson  
**Subject:** Tourism Red Deer - Enhanced Destination Marketing

<< File: July 11 2011 Council Decision Letter Re Tourism Red Deer.pdf >>

Reminder that a report is due back to Council by the end of December, 2012 (Which means by the December 12, 2011 Council Meeting) regarding the Destination marketing fund .

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

**Christine Kenzie**

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**From:** Christine Kenzie  
**Sent:** December 07, 2011 3:27 PM  
**To:** 'jmytz@silverbirchhotels.com'  
**Cc:** Howard Thompson  
**Subject:** Presentation to the Monday, December 12, 2011 Council Meeting - Enhanced Destination Marketing

To confirm the Red Deer Destination Marketing Fund Committee item will be presented to Council at approximately 2:30 P.M. The Council meeting on December 12, 2011 will commence at 2:00 P.M. with an In-Camera Meeting until approximately 2:15 P.M. You might want to be in Council Chambers by 2:15 P.M. and be prepared to wait a few minutes, in case the In Camera Meeting takes longer than anticipated.

Let me know if you have any questions.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)





November 30, 2011

## Implementation of an Idle Free Public Education Campaign: Update and Progress Report

Environmental Services

### **Report Summary & Recommendation:**

---

In March of 2010 City Council passed a resolution directing Environmental Services to undertake an idle free public education campaign in response to air quality concerns expressed in the community and at the Environmental Advisory Committee. The resolution directed staff to implement the education campaign and to revisit the need for an idle free bylaw in 2011. This report requests the matter be tabled by Council to the Monday, April 16, 2012 Council Meeting to allow time for the Environmental Advisory Committee to review a progress and status report prepared by Environmental Services staff and provide a recommendation to Council.

### **City Manager Comments:**

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I support the recommendation of Administration that this item be tabled to the Monday, April 16, 2012 Council meeting.

Craig Curtis  
City Manager

### **Proposed Resolution**

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Resolved that Council of The City of Red Deer having considered the report from the Environmental Services Department, dated November 30, 2011, Re: Implementation of an Idle Free Public Education Campaign: Update and Progress Report, agrees to table the report to the Monday, April 16, 2012 Council Meeting.



## Report Details

### **Background:**

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Environmental Services staff have been working on this initiative throughout the past year and a half. To provide Council with a detailed overview and status update of the 2010-2011 idle free education campaign, The Environmental Initiatives Section of Environmental Services would like to bring a complete report to Council covering:

- the progress made on idle free education since March 2010,
- the direction of the newly adopted (2011) Environmental Master Plan as it addresses vehicle idling,
- a range of options for moving forward from ongoing education to regulatory bylaws for Council's consideration and direction.

### **Discussion:**

---

Staff would like to ensure that we have input from the Environmental Advisory Committee prior to presenting this report to Council. The next regular meeting of the Committee is scheduled for January. Therefore, staff are suggesting that this matter be tabled and re-introduced to Council following Environmental Advisory Committee review of this matter in the new year.

### **Analysis:**

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It is intended that providing a complete report outlining the idle free education campaign and identifying the direction of the Environmental Master Plan combined with the input and recommendation of the Environmental Advisory Committee will assist Council in their review and consideration of an Idle Free Bylaw within the city. It is anticipated that the report and Environmental Advisory Committee review will be completed by March 2012.

**DATE:** December 15, 2011  
**TO:** Tom Warder, Environmental Services Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Implementation of an Idle Free Public Education Campaign: Update and Progress Report

---

**Reference Report:**

Environmental Services Manager dated November 30, 2011.

**Resolution:**

The following resolution was passed during the Regular Council meeting held on Monday, December 12, 2011:

Resolved that Council of The City of Red Deer having considered the report from the Environmental Services department, dated November 30, 2011, Re: Implementation of an Idle Free Public Education Campaign: Update and Progress Report, agrees to table the report to the Monday, April 16, 2012 Council Meeting.

**Report back to Council:** Yes

**Comments/Further Action:**

This item will be brought forward to the April 16, 2012 Red Deer City Council meeting.



Elaine Vincent  
Legislative & Governance Services Manager

c: Director of Development Services  
Corporate Meeting Coordinator

## Christine Kenzie

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**From:** Nancy Hackett  
**Sent:** November 30, 2011 11:50 AM  
**To:** Christine Kenzie  
**Cc:** Tom Warder  
**Subject:** RE: Idle Free: Council Decision Letter -- March 8, 2010

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Ok – thanks Christine – I will have a memo to you by end of day.

**Nancy Hackett**  
*Environmental Services  
City of Red Deer*

Phone: 403-342-8751  
Fax: 403-314-5835

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**From:** Christine Kenzie  
**Sent:** November 30, 2011 10:35 AM  
**To:** Nancy Hackett  
**Subject:** RE: Idle Free: Council Decision Letter -- March 8, 2010

So, because the resolution from Council indicated that this item be revisited in 2011 --- you should do a memo asking that Council table this item to whenever you feel the report will be ready.

I'll need the memo by end of day today.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

---

**From:** Nancy Hackett  
**Sent:** November 30, 2011 10:13 AM  
**To:** Christine Kenzie  
**Cc:** Tom Warder  
**Subject:** Idle Free: Council Decision Letter -- March 8, 2010

Hi Christine – Thanks for keeping us up to speed with deadlines etc. I appreciate it. So we're doing our best to have a report complete for the end of the year but not in time to make this agenda deadline. In addition, the Environmental Advisory Committee cancelled their Dec meeting so will not be able to go before them until the Jan meeting. So I suppose that means we won't be before Council until a later January meeting? Hopefully that doesn't cause any concerns/problems.

**Nancy Hackett**  
*Environmental Services  
City of Red Deer*

Phone: 403-342-8751

Fax: 403-314-5835

---

**From:** Christine Kenzie  
**Sent:** November 30, 2011 10:00 AM  
**To:** Nancy Hackett  
**Subject:** RE: Council Decision Letter -- March 8, 2010

Checking in----- is this item coming for the December 12th Council Agenda??? If so-- will need the report by the end of today.

Thanks.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

---

**From:** Nancy Hackett  
**Sent:** November 14, 2011 9:18 AM  
**To:** Christine Kenzie  
**Subject:** RE: Council Decision Letter -- March 8, 2010

Dec is more likely

**Nancy Hackett**  
*Environmental Services*  
*City of Red Deer*

Phone: 403-342-8751  
Fax: 403-314-5835

---

**From:** Christine Kenzie  
**Sent:** November 07, 2011 3:58 PM  
**To:** Nancy Hackett  
**Subject:** FW: Council Decision Letter -- March 8, 2010

Checking in on this item ----- Idle Free ----- Will it make it to the November 28th Council Meeting????

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

## Christine Kenzie

---

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**To:** Christine Kenzie  
**Subject:** RE: Council Decision Letter -- March 8, 2010

Dec is more likely

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D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

---

**From:** Nancy Hackett  
**Sent:** August 05, 2011 3:23 PM  
**To:** Christine Kenzie  
**Cc:** Tom Warder  
**Subject:** RE: Council Decision Letter -- March 8, 2010

Hi Christine – the Environmental Initiatives Section has been working on this matter over the last year and a half and it is our intent to bring a report back to Environmental Advisory Committee and Council this fall. Our report would outline what has been achieved since 2010, what is still underway, what else could be done (e.g. a bylaw or more education), and our staff recommendation. The next phase of this project/education is set to launch in Sept. Our target is October or November for presentation of our report to Environmental Advisory Committee and then afterwards to Council.

Nancy

**Nancy Hackett**  
*Environmental Services  
City of Red Deer*

Phone: 403-342-8751  
Fax: 403-314-5835



Phone: 403-342-8751

Fax: 403-314-5835

---

**From:** Christine Kenzie

**Sent:** August 05, 2011 2:28 PM

**To:** Nancy Hackett

**Subject:** Council Decision Letter -- March 8, 2010

<< File: March 8 2010 Council Decision letter Re Idle Free Public Education.pdf >>

Nancy, I am going through some Council resolutions from 2010 and found this Council Decision Letter regarding the Environmental Advisory Committee Resolution - Implement an Idle Free Public Education Campaign from the March 8, 2010 Council Meeting. The Council resolution indicates that the Environmental Advisory Committee is to continue implementation of an Idle Free public education campaign and revisit the need for an Idle Free Bylaw in 2011.

Just wondering if this item is still being worked on by the EAC Committee?

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

## Christine Kenzie

---

**From:** Tom Warder  
**Sent:** December 02, 2011 11:21 AM  
**To:** Christine Kenzie; Nancy Hackett  
**Subject:** RE: Nov 30 report Idle Free: Council

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Yes, please have Council table to April 16.

Thanks,

Tom Warder, P. Eng.

Environmental Services Manager

City of Red Deer

tom.warder@reddeer.ca

403.342.8755

---

**From:** Christine Kenzie  
**Sent:** December 01, 2011 9:03 AM  
**To:** Nancy Hackett  
**Cc:** Tom Warder  
**Subject:** RE: Nov 30 report Idle Free: Council

In your report you indicate that the review will be completed by March, 2012. To clarify --- do you want Council to table this item to a Council Meeting in April, 2012? There are 3 Council Meetings scheduled -- April 2, April 16, and April 30 --- let me know.

Thanks.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

---

**From:** Nancy Hackett  
**Sent:** November 30, 2011 4:53 PM  
**To:** Christine Kenzie  
**Cc:** Tom Warder  
**Subject:** Nov 30 report Idle Free: Council

<< File: MEMO City Council eagenda Nov 30 2011.doc >>

I'm out of the office tomorrow at a course and Fri – so in case you need this – but as far as I can tell it is in SIRE routed to Tom.

**Nancy Hackett**

Environmental Services

City of Red Deer

Phone: 403-342-8751

Fax: 403-314-5835



**BYLAW NO. 3036/C-2011**

Being a Bylaw to amend Bylaw No. 3036/91 The General Penalty Bylaw of the City of Red Deer.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

Bylaw No. 3036/97 is hereby amended as follows:

1. Section 5 (1) is amended as follows:
  - "(1) The penalties for offences under the following sections of the Traffic Bylaw 3186/97 may be reduced by \$35.00 if paid to The City of Red Deer within 10 days of the date of service of the tag:
    - (a) all sections under Part 4;
    - (b) all sections under Part 5;
    - (c) Part 6 section 37, 37.2 (d), 38 39 (2), 39 (3), 39 (4);
    - (d) all sections under Part 7; and
    - (e) Part 8 sections 52, 53 (1), 53.2 63, 73.1
  - (2) Payment of the reduced amount under section 5 (1) shall be accepted by The City in full satisfaction of the tag.
  - (3) After the expiry of 10 days from the date of service of the tag, the full penalty amount must be paid, and may be paid to The City of Red Deer at any time before a summons is issued."
2. This Bylaw takes effect on January 1, 2012.
3. In all other respects, Bylaw No. 3036/91 is hereby ratified and confirmed.

READ A FIRST TIME IN OPEN COUNCIL this	28 <sup>th</sup>	day of	November	2011.
READ A SECOND TIME IN OPEN COUNCIL this		day of		2011.
READ A THIRD TIME IN OPEN COUNCIL this		day of		2011.
AND SIGNED BY THE MAYOR AND CLERK this		day of		2011.

---

MAYOR

---

CITY CLERK

---

**From:** Christine Kenzie  
**Sent:** November 30, 2011 10:35 AM  
**To:** Nancy Hackett  
**Subject:** RE: Idle Free: Council Decision Letter -- March 8, 2010

So, because the resolution from Council indicated that this item be revisited in 2011 --- you should do a memo asking that Council table this item to whenever you feel the report will be ready.

I'll need the memo by end of day today.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

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**Cc:** Tom Warder  
**Subject:** Idle Free: Council Decision Letter -- March 8, 2010

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**Nancy Hackett**  
*Environmental Services*  
*City of Red Deer*

*Phone: 403-342-8751*  
*Fax: 403-314-5835*

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**Subject:** RE: Council Decision Letter -- March 8, 2010

Checking in----- is this item coming for the December 12th Council Agenda??? If so-- will need the report by the end of today.

Thanks.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195

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Dec is more likely

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**Subject:** FW: Council Decision Letter -- March 8, 2010

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Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

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**From:** Nancy Hackett  
**Sent:** August 05, 2011 3:23 PM  
**To:** Christine Kenzie  
**Cc:** Tom Warder  
**Subject:** RE: Council Decision Letter -- March 8, 2010

Hi Christine – the Environmental Initiatives Section has been working on this matter over the last year and a half and it is our intent to bring a report back to Environmental Advisory Committee and Council this fall. Our report would outline what has been achieved since 2010, what is still underway, what else could be done (e.g. a bylaw or more education), and our staff recommendation. The next phase of this project/education is set to launch in Sept. Our target is October or November for presentation of our report to Environmental Advisory Committee and then afterwards to Council.

Nancy

**Nancy Hackett**  
Environmental Services  
City of Red Deer

Phone: 403-342-8751

Fax: 403-314-5835

---

**From:** Christine Kenzie  
**Sent:** August 05, 2011 2:28 PM  
**To:** Nancy Hackett  
**Subject:** Council Decision Letter -- March 8, 2010

<< File: March 8 2010 Council Decision letter Re Idle Free Public Education.pdf >>

Nancy, I am going through some Council resolutions from 2010 and found this Council Decision Letter regarding the Environmental Advisory Committee Resolution - Implement an Idle Free Public Education Campaign from the March 8, 2010 Council Meeting. The Council resolution indicates that the Environmental Advisory Committee is to continue implementation of an Idle Free public education campaign and revisit the need for an Idle Free Bylaw in 2011.

Just wondering if this item is still being worked on by the EAC Committee?

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

## Council Decision – March 8, 2010

**DATE:** March 9, 2010  
**TO:** Pam Vust, Environmental Initiatives Coordinator  
**FROM:** Elaine Vincent, Legislative and Administrative Services Manager  
**SUBJECT:** Environmental Advisory Committee Resolution – Implement an Idle Free Public Education Campaign

---

*Reference Report:*

Environmental Initiatives Coordinator, dated March 1, 2010

*Resolutions:*

*"Resolved* that Council of the City of Red Deer having considered the report from the Environmental Initiatives Coordinator, dated March 1, 2010, re: Environmental Advisory Committee Resolutions – Implement an Idle Free Public Education Campaign hereby accepts the Environmental Advisory Committee recommendation to continue implementation of an Idle Free public education campaign and revisit the need for an Idle Free Bylaw in 2011."

MOTION CARRIED

*Report Back to Council:* No

*Comments/Further Action:*

Elaine Vincent  
Legislative & Administrative Services Manager

c: Director of Development Services  
Environmental Services Manager



December 1, 2011

## Commuter Bike Pilot Program Update – Request to Table

Engineering Services

### **Report Summary & Recommendation:**

---

This report is to request Council to table consideration of an update on the 2012 Commuter Bike Pilot Program. Engineering Services recommends that Council table consideration of the update report until April, 2012.

### **City Manager Comments:**

---

I support the recommendation of Administration that this item be tabled to the last Council Meeting in April, 2012.

Craig Curtis  
City Manager

### **Proposed Resolution**

---

Resolved that Council of The City of Red Deer having considered the report from the Engineering Services Department, dated December 1, 2011, Re: Commuter Bike Pilot Program – Update, agrees to table consideration of the update report to the last Council meeting in April, 2012.



## Report Details

### Background:

---

The following resolution was passed during the regular Council meeting held on Monday, July 11, 2011:

**“Resolved** that Council of the City of Red Deer having considered the report from the Engineering Services Manager, dated July 8, 2011, re: Commuter Bike Pilot Program Update, hereby supports the proposed bike lanes for 2011 installation and directs administration to proceed according to the implementation schedule as outlined in the report presented to the July 11, 2011 Council Meeting.”

Engineering Services was directed to present a more comprehensive Commuter Bike Route Pilot Program to Council in the fall of 2011.

### Discussion:

---

The Steering Committee for the Commuter Bike Pilot Program has been regularly meeting since early November and is in the process of developing a collaborative and inclusive pilot for 2012. ReThink Red Deer, the Primary Care Network (PCN), Safe Communities and the Red Deer Association of Bicycle Commuters (RDABC) are all active participants in the Steering Committee and are in support of this tabling request (see attached letter of support).

Engineering Services recommends that Council table consideration of the update report until April, 2012.

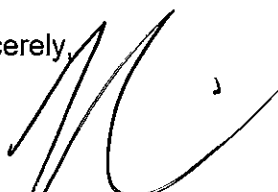


**Date:** November 30, 2011  
**TO:** Craig Curtis, City of Red Deer Manager  
**FROM:** Steering Committee, Commuter Bike Pilot Program  
**SUBJECT:** Commuter Bike Pilot Program Update

---

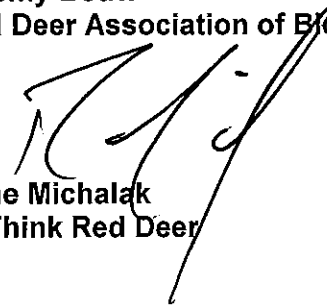
The Steering Committee of the Commuter Bike Pilot Program comprised of City of Red Deer, Primary Care Network, Safe Communities, ReThink Red Deer and Red Deer Association of Bicycle Commuters, is in support of tabling the Commuter Bike Pilot Program Update report to Council until April 2011.

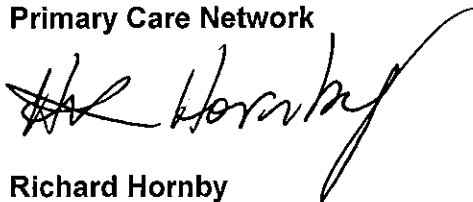
Sincerely,

  
**Frank Colosimo, P. Eng.**  
**City of Red Deer**

  
**Jeremy Bouw**  
**Red Deer Association of Bicycle Commuters**

  
**Lorna Milkovich**  
**Primary Care Network**

  
**Rene Michalak**  
**ReThink Red Deer**

  
**Richard Hornby**  
**Safe Communities**





**Council Decision – July 11, 2011**

**DATE:** July 12, 2011  
**TO:** Frank Colosimo, Engineering Services Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Commuter Bike Pilot Program Update

---

**Reference Report**

Engineering Services Manager dated July 8, 2011

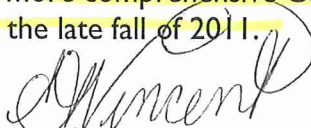
**Resolutions:**

“**Resolved** that Council of The City of Red Deer having considered the report from the Engineering Services Manager, dated July 8, 2011, re: Commuter Bike Pilot Program Update, hereby supports the proposed Bike Lanes for 2011 installation and directs administration to proceed according to the implementation schedule as outlined in the report presented to the July 11, 2011 Council Meeting.”

**Back to Council:** Yes

**Comments/Further Action:**

A more comprehensive Commuter Bicycle Route Pilot Program is to be presented to Council in the late fall of 2011.

  
Elaine Vincent  
Legislative & Governance Manager

c: Director of Development Services  
Corporate Meeting Coordinator

**DATE:** December 15, 2011  
**TO:** Frank Colosimo, Engineering Services Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Commuter Bike Pilot Program Update – Request to Table

---

**Reference Report:**

Engineering Services Manager dated December 1, 2011.

**Resolution:**

The following resolution was passed during the Regular Council meeting held on Monday, December 12, 2011:

Resolved that Council of The City of Red Deer having considered the report from the Engineering Services department, dated December 1, 2011, Re: Commuter Bike Pilot Program – Update, agrees to table consideration of the update report to the last Council meeting in April, 2012.

**Report back to Council:** Yes

**Comments/Further Action:**

This item will be brought forward to the April 30, 2012 Red Deer City Council meeting.



Elaine Vincent  
Legislative & Governance Services Manager

c: Director of Development Services  
Corporate Meeting Coordinator

**Council Decision – July 11, 2011**

**DATE:** July 12, 2011  
**TO:** Frank Colosimo, Engineering Services Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Commuter Bike Pilot Program Update

---

**Reference Report**

Engineering Services Manager dated July 8, 2011

**Resolutions:**

“**Resolved** that Council of The City of Red Deer having considered the report from the Engineering Services Manager, dated July 8, 2011, re: Commuter Bike Pilot Program Update, hereby supports the proposed Bike Lanes for 2011 installation and directs administration to proceed according to the implementation schedule as outlined in the report presented to the July 11, 2011 Council Meeting.”

**Back to Council:** Yes

**Comments/Further Action:**

A more comprehensive Commuter Bicycle Route Pilot Program is to be presented to Council in the late fall of 2011.

  
Elaine Vincent  
Legislative & Governance Manager

c: Director of Development Services  
Corporate Meeting Coordinator

**Christine Kenzie**

---

**From:** Linda Rehn  
**Sent:** November 30, 2011 9:08 AM  
**To:** Christine Kenzie  
**Subject:** RE: Council Decision Letter - July 11, 2011 - Commuter Bike Pilot Program Update

Good Morning – it is on my radar – Frank will be reviewing today.

Linda Rehn  
Administrative Assistant  
Engineering Services  
The City of Red Deer  
(403) 342-8184

---

**From:** Christine Kenzie  
**Sent:** November 30, 2011 8:56 AM  
**To:** Linda Rehn  
**Subject:** Council Decision Letter - July 11, 2011 - Commuter Bike Pilot Program Update

<< File: July 11 2011 Council Decision Letter - Commuter Bike Pilot Program.pdf >>

Just wondering if you have this item on your radar.....a more comprehensive Commuter Bike Route Pilot Program was to be presented to Council in late fall of 2011..

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

**Christine Kenzie**

---

**From:** Linda Rehn  
**Sent:** October 31, 2011 8:38 AM  
**To:** Christine Kenzie  
**Subject:** RE: Council Decision Letter of July 11 2011 Re Commuter Bike Pilot Program Update

You bet.. also 39 Street Water Trunk Twinning (from Springbett Drive to Maxwell Av) for November 14..

Linda Rehn  
Administrative Assistant  
Engineering Services  
The City of Red Deer  
(403) 342-8184

---

**From:** Christine Kenzie  
**Sent:** October 27, 2011 1:08 PM  
**To:** Linda Rehn; Melanie Brawn  
**Subject:** Council Decision Letter of July 11 2011 Re Commuter Bike Pilot Program Update

<< File: July 11 2011 Council Decision Letter Re Commuter Bike Pilot Program .pdf >>

Just checking to see if you have this item on your radar---- to come back to Council in late fall of 2011.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

**Christine Kenzie**

---

**From:** Christine Kenzie  
**Sent:** October 27, 2011 1:08 PM  
**To:** Linda Rehn; Melanie Brawn  
**Subject:** Council Decision Letter of July 11 2011 Re Commuter Bike Pilot Program Update

**Attachments:** July 11 2011 Council Decision Letter Re Commuter Bike Pilot Program .pdf



July 11 2011  
Council Decision ...

Just checking to see if you have this item on your radar---- to come back to Council in late fall of 2011.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)



December 1, 2011

## River Bend Golf and Recreation Area

RECREATION, PARKS & CULTURE

### **Report Summary & Recommendation:**

---

At the March 21, Council Meeting, Council deferred the loan payment for 2008-2011, including interest with a corresponding amendment to the loan agreement with the River Bend Golf and Recreation Area Society. At that time they requested a report back to Council prior to 2012.

This request is to table this item until the February 23, 2012 Council Meeting pending completion of an operational audit report being undertaken with the River Bend Golf and Recreation Society.

### **City Manager Comments:**

---

I support the recommendation of Administration that this item be tabled to the February 23, 2012 Council Meeting.

Craig Curtis  
City Manager

### **Proposed Resolution**

---

Resolved that Council of The City of Red Deer having considered the report from the Recreation, Parks & Culture Department, dated December 1, 2011, Re: River Bend Golf and Recreation Area agrees to table consideration of a report to be brought back to Council to the Monday, February 23, 2012 Council meeting.





## **Background**

---

At the March 21, 2011 Council meeting the following resolution was passed:

“Resolved that Council of The City of Red Deer having considered the report from the Recreation, Parks & Culture Manager, Financial Services Manager and Recreation Superintendent, dated March 8, 2011, re: River Bend Golf & Recreation Society, hereby agrees that in order to assist the River Bend Golf and Recreation Society to return the City owned golf course operation to self sustainability, and to ensure that the non-golf recreation amenities continue to be offered to the community:

1. Deferral of the loan payments for 2008 – 2010, including interest, pending both parties signing an amendment to the loan agreement for payments to recommence 2012;
2. Deferral of the loan payment for 2011, including interest, pending both parties signing an amendment to the loan agreement for payments to recommence 2012 with this item to be brought back for Council’s consideration prior to 2012;

Subject to annual review by Council.”

## **Discussion**

---

Administration is requesting that this item be tabled until the February 23, 2012 Council meeting pending completion of an operational audit report being undertaken with the River Bend Golf and Recreation Society.



**DATE:** December 15, 2011  
**TO:** Kristina Öberg, Acting Recreation, Parks & Culture Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** River Bend Golf & Recreation Area

---

**Reference Report:**

Acting Recreation, Parks & Culture Manager dated December 1, 2011.

**Resolution:**

The following resolution was passed during the Regular Council meeting held on Monday, December 12, 2011:

Resolved that Council of The City of Red Deer having considered the report from the Recreation, Parks & Culture Department, dated December 1, 2011, Re: River Bend Golf and Recreation Area agrees to table consideration of a report to be brought back to Council to the Tuesday, February 21, 2012 Council meeting.

**Report back to Council:** Yes

**Comments/Further Action:**

This item will be brought forward to the Tuesday, February 21, 2012 Red Deer City Council meeting.



Elaine Vincent  
Legislative & Governance Services Manager

c: Acting Director of Community Services  
Director of Corporate Services  
Financial Services Manager  
Corporate Meeting Coordinator

**Christine Kenzie**

---

**From:** Kristina Oberg  
**Sent:** September 13, 2011 8:46 AM  
**To:** John Knoch  
**Cc:** Greg Scott; Michelle Andrew; Tracey McKinnon; Lisa Francis; Kay Kenny; Heather McLaren; Christine Kenzie  
**Subject:** RE: Riverbend Final Report for In Camera

Hi John,

Heather has sent you the final copy that we had done up after you had sent your comments in. Please make any additional edits to the document you would like included. In terms of the write-off vs deferral we have been getting some mixed responses on that one so if you can clarify for the final report that would be great.

Kristina

**Kristina Öberg | Culture Superintendent**  
Recreation, Parks and Culture | The City of Red Deer  
Box 5008, Red Deer, AB T4N 3T4  
Ph. 403.309.2637 Fax 403.346.4970

---

**From:** John Knoch  
**Sent:** September 13, 2011 8:03 AM  
**To:** Heather McLaren; Christine Kenzie  
**Cc:** Greg Scott; Michelle Andrew; Tracey McKinnon; Lisa Francis; Kristina Oberg; Kay Kenny  
**Subject:** RE: Riverbend Final Report for In Camera

Heather,  
This report does not include my comments from yesterday. Please revise. Note specifically the language around writeoffs (should be deferral) and the request to combine Options 1 & 2 and reduce the number of bullets in the combined section.

John

---

**From:** Heather McLaren  
**Sent:** Monday, September 12, 2011 3:38 PM  
**To:** Christine Kenzie  
**Cc:** Greg Scott; John Knoch; Michelle Andrew; Tracey McKinnon; Lisa Francis; Kristina Oberg; Kay Kenny  
**Subject:** Riverbend Final Report for In Camera

Hi Christine,

Please see the attached report for In Camera.

<< File: DMPROD-#1147859-v1-September\_8\_\_2011  
\_River\_Bend\_Golf\_and\_Recreation\_Society\_Operation\_In\_Camera\_Report.DOC >> << File: Attachment #1  
for River Bend Report.pdf >>

Heather McLaren

## Christine Kenzie

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

**From:** Kristina Oberg  
**Sent:** September 22, 2011 9:30 AM  
**To:** Christine Kenzie  
**Cc:** Kay Kenny  
**Subject:** RE: Report for River Bend Golf Society

Hi Christine,

This one will be cancelled. We won't come back to council until we have done an operational audit and have recommendations based on that.

Thanks.

K☺

### **Kristina Öberg | Acting Recreation, Parks and Culture Manager**

Recreation, Parks and Culture | The City of Red Deer

Box 5008, Red Deer, AB T4N 3T4

Ph. 403.342.8165 Fax 403.346.4970

---

**From:** Kay Kenny  
**Sent:** September 22, 2011 9:23 AM  
**To:** Kristina Oberg  
**Subject:** FW: Report for River Bend Golf Society  
**Importance:** High

Sending to you to respond.  
Thanks,

*Kay Kenny, Recreation Superintendent  
City of Red Deer  
Recreation, Parks and Culture  
Phone 403.309.8418  
[kay.kenny@reddeer.ca](mailto:kay.kenny@reddeer.ca)*

---

**From:** Christine Kenzie  
**Sent:** September 22, 2011 9:04 AM  
**To:** Greg Scott  
**Cc:** Kay Kenny  
**Subject:** FW: Report for River Bend Golf Society  
**Importance:** High

Is there a revised report re River Bend for the October 3rd Council Meeting?

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

---

**From:** Christine Kenzie  
**Sent:** September 22, 2011 9:01 AM  
**To:** Heather McLaren  
**Subject:** Report for River Bend Golf Society  
**Importance:** High

Is there a report coming for River Bend Golf Society? One that was pulled from last Council meeting??

Let me know before Noon today if possible.

Thanks.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

*Backed*

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

**Christine Kenzie**

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**To:** Kristina Oberg; Greg Scott  
**Subject:** RE: March 21, 2011 Council Meeting - Decision Letter re River Bend Golf & Recreation Society

I'll update your report to indicate tabling to the February 21, 2012 Council Meeting.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

christine.kenzie@reddeer.ca

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**From:** Kristina Oberg  
**Sent:** December 02, 2011 8:36 AM  
**To:** Christine Kenzie; Greg Scott  
**Subject:** RE: March 21, 2011 Council Meeting - Decision Letter re River Bend Golf & Recreation Society

We were leaving it open in case we were ready for either one but you could put the last one on it if you like.

K☺

**Kristina Öberg | Acting Recreation, Parks and Culture Manager**

Recreation, Parks and Culture | The City of Red Deer

Box 5008, Red Deer, AB T4N 3T4

Ph. 403.342.8165 Fax 403.346.4970

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**From:** Christine Kenzie  
**Sent:** December 02, 2011 8:25 AM  
**To:** Greg Scott; Kristina Oberg  
**Subject:** FW: March 21, 2011 Council Meeting - Decision Letter re River Bend Golf & Recreation Society

See emails below. OK to table the River Bend item to February, 2012 --- should the resolution say to table to the last Council meeting in February, 2012?

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

christine.kenzie@reddeer.ca

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**From:** Elaine Vincent

**Sent:** December 02, 2011 8:18 AM  
**To:** Christine Kenzie  
**Subject:** RE: March 21, 2011 Council Meeting - Decision Letter re River Bend Golf & Recreation Society

That is fine... I spoke with craig and he is comfortable with this approach....

Elaine

*Elaine Vincent*

Manager, Legislative and Governance Services  
The City of Red Deer  
Phone: 403-342-8134  
Fax: 403-346-6195  
elaine.vincent@reddeer.ca

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**From:** Christine Kenzie  
**Sent:** Thursday, December 01, 2011 5:04 PM  
**To:** Elaine Vincent  
**Cc:** Greg Scott; Kristina Oberg; John Knoch  
**Subject:** FW: March 21, 2011 Council Meeting - Decision Letter re River Bend Golf & Recreation Society

I spoke with John Knoch late this afternoon. He is fine with this item being tabled to come back in February 2012. John will not be in the office tomorrow (Friday - December 2nd).

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

christine.kenzie@reddeer.ca

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**From:** Christine Kenzie  
**Sent:** December 01, 2011 2:29 PM  
**To:** Elaine Vincent  
**Subject:** FW: March 21, 2011 Council Meeting - Decision Letter re River Bend Golf & Recreation Society

Email from Greg Scott -- to John Knoch re Riverbend -- below.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

christine.kenzie@reddeer.ca

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**From:** Greg Scott  
**Sent:** November 30, 2011 3:04 PM  
**To:** Kristina Oberg; John Knoch  
**Cc:** Christine Kenzie  
**Subject:** RE: March 21, 2011 Council Meeting - Decision Letter re River Bend Golf & Recreation Society

I would agree with this .... What do think John?

Greg Scott, Acting Director of Community Services



Community Services Division  
City of Red Deer  
Box 5008, 4817-48 Street  
Red Deer, AB T4N 1S6  
403.342.8323  
[greg.scott@reddeer.ca](mailto:greg.scott@reddeer.ca)  
[www.reddeer.ca](http://www.reddeer.ca)

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**From:** Kristina Oberg  
**Sent:** November 30, 2011 2:48 PM  
**To:** Greg Scott; John Knoch  
**Subject:** RE: March 21, 2011 Council Meeting - Decision Letter re River Bend Golf & Recreation Society

As we are working on a report relating to a River Bend operational audit that will help us address the points raised in the council resolutions (we have the first draft from the consultants) but we will not be ready for December 12. I think it would be best to table until at least late January considering budget and to ensure we can work with the River Bend Board.

Please advise...

<< File: March 21 2011 Council Decision Letter Re Riverbend.pdf >>

K☺

**Kristina Öberg | Acting Recreation, Parks and Culture Manager**

Recreation, Parks and Culture | [The City of Red Deer](#)

Box 5008, Red Deer, AB T4N 3T4

Ph. 403.342.8165 Fax 403.346.4970

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**From:** Christine Kenzie  
**Sent:** November 30, 2011 8:45 AM  
**To:** Kristina Oberg  
**Subject:** March 21, 2011 Council Meeting - Decision Letter re River Bend Golf & Recreation Society

<< File: March 21 2011 Council Decision Letter Re Riverbend.pdf >>

I am attaching the Council Decision letter from the March 21, 2011 Council Meeting --- on page 2 of the letter - Item 2 of the resolution indicates that the "deferral of the loan payment for 2011, including interest, pending both parties signing an amendment to the loan agreement for payments to recommence 2012 - with this item to be brought back for Council's consideration prior to 2012;"

Wondering if you are working on something to come to Council for December 12????? Would need it by today. If a report is not ready -- would need to present to Council the reasons why and ask that this item be tabled.....

Thanks.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | [The City of Red Deer](#)

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

**Christine Kenzie**

**To:** Kristina Oberg  
**Subject:** March 21, 2011 Council Meeting - Decision Letter re River Bend Golf & Recreation Society  
**Attachments:** March 21 2011 Council Decision Letter Re Riverbend.pdf



March 21 2011  
Council Decision...

I am attaching the Council Decision letter from the March 21, 2011 Council Meeting --- on page 2 of the letter - Item 2 of the resolution indicates that the "deferral of the loan payment for 2011, including interest, pending both parties signing an amendment to the loan agreement for payments to recommence 2012 - with this item to be brought back for Council's consideration prior to 2012;"

Wondering if you are working on something to come to Council for December 12????? Would need it by today. If a report is not ready -- would need to present to Council the reasons why and ask that this item be tabled.....

Thanks.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)



**DATE:** March 23, 2011

**TO** Greg Scott, Recreation, Parks & Culture Manager  
Dean Krejci, Financial Services Manager  
Kay Kenny, Recreation Superintendent

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** River Bend Golf & Recreation Society

---

**Reference Report:**

Recreation, Parks & Culture Manager, Financial Services Manager and Recreation Superintendent dated March 8, 2011

**Resolution:**

The following resolutions were passed during the Regular Council meeting held on Monday, March 21, 2011:

**“Resolved** that Council of The City of Red Deer having considered the report from the Recreation, Parks & Culture Manager, Financial Services Manager and Recreation Superintendent, dated March 8, 2011, Re: River Bend Golf & Recreation Society, hereby agrees that in order to assist the River Bend Golf and Recreation Society to return the City owned golf course operation to self sustainability, and to ensure that the non-golf recreation amenities continue to be offered to the community, The City will pay for the upkeep of the non-golf amenities portion of the operation in the amount of \$140,000, through a fee for service contract, for each of the years 2011, 2012 and 2013, funded by the Tax Stabilization Reserve, as one-time funding each respective year, subject to annual review by Council.”

**“Resolved** that Council of The City of Red Deer having considered the report from the Recreation, Parks & Culture Manager, Financial Services Manager and Recreation Superintendent, dated March 8, 2011, Re: River Bend Golf & Recreation Society, hereby agrees that in order to assist the River Bend Golf and Recreation Society to return the City owned golf course operation to self sustainability, and to ensure that the non-golf recreation amenities continue to be offered to the community:

.../2

Council Decision – March 23, 2011  
River Bend Golf Course  
Page Two

1. Deferral of the loan payments for 2008 – 2010, including interest, pending both parties signing an amendment to the loan agreement for payments to recommence 2012;
2. Deferral of the loan payment for 2011, including interest, pending both parties signing an amendment to the loan agreement for payments to recommence 2012 with this item to be brought back for Council's consideration prior to 2012;

Subject to annual review by Council."

"**Resolved** that Council of The City of Red Deer having considered the report from the Recreation, Parks & Culture Manager, Financial Services Manager and Recreation Superintendent, dated March 8, 2011, Re: River Bend Golf & Recreation Society, hereby agrees that the In Camera report relating to this item be referred to the Audit Committee for its review."

**Report back to Council:** Yes

**Comments/Further Action:**

This item is to be brought back to a Regular Council meeting prior to 2012 and be referred to the Audit Committee for review.



Elaine Vincent  
Legislative & Governance Services Manager

- c Lorraine Poth, Director of Corporate Services  
Colleen Jensen, Director of Community Services  
Tara Veer, Chair, Audit Committee  
Lynn Iviney, Council Committee Coordinator  
Christine Kenzie, Corporate Meeting Coordinator

**DATE:** September 8, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Greg Scott, Acting Director of Community Services  
John Knoch, Director of Corporate Services

**SUBJECT:** River Bend Golf and Recreation Society Operations

---

### **BACKGROUND**

The original Waskasoo Park Master Plan (1982) identified the River Bend area for a municipal golf course, clubhouse, public recreation and trail area. Development of the park proceeded in the mid-1980's, as the last phase of Waskasoo Park to be completed. The golf course opened in 1987, and Discovery Canyon and the lakes followed in 1989. The City, through funding from the Alberta Heritage Trust Fund, provided the capital funding for the project. The City also received a \$1 million/annum Waskasoo Park Operational Grant from the Province, on a decreasing scale, until it was eliminated in 1992 due to Alberta Government cutbacks.

The River Bend Recreation Area is a valued "park node" in Waskasoo Park, the backbone of Red Deer's large, diverse and integrated system of natural areas, parks, trails and recreational facilities. The golf course and recreation area is now nearly 25 years old, has taken considerably more funding annually to maintain, commencing as early as 1994. A 2001 position paper reviewed the mandate, standards and expectations, roles and responsibilities of The City and Society. The 2000 audit showed the property's assessed value to be \$6.7 million, and identified it as a valued asset worth much more than at its origin.

In March of 2011 a report was brought to Council outlining the challenges being experienced by this operation. (See attached) While, at that time; the River Bend GRS was supported with a deferral of their loan and funding to support the up keep of non-golf amenities in the amount of \$140,000.

In 2004 Council approved a loan (Bylaw 391-2007) for clubhouse expansion. The repayment of this combined with increased operating costs and annual contracted commitments to the City (license fees) have resulted in the River Bend GRS experiencing challenges in meeting their financial obligations.

### **ANALYSIS**

The Clubhouse expansion of \$1.7 million at the height of the economic boom, combined with several consecutive years of poor weather conditions, reduced discretionary spending due to the economic downturn, course condition deterioration due to cost cutting measures, and aging infrastructure has created a situation where The City has had to provide bridge funding or alternatives to support operations over the past four years as outlined below.



**The amount outstanding to The City of Red Deer includes**

		2008	2009	2010	Total Amount
Clubhouse Loan Outstanding payments		90,000	140,000	140,000	370,000
License Fees	Invoiced	234,723	173,502	159,328	567,553
	written off (2009)	(234,723)	(162,863)		(397,586)
Operating advance			100,000		100,000
Total Outstanding		0	110,639	159,328	639,967

**Notes:**

River Bend has paid \$330,000 towards its clubhouse loan since 2007.

Total amount of the Clubhouse Loan outstanding is \$1.5 million

March 21, 2011 Council Approved:

\$140,000 grant for the upkeep of non-golf recreation amenities for 2011,2012,2013

Deferral of loan payments for 2008 - 2011, with payments to recommence in 2012.

March 21, 2011 Council requested the audit committee to review the City Manager authority to write-off bad debts.

River Bend's operational model and financial sustainability needs to be considered with both a short and long-term plan identified, including timelines for implementation. The following have been identified as potential options for moving forward to develop a more sustainable plan for this area. The option of not working with the River Bend GRS is not being considered at this time.

**OPTIONS**

**1. Provide a further cash advance with critical requirements signed by River Bend Society for implementation by River Bend management and develop a new operational and financial model with timelines for implementation**

- That River Bend GRS work with City of Red Deer staff to ensure that the segmented operations (golf / non-golf) are being appropriately and consistently allocated, and that the 2011 River Bend GRS audit accurately reflect this segmentation.
- That the River Bend GRS commit to an operational and financial review provided by an external auditor, funded by The City. Review to include current commitments for staff contracts, equipment leases, prepayment of bulk purchases, merchandise inventory, and special event bookings timelines.
- Month to month cash advance to allow operations to continue until audit / review completed and new direction provided.
- Results of audit review shared with River Bend Society board and management.
- That The City utilizes the results of the audit review and discussions with the River Bend GRS to develop a new operational and financial model.
- That an implementation plan complete with timelines and other action items be developed with internal City staff responsibilities assigned for completion.

**2. Provide a further cash advance with similar requirements as made in the past.**

That Community Services and Corporate Services support the waiver of the 2011 license fees and continued deferral of outstanding clubhouse loan payments (principle plus interest)

**FINANCIAL IMPLICATIONS**

It is anticipated that \$30,000.00 will be needed to complete the financial and operational audit.

The River Bend GRS may need an operating advance of up to \$150,000.00 to the end of 2011, by which time; we hope to have a new operating agreement in place for 2012 reflecting the audit and related recommendations.

The audit would be funded from the TSR via a transfer from the CPR. Operating expenses approved outside of the budget process are normally funded from the Tax Stabilization Reserve (TSR). Current forecasts of the TSR show the TSR overdrawn at the end of 2011. In the June Variance Report, the annual surplus forecasted was lower than anticipated. The \$2.7m annual surplus is included in the 10 year TSR cash flow projection as an average surplus amount we have realized in past years. An alternate source of funding would be to approve a \$250,000 transfer from the Capital Project Reserve (CPR) to the TSR. Current forecasts for the CPR show an ending balance of \$8.1m for 2011. The 10 year forecast shows a minimum balance of \$2.3m in 2014. . This forecast is independent of other funding requests that are or may come before Council in 2011. This could limit the ability of Council to consider future requests for funding or alternate sources of funding would have to be considered which impact future plans for those funding sources.

The terms of the operating advance would be determined in an agreement prior to funding allocation (See option #1).

#### **RECOMMENDATION**

- That Option #1 above be supported.

---

Greg Scott  
Acting Director of Community Services

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John Knoch  
Director of Corporate Services

CC: Kristina Öberg, Acting Recreation, Parks & Culture Manager  
Dean Krejci, Financial Services Manager



Recreation, Parks & Culture Department

**DATE:** March 8, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Greg Scott, Recreation, Parks & Culture Manager  
Dean Krejci, Financial Services Manager  
Kay Kenny, Recreation Superintendent

**SUBJECT: River Bend Golf & Recreation Society**

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### Background

River Bend Golf and Recreation Area was developed as part of the Waskasoo Park system and opened in 1987 as a park node owned by The City. The facility includes an 18 hole golf course, a 9 hole mini-links and a driving range. Non-golf related amenities include picnic facilities, a canoe launch, hiking/cross country ski trails, a biathlon range and Discovery Canyon waterpark that was added in 1989. In 2004 the Clubhouse was expanded. In doing the expansion, the River Bend Golf and Recreation Society accessed a loan from The City, with a payback expected over a 25 year period. While the land and amenities are owned by The City, the operation is managed through agreement with the River Bend Golf and Recreation Society. The original vision for the overall operation was for it to be self-sustaining and, in fact, pay a licensing fee to The City each year. This vision was successful until about 2005/2006.

Since 2007, the River Bend Society has been experiencing increasing challenges in meeting their financial obligations to The City. A number of factors have been identified that have contributed to this situation:

- poor weather conditions reduced the expected annual rounds of golf by 15%
- deflated economic conditions reduced revenue due to users' limited disposable income
- increased annual property taxes of \$50,000 since 2002
- increased annual costs of labor, goods and materials
- reduced support from The City for payroll and administrative services
- additional burden of \$140,000 annual Clubhouse expansion loan payment
- 10% cap imposed by The City on the number of tournaments / special events
- past operating budget revenue based on 38,000 annual rounds of golf
- maintenance of the entire area -- 245 acres (58%) of golf course, and 180 acres of recreation amenities plus 9 km of trails (42%)
- tight cash flow situation with a continual decrease over several years



## **Discussion**

The River Bend Golf and Recreation Society has been required to manage two types of operations; the golf course and the non-golf amenities such as Discovery Canyon, the canoe launch, the trails, the biathlon range and the picnic area. In assessing the background above, administration feels it is prudent and reasonable to separate the two functions at this point in time. The intent in moving forward is to bring the golf course back to a self sustainable operation. It has become apparent that the operation of the non-golf amenities requires further City support, at least in the short term, as the golf course revenues have not been able to sustain the overall financial requirements for the past few years.

Administration has considered several options as to how best to address the situation in the short term, while still keeping in mind the expectations and needs of the community and The City. These options included everything from sale of the property, to The City taking over the full operation to looking at how best to support the River Bend Golf and Recreation Society to continue in their role as management for the facility in a reasonable manner. Our decision is that maintaining The City's agreement with the Society as the management body is still the best option.

While some interim support to the Society is necessary, administration is committed to work with them to attain a sound financial foundation in ensuring that the golf course is sustainable for the future, as well as ensuring the non-golf amenities are maintained. As noted above, the agreement between The City and the Society requires that the Society pay an annual license fee to The City. Administration believes this is still a reasonable expectation and the Society will be invoiced as such for 2011. Further, Administration also believes it is reasonable to expect the Society to continue with payment for the loan as we move forward.

## **Financial Implications of Proposed Support**

### ***Clubhouse Loan***

As noted above, when the Clubhouse was expanded in 2004, The City provided a loan to the River Bend Golf and Recreation Society in the amount of \$1.7 million, with payment back to The City over a 25 year period. There are outstanding Clubhouse loan payments from 2008 to 2010 totaling \$370,000 with no current ability to pay this amount. The remaining balance of the loan is \$1,360,689.

### **Recommendation:**

- Provide in 2011 a one time grant for \$370,000, funded by the Tax Stabilization Reserve (TSR), to pay for the outstanding loan payments for 2008-2010.

The financial impact of an operating grant of \$370,000 in 2011 will be a reduction to the TSR as the funds will be provided on a one time basis.

### ***Non-golf Recreation Amenities***

January 1, 2010, the River Bend Society commenced the segregation of costs between golf and non-golf amenity revenues and expenses. For 2010, the net cost of operation for the

recreation areas such as Discovery Canyon, biathlon range, trails, skiing, boat launch and picnicking was \$140,000. This does not include any segregation for off-season (November to March) Clubhouse operating or utility costs.

With the financial challenges facing the River Bend Society, it is not feasible at this time to expect continued operation of the non-golf recreation amenities at no cost to The City. As part of the overall spectrum of recreation opportunities in the community, all of these amenities are well used and valued by the citizens.

**Recommendations:**

- The City to pay for the upkeep of the non-golf amenities portion of the operation in the amount of \$140,000, through a fee for service contract, for each of the years 2011, 2012 and 2013, funded by the TSR as one-time funding each respective year.

The financial impact of an operating grant of \$140,000 in 2011, 2012 and 2013 will be a reduction in the TSR as the funding will be provided on a one time basis.

**Summary of Financial Implications**

If the financial implications are dealt with as proposed, then the impact to the Tax Stabilization Reserve for 2011 will be a reduction in the amount of \$510,000 as follows:

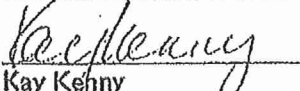
Fee for Service Contract for Non-golf Amenities	\$140,000
Operating Grant for loan payments	370,000

**Recommendations**

In order to assist the River Bend Golf and Recreation Society to return the City owned golf course operation to self sustainability and to ensure that the non-golf recreation amenities continue to be offered to the community, it is recommended that Council for The City of Red Deer approves the following:

- Provide, in 2011, a one time grant for \$370,000 funded by the TSR to pay for the outstanding loan payments for 2008-2010;
- The City pay for the upkeep of the non-golf amenities portion of the operation in the amount of \$140,000, through a fee for service contract, for each of the years 2011, 2012 and 2013, funded by the TSR as one-time funding each respective year.

  
Greg Scott  
Recreation, Parks & Culture Manager

  
Kay Kehny  
Recreation Superintendent

  
Dean Krejci  
Financial Services Manager



*Comments:*

I support the recommendation of Administration regarding the River Bend Golf and Recreation Society.

"Paul Meyette"  
Acting City Manager

**River Bend Golf & Recreation Society**  
Department: Recreation, Parks & Culture

Moved by Councillor Cindy Jefferies, seconded by Councillor Tara Veer

**"Resolved** that Council of The City of Red Deer having considered the report from the Recreation, Parks & Culture Manager, Financial Services Manager and Recreation Superintendent, dated March 8, 2011, Re: River Bend Golf & Recreation Society, hereby agrees that in order to assist the River Bend Golf and Recreation Society to return the City owned golf course operation to self sustainability; and

to ensure that the non-golf recreation amenities continue to be offered to the community, The City will pay for the upkeep of the non-golf amenities portion of the operation in the amount of \$140,000, through a fee for service contract, for each of the years 2011, 2012 and 2013, funded by the Tax Stabilization Reserve, as one-time funding each respective year, subject to annual review by Council."

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Tara Veer, seconded by Councillor Chris Stephan

**"Resolved** that Council of The City of Red Deer having considered the report from the Recreation, Parks & Culture Manager, Financial Services Manager and Recreation Superintendent, dated March 8, 2011, Re: River Bend Golf & Recreation Society, hereby agrees that in order to assist the River Bend Golf and Recreation Society to return the City owned golf course operation to self sustainability, and to ensure that the non-golf recreation amenities continue to be offered to the community:

1. Deferral of the loan payments for 2008 – 2010, including interest, pending both parties signing an amendment to the loan agreement for payments to recommence 2012;
2. Deferral of the loan payment for 2011, including interest, pending both parties signing an amendment to the loan agreement for payments to recommence 2012 with this item to be brought back for Council's consideration prior to 2012;

subject to annual review by Council."

IN FAVOUR: Councillor Buck Buchanan, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong

OPPOSED: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Dianne Wyntjes

MOTION CARRIED

Moved by Councillor Chris Stephan, seconded by Councillor Tara Veer

**"Resolved** that Council of The City of Red Deer having considered the report from the Recreation, Parks & Culture Manager, Financial Services Manager and Recreation Superintendent, dated March 8, 2011, Re: River Bend Golf & Recreation Society, hereby agrees that the In Camera report relating to this item be referred to the Audit Committee for its review."

IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

## Christine Kenzie

---

**From:** Greg Scott  
**Sent:** September 12, 2011 9:07 AM  
**To:** Kristina Oberg; John Knoch; Michelle Andrew; Tracey McKinnon; Lisa Francis; Kay Kenny  
**Cc:** Heather McLaren; Elaine Vincent; Christine Kenzie  
**Subject:** RE: River Bend Golf and Recreation Society Operation Report to Council

Have just had a quick look through the reports:

- \* There are some layout issues that need to be cleaned up to make it easier to read through.
- \* Would appreciate Financial Services review of the chart and the financial implication area
- \* I think we will need a request of council for the \$30K to complete the financial/operational audit, unless we have a corporate pot we could pull these funds from. This would mean a adm. report going to the public council meeting. John what do you think.
- \* the attachment relating to what went to Council in March is missing page 2.

Christine I have CC'd you so you know we are working at getting this info finalized.

Greg Scott, Acting Director of Community Services  
Community Services Division  
City of Red Deer  
Box 5008, 4817-48 Street  
Red Deer, AB T4N 1S6  
403.342.8283  
[greg.scott@reddeer.ca](mailto:greg.scott@reddeer.ca)  
[www.reddeer.ca](http://www.reddeer.ca)

---

**From:** Heather McLaren  
**Sent:** September 08, 2011 12:54 PM  
**To:** Greg Scott; John Knoch; Michelle Andrew; Tracey McKinnon; Lisa Francis; Kay Kenny  
**Cc:** Kristina Oberg  
**Subject:** River Bend Golf and Recreation Society Operation Report to Council

Hello Everyone,

Please take a look at the River Bend Report to Council below.  
Please have all changes back to me as soon as possible.

<< File: DMPROD-#1147859-v1-September\_8\_2011  
\_-River\_Bend\_Golf\_and\_Recreation\_Society\_Operation\_Report\_to\_Council.DOC >> << File: Attachment #1.pdf >>

Thank you,

**Heather McLaren**  
The City of Red Deer  
Community Services Senior Admin Assistant  
Recreation Parks & Culture Department

Phone: 1-403-342-8159  
Fax: 1-403-342-8222  
Email: [heather.mclaren@reddeer.ca](mailto:heather.mclaren@reddeer.ca)



**DATE:** September 12, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Greg Scott, Acting Director of Community Services  
John Knoch, Director of Corporate Services

**SUBJECT:** River Bend Golf and Recreation Society Operations

---

### **BACKGROUND**

The original Waskasoo Park Master Plan (1982) identified the River Bend area for a municipal golf course, clubhouse, public recreation and trail area. The River Bend Recreation Area is a valued "park node" in Waskasoo Park, the backbone of Red Deer's large, diverse and integrated system of natural areas, parks, trails and recreational facilities. The golf course and recreation area is now nearly 25 years old and is a valued recreational area for Red Deer's citizens and visitors.

In March of 2011 a report was brought to Council outlining the challenges being experienced by this operation. A number of factors have contributed to this situation:

- ♦ poor weather conditions have reduced the expected annual rounds of golf by 15%
- ♦ economic conditions have resulted in reduced revenue as a reflection of users limited disposable income
- ♦ increased annual property taxes
- ♦ increase operating costs (e.g. labour, goods and material)

These factors combined with the repayment of their loan and annual contracted commitments to the City (license fees) have resulted in the River Bend GRS experiencing challenges in meeting their financial obligations.

### **ANALYSIS**

River Bend's operational model and financial sustainability need to be considered with both a short and long-term plan identified, including timelines for implementation. The City would utilize an operational and financial review to inform and develop a more sustainable plan for this operation.

### **RECOMMENDATION**

1. That Council approve funding for an operational and financial audit.
2. That Council approve providing support in the form of an operating advance.

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Greg Scott  
Acting Director of Community Services

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John Knoch  
Director of Corporate Services

CC: Kristina Öberg, Acting Recreation, Parks & Culture Manager  
Dean Krejci, Financial Services Manager

DRAFT



December 1, 2011

## Federal Homelessness Partnering Strategy Grant Allocation - "Re-Profiling" Annual Amounts

SOCIAL PLANNING DEPARTMENT

### **Report Summary & Recommendation:**

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#### **Summary**

Given Council direction on September 12, 2011 the Community Housing Advisory Board did re-visit their funding recommendation on the Federal Homelessness Partnering Strategy Grant. It was determined the Request for Proposals had to be re-issued with a new deadline of November 21<sup>st</sup>. The new proposals were reviewed at the November 30<sup>th</sup> meeting of the Community Housing Advisory Board. Due to the later than anticipated starting date of this grant, this memo requests Council to authorize administration to request 2011 funds from the Government of Canada be re-profiled, or carried forward, to 2012 – 2014 funding periods.

#### **Recommendation**

1. That City Council request that the Government of Canada re-profile \$171,372 from the 2011-2012 Homelessness Partnering Strategy grant to the subsequent fiscal years within the grant agreement as follows:
  - a) \$86,186 from the fiscal year of 2011-2012 to 2012-2013, and
  - b) \$85,186 from the fiscal year of 2011-2012 to 2013-2014.
2. That City Council authorizes the preparation of a letter to the Government of Canada outlining the above request and copying our local Member of Parliament.

### **City Manager Comments:**

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I support the recommendation of Administration.

Craig Curtis  
City Manager



## **Proposed Resolution**

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Resolved that Council of The City of Red Deer having considered the report from the Social Planning Department, dated December 1, 2011, Re: Federal Homelessness Partnering Strategy Grant Allocation Re-Profiling Annual Amounts, hereby:

- I. Requests that the Government of Canada re-profile \$171,372 from the 2011 – 2012 Homelessness Partnering Strategy grant to the subsequent fiscal years within the grant agreement as follows:
  - a) \$86,186 from the fiscal year of 2011-2012 to 2012-2013, and
  - b) \$85,186 from the fiscal year of 2011-2012 to 2013-2014.
2. Authorizes the preparation of a letter to the Government of Canada, for the Mayor's signature, outlining the above request and copying the local Member of Parliament.





## Report Details

### Background:

As Community Entity, The City of Red Deer entered into a three-year agreement with the Government of Canada on March 30, 2011 for the delivery of the Homelessness Partnering Strategy grants (HPS). This agreement will expire on March 31, 2014.

As part of our obligation to the federal government a Community Plan had to be developed and priorities determined within the federal guidelines for this funding. The *Community Plan 2011-2014 Homelessness Partnering Strategy Annex B: Community Plan and Annex C: Priorities (2011-2014)* documents were completed in April of 2011. Due to the federal election, the Minister of HRSDC did not sign off on the Community Plan documents until late July 2011. A Request for Proposals was issued and CHAB reviewed the resulting applications in August 2011. Given the delay in allocating funds, CHAB then requested permission from City Council on September 6, 2011 to request a minor re-allocation of these federal dollars. This was granted via the following Council resolution:

**“Resolved** that Council of The City of Red Deer having considered the report from the Social Planning Manager, dated September 6, 2011, re: Federal Homelessness Partnering Strategy Grant Allocation, Changes to Community Plan Priorities and “Re-profiling” Risks, hereby:

1. Proceeds with the revised budget, as recommended by the Community Housing Advisory Board at its August 31, 2011 meeting, knowing that requests will need to be made to the federal government to re-profile:
  - a) \$78,614 from the fiscal year of 2011-2012 to 2012 – 2013, and
  - b) \$39,307 from the fiscal year of 2012-2013 to 2013-2014.
2. Authorizes Administration to prepare a letter to the Government of Canada for the Mayor’s signature, outlining the above request.
3. Authorizes Administration to prepare a letter to the local Member of Parliament, for the Mayor’s signature, outlining the above request.”

However, immediately following this resolution Council reviewed but did not approve CHAB’s funding recommendation for the HPS grant, directing CHAB to further review the funding recommendation. CHAB did so on October 12, 2011 and made the decision that the RFP had to be canceled and re-issued.



### Discussion:

CHAB reviewed applications for this grant on November 30, 2011 and has prepared a funding recommendation for City Council consideration. This delay has moved the grant funding start date from October 1, 2011 to January 1, 2012, thus requiring Council permission to “re-profile” annual HPS dollar amounts over the remainder of this three year period. This re-profiling will ensure that community programs and services receive maximum benefit from the total amount of grant funds available through this agreement.

### Analysis:

Through discussion with Government of Canada representatives, administration has determined that the financial risks associated with “re-profiling” are minimal, though it is possible that the federal government could refuse to re-profile the grant from 2011 to 2012 and 2013. In light of these risks, administration is recommending that Council request the “re-profiling” of grant funds.

In the event that the Government of Canada deny the request to “re-profile” grant funds, administration would further consult with City Council and consider other financial options to accommodate the changes.

Please note the revised budget includes both the HPS Designated Communities and Aboriginal Homelessness streams of funding under the two priorities of Prevention and Networking. From this total funding, CHAB is recommending that the City of Red Deer retain \$28,596 (\$22,498 Designated funding and \$6,098 Aboriginal) for administrative purposes.

#### Revised Budget (as recommended by CHAB at the November 30, 2011 meeting):

	2011-2012	2012-2013	2013-2014	Total HPS Funding
<b>Total HPS Grant per Year:</b>	<b>(431,659)</b>	<b>(421,528)</b>	<b>(421,530)</b>	<b>(1,274,717)</b>
<b>Priority 1. Prevention (Designated)</b>	<b>74,082</b>	<b>271,635</b>	<b>271,635</b>	<b>617,352</b>
<b>Priority 1. Prevention (Aboriginal)</b>	<b>36,152</b>	<b>122,483</b>	<b>122,483</b>	<b>281,118</b>
<b>Priority 2. Networking (Designated and Aboriginal)</b>	<b>21,323</b>	<b>85,000</b>	<b>84,000</b>	<b>190,323</b>
<b>Administration</b>	<b>28,596</b>	<b>28,596</b>	<b>28,598</b>	<b>85,790</b>
<b>Previously allocation program funding</b>	<b>100,134</b>			
<b>Re-profiled amounts</b>	<b>171,372</b>	<b>(86,186)</b>	<b>(85,186)</b>	



December 1, 2011

## Federal Homelessness Partnering Strategy Grant Allocation - 2012 - 2014

SOCIAL PLANNING DEPARTMENT

### Report Summary & Recommendation:

#### Summary

The Community Housing Advisory Board is making a recommendation to Council on the allocation of funds that are available through the Federal Homelessness Partnering Strategy (HPS) Grant until April 2014.

#### Recommendation

Administration recommends that City Council accept the recommendation of the Community Housing Advisory Board and provide funding for the following projects through the Homelessness Partnering Strategy Grant effective January 1, 2012 to March 31, 2014.

#### Designated Funding Stream – Priority #1: Housing Prevention and Assistance Program

Agency and Project Description	
<b>Central Alberta Women's Outreach Society:</b> <b>The Red Deer Housing Team</b> is a project made up of a Prevention Outreach Intake Worker and two Prevention Case Managers. The project will assist individuals who cannot access other services to prevent an eviction or receive assistance to be rapidly re-housed. The service is available to all individuals and families regardless of age or ethnicity. This program will dovetail within the program funded through the Province of Alberta and will offer a centralized intake.	\$507,352
<b>Red Deer Youth and Volunteer Centre:</b> <b>Youth Connections</b> will provide shelter and outreach support with the goal to reconnect the youth to their family or to establish them within their own housing unit. Target group: youth ages 14 -17.	\$110,000
<b>Total Recommendation:</b>	<b>\$617,352</b>



**Aboriginal Funding Stream – Priority #1: Housing Prevention and Assistance Program**

Agency and Project Description	
<b>Red Deer Native Friendship Society: Aboriginal Housing Outreach Project</b> is a project made up of a 1 outreach worker and a 0.5 resource worker. The project will assist individuals who are in need of support and services to prevent homelessness. It will re-house individuals and ensure access to meaningful programming for individuals who need external resources to prevent themselves from slipping into a pattern of homelessness.	\$281,118
<b>Total Recommendation:</b>	<b>\$281,118</b>

**Designated and Aboriginal Funding Stream – Priority #2: Housing and Homelessness Network**

Agency and Project Description	
<b>Red Deer &amp; District Community Foundation: EveryOne's Home Leadership Model.</b> This project will hire a coordinator who will serve as an internal resource to the working groups of the EveryOne's Home Leadership model. The coordinator will serve as a means to raise awareness in the larger community, will inform the larger community on issues of importance related to homelessness, and will provide opportunities for the larger community to participate in ending homelessness in Red Deer.	\$190,323
<b>Total Recommendation:</b>	<b>\$190,323</b>

**City Manager Comments:**

I support the recommendations of Administration.

Craig Curtis  
City Manager

**Proposed Resolution**

That Council approve the funding recommendations of the Community Housing Advisory Board.



## Report Details

### **Background:**

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The City of Red Deer has been identified as the Community Entity for housing and homelessness funds received through the Government of Canada since 2000. Since 2007 these operational funds have been received through the *Homelessness Partnering Strategy* (HPS) Grant. The current grant is based upon the goals and direction outlined within the document that was approved by the Minister of Human Resources and Skills Development Canada (HRSDC) titled *Homelessness Partnering Strategy Community Plan*. The grant has two streams of funding: 1) Designated Communities funding; and 2) Aboriginal Homelessness funding. Through a local Community Plan development process, funds were prioritized to be directed towards Priority #1 - Prevention (80%) and Priority #2 - Networking (20%).

A proposal call was issued earlier in the year. Due to a variety of circumstances, the proposal call was cancelled and reissued following the October 12, 2011 meeting of CHAB. The new proposal call included a new definition of an "Aboriginal Service Provider" as provided by the Government of Canada. As a result, the Community Housing Advisory Board issued three new RFPs:

1. Designated funding stream – Priority #1 – Housing Prevention and Assistance Program;
2. Aboriginal Homelessness funding stream – Priority #1 – Housing Prevention and Assistance Program
3. Designated and Aboriginal Homelessness Funding Streams – Priority #2 – Housing and Homelessness Network

The Community Housing Advisory Board met on November 30, 2011 to hear presentations from the proponents and, through a consensus decision-making process, arrived at their recommendations for Council.

### **Analysis:**

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	Jan 1, 2012 - March 31, 2012	Apr 1, 2012 - March 31, 2013	Apr 1, 2012 - March 31, 2014	Total HPS Funding
Designated Program Funding:	185,561	277,078	277,078	739,717
Aboriginal Homelessness Program funding:	117,368	115,854	115,854	349,076
Previously allocated program funding:	100,134			100,134
Administration	28,596	28,596	28,598	85,790
<b>Total HPS funding:</b>	<b>431,659</b>	<b>421,528</b>	<b>421,530</b>	<b>1,274,717</b>

Aboriginal Priority 1- Prevention	January 1, 2012 - March 31, 2012	April 1, 2012 - March 31, 2013	April 1, 2013 - March 31, 2014	Total HPS Funding
	36,152	122,483	122,483	281,118
Red Deer Native Friendship Society - Aboriginal Housing Outreach Project	36,152	122,483	122,483	281,118
<b>Total Funding Requests:</b>	<b>36,152</b>	<b>122,483</b>	<b>122,483</b>	<b>281,118</b>
<b>Total (Over)/Under:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Designated Priority 1 - Prevention	January 1, 2012 - March 31, 2012	April 1, 2012 - March 31, 2013	April 1, 2013 - March 31, 2014	Total HPS Funding
	74,082	271,635	271,635	617,352
Central Alberta Women's Outreach Society - The Red Deer Housing Team	54,082	226,635	226,635	507,352
Red Deer Youth and Volunteer Centre Foundation - Youth Winter Inn	20,000	45,000	45,000	110,000
<b>Total Funding Requests:</b>	<b>74,082</b>	<b>271,635</b>	<b>271,635</b>	<b>617,352</b>
<b>Total (Over) / Under:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Aboriginal & Designated Priority 2 - Networking	January 1, 2012 - March 31, 2012	April 1, 2012 - March 31, 2013	April 1, 2013 - March 31, 2014	Total HPS Funding
	21,323	85,000	84,000	190,323
Red Deer & District Community Foundation - EveryOne's Home Leadership Model	21,323	85,000	84,000	190,323
<b>Total Funding Requests:</b>	<b>21,323</b>	<b>85,000</b>	<b>84,000</b>	<b>190,323</b>
<b>Total (Over) / Under:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Reprofiling amounts	171,372	(86,186)	(85,186)	-
<b>Actual Yearly Amounts (after reprofiling)</b>	<b>260,287</b>	<b>507,714</b>	<b>506,716</b>	<b>1,274,717</b>

**Community Housing Advisory Board**

DATE: November 30, 2011

TO: City Council

FROM: Matthew Cornall, Community Housing Advisory Board Chairperson

SUBJECT: Homelessness Partnering Strategy Grant – Central Alberta Women's Outreach Society

---

At the November 30, 2011 meeting of the Community Housing Advisory Board (CHAB), the Community Housing Advisory Board reviewed the Request for Proposal from the Central Alberta Women's Outreach Society. After review, the Community Housing Advisory Committee introduced and passed the following motion:

**"Resolved** that the Community Housing Advisory Board having considered the Request for Proposal from the Central Alberta Women's Outreach Society hereby recommends to City Council approval of funding of \$507,352 from January 1, 2012 – March 31, 2014 for the Central Alberta Women's Outreach Society – The Red Deer Housing Team, and forwards this request to Council for approval."

The above is submitted for Council's consideration.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Matthew Cornall'.

Matthew Cornall  
Chairperson, Community Housing Advisory Board

c: Program Coordinator – Social Planning  
Social Planning Supervisor – Resource & Capacity Development



**Community Housing Advisory Board**

DATE: November 30, 2011

TO: City Council

FROM: Matthew Cornall, Community Housing Advisory Board Chairperson

SUBJECT: Homelessness Partnering Strategy Grant – Red Deer Youth and Volunteer Centre Foundation

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At the November 30, 2011 meeting of the Community Housing Advisory Board (CHAB), the Community Housing Advisory Board reviewed the Request for Proposal from the Red Deer Youth and Volunteer Centre Foundation. After review, the Community Housing Advisory Committee introduced and passed the following motion:

**“Resolved** that the Community Housing Advisory Board having considered the Request for Proposal from the Red Deer Youth and Volunteer Centre Foundation hereby recommends to City Council approval of funding of \$110,000 from January 1, 2012 – March 31, 2014 for the Red Deer Youth and Volunteer Centre Foundation – Youth Winter Inn, and forwards this request to Council for approval.”

The above is submitted for Council’s consideration.

Respectfully submitted,

Matthew Cornall  
Chairperson, Community Housing Advisory Board

c: Program Coordinator – Social Planning  
Social Planning Supervisor – Resource & Capacity Development



**Community Housing Advisory Board**

DATE: November 30, 2011

TO: City Council

FROM: Matthew Cornall, Community Housing Advisory Board Chairperson

SUBJECT: Homelessness Partnering Strategy Grant – Red Deer Native Friendship Society

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At the November 30, 2011 meeting of the Community Housing Advisory Board (CHAB), the Community Housing Advisory Board reviewed the Request for Proposal from the Red Deer Native Friendship Society. After review, the Community Housing Advisory Committee introduced and passed the following motion:

**“Resolved** that the Community Housing Advisory Board having considered the Request for Proposal from the Red Deer Native Friendship Society hereby recommends to City Council approval of funding of \$281,118 from January 1, 2012 – March 31, 2014 for the Red Deer Native Friendship Society – Aboriginal Housing Outreach Project, and forwards this request to Council for approval.”

The above is submitted for Council’s consideration.

Respectfully submitted,

Matthew Cornall  
Chairperson, Community Housing Advisory Board

c: Program Coordinator – Social Planning  
Social Planning Supervisor – Resource & Capacity Development

**Community Housing Advisory Board**

DATE: November 30, 2011

TO: City Council

FROM: Matthew Cornall, Community Housing Advisory Board Chairperson

SUBJECT: Homelessness Partnering Strategy Grant – Red Deer & District Community Foundation

---

At the November 30, 2011 meeting of the Community Housing Advisory Board (CHAB), the Community Housing Advisory Board reviewed the Request for Proposal from the Red Deer & District Community Foundation. After review, the Community Housing Advisory Committee introduced and passed the following motion:

**“Resolved** that the Community Housing Advisory Board having considered the Request for Proposal from the Red Deer & District Community Foundation hereby recommends to City Council approval of funding of \$190,323 from January 1, 2012 – March 31, 2014 for the Red Deer & District Community Foundation – Working Together Towards Ending Homelessness: EveryOne’s Home Leadership Model, and forwards this request to Council for approval.”

The above is submitted for Council’s consideration.

Respectfully submitted,

Matthew Cornall  
Chairperson, Community Housing Advisory Board

c: Program Coordinator – Social Planning  
Social Planning Supervisor – Resource & Capacity Development

**DATE:** December 15, 2011  
**TO:** Linda Healing, Community Development Supervisor  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Federal Homelessness Partnering Strategy Grant Allocation – “Re-Profiling” Annual Amounts

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**Reference Report:**

Community Development Supervisor dated December 1, 2011.

**Resolution:**

The following resolution was passed during the Regular Council meeting held on Monday, December 12, 2011:

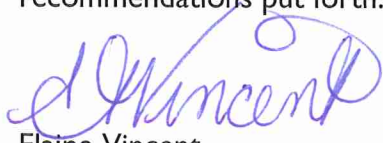
Resolved that Council of The City of Red Deer having considered the report from the Social Planning Department, dated December 1, 2011, Re: Federal Homelessness Partnering Strategy Grant Allocation Re-Profiling Annual Amounts, hereby:

1. Requests that the Government of Canada re-profile \$171,372 from the 2011 – 2012 Homelessness Partnering Strategy grant to the subsequent fiscal years within the grant agreement as follows:
  - a) \$86,186 from the fiscal year of 2011-2012 to 2012-2013, and
  - b) \$85,186 from the fiscal year of 2011-2012 to 2013-2014.
2. Authorizes the preparation of a letter to the Government of Canada, for the Mayor’s signature, outlining the above request and copying the local Member of Parliament.

**Report back to Council:** No

**Comments/Further Action:**

The above report was provided for Council’s information. Administration will proceed with the recommendations put forth.



Elaine Vincent  
Legislative & Governance Services Manager

c: Acting Community Services Director  
Social Planning Manager

**DATE:** December 15, 2011

**TO:** Scott Cameron, Social Planning Manager  
Matthew Cornall, Chairperson, Community Housing Advisory Board  
Roxana Nielsen Stewart, Program Coordinator, Housing  
Linda Healing, Community Development Supervisor

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Federal Homelessness Partnering Strategy Grant Allocation 2012-2014

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**Reference Report:**

Social Planning Manager dated December 1, 2011.

**Resolution:**

The following resolution was passed during the Regular Council meeting held on Monday, December 12, 2011:

Resolved that Council of The City of Red Deer having considered the report from the Social Planning Department, dated December 1, 2011, Re: Federal Homelessness Partnering Strategy Grant Allocation – 2012 – 2014, hereby accepts the recommendation of the Community Housing Advisory Board to provide funding for the following projects through the Homelessness Partnering Strategy Grant effective January 1, 2012 to March 31, 2014:

**I. Designated Funding Stream – Priority #1: Housing Prevention and Assistance Program:**

Agency and Project Description	
<b>Central Alberta Women's Outreach Society:</b> <b>The Red Deer Housing Team</b> is a project made up of a Prevention Outreach Intake Worker and two Prevention Case Managers. The project will assist individuals who cannot access other services to prevent an eviction or receive assistance to be rapidly re-housed. The service is available to all individuals and families regardless of age or ethnicity. This program will dovetail within the program funded through the Province of Alberta and will offer a centralized intake.	\$507,352
<b>Red Deer Youth and Volunteer Centre:</b> <b>Youth Connections</b> will provide shelter and outreach support with the goal to reconnect the youth to their family or to establish them within their own housing unit. Target group: youth ages 14 -17.	\$110,000
<b>Total Recommendation:</b>	<b>\$617,352</b>

.../2



**2. Aboriginal Funding Stream – Priority #1: Housing Prevention and Assistance Program**

Agency and Project Description	
<b>Red Deer Native Friendship Society: Aboriginal Housing Outreach Project</b> is a project made up of a 1 outreach worker and a 0.5 resource worker. The project will assist individuals who are in need of support and services to prevent homelessness. It will re-house individuals and ensure access to meaningful programming for individuals who need external resources to prevent themselves from slipping into a pattern of homelessness.	\$281,118
<b>Total Recommendation:</b>	<b>\$281,118</b>

**3. Designated and Aboriginal Funding Stream – Priority #2: Housing and Homelessness Network:**

Agency and Project Description	
<b>Red Deer &amp; District Community Foundation: EveryOne's Home Leadership Model.</b> This project will hire a coordinator who will serve as an internal resource to the working groups of the EveryOne's Home Leadership model. The coordinator will serve as a means to raise awareness in the larger community, will inform the larger community on issues of importance related to homelessness, and will provide opportunities for the larger community to participate in ending homelessness in Red Deer.	\$190,323
<b>Total Recommendation:</b>	<b>\$190,323</b>

**Report back to Council:** No

**Comments/Further Action:**

Administration to proceed with the recommendations put forth. As well, in the future, Council wishes to receive a complete summary of all the agencies for consideration of these funds. This item should be discussed and recommendations made to determine the legality/feasibility of honouring this request.



Elaine Vincent  
 Legislative & Governance Services Manager

c: Acting Director of Community Services  
 Corporate Meeting Coordinator

*Christine Kenzie*

## Christine Kenzie

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**From:** Linda Healing  
**Sent:** December 06, 2011 9:38 AM  
**To:** Christine Kenzie  
**Subject:** date change in council memo!

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

**Attachments:** Dec 1 2011 SIRE HPS grant recommendation for Dec 12 council agenda.doc

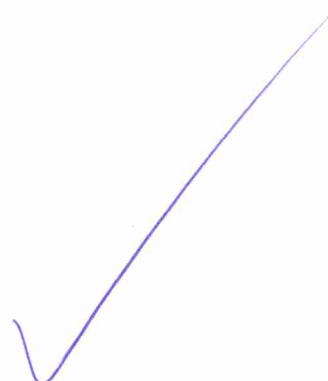
hi Christine - I just noticed the wrong year date in period 3 on this last page spreadsheet on the council memo - please change if I am not too late.

Thx!

Take care,

Linda Healing, BA  
Community Development Supervisor  
Social Planning Dept, City of Red Deer  
Box 5008, Red Deer AB T4N 3T4

Alexander Way, 4817 - 48th Street  
Phone: 403-342-8342  
Fax: 403-342-8222  
[linda.healing@reddeer.ca](mailto:linda.healing@reddeer.ca)



"In every community, there is work to be done. In every nation, there are wounds to heal. In every heart, there is the power to do it."

...Marianne Williamson

**Christine Kenzie**

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**From:** Linda Healing  
**Sent:** December 08, 2011 11:53 AM  
**To:** 'Matthew Cornall'  
**Cc:** Scott Cameron; Christine Kenzie  
**Subject:** RE: Council memo, tentative January CHAB agenda  
**Attachments:** Dec 1 2011 SIRE HPS grant recommendation for Dec 12 council agenda.doc

Thx for agreeing to present the attached memo to council on Monday Matt,

I will watch for you at City Hall, Council Chamber on 2nd floor at 3 PM. Have a great weekend!

Take care,

Linda Healing, BA  
Community Development Supervisor  
Social Planning Dept, City of Red Deer  
Box 5008, Red Deer AB T4N 3T4

Alexander Way, 4817 - 48th Street  
Phone: 403-342-8342  
Fax: 403-342-8222  
[linda.healing@reddeer.ca](mailto:linda.healing@reddeer.ca)

"In every community, there is work to be done. In every nation, there are wounds to heal. In every heart, there is the power to do it."

...Marianne Williamson

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**From:** Matthew Cornall [mailto:[mcornall@allnorth.com](mailto:mcornall@allnorth.com)]  
**Sent:** December 07, 2011 1:10 PM  
**To:** Linda Healing  
**Subject:** Re: Council memo, tentative January CHAB agenda

Hi Linda,

I'm in meetings until 3, I will call you later this afternoon.  
Warmest Regards;

Matthew Cornall, BA (Hons) | Economic Development Coordinator  
ALLNORTH CONSULTANTS LIMITED  
Safety in Everything We Do  
#7, 20A Sylvaire Close, Sylvan Lake, AB, T4S 2H6  
Phone:(403) 887-7379 Cell:(403) 307-1068 Fax:(403) 887-7399  
British Columbia | Alberta | Saskatchewan | Nova Scotia | Newfoundland & Labrador  
[www.allnorth.com](http://www.allnorth.com)

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**From:** Linda Healing <Linda.Healing@reddeer.ca>  
**Date:** Wed, 7 Dec 2011 11:11:11 -0700  
**To:** 'Matthew Cornall' <mcornall@allnorth.com>  
**Cc:** Scott Cameron <Scott.Cameron@reddeer.ca>; Roxana Nielsen Stewart <Roxana.Nielsen.Stewart@reddeer.ca>  
**Subject:** Council memo, tentative January CHAB agenda

Hi Matt,

Will you call me to discuss your availability (10-20 minutes likely) for recommending the HPS grant to City Council sometime on the afternoon of Monday, December 12th? I should hear approximate time by tomorrow.

Basically your role would be to state the gist of the attached memo, answering any questions Council may have (we do not expect any) and awaiting their motion and vote to approve. Roxana, Scott and I will be in the audience as well and can assist. Prior to this staff presented memos on behalf of CHAB. With what occurred in October at Council, I think the strength of having the CHAB chair present to Council instead is to position the CHAB board as the group who clearly has the responsibility to review and make funding recommendations.

(Scott would present the re-profiling memo prior to this, asking Council to give administration direction to request the feds carry forward unspent dollars to the next time period.)

I should be at my desk 10 AM - 1 PM today and 9:30 - noon tomorrow, or you can call my cell anytime at 403.357.8342 and I may have to call you back. Thanks for considering...

Take care,

Linda Healing, BA  
Community Development Supervisor  
Social Planning Dept, City of Red Deer  
Box 5008, Red Deer AB T4N 3T4

Alexander Way, 4817 - 48th Street  
Phone: 403-342-8342  
Fax: 403-342-8222  
[linda.healing@reddeer.ca](mailto:linda.healing@reddeer.ca)

"In every community, there is work to be done. In every nation, there are wounds to heal. In every heart, there is the power to do it."

...Marianne Williamson

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**From:** Scott Cameron  
**Sent:** December 06, 2011 3:52 PM  
**To:** Linda Healing  
**Cc:** Elaine Vincent  
**Subject:** Re: date change in council memo!

2011/12/08



Just chatted with Elaine. If Matt is available to present the recommendations on Monday, that would be great. I will present the reprofiling recommendation.

Sent from Scott's iPad

On 2011-12-06, at 11:58 AM, "Linda Healing" <[Linda.Healing@reddeer.ca](mailto:Linda.Healing@reddeer.ca)> wrote:

to discuss at 1:15...

Take care,

Linda Healing, BA  
Community Development Supervisor  
Social Planning Dept, City of Red Deer  
Box 5008, Red Deer AB T4N 3T4

Alexander Way, 4817 - 48th Street  
Phone: 403-342-8342  
Fax: 403-342-8222  
[linda.healing@reddeer.ca](mailto:linda.healing@reddeer.ca)

"In every community, there is work to be done. In every nation, there are wounds to heal. In every heart, there is the power to do it."

...Marianne Williamson

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**From:** Christine Kenzie  
**Sent:** December 06, 2011 11:19 AM  
**To:** Linda Healing  
**Subject:** FW: date change in council memo!

Made the change. Can you confirm who will be presenting these reports at the Council meeting on December 12th? Suggestion at agenda review this morning with Morris and Craig was that it should be the CHAB Chair. Please confirm and let me know the name of the Chair if this is the case.

Thanks.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

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**From:** Linda Healing  
**Sent:** December 06, 2011 9:38 AM

**To:** Christine Kenzie  
**Subject:** date change in council memo!

hi Christine - I just noticed the wrong year date in period 3 on this last page spreadsheet on the council memo - please change if I am not too late.

Thx!

Take care,

Linda Healing, BA  
Community Development Supervisor  
Social Planning Dept, City of Red Deer  
Box 5008, Red Deer AB T4N 3T4

Alexander Way, 4817 - 48th Street  
Phone: 403-342-8342  
Fax: 403-342-8222  
[linda.healing@reddeer.ca](mailto:linda.healing@reddeer.ca)

"In every community, there is work to be done. In every nation, there are wounds to heal. In every heart, there is the power to do it."

...Marianne Williamson

<Dec 1 2011 SIRE HPS grant recommendation for Dec 12 council agenda.doc>

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This e-mail is intended for the original recipient(s) only. If you have received it in error, please advise the sender and delete this message.

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[This message has been scanned for security content threats and viruses.]

[The City of Red Deer I.T. Services asks that you please consider the environment before printing this e-mail.]

**Council Decision – October 31, 2011**

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

**DATE:** November 2, 2011

**TO:** Scott Cameron, Social Planning Manager  
Dustin Quirk, Community Housing Advisory Board, Chair  
Roxana Nielsen Stewart, Program Coordinator – Housing  
Linda Healing, Supervisor, Social Planning department

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Federal Homelessness Partnering Strategy Grant – Response to  
Council's Directive of September 19, 2011

**Reference Report:**

Social Planning Manager, dated October 17, 2011.

**Resolution:**

The following resolution was passed during the Regular Council meeting held on Monday, October 31, 2011:

**Resolved** that Council of The City of Red Deer having considered the report from the Social Planning Manager, dated October 17, 2011, re: Federal Homelessness Partnering Strategy Grant – Response to Council's Directive of September 19, 2011, hereby agrees that new funding allocations from the Community Housing Advisory Board regarding the Federal Homelessness Partnering Strategy Grant be provided for Council's review in December, 2011.

**Report back to Council:** Yes

**Comments/Further Action:**

Administration is to bring the new funding allocations for the Community Housing Advisory Board regarding Homelessness Partnering Strategy to Council for their review at the December 12, 2011 Council Meeting.



Elaine Vincent  
Legislative & Governance Services Manager

c Acting Director of Community Services  
Corporate Meeting Coordinator



November 08, 2011

## New Council Policy 5331-C - "Delegation: Disposal of Unclaimed Items"

Legislative and Governance Services

### Report Summary & Recommendation:

---

The MGA (s.610 (2)) requires unclaimed lost and found items to be taken to public auction **unless otherwise directed by Council**. The practice of taking items to public auction has at times incurred more costs to The City than the City has recovered through the sale of the item(s). In order to enable The City to dispose of unclaimed lost and found items in a cost effective and practical method, Council is being asked to give authority to the City Manager to expand the options for disposing of unclaimed lost and found items. A policy, 5331-C Delegation: Disposal of Unclaimed Items, has been drafted for Council's consideration.

### City Manager Comments:

---

I support the recommendation of Administration that Council approve Council Policy 5331-C.

Craig Curtis  
City Manager

### Proposed Resolution

---

Resolved that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Department, dated November 8, 2011, Re: New Council Policy 5331-C – Delegation: Disposal of Unclaimed Items, hereby approves Council Policy 5331-C-Delegation: Disposal of Unclaimed Items, as presented to Council on December 12, 2011.



## Report Details

### **Background:**

---

Departments, including Transit and Recreation, Parks and Culture acquire a significant volume of lost and found items. These items are commonly used clothing, books, binders, bags. To comply with the MGA, departments dispose of these items through public auction. The costs of sending these items to auction (i.e. pick up charges, or staff time, mileage reimbursement, fuel) are at times significantly greater than the proceeds.

### **Discussion:**

---

To address the issue of cost, the proposed change is to expand the disposal method for unclaimed lost and found items. To do this, a Council policy has been drafted that delegates authority to the City Manager to determine the method of disposal for lost and unclaimed property in The City's possession. This would then enable the City Manager to give departments other options for disposal (such as donations or destruction) that take into consideration cost and practicality.

### **Analysis:**

---

The proposed Council policy will enable The City to make cost efficient decisions on disposing unclaimed lost and found items. The proposed policy has no anticipated budget implications.

**Delegation:**  
**Disposal of Unclaimed Items****DRAFT: November 14, 2011****Purpose:**

To manage the disposal of lost and unclaimed property in accordance with the Municipal Government Act (MGA).

**Policy Statement:**

The City Manager is delegated the authority to determine the method of disposal for lost and unclaimed property in The City's possession.

**References:**

1. Municipal Government Act (s. 610)
2. Corporate policy 5309-CP Disposal of Surplus City Material and Equipment

**Monitoring:**

This policy will be reviewed every three years from the date of approval, or earlier if determined necessary.

**Status:**

<b>Resolution Date:</b>	<b>Details:</b>
	Approved

**DATE:** December 15, 2011  
**TO:** Frieda McDougall, Deputy City Clerk  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** New Council Policy 5331-C – “Delegation: Disposal of Unclaimed Items”

---

**Reference Report:**

Legislative & Governance Services Manager, dated November 08, 2011.

**Resolution:**

The following resolution was passed during the Regular Council meeting held on Monday, December 12, 2011:

Resolved that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Department, dated November 8, 2011, Re: New Council Policy 5331-C – Delegation: Disposal of Unclaimed Items, hereby approves Council Policy 5331-C-Delegation: Disposal of Unclaimed Items, as presented to Council on December 12, 2011.

**Report back to Council:** No

**Comments/Further Action:**

Administration will proceed with implementing the above policy. As well, this item is to be brought to a future Governance and Policy Committee for a discussion under Executive Limitation and the dollar amount this policy relates to.



Elaine Vincent  
Legislative & Governance Services Manager

c: Policy Coordinator  
Committees Coordinator



December 09, 2011

## Comparative Site Analysis Report for Skateboard Park and Spray Park

Recreation Parks and Culture

### **Report Summary & Recommendation:**

---

The purpose of this report is to provide Council with a list of suitable sites for the future development of both a Spray Park and Skateboard Park in the City of Red Deer.

That Council approves the Rotary Recreation Park as a site for a future Spray Park. Council also approve the Glendale School as a site for a future Regional Skateboard Park pending further discussion with the Red Deer Public School Division.

### **City Manager Comments:**

---

I support the recommendation of Administration.

Craig Curtis  
City Manager

### **Proposed Resolution**

---

Resolved that Council of The City of Red Deer having considered the report from the Recreation, Parks and Culture Department, dated December 9, 2011, Re: Comparative Site Analysis Report for Skateboard Park and Spray Park, hereby:

1. Approves the Rotary Recreation Park as a site for a future Spray Park.
2. Approves the Glendale School as a site for a future Regional Skateboard Park pending further discussion with the Red Deer Public School Division.





## Report Details

### **Background:**

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In May of 2011 Red Deer City Council met to look at recreation, parks and cultural facility needs in the community and for prioritization recommendations. Two projects that were identified as potential 2013 centennial celebratory opportunities were a Spray Park and Skateboard Park. In order to move forward to the Concept and Design Stages for either project a suitable site had to be determined for these projects.

In the Rotary Recreation Park and South Area Site Study report a spray park was identified as a part of the aquatic zone.

The first step in the development of these potential projects was to determine suitable sites and then make recommendation to council on preferred location. This would allow us to move on to the concept and detail design stages for each project pending appropriate approvals.

The Recreation, Parks and Culture Department was already involved in community development work related to the Northside Community Centre Project and as this was also one of the potential sites to be evaluated, and in the interests in economy of scope, it was determined to add the site evaluation work on to this existing project.

### **Discussion:**

---

In May of 2011, a Steering Committee was formed, Terms of Reference developed, and consulting firm selected to move forward with the site analysis report. The steering committee, comprised of RP&C staff met with the consultant, ISL to create a master list of all potential City Owned Properties that would be suitable for development of a Spray Park or Skateboard Park.

The list of potential sites for development was ranked against evaluation criteria to measure existing infrastructure and support facilities, land use and ownership, walkability and access to trail connections and transit, safety and consideration to CPTED principles, size of site and parking just to name a few. The fact that several sites were sharing or adjacent to Schools or sensitive areas time was set aside to approach those groups for their input as potential stakeholders.

Public consultation was conducted through an on line survey, and open houses. The online survey was utilized to engage a wide demographic of users. This survey gave the project team information on ideas and issues to be aware of in the development of the project from potential users and community perspectives.



An open house was held at Glendale School on September 14<sup>th</sup> and participants were led through an interactive session related to the Northside Community Centre Project. Although the focus of this session was mainly on a Community Centre proposed for the Glendale Site it was also an opportunity to let the Community know of the potential Spray Park or Skateboard Park development that could happen and gather feedback.

November 26, 2011 and Public Open House was held at the Collicutt Centre and Dawe Centre to gather public feedback on the locations that had been proposed.

### **Analysis:**

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Suitable sites were identified and evaluated based on assessment criteria including size of site, access/movement, environmental/cultural conditions, amenities, land use and location, safety and security (CPTED), infrastructure, operations and maintenance.

For each of the projects a site shortlist was developed and then through the evaluation criteria a recommended location established. For detailed analysis please see attached consultants report.




Considering all evaluation criteria the consultants recommend the Rotary Recreation Park site for the development of a spray park and the Glendale school site for the development of a skateboard park. Please see attached proposed site maps for information on specific location on each site.

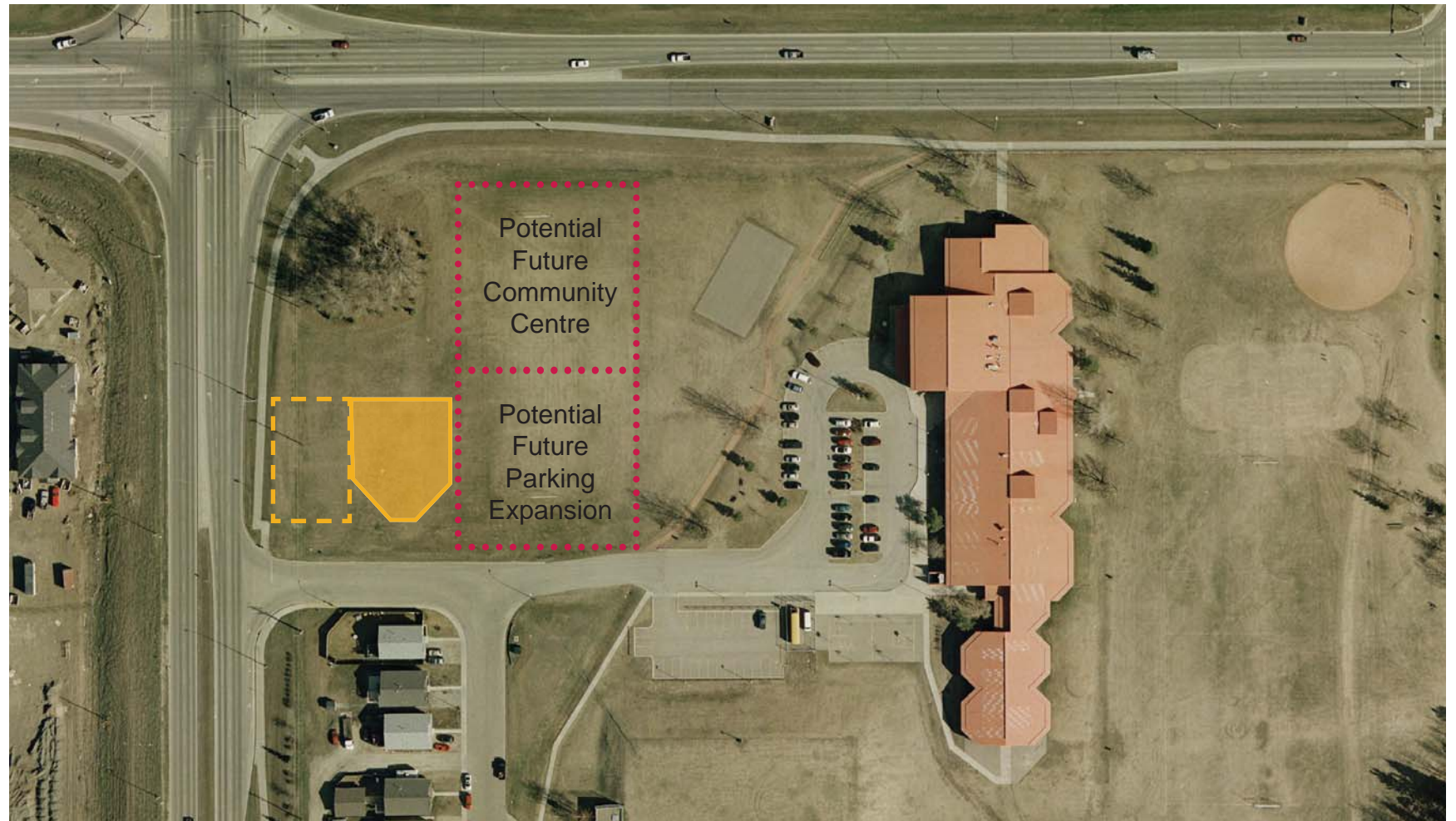


## Glendale School Site

- Complementary facilities (schools/future community centre) in vicinity
- Site is currently being reviewed as a potential location for a community centre
- Sufficient available space
- Good demographics and population density
- Good visibility and minimal security issues
- Good location as City grows
- Location on transit and sidewalk/trail network
- Needs to be discussed further with School Board

### Plan Symbols

-  Existing Skate Park Footprint
-  Potential Skate Park Footprint
-  Potential Future Expansion

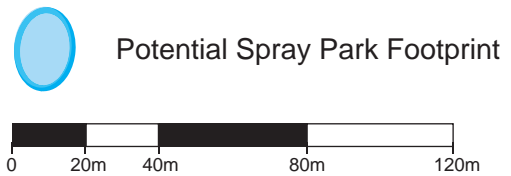




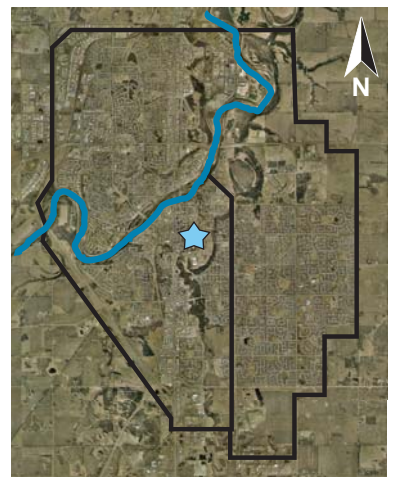
## Rotary Recreation Park Site

- Complementary to Rotary Recreational Park and South Area Study 2010
- Complementary to activities planned for site
- Potential facility sharing
- Central location and adjacent to Downtown
- Good trail, transit, and parking
- Will be a destination activity due to area demographics
- Limited parking availability could be a challenge

### Plan Symbols



Plan overlay from Red Deer Rotary Recreation Park and South Site Study 2010





**DATE:** December 15, 2011  
**TO:** Kristina Öberg, Acting Recreation, Parks & Culture Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Comparative Site Analysis Report for Skateboard Park and Spray Park

---

**Reference Report:**

Acting Recreation, Parks & Culture Manager, dated December 09, 2011.

**Resolutions:**

The following resolutions were passed during the Regular Council meeting held on Monday, December 12, 2011:

Resolved that Council of The City of Red Deer having considered the report from the Recreation, Parks and Culture Department, dated December 9, 2011, Re: Comparative Site Analysis Report for Skateboard Park and Spray Park, hereby approves the Rotary Recreation Park as a site for a future Spray Park.

Resolved that Council of The City of Red Deer having considered the report from the Recreation, Parks and Culture Department, dated December 9, 2011, Re: Comparative Site Analysis Report for Skateboard Park and Spray Park, hereby approves the Glendale School as a site for a future Regional Skateboard Park pending further discussion with the Red Deer Public School District and neighbours.

**Report back to Council:** No

**Comments/Further Action:**

Administration is to proceed with the recommendations of Council.



Elaine Vincent  
Legislative & Governance Services Manager

c: Acting Director of Community Services  
Director of Corporate Services  
Financial Services Manager  
Projects Superintendent

**Christine Kenzie**

---

**To:** Jerry Hedlund

**Subject:** RE: December 12 2011 Council Meeting Schedule

Thanks for letting me know. Kristina did not mention anything about a presentation from the consultant.

His presentation should be limited to 10 minutes ---- and if he has a power point presentation --- he should email it to you and or me prior to Monday. You can bring the presentation on a memory stick or put the presentation in the Council Presentations Folder on CHFILE so that it is accessible for the Council Meeting on Monday.

Let me know if you have any questions.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

---

**From:** Jerry Hedlund

**Sent:** December 07, 2011 3:14 PM

**To:** Christine Kenzie

**Cc:** Kristina Oberg

**Subject:** RE: December 12 2011 Council Meeting Schedule

Christine,  
Please note that Randy Heaps from ISL Engineering will be doing short presentation related to the Spray Park/Skateboard Park Site Assessment.

**Jerry Hedlund, C.E.T**

Projects Superintendent

City of Red Deer

ph: (403)356-8911

fax: (403)342-8306

email: [jerry.hedlund@reddeer.ca](mailto:jerry.hedlund@reddeer.ca)

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**From:** Christine Kenzie

**Sent:** December 07, 2011 3:10 PM

**To:** Mayor and Councillors; Corporate Leadership Team; Don Simpson; Michelle Baer; Jennifer Carver; Howard Thompson; Nancy Hackett; Howard Thompson; Tom Warder; Frank Colosimo; Kristina Oberg; Scott Cameron; Linda Healing; Roxana Nielsen Stewart; Lisa Joshua; Jerry Hedlund; Vicki Swainson; Michael Williston; Lee Birn; Daryl Bunnell

**Cc:** Joni Baillie; Linda Rehn; Carolyn Rothenbacher; Heather McLaren

**Subject:** December 12 2011 Council Meeting Schedule

Attached is the proposed schedule for the Monday, December 12, 2011 Council Meeting. Note that there is an In Camera Meeting scheduled for 2:00 P.M. to approximately 2:15 P.M.

2011/12/07



December 01, 2011

## Proposed Shoppers Drug Mart & Canadian Brew House at Clearview Market

Inspections and Licensing

### **Report Summary & Recommendation:**

---

A development permit application has been received by the Inspections & Licensing Department for City Council's consideration, from Melcor Developments, to develop a 1719.82m<sup>2</sup> Shoppers Drug Mart to be located at 7 Clearview Market Way and the discretionary use for a 603.87m<sup>2</sup> drinking establishment with a 111.5m<sup>2</sup> patio, on behalf of the Canadian Brew House, at 12 Conway Street, zoned DC(27). (See attached site plan "Appendix A")

The following two recommendations can be considered by City Council:

- A.** That City Council approve the development, on behalf of Shoppers Drug Mart, of a 1719.82<sup>2</sup> commercial building, to be located at 7 Clearview Market Way, zoned DC(27).

Approval is subject to the following conditions:

1. The owner will be required to extend the 67<sup>th</sup> Street trail from Carleton Avenue to 30<sup>th</sup> Avenue, satisfactory to Engineering Services.
2. The owner is required to enter into an Indemnity Agreement for all surface improvements over top of public utility right of ways, satisfactory to Engineering Services.
3. The owner to submit a preliminary easement plan showing the required easements of the minimum 2 metres wide along the cable alignment and 3 metres square at each transformer location, satisfactory to the Electric, Light and Power Department.
4. The owner to sign a work order for the installation of power services, satisfactory to the Electric, Light and Power Department.

- B.** That City Council approve the development, on behalf of the Canadian Brew House, for the discretionary use of a of a 603.87m<sup>2</sup> drinking establishment with a



111.5m<sup>2</sup> patio, on behalf of the Canadian Brew House, at 12 Conway Street, zoned DC(27).

Approval is subject to the following conditions:

1. The owner will be required to extend the 67<sup>th</sup> Street trail from Carleton Avenue to 30<sup>th</sup> Avenue, satisfactory to Engineering Services.
2. The owner is required to enter into an Indemnity Agreement for all surface improvements over top of public utility right of ways, satisfactory to Engineering Services.
3. The owner to submit a preliminary easement plan showing the required easements of the minimum 2 metres wide along the cable alignment and 3 metres square at each transformer location, satisfactory to the Electric, Light and Power Department.
4. The owner to sign a work order for the installation of power services, satisfactory to the Electric, Light and Power Department.
5. The owner must meet the requirements for fats, oil and grease (FOG) interception for commercial developments as outlined in the City of Red Deer Utility Bylaw 3215-98, satisfactory to Engineering Services.
6. The owner will be required to obtain a Drinking Establishment License, satisfactory to the Inspections & Licensing Department.

### **City Manager Comments:**

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I support the recommendations of Administration.

Craig Curtis  
City Manager

### **Proposed Resolution**

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That Council approve the developments as recommended.





## Report Details

### **Background:**

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On September 20, 2010, City Council approved a Concept Plan for the Clearview Market district. There have been four banks (with drive-thru's) approved on the site. These banks are currently under construction. Three commercial retail units of approximately 1022m<sup>2</sup> each have also recently been approved by the Development Officer. No building permits for these buildings have been issued at this time.

### **Land Use Bylaw – Direct Control Zoning (DC27)**

The general purpose of this Direct Control (DC27) district is “to allow for and encourage a variety of commercial, limited office, residential, civic, cultural and recreational uses that primarily serve the local neighbourhoods. These uses shall be distributed throughout a comprehensively designed development area that emphasizes sustainability and compact pedestrian friendly urban development.”

The Development Officer is the approving authority for developments in this district under 50,000 square feet (4645.15m<sup>2</sup>), when the development is compliant with the DC(27) district and complies with the Site Plan and Design Package that was approved by City Council. In the case of an application that does not comply with the overall Concept Plan, and where there is a deviation that is considered major or where the development would result in a lower standard of development, City Council becomes the approving authority. City Council is also the approving authority for discretionary uses.

The Concept Plan shows a gas bar in the location Shoppers Drug Mart is proposing to locate, with a future gas bar being located further to the west on Carrington Drive. The applicant is requesting approval for a deviation to the approved site plan.

The Land Use Bylaw [Section 5.7(8)] requires a maximum floor area not exceed 556.0m<sup>2</sup> for a drinking establishment. The applicant is requesting a relaxation of 46.87m<sup>2</sup> for the building, as well as an additional relaxation of 111.5m<sup>2</sup> for the seasonal outdoor patio. It is anticipated that the occupant load will be approximately 200 persons inside and an additional 75 persons outdoors (seasonally).

### **Discussion:**

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#### **Development Information**

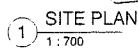
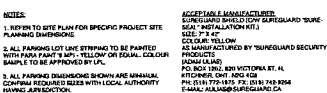
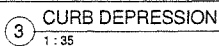
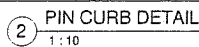
The relocation of the gas bar to a location further west on the site and the inclusion of the Shoppers Drug Mart on the corner of 30 Avenue and Clearview Drive should work well.



The drug store will provide a more attractive façade on the corner and the gas bar is still located adjacent to the collector road (Clearview Drive). The exterior elevations of the building match the Design Package approved by Council. The building will be finished in decorative stucco in beige and brown, with cultured stone accents. The parking and landscaping are in keeping with the Concept Plan. Pedestrian walkways are provided around the building and a pedestrian connection is provided to the adjacent sites. The parking stalls have curb stops and curb drops for accessibility.

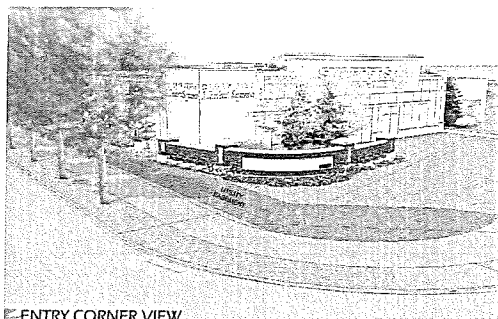
The definition of a “drinking establishment (adult entertainment prohibited)” is, “an establishment the primary purpose of which is the sale of alcoholic beverage for the consumption on the premises and the secondary purposes of which may include entertainment, dancing, music, the preparation and sale of food for consumption on the premises, take-out food services and the sale of alcoholic beverages for consumption away from the premises as accessory uses, but does not include or permit adult entertainment. **This drinking establishment includes any premises in respect of which a “Class A” Liquor License has been issued and where minors are prohibited by the terms of the license** and where no adult entertainment is permitted.”

In this case, the applicant is proposing a pub style restaurant that has sales consisting of 50% food and 50% liquor. The restaurant and serving portions of the building comprise more than half the floor area (see letters attached). The business must be designated as a drinking establishment due to the “Class A, minors prohibited” liquor license. The building is set at the centre of the development, within a large landscaped area and should increase pedestrian activity and evening activity on the site. The exterior elevations of the building match the Design Package approved by Council. The building will be finished in decorative stucco, metal cladding and large glazed areas. The parking and landscaping are in keeping with the Concept Plan. Pedestrian walkways are provided around the building and a pedestrian connection is provided to the adjacent sites. The parking stalls have curb stops and curb drops for accessibility.



PLOT SCALE: 3/8"

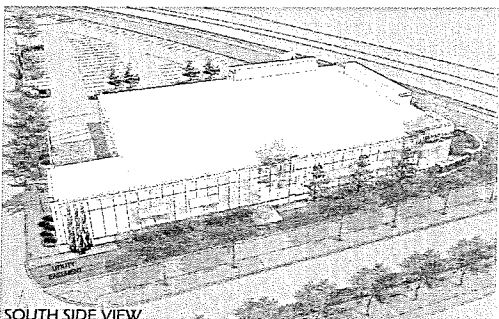
DRAWING NUMBER: A1-6



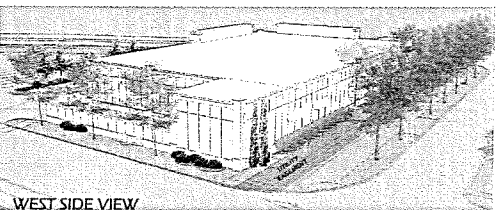
ENTRY CORNER VIEW



30TH AVENUE VIEW



SOUTH SIDE VIEW



WEST SIDE VIEW

# DEVELOPMENT

SHOPPERS SITE AREA = 0.861 ha.  
REQUIRED LANDSCAPING AREA (19/02) = 1,029 sq.m.  
PROVIDED LANDSCAPING AREA (19/02) = 1,316.6 sq.m.

## BYLAW INFORMATION

ZONING: C2  
FRONT YARD:  
REQUIRED: 5.0m, (19.7 ft.)  
SIDE YARD:  
REQUIRED: 1.0m, (4.32 ft.)  
REAR YARD:  
REQUIRED: 3.0m (9.84 ft.)

# REQUIRED TREE PLANTING: 1 PER 60 sq.m. = 17

BYLAW: 33% CONIFEROUS (6 TREES)  
66% DECIDUOUS (11 TREES)

## REQUIRED SHRUB PLANTING: 1 PER 30 sq.m. = 34

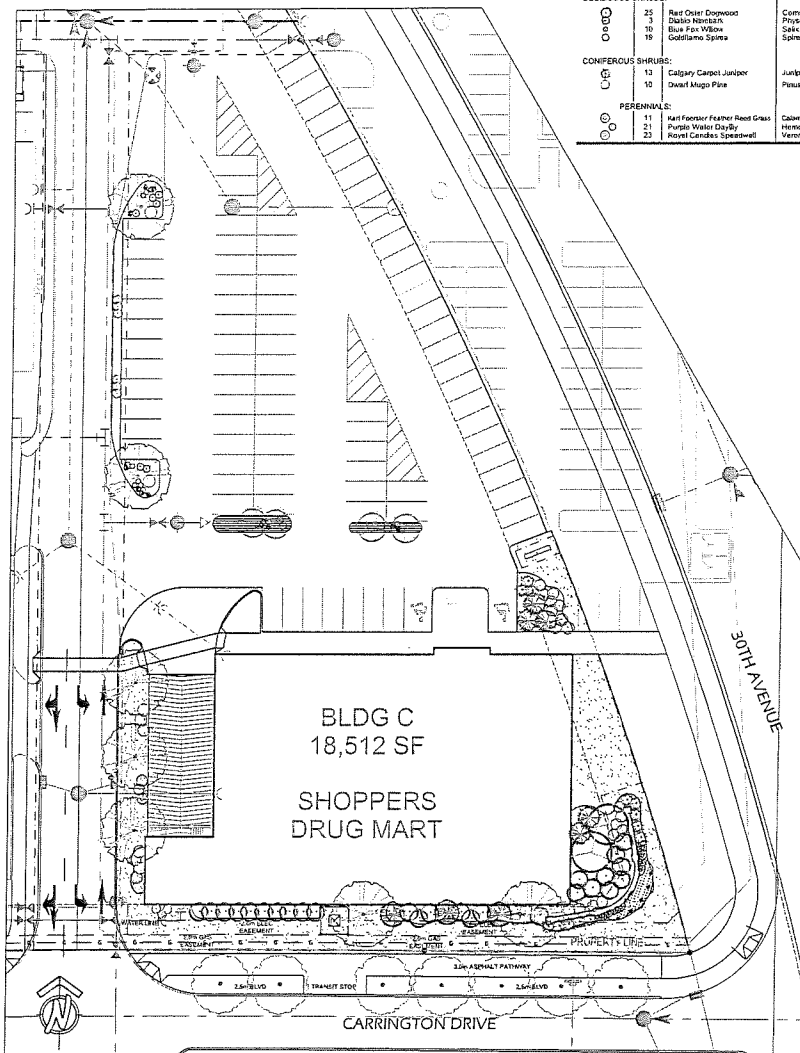
BYLAW: 33% CONIFEROUS (12 SHRUBS)  
66% DECIDUOUS (22 SHRUBS)

## TREES PROVIDED: 31 SHRUBS PROVIDED: 120

CONIFEROUS - 9 TREES CONIFEROUS - 23  
DECIDUOUS - 22 TREES DECIDUOUS - 97

## LANDSCAPING LEGEND

ROCK MULCH SOD ON 150mm TOPSOIL  
RUMBLE BOULDER



## SHOPPERS Plant List

SYMBOL	QTY	COMMON NAME	BOTANICAL NAME	SIZE	SPACING	REMARKS
DECIDUOUS TREES:						
7	1	Palmetto Green Ash	Fraxinus pennsylvanica 'Palmetto'	75mm CAL	AS SHOWN	B & B
4	1	Twining Aspen	Populus tremuloides	60mm CAL	AS SHOWN	B & B
5	1	Sweeten Columbian Aspen	Populus tremula 'Tremula'	60mm CAL	AS SHOWN	B & B
2	1	Schubert Cuckoocherry	Prunus virginiana 'Schubert'	60mm CAL	AS SHOWN	B & B
CONIFEROUS TREES:						
5	1	Calceola Spruce	Picea purgens	2.5m H.	AS SHOWN	B & B
3	1	Sooty Pine	Pinus strobus	2.5m H.	AS SHOWN	B & B
DECIDUOUS SHRUBS:						
25	1	Red Osier Dogwood	Cornus sericea	#5 pot	AS SHOWN	container
10	1	Double Noddy	Physocarpus opulifolius 'Double'	#2 pot	AS SHOWN	container
19	1	Blue Fox Willow	Salix discolor 'Blue Fox'	#2 pot	AS SHOWN	container
CONIFEROUS SHRUBS:						
13	1	Calgary Carpet Juniper	Juniperus sabitica 'Calgary Carpet'	#5 pot	AS SHOWN	container
10	1	Dwarf Mugo Pine	Pinus mugo mugo	#5 pot	AS SHOWN	container
PERENNIALS:						
11	1	Karl Foerster Feather Reed Grass	Calamagrostis acutiflora 'Karl Foerster'	#1 pot	AS SHOWN	container
21	1	Purple Water Daisy	Hemerocallis 'Purple Water'	#1 pot	AS SHOWN	container
23	1	Royal Candice Spirewill	Veronica spicata 'Gloria'	#1 pot	AS SHOWN	container

**L.A. West**  
Landscape Architectural Consultants

467 - 31st Avenue NW, Calgary, AB T2M 2P5  
Off: (403) 233-0921 Fax: (403) 233-0927



NO.	DATE	DESCRIPTION
1		DEVELOPMENT PERMIT SUBMISSION
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**TURNER FLEISCHER**  
**FOCUS**

## CONSTRUCTION NOTES:

1. ALL LANDSCAPE CONSTRUCTION TO MEET CITY OF RED DEER STANDARDS.
2. THE CONTRACTOR SHALL ENSURE COORDINATION WITH ALBERTA FIRST CALL AND OTHER UTILITIES AS REQUIRED TO STAKE ALL BELOW GRADE UTILITIES. CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGE TO UTILITIES.
3. ALL PLANT MATERIAL TO BE TRUE TO TYPE, SIZE, QUALITY AND CONDITION AS SPECIFIED.
4. PLANT MATERIAL LOCATIONS TO BE ADJUSTED ON-SITE WITH REGARD TO SETBACKS FOR ABOVE AND BELOW GROUND UTILITIES, ACCESS POINTS, EXISTING PLANT MATERIAL, AND SITE CONDITIONS.
5. ALL PLANT MATERIAL TO CONFORM TO THE CANADIAN STANDARDS FOR NURSERY STOCK CURRENT ISSUE.
6. ALL BED SHAPES, SIZES AND LOCATIONS ARE SUBJECT TO ADJUSTMENT ON-SITE BY THE LANDSCAPE ARCHITECT. TOTAL NUMBERS OF PLANT MATERIAL WILL BE MAINTAINED THROUGHOUT THE PROJECT.
7. CONIFER AND SHRUB PLANTING TO BE IN MULCH BEDS.
8. PLANT MATERIAL LOCATIONS ARE SUBJECT TO CHANGE BASED ON SHALLOW UTILITY LOCATIONS AND FINAL BUILDING DESIGN. ALL PLANT QUANTITIES WILL REMAIN AS PROPOSED.
9. PARKING LOT ISLANDS TO BE EITHER ROCK MULCH OR WOOD CHIP MULCH COVER MATERIALS.

**MELCOR**  
DEVELOPMENTS LTD.

CLEARVIEW MARKET

LANDSCAPE DEVELOPMENT

LANDSCAPE PLAN

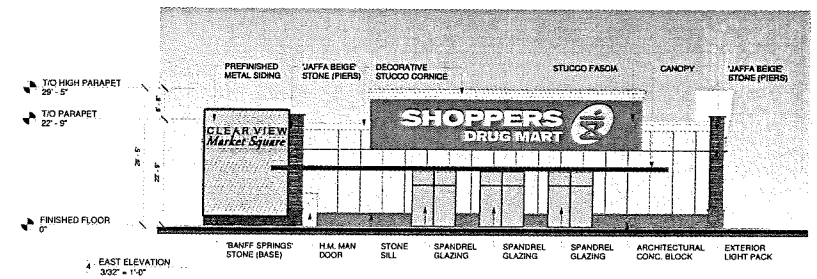
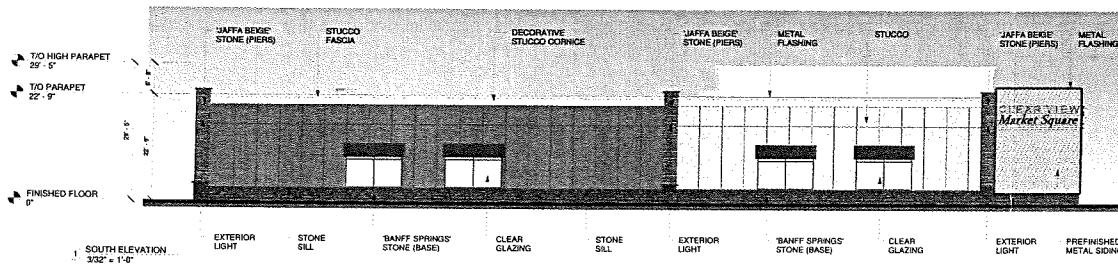
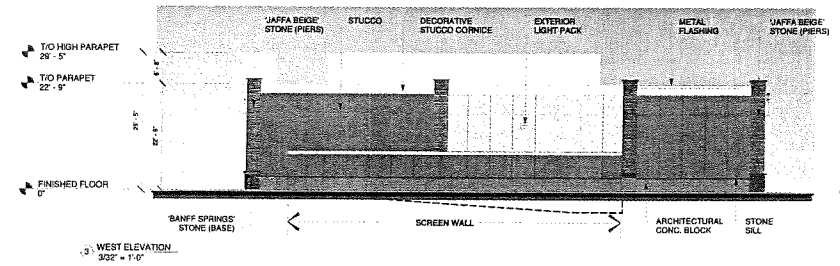
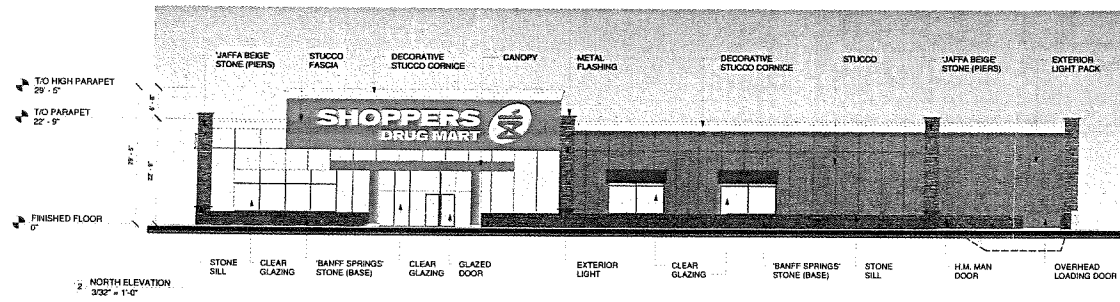
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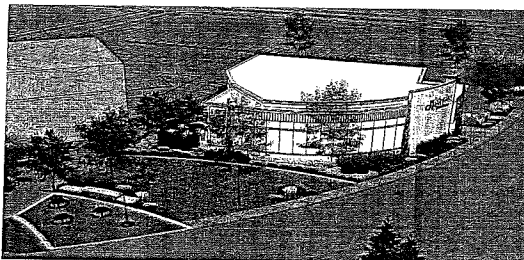
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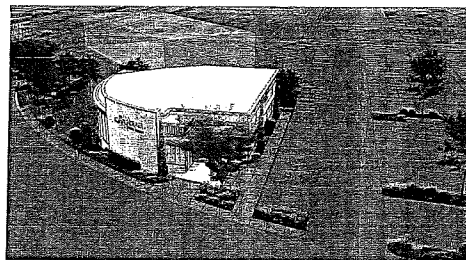
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**L3**

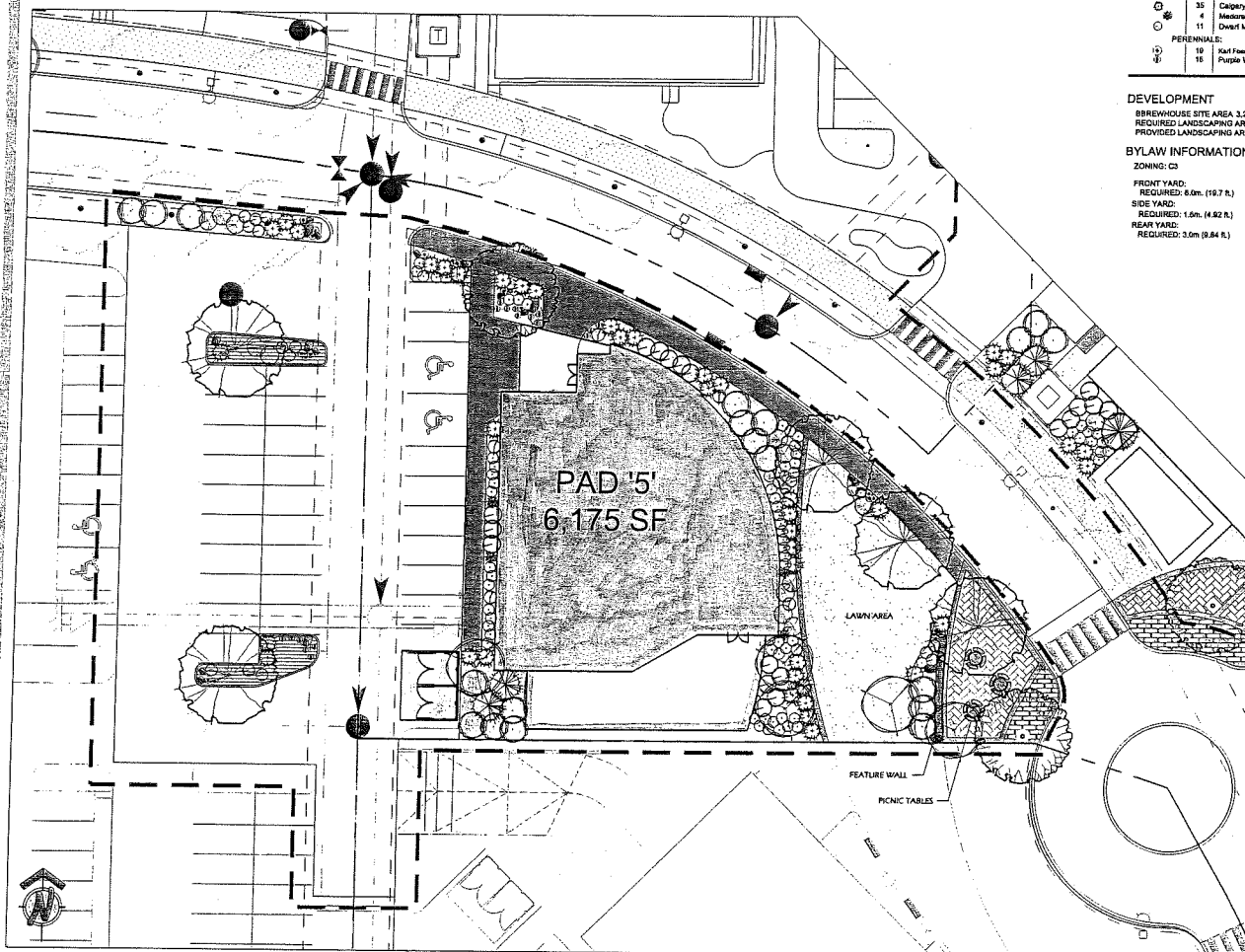




VIEW FROM EAST SIDE



VIEW FROM NORTH SIDE



## Brewhouse Plant List

SYMBOL	QTY	COMMON NAME	BOTANICAL NAME	SIZE	SPACING	REMARKS
<b>DECIDUOUS TREES:</b>						
	8	Patriot Green Ash	<i>Fraxinus pennsylvanica</i> 'Patriot'	75mm CAL	AS SHOWN	B & B
	5	Swedish Columnar Aspen	<i>Populus tremula</i> 'Erecta'	80mm CAL	AS SHOWN	B & B
	5	Royalty Crabapple	<i>Malus x 'Royalty'</i>	50mm CAL	AS SHOWN	B & B
	2	Bristle Elm	<i>Ulmus americana</i> 'Bristle'	75mm CAL	AS SHOWN	B & B
<b>CONIFEROUS TREES:</b>						
	2	Colorado Spruce	<i>Picea pungens</i>	2.5m HL	AS SHOWN	B & B
<b>DECIDUOUS SHRUBS:</b>						
	16	Red Cedar Dogwood	<i>Cornus sericea</i>	#5 pot	AS SHOWN	container
	14	Dark Gold Nandera	<i>Physocarpus opulifolius</i> 'Dark Gold'	#5 pot	AS SHOWN	container
	13	Diablo Ninebark	<i>Physocarpus opulifolius</i> 'Diablo'	#5 pot	AS SHOWN	container
	3	Blue Fox Willow	<i>Salix amygdaloides</i> 'Blue Fox'	#5 pot	AS SHOWN	container
	60	Goldflame Spirea	<i>Spiraea bumalda</i> 'Goldflame'	#2 pot	AS SHOWN	container
<b>CONIFEROUS SHRUBS:</b>						
	35	Calgary Carpet Juniper	<i>Juniperus sibirica</i> 'Calgary Carpet'	#5 pot	AS SHOWN	container
	4	Medusa Juniper	<i>Juniperus scopulorum</i> 'Medusa'	#5 pot	AS SHOWN	container
	11	Dwarf Mugo Pine	<i>Pinus mugo mugo</i>	#5 pot	AS SHOWN	container
<b>PERENNIALS:</b>						
	19	Red Fescue Feather Reed Grass	<i>Calamagrostis canadensis</i> 'Red Fescue'	#1 pot	AS SHOWN	container
	16	Purple Water Daylily	<i>Hemerocallis</i> 'Purple Water'	#1 pot	AS SHOWN	container

## DEVELOPMENT

BREWHOUSE SITE AREA: 3,278 sq.m.  
REQUIRED LANDSCAPING AREA (15%): 492 sq.m.  
PROVIDED LANDSCAPING AREA (30.7%): 1,006 sq.m.

## BYLAW INFORMATION

ZONING: C3

FRONT YARD:  
REQUIRED: 6.0m (19.7 ft.)  
SIDE YARD:  
REQUIRED: 1.5m (4.92 ft.)  
REAR YARD:  
REQUIRED: 3.0m (9.84 ft.)

REQUIRED TREE PLANTING: 1 PER 60 sq.m. = 17

BYLAW: 33% CONIFEROUS (8 TREES)  
66% DECIDUOUS (11 TREES)

REQUIRED SHRUB PLANTING: 1 PER 30 sq.m. = 34

BYLAW: 33% CONIFEROUS (12 SHRUBS)  
66% DECIDUOUS (22 SHRUBS)

TREES PROVIDED: 19 SHRUBS PROVIDED: 124  
CONIFEROUS - 2 TREES CONIFEROUS - 50  
DECIDUOUS - 17 TREES DECIDUOUS - 74

## LANDSCAPING LEGEND

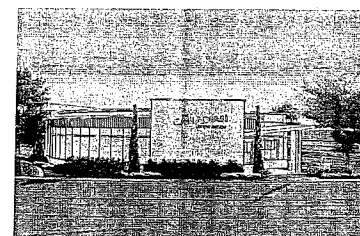
ROCK MULCH 800 ON 150mm TOPSOIL  
RUNDLE BOULDER



PICNIC TABLES



FEATURE WALL



VIEW FROM NORTH SIDEWALK

**L.A.We.**  
Landscape • Architectural • Design • Const.

447 - 31st Avenue NW, Calgary, AB T2M 4  
OF: (403) 233-0921 Fax: (403) 233-0921



ALBERTA ASSOCIATION OF  
LANDSCAPE ARCHITECTS  
Barry Connelly

ISSUE / REVISION

DEVELOPMENT PERMIT SUBMISSION

no. date description

consultants

**TURNER FLEISCHER  
FOCUS**

## CONSTRUCTION NOTES:

1. ALL LANDSCAPE CONSTRUCTION TO MEET CITY OF RED DEER STANDARDS.
2. THE CONTRACTOR SHALL ENSURE COORDINATION WITH ALBERTA FIRST CALL AND OTHER UTILITIES AS REQUIRED TO STAKE ALL BELOW GRADE UTILITIES. CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGE TO UTILITIES.
3. ALL PLANT MATERIAL TO BE TRUE TO TYPE, SIZE, QUALITY AND CONDITION AS SPECIFIED.
4. PLANT MATERIAL LOCATIONS TO BE ADJUSTED ONSITE WITH REGARD TO STAKING FOR ABOVE AND BELOW GROUND UTILITIES, ACCESS POINTS, EXISTING PLANT MATERIAL AND SITE CONDITIONS.
5. ALL PLANT MATERIAL TO CONFORM TO THE CANADIAN STANDARDS FOR NURSERY STOCK CURRENTLY IN EFFECT.
6. ALL BED SHAPES, SIZES AND LOCATIONS ARE SUBJECT TO ADJUSTMENT ONSITE BY THE LANDSCAPE ARCHITECT. TOTAL NUMBERS OF PLANT MATERIAL WILL BE MAINTAINED THROUGHOUT THE PROJECT.
7. CONIFER AND SHRUB PLANTING TO BE IN MULCH BEDS.
8. PLANT MATERIAL LOCATIONS ARE SUBJECT TO CHANGE BASED ON SHALLOW UTILITY LOCATIONS AND FINAL BUILDING DESIGN. ALL PLANT QUANTITIES WILL REMAIN AS PROPOSED.
9. PARKING LOT ISLANDS TO BE EITHER ROCK MULCH OR WOOD CHIP MULCH COVER MATERIALS.

**MELCOR**  
DEVELOPMENTS LTD.

client

project

CLEARVIEW MARKET

LANDSCAPE DEVELOPMENT

drawing title

LANDSCAPE PLAN

0 2 4 10 1 : 200 scale  
20

drawn project no.

TM LAW.080.07.001

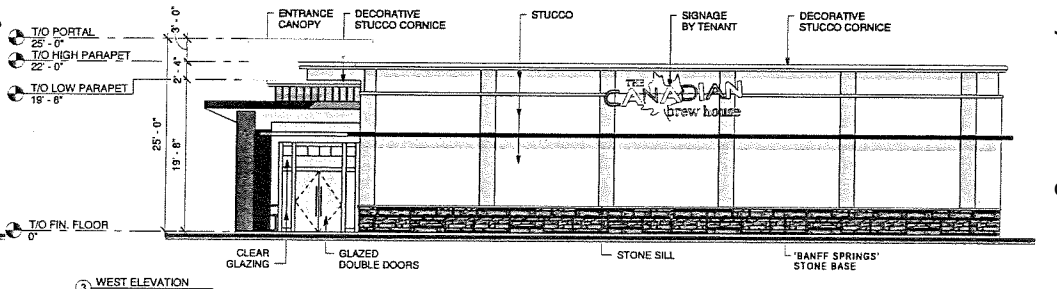
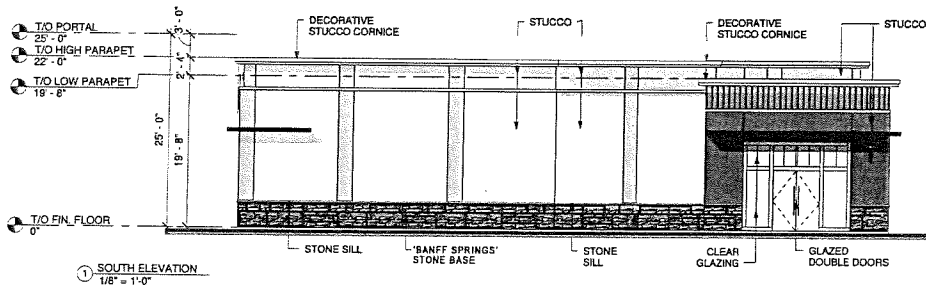
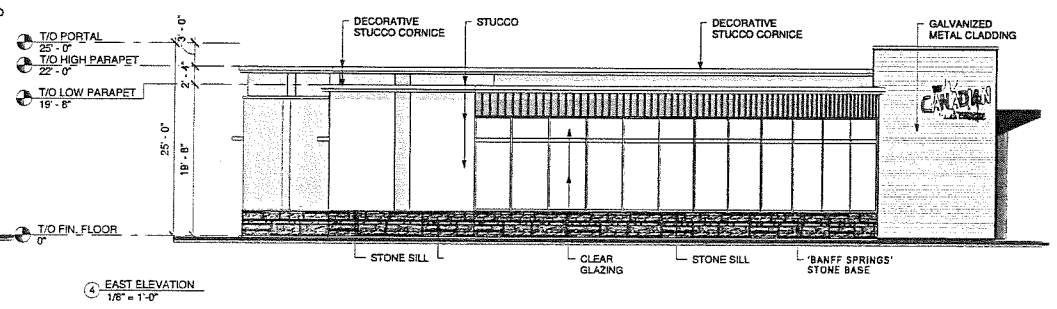
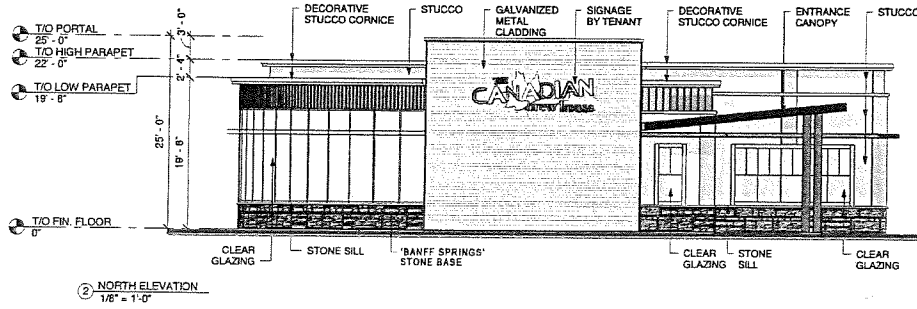
design sheet no.

BG

date

OCT 2011

**L1**





28 November 2011

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

**Attention: Tara Lodewyk**

Dear Tara,

Please accept this letter as a formal application to the City of Red Deer for a relaxation of the gross floor area restriction set in Bylaw 3357 Section 5.7 Page 42. The bylaw states that a drinking establishment should not be any larger than 557 square meters. The proposed building that Melcor wishes to construct would comprise of 603 square meters.

I would like to start by indicating this is not for a night club. The intended use for this restaurant is a "pub" style restaurant that has sales which consist of 50% food and 50% liquor. In most drinking establishments that restrict patrons to the legal drinking age the sale of liquor is considerably higher in relation to food. A late night club would more than likely consist of 90% liquor. The food portion is such a major factor that the restaurant and serving area consist of more than half the entire building. This is a sit down establishment that would have no more than 200 seats within the premises for public use and roughly 75 seats outside.

It is the intent of Melcor not to create a night life atmosphere in Clearview Market, but to create an atmosphere that caters to the neighborhood. The popularity of these pub style restaurants has increased drastically in recent years and is ideal in locations that are close to where people live. They cater to the people that want to go out to watch a sports event, sit down and share a meal with friends and enjoy the low key environment as opposed to the late night clubs. Due to the nature of this pub style it is conceivable that noise will be kept to an acceptable amount for a commercial shopping centre as well as the location is more internal than other options available near existing residential.

Due to the fact that most of the traffic is between the hours of noon and 9:30 pm the parking can be shared with the banks to the north of the site. As the banks close for the evening the dinner traffic will just be ramping up.

Please see the attached letter from The Canadian Brewhouse as they outline some of the activities and their business practices. We feel this is a very complimentary use for this large 25 acre commercial development.

Sincerely,

Jesse Rudge  
Development Manager  
Property Development Division





September 26, 2011

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

**Attention: Tara Lodewyk**

Dear Tara,

I would like to take this opportunity to introduce The Canadian Brew House, and tell you a little about our restaurants, before we open up in Red Deer next year.

We are a full service restaurant and sports bar, with an extensive menu of appetizers, entrees, drinks, and food specials every night of the week. We have games like Golden Tee, Big Buck Hunter, skee ball, and in some markets we have big Golf simulators. In any market we enter, our goal is to become the best place in town to sit down with some friends and watch a game. We try to be the kind of place where someone feels comfortable sitting down in jeans after work, but we still try to project a clean classy image.

Our target demographic is 30-50 year olds, with above average incomes. We look for upscale, high traffic commercial space in close proximity to middle class residential areas, so we are very pleased to be a part of Clearview Market Square. We do 86% of our business between the hours of 12PM and 9:30PM, so despite the fact we are open late, we are far from a nightclub.

We are known for having some of the cleanest, best run kitchens around, with our Sherwood Park location obtaining HACCP Certification, the highest level of certification available from Alberta Health.

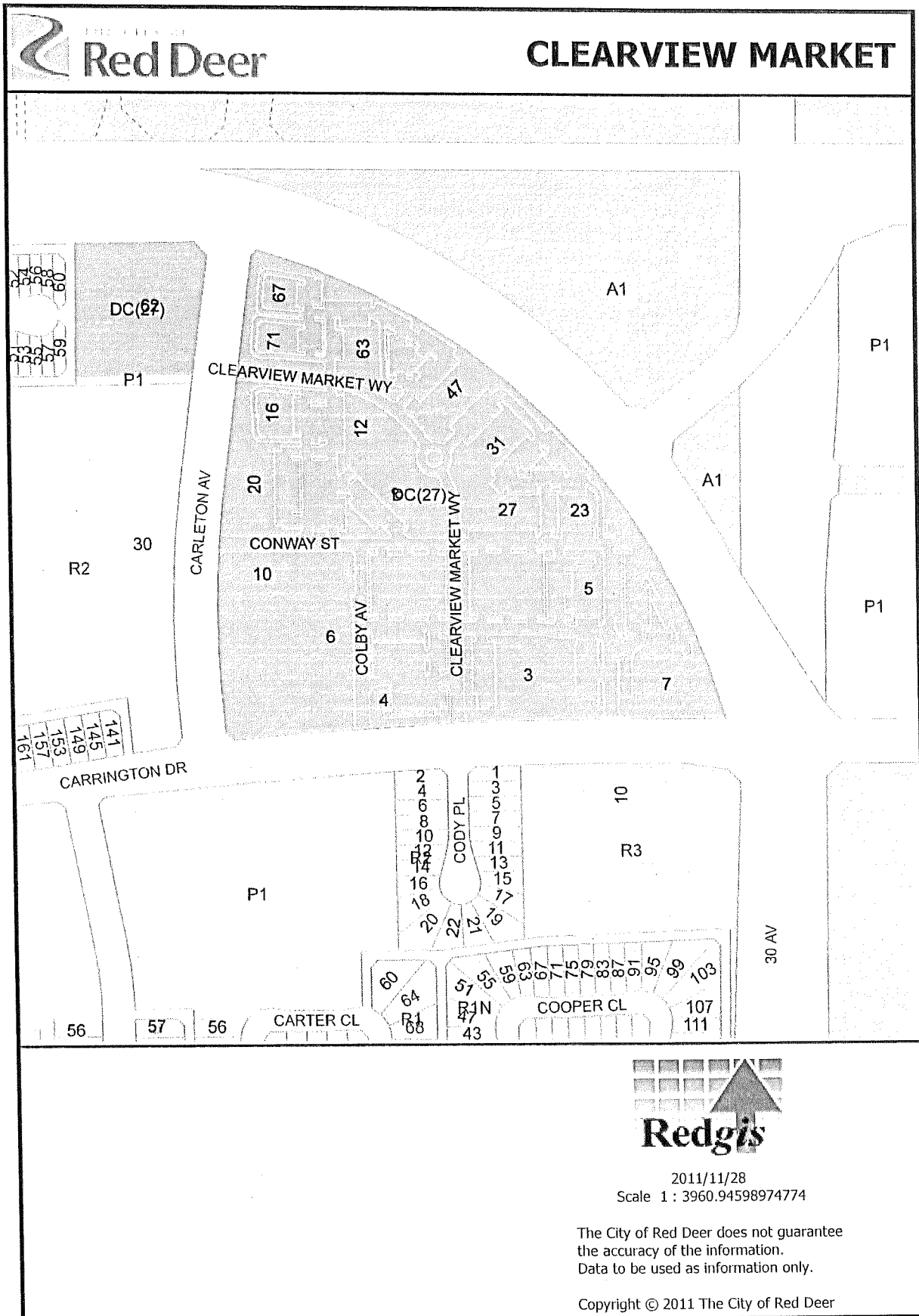
We love to get involved in the communities in which we are located, hosting many events each year for our customers and their families. We have our own annual golf, horseshoes, and ball hockey tournaments, and we get very involved in team sports around the community through sponsorships, event hosting, arena advertising, food service at local ball diamonds, and more.

If you have any questions, feel free to call me, or any member of our corporate team.

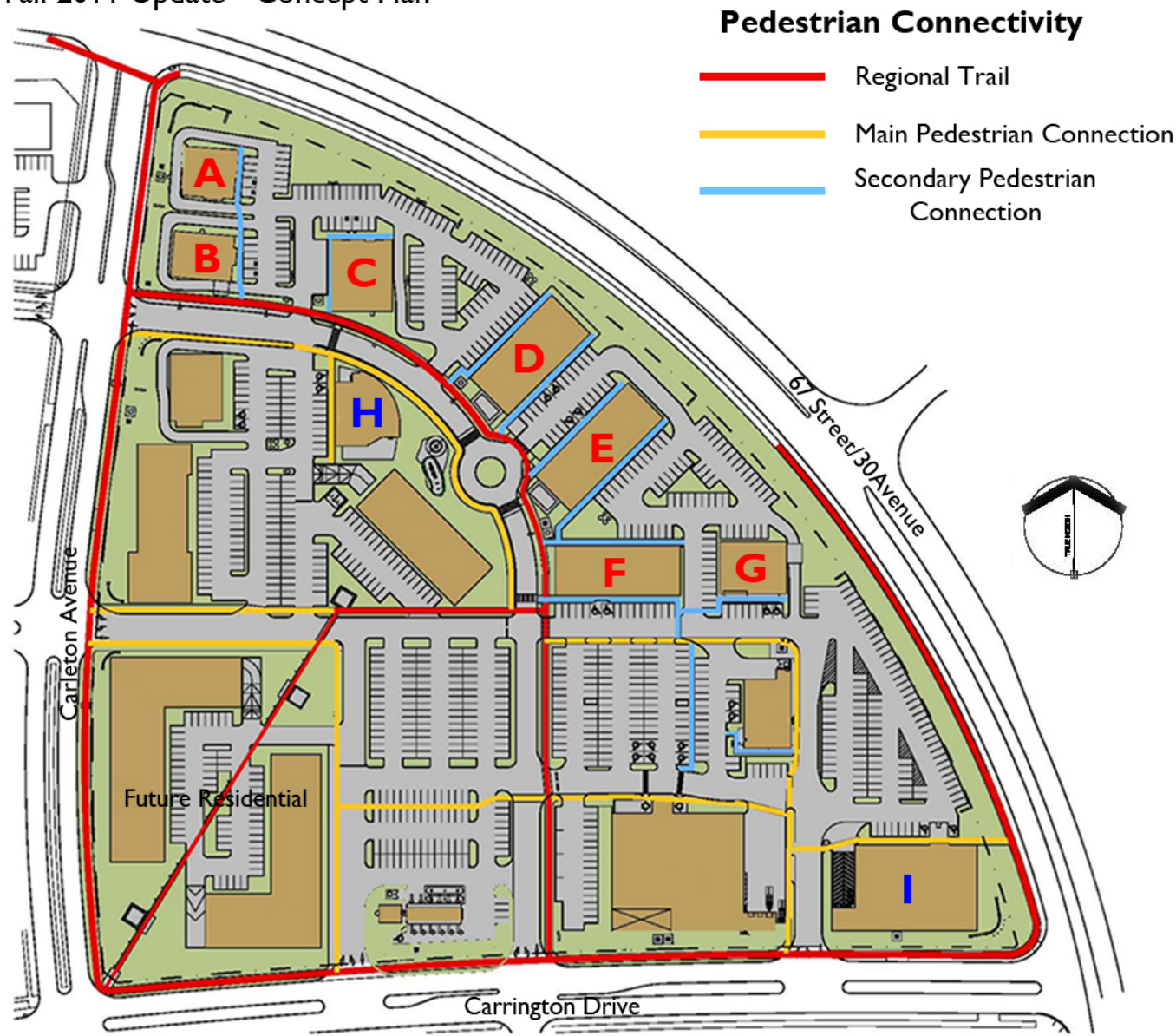
Sincerely yours,

Roger Newton

Owner



**Appendix H**  
**Clearview Market:**  
Fall 2011 Update - Concept Plan



**Building Details**

Location	Building Type	Building Size (Square Feet)	Approving Authority	Approval Date
A	Servus Credit Union	4500	Development Officer	January 30, 2011
B	Royal Bank of Canada	4615	Development Officer	January 30, 2011
C	Toronto Dominion Bank	7500	Development Officer	January 30, 2011
D	Commercial Retail Unit	10,500	Development Officer	November 29, 2011
E	Commercial Retail Unit	11,050	Development Officer	November 29, 2011
F	Commercial Retail Unit	10,790	Development Officer	November 29, 2011
G	CIBC	6,130	City Council	June 27, 2011
H	Canadian Brewhouse	6500	City Council	Under Council Consideration
I	Shopper's Drug Mart	18,512	City Council	Under Council Consideration

**DATE:** December 15, 2011

**TO:** Vicki Swainson, Deputy Development Officer

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Proposed Shoppers Drug Mart & Canadian Brew House at Clearview Market

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**Reference Reports:**

Deputy Development Officer dated December 1, , 2011.

**Resolutions:**

The following resolutions were passed during the Regular Council meeting held on Monday, December 12, 2011:

Resolved that Council of The City of Red Deer having considered the report from the Inspections and Licensing Department, dated December 1, 2011, Re: Proposed Shoppers Drug Mart and Canadian Brew House at Clearview Market, hereby:

- A.** Approves the development, on behalf of Shoppers Drug Mart, of a 1719.82m<sup>2</sup> commercial building, to be located at 7 Clearview Market Way, zoned DC(27).

Approval is subject to the following conditions:

1. The owner will be required to extend the 67<sup>th</sup> Street trail from Carleton Avenue to 30<sup>th</sup> Avenue, satisfactory to Engineering Services.
  2. The owner is required to enter into an Indemnity Agreement for all surface improvements over top of public utility right of ways, satisfactory to Engineering Services.
  3. The owner to submit a preliminary easement plan showing the required easements of the minimum 2 metres wide along the cable alignment and 3 metres square at each transformer location, satisfactory to the Electric, Light and Power Department.
  4. The owner to sign a work order for the installation of power services, satisfactory to the Electric, Light and Power Department.
- B.** Approves the development, on behalf of the Canadian Brew House, for the discretionary use of a of a 603.87m<sup>2</sup> drinking establishment with a 111.5m<sup>2</sup> patio, on behalf of the Canadian Brew House, at 12 Conway Street, zoned DC(27).

.../2



Approval is subject to the following conditions:

1. The owner will be required to extend the 67<sup>th</sup> Street trail from Carleton Avenue to 30<sup>th</sup> Avenue, satisfactory to Engineering Services.
2. The owner is required to enter into an Indemnity Agreement for all surface improvements over top of public utility right of ways, satisfactory to Engineering Services.
3. The owner to submit a preliminary easement plan showing the required easements of the minimum 2 metres wide along the cable alignment and 3 metres square at each transformer location, satisfactory to the Electric, Light and Power Department.
4. The owner to sign a work order for the installation of power services, satisfactory to the Electric, Light and Power Department.
5. The owner must meet the requirements for fats, oil and grease (FOG) interception for commercial developments as outlined in the City of Red Deer Utility Bylaw 3215-98, satisfactory to Engineering Services.
6. The owner will be required to obtain a Drinking Establishment License, satisfactory to the Inspections & Licensing Department.

**Report back to Council:** No

**Comments/Further Action:**

Administration is to proceed with the recommendations of Council.



Elaine Vincent  
Legislative & Governance Services Manager

c: Planning Services Director  
Inspections & Licensing Manager

**Christine Kenzie**

---

**From:** Jesse Rudge [jrudge@melcor.ca]  
**Sent:** December 07, 2011 4:37 PM  
**To:** Christine Kenzie  
**Cc:** Joyce Boon; Vicki Swainson  
**Subject:** RE: Presentation to Council on Monday, December 12, 2011

Thank you.

Jesse Rudge  
Development Manager | Property Development Division  
Phone: 780-945-4653

[www.melcor.ca](http://www.melcor.ca)  
Melcor Developments Ltd.  
*Integrity in Real Estate Since 1923*

---

**From:** Christine Kenzie [mailto:Christine.Kenzie@reddeer.ca]  
**Sent:** December-07-11 3:31 PM  
**To:** Jesse Rudge  
**Cc:** Joyce Boon; Vicki Swainson  
**Subject:** Presentation to Council on Monday, December 12, 2011

You are scheduled to make a brief presentation to Council after the Proposed Shoppers Drug Mart and Canadian Brew House at Clearview Market item. Monday's Council meeting starts at 2:00 P.M. with an In Camera Meeting until approximately 2:15 P.M. It is estimated that this item will be presented to Council at approximately 3:00 P.M. You may want to be in Council Chambers a few minutes early in case they are running ahead of schedule.

Let me know if you have any questions.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

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December 2, 2011

## Extension to Oil and Gas Facility Abandonment Agreement

Engineering Services Department

### **Report Summary & Recommendation:**

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In November, 2011 Conserve Oil & Gas No. 11 Corporation (Conserve) approached administration requesting a six (6) month extension of the operation of the 4 wells and associated pipelines that were to be shut down by December 31, 2011. The purpose of the extension was to explore options to extend production life of the wells and pipeline and possibly re-negotiate a timeline that will allow maximum yield of reserves without hindering City development needs.

Engineering Services respectfully recommends that Council direct Administration to enter into an amendment to the Oil & Gas Facility Abandonment Agreement dated December 11, 2009 with Conserve that will delay the requirement of the shut down of 4 wells and associated pipelines until June 30, 2012.

### **City Manager Comments:**

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I support the recommendation of Administration.

Craig Curtis  
City Manager

### **Proposed Resolution**

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Resolved that Council of The City of Red Deer, having considered the report from the Engineering Services Department, dated December 2, 2011, Re: Extension to Oil and Gas Facility Abandonment Agreement, hereby directs Administration to enter into an amendment to the Oil and Gas Facility Abandonment Agreement dated December 11, 2009 with Conserve that will delay the requirement of the shutdown of 4 wells and associated pipelines until June 30, 2012 and further delegates authority to the City Manager to enter into any future amendments to this agreement.





## Report Details

### Background:

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On March 7, 2011 City Council adopted the following resolution:

**“Resolved** that Council of The City of Red Deer having considered the report from the Engineering Services Manager dated February 23, 2011, Re: Oil & Gas Facility Abandonment Agreement and as The City has made appropriate cost-sharing arrangements with the main landowners affected, The City hereby approves the Oil & Gas Facility Abandonment Agreement dated December 11, 2009 and confirms the removal of The City’s conditions.”

As conditions of the agreement, the following timelines were agreed to:

- By December 31, 2011, Conserve will shut down the 4 wells, associated pipelines that connect the 4 wells to the level 2 sour pipelines and the level 2 sour pipeline.
- On December 31, 2011, Conserve will invoice The City for early abandonment of the facilities.
- By December 31, 2012, Conserve will complete the abandonment of the facilities.

### Discussion:

---

In November, 2011 Conserve approached administration requesting a six (6) month extension of operation of the 4 wells and associated pipelines for the purpose of exploring options to extend production life of the wells and pipeline, and possibly re-negotiate a timeline that will allow maximum yield of reserves without hindering City development requirements. A copy of the request is attached. If the extension is granted and a further agreement cannot be reached, then Conserve will proceed with immediate shut down of wells and proceed with the abandonment of the facilities as originally agreed to.

The Oil and Gas Facility Abandonment Agreement is between The City of Red Deer and Conserve. Success in implementing this Agreement was subject to the support of a select group of affected landowners who were willing to pay for the cost of early abandonment. Administration held a meeting with Conserve and the landowners to discuss this request further. All of the landowners were in support of the extension that will explore a mutual benefitting solution that will maximize the yield of reserves, possible reduce compensation of early abandonment, and still allow timely development of their lands.

### Analysis:

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Engineering Services has evaluated Conserve’s request for a six month extension and supports their request, as this delay will not have any impact to the timing of the affected lands being developed.



500, 340 – 12 Avenue S.W.  
Calgary, Alberta T2R 1L5  
Phone (403) 269-9455  
Fax (403) 269-1633

## Conserve Oil & Gas No. II Corporation

November 10, 2011

**The City of Red Deer**  
Land & Economic Development  
4815 48<sup>th</sup> Street  
Red Deer, AB T4N 3T4

**Attention: Mr. Jim Benum**

Dear Mr. Benum

**Re: Oil and Gas Facility Agreement – Joffre D2 Unit  
Request for Extension of Operations**

---

Conserve Oil & Gas No. II Corporation (COC II), as Managing General Partner for Conserve Oil POC 2<sup>nd</sup> Limited Partnership, and partners acquired the working interests of NAL Resources Limited in the Joffre D2 Unit in February 2011. Conserve Oil & Gas No. II Corporation is the legal operator recognized by the Energy Resources Conservation Board.

When Conserve acquired the Joffre D2 Unit from NAL Resources, we acknowledged the terms and conditions of the Oil and Gas Facility Agreement that had been negotiated between NAL and the City of Red Deer. As stated in the Agreement, four (4) producing oil wells (4-24-38-27 W4M, 15-24-38-27 W4M, 16-24-38-27 W4M and 2-25-38-27 W4M) and associated sour Level 2 pipelines were to be shut-in by December 31, 2011 and the wells would be abandoned by December 31, 2012. In addition, one (1) suspended water injection well (4-26-38-27 W4M) would also be abandoned. As compensation for the early abandonment of these producing wells, the affected landowners, including the City of Red Deer, would pay Conserve \$467,000 in early 2012 as compensation for the value of the lost production, Crown royalties, freehold royalties and early abandonment costs.

Through recent discussions with the City of Red Deer, it is the understanding of Conserve Oil & Gas No. II Corporation that development in the region of the four producing wells won't occur until 2022 or beyond; although, the City is planning to bring services into the area where the main oil pipeline runs in Sections 26 and 35 in 2014 – 2015. Given the fact that these wells are still productive and that residential and commercial development for the City of Red Deer won't occur for a number of years in this area, Conserve Oil & Gas No. II Corporation would like the opportunity to discuss the option of extending the producing life of these wells past the December 31, 2011 deadline. Accordingly, Conserve would like to request a six (6) month extension of the producing period of the four (4) wells to June 30, 2012 to allow time for Conserve, the City of Red Deer and the landowners to negotiate a new Oil and Gas Facility Abandonment Agreement. If, at that time, we are unable to negotiate a suitable Agreement, Conserve would proceed with shut-in and timely abandonment of the wells as specified in the original Agreement.

---



As part of our negotiations for a new Oil and Gas Facility Abandonment Agreement, Conserve Oil & Gas No. II Corporation would be prepared to offer the following:

- Waiver of the \$467,000 compensation to be paid to Conserve for early abandonment.
- Relicensing of the Level 2 pipelines to Level 1 pipelines with the Energy Resources Conservation Board.
- Evaluate the feasibility of constructing a jumper pipeline from 4-25-38-27 W4M to 4-36-38-27 W4M to allow suspension and abandonment of the existing main pipeline lateral that runs through the West half of Sections 26 and 35-38-27 W4M (construction of this pipeline would be dependent on approval of the affected landowners and the ERCB).

To further explain the Level 2 versus Level 1 pipeline situation in Joffre, the Energy Resources Conservation Board classifies sour oil and gas pipelines according to their potential release rate of H<sub>2</sub>S if a pipeline rupture occurs. The pipelines that connect the four producing wells to the main Joffre oil gathering system and to the Joffre main battery in 15-17-39-26 W4M have been classified and licensed as Level 2 pipelines. Level 2 pipelines have a setback restriction of 100 m to individual permanent dwellings and 500 m to urban centres or public facilities as specified in ERCB Directive 56. In addition, the EPZ (Emergency Planning Zone) radius for the pipeline from 12-26-38-27 W4M to 2-1-39-27 W4M was as large as 460 m on either side of the pipeline. The EPZ radius for the other pipelines in this area ranged from 50 m for the small pipelines from the individual wells to 450 m for the pipeline from 4-25-38-27 W4M to 12-26-38-27 W4M. After Conserve acquired this property from NAL, we were required to update the EPZ calculations and, based on current operating data and ERCB regulations, the EPZ radius for all of the affected pipelines is only 40 m on either side of the pipeline and all of the pipelines are now classified as Level 1. Conserve Oil & Gas No. II Corporation is proceeding with relicensing of these pipelines to Level 1 with the Energy Resources Conservation Board and approval is expected in the next three to four weeks.

Conserve would also like to note that the company is committed to the timely remediation and reclamation of the wellsites in accordance with good oilfield practices and Provincial regulations and as stated in the original Oil and Gas Abandonment Agreement.

In summary, based on the fact that residential and commercial development in the region of the four producing Joffre D2 Unit wells won't likely occur until 2022 or beyond, Conserve Oil & Gas No. II Corporation would like to request a six (6) month extension to the producing period of the four wells until June 30, 2012 to allow time to negotiate a new Oil and Gas Abandonment Agreement.

If you have any questions or would like additional information, please contact me at 403-298-0264 or via e-mail at [pmcnichol@conserveoilcorporation.com](mailto:pmcnichol@conserveoilcorporation.com).

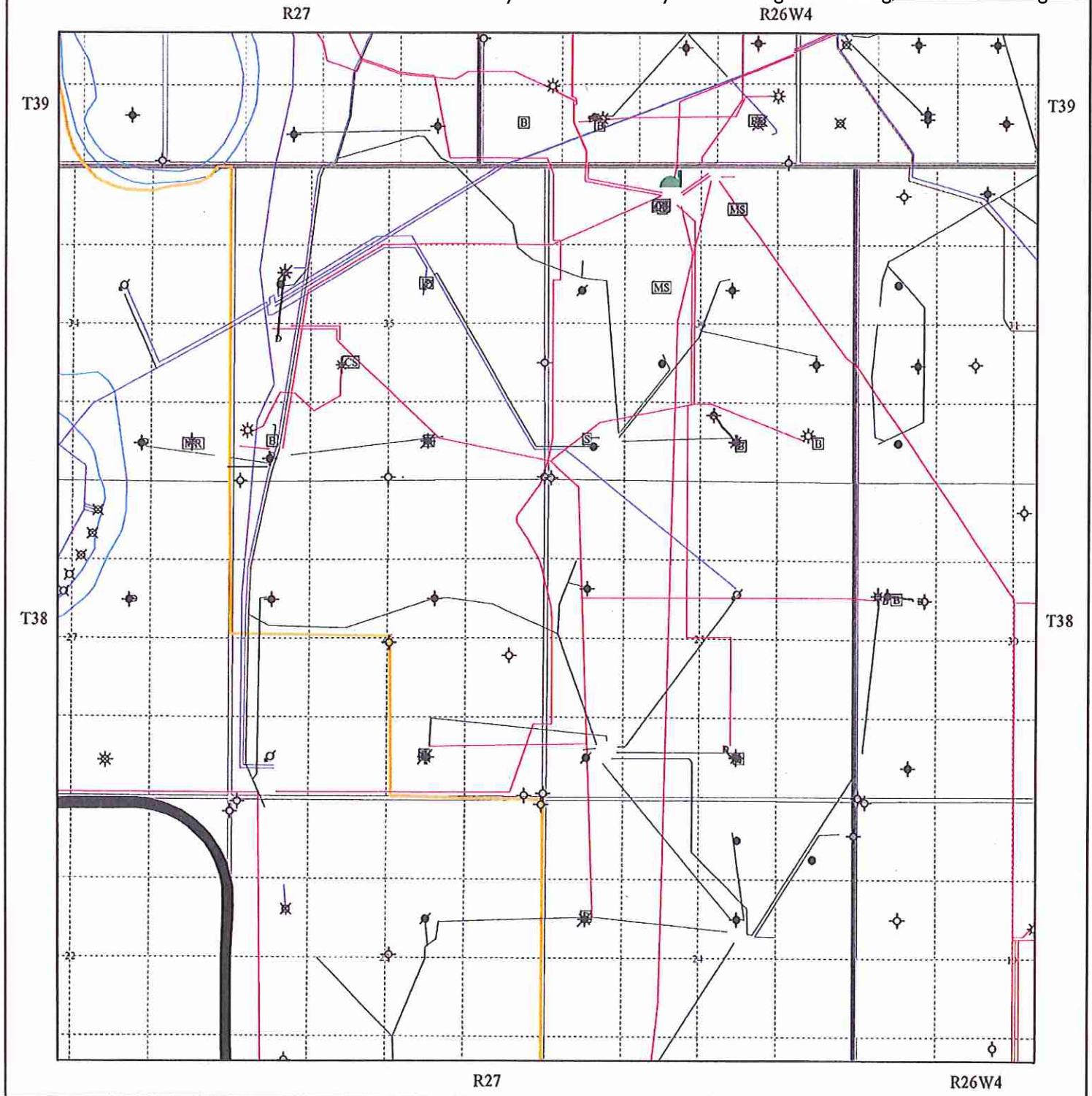
Sincerely,

**CONSERVE OIL & GAS NO. II CORPORATION**



Peter McNichol, P. Eng.  
Manager, Engineering Operations

Cc: Jon Myles  
Neil Wilson  
Darrell Jones  
Carl Kuntz

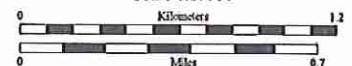


WELL LEGEND	
Bottom Hole Locations:	
○ Location	◇ Suspended
⊕ Service or Drain	● Oil
* Gas	◇ Dry & Abandoned
⊕ Suspended Oil	⊕ Abandoned Oil
* Suspended Gas	⊕ Abandoned Gas
⊕ Abandoned Service	⊕ Injection
Surface Hole Locations:	
○ Directional	

STD. PIPELINES LEGEND	
Pipeline Substances:	
— Pipes - Oil (Crude)	
— Pipes - Water (Fresh)	
— Pipes - Gas (Natural)	
— Pipes - Oil Well Effl	
— Pipes - Gas (Sour)	

Conserve Oil & Gas No. II Co	
Abandonment Agreement Area Joffre	
Created in ArcMap™ Product of BHIS Datum: NAD83 Vol 21 No. 18, Oct 20 2011 (403) 770-4446	Author: ppenickol Date: November 11, 2011 File: Joffre Area MAP Scale: 1:27000 Projection: Stereographic Center: NS1 30007 W113 74212
Grid Information: DLS: BHIS Enhanced Grid NTS: Theoretical Grid FPS: Theoretical Grid US: BHIS LRS Grid	DLS Version Information: AD: ATS 4.1 BC: PRB 2.0 SK: STS 2.5 MB: 1.0.0.0

Scale 1:27000





Legislative & Governance Services

Report Originally Submitted  
to the March 7, 2011 Council  
Meeting

**DATE:** March 1, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Oil & Gas Facility Abandonment Compensation Local Improvement

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***History***

At the Monday, October 4, 2010 Council Meeting the following resolution was passed:

“**Resolved** that Council of the City of Red Deer, having considered the report from the Development Engineer and the Engineering Services Manager dated September 27, 2010 re: NAL Sour Gas Facilities Abandonment Compensation – Local Improvement hereby directs Administration to initiate a Local Improvement Plan for the abandonment of the NAL Sour Gas Facilities and directs administration to continue to explore alternative options for cost recovery and to bring back such options when the Local Improvement Bylaw is presented to Council.”

***Discussion:***

A report is attached from Administration regarding the Oil & Gas Facility Abandonment Agreement.

***Recommendation:***

That Council consider the recommendation contained in the attached report.

A handwritten signature in cursive script, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Manager

/attach.





**Date:** February 23, 2011

**To:** City Manager

**From:** Engineering Services Manager

**Re:** Oil & Gas Facility Abandonment Agreement

---

The City of Red Deer has negotiated an agreement with NAL Resources Limited (NAL) which allows for four sour gas wells, the associated pipelines and a level 2 sour group pipeline within the City's Northeast sector to be abandoned by December 2012. The City's conditions of this agreement are that The City obtain the necessary approvals or agreements to recover the costs associated with this early abandonment of the facilities, and City Council's approval of the Oil & Gas Facility Abandonment Agreement prior to March 31, 2011. Administration is recommending a mutually acceptable agreement for the recovery of the associated costs from a group of benefiting select landowners be entered into, and approval of the removal of the conditions of the agreement.

Effective February 1, 2011, Conserve Oil Corporation has acquired all interests of NAL as related to this agreement.

**A. Background**

Future growth is planned for the northeast area of the city. A major impediment to urban development in this area is the existence of a level 2 sour pipeline and the four producing wells connecting to it. Beginning in 2006, The City has been working with NAL to ensure that the oil and gas wells do not prevent urban growth from expanding into this area.

The major challenge for urban growth is the level 2 sour pipeline. A level 2 sour pipeline has a 500 metre setback from any urban development. This setback affects the immediate city expansion area. The wells also pose a problem for growth but they are located further away from immediate city development and have a 100 metre setback from each well. Both the wells and the pipeline have an emergency planning zone which denotes an evacuation area if a sour gas breach occurs. The attached Figure 1 illustrates the developable land which is affected by the wells, associated pipeline and development setbacks.

Through the signing of an Oil and Gas Facility Abandonment Agreement in December 2009, The City has taken the initiative to arrange for the subject oil and gas facilities be abandoned from the northeast sector in exchange for The City paying compensation for the loss of future production from these wells and royalties.

The estimated timelines for the abandonment of the facilities are as follows:

- By December 31, 2011, Conserve Oil Corporation will shut down the 4 wells, associated pipelines that connect the 4 wells to the level 2 sour pipeline and the level 2 sour pipeline.
- On December 31, 2011, Conserve Oil Corporation will invoice The City for early abandonment of the facilities.
- By December 31, 2012, Conserve Oil Corporation will complete the abandonment of the facilities.

#### **B. Public Consultation**

##### **August 2008 Land Owner Meeting**

An initial landowner meeting was held by The City in August 2008. The meeting reviewed the impediments posed by the existing sour gas facilities on urban development in the northeast sector, shared possible solutions for early abandonment and estimated costs. The proposal included a two stage approach involving the early abandonment of some of the facilities and the construction of a substitute pipeline further east that would be shut down over the next 10 years. The estimated cost was approximately \$2.4M plus interest. The contemplated repayment option for this cost was through a Local Improvement Tax, however, The City indicated at that time that repayment by the landowners may be delayed until subdivision or redevelopment of the lands occurred.

##### **September 2010 Land Owner Meeting**

Since the initial land owner meeting held in 2008, The City entered into the conditional abandonment agreement to shut down all 4 wells and associated pipelines by the end of 2011 and complete the abandonment of the facilities by the end of 2012. No substitute pipeline will be required. As a result of this, and a review of the anticipated production life of the facilities, the project cost has reduced substantially and is now \$520,000.

A second landowner meeting was held in September 2010 whereby the revised cost for early abandonment was presented as well as the process for the Local Improvement Tax was reviewed. Since the August 2008 landowner meeting, The City has received legal clarification as to the ability of landowners to delay repaying their portion of the Local Improvement Tax until future redevelopment or subdivision occurs. It is found that the

intent of a Local Improvement Tax is to allow the benefiting parties the ability to repay the cost of the improvement over a period of time if need be, but not to delay the repayment indefinitely. Deferral of Local Improvement Tax as originally proposed would result in The City granting a loan to landowners which is not permitted in the MGA.

Comments received from the landowners has indicated very low support for the Local Improvement option.

**C. Further Focused Landowner Meeting**

Since the second landowner's meeting, Engineering Services Department has convened a Focused Landowner's meeting to explore an equitable voluntary payment option for the early abandonment of the NAL wells and pipelines. The Focused Landowner's Group consists of six landowners whose properties are more immediately developable, are interested in developing their property, and are willing to participate in a cost sharing agreement. This group of six landowners are indicated on Figure 2. The City is one of the landowners – NE 26.

Conditions of the funding agreement is as follows:

- The \$520,000 cost be pro-rated to reflect each landowner's benefiting area due to the development set back elimination.
- Timing of payment from the Focused Landowner's Group is coordinated with the conditions of the Oil & Gas Facility Abandonment Agreement between Conserve Oil Corporation and The City of Red Deer.
  - Full payment required by March 31, 2011.
  - Deferral of payment is optional until November 1, 2011 subject to acceptable securities.

All participants of the Focused Landowner's Group have agreed to and signed a Landowner Agreement.



**D. Recommendation**

The above information has been presented with the intent to inform Council of this mutually acceptable cost sharing agreement. We respectfully recommend that Council:

1. direct Administration to enter into the Landowner's Agreements for the payment of the early abandonment of the Oil & Gas facilities as outlined above, and
2. approve removal of conditions to the Oil & Gas Facility Abandonment Agreement.



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Frank Colosimo, P.Eng.  
Engineering Services Manager

FC/ldr  
Attach.

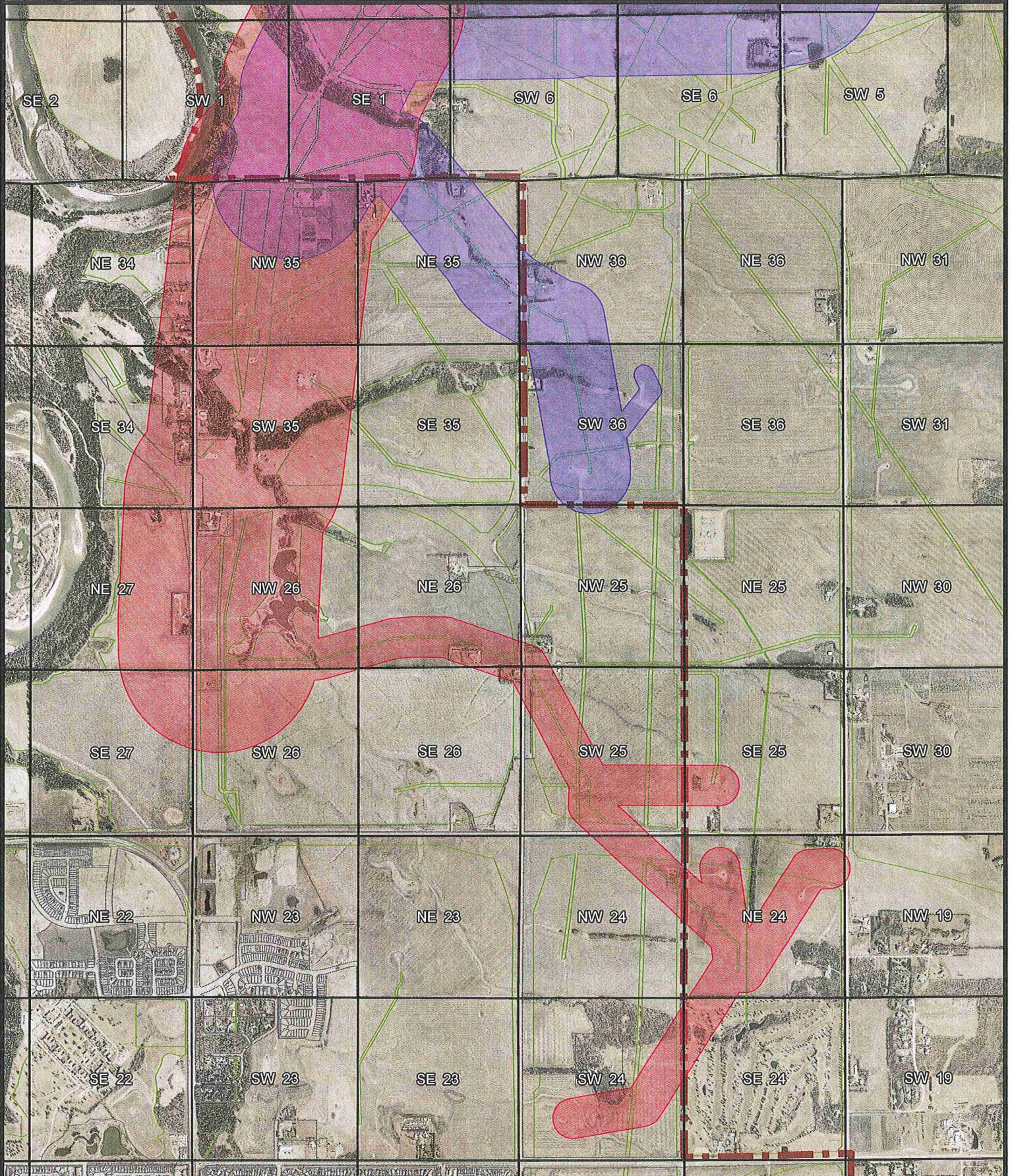
- c.     Director of Development Services  
        Oil and Gas Specialist  
        Financial Services Manager  
        Land & Economic Development Manager  
        Director of Planning  
        Divisional Strategist  
        Project Coordinator





# Developable Land Affected by Well and Pipeline Proximity

**Figure 1**

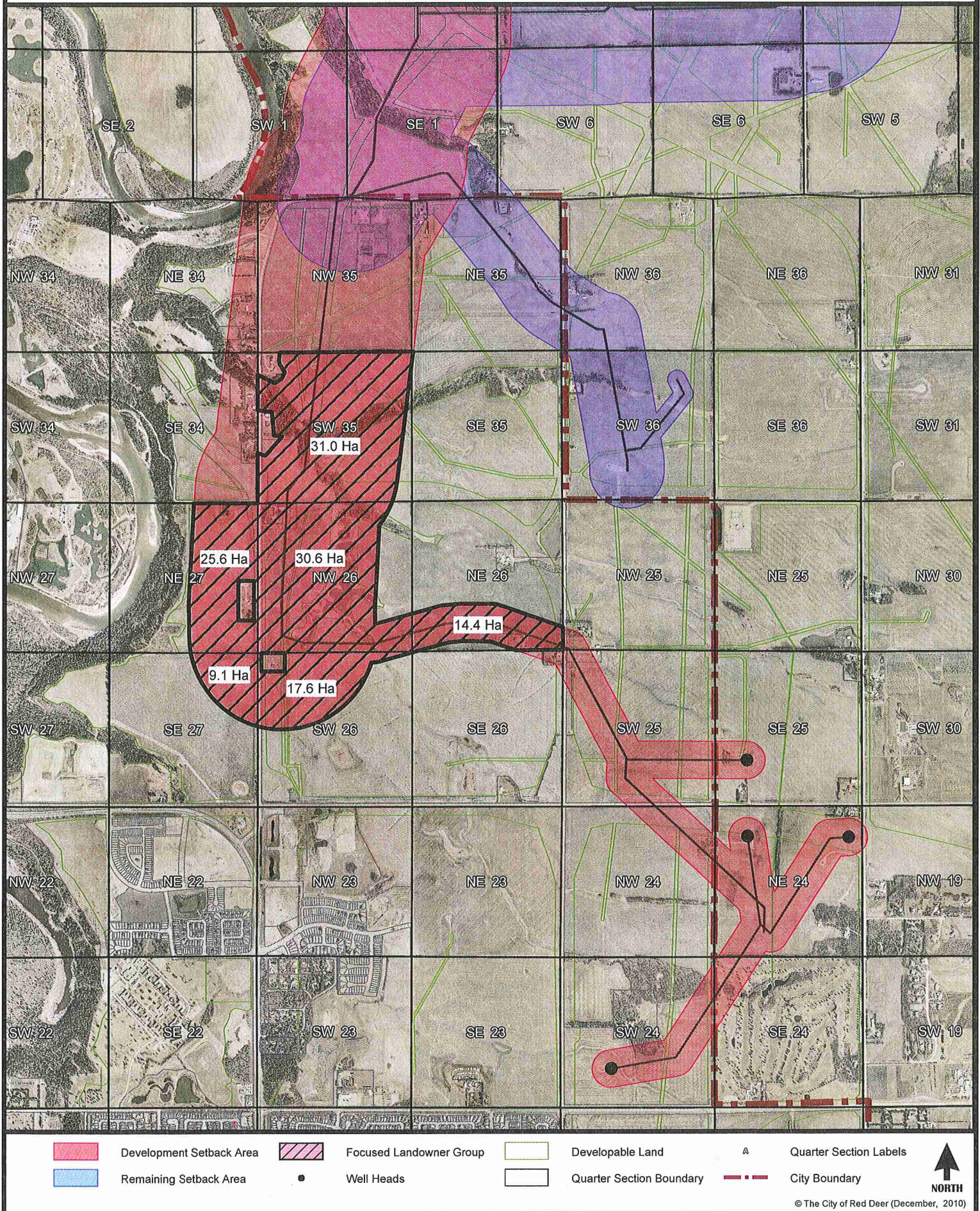


- |   |                        |                          |
|---|------------------------|--------------------------|
| A | Quarter Section Labels | --- City Boundary        |
|   | Remaining Setback Area | Developable Land         |
|   | Current Setback Area   | Quarter Section Boundary |





Figure 2





**DATE:** December 15, 2011  
**TO:** Frank Colosimo, Engineering Services Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Extension to Oil and Gas Facility Abandonment Agreement

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**Reference Reports:**

Engineering Services Manager, dated December 02, 2011.

**Resolutions:**

The following resolution was passed during the Regular Council meeting held on Monday, December 12, 2011:

Resolved that Council of The City of Red Deer, having considered the report from the Engineering Services Department, dated December 2, 2011, Re: Extension to Oil and Gas Facility Abandonment Agreement, hereby directs Administration to enter into an amendment to the Oil and Gas Facility Abandonment Agreement dated December 11, 2009 with Conserve that will delay the requirement of the shutdown of 4 wells and associated pipelines until June 30, 2012 and further delegates authority to the City Manager to enter into any future amendments to this agreement.

**Report back to Council:** No

**Comments/Further Action:**

Administration is to proceed with the recommendation from Council.



Elaine Vincent  
Legislative & Governance Services Manager

c: City Manager  
Director of Development Services  
Oil & Gas Liaison Consultant



December 7, 2011

## Citizen Representative Appointments to Committees

Legislative & Governance Services

### **Report Summary & Recommendation:**

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That Council appoint citizen representatives to the Greater Downtown Action Plan Committee, the Library Board and the Red Deer & District Family & Community Support Services Board.

### **City Manager Comments:**

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I support the recommendations of the Nomination Committee.

Craig Curtis  
City Manager

### **Proposed Resolution**

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That Council appoint citizen representatives to the various committees.



## Report Details

### **Background:**

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The following summary indicates the committees and boards for which appointments are to be made.

Greater Downtown Action Plan Committee

4 Citizen Representatives (2 year terms staggered)

1 Youth Representative (2 year term)

Library Board:

1 Citizen Representative (2 year term)

Red Deer & District Family & Community Support Services Board

1 Citizen Representative (1 year term to fill unexpired term)

The names of the persons nominated are submitted to members of Council in confidence.

COPY



LEGISLATIVE & GOVERNANCE SERVICES

December 15, 2011

Ms. Kathleen Weary  
126 Douglas Avenue  
Red Deer, AB T4R 2G6

Dear Ms. Weary:

***Re: Appointment to the Family & Community Support Services Board***

Thank you for submitting your committee application. At The City of Red Deer's Council Meeting held on Monday, December 12, 2011, the following appointment to the *Family & Community Support Services Board* was made:

Resolved that Council of The City of Red Deer, having considered the report from the Legislative & Governance Services Department, dated December 6, 2011, hereby appoints the following citizen representative to the Red Deer & District Family & Community Support Services Board (FCSS):

Kathleen Weary

to fill the unexpired term of Sean Noble to the Organizational Meeting of 2012.

Congratulations on your appointment. The staff liaison for the Family & Community Support Services Board will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Manager



COPY

LEGISLATIVE & GOVERNANCE SERVICES

December 15, 2011

Mr. Klaus Ruschin  
17 Scott Street  
Red Deer, AB T4N 0E3

Dear Mr. Ruschin:

***Re: Appointment to the Library Board***

Thank you for submitting your committee application. At The City of Red Deer's Council Meeting held on Monday, December 12, 2011, the following appointment was made to the Library Board:

Resolved that Council of The City of Red Deer, having considered the report from the Legislative & Governance Services Department, dated December 6, 2011, hereby appoints the following citizen representative to the Library Board:

Klaus Ruschin for a term to expire at the Organizational Meeting of 2013.

Congratulations on your appointment. The staff liaison for the *Library Board* will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,



Elaine Vincent  
Manager



## LEGISLATIVE &amp; GOVERNANCE SERVICES

December 15, 2011

Mr. (John) Paul Stewart  
72 Anquetel Close  
Red Deer, AB T4R 1G7

Dear Mr. Stewart:

***Re: Appointments to the Greater Downtown Action Plan Committee***

Thank you for submitting your committee application. At The City of Red Deer's Council Meeting held on Monday, December 12, 2011, the following appointments to the *Greater Downtown Action Plan Committee* were made:

Resolved that Council of The City of Red Deer, having considered the report from the Legislative & Governance Services Manager, dated December 6, 2011, hereby appoints the following citizen representatives to the Greater Downtown Action Plan Committee:

Shane Crawford	Youth Representative, for a term to expire at the Organizational Meeting of 2013
Ed Grose	for a term to expire at the Organizational Meeting of 2013
Isaac Martinez	for a term to expire at the Organizational Meeting of 2012
(John) Paul Stewart	for a term to expire at the Organizational Meeting of 2012

Congratulations on your appointment. The staff liaison for the *Greater Downtown Action Plan Committee* will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,



Elaine Vincent  
Manager

## LEGISLATIVE &amp; GOVERNANCE SERVICES

December 15, 2011

Mr. Isaac Martinez  
280 Vanson Close  
Red Deer, AB T4R 0G6

Dear Mr. Martinez:

***Re: Appointments to the Greater Downtown Action Plan Committee***

Thank you for submitting your committee application. At The City of Red Deer's Council Meeting held on Monday, December 12, 2011, the following appointments to the *Greater Downtown Action Plan Committee* were made:

Resolved that Council of The City of Red Deer, having considered the report from the Legislative & Governance Services Manager, dated December 6, 2011, hereby appoints the following citizen representatives to the Greater Downtown Action Plan Committee:

Shane Crawford	Youth Representative, for a term to expire at the Organizational Meeting of 2013
Ed Grose	for a term to expire at the Organizational Meeting of 2013
Isaac Martinez	for a term to expire at the Organizational Meeting of 2012
(John) Paul Stewart	for a term to expire at the Organizational Meeting of 2012

Congratulations on your appointment. The staff liaison for the *Greater Downtown Action Plan Committee* will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,



Elaine Vincent  
Manager

## LEGISLATIVE &amp; GOVERNANCE SERVICES

December 15, 2011

Mr. Ed Grose  
118 Roberts Crescent  
Red Deer, AB T4P 3K8

Dear Mr. Grose:

***Re: Appointments to the Greater Downtown Action Plan Committee***

Thank you for submitting your committee application. At The City of Red Deer's Council Meeting held on Monday, December 12, 2011, the following appointments to the *Greater Downtown Action Plan Committee* were made:

Resolved that Council of The City of Red Deer, having considered the report from the Legislative & Governance Services Manager, dated December 6, 2011, hereby appoints the following citizen representatives to the Greater Downtown Action Plan Committee:

Shane Crawford	Youth Representative, for a term to expire at the Organizational Meeting of 2013
Ed Grose	for a term to expire at the Organizational Meeting of 2013
Isaac Martinez	for a term to expire at the Organizational Meeting of 2012
(John) Paul Stewart	for a term to expire at the Organizational Meeting of 2012

Congratulations on your appointment. The staff liaison for the *Greater Downtown Action Plan Committee* will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,



Elaine Vincent  
Manager

## LEGISLATIVE &amp; GOVERNANCE SERVICES

December 15, 2011

Mr. Shane Crawford  
Box 2703  
Blackfalds, AB T0M 0J0

Dear Mr. Crawford:

***Re: Appointments to the Greater Downtown Action Plan Committee***

Thank you for submitting your committee application. At The City of Red Deer's Council Meeting held on Monday, December 12, 2011, the following appointments to the *Greater Downtown Action Plan Committee* were made:

Resolved that Council of The City of Red Deer, having considered the report from the Legislative & Governance Services Manager, dated December 6, 2011, hereby appoints the following citizen representatives to the Greater Downtown Action Plan Committee:

Shane Crawford	Youth Representative, for a term to expire at the Organizational Meeting of 2013
Ed Grose	for a term to expire at the Organizational Meeting of 2013
Isaac Martinez	for a term to expire at the Organizational Meeting of 2012
(John) Paul Stewart	for a term to expire at the Organizational Meeting of 2012

Congratulations on your appointment. The staff liaison for the *Greater Downtown Action Plan Committee* will contact you in the near future regarding meeting dates and times. If, in the interim, you have any questions or require additional information, please do not hesitate to contact our office at 403-342-8132.

Sincerely,



Elaine Vincent  
Manager





FILE COPY

LEGISLATIVE & GOVERNANCE SERVICES

December 19, 2011

Ms Shirley Hocken  
6005 – 57 Avenue  
Red Deer, AB T4N 4S8

Dear Ms Hocken:

***Council Committee Appointments – City of Red Deer***

As your term of appointment as a citizen representative on the ***Greater Downtown Action Plan Steering Committee*** is now complete, and you did not apply for re-appointment to the Committee, on behalf of the Mayor, Council and my department, thank you for your time and commitment to The City of Red Deer and its citizens.

Council's goal is to create flexible, meaningful, responsive and coordinated public engagement and participation in City decision making processes. Our committees are an important part of this process. As a result, the City's Nomination Committee has asked that we conduct exit interviews with outgoing members to gain their feedback. A Nomination Committee - Committee Member Exit Questionnaire is attached. I look forward to your input. If you would rather share your feedback personally, please do not hesitate to contact myself at 403-342-8134 to share your insights and perspective.

Again, thank you for volunteering your time to this Committee and for your commitment to our community.

Sincerely,

Elaine Vincent  
Manager

/attachment



CONFIDENTIAL

**NOMINATION COMMITTEE  
COMMITTEE MEMBER EXIT QUESTIONNAIRE**

**Name:** \_\_\_\_\_

**Name of Committee:** \_\_\_\_\_

**1. What are the reasons for your departure from this Committee?**

\_\_\_\_\_ **Term Expired**      \_\_\_\_\_ **Personal Reasons**

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

**2, A. Were you provided with an adequate orientation for this Committee?**

\_\_\_\_\_ **Yes**      \_\_\_\_\_ **No**

**B. Did this orientation provide you with the proper tools to do a good job on this Committee?**

\_\_\_\_\_ **Yes**      \_\_\_\_\_ **No**

**Comments:** \_\_\_\_\_  
\_\_\_\_\_

**3. What did you enjoy about being on this Committee?** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**4. How were you treated by other Committee Members?** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**5. How were you treated by City staff?** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**6. Were your original expectations of being on this Committee realized?** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

LEGISLATIVE & GOVERNANCE SERVICES  
December 15, 2011

Mr. Doug Janssen  
10 Patterson Crescent  
Red Deer, AB T4P 1J5

**Re: Council Committees Application**

At The City of Red Deer's Council meeting held on Monday, December 12, 2011, consideration was given to membership on Council Committees.

Specific competencies may be required for better functioning of the Red Deer & District Family & Community Support Services Board. We appreciate the skill set/competencies that you have, and although you were not appointed to the Red Deer & District Family & Community Support Services Board we greatly appreciate your interest in the community and willingness to serve on a committee.

It is our goal to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision-making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. We would encourage you to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,



Elaine Vincent  
Manager



LEGISLATIVE & GOVERNANCE SERVICES  
December 15, 2011

Mr. Curtis Johnson  
3430 49 Avenue  
Red Deer, AB T4N 3W2

**Re: Council Committees Application**

At The City of Red Deer's Council meeting held on Monday, December 12, 2011, consideration was given to membership on Council Committees.

Specific competencies may be required for better functioning of the Greater Downtown Action Plan Steering Committee. We appreciate the skill set/competencies that you have, and although you were not appointed to the Greater Downtown Action Plan Steering Committee we greatly appreciate your interest in the community and willingness to serve on a committee.

It is our goal to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision-making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. We would encourage you to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,



Elaine Vincent  
Manager

LEGISLATIVE & GOVERNANCE SERVICES  
December 15, 2011

Ms. Janice Wing  
4815 44 Street  
Red Deer, AB T4G 1M7

**Re: Council Committees Application**

At The City of Red Deer's Council meeting held on Monday, December 12, 2011, consideration was given to membership on Council Committees.

Specific competencies may be required for better functioning of the Greater Downtown Action Plan Steering Committee. We appreciate the skill set/competencies that you have, and although you were not appointed to the Greater Downtown Action Plan Steering Committee we greatly appreciate your interest in the community and willingness to serve on a committee.

It is our goal to create flexible, meaningful, responsive and coordinated public engagement and participation to City decision-making processes. Our committees are an important part of this process and community interest in serving on committees is sought annually. We would encourage you to consider future volunteer opportunities both within The City and the broader community.

Please do not hesitate to contact our office should you require any further information or clarification regarding the above.

Sincerely,



Elaine Vincent  
Manager

**DATE:** December 15, 2011

**TO:** Charity Dyke, Downtown Coordinator

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Appointment to Citizen Representatives to Committees  
Greater Downtown Action Plan Committee

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**Reference Reports:**

Legislative & Governance Services Manager, dated December 7, 2011.

**Resolution:**

The following resolution was passed during the Regular Council meeting held on Monday, December 12, 2011:

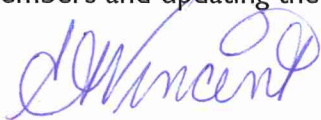
Resolved that Council of The City of Red Deer, having considered the report from the Legislative & Governance Services Manager, dated December 6, 2011, hereby appoints the following citizen representatives to the Greater Downtown Action Plan Committee:

Shane Crawford	Youth Representative, for a term to expire at the Organizational Meeting of 2013
Ed Grose	for a term to expire at the Organizational Meeting of 2013
Isaac Martinez	for a term to expire at the Organizational Meeting of 2012
(John) Paul Stewart	for a term to expire at the Organizational Meeting of 2012

**Report back to Council:** No

**Comments/Further Action:**

The above is for your information only. Our office will follow up with contacting the committee members and updating the Committee Directory.



Elaine Vincent  
Legislative & Governance Services Manager

c: Planning Services Director  
Committees Coordinator  
Legislative Client Services Support

**DATE:** December 15, 2011  
**TO:** Dean Frey, Library Board  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Appointment to Citizen Representatives to Committees  
Library Board

---

**Reference Reports:**

Legislative & Governance Services Manager, dated December 7, 2011.

**Resolution:**

The following resolution was passed during the Regular Council meeting held on Monday, December 12, 2011:

Resolved that Council of The City of Red Deer, having considered the report from the Legislative & Governance Services Department, dated December 6, 2011, hereby appoints the following citizen representative to the Library Board:

Klaus Ruschin

for a term to expire at the Organizational Meeting of 2013.

**Report back to Council:** No

**Comments/Further Action:**

The above is for your information only. Our office will follow up with contacting the committee member and updating the Committee Directory.



Elaine Vincent  
Legislative & Governance Services Manager

c: Committees Coordinator



**DATE:** December 15, 2011  
**TO:** Scott Cameron, Social Planning Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Appointment to Citizen Representatives to Committees  
Red Deer & District Family & Community Support Services Board

---

**Reference Reports:**

Legislative & Governance Services Manager, dated December 7, 2011.

**Resolution:**

The following resolution was passed during the Regular Council meeting held on Monday, December 12, 2011:

Resolved that Council of The City of Red Deer, having considered the report from the Legislative & Governance Services Department, dated December 6, 2011, hereby appoints the following citizen representative to the Red Deer & District Family & Community Support Services Board (FCSS):

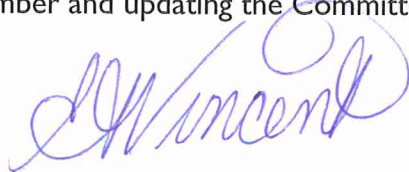
Kathleen Weary

to fill the unexpired term of Sean Noble to the Organizational Meeting of 2012.

**Report back to Council:** No

**Comments/Further Action:**

The above is for your information only. Our office will follow up with contacting the committee member and updating the Committee Directory.



Elaine Vincent  
Legislative & Governance Services Manager

c: Committees Coordinator

**Christine Kenzie**

---

**From:** Christine Kenzie  
**Sent:** December 13, 2011 9:52 AM  
**To:** Dean Frey  
**Cc:** Lynn Iviney; Bev Greter  
**Subject:** Appointment to the Library Board

BACKUP INFORMATION - 12/13/2011 10:00 AM  
NOT SUBMITTED TO COUNCIL 12/13/2011 10:00 AM

To confirm, at the Monday, December 12, 2011 Red Deer City Council Meeting, Council appointed Klaus Ruschin to the Library Board for a two year term - to expire at the Organizational Meeting of 2013. This was to correct the administrative error in his previous appointment.

Would you please forward the current contact information you have for Klaus, i.e. mailing address, phone number and email, for our records. We will send him a letter to confirm his appointment.

Thanks Dean.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

**Christine Kenzie**

---

<b>From:</b>	Christine Kenzie	BACKUP INFORMATION
<b>Sent:</b>	December 13, 2011 9:47 AM	NOT SUBMITTED TO COUNCIL
<b>To:</b>	'Kathleen.weary@rdc.ab.ca'	
<b>Cc:</b>	Lynn Iviney; Bev Greter	
<b>Subject:</b>	Appointment to the Red Deer & District Family & Community Support Services Board (FCSS)	

This is to confirm that at the Monday, December 12, 2011 Red Deer City Council Meeting, Council appointed you to the Red Deer & District Family & Community Support Services Board (FCSS) for a one year term to the Organizational Meeting of 2012.

You will receive a formal letter regarding your appointment in the next few days.

Congratulations on your appointment.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)



**FILE COPY**

**Christine Kenzie**

---

**From:** Christine Kenzie  
**Sent:** December 13, 2011 9:43 AM  
**To:** 'j.pstewart@shaw.ca'  
**Cc:** Lynn Iviney; Bev Greter  
**Subject:** Re-Appointment to Greater Downtown Action Committee

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

This is to confirm that at the Monday, December 12, 2011 Red Deer City Council Meeting, Council re-appointed you to the Greater Downtown Action Plan Committee for a one year term, to expire at the Organizational Meeting of 2012.

You will receive a formal letter regarding your appointment within the next few days.

Congratulations on your re-appointment.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

FILE COPY

**Christine Kenzie**

---

**From:** Christine Kenzie  
**Sent:** December 13, 2011 9:40 AM  
**To:** 'Martinez, Isaac'  
**Subject:** Re-Appointment to the Greater Downtown Action Plan Committee

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

This is to confirm that at the Monday, December 12, 2011 Red Deer City Council Meeting, Council re-appointed you to the Greater Downtown Action Plan Committee for a one year term, to expire at the Organizational Meeting of 2012.

You will receive a formal letter regarding your appointment within the next few days.

Congratulations on your re-appointment.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

**Christine Kenzie**

---

**FILE COPY**

**From:** Christine Kenzie  
**Sent:** December 13, 2011 9:27 AM  
**To:** 'ed@hroutlook.ca'  
**Cc:** Lynn Iviney; Bev Greter  
**Subject:** Appointment to Greater Downtown Action Plan Committee

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

This is to confirm that at the Monday, December 12, 2011 Red Deer City Council Meeting, Council appointed you as a citizen representative to the Greater Downtown Action Plan Committee, for a term to expire at the Organizational Meeting in 2013.

You will receive a formal letter regarding your appointment in the next few days.

Congratulations on your appointment.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

**FILE COPY**

**Christine Kenzie**

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**From:** Christine Kenzie  
**Sent:** December 13, 2011 9:25 AM  
**To:** 'shane.crawford@rdc.ab.ca'  
**Cc:** Lynn Iviney; Bev Greter  
**Subject:** Re-appointment to Greater Downtown Action Plan Committee

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

This is to confirm that at the Monday, December 12, 2011 Red Deer City Council Meeting, Council re-appointed you as the Youth Representative to the Greater Downtown Action Plan Committee, for a term to expire at the Organizational Meeting of 2013.

You will receive a formal letter regarding your appointment in the next few days.

Congratulations on your re-appointment.

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

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December 6, 2011

## Proposed Increase in Parking Penalties and Early Payment Reduction

Traffic Bylaw Amendment 3186/D-2011

General Penalty Bylaw Amendment 3036/C-2011

Legislative & Governance Services Department

### **Report Summary & Recommendation:**

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Traffic Bylaw Amendment 3186/D-2011 and General Penalty Bylaw Amendment 3036/C-2011 are being brought back for Council's consideration of second and third readings.

Council is also being asked to amend General Penalty Bylaw Amendment 3036/C-2011 by revising Section 5 of the bylaw, prior to giving second and third readings.

### **City Manager Comments:**

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I support the recommendations of Administration.

Craig Curtis  
City Manager

### **Proposed Resolution**

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That Council:

- 1) Pass a resolution to amend Section 5 of the General Penalty Bylaw Amendment 3036/C-2011
- 2) Consider second and third readings of Traffic Bylaw Amendment 3186/D-2011 and the amended General Penalty Bylaw Amendment 3036/C-2011.



## Report Details

### **Background:**

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At the Monday, November 28, 2011 Council Meeting, Council passed the following resolution prior to giving first readings to Traffic Bylaw Amendment 3186/D-2011 and General Penalty Bylaw Amendment 3036/C-2011.

Resolved that Council of The City of Red Deer, having considered the report from the Inspections & Licensing Department dated November 14, 2011, Re: Proposed Increase in Parking Penalties and Early Payment Reduction hereby supports Option 2 which provides for an increase in parking penalties by \$25.00 in the Traffic Bylaw and amends section 5 in the General Penalty Bylaw to change the early payment reduction from \$20.00 to \$35.00.

Traffic Bylaw Amendment 3186/D-2011 is an amendment to Schedule L of the Traffic Bylaw for an increase of \$25.00 to all parking tag violations. General Penalty Bylaw Amendment 3036/C-2011 reduces the early payment reduction from \$20.00 to \$35.00. The changes take effect on January 1, 2012.

### **Discussion:**

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A report from Administration is attached requesting an amendment to General Penalty Bylaw Amendment 3036/C-2011 to revise Section 5 to clarify that only tickets that pertain to parking violations are to be reduced by the proposed \$35 early reduction payment. A copy of the report that was submitted to Council at the November 28, 2011 Council Meeting is also attached.

Traffic Bylaw Amendment 3186/D-/2011 and General Penalty Bylaw Amendment 3036/C-2011 are being brought back for Council's consideration of second and third readings.



December 1, 2011

## Proposed Amendment to the General Penalty Bylaw Amendment 3036/C-2011

Inspections & Licensing Department

### **Report Summary & Recommendation:**

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Following first reading of the proposed bylaw amendment to the General Penalty Bylaw, we recommend that section 5 of the bylaw is deleted in its entirety and replaced with the following section:

#### *Section 5*

- (1) The penalties for offences under the following sections of the Traffic Bylaw 3186/97 may be reduced by \$35.00 if paid to the City of Red Deer within 10 days of the date of service of the tag:
  - (a) all sections under Part 4;*
  - (b) all sections under Part 5;*
  - (c) Part 6 sections 37, 37.2(d), 38, 39(2), 39(3), 39(4);*
  - (d) all sections under Part 7; and*
  - (e) Part 8 sections 52, 53(1), 53.2, 63, 73.1**
- (2) Payment of the reduced amount under section 5(1) shall be accepted by the City in full satisfaction of the tag.*
- (3) After the expiry of 10 days from the date of service of the tag, the full penalty amount must be paid, and may be paid to the City of Red Deer at any time before a summons is issued.*





## Report Details

### **Background:**

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First reading was given to General Penalties Bylaw Amendment 3036/C-2011 on November 28, 2011.

### **Discussion:**

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The proposed change clarifies that only tickets that pertain to parking violations may be reduced by the proposed \$35 early reduction payment. There are penalties included within the Traffic Bylaw that are not parking related and will not be subject to the early payment reduction of \$35.

For example, a parking meter violation ticket will be increased from \$30 to \$55, and will receive the \$35 reduction. A violation ticket issued for failure to clean sidewalks would not be subject to the reduction, as it is not parking related and the penalty amount is not being increased at this time. The current penalty amount is \$35.



Report Originally Submitted to  
the Monday, November 28,  
2011 Council Meeting

November 14, 2011

## Proposed Increase in Parking Penalties and Early Payment Reduction

Inspections and Licensing

### Report Summary & Recommendation:

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Administration recommends Option 2. It is recommended that:

1. Council amends the Traffic Bylaw, to increase all parking tag violations by \$25.00.
2. Council amends the General Penalty Bylaw's early payment reduction from \$20.00 to \$35.00.
3. The proposed changes to take effect January 1, 2012.

### Rationale for Recommendation:

- Option 2 is a sustainable option in that revenue targets can be met even if the percentage of early payments were to increase to 60%.
- Option 2 introduces a \$35.00 incentive for early payment. This will significantly reward parking violators who pay their fees early.
- Option 2 may in the long term reduce legal costs by increasing the number of parking violators who pay their ticket, thereby reducing the number of offenders who are prosecuted.
- Option 2 allows administration to use the existing parking tickets that were ordered earlier in the year as a cost savings.

### City Manager Comments:

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I support the recommendation of Administration to proceed with Option 2 and give first reading of Traffic Bylaw Amendment 3186/D-2011 and General Penalties Bylaw Amendment 3036/C-2011. These Bylaws will come back for consideration of second and third reading at the December 12, 2011 Council Meeting.

Craig Curtis  
City Manager

### Proposed Resolution

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That Council considers first reading of Traffic Bylaw Amendment 3186/D-2011 and General Penalties Bylaw Amendment 3036/C-2011.



## Report Details

### **Background:**

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As part of the City of Red Deer 2011 budget process, a Service Plan Funding Requirement (SPFR) for a \$200,000 increase in parking revenue in 2011 was approved to cover increased operating costs in the parking utility.

The bylaw to increase parking penalties was delayed while administration awaited the outcome of the Provincial discussion related to charging electronic license search fees to municipalities. In May, the Province decided to proceed with a \$15.00 charge to municipalities for each license plate search. A bylaw which incorporated the \$15.00 surcharge, as well as the \$200,000 increase in parking revenue (identified in the 2011 budget), was brought to Council on June 13, 2011. Council approved the Traffic Bylaw amendment, which increased the parking penalties by \$25.00. Also approved was an increase to the early payment reduction from \$20.00 to \$35.00 in the General Penalty Bylaw.

The Provincial Government announced to The City on August 26, 2011 that they would not be proceeding with the implementation of the \$15.00 electronic search fee. As a result, on August 31, 2011, City Council repealed the entire parking fee increase by repealing the Traffic Bylaw Amendment 3186/A-2011 and General Penalty Bylaw Amendment 3036/A-2011 that were approved on June 13, 2011.

Inspections & Licensing Department administration had committed to Council that they would be coming back with a report and bylaw amendment, which reflected the original approval for an additional \$200,000 in revenue for the parking utility.

The department has now reviewed the parking revenues and has found that since the parkade was constructed, there has been a significant decrease in parking tickets. While this is great news for our customers, it has impacted the department's ability to achieve the revenue requirements through parking ticket revenue. It appears that the parking fees need to rise significantly higher than originally expected in order to achieve the revenue requirements approved through the budget.

### **Discussion:**

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#### **Options for Consideration**

The following options are submitted with consideration given to:

- providing a fair parking ticket penalty for all.
- meeting budget expectations by keeping the parking business unit self-supporting and a fair distribution of expenditures.



- what other municipalities charge for similar parking infractions.

These options have been reviewed by the Finance Department.

**Option 1:**

- a) Increase the parking penalties by \$15.00 in the Traffic Bylaw No. 3186/97 (ex. - \$45.00 for meter violations); and,
- b) Leave the early payment reduction at \$20.00.

**Benefits:**

- The increase in penalties is comparable to other municipalities.
- Revenues should be sustainable.

**Risks:**

- Statistics have shown that a \$20.00 early payment incentive does not appear to motivate the violator to pay the ticket early, resulting in a possible increase to administrative times.
- Public displeasure since penalties are increased and the early payment of tickets has not changed.  
(ex.- a \$45.00 ticket will result in a required payment of \$25.00; it is currently an early payment of \$10)

**Option 2:**

- a) Increase parking penalties by \$25.00 in the Traffic Bylaw No. 3186/97 (ex. - \$55.00 for meter violations); and,
- b) Amend Section 5, Subsection (1) of the General Penalty Bylaw No. 3036/91 to change the early payment reduction from \$20.00 to \$35.00.

**Benefits:**

- With an increase in the parking penalties and a larger incentive for early payment, the parking violator may see a benefit to taking advantage of the early payment, whereby there could be an opportunity for reduced administrative and legal costs.
- The increase in penalties is comparable to other municipalities.
- Early payment of tickets will result in a required payment of \$20.00, which was approved during budget review, in order to ensure the parking operation remained self-supporting.
- The parking violation tags that had been previously ordered in July 2010 could be utilized for a cost savings.



**Risks:**

- Public displeasure since penalties are increased and, if the early payment incentive is missed, the ticket is \$55.00.
- Based on 2010 data, 34.5% of tickets issued were paid within 10 days. The increase in initial ticket value along with the \$35.00 early payment reduction may result in more tickets being paid within 10 days. There is a low probability that this could result in not achieving revenue expectations.

**Summary of Options (Example)**

Meter parking Violation			
	Penalty	Early payment reduction	Penalty if paid within 10 days
<b>Current</b>	<b>\$30.00</b>	<b>\$20.00</b>	<b>\$10.00</b>
<b>Option 1</b>	<b>\$45.00</b>	<b>\$20.00</b>	<b>\$25.00</b>
<b>Option 2</b>	<b>\$55.00</b>	<b>\$35.00</b>	<b>\$20.00</b>

**Note:** Both budget options included with the Council agenda.

**Comparison of Traffic Bylaw Penalties**

A comparison of fees is included in Appendix "A".

### Appendix “A”

Administration has completed a comparison of parking penalties with other municipalities, reflected in the following table. The table reflects the penalty range for parking violations as well as the amount of the reduction for early payment. The total column reflects the penalty amount for an expired meter violation minus the early reduction, with the amount shown in **bold** indicating what would be paid within the early reduction period. It should be noted that The City of Red Deer has one of the lowest penalties for an expired meter. With the early payment reduction, the fine amounts to \$10.00. Lethbridge is the only municipality with a lower fine, equaling \$6.00 with the early payment reduction.

Municipality	Penalty Range	Reduction	Total
Lethbridge	\$25 - \$50 (\$25)	7 days - \$19 reduction	\$6 - \$31 <b>(\$6)</b>
Medicine Hat	(\$50)	7 days – \$25 reduction	<b>(\$25)</b>
Leduc	\$20 - \$60 (\$40)	15 days - \$10	\$10 - \$50 <b>(\$30)</b>
Calgary	\$75 - \$265 (\$75)	>10 days - \$35 - \$60 reduction 10 to 30 days - \$25 - \$65 reduction (\$25 - \$10)	\$40 - \$160 <b>(\$40 - \$50)</b>
Edmonton	\$35 - \$150 (\$50)	None	<b>(\$50)</b>
Red Deer	\$30 - \$150 (\$30)	\$20	\$10 - \$140 <b>(\$10)</b>

(\$X) = expired meters. Numbers without brackets shows the range of penalties within each municipality.

Current Copy of Schedule L -  
Option 1 - Strike-Through

Bylaw No. 3186/97

**SCHEDULE “L”<sup>1</sup>****INDEX TO OFFENCES AND SPECIFIED PENALTIES**

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<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
<b>PART 2 RIGHTS AND DUTIES OF PEDESTRIANS</b>		
14	Crossing street where sign prohibits	30.00
15	Obstructing a highway	30.00
16	Pedestrians not involved in Special Event	50.00
17	Unauthorized public meetings	35.00
19	Hitchhiking	30.00
<b>PART 3 SIDEWALKS-BICYCLE PATHS</b>		
20	Operate a motor vehicle upon a sidewalk, trail, path	50.00
21	Bicycles on sidewalk where prohibited	35.00
22	Skateboards on sidewalk where prohibited	35.00
22.1	<sup>1</sup> Operating bicycle, skateboard, roller blades in Transit Terminal or parkade	35.00
<b>PART 4 PARKING</b>		
23	Stopping where prohibited	<del>50.00</del> 65.00
24(a)	Park in construction area	<del>50.00</del> 65.00
24(b)	Park in bus stop	<del>50.00</del> 65.00
24(c)	Park to obstruct Fire-Emergency door	<del>60.00</del> 75.00
24(d)	Park in entrance, fire hall or hospital	<del>60.00</del> 75.00
24(e)	Park in area for special class of vehicles	<del>35.00</del> 50.00
24(f)	Parking in area signed “NO PARKING”	<del>50.00</del> 65.00
24(g)	Parking in a fire lane	<del>60.00</del> 75.00

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<sup>1</sup> 3186/A-2010



Bylaw No. 3186/97

**SCHEDULE "L"**<sup>1</sup>**INDEX TO OFFENCES AND SPECIFIED PENALTIES**

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<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
24.1	Park in loading or unloading zone longer than permitted	<del>50.00</del> 65.00
24.1 (a) <sup>2</sup>	Park in a Commercial loading zone without a commercial License plate or commercial signage	<del>50.00</del> 65.00
24.1 (b) <sup>2</sup>	Park in a Commercial loading zone without loading or Unloading	<del>50.00</del> 65.00
24.1 (c) <sup>2</sup>	Park in a Commercial loading zone for more than 30 minutes	<del>50.00</del> 65.00
24.2 (a) <sup>2</sup>	Park in a Public loading zone without loading or Unloading	<del>50.00</del> 65.00
24.2 (b) <sup>2</sup>	Park in a Public loading zone for more than 10 minutes	<del>50.00</del> 65.00
24.3 <sup>3</sup>	Park to obstruct sidewalk	<del>50.00</del> 65.00
25(1)	Driving a vehicle contrary to the Road Repair Sign	<del>35.00</del> 50.00
25(3)	Interfering with Road Repair Sign	<del>35.00</del> 50.00
25(4)	No Parking - street cleaning, snow removal	<del>60.00</del> 75.00
26(1)	Parking in an alley	<del>50.00</del> 65.00
27(1)	Parking longer than designated time	<del>30.00</del> 45.00
27(2)	Parking longer than designated time (second offence)	<del>35.00</del> 50.00
28(1)	Parking unattached holiday trailer on highway	<del>50.00</del> 65.00
29(1)	Parking in taxi stand	<del>35.00</del> 50.00
29(2)	Leave taxi cab unattended	<del>35.00</del> 50.00
29(3)	Park taxi in taxi stand when not for hire	<del>35.00</del> 50.00
30	Park taxi other than place allowed	<del>35.00</del> 50.00
32.1	Stopping or Parking:	<del>50.00</del> 65.00
	(a) on a sidewalk or boulevard	

<sup>2</sup> 3186/B-2006, <sup>1</sup> 3185/A-2006, <sup>3</sup> 3186/A-2008

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<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
	(b) on a crosswalk	
	(c) within an intersection	
	(d) at an intersection nearer than 5 metres to a curb	
	(e) within 5 metres from a stop sign	
	(g) within 1.5 metres of access to any garage, private road or vehicle access over sidewalk	
	(h) within 5 metres of a crosswalk	
	(i) stopping or parking so as to obstruct traffic	
	(j) where prohibited by a traffic control device	
	(k) beside a parked vehicle	
32.1	Stopping or Parking	<del>60.00</del> 75.00
	(f) within 5 metres from any fire hydrant	
32.2	Parallel Parking	<del>50.00</del> 65.00
32.3	Angle Parking	<del>50.00</del> 65.00
32.4	Vehicle on a Jack	<del>50.00</del> 65.00
32.5 (1)	Park in excess of 72 hours	<del>400.00</del> 115.00
32.5 (2)	Park without consent	<del>400.00</del> 115.00
32.5 (3)	Permitting a vehicle, holiday trailer or recreation vehicle to be used for sleeping accommodation	<del>250.00</del> 265.00

<sup>1</sup> 3186/A-2006

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<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
32.5 (4)	Park where not permitted	<del>400.00</del> 115.00
32.6	Park so as to obstruct traffic	<del>400.00</del> 115.00
34(1)	Parking in disabled space	<del>450.00</del> 165.00
34(2)	DELETED	

**PART 5 PARKING ON PRIVATE PROPERTY**

35(1)	Park on private property	<del>50.00</del> 65.00
35(2)	Park on parking lot on private land - public access	<del>50.00</del> 65.00
36	Park in a leased stall	<del>50.00</del> 65.00

**PART 6 CITY PARKING**

37	Park or operate vehicle - City owned land	<del>50.00</del> 65.00
37.2(a) <sup>2</sup>	Display goods for sale	50.00
37.2(b) <sup>2</sup>	Offer goods for sale on highway or boulevard	50.00
37.2(c) <sup>2</sup>	Sell goods on highway or boulevard	50.00
37.2(d) <sup>2</sup>	Park a vehicle that is being displayed for sale or that is displaying advertising directing persons to a commercial premises	<del>50.00</del> 65.00
38	Park in City employee stall	<del>50.00</del> 65.00
39(2)	Park contrary to signs - City parking lot	<del>50.00</del> 65.00

<sup>2</sup> 3186/B-2006, <sup>1</sup> 3186/A-2006

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<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
39(3)	<sup>3</sup> Parking in City lot or parkade	<del>35.00</del> 50.00
39(4)	<sup>4</sup> Parking prohibited in City lot or parkade in excess of 36 hours	<del>60.00</del> 75.00

**PART 7 PARKING METERS**

40	Meter violations	<del>30.00</del> 45.00
4	Meter violation - second offence	<del>35.00</del> 50.00
43.2 <sup>2</sup>	Park licensed courier/delivery vehicle over time limit	<del>30.00</del> 45.00
44	Unauthorized meter exemption sticker	<del>60.00</del> 75.00
45(a)	Not parking within lines - metered space	<del>30.00</del> 45.00
45(b)	Improper angle park - metered space	<del>30.00</del> 45.00
45(c)	Improper parallel park - metered space	<del>30.00</del> 45.00
48	Park at hooded meter	<del>60.00</del> 75.00
49	Taxi cab in metered space	<del>35.00</del> 50.00

**PART 7A TRANSIT TERMINAL**

51.1(1)	<sup>5</sup> DELETED	
51.1(2)	<sup>6</sup> Enter Transit Terminal or parkade after hours	35.00
51.1(3)	Run or walk in area for passage of motor vehicles	35.00
51.1(4)	<sup>7</sup> DELETED	
51.1(5)	<sup>8</sup> DELETED	
51.1(6)	Bring animals into Transit Terminal	35.00

<sup>2</sup> 3186/B-2006, <sup>1</sup> 3186/A-2006, <sup>3</sup> 3186/A-2010, <sup>4</sup> 3186/A-2010, <sup>5</sup> 3186/A-2010, <sup>6</sup> 3186/A-2010, <sup>7</sup> 3186/A-2010, <sup>8</sup> 3186/A-2010

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<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
<b>PART 8 SPECIAL CLASSES OF VEHICLES</b>		
52	Angle park vehicle exceeding 6 metres	<del>60.00</del> 75.00
53(1)	Park vehicle over 6 metres - residential district	<del>450.00</del> 165.00
53.2	Park Unattached Trailer	<del>60.00</del> 75.00
54	Residing in holiday trailer or recreation vehicle	100.00
55(a)	Overdimension permits	100.00
55(b)	Overweight permits	100.00
58(a)	Failure to obtain permit	100.00
58(b)	Violation of permit conditions	100.00
59	Weight limits on bridge	100.00
60(a)	Refusing to stop for Peace Officer	100.00
60(b)	Refusal to permit weighing of vehicle	100.00
61	Vehicle with metal lugs without permit	100.00
62 <sup>1</sup>	Heavy vehicle operation off truck routes	100.00
63 <sup>2</sup>	Heavy Vehicle parking off truck routes	<del>400.00</del> 115.00
73(1)	Overtake transit bus on right side	60.00
73.1	Operate a vehicle in area restricted to City transit buses only	<del>150.00</del>
165.00		
<b>PART 9 RULES FOR PARADES AND PROCESSIONS</b>		
74(1)	Hold a Special Event without a permit	60.00
74(3)	Be a member of an unauthorized Special Event	35.00

<sup>1</sup> 3186/A-2010, <sup>2</sup> 3186/A-2010,

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<b><i>Section</i></b>	<b><i>Title of Offence</i></b>	<b><i>Penalty</i></b>
<b>PART 10 MISCELLANEOUS</b>		
78	Heavy vehicle operation across sidewalks	100.00
79(1)	Vehicular access on sidewalk or boulevard	60.00
80(1)	<sup>2</sup> Failure to obey transit or parkade regulations	30.00
81(1)	Placing obstructions and snow on roadway	35.00
82(1)	Failure to clean sidewalks	35.00
83	Distraction by light or object	100.00
84	Washing vehicles - drainage to highway	100.00
85	Unloading across sidewalk	35.00
86	Placing goods on highway	35.00
87	Sledding behind moving vehicles	35.00
88	Allowing livestock to obstruct traffic	35.00
89	Livestock on City property	35.00
90	Damaging a roadway	100.00
91	Encroachment or obstruction on highway	35.00
92	Storing material on City property without permit	100.00
93	Placing salt on sidewalk	30.00
94	Draining radiator on roadway	500.00
95	Failing to trim overhanging shrubs	35.00
96	Unauthorized damage to boulevard trees	35.00
101	Dumping dangerous goods on highway	500.00

<sup>1</sup> 3186/A-2006, <sup>2</sup> 3186/A-2010

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<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
<b>PART 2 RIGHTS AND DUTIES OF PEDESTRIANS</b>		
14	Crossing street where sign prohibits	30.00
15	Obstructing a highway	30.00
16	Pedestrians not involved in Special Event	50.00
17	Unauthorized public meetings	35.00
19	Hitchhiking	30.00
<b>PART 3 SIDEWALKS-BICYCLE PATHS</b>		
20	Operate a motor vehicle upon a sidewalk, trail, path	50.00
21	Bicycles on sidewalk where prohibited	35.00
22	Skateboards on sidewalk where prohibited	35.00
22.1	<sup>1</sup> Operating bicycle, skateboard, roller blades in Transit Terminal or parkade	35.00
<b>PART 4 PARKING</b>		
23	Stopping where prohibited	<del>50.00</del> 75.00
24(a)	Park in construction area	<del>50.00</del> 75.00
24(b)	Park in bus stop	<del>50.00</del> 75.00
24(c)	Park to obstruct Fire-Emergency door	<del>60.00</del> 85.00
24(d)	Park in entrance, fire hall or hospital	<del>60.00</del> 85.00
24(e)	Park in area for special class of vehicles	<del>35.00</del> 60.00
24(f)	Parking in area signed “NO PARKING”	<del>50.00</del> 75.00
24(g)	Parking in a fire lane	<del>60.00</del> 85.00

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<sup>1</sup> 3186/A-2010



Bylaw No. 3186/97

**SCHEDULE "L"**<sup>1</sup>**INDEX TO OFFENCES AND SPECIFIED PENALTIES**

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<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
24.1	Park in loading or unloading zone longer than permitted	<del>50.00</del> 75.00
24.1 (a) <sup>2</sup>	Park in a Commercial loading zone without a commercial License plate or commercial signage	<del>50.00</del> 75.00
24.1 (b) <sup>2</sup>	Park in a Commercial loading zone without loading or Unloading	<del>50.00</del> 75.00
24.1 (c) <sup>2</sup>	Park in a Commercial loading zone for more than 30 minutes	<del>50.00</del> 75.00
24.2 (a) <sup>2</sup>	Park in a Public loading zone without loading or Unloading	<del>50.00</del> 75.00
24.2 (b) <sup>2</sup>	Park in a Public loading zone for more than 10 minutes	<del>50.00</del> 75.00
24.3 <sup>3</sup>	Park to obstruct sidewalk	<del>50.00</del> 75.00
25(1)	Driving a vehicle contrary to the Road Repair Sign	<del>35.00</del> 60.00
25(3)	Interfering with Road Repair Sign	<del>35.00</del> 60.00
25(4)	No Parking - street cleaning, snow removal	<del>60.00</del> 85.00
26(1)	Parking in an alley	<del>50.00</del> 75.00
27(1)	Parking longer than designated time	<del>30.00</del> 55.00
27(2)	Parking longer than designated time (second offence)	<del>35.00</del> 60.00
28(1)	Parking unattached holiday trailer on highway	<del>50.00</del> 75.00
29(1)	Parking in taxi stand	<del>35.00</del> 60.00
29(2)	Leave taxi cab unattended	<del>35.00</del> 60.00
29(3)	Park taxi in taxi stand when not for hire	<del>35.00</del> 60.00
30	Park taxi other than place allowed	<del>35.00</del> 60.00
32.1	Stopping or Parking:	<del>50.00</del> 75.00
	(a) on a sidewalk or boulevard	

<sup>2</sup> 3186/B-2006, <sup>1</sup> 3185/A-2006, <sup>3</sup> 3186/A-2008

Bylaw No. 3186/97

**SCHEDULE "L"<sup>1</sup>****INDEX TO OFFENCES AND SPECIFIED PENALTIES**

Page 3 of 7

<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
	(b) on a crosswalk	
	(c) within an intersection	
	(d) at an intersection nearer than 5 metres to a curb	
	(e) within 5 metres from a stop sign	
	(g) within 1.5 metres of access to any garage, private road or vehicle access over sidewalk	
	(h) within 5 metres of a crosswalk	
	(i) stopping or parking so as to obstruct traffic	
	(j) where prohibited by a traffic control device	
	(k) beside a parked vehicle	
32.1	Stopping or Parking	<del>60.00</del> 85.00
	(f) within 5 metres from any fire hydrant	
32.2	Parallel Parking	<del>50.00</del> 75.00
32.3	Angle Parking	<del>50.00</del> 75.00
32.4	Vehicle on a Jack	<del>50.00</del> 75.00
32.5 (1)	Park in excess of 72 hours	<del>400.00</del> 125.00
32.5 (2)	Park without consent	<del>400.00</del> 125.00
32.5 (3)	Permitting a vehicle, holiday trailer or recreation vehicle to be used for sleeping accommodation	<del>250.00</del> 275.00

<sup>1</sup> 3186/A-2006

Bylaw No. 3186/97

**SCHEDULE "L"<sup>1</sup>****INDEX TO OFFENCES AND SPECIFIED PENALTIES**

Page 4 of 7

<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
32.5 (4)	Park where not permitted	<del>400.00</del> 125.00
32.6	Park so as to obstruct traffic	<del>400.00</del> 125.00
34(1)	Parking in disabled space	<del>450.00</del> 175.00
34(2)	DELETED	

**PART 5 PARKING ON PRIVATE PROPERTY**

35(1)	Park on private property	<del>50.00</del> 75.00
35(2)	Park on parking lot on private land - public access	<del>50.00</del> 75.00
36	Park in a leased stall	<del>50.00</del> 75.00

**PART 6 CITY PARKING**

37	Park or operate vehicle - City owned land	<del>50.00</del> 75.00
37.2(a) <sup>2</sup>	Display goods for sale	50.00
37.2(b) <sup>2</sup>	Offer goods for sale on highway or boulevard	50.00
37.2(c) <sup>2</sup>	Sell goods on highway or boulevard	50.00
37.2(d) <sup>2</sup>	Park a vehicle that is being displayed for sale or that is displaying advertising directing persons to a commercial premises	<del>50.00</del> 75.00
38	Park in City employee stall	<del>50.00</del> 75.00
39(2)	Park contrary to signs - City parking lot	<del>50.00</del> 75.00

<sup>2</sup> 3186/B-2006, <sup>1</sup> 3186/A-2006

Bylaw No. 3186/97

**SCHEDULE "L"<sup>1</sup>****INDEX TO OFFENCES AND SPECIFIED PENALTIES**

Page 5 of 7

<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
39(3)	<sup>3</sup> Parking in City lot or parkade	<del>35.00</del> 60.00
39(4)	<sup>4</sup> Parking prohibited in City lot or parkade in excess of 36 hours	<del>60.00</del> 85.00

**PART 7 PARKING METERS**

40	Meter violations	<del>30.00</del> 55.00
4	Meter violation - second offence	<del>35.00</del> 60.00
43.2 <sup>2</sup>	Park licensed courier/delivery vehicle over time limit	<del>30.00</del> 55.00
44	Unauthorized meter exemption sticker	<del>60.00</del> 85.00
45(a)	Not parking within lines - metered space	<del>30.00</del> 55.00
45(b)	Improper angle park - metered space	<del>30.00</del> 55.00
45(c)	Improper parallel park - metered space	<del>30.00</del> 55.00
48	Park at hooded meter	<del>60.00</del> 85.00
49	Taxi cab in metered space	<del>35.00</del> 60.00

**PART 7A TRANSIT TERMINAL**

51.1(1)	<sup>5</sup> DELETED	
51.1(2)	<sup>6</sup> Enter Transit Terminal or parkade after hours	35.00
51.1(3)	Run or walk in area for passage of motor vehicles	35.00
51.1(4)	<sup>7</sup> DELETED	
51.1(5)	<sup>8</sup> DELETED	
51.1(6)	Bring animals into Transit Terminal	35.00

<sup>2</sup> 3186/B-2006, <sup>1</sup> 3186/A-2006, <sup>3</sup> 3186/A-2010, <sup>4</sup> 3186/A-2010, <sup>5</sup> 3186/A-2010, <sup>6</sup> 3186/A-2010, <sup>7</sup> 3186/A-2010, <sup>8</sup> 3186/A-2010

Bylaw No. 3186/97

**SCHEDULE "L"<sup>1</sup>****INDEX TO OFFENCES AND SPECIFIED PENALTIES**

Page 6 of 7

<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
<b>PART 8 SPECIAL CLASSES OF VEHICLES</b>		
52	Angle park vehicle exceeding 6 metres	<del>60.00</del> 85.00
53(1)	Park vehicle over 6 metres - residential district	<del>450.00</del> 175.00
53.2	Park Unattached Trailer	<del>60.00</del> 85.00
54	Residing in holiday trailer or recreation vehicle	100.00
55(a)	Overdimension permits	100.00
55(b)	Overweight permits	100.00
58(a)	Failure to obtain permit	100.00
58(b)	Violation of permit conditions	100.00
59	Weight limits on bridge	100.00
60(a)	Refusing to stop for Peace Officer	100.00
60(b)	Refusal to permit weighing of vehicle	100.00
61	Vehicle with metal lugs without permit	100.00
62 <sup>1</sup>	Heavy vehicle operation off truck routes	100.00
63 <sup>2</sup>	Heavy Vehicle parking off truck routes	<del>400.00</del> 125.00
73(1)	Overtake transit bus on right side	60.00
73.1	Operate a vehicle in area restricted to City transit buses only	<del>150.00</del>
165.00		
<b>PART 9 RULES FOR PARADES AND PROCESSIONS</b>		
74(1)	Hold a Special Event without a permit	60.00
74(3)	Be a member of an unauthorized Special Event	35.00

<sup>1</sup> 3186/A-2010, <sup>2</sup> 3186/A-2010,

Bylaw No. 3186/97

**SCHEDULE “L”<sup>1</sup>****INDEX TO OFFENCES AND SPECIFIED PENALTIES**

Page 7 of 7

<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
<b>PART 10 MISCELLANEOUS</b>		
78	Heavy vehicle operation across sidewalks	100.00
79(1)	Vehicular access on sidewalk or boulevard	60.00
80(1)	<sup>2</sup> Failure to obey transit or parkade regulations	30.00
81(1)	Placing obstructions and snow on roadway	35.00
82(1)	Failure to clean sidewalks	35.00
83	Distraction by light or object	100.00
84	Washing vehicles - drainage to highway	100.00
85	Unloading across sidewalk	35.00
86	Placing goods on highway	35.00
87	Sledding behind moving vehicles	35.00
88	Allowing livestock to obstruct traffic	35.00
89	Livestock on City property	35.00
90	Damaging a roadway	100.00
91	Encroachment or obstruction on highway	35.00
92	Storing material on City property without permit	100.00
93	Placing salt on sidewalk	30.00
94	Draining radiator on roadway	500.00
95	Failing to trim overhanging shrubs	35.00
96	Unauthorized damage to boulevard trees	35.00
101	Dumping dangerous goods on highway	500.00

<sup>1</sup> 3186/A-2006, <sup>2</sup> 3186/A-2010

**Option 2****BYLAW NO. 3186/D-2011**

Being a Bylaw to amend Bylaw No. 3186/97 The Traffic Bylaw of the City of Red Deer.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

Bylaw No. 3186/97 is hereby amended as follows:

1. Schedule "L" is deleted in its entirety and replaced with the attached revised Schedule "L".
2. This Bylaw takes effect on January 1, 2012.
3. In all other respects, Bylaw No. 3186/97 is hereby ratified and confirmed.

READ A FIRST TIME IN OPEN COUNCIL this	28 <sup>th</sup>	day of	November	2011.
READ A SECOND TIME IN OPEN COUNCIL this		day of		2011.
READ A THIRD TIME IN OPEN COUNCIL this		day of		2011.
AND SIGNED BY THE MAYOR AND CLERK this		day of		2011.

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MAYOR

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CITY CLERK



Bylaw No. 3186/D-2011

**SCHEDULE "L"<sup>1</sup>****INDEX TO OFFENCES AND SPECIFIED PENALTIES**

Page 1 of 7

<i><b>Section</b></i>	<i><b>Title of Offence</b></i>	<i><b>Penalty</b></i>
<b>PART 2 RIGHTS AND DUTIES OF PEDESTRIANS</b>		
14	Crossing street where sign prohibits	30.00
15	Obstructing a highway	30.00
16	Pedestrians not involved in Special Event	50.00
17	Unauthorized public meetings	35.00
19	Hitchhiking	30.00
<b>PART 3 SIDEWALKS-BICYCLE PATHS</b>		
20	Operate a motor vehicle upon a sidewalk, trail, path	50.00
21	Bicycles on sidewalk where prohibited	35.00
22	Skateboards on sidewalk where prohibited	35.00
22.1	<sup>1</sup> Operating bicycle, skateboard, roller blades in Transit Terminal or parkade	35.00
<b>PART 4 PARKING</b>		
23	Stopping where prohibited	75.00
24(a)	Park in construction area	75.00
24(b)	Park in bus stop	75.00
24(c)	Park to obstruct Fire-Emergency door	85.00
24(d)	Park in entrance, fire hall or hospital	85.00
24(e)	Park in area for special class of vehicles	60.00
24(f)	Parking in area signed "NO PARKING"	75.00
24(g)	Parking in a fire lane	85.00

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<sup>1</sup> 3186/A-2010

Bylaw No. 3186/D-2011

**SCHEDULE "L"<sup>1</sup>****INDEX TO OFFENCES AND SPECIFIED PENALTIES**

Page 2 of 7

<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
24.1	Park in loading or unloading zone longer than permitted	75.00
24.1 (a) <sup>2</sup>	Park in a Commercial loading zone without a commercial License plate or commercial signage	75.00
24.1 (b) <sup>2</sup>	Park in a Commercial loading zone without loading or Unloading	75.00
24.1 (c) <sup>2</sup>	Park in a Commercial loading zone for more than 30 minutes	75.00
24.2 (a) <sup>2</sup>	Park in a Public loading zone without loading or Unloading	75.00
24.2 (b) <sup>2</sup>	Park in a Public loading zone for more than 10 minutes	75.00
24.3 <sup>3</sup>	Park to obstruct sidewalk	75.00
25(1)	Driving a vehicle contrary to the Road Repair Sign	60.00
25(3)	Interfering with Road Repair Sign	60.00
25(4)	No Parking - street cleaning, snow removal	85.00
26(1)	Parking in an alley	75.00
27(1)	Parking longer than designated time	55.00
27(2)	Parking longer than designated time (second offence)	60.00
28(1)	Parking unattached holiday trailer on highway	75.00
29(1)	Parking in taxi stand	60.00
29(2)	Leave taxi cab unattended	60.00
29(3)	Park taxi in taxi stand when not for hire	60.00
30	Park taxi other than place allowed	60.00
32.1	Stopping or Parking:	75.00
	(a) on a sidewalk or boulevard	

<sup>2</sup> 3186/B-2006, <sup>1</sup> 3185/A-2006, <sup>3</sup> 3186/A-2008

Bylaw No. 3186/D-2011

**SCHEDULE "L"<sup>1</sup>****INDEX TO OFFENCES AND SPECIFIED PENALTIES**

Page 3 of 7

<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
	(b) on a crosswalk	
	(c) within an intersection	
	(d) at an intersection nearer than 5 metres to a curb	
	(e) within 5 metres from a stop sign	
	(g) within 1.5 metres of access to any garage, private road or vehicle access over sidewalk	
	(h) within 5 metres of a crosswalk	
	(i) stopping or parking so as to obstruct traffic	
	(j) where prohibited by a traffic control device	
	(k) beside a parked vehicle	
32.1	Stopping or Parking	85.00
	(f) within 5 metres from any fire hydrant	
32.2	Parallel Parking	75.00
32.3	Angle Parking	75.00
32.4	Vehicle on a Jack	75.00
32.5 (1)	Park in excess of 72 hours	125.00
32.5 (2)	Park without consent	125.00
32.5 (3)	Permitting a vehicle, holiday trailer or recreation vehicle to be used for sleeping accommodation	275.00

<sup>1</sup> 3186/A-2006

Bylaw No. 3186/D-2011

**SCHEDULE "L"<sup>1</sup>****INDEX TO OFFENCES AND SPECIFIED PENALTIES**

Page 4 of 7

<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
32.5 (4)	Park where not permitted	125.00
32.6	Park so as to obstruct traffic	125.00
34(1)	Parking in disabled space	175.00
34(2)	DELETED	

**PART 5 PARKING ON PRIVATE PROPERTY**

35(1)	Park on private property	75.00
35(2)	Park on parking lot on private land - public access	75.00
36	Park in a leased stall	75.00

**PART 6 CITY PARKING**

37	Park or operate vehicle - City owned land	75.00
37.2(a) <sup>2</sup>	Display goods for sale	50.00
37.2(b) <sup>2</sup>	Offer goods for sale on highway or boulevard	50.00
37.2(c) <sup>2</sup>	Sell goods on highway or boulevard	50.00
37.2(d) <sup>2</sup>	Park a vehicle that is being displayed for sale or that is displaying advertising directing persons to a commercial premises	75.00
38	Park in City employee stall	75.00
39(2)	Park contrary to signs - City parking lot	75.00

<sup>2</sup> 3186/B-2006, <sup>1</sup> 3186/A-2006

Bylaw No. 3186/D-2011

**SCHEDULE "L"<sup>1</sup>****INDEX TO OFFENCES AND SPECIFIED PENALTIES**

Page 5 of 7

<b>Section</b>	<b>Title of Offence</b>	<b>Penalty</b>
39(3)	<sup>3</sup> Parking in City lot or parkade	60.00
39(4)	<sup>4</sup> Parking prohibited in City lot or parkade in excess of 36 hours	85.00

**PART 7 PARKING METERS**

40	Meter violations	55.00
41	Meter violation - second offence	60.00
43.2 <sup>2</sup>	Park licensed courier/delivery vehicle over time limit	55.00
44	Unauthorized meter exemption sticker	85.00
45(a)	Not parking within lines - metered space	55.00
45(b)	Improper angle park - metered space	55.00
45(c)	Improper parallel park - metered space	55.00
48	Park at hooded meter	85.00
49	Taxi cab in metered space	60.00

**PART 7A TRANSIT TERMINAL**

51.1(1)	<sup>5</sup> DELETED	
51.1(2)	<sup>6</sup> Enter Transit Terminal or parkade after hours	35.00
51.1(3)	Run or walk in area for passage of motor vehicles	35.00
51.1(4)	<sup>7</sup> DELETED	
51.1(5)	<sup>8</sup> DELETED	
51.1(6)	Bring animals into Transit Terminal	35.00

<sup>2</sup> 3186/B-2006, <sup>1</sup> 3186/A-2006, <sup>3</sup> 3186/A-2010, <sup>4</sup> 3186/A-2010, <sup>5</sup> 3186/A-2010, <sup>6</sup> 3186/A-2010, <sup>7</sup> 3186/A-2010, <sup>8</sup> 3186/A-2010

Bylaw No. 3186/D-2011

**SCHEDULE "L"<sup>1</sup>****INDEX TO OFFENCES AND SPECIFIED PENALTIES**

Page 6 of 7

<b><i>Section</i></b>	<b><i>Title of Offence</i></b>	<b><i>Penalty</i></b>
<b>PART 8 SPECIAL CLASSES OF VEHICLES</b>		
52	Angle park vehicle exceeding 6 metres	85.00
53(1)	Park vehicle over 6 metres - residential district	175.00
53(2)	Park Unattached Trailer	85.00
54	Residing in holiday trailer or recreation vehicle	100.00
55(a)	Overdimension permits	100.00
55(b)	Overweight permits	100.00
58(a)	Failure to obtain permit	100.00
58(b)	Violation of permit conditions	100.00
59	Weight limits on bridge	100.00
60(a)	Refusing to stop for Peace Officer	100.00
60(b)	Refusal to permit weighing of vehicle	100.00
61	Vehicle with metal lugs without permit	100.00
62 <sup>1</sup>	Heavy vehicle operation off truck routes	100.00
63 <sup>2</sup>	Heavy Vehicle parking off truck routes	125.00
73(1)	Overtake transit bus on right side	60.00
73.1	Operate a vehicle in area restricted to City transit buses only	175.00
<b>PART 9 RULES FOR PARADES AND PROCESSIONS</b>		
74(1)	Hold a Special Event without a permit	60.00
74(3)	Be a member of an unauthorized Special Event	35.00

<sup>1</sup> 3186/A-2010, <sup>2</sup> 3186/A-2010,

Bylaw No. 3186/D-2011

**SCHEDULE "L"<sup>1</sup>****INDEX TO OFFENCES AND SPECIFIED PENALTIES**

Page 7 of 7

<b><i>Section</i></b>	<b><i>Title of Offence</i></b>	<b><i>Penalty</i></b>
<b>PART 10 MISCELLANEOUS</b>		
78	Heavy vehicle operation across sidewalks	100.00
79(1)	Vehicular access on sidewalk or boulevard	60.00
80(1)	<sup>2</sup> Failure to obey transit or parkade regulations	30.00
81(1)	Placing obstructions and snow on roadway	35.00
82(1)	Failure to clean sidewalks	35.00
83	Distraction by light or object	100.00
84	Washing vehicles - drainage to highway	100.00
85	Unloading across sidewalk	35.00
86	Placing goods on highway	35.00
87	Sledding behind moving vehicles	35.00
88	Allowing livestock to obstruct traffic	35.00
89	Livestock on City property	35.00
90	Damaging a roadway	100.00
91	Encroachment or obstruction on highway	35.00
92	Storing material on City property without permit	100.00
93	Placing salt on sidewalk	30.00
94	Draining radiator on roadway	500.00
95	Failing to trim overhanging shrubs	35.00
96	Unauthorized damage to boulevard trees	35.00
101	Dumping dangerous goods on highway	500.00

<sup>1</sup> 3186/A-2006, <sup>2</sup> 3186/A-2010



**BYLAW NO. 3036/C-2011**

Original Bylaw Presented to  
the November 28, 2011  
Council Meeting

Being a Bylaw to amend Bylaw No. 3036/91 The General Penalty Bylaw of the City of Red Deer.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

Bylaw No. 3036/97 is hereby amended as follows:

1. Section 5 (1) is amended as follows:  
  
“(1) The penalty amount, if paid to the City of Red Deer within 10 days of the date of which service of the tag, may be reduced by the sum of \$35.00, which reduced amount shall be accepted in satisfaction of the tag.”
2. This Bylaw takes effect on January 1, 2012.
3. In all other respects, Bylaw No. 3036/91 is hereby ratified and confirmed.

READ A FIRST TIME IN OPEN COUNCIL this	28 <sup>th</sup>	day of	November	2011.
READ A SECOND TIME IN OPEN COUNCIL this		day of		2011.
READ A THIRD TIME IN OPEN COUNCIL this		day of		2011.
AND SIGNED BY THE MAYOR AND CLERK this		day of		2011.

\_\_\_\_\_  
MAYOR

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

**BYLAW NO. 3036/C-2011****Amended Copy**

Being a Bylaw to amend Bylaw No. 3036/91 The General Penalty Bylaw of the City of Red Deer.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

Bylaw No. 3036/97 is hereby amended as follows:

1. Section 5 is deleted in its entirety and replaced with the following revised Section 5:  
  
“5 (1) The penalties for offences under the following sections of the Traffic Bylaw 3186/97 may be reduced by \$35.00 if paid to The City of Red Deer within 10 days of the date of service of the tag:  
  
    (a) all sections under Part 4;  
    (b) all sections under Part 5;  
    (c) Part 6 sections 37, 37.2 (d), 38, 39 (2), 39 (3), 39 (4);  
    (d) all sections under Part 7; and  
    (e) Part 8 sections 52, 53 (1), 53.2, 63, 73.1  
  
    (2) Payment of the reduced amount under section 5 (1) shall be accepted by The City in full satisfaction of the tag.  
  
    (3) After the expiry of 10 days from the date of service of the tag, the full penalty amount must be paid, and may be paid to The City of Red Deer at any time before a summons is issued.”
2. This Bylaw takes effect on January 1, 2012.
3. In all other respects, Bylaw No. 3036/91 is hereby ratified and confirmed.

READ A FIRST TIME IN OPEN COUNCIL this	28 <sup>th</sup>	day of	November	2011.
READ A SECOND TIME IN OPEN COUNCIL this		day of		2011.
READ A THIRD TIME IN OPEN COUNCIL this		day of		2011.
AND SIGNED BY THE MAYOR AND CLERK this		day of		2011.

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MAYOR

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CITY CLERK

**DATE:** December 15, 2011

**TO:** Frank Colosimo, Engineering Services Manager

**FROM:** Elaine Vincent, Legislative & Governance Services Manager

**SUBJECT:** Proposed Amendment to Utility Bylaw – Utility Bylaw Amendment 3215/B-2011 - Consideration of Third Reading

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**Reference Report:**

Engineering Services Manager dated December 2, 2011.

**Resolution:**

Prior to third reading of Utility Bylaw Amendment 3215/B-2011 the following resolution was passed during the Regular Council meeting held on Monday, December 12, 2011:

Resolved that Council of The City of Red Deer, having considered the report from the Engineering Services Department, dated December 2, 2011, Re: Proposed Amendment to Utility Bylaw Amendment 3215/B-2011, hereby agrees to amend Utility Bylaw Amendment 3215/B-2011 as follows:

- I. By inserting the following as Item 2 as shown below:
  - 2 Section 44 is deleted and replaced with the following revised section 44:
    - 44 The Director of Development Services shall have the discretion to extend the period of time within which the connection to the Water Main and Wastewater Sewer must be made for such period of time as the Director considers is reasonable and subject to review every 5 years or less, provided that such extension of time is consistent with City policies and Council direction, and also provided that the failure to connect:
      - (a) will not jeopardize the health or safety of the occupants of the building or of other City residents;
      - (b) will not adversely affect the integrity or operation of those utilities; and
      - (c) will not present an undue risk of damage to property or the environment.

.../2

2. By renumbering the previous Item 2 to Item 3.


**Bylaw Reading:**

Further, at the Monday, December 12, 2011 Council Meeting, Council gave third reading to Utility Bylaw Amendment 3215/B-2011. A copy of the bylaw is attached.

**Report back to Council:** No

**Comments/Further Action:**

This office will proceed with distribution of this bylaw.



Elaine Vincent  
Legislative & Governance Services Manager  
/attach

c: Director of Planning Services  
Corporate Meeting Coordinator



December 2, 2011

## Proposed Amendment to Utility Bylaw – Utility Bylaw Amendment 3215/B-2011

Engineering Services Department

### **Report Summary & Recommendation:**

---

This report is being submitted as a supplement to the Utility Bylaw amendment report dated September 23, 2011. It seeks to clarify the need for the Connection Fee being proposed which will facilitate the extension of municipal services to recently annexed rural development areas; provides an overview of the process applied to extending municipal service requests to existing rural development; and also highlights potential cost impacts to rural residential areas.

### **City Manager Comments:**

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I support the recommendation of Administration.

Craig Curtis  
City Manager

### **Proposed Resolution**

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That Council pass a resolution to amend Utility Bylaw amendment 3215/B-2011 by adding changes to the wording of Section 44, prior to giving third reading to the bylaw.



## Report Details

### Background:

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#### A. The Need for Municipal Services

Under the provisions of Section 34(1) of the *Municipal Government Act (MGA)*, if the system or works of a municipal public utility that provide a municipal utility service are adjacent to a parcel of land, the municipality must, when it is able to do so and subject to any terms, costs or charges established by council, provide the municipal utility service to the parcel on the request of the owner. Bylaw No. 3215/98 also requires that within one year after a public water supply becomes available, the owner of every building situated on land abutting on any street in which there is a water main shall at the owner's expense connect such building to the water system. Notwithstanding the foregoing, the Director of Development Services shall have the discretion to extend the period of time within which the connection to the public water supply must be made. There are two reasons for the required hookup: firstly, to ensure recovery of invested public funds, and secondly, for environmental, health and/or safety reasons.

The property owners in some of the recently annexed rural developments have expressed the desire for municipal services. These include Riverview Park, College Park and Central Park. The desire for municipal services being expressed by these property owners is also partly due to the difficulty in ensuring any or all of the following:

- a. Reliability of existing water wells;
- b. Efficiency of existing sanitary septic systems;
- c. Desirable quality of water from the wells;
- d. Adequacy of fire protection; and
- e. Environmental considerations.

### Discussion:

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#### A. Process for Providing Municipal Services to Existing Rural Developments

Rural developments comprise of rural residential subdivisions (i.e. country residential developments) and /or rural commercial/industrial subdivisions.

Typically, when municipal services are requested by property owners, it is undertaken through the Local Improvement process. The Local Improvement process could also be initiated by the City; however, this has not occurred to date.

Based on the MGA the City distributes local improvement costs amongst benefitting property owners by using assessable area of land parcels. The assessable area is derived using the legal description of the property and the area shown on the legal plan.

The preparation of the local improvement plan involves determining the scope of work for the extension of services, developing a detailed design plan for the services and detailed cost



estimates. The scope of work may include neighborhood main construction, extension of off-site trunks, extension of services to boundary and road repairs. The typical costs for a local improvement may include land costs, all capital costs associated with the installation of utility mains, service stubs to property lines and rehabilitation of roads, cost of repaying any endeavors for infrastructure and proportionate costs of trunk installation through off-site levies. Due to limitation of the MGA outlined in the September 23 Utility Bylaw Amendment report, an alternative to off-site levies is required. The proposed Connection Fee will address this item.

#### **B. Other Considerations**

To provide municipal service to new or existing neighborhoods, off-site water and sanitary trunks are required to the neighborhood. Planning for and installation of the off-site trunks is undertaken in an orderly development sequence. This means, when a development immediately at the end of the existing trunk line requires servicing, the City plans for and installs trunks to support development. If a development desires trunk service but is not next in line, it is considered to be out of the orderly development sequence and the development is required to front end all costs until orderly development reaches the development. This is the basis of the annual Off-site Levy Bylaw and Off-Site Capital Budget prepared by Engineering.

If a rural development requests municipal service, the scope of work and cost will be based on the above consideration. If the development is next in line, then off-site trunks are budgeted for in the City Capital Budget and installed thereafter to support development. Otherwise, the cost of front ending off-site trunk extensions will be considered in the cost of the local improvement.

### **Analysis:**

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#### **A. Proposed Connection Fee**

The proposed Connection Fee applies to those parcels of land in respect of which no off-site levy for water or wastewater has been paid. This is applicable to provide services to existing rural developments.

The Connection Fee will allow the City to collect an equivalent payment to off-site levies. It will be collected as an amount equal to the current per hectare off-site levy charge for water and wastewater service, calculated on the area of the parcel in question. This fee will ensure equitable treatment of all utility customers, including those in rural developments who have been annexed into the City and desire municipal services.

Based on feedback from the residents at College Park and Riverview Park, the Connection Fee proposed for rural single family residential properties in excess of 0.12 ha is to be calculated as follows: the current per hectare off-site levy charge for water and wastewater service, multiplied by 0.12 ha of area. This is based on the recognition that water consumption and wastewater generated by the larger rural residential developments is





similar to larger city lot. The 0.12 ha area is considered to be a reasonable representation of the size of a large city lot development. Upon further subdivision or additional service request, it is anticipated that demands will increase and offsite levies or an additional Connection Fee will become owing based on the balance of the area of the lot in question.

#### **B. Case Study – College Park**

The College Park Community Association has requested the cost to provide municipal services to their lots. Using College Park as an example, the impact of applying the proposed Connection Fee to the average lot is an approximate 75% reduction of the off-site repayment costs. The impact on the total cost of the local improvement will be less significant as the total cost includes other items not affected by the proposed Utility Bylaw Amendments. Table I displays the detailed analysis.

**TABLE I – Comparison of the Off-Site Costs and Connection Fee for College Park**

	Applying Full Off-Site	Applying Connection Fee
Average Lot Size	0.47 ha	0.12 ha
2011 Off-Site Levy per ha	<u>\$34,370</u>	<u>\$34,370</u>
Off-Site Repayment Cost / Connection Fee	\$16,154	\$4,124
Balance Owing in Future Subdivisions or Service Requests	<u>\$0</u>	<u>\$12,030</u> (0.35 ha @ \$34,370)
Total	<u>\$16,154</u>	<u>\$16,154</u>

This information has been presented to help clarify the intent of the Utility Bylaw Amendment 3215/B-2011.



Report Originally Submitted to the  
Monday, October 3, 2011 Council  
Meeting

**Date:** September 23, 2011

**To:** City Manager

**From:** Engineering Services Manager

**Re:** **Proposed Amendment to Utility Bylaw 3215/98**  
**Utility Bylaw Amendment 3215/B-2011**  
**Addition of Connection Fee for Rural Developments**

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This report is being submitted to amend the Utility Bylaw by introducing a service connection fee that will facilitate the provision of municipal services (water and sanitary) to annexed rural developments. This fee will ensure equitable treatment of all utility customers, including those in rural developments who have been annexed into the City and desire municipal services.

### **Background**

Through recent annexations, rural developments have been incorporated into the City boundary. As part of the 2005 Annexation, College Park and Queens Business Park (formerly part of Burnt Lake Area) were annexed, and in 2009 Phase I annexation included Chiles Industrial Subdivision, Riverview Park and Central Park. In the proposed Phase II annexation area there are a number of similar areas including Linn Valley, Burnt Lake Business Park, Woodland Hills, Canyon Heights, Forest Green Estates and Blindman Industrial. Figure 1 displays the potential rural developments that will be affected by annexation.

Some property owners when annexed into the City request the provision of municipal services. The current practice of providing municipal service to existing developments is through the Local Improvement process. This process is utilized because the servicing benefits a specific area of the City, not the whole City, and the lot owners have never paid for complete municipal services.

Three rural development areas have expressed interest in extending municipal services into their areas. One rural industrial development, the Sullivan Quarter Section (Burnt Lake Industrial Park), has formally petitioned The City for the installation of municipal services as a Local Improvement project. The Local Improvement plan is currently being prepared. Two other rural residential developments, College Park and Riverside Drive, have expressed interest.

As part of preparing the Local Improvement plan, the detailed costs of providing municipal services is determined. Typical costs can include the following: land costs, all capital costs including the installing of utility mains, service stubs to property lines and rehabilitation of roads, cost of repaying any endeavors for infrastructure and proportionate costs of trunk installation through off-site levies.

These are permitted costs as outlined in the Municipal Government Act (MGA) (S. 395)2). However, an off-site levy cannot always be charged for the following reasons:

1. The imposition and payment of an off-site levy is to occur at the time of development or subdivision,
2. An off-site levy may be imposed only once in respect to land that is being developed or subdivided,
3. There is no clear authority to include the costs of off-site levies or previous capital costs spent expanding the utility trunk system as part of a Local Improvement.

#### Issues

The MGA permits the imposition of an off-site to pay for all or part of the capital cost for the expansion of water, sanitary sewage facilities, storm sewer drainage facilities or new or expanded roads. Current City practice is to impose off-site levies at the time of development. The levies are calculated as a reasonable estimate of the cost to extend trunks and roadways to developments in the City.

In recent annexations, there are areas such as the Sullivan Quarter Section (Burnt Lake Industrial Park) that have previously paid off-site levies under County development authority. The off-site levies imposed by the County were for roads and storm and did not include sanitary or water, but the ability to charge off-site levies a second time is not available.

As part of the petitions for Local Improvements, there is no subdivision occurring nor is there a development permit sought out by land owners. Even if the petitioners have not paid off-site levies there is no ability to impose it.

Without applying some form of off-site levies, an inequality would occur between each rural development as well as with new urban developments in the City. The following points are examples of the inequalities:

- **Existing rural developments vs new green field developments:** to support new development in the City, all off-site trunk improvements are front ended by the Off-site Reserves. In turn, the developer would be required to pay his proportionate share of trunks via the off-site levies imposed. Compare this to the Sullivan Quarter Section (Burnt Lake Industrial Park) where full cost of the trunk improvements



would be borne by the petitioners including any over sizing or routing for future development.

- **Between existing rural developments where trunk services are close to the boundary of some rural developments and not to others.** The rural developments adjacent to existing trunks would not be required to front end the cost of trunk services and not required to pay for previous investments made by the Off-site Reserve. Rural developments remote from existing trunks would have to pay the full cost to extend. As an example, trunk services are adjacent to the boundaries of College Park and Riverview Park and capacity has been reserved in the trunks. This is not the case for the Sullivan Quarter Section, where an investment of approximately \$4.0M is required to extend trunks.

### Analysis

The MGA (S.34) requires that the City, upon request of a land owner, supply municipal services to a parcel of land when utility services are adjacent. However, it is subject to any terms, costs, or charges established by Council. Therefore, it is proposed that Bylaw No. 3215/98, The Utility Bylaw, be amended to allow for a service connection fee to be charged to the owner of land in respect to which no off-site levy for water or wastewater has been paid to The City of Red Deer. The proposed Bylaw amendment is attached.

Discussions with College Park Home Owner Association indicates the understanding of the need for off-site levies, but question the appropriateness of charging based on 100% of land area. When determining charges, they feel the following must be considered: the age of neighborhood which predates off-site levies; that demand from one larger rural acreage is similar to that of a larger urban R1 lot; and the fact that homeowners are not developers and a staged approach be considered. The Association even suggested a nominal 0.25 Acre charge be appropriate as a connection fee basis.


The Bylaw amendment does propose an equivalent based connection charge and a staged treatment to residential parcels, and ensures equitable treatment to utility customers.

In developing the connection charge, a review of other large lot R1's in the City was undertaken. The larger R1 lots in Westlake, that front Cronquist Drive, was considered to be representative (see Figure 2), and the connection fee was based on their 0.12 ha / lot average size.

If the lots are subdivided and further services are requested, the balance of land area would become owing at the current off-site levy rate. Some rural development owners may choose to subdivide their lots.

**Recommendation**

Engineering Services recommends The City Council proceed with three readings of the Utility Bylaw 3215/B-2011.

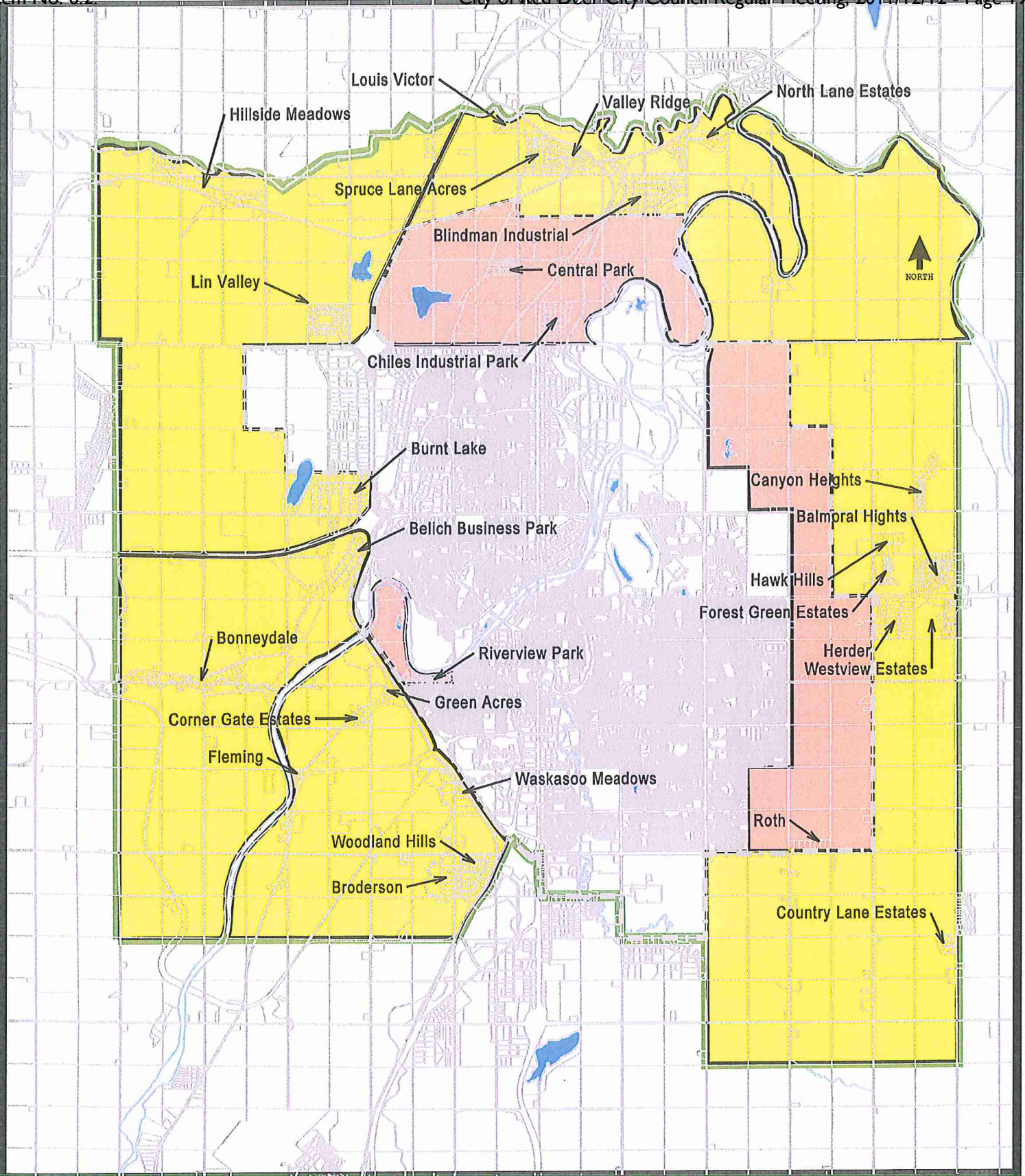
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Frank Colosimo, P.Eng.  
Engineering Services Manager

FC/ldr  
Attach.

- c. Director of Development Services  
Environmental Services Manager  
Municipal Engineer  
Internship Engineer  
City Solicitor





## LEGEND

- Phase 1
- Phase 2
- Intermunicipal Development Plan  
City Growth Area



FIGURE 1

## PROPOSED ANNEXATION PHASING

Scale : NTS



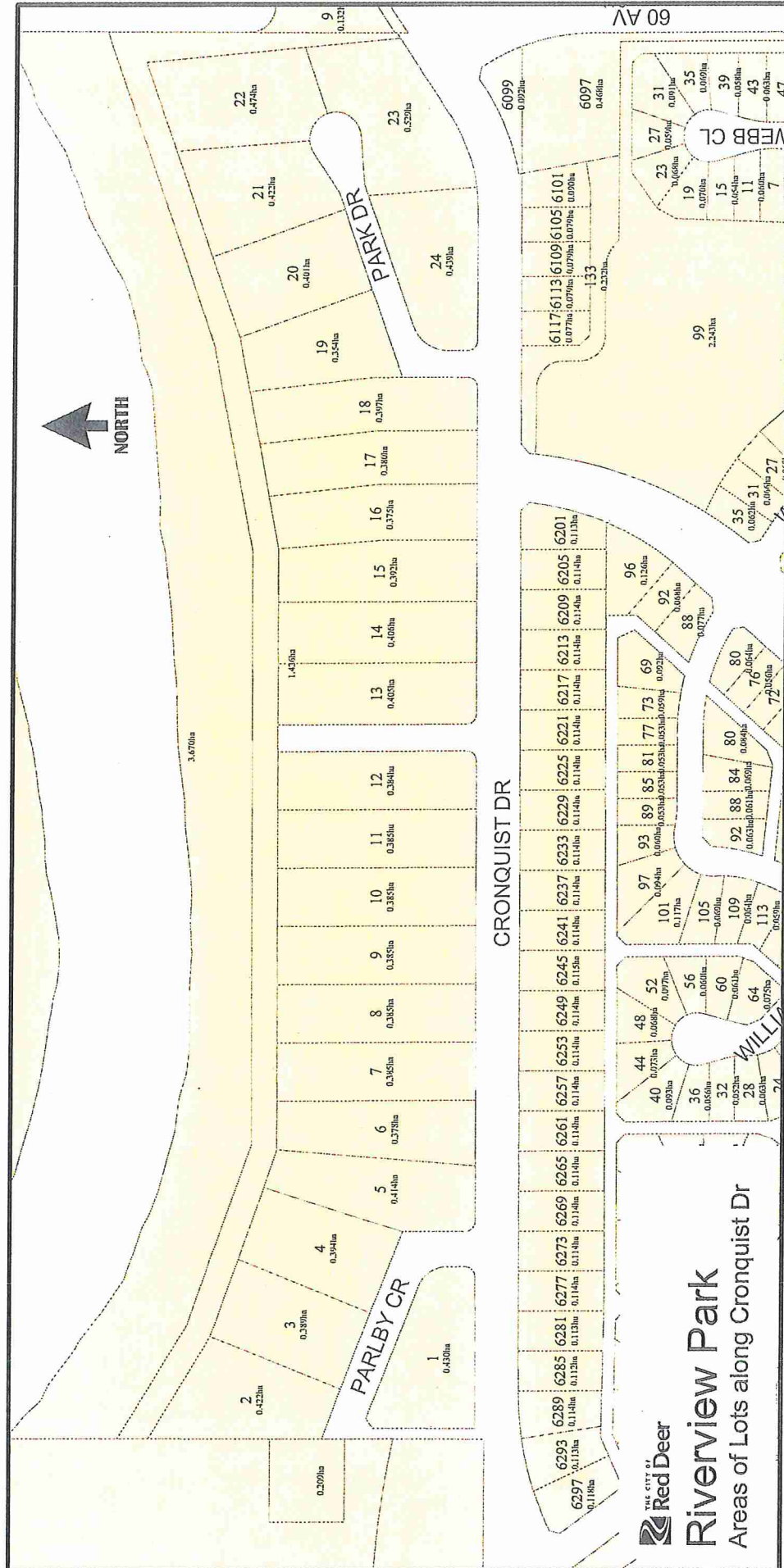


Figure 2



**BYLAW NO. 3215/B - 2011****Bylaw Submitted to the October 3, 2011 Council Meeting**

Being a Bylaw to amend Bylaw No. 3215/98, The Utility Bylaw of the City of Red Deer.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

Bylaw No. 3215/98 is hereby amended as follows:

1. Section 43 is renumbered to 43(a) and new sub-sections 43(b) and 43(c) are added as follows:
  - “(b) The owner of a parcel of land in respect of which no Offsite Levy for Water or Wastewater has been paid to The City, shall, in addition to the fees otherwise specified in this Bylaw, pay a connection fee as follows:
    - (i) in the case of a residential parcel, a fee in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, multiplied by the actual area of the parcel or 0.12 ha, whichever is less.
    - (ii) where such a residential parcel is subsequently subdivided and a new Water or Wastewater service connection is required for the subdivided parcel, the owner shall pay a separate connection fee for each parcel subdivided, in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, multiplied by the actual area of the unsubdivided parcel less the area set out in sub-section (i) above;
    - (iii) in the case of a multi-family or non-residential parcel, a fee in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, calculated on the area of the parcel in question.
  - (c) The connection fee specified in subsection (b) above shall not apply to any parcel in respect of which The City has otherwise received or made arrangements to receive payment of an equivalent amount.”
2. Section 92(6)(6.2) is renumbered as section 92(6)(6.4) and new sub-sections (6.2) and (6.3) are added as follows:
  - “(6.2) The owner of a parcel of land in respect of which no Offsite Levy for Water or Wastewater has been paid to The City, shall, in addition to the fees otherwise specified in this Bylaw, pay a connection fee at the time of opening the utility account as follows:

- (a) in the case of a residential parcel, a fee in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, multiplied by the actual area of the parcel or 0.12 ha, whichever is less.
  - (b) where such a residential parcel is subsequently subdivided and a new Water or Wastewater service connection is required for the subdivided parcel, the owner shall pay a separate connection fee for each subdivided parcel, in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, multiplied by the actual area of the unsubdivided parcel less the area set out in subsection (i) above;
  - (c) in the case of a multi-family or non-residential parcel, a fee in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, calculated on the area of the parcel in question.
- (6.3) The connection fee specified in subsection (6.2) above shall not apply to any parcel in respect of which The City has otherwise received or made arrangements to receive payment of an equivalent amount."

READ A FIRST TIME IN OPEN COUNCIL this	3 <sup>rd</sup>	day of October	2011.
READ A SECOND TIME IN OPEN COUNCIL this	3 <sup>rd</sup>	day of October	2011.
READ A THIRD TIME IN OPEN COUNCIL this		day of	2011.
AND SIGNED BY THE MAYOR AND CITY CLERK this		day of	2011.

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MAYOR

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CITY CLERK

**BYLAW NO. 3215/B - 2011**

Proposed Amended Utility  
Bylaw Amendment 3215/  
B-2011 (Section 44)

Being a Bylaw to amend Bylaw No. 3215/98, The Utility Bylaw of the City of Red Deer.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

Bylaw No. 3215/98 is hereby amended as follows:

1. Section 43 is renumbered to 43(a) and new sub-sections 43(b) and 43(c) are added as follows:
  - “(b) The owner of a parcel of land in respect of which no Offsite Levy for Water or Wastewater has been paid to The City, shall, in addition to the fees otherwise specified in this Bylaw, pay a connection fee as follows:
    - (i) in the case of a residential parcel, a fee in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, multiplied by the actual area of the parcel or 0.12 ha, whichever is less.
    - (ii) where such a residential parcel is subsequently subdivided and a new Water or Wastewater service connection is required for the subdivided parcel, the owner shall pay a separate connection fee for each parcel subdivided, in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, multiplied by the actual area of the unsubdivided parcel less the area set out in sub-section (i) above;
    - (iii) in the case of a multi-family or non-residential parcel, a fee in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, calculated on the area of the parcel in question.
  - (c) The connection fee specified in subsection (b) above shall not apply to any parcel in respect of which The City has otherwise received or made arrangements to receive payment of an equivalent amount.”
2. Section 44 is deleted and replaced with the following revised section 44:
  - 44 The Director of Development Services shall have the discretion to extend the period of time within which the connection to the Water Main and Wastewater Sewer must be made for such period of time as the Director considers is reasonable and subject to review every 5 years or less,

provided that such extension of time is consistent with City policies and Council direction, and also provided that the failure to connect:

- (a) will not jeopardize the health or safety of the occupants of the building or of other City residents;
- (b) will not adversely affect the integrity or operation of those utilities; and
- (c) will not present an undue risk of damage to property or the environment.

3. Section 92(6)(6.2) is renumbered as section 92(6)(6.4) and new sub-sections (6.2) and (6.3) are added as follows:

“(6.2) The owner of a parcel of land in respect of which no Offsite Levy for Water or Wastewater has been paid to The City, shall, in addition to the fees otherwise specified in this Bylaw, pay a connection fee at the time of opening the utility account as follows:

- (a) in the case of a residential parcel, a fee in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, multiplied by the actual area of the parcel or 0.12 ha, whichever is less.
- (b) where such a residential parcel is subsequently subdivided and a new Water or Wastewater service connection is required for the subdivided parcel, the owner shall pay a separate connection fee for each subdivided parcel, in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, multiplied by the actual area of the unsubdivided parcel less the area set out in subsection (i) above;
- (c) in the case of a multi-family or non-residential parcel, a fee in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, calculated on the area of the parcel in question.

(6.3) The connection fee specified in subsection (6.2) above shall not apply to any parcel in respect of which The City has otherwise received or made arrangements to receive payment of an equivalent amount.”

READ A FIRST TIME IN OPEN COUNCIL this 3<sup>rd</sup> day of October 2011.  
READ A SECOND TIME IN OPEN COUNCIL this 3<sup>rd</sup> day of October 2011.  
READ A THIRD TIME IN OPEN COUNCIL this day of 2011.  
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2011.

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MAYOR

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CITY CLERK



December 2, 2011

## Proposed Amendment to Utility Bylaw – Clarification Report Regarding Connection to the Utility Service

Engineering Services Department

### **Report Summary & Recommendation:**

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This report is being submitted to support the proposed Utility Bylaw amendment dated September 23, 2011. It seeks to clarify and address concerns raised by Council regarding the conditions of the existing Utility Bylaw that requires property owners to connect to municipal water and sanitary service within a fixed period of time.

### **City Manager Comments:**

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I support the recommendation of Administration.

Craig Curtis  
City Manager

### **Proposed Resolution**

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That Council pass a resolution to amend Utility Bylaw Amendment 3215/B-2011 by adding changes to the wording of Section 44, prior to giving third reading to the bylaw.



## Report Details

### Background:

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#### A. Municipal Servicing Requirements

The existing Utility Bylaw No. 3215/98 requires that within one year after a public water supply or a public sanitary sewer system becomes available, the owner of every building situated on land abutting on any street in which there is water or sanitary main shall at the owner's expense connect such building to the water and sanitary systems. Notwithstanding the foregoing, the Director of Development Services shall have the discretion to extend the period of time within which the connection to the public water supply or sanitary sewer must be made. Currently, this extension is limited to a maximum of two years after the main becomes available.

During the course of consideration of the September 23, 2011 Proposed Utility Bylaw Amendment 3215/B-2011 Addition of Connection Fees, concern was raised by Council regarding the intention of the existing clause noted above as it applies to newly annexed rural developments not wanting municipal service.

More specifically, is the existing condition of the Bylaw appropriate when considering the following situation:

- when a recently annexed country residential development requests municipal services;
- Local Improvement petition for servicing is initiated and subsequently fails;
- some of the subject properties are adjacent to existing municipal water and sewer infrastructure and owners do not desire municipal service as they have adequate water wells and septic fields;
- there is limited risk to public health, safety or the environment by permitting continued use of water wells and septic fields.

Currently, the Bylaw will require connection of the buildings to municipal water and sanitary services within one year with a possible extension to two years. Therefore, the existing Bylaw could be perceived to force the utility connection, even though the property owners objected through the Local Improvement process.

### Discussion:

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#### A. Intent of Bylaw 3215/98 Sections 44 and 92(4)

Engineering Services has reviewed the existing Utility Bylaw, specifically Sections 44 and 92(4). The intent of the bylaw is interpreted as follows:

- ensure protection of health and safety of the occupants and all residents of the City;
- protect the integrity and operation of the utility systems;
- manage potential risk of damage to property and the environment; and
- to ensure a recovery of public invested funds.





In the situation noted above, flexibility in the Utility Bylaw is warranted. The Bylaw should provide the Director of Development Services the ability to exercise reasonable discretion to extend the period of time for making connection into the City system.

It is proposed that the Utility Bylaw be amended as follows:

“The Director of Development Services shall have the discretion to extend the period of time within which the connection to the Water Main and Wastewater Sewer must be made for such period of time as the Director considers is reasonable and subject to review every 5 years or less, provided that such extension of time is consistent with City policies and Council direction, and also provided that the failure to connect:

- (a) will not jeopardize the health or safety of the occupants of the building or of other City residents;
- (b) will not adversely affect the integrity or operation of those utilities; and
- (c) will not present an undue risk of damage to property or the environment.”

The Utility Bylaw amendment discussed above will be brought forward as part of a separate Utility Bylaw Amendment being proposed by Environmental Services.



November 16, 2011

## New Utility Bylaw 3464 to Replace Existing Utility Bylaw 3215/98

Environmental Services

### **Report Summary & Recommendation:**

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The purpose of this report is to provide information to City Council in support of proposed changes to the current Utility Bylaw No. 3215/98 (copy attached) and to seek City Council's approval to rescind the current bylaw and adopt the proposed Utility Bylaw No. 3464/2011 (copy attached). Bylaw adoption will require three readings.

### **City Manager Comments:**

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I support the recommendation of Administration. Utility Bylaw 3464/2011 will be presented for First Reading only at the December 12, 2011 Council Meeting. The bylaw will come back to Council for consideration of second and third readings at the Monday, January 9, 2012 Council Meeting.

### **Proposed Resolution**

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That Council consider First Reading of Utility Bylaw 3464/2011



## Report Details

### **Background:**

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A comprehensive review of the Utility Bylaw No. 3215/98 has not been done since it was originally adopted in 1998. Environmental Services has identified a number of changes that are needed to bring the bylaw up to date.

The department initially conducted several meetings with the Water, Wastewater, and Waste Management Sections of Environmental Services to identify clauses that required updating and clauses that were missing based on a review of other bylaws from Calgary, Edmonton, Lethbridge, and Medicine Hat. Revisions were also based on the *Model Sewer Use Bylaw Guidance Document* prepared for the Canadian Council of Ministers of the Environment (CCME).

An initial draft of the new bylaw was then developed and comments were sought from The City's Revenue & Assessment and Engineering Departments.

The final stage of the process involved several drafts and incorporated comments provided by these departments as well as legal reviews by The City's solicitor Chapman & Riebeek.

A number of business owners were advised of the proposed changes to the Wastewater Surcharge program. Some of the changes had been initiated by the businesses (e.g. maximum limits). No objections were raised.

### **Discussion:**

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A general re-organization of the entire bylaw was done and clauses related to each other were grouped as sub-clauses under the correct corresponding title. Clauses that relate to all utilities are now included under the General Provisions Part; whereas clauses that are specific to one utility are included under the Part for that utility (i.e. Water, Wastewater, Storm Water, or Waste Management).

General housekeeping changes were made, such as language changes to improve the clarity of clauses, abbreviating frequently used terms (e.g. The City of Red Deer to "The City"), and providing subtitles for every clause to identify the subject matter. More specific changes are outlined below.



Clause 18, Billing Errors was created to indicate that The City will make corrections to a customer account, whether it is a credit or debt, for up to the prior 12 month period.

Clause 24, Reasonable Notice was added to define the provisions for notice to customers regarding breaches of the bylaw. Clauses 25 to 28 were modified to more clearly define conditions for Termination.

Subsection (3) of Clause 31, Connection to Utility Service was added to include connection charges in lieu of Offsite Levies for water and wastewater utilities.

Subsection (5) of Clause 31, Connection to Utility Service was modified to allow the Director to defer the requirement for property owners to connect to water and wastewater utilities.

Clause 35, Spills is a new clause that describes who to contact and what information needs to be collected in the event of a spill on the ground or to the Wastewater or Storm Water sewers.

Fines were defined more distinctly in Clause 37, Offences and Penalties rather than a penalty range of \$500 to \$2,500; the application of which could be open to interpretation. The main changes are:

- In subsection (1) the value of the fine for the first offence was set at \$1,000 and subsequent offences to \$2,500. This subsection applies to breaches of the bylaw that could have serious operational or environmental impacts, such as a spill of contaminated materials into the storm or wastewater systems.
- Under subsection (2) the first offence was increased from \$50 to \$100 and the second & subsequent offences was set at \$500. The existing bylaw set second offences at \$150 and subsequent offences at \$500. This subsection would apply to less serious breaches of the bylaw, such as disregarding water rationing requirements or burning solid waste.

Clause 39, Connection to City Water Supply was added to address bacteriological contamination concerns related to larger service lines being connected to The City's water system.

Clause 62, Use of Groundwater Wells was added to address the abandonment of old wells once a property is connected to the City's water system.



Clause 64, Fire Hydrants was added to address unauthorized use of hydrants, numbering & painting of hydrants, access to hydrants on private property, and clearance around hydrants.

Clause 65, Permit to Use Water from a Fire Hydrant explains how authorization to use a hydrant can be obtained from The City.

Clause 77, Plugged Wastewater Sewers was added to identify the process and responsibility for customers dealing with a plugged sewer.

Clause 81, Prohibited Substances in Wastewater; additional prohibited substances were added to this section as recommended by CCME. Limits for Biochemical Oxygen Demand (BOD) and Total Suspended Solids (TSS) were increased from 1,000 to 4,800 mg/L in response to the needs of some large customers.

Clause 83, Overstrength Surcharge and Schedule C were modified to increase the range of concentrations covered by the Overstrength Surcharge and provide a block rate system for payment (i.e. the unit rate increases in tiers as the concentrations increase). The new rates were assessed based on the cost to treat the various constituents in the WWTP. A comparison of the rates is illustrated in the following table:

Constituent	Unit of Measure	Previous Concentration and Rate	Proposed Concentration and Rate		
			Tier 1	Tier 2	Tier 3
<b>BOD</b>	Range (mg/L)	200 to 1,000	300 to 2400	2400 to 4800	Above 4800
	Rate (\$/kg)	\$0.84	\$0.87	\$1.16	\$1.74
<b>Suspended Solids (TSS)</b>	Range (mg/L)	200 to 1,000	300 to 2400	2400 to 4800	Above 4800
	Rate (\$/kg)	\$0.91	\$0.83	\$1.10	\$1.66
<b>Oil &amp; Grease</b>	Range (mg/L)	100 to 500	100 to 250	250 to 500	Above 500
	Rate (\$/kg)	\$0.26	\$0.68	\$0.90	\$1.36

Clause 85, Dental Waste Amalgam Separator addresses the issues of dental facilities discharging waste amalgam into the wastewater sewer.

Clause 89, Disconnection of Sewer indicates that The City may disconnect a customer's sewer service when the wastewater is hazardous to humans, the environment, or the operation of the Wastewater system.



Clause 91, Hauled Wastewater indicates that hauled wastewater may only be discharged at an approved location, with a valid hauler agreement. The rate for hauled waste identified in Schedule C is now based on load capacity rather than vehicle type or size. The proposed rate is \$8.30 per cubic meter; which is based on the current volume charge plus the proposed Overstrength Surcharge and the typical hauled wastewater concentrations of BOD, TSS, and O & G in hauled wastewater. There is now a minimum charge of \$5.00 per load, although recreational vehicles are still exempt (i.e. no charge).

Clause 92, Best Management Practice indicates that industrial, commercial, and institutional customers must provide information to The City relative to their processes and discharge characteristics. This does not concern domestic wastewater.

The entire Storm Water Utility Section, Part 5 of the Bylaw, is new and addresses possible issues such as cleanouts, backflow valves, tree roots, catch basins, prohibited substances, and disconnection. The clauses in this section mirror those in the Wastewater Utility Section.

Clause 103, Exclusive Contracts was updated to reflect the requirements of the most recent solid waste collection contract and provides for repayment of lost revenues by individuals who breach the exclusive contract.

In Clauses 104 to 106, Residential and Commercial Waste, the type of collection services provided for different land uses was identified.

A deposit of \$220 has been added to Schedule D for higher risk customers (as defined in Clause 9 of the Bylaw). The previous deposit was assessed based on 30% of the customer's estimated annual bill.

Rates included in Schedule E for Collection and Landfill use are unchanged except that a \$20 charge has been added for provision of a container lock.

All rates will be re-evaluated as part of our annual review and will be presented to Council early in 2012, following budget approval.

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**BYLAW NO. 3464/2011**

Being a Bylaw of The City of Red Deer to provide for the supply and use of the Water, Wastewater, Storm Water and Solid Waste utilities of The City of Red Deer.

**Background**

A Council has authority under the Municipal Government Act, to pass bylaws respecting the safety, health and welfare of people. Council of the City of Red Deer has deemed it appropriate to provide for the establishment and operation of certain public utility services, including provision for the terms and conditions under which such utilities will be provided.

COUNCIL HEREBY ENACTS AS FOLLOWS:

**PART 1 – SHORT TITLE****SHORT TITLE AND ESTABLISHMENT OF UTILITIES**

- 1 (1) This Bylaw may be called "The Utility Bylaw".
- (2) The City of Red Deer hereby establishes the following municipal utilities: Water, Wastewater, Storm Water and Waste Management (including Recycling).

**PART 2 – GENERAL PROVISIONS****DEFINITIONS**

- 2 Words and phrases in this Bylaw shall have the meanings set out in Schedule A.

**SUPERVISION**

- 3 (1) The Utility Services shall be supervised by the City Manager.
- (2) The Director of Development Services (the Director) and the Director of Corporate Services (the Treasurer) shall have the powers and duties with respect to the Utility Services specified in this Bylaw and as otherwise specified by the City Manager or Council.

**SUPPLY AND OWNERSHIP OF FACILITIES AND EQUIPMENT**

- 4 (1) All meters and metering equipment shall be supplied, owned and maintained by The City unless otherwise provided in this Bylaw.

- (2) Notwithstanding the payment by a customer of any costs incurred by The City, The City shall retain full title to all lines, equipment and apparatus on its side of the point of delivery, and to all meters and metering equipment provided by it.

### **ASSIGNMENT OF CONTRACT**

- 5 A contract for a Utility Service is not transferable and shall remain in full force and effect until terminated by the customer or The City as provided herein.

### **CITY RESPONSIBILITY AND LIABILITY**

- 6 (1) The City does not guarantee the continuous uninterrupted supply of any Utility Service but reserves the right to suspend the supply of a Utility Service at any time without notice where required in the maintenance or operation of the Utility Service.
- (2) The City and its officers, employees and agents shall not be liable for any damages of any kind due to or arising out of:
  - (a) a failure to provide a Utility Service;
  - (b) the interruption of service due to maintenance or operational requirements, or due to reasons beyond The City's control; or
  - (c) the disconnection of a Utility Service in accordance with this Bylaw.

### **APPLICATION FOR SERVICE**

- 7 (1) Any person who requires a Utility Service shall apply to The City by completing an application form and providing such information as The City may require, including credit references, confirmation of the identity and legal authority of the applicant, and information respecting load and the manner in which the services will be utilized.
- (2) The applicant shall pay an application fee as set forth in Schedule D.
- (3) The City may establish procedures for the creation of a contract for Utility Services by telephone, fax, internet or other electronic means, or may require the applicant to sign a contract for service.
- (4) The Utility Service account shall be set up:

- (a) in the name of the owner of the property to which the utilities are to be supplied, where the Utilities are requested by the owner of the property; or
  - (b) in the name of the occupant(s) of a property where the Utilities are requested by an occupant of the property. Where the occupants are tenants, all of the persons named as tenants in the landlord-tenant agreement shall be jointly and severally liable for the Utility account, regardless of which tenant's name the account is opened in; or
  - (c) in the name of the general contractor in the case of a new building under construction, where the Utilities are requested by the general contractor.
- (5) Notwithstanding subsection (2), the Treasurer may waive the application fee in the case of a mortgage lender which acquires title to a property as part of the process of foreclosure.
- (6) Upon making application, providing all information required by The City, and paying the application fee, deposit and any other sums required, there shall be a binding Utility Service agreement between the customer and The City. The provisions of the application form and of this Bylaw shall constitute the terms and conditions of such agreement.

### **CONDITIONS OF SERVICE**

- 8 (1) The City is not obliged to supply Utility Services until the account holder has provided The City with access to the premises to which the Utilities are to be provided, so to enable The City to inspect the physical connections for such Utility and to obtain an initial meter reading for each metered Utility Service.
- (2) No new Utility account will be opened for anyone who is already indebted to The City for Utility Services unless satisfactory arrangements for payment of the outstanding amount have been made.

### **DEPOSITS**

- 9 (1) No deposits are required to establish a Utility account, except in the following cases:
- (a) customers who are unable to establish or maintain creditworthiness satisfactory to The City; or

- (b) where payment of a Utility account in the name of the applicant is in arrears; or
  - (c) where a Utility service to a property owned or occupied by the applicant has been shut off for non-payment of the account; or
  - (d) where a cheque received for payment of a Utility account in the name of the applicant has been returned marked "Not Sufficient Funds" or "Payment Stopped", or with other words indicating that the cheque has not been honoured; or
  - (e) where the applicant's Utility account has been written off as a bad debt; or
  - (f) where collection proceedings, including legal action or referral to a collection agency, have been commenced in respect of the applicant's previous Utility account; or
  - (g) where the applicant has not maintained an existing or previous Utility account in good standing; or
  - (h) in other similar situations, at the discretion of the Treasurer.
- (2) Before a new Utility account is opened, the applicant shall pay all amounts owed to The City for any other Utility accounts, and shall also provide a guarantee of payment in the form of a cash deposit, money order, or certified cheque in the amount set forth in Schedule D. Alternately, In the case of large industrial customers, The City may accept an irrevocable letter of credit or guarantee from a financial institution.
  - (3) Customers opening a new account due to a change of residence within the City shall, if a deposit was required for the applicant's previous account, be charged a deposit on the new account.
  - (4) The Treasurer may waive the requirement for a deposit if the Treasurer is satisfied as to the creditworthiness of the applicant.
  - (5) The City may apply a deposit to the balance outstanding under the customer's Utility account.

**INTEREST ON DEPOSITS**

10 Interest on each customer's cash security deposit shall be calculated



annually and credited, not in advance, at the rate specified to be paid on security deposits under the *Residential Tenancy Act*, RSA 2000, Ch. R-17.

#### **REFUND OF DEPOSIT**

- 11 When a customer has established and maintained creditworthiness satisfactory to The City, or upon termination of the Utility contract, the deposit shall be refunded together with accrued interest, after deducting all charges outstanding, including the cost of shutting off or discontinuing any Utility Service for non-payment.

#### **SERVICE CHARGE**

- 12 When a customer requests that The City attend at the property to which the Utility service is being supplied with respect to any matter relating to the supply of Utility services or the servicing of the same, and if for any reason whatsoever The City is unable to enter the said premises, or if the call is for failure of service not attributable to The City, the customer shall pay a service charge fee as set forth in Schedule D.

#### **AFTER HOURS CALLS**

- 13 The customer shall pay the applicable after hours fee as set forth in Schedule D for service calls after 4:00 p.m. or before 7:30 a.m., Monday through Friday, or on a Saturday, Sunday, or statutory or civic holiday. The after hours fee shall also apply if a meter is required to be installed or connected, or should a Utility Service be required to be disconnected or reconnected during such times.

#### **DISCONNECTION**

- 14 The customer shall pay a disconnection service charge as set forth in Schedule D where a service call is made to disconnect a Utility service at the request of the customer.

#### **RECONNECTION**

- 15 The customer shall pay a reconnection service charge as set forth in Schedule D where a service call is made for the purpose of restoring discontinued services.

**WINTER INSTALLATION**

- 16 The cost payable by the customer for installing a service between November 1<sup>st</sup> of any year and May 15<sup>th</sup> of the following year shall be increased by the amount set forth in Schedule D.

**UTILITY CHARGES AND PAYMENT OF UTILITY ACCOUNTS**

- 17 (1) The rates and charges for Utility Services shall be those set out in the Schedules to this Bylaw or as otherwise established by resolution of Council from time to time.
- (2) All rates and charges shall be paid to The City within the time prescribed by this Bylaw.
- (3) The whole amount owing in a Utility account is due and payable on the due date stated on the Utility bill and the account will be deemed to be in arrears if payment is not made on or before the due date. A customer is responsible to pay the amounts owing in a Utility bill whether or not the customer has received it.
- (4) The City may discontinue the supply of all or any Utility services when a customer has not paid the full Utility account on or before the due date. Utility services will not be reinstated until all arrears and charges owed to The City are paid, or until payment arrangements satisfactory to the Treasurer have been made.

**BILLING ERRORS**

- 18 Where a customer has been charged less or more than they should have been charged for Utility Services provided, The City will review the account and make corrections for the billing errors for up to a maximum of 12 months prior to the date the error is discovered. Corrections will not be made for billing errors in respect of Utility Services provided more than one year prior to the date the billing error is discovered.

**LATE PAYMENT PENALTY**

- 19 When the customer pays the utility account after the due date stated in the account (or after such other due date as may be approved by the Treasurer), whether the payment is made at a financial institution or directly to The City, the customer shall pay a penalty on the overdue balance as set forth in Schedule D.

**NOVELTY PAYMENT METHODS**

- 20 The City may refuse to accept a payment by way of a cheque drawn on a form other than a bank cheque form (a Novelty Cheque), but where The City does so, the customer shall be liable for and pay to The City all charges and costs incurred to process the Novelty Cheque. The City will follow the Bank of Canada rules and regulations of currency acceptance limitations in respect of payment by cash.

**INTERIM UTILITY BILL**

- 21 (1) Where The City has not measured the amount of a metered Utility service, it may issue an interim Utility bill based on estimated consumption and shall credit Utility accounts for all payments made by a customer against such interim bill.
- (2) Where any service rate or charge is designated by reference to a time certain, the charge for a lesser period of time shall be calculated on a proportionate basis.

**ENFORCEMENT**

- 22 The Treasurer is authorized to collect all accounts owing to The City under this Bylaw, and may take any of the measures a municipality is authorized to take under the *Municipal Government Act, RSA 2000, Chap M-26*.

**APPEALS**

- 23 A customer who feels aggrieved in respect of rates charged to that customer under this Bylaw on the grounds that such rates are unfair, unreasonable or discriminatory, may appeal such rates to the Red Deer Appeal & Review Board by a notice specifying the grounds of the complaint submitted in accordance with the provisions outlined in the Committees Bylaw.

**REASONABLE NOTICE**

- 24 The City shall provide written notice to a customer of any breach of this Bylaw which may result in The City discontinuing Utility Services. Such notice shall be delivered at least 10 days prior to discontinuance of Utility Services and shall be sent to the customer as follows:
- (a) in the case of a customer who is known to be a tenant at the premises, the notice shall be sent to the address of the premises;

and

- (b) in the case of a customer who owns the property, the notice shall be sent to the address of the premises and the address provided in the application for service, if different.

#### **TERMINATION BY CUSTOMER**

- 25 (1) A customer is responsible for all charges accruing to the customer's Utility account until such time as the customer notifies The City that the account is to be closed, whether due to a change in the ownership or the occupancy of the property to which the Utilities are being supplied.
- (2) When a customer gives notice to The City that the customer's account is to be closed, The City shall obtain a final reading of any meter as soon as reasonably practical and the customer shall be liable for and pay for all service supplied prior to such reading. The City may base the final charge for service on an estimated meter reading which will be prorated from the time of an actual meter reading.

#### **TERMINATION BY THE CITY UPON NOTICE**

- 26 The City may discontinue the supply of any Utility Service for any of the following reasons, after notice has been given pursuant to Section 24:
- (a) non-payment of any Utility accounts;
  - (b) inability of The City to obtain access to premises to read or inspect any meter;
  - (c) failure or refusal of a customer to comply with any provision of this Bylaw;
  - (d) failure or refusal of a customer to comply with the provisions of any statute or regulation, including the Alberta Building Code; or
  - (e) in any other case provided for in this Bylaw.

#### **TERMINATION WITHOUT NOTICE**

- 27 (1) The City may discontinue the supply of a Utility Service without prior notice for any of the following reasons:
- (a) at the request of the account holder for discontinuance of service;

- (b) failure by, or refusal of, a customer to comply with any order given by the Director under this Bylaw;
  - (c) in any other case provided for in this Bylaw.
- (2) The City may discontinue the supply of the Water Utility Service without prior notice for any of the reasons listed above or for any of the following reasons:
  - (a) if the customer has caused, permitted or allowed any piping, fixture, fitting, container or other appliance to be or remain connected to the water supply system which allows or has the potential to allow water from a source other than the Water Utility or any other harmful or Deleterious liquid or substance to enter the Water Utility;
  - (b) failure by a customer to notify The City within 24 hours after the seal on a bypass is broken;
  - (c) failure by a customer to repair or replace a Backflow Preventer within ninety-six (96) hours of being so directed by the Director; or
  - (d) in the event of an emergency or water shortage as the Director deems necessary.

#### **TERMINATION DUE TO VACANT PREMISES**

28 When the premises to which Utility Services is provided become vacant and no new application for service has been made, The City may terminate the contract and:

- (a) disconnect the Utility Service; or
- (b) in lieu of disconnecting the service, open a new utility account in the name of the owner and charge the fee set forth in Schedule D to open the account. Nothing herein shall prevent the owner from requesting that The City disconnect such Utility Service provided the owner pays the service charge prescribed herein.

#### **AUTHORIZATION TO ENTER PREMISES TO TERMINATE SERVICE**

29 (1) In accordance with the Municipal Government Act, the Director may, after giving reasonable notice to the owner or occupier of the property, enter

any property upon which a meter or shut-off valve is situated for the purpose of terminating the supply of a Utility Service to that property, or for the purpose of supplying a Utility Service to that property.

- (2) The City may tow vehicles blocking Utility Service shut off valves and manholes and may charge the vehicle owner for the cost of the towing.

### **SERVICE KILL**

- 30 No person shall cause, permit or allow a building to be demolished or removed until Utility Services to the property are disconnected and any fee for such disconnection has been paid. Notwithstanding the foregoing, the Director may, in circumstances which the Director considers appropriate, permit the service to remain connected to the Utility Service line or main.

### **CONNECTION TO UTILITY SERVICE**

- 31 (1) Within one year after a Utility Service becomes available, the owner of every building situated on land abutting on any street in which there is a Water Main or a Wastewater Sewer, shall at the owner's expense connect such building to the water system and install sanitation facilities, where available, and connect the building to the Wastewater Sewer systems in accordance with the requirements and standards set out in the Alberta Building Code and elsewhere in this Bylaw.
- (2) The owner shall provide The City with a completed application in the form approved by the Director for a permit to make such connection. The application shall be supplemented by any plans, specifications, or other information required by the Director.
  - (3) The owner of a parcel of land in respect of which no Offsite Levy for Water or Wastewater has been paid to The City, shall, in addition to the fees otherwise specified in this Bylaw, pay a connection fee as follows:
    - (a) in the case of a single-family parcel, a fee in an amount equal to the current per hectare Offsite Levy charge for the Water and Wastewater services provided, multiplied by the actual area of the parcel or 0.12 ha, whichever is less.
    - (b) where such a single-family parcel is subsequently subdivided and a new Water or Wastewater Service Connection is required for the subdivided parcel, the owner shall pay a separate connection fee for each subdivided parcel, in an amount equal to the current per

hectare Offsite Levy charge for the Water and Wastewater services provided, multiplied by the actual area of the un-subdivided parcel less the area set out in subsection (a) above;

- (c) in the case of a multi-family or non-residential parcel, a fee in an amount equal to the current per hectare Offsite Levy charge for the Water and Wastewater services provided, calculated on the area of the parcel in question.
- (4) The connection fee specified in subsection (3) above shall not apply to any parcel in respect of which The City has otherwise received or made arrangements to receive payment of an equivalent amount.
- (5) Notwithstanding subsection (1), the Director shall have the discretion to extend the period of time within which the connection to the Water Main, or Wastewater Sewer must be made for such period of time as the Director considers is reasonable and subject to review every 5 years or less, provided that such extension of time is consistent with City policies and Council direction, and also provided that the failure to connect:
  - (a) will not jeopardize the health or safety of the occupants of the building or of other City residents;
  - (b) will not adversely affect the integrity or operation of those utilities; and
  - (c) will not present an undue risk of damage to property or the environment.
- (6) A person who has been directed to connect their building to a Utility Service shall have the right to appeal the direction to the Red Deer Appeal & Review Board by a notice submitted within 14 days of the date that the direction to connect has been served, in accordance with the provisions outlined in the Committees Bylaw. On hearing such appeal, the Board may vary, suspend or rescind such direction on such terms as it deems appropriate.
- (7) At such time as the owner connects to a Utility Service, the owner shall also open a utility account and make payment of all application fees and deposits that may be required under this Bylaw.
- (8) No person may connect to a Utility Service until such time as payment has been made to The City by the property owner or prior owner in respect of the cost of construction of the Utility Service (including carrying charges)



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to serve the land owned or occupied by that person, or until such person has made other arrangements satisfactory to The City to pay that person's proportionate share of those costs.

- (9) No person shall uncover, make any connections with or opening into, use, alter, or disturb any Water Mains, City Service Connections, Wastewater Sewer, Storm Water Sewer or appurtenances thereof, unless authorized by the Director.
- (10) All Water Mains, Wastewater Sewers, and Storm Water Sewers located within The City's property, right-of-way, or easement shall be constructed by The City's forces or its contractors and shall be maintained by The City.
- (11) All Private Service Connections, Wastewater Sewers, and Storm Water infrastructure and facilities on private property shall be constructed and maintained by the owner's forces at his expense in accordance with the requirements of this Bylaw and the Alberta Building Code.

#### **UTILITY CONNECTION EXCEPTIONS**

- 32 (1) All owners of property fronting on 65 Avenue between 67 Street and Taylor Drive shall, prior to the hook-up of water, Storm Water, or Wastewater Sewer services, and as a condition of such services, pay of the following sums of money to The City, namely:
- (a) a sum equal to the off-site water charges, Storm Water, or Wastewater Sewer levy based on the rate in force as of the date of the water, Storm Water or Wastewater Sewer connections established under The City's Off-Site Levy Bylaw; and
  - (b) the estimated cost of the construction of small diameter Water Main and hydrants, Storm Water, or Wastewater Sewers and manholes and all appurtenances thereto, constructed along and in 65 Avenue between 67 Street and Taylor Drive, distributed on the assessable frontage along 65 Avenue and pro-rated to the owner based on the frontage of the owner's land as it relates to the total assessable frontage aforesaid. All such costs shall be calculated as at the current City costs in force as of the date of hooking up the water, Storm Water, or Sewer service to the owner's property.

#### **ABANDONED BUILDING SEWER CONNECTIONS**

- 33 When any Wastewater or Storm Water Private Sewer Connection is

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abandoned, the owner of the property shall effectively block up the connection at a suitable location within their property to prevent Wastewater or Storm Water from backing up into the soil or from dirt being washed into the City Sewer Connection.

**SAMPLING AND MONITORING**

- 34 (1) Where sampling is required for the purposes of determining the concentration of constituents in the Wastewater or Storm Water, the sample may:
- (a) be collected manually or by using an automatic sampling device; and
  - (b) contain additives for its preservation.
- (2) For the purpose of determining compliance with this Bylaw, discrete Wastewater or Storm Water streams within premises may be sampled, at the discretion of the Inspector.
- (3) The owner or operator of any industrial, commercial or Institutional premises or multi-storey residential building shall at all times ensure that every Monitoring Access Point as required by this Bylaw is accessible to the Inspector for the purposes of observing, sampling and flow measurement.
- (4) Any single Grab Sample may be used to determine compliance with any provision of this Bylaw.
- (5) All tests, measurements, analyses and examinations of Wastewater or Storm Water, its characteristics or contents pursuant to this Bylaw shall be carried out in accordance with Standard Methods and be performed by a laboratory accredited for analysis of the particular substance(s) using a method which is within the laboratory's scope of accreditation or to the satisfaction of the Inspector as agreed in writing prior to sample analysis.
- (6) The following businesses require Sampling Ports when it is not possible to install a Monitoring Access Point:
- (a) dental offices;
  - (b) businesses using photographic processing equipment; or

- (c) any other businesses deemed necessary by the Inspector.

**SPILLS**

- 35 (1) In the event of a Spill on the ground or to a Wastewater and/or Storm Water sewers, the person responsible for the Spill or the person having the charge, management and control of the Spill shall immediately notify and provide any requested information with regard to the Spill to:
- (a) 911 emergency if there is any immediate danger to human health and/or safety; or
  - (b) if there is no immediate danger:
    - (i) The City by contacting the Environmental Services Source Control 24 Hour # 403-342-8750;
    - (ii) the owner of the premises where the release occurred; and
    - (iii) any other person whom the person reporting knows or ought to know may be directly affected by the release.
- (2) Thereafter, that person shall provide a detailed report on the Spill to The City, within five working days after the Spill, containing the following information to the best of their knowledge:
- (a) name and telephone number of the person who reported the Spill and the location and time where they can be contacted;
  - (b) location where Spill occurred; date and time of Spill; material spilled; characteristics and composition of material spilled; volume of material spilled; duration of Spill event;
  - (c) work completed and any work still in progress in the mitigation of the Spill;
  - (d) preventive actions being taken to ensure a similar Spill does not occur again; and copies of completed Spill prevention and Spill response plan.
- (3) The person responsible for the Spill and the person having the charge, management and control of the Spill shall do everything reasonably possible to contain the Spill, protect the health and safety of citizens, minimize damage to property, protect the environment, clean up the Spill and contaminated residue, and restore the affected area to its condition prior to the Spill.

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- (4) Nothing in this Bylaw relieves any persons from complying with any notification or reporting provisions of:
  - (a) other government agencies, including federal and provincial agencies, as required and appropriate for the material and circumstances of the Spill; or
  - (b) any other Bylaw of The City.
- (5) The City may invoice the person responsible for the Spill to recover all costs arising as a result of the Spill and such person shall pay the costs invoiced.
- (6) The City may require the person responsible for the Spill to prepare and submit a Spill contingency plan to indicate how risk of future incidents will be reduced and how future incidents will be addressed.

**POWER AND AUTHORITY OF INSPECTORS**

- 36 (1) An Inspector or other designated officer of The City may in accordance with this Bylaw and the Municipal Government Act:
- (a) enter upon all properties for the purpose of inspection, observation, measurement, sampling and testing in accordance with the provisions of this Bylaw.
  - (b) take samples of Wastewater, Storm Water, clear-water waste and Subsurface Water being released from the premises or flowing within a private drainage system;
  - (c) perform on-site testing of the Wastewater, Storm Water, clear-water waste and Subsurface Water within or being released from private drainage systems, Pre-treatment facilities and Storm Water management facilities;
  - (d) make inspections of the types and quantities of chemicals being handled or used on the premises in relation to possible release to a drainage system or watercourse;
  - (e) require information from any person, inspect and copy documents or remove documents from premises to make copies, concerning any potential violation of this bylaw;

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- (f) inspect chemical storage areas and Spill containment facilities and request Material Safety Data Sheets (MSDS) for materials stored or used on site;
  - (g) inspect the premises where a release of prohibited or restricted wastes or of water containing prohibited or restricted wastes has been made or is suspected of having been made, and to sample any or all matter that in their opinion could have been part of the release.
- (2) Where an inspection discloses any failure, omission, or neglect respecting any Utility Service upon the customer's premises, or discloses any defect in the location, construction, design or maintenance of any facility or any connection there from to the Utility Service, the person making such inspection shall, in writing, notify the customer, owner, proprietor or occupier to rectify the cause of complaint within a reasonable time as determined by the Director. Such notified person shall within the time limited rectify such cause of complaint stated in the notice.
  - (3) No person shall hinder or prevent the Inspector or designated officer of The City from carrying out any of their powers or duties.
  - (4) The City may serve any person who is in violation of any provision of this Bylaw with written notice stating the nature of the violation and requiring the satisfactory correction thereof within 48 hours, or within such additional time as required by this Bylaw or as determined by the Director. Such person shall, within the time stated in such notice, permanently cease all violations.

**OFFENCES AND PENALTIES**

37 (1) Any person who:

- (a) breaches any of the following sections of this Bylaw:
  - (i) Section 31, Connection to Utility Service;
  - (ii) Section 35, Spills;
  - (iii) Section 74, Prohibited Disposal of Wastewater;
  - (iv) Section 80, Storm Water / Ground Water Discharge to Wastewater Sewer;
  - (v) Section 81, Prohibited Substances in Wastewater;
  - (vi) Section 83 (3), Overstrength Surcharge;
  - (vii) Section 85, Dental Waste Amalgam Separator;
  - (viii) Section 86, Grease, Oil, & Solids Interception;

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- (ix) Section 87 (2), Customer Self-Monitoring;
- (x) Section 91, Hauled Wastewater;
- (xi) Section 98, Prohibited Storm Water Sewer Use;
- (xii) Section 99 (1), Discharge of Prohibited Substances; or
- (xiii) Section 114, Hazardous Waste, Dangerous Goods, Special Waste;

- (b) fails to act in compliance and accordance with any notice given under this Bylaw;
- (c) obstructs an Inspector;
- (d) releases Wastewater improperly;
- (e) discharges water, without a permit, to the Wastewater or Storm Water Sewer systems that was not provided by The City; or
- (f) knowingly makes false statements, records, reports, plans or other documents filed or required to be maintained pursuant to this Bylaw, or falsifies, tampers with or knowingly renders inaccurate any monitoring device or method required under this Bylaw

shall be guilty of an offence and upon summary conviction shall be liable to pay court costs plus a penalty of:

- (i) \$1,000 for the first occurrence of such offence;
- (ii) \$2,500 per occurrence for any subsequent occurrence; and
- (iii) in default of payment of the penalty, to imprisonment for up to 6 months.

- (2) Any person who breeches any other provision of this Bylaw shall be guilty of an offence and upon summary conviction shall be liable to pay court costs plus a penalty of:

- (a) \$100 for the first occurrence of such offence;
- (b) \$500 per occurrence for any subsequent occurrence of the offence; and
- (c) in default of payment of the penalty, imprisonment for up to 30 days.

- (3) Where a person commits a breach of this Bylaw which is of an on-going and continuing nature, he shall be liable to a fine of \$2,500 per day or part thereof during which such offence occurs or continues.
- (4) A Peace Officer or Bylaw Enforcement Officer who has reasonable grounds to believe that a person has contravened any provision of this Bylaw, may serve upon such person an offence ticket allowing the payment of the specified penalty to The City which payment will constitute a guilty plea and shall be accepted by The City in lieu of prosecution for the offence.

### **PART 3 - WATER UTILITY**

#### **WATER SERVICE BILLING RATES**

- 38
- (1) A Water Utility customer shall pay the amounts specified in this Bylaw and in Schedules B and D for all water supplied and Water Utility services provided.
  - (2) The Director shall determine which rate in Schedule B and D shall apply to any particular customer.
  - (3) The rate payable by a customer as set out in Schedule B of this Bylaw for all water supplied shall be determined by reference to the size and the reading of the water meter supplied to each customer.
  - (4) Where a Remote Reading Device is installed in addition to the water meter, the water meter shall be used to determine the official reading.

#### **CONNECTION TO CITY WATER SUPPLY**

- 39
- (1) In the case of a new Private Service Connection to a City Service Connection that is 38 mm or larger in diameter, the customer shall provide, at the customer's expense, proof of satisfactory bacteriological test results (as per ANSI/AWWA C651-05) for the service, from a laboratory accredited to perform such tests by the Province of Alberta.

#### **CONTINUOUS WATER SUPPLY NOT GUARANTEED**

- 40
- (1) The City does not guarantee the pressure nor the continuous supply of water and The City reserves the right at any and all times without notice to change operating water pressures and to shut off water. The City and its officers, employees and agents shall not be liable for any damages of any kind due to changes in water pressure, the shutting off of water, or by



reason of the water containing sediments, deposits or other foreign matter.

- (2) Customers depending upon a continuous and uninterrupted supply or pressure of water or having processes or equipment that require particularly clear or pure water shall provide such facilities as they consider necessary to ensure a continuous and uninterrupted supply or pressure or quality of water required for their use.

### **INSPECTION OF PREMISES**

- 41 (1) The City may inspect the premises of a customer who applies to The City for the supply of water in order to determine if it is advisable to supply water to such customer.
- (2) The City may, with the permission of the customer, inspect the premises of the customer in order to do any tests on water piping or fixtures belonging to such customer so as to determine if this Bylaw is being complied with and in the event that such customer fails or refuses to give such permission, the supply of water to that customer may be shut off.

### **WATER USE RESTRICTIONS**

- 42 (1) The Director may, at such times and for such lengths of time as the Director considers necessary or advisable, regulate, restrict or prohibit the use of water for use other than human consumption. The Director may cause the water supply to any customer who causes, permits or allows irrigation, wastage, exterior washing, or other non-human consumption in contravention of any such regulation, restriction or prohibition to be shut off until the customer undertakes to abide by and comply with such regulation, restriction or prohibition.
- (2) No customer shall operate, use, interfere with, obstruct or impede access to the Water Utility Service or any portion thereof in any manner not expressly permitted by this Bylaw, in default of which the Director may cause the water being supplied to such customer to be shut off until such customer complies with all of the provisions of this Bylaw.

### **WASTAGE**

- 43 (1) No customer shall cause, permit or allow the discharge of water so that it runs waste or useless, whether by reason of leakage from Private Service Connection, a faulty plumbing system or otherwise.

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- (2) Notwithstanding the foregoing, the Director may under such condition as the Director may consider reasonable allow water discharge for the purposes of:
- (a) the installation and maintenance of infrastructure, including the flushing of Water Mains, hydrant leads and City Service Connections to prevent stagnation and/or to remove Deleterious materials;
  - (b) preventing the freezing of Water Mains, hydrants leads, irrigation systems and services connections;
  - (c) conducting water flow tests;
  - (d) fire fighting and associated training programs; or
  - (e) other purposes as deemed necessary by the Director.

**REQUIREMENT TO USE LOW-FLOW PLUMBING FIXTURES**

- 44 (1) Any person installing plumbing fixtures for any new construction or renovation project that requires a plumbing permit for a residential, commercial, industrial, or Institutional structure shall install only Low-flow Plumbing Fixtures.
- (2) The requirements of subsection (1) shall not apply to plumbing facilities installed for safety or emergency purposes including emergency safety showers and face / eye wash stations.

**USE OF WATER**

- 45 (1) No customer shall:
- (a) sell water supplied hereunder;
  - (b) use or apply any water to the use or benefit of others or to any other than the customer's own use and benefit;
  - (c) increase the usage of water beyond that agreed upon with The City; or
  - (d) extract or remove any water from any hydrant within the City;
- without first obtaining written permission from the Director and subject to

such reasonable conditions as the Director may impose with respect to the quantity, price and times of withdrawal of the water so used.

- (2) During such periods as the City Manager may designate by notice published in a newspaper in the City,
  - (a) no customer shall use, permit, or allow to be used, any water supplied to any premises, the numerical address of which (excluding street name) ends in odd number, for vehicle washing, lawn watering or other irrigation purposes on any day of the month which is an even number;
  - (b) no customer shall use, permit, or allow to be used any water supplied to any premises, the numerical address of which (excluding street name) ends in an even number for vehicle washing, lawn watering, or other irrigation purposes, on any day of the month which is an odd number;
- (3) During such period as The City by notice published in a newspaper may designate, no customer shall use, permit, or allow to be used, any water supplied to any premises for vehicle washing, lawn watering or other irrigation purposes.

#### **INVESTIGATION INTO WATER SUPPLY SERVICE FAILURE**

- 46
- (1) Any customer that notifies The City of a failure or interruption of water supply, the investigation of which necessitates the excavating of a street shall, prior to excavating, deposit with the Treasurer the costs thereof as estimated by the Director, or sign a work order, agreeing to pay such costs, at the discretion of the Director.
  - (2) If such failure or interruption was caused by the City Service Connection the customer shall not be liable for such costs and any deposit paid shall be refunded.
  - (3) If such failure or interruption was caused by the Private Service, the actual cost of such work shall be paid by the customer and the deposit shall be applied thereto; any excess shall be refunded to the customer and any deficiency shall be collected in the same manner as water rates.

#### **PRESSURE SURGES**

- 47
- No customer shall cause, permit or allow any apparatus fitting or fixture to be or remain connected to the customer's water supply or to be operated

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which causes pressure surges or other disturbances which may in the opinion of the Director, result in damage to other customers or to the Water Utility Service.

**CONTAMINATION**

- 48 No customer shall cause, permit or allow to be or remain connected to the customer's water supply system any piping, fixture, fitting, container or other appliance which may cause water from a source other than the Water Utility Service or any liquid or substance to enter the Water Utility Service. The Director may cause the water supply to any customer contravening the provisions of this section to be shut off provided that the Director shall, if the Director considers it practicable so to do, give notice to such customer prior to such water supply being shut off. The water supply to such customer shall not be restored until such customer has paid to The City all costs associated with the shutting off of the water supply, the cleanup of contamination and the remedying of the customer's default under this section.

**MEASUREMENT BY METER**

- 49 All water supplied by The City to a customer shall be measured by a meter unless otherwise provided for in this Bylaw.

**METER INSTALLATION AND MAINTENANCE**

- 50 (1) Customers who require the installation of more than one meter shall pay a fee as set forth in Schedule D for each additional meter.
- (2) The City may change a customer's meter(s) with notice given pursuant to Section 24.

**INSTALLATION RESPONSIBILITY**

- 51 (1) Water meters supplied by The City which are 50 millimetres in size or smaller shall be installed by The City with no direct charge to the customer.
- (2) Water meters supplied by The City which are larger than 50 millimetres in size shall be installed at the expense of the customer.
- (3) The customer shall provide for the installation of a water meter to the satisfaction of the Director and when required shall install a properly valved bypass.

- (4) For water meter installation within a building, the customer shall provide a suitable site for such installation near a main shut off, to the satisfaction of the Director and in accordance with the City of Red Deer Design Guidelines.
- (5) The customer shall ensure that employees or agents of The City have clear access to meter areas and water meters for meter testing and reading purposes.
- (6) Unless the Director otherwise approves, The City shall not be obligated to supply more than one water meter for any one building. If additional water meters are approved, a separate curb stop will be required for each additional water meter.
- (7) A separate water meter shall be installed for each of the two dwelling units contained within a duplex residential building and a separate curb stop will be required for each water meter.
- (8) Any customer whose water is not metered, or whose meter is not positioned to the satisfaction of the Director, shall make proper provision for a meter to be installed or the meter to be moved as the case may be, all costs of which shall be paid by the customer.

**METER CHAMBER**

52 When in the opinion of the Director, the premises to be supplied with water are too far from the City Service Connection to conveniently install a meter in the premises, or if a number of buildings are to be so supplied or for any other reason in the opinion of the Director, then the customer shall, at the customer's sole cost, construct and maintain a container for a meter and such container shall in all respects including location, construction size, access and otherwise howsoever be satisfactory to the Director.

**METER SIZE**

53 The size of the meters shall be determined as follows:

- (a) if the internal diameter of the Private Service is 25 millimetres or less, a 16 millimetre meter shall be used; or
- (b) if the internal diameter of the Private Service exceeds 25 millimetres, the size of the meter shall be one size smaller than the

size of the Private Service; or

- (c) if the Private Service is a Combined Service, the internal diameter of the Private Service branch to be used for purposes other than fire protection shall determine the meter size as set out in subsections (a) and (b) of this section.

### **BYPASSES**

- 54 Any customer having a water meter 50 millimetres in size or larger shall at the customer's own expense construct and maintain a properly valved bypass satisfactory to the Director which bypass shall be sealed by The City and shall be opened by the customer only in case of emergency. The customer shall notify The City within 24 hours after the seal on the bypass is broken, failing which the Director may cause the water supply to such customer to be shut off until satisfactory arrangements have been made for the calculation of and payment for water supplied and not recorded on the meter.

### **METER VALVING**

- 55 Any customer having a meter smaller than 50 millimetres in size shall, at the customer's sole cost and expense, supply and maintain valves on both sides of and within 300 millimetres of the meter.

### **PROTECTION OF METER**

- 56 (1) The customer shall provide adequate protection for the meter supplied by The City and any associated valves or pipes against freezing, heat or any other internal or external damage of any kind which may affect the operation of the water meter or meters, failing which the customer shall pay to The City all costs associated with the repair of such meter or associated valves & pipes which amount shall be recoverable in the same manner as all other costs and charges provided for under this Bylaw.
- (2) No person other than an authorized City employee shall remove, disconnect, reconnect or tamper with a meter.
- (3) The customer shall notify the Director immediately whenever a water meter is not operating or if any part of a meter becomes damaged or broken.
- (4) The customer is responsible for the safe keeping of any water meter and any Remote Reading Device that is installed on the customer's premises.

- (5) The customer shall pay the cost of repairing or replacing any water meter or metering accessories supplied and installed by The City that may be damaged from any causes or any other cause within the control of the owner.
- (6) The customer shall notify the Director within 24 hours if the seal on the bypass valve or a water meter is broken for emergency purposes or any other purpose.

**NON-REGISTERING METER**

- 57 (1) If, upon the reading of a meter, it is determined that the meter has failed to accurately record the consumption of the Utility Service supplied then the consumption will be estimated upon such basis that the Director considers to be fair and equitable and the account rendered pursuant to Section 18.
- (2) Where it has been determined by The City that the meter is not accurately recording the consumption of a Utility Service, The City may enter the premises to replace the meter, on notice to the customer pursuant to Section 24.

**TESTING OR CALIBRATION OF DISPUTED METERS**

- 58 (1) A customer who disputes a meter reading shall give written notice to The City.
- (2) Following receipt of written notice; the water meter situated on the customer's premises shall be tested or calibrated by a qualified person designated by the Director. If the meter is found to be accurate within 98.5% to 101.5% of the water passing through it, the expense of such test or calibration shall be borne by the customer in the amount designated in Schedule D.
- (3) If the meter is found not accurate within the above limits it shall forthwith be repaired or be replaced by one that is accurate and the expense thereof shall be borne by The City.
- (4) If a meter is found not to be accurate within the aforesaid limits then any meter handling and testing fees paid by the customer shall be refunded, and the billings adjusted.
- (5) Where an examination of past meter readings or other information does

not disclose the time at which the meter error commenced, then the meter error shall be deemed to have commenced three months prior to the date the meter was tested or from the date upon which the meter was installed, whichever is less.

### **METER READING**

- 59 (1) A customer shall permit The City to perform meter reading using automated monitoring equipment.
- (2) The City shall endeavour to read the meters of non-residential customers once every month and to read the meters of residential customers once every two months, or at such other intervals as are reasonable and practicable under the circumstances. If The City cannot gain access safely to read the meter as aforesaid, the consumption of the Utility Service shall be estimated upon such basis as the Treasurer considers to be fair and equitable and the account rendered in accordance with such estimate. Each meter shall be read at least once per year and if such reading cannot be obtained, The City may discontinue any or all Utility Services supplied to the premises, until such time as The City is able to obtain an actual meter reading.
- (3) The Director may shut off the water supply to a customer who refuses to provide a water meter reading or access to perform a water meter reading after notice has been given pursuant to Section 24.
- (4) The customer shall ensure that access to the meter is safe, well lit, and free of hazards to the person reading the meter.
- (5) The City may require a water meter to be either tested on site or removed for testing by a person authorized by The City at any time. The City may discontinue any or all Utility Services supplied to the premises until such time as a person authorized by The City is able to obtain access to test the meter or remove it for testing.

### **ADDITIONAL METER READS**

- 60 When a customer requests a meter reading at a time other than the regular scheduled time for meter reading, the customer may be assessed a fee as set forth in Schedule D for such reading. Provided, however, if upon such reading, it is determined that the previous billed meter reading is incorrect, no fee shall be required.



**PRIVATE SERVICES**

- 61 All persons doing any work or service upon a Private Service or the plumbing system attached to it shall comply with the provisions of the Alberta Building Code and any applicable bylaws. A Private Service shall be buried to a depth of at least 2.7 metres to prevent freezing.

**USE OF GROUNDWATER WELLS**

- 62 Once a parcel of land is connected to City Water Service, any groundwater wells within such property must be abandoned unless otherwise approved in writing by the Director. Such approval would be subject to cross-connection control, flow measurement and periodic inspection, as stipulated by the Director.

**FIRE PROTECTION SERVICE**

- 63 (1) A Fire Line shall be used only for fire protection purposes and a water line which provides combined domestic service and Fire Line service shall not be installed without the prior approval of the Fire Chief.
- (2) The Director shall determine whether or not a meter shall be affixed to a Fire Line. If required, the meter shall be supplied and installed in a manner satisfactory to the Director at the customer's expense.

**FIRE HYDRANTS**

- 64 (1) Unless authorized by the Director, no person shall:
- (a) open or close any fire hydrant or valve;
  - (b) connect any device of any kind to a fire hydrant, including a pipe, hose, fixture, or appliance; or
  - (c) use water from a fire hydrant, regardless of whether that hydrant is located on private or public property, for any purpose other than fire protection.
- (2) All fire hydrants are to be numbered and painted to The City's standard. The City may provide this service upon request, as per the rates in Schedule D. This information can be provided upon request to the Environmental Services Department.
- (3) No owner or occupant of a parcel or premises shall allow the access to a fire hydrant located on or adjacent to that parcel or premises to be

obstructed in any manner, whether by the building or erection of any structure or the accumulation of any building material, rubbish or other obstruction.

- (4) No owner or occupant of a parcel or premises shall allow anything on the parcel or premises to interfere with the operation of a fire hydrant located on or adjacent to that parcel or premises.
- (5) All persons who own property on which a fire hydrant is located or own property which is adjacent to City owned property on which a fire hydrant is located shall:
  - (a) maintain a one (1) metre clearance on each side of a fire hydrant;
  - (b) not permit anything to be constructed, erected, or placed within the clearance area;
  - (c) not permit anything except grass to be planted within the clearance area; and
  - (d) maintain visibility of hydrants from the nearest access road.

#### **PERMIT TO USE WATER FROM A FIRE HYDRANT**

- 65
- (1) The Director may authorize the use of a fire hydrant and the use of water from a fire hydrant on a temporary basis where no other supply of water can reasonably be obtained.
  - (2) The Director will, as a condition for the use of a fire hydrant and the use of water from a fire hydrant, require that the water pass through a water meter and backflow prevention device prior to use.
  - (3) Any person authorized to use a fire hydrant shall obtain a hydrant connection permit from The City and ensure that a copy of such permit is kept with the persons utilizing the hydrant and they must produce the hydrant connection permit to an employee or agent of The City immediately upon demand.

#### **TEMPORARY WATER SERVICE**

- 66
- Any persons requiring a temporary water supply during the course of construction shall apply to The City and shall pay the sums required in Schedule B and D, which may include installation and removal of service water meter and Backflow Preventer and water consumption charges.

**THAWING SERVICES**

- 67 (1) The cost of thawing a frozen service shall be borne as follows:
- (a) by the customer if the Private Service or the plumbing system connected thereto is frozen, as determined by the Director;
  - (b) by the customer if the City Service Connection is frozen as a result of the negligence of the customer, as determined by the Director;
  - (c) by The City if the City Service Connection is frozen for any other reason, as determined by the Director.
- (2) If the Director is of the opinion that a Private Service or plumbing system has frozen without any negligence on the part of the customer or any other person for whose negligence the customer is responsible, the Director may waive the cost of one thawing during any one winter season which shall be deemed to run from November 1<sup>st</sup> to May 15<sup>th</sup>.
- (3) The City shall not thaw a Private Service or plumbing system unless the customer shall first have signed an acknowledgement recognizing that thawing may be inherently dangerous to property including Private Service or plumbing system and may cause damage to electrical systems or the outbreak of fire and waiving any claim against The City for any such damage whatsoever except damage caused by the negligence of The City.

**SERVICE SIZE**

- 68 The size of the service required for residential purposes shall be determined in accordance with the Alberta Building Code, provided that The City shall not install a service having a size smaller than 25 mm.

**BOILERS**

- 69 In any case where a steam boiler or equipment of a nature similar to that of a steam boiler is supplied directly from a service, such boiler or other equipment shall be equipped with at least one safety valve, vacuum valve or other device sufficient to prevent the collapse or explosion thereof in the event the water supply thereto is shut off.

**REQUESTED WATER SHUT OFF**

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- 70 (1) No person shall turn a water Service Valve on or off except as authorized by the Director.
- (2) No owner of a parcel or premises shall allow a water Service Valve to be turned on or off except as authorized by the Director.
- (3) If a customer requires the supply of water to be shut off for their own purposes, the customer shall submit a request to the Director and pay The City the amount specified in Schedule D.

**BACKFLOW PREVENTER**

- 71 (1) Where in the opinion of the Director, the configuration of any water connection creates a high risk for contamination to the water system, the customer, upon being given notice by the Director, shall install on their water service an approved Backflow Preventer at the customer's sole cost.
- (2) No customer or other person shall connect, cause to be connected, or allow to remain connected to the water system any piping, fixture, fittings, container or appliance, in a manner which under any circumstances, may allow contaminated or Polluted Water, Wastewater, or any other liquid, chemical or substance to enter the domestic water system.
- (3) If a condition is found to exist which is contrary to subsection (2), the Director may issue such order or orders to the customer as may be required to obtain compliance with subsection (2).
- (4) Where in the opinion of the Director, the configuration of any water connection creates a high risk of contamination to the water system, the customer, upon being given notice by the Director, shall install an approved Backflow Preventer at all identified sources of potential contamination.
- (5) All Backflow Preventers shall be inspected and tested at the expense of the customer, upon installation, and thereafter annually, or more often if required by the Director; by personnel approved by the Director to carry out such tests, to demonstrate that the device is in good working condition. The customer shall submit a report in a form approved by the Director for all tests performed on a Backflow Preventer within thirty (30) days of a test and a record card issued by the Director shall be displayed on or adjacent to the Backflow Preventer. The tester shall record thereon the name and address of the owner of the device; the location, type, manufacturer, serial number and size of the device; and the test date, the

tester's initials, the tester's name (if self employed) or the name of the testers employer and the tester's license number.

- (6) When the results of a test referred to in subsection (5) show that a Backflow Preventer is not in good working condition, the customer shall, when so directed by the Director, repair or replace the device within ninety-six (96) hours. If the customer fails to comply with the direction given, The City may shut off the water service or water services.
- (7) If a customer fails to have a Backflow Preventer tested, the Director may notify the customer that the Backflow Preventer must be tested within ninety-six (96) hours of the customer receiving the notice.
  - (a) if a customer fails to have a Backflow Preventer tested within the time provided in subsection (5), the Director may cause the water service or water services to be terminated until the Backflow Preventer has been tested and approved as required by Section 71 of this Bylaw.
- (8) No person shall turn on a water Service Valve to provide water to the occupants of any newly renovated, constructed, or reconstructed premises until the plumbing system in such premises has been inspected for Cross Connections and approved by the Inspections and Licensing Manager.
- (9) No persons other than those who have achieved journeyman or "Certificate of Competency" in an accredited program of Alberta may conduct the tests on Backflow Preventers.

## **PART 4 - WASTEWATER UTILITY**

### **WASTEWATER UTILITY SERVICE LEVY AND BILLING RATES**

- 72 The City hereby levies on all persons owning or occupying property connected with The City's Wastewater Sewer system a fixed Wastewater charge plus a variable charge based on the volume of Wastewater contributed by the customer, to be paid monthly as determined by the Director calculated using the rates set forth in Schedule C.

### **WASTEWATER CONNECTION EXCEPTIONS**

- 73 Notwithstanding Section 72, the Director shall have the right to make special agreements on terms fixed by the Director with certain industries or others to whom large quantities of water are sold but whose uses of

such water do not involve the return of comparable amounts of Wastewater to The City's Wastewater Sewer system.

#### **PROHIBITED DISPOSAL OF WASTEWATER**

- 74 (1) No person shall place, deposit, dump or permit Wastewater, dangerous goods, or any other waste, to be deposited in any manner upon public or private property within the City or in any area under the jurisdiction of The City.
- (2) No person shall discharge to any watercourse within the City or to any area under the jurisdiction of The City, any Wastewater, Industrial Waste, Dangerous Goods, or Polluted Waters, except where suitable pre-treatment is provided.
- (3) Except as permitted by this Bylaw or the Alberta Building Code, no person shall construct or maintain in the City any privy or pit toilet, septic tank, cesspool, or other facility intended or used for the collection or disposal of Wastewater.

#### **CLEANOUTS**

- 75 A Building Sewer that is connected to a Wastewater Sewer shall be equipped with a main Cleanout with a minimum diameter of 100 mm located not more than 25 m from property line. The main Cleanout shall be located as close as practical to the point where the Wastewater Sewer leaves the building and in such a manner that the opening is readily accessible and has sufficient clearance (2 metres) for effective rodding and cleaning. The building Wastewater Sewer from Cleanout to property line is to be as straight as possible. A maximum of one 45° bend is permitted for the Cleanout and a maximum of one additional 45° bend may be used between the Cleanout and property line. Total angle of all bends shall not exceed 90°.

#### **BACKFLOW VALVES**

- 76 All Wastewater plumbing fixtures and floor drains set below the highest level of the ground surface adjacent to the premises shall be protected from backflow by an approved Wastewater Backflow Valve.

#### **PLUGGED WASTEWATER SEWERS**

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- 77 (1) When a Sewer blockage occurs, a customer shall first contact a private plumbing firm to determine whether the blockage is in the Private Sewer Connection or the City Sewer Connection.
- (2) Plumbers may bill The City at the rates identified in Schedule D if blockages occur on The City's property.
- (3) The private plumbing firm shall notify The City within three hours when unable to clear a blockage on City property.

**TREES AND ROOTS**

- 78 (1) No deep rooting trees such as willow, poplar or elm are to be planted over building Wastewater Sewer lines on private property.
- (2) If it is determined that a blockage in a Private Sewer Connection is caused by a tree located on private property then The City shall have no obligation to clear the blockage.
- (3) If it is determined that a blockage in a Private Sewer Connection is caused by a tree located on City property, The City will clear the blockage and either place the Sewer on a root-cutting maintenance program to ensure that the roots are kept clear, re-line the Sewer pipe, or remove the tree at The City's expense.
- (4) If it is determined that a blockage in the City Sewer Connection or any other part of The City's Wastewater Sewer system is caused by tree roots extending from trees located on private property, The City will, at the owner's expense, clear the blockage and either place the Sewer on a root-cutting maintenance program, re-line the Sewer pipe, or remove the tree(s).

**CONNECTION TO WASTEWATER SEWER**

- 79 No weeping tile, sump pump or eavestrough downspout system shall be connected to any Wastewater Sewer unless approved in writing by the Director.

**STORM WATER / GROUND WATER DISCHARGE TO WASTEWATER SEWER**

- 80 No person shall discharge, or cause to be discharged, Storm Water, surface water, ground water, roof run-off, subsurface drainage, or Cooling Water to any Wastewater Sewer, unless:

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- (a) upon the application of the customer the Director determines that exceptional conditions prevent compliance with the foregoing provisions and authorizes such discharge; and
- (b) the discharge is in accordance with a validated Wastewater Discharge Dewatering Permit.

### **PROHIBITED SUBSTANCES IN WASTEWATER**

81 No person shall discharge or permit to be discharged into any Wastewater Sewer:

- (a) any solid or viscous substance capable of causing obstruction, or other interference with the operation of the Wastewater system, including Dangerous Goods, Hazardous Waste, Biological Waste, Combustible Waste, Biomedical Waste, Reactive Waste, elemental mercury, prescription or illegal drugs, PCBs, Pesticides, Radioactive Materials, ashes, cinders, sand, potters clay, resin, mud, straw, metal, glass, rags, feathers, tar, plastics, wood, grass clippings, insoluble shavings, asphalt, creosote, bone, hide, eggshells, meat and fat trimmings or waste, baking dough, chemical residues, spent grain and hops, whole food, garbage, paint residues, cat box litter, animal tissues, manure, blood, or Sharps;
- (b) Wastewater having a pH lower than 6.0 or higher than 10.5, or having any other corrosive property capable of causing damage or hazard to structures, equipment, and Wastewater treatment processes;
- (c) Wastewater containing substances in concentrations exceeding the following:

(i)	Antimony	1.0 mg/L
(ii)	Arsenic	1.0 mg/L
(iii)	Barium	3.0 mg/L
(iv)	Boron	1.0 mg/L
(v)	Cadmium	0.05 mg/L
(vi)	Chromium	1.0 mg/L
(vii)	Chlorinated Hydrocarbons	0.02 mg/L
(viii)	Copper	0.5 mg/L
(ix)	Cyanide	1.0 mg/L
(x)	Lead	1.0 mg/L
(xi)	Manganese	1.0 mg/L



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(xii)	Mercury	0.1 mg/L
(xiii)	Nickel	0.5 mg/L
(xiv)	Phenolic Compounds	0.1 mg/L
(xv)	Selenium	1.0 mg/L
(xvi)	Silver	1.0 mg/L
(xvii)	Sulphide	1.0 mg/L
(xviii)	Zinc	1.0 mg/L
(xix)	Total Suspended Solids (TSS)	4,800 mg/L
(xx)	Biochemical Oxygen Demand (BOD)	4,800 mg/L
(xxi)	Chemical Oxygen Demand (COD)	9,600 mg/L
(xxii)	Total Phosphorus	150 mg/L
(xxiii)	Total Kjeldahl Nitrogen	400 mg/L
(xxiv)	Oil and Grease - animal, vegetable	500 mg/L
(xxv)	Oil and Grease - synthetic hydrocarbon	50 mg/L
(xxvi)	Phosphates	100 mg/L

- (d) Wastewater containing hydrogen sulphide, carbon disulphide, reduced sulphur compounds, amines or ammonia;
- (e) Wastewater containing dyes or colouring materials which may or could pass through a Wastewater treatment plant and discolour the Wastewater effluent;
- (f) Wastewater above 75 degrees Celsius;
- (g) any substance which:
  - (i) is or may become harmful to any recipient water course or collection system or part thereof or will cause a violation or noncompliance event in the Operating Approval for the Wastewater Treatment Plant;
  - (ii) may interfere with the proper operation or maintenance of the Wastewater system, disposal of biosolids, or any Wastewater treatment process or cause damage to the Wastewater Works or Wastewater treatment plant;
  - (iii) grit removed from commercial or industrial premises including but not limited to grit removed from car washing establishments, automobile garages and restaurant Sumps or from Interceptors;
  - (iv) will be discharged in layers or will form layers upon interaction with other Wastewater;

**DISCHARGE OF PROHIBITED SUBSTANCES**

- 82 (1) Any person responsible for or aware of the discharge of prohibited substances in the Wastewater system shall immediately report to the Director in order that the necessary precautions can be taken to minimize the Deleterious effects of the discharge. Such person must also make other required reports to Alberta Environment and any other governing body.
- (2) If testing of Wastewater shows that it is noncompliant with this Bylaw, the Director may direct the customer to comply with the Bylaw and may, in addition, direct the customer at its expense to install such monitoring and recording equipment as the Director deems necessary and to provide to The City the results of said monitoring as required.
- (3) Any person who contravenes any of the provisions of Section 81, 82, 83 or 85 shall, in addition to any penalty for infraction of this Bylaw, be liable to and shall on demand pay to The City all costs of monitoring, sampling, testing, and removing any contamination resulting from the discharging of any such substances into a Wastewater Sewer, and for any other amount for which The City may be held liable because of such contamination.

**OVERSTRENGTH SURCHARGE**

- 83 (1) A person who has discharged, caused, or permitted Wastewater to be discharged into any Wastewater Sewer containing constituents exceeding the concentrations outlined in Schedule C, shall pay the volume and treatment charges set forth in Schedule C.
- (2) Should testing of the Wastewater being discharged into the Wastewater collection system be required for the purpose of determining the Wastewater surcharge rate, such sampling and testing shall be conducted by the Inspector, or by the customer to the satisfaction of the Inspector, using automated sampling devices or in accordance with the following manual sampling protocol:
- (a) samples from the effluent produced at a location will be collected for a minimum of any two days within a seven day period;
- (b) a minimum of four Grab Samples of equal volume shall be taken each day, such samples to be taken at least one hour apart;

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- (c) the analysis shall be conducted on a Composite Sample made of each day's Grab Samples; and
- (3) The results of the foregoing tests shall be averaged to determine the characteristics and concentration of the effluent being discharged into the City Wastewater collection system.
- (4) No person shall, for the purpose of meeting any concentration limits set out in this Bylaw, dilute any Wastewater intended to be deposited in the Wastewater collection system.

**COST OF SAMPLING**

- 84 When the customer's discharged wastewater contains constituents exceeding the discharge limits in Section 81, 82, or 83, the cost of all sampling and analysis shall be at the customer's expense.

**DENTAL WASTE AMALGAM SEPARATOR**

- 85 Every owner or operator of premises from which Dental Amalgam may be discharged, which waste may directly or indirectly enter a Sewer, shall:
- (a) install in any piping system at its premises that connects directly or indirectly to a Sewer, Dental Amalgam Separators with at least 95% removal efficiency in amalgam weight and which are certified as compliant with *ISO 11143 – "Dental Equipment: Amalgam Separators"*;
  - (b) operate and maintain all Dental Amalgam Separators in good working order and according to the manufacturer's recommendations;
  - (c) provide an approved monitoring point which is readily and easily accessible at all times for inspection; and
  - (d) provide to the Inspector on request a maintenance schedule and record of maintenance for each installed Dental Amalgam Separator.

**GREASE, OIL, & SOLIDS INTERCEPTION**

- 86 (1) Every owner or operator of premises containing a restaurant, vehicle repair or auto body shop, petroleum service station, or vehicle and

equipment washing establishment, when in the opinion of the Director it is necessary to do so, shall:

- (a) install an Interceptor or filter for the removal from Wastewater of grease, oil, solids or other harmful substance;
  - (b) make available to the Inspector upon request a maintenance schedule and record of maintenance for the Interceptor or filter; and
  - (c) shall keep and make available to the Inspector upon request a two-year record of documentary proof of Interceptor clean-out and the disposal of oil, grease, solids and sediments.
- (2) All Interceptors shall be of a type and capacity approved by the Director and shall be located so as to be readily and easily accessible for cleaning and inspection and shall be maintained by the customer at the customer's expense in continuously efficient operation at all times. The Interceptors shall be installed in compliance with the most current requirements of the Alberta Building Code and the Canadian Standards Association.
- (3) No person shall:
- (a) discharge emulsifiers into the Sewer system ahead of an Interceptor; or
  - (b) use enzymes, bacteria, solvents, hot water or other agents to facilitate the passage of Oil and Grease through a Grease Interceptor.
- (4) Should any blockage of the Wastewater Sewer system be caused by reason of failure, omission, or neglect of a customer, to comply strictly with the provisions of this Bylaw, the customer shall, in addition to any penalty for infraction of this Bylaw, be liable to and shall on demand pay The City for all costs of clearing such blockage and for any other amount for which The City may be held liable because of such blockage.

#### **CUSTOMER SELF-MONITORING**

- 87 (1) The customer shall, at its own expense, complete any monitoring, sampling, and testing of any discharge to a Wastewater system as required by The City, and shall provide the results to The City in a form specified by the Director.

- (2) Any customer who exceeds the discharge limits in this Bylaw shall submit an environmental plan to the satisfaction of the Director, at the customer's expense, which will detail the steps necessary to change their discharge characteristics to the standards required under the provisions of this Bylaw.

**MANHOLES**

- 88 (1) Manhole(s) are required to be constructed in locations that are accessible to The City, on all Wastewater Service Connections to premises such as:
- (a) Industrial - Oil related industries, dairies, breweries, packing plants, processing plants, feed mills, manufacturing plants, fabricating plants, painting shops;
  - (b) Commercial - Shopping centres, strip malls, warehouses, grocery stores, heavy machine repair, welding shops, automobile repair, service stations, car washes, restaurants, paint stores, hotels, motels, dry cleaners, laundries; and
  - (c) Other - residential dwellings over 6 units, apartment over 6 units, nursing homes, senior complexes, Institutions, hospitals, dental labs, funeral homes, churches, schools.
- (2) Such manholes may be constructed by the customer, or by The City at the customer's cost, and shall be maintained by the customer so as to be safe and accessible at all times.

**DISCONNECTION OF SEWER**

- 89 (1) Where Wastewater which:
- (a) is hazardous or creates an immediate danger to any person;
  - (b) endangers or interferes with the operation of the Wastewater collection system; or
  - (c) causes or is capable of causing an adverse effect;
- is discharged to the Wastewater collection system, the Inspector may, in addition to any other remedy available, disconnect, plug or shut off the Sewer line discharging the unacceptable Wastewater into the Wastewater collection system or take such other action as is necessary to prevent such Wastewater from entering the Wastewater collection system.

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- (2) The Wastewater may be prevented from being discharged into the Wastewater collection system until evidence satisfactory to the Inspector has been produced to ensure that no further discharge of hazardous Wastewater will be made to the Wastewater collection system.
- (3) Where the Director takes action pursuant to subsection (1), the Inspector may by notice in writing advise the owner or occupier of the premises from which the Wastewater was being discharged, of the cost of taking such action and the owner or occupier, as the case may be, shall forthwith reimburse The City for all such costs which were incurred.

#### **PRIVATE WASTEWATER DISPOSAL**

- 90 (1) Where a Wastewater Sewer is not available for connection as required under the provisions of Section 31(1), the building Wastewater Sewer shall be connected to a private Wastewater disposal system complying with the provisions of this Bylaw, the Alberta Building Code, Alberta Environment & Public Health Regulations, and such additional requirements as may be imposed by the Director. The owner shall operate and maintain the private Wastewater disposal facilities in a Wastewater manner at all times at no expense to The City.
- (2) After the owner has connected to the Wastewater Sewer system as required by Section 31(1), the owner shall, within 60 days of the date of connection to the Wastewater Sewer system, dispose of all waste appropriately and remove any septic tanks, cesspools and similar private Wastewater disposal facilities and reclaim the site with clean native soil.

#### **HAULED WASTEWATER**

- 91 (1) No person shall discharge or permit the discharge of Hauled Wastewater at any location other than a Hauled Wastewater discharge location approved by the Director. Manifests to discharge Hauled Wastewater are available at The City's Wastewater Treatment Plant.
- (2) Any person or company that proposes to discharge Hauled Wastewater at The City Wastewater Treatment Plant must:
- (a) apply for and receive a Hauled Wastewater Manifest issued by the Director; and
  - (b) enter into and comply with the requirements of the Hauled Wastewater agreement established by The City.

**BEST MANAGEMENT PRACTICE**

- 92 (1) As a condition of discharging Wastewater into the Wastewater Sewer, customers in industrial, commercial, and institutional sectors shall submit to the Director a completed Notice of Wastewater Discharge form and a Best Management Practice:
- (a) in the case of new premises, within 30 days of commencing the discharge of Wastewater in the Wastewater Sewer; and
  - (b) In the case of existing premises, within 90 days of the date that this Bylaw is adopted.
- (2) A Best Management Practice is not required for the discharge of waste produced from residential premises, or for sanitary waste and Wastewater from showers and restroom washbasins produced from a non-residential property.
- (3) A customer must report any change in the discharging operation registered under the Notice of Wastewater Discharge form (such as a change in the discharge characteristics, ownership, name, location, contact person, telephone number, or fax number) to the Inspector within 30 days of the change by submitting a completed Notice of Wastewater Discharge form showing the changes.
- (4) Nothing in a Best Management Practice or a Notice of Wastewater Discharge form relieves a person discharging waste from complying with this Bylaw or any other applicable enactment.

**PART 5 - STORM WATER UTILITY****CONNECTION TO STORM WATER SEWER**

- 93 Where the seasonally adjusted groundwater table is within 2m of the top of the footing of any residence constructed after the passage of this Bylaw, such residence must have a weeping tile system connected to a Storm Water Sewer where a Storm Water Sewer is available, or with the permission of the Director, connected to the Wastewater Sewer.

**CLEANOUTS**

- 94 A building Storm Water Sewer that is connected to The City's Storm Water Sewer shall be equipped with a main Cleanout with a minimum diameter of 75mm, located not more than 25m from property line. The

main Cleanout shall be located as close as practical to the point where the Storm Water Sewer leaves the building and in such a manner that the opening is readily accessible and has sufficient clearance (2m) for effective rodding and cleaning. The building Storm Water Sewer from Cleanout to property line is to be as straight as possible. A maximum of one 45° bend is permitted for the Cleanout and a maximum of one additional 45° bend may be used between the Cleanout and property line. The total of the angles of all bends shall not exceed 90°.

### **BACKFLOW VALVES**

- 95 All weeping tile and Storm Water fixtures set below the level of the highest ground surface adjacent to the premises shall be protected from backflow by an approved Storm Water Backflow Valve.

### **TREES AND ROOTS**

- 96 (1) No deep rooting trees such as willow, poplar, or elm are to be planted over Storm Water Sewer lines on private property.
- (2) If it is determined that a blockage in a private Storm Water Sewer connection is caused by a tree located on private property, The City shall have no obligation to clear the blockage.
- (3) If it is determined that a blockage in a private Storm Water Sewer connection is caused by a tree located on City property, The City will clear the blockage and either place the Sewer on a root-cutting maintenance program, re-line the Sewer pipe, or remove the tree at The City's expense.
- (4) If it is determined that a blockage in The City's Storm Water Sewer connection or any other part of the City Storm Water Sewer system is caused by tree roots extending from trees located on private property, The City will, at the owner's expense, clear the blockage and either place the Sewer on a root-cutting maintenance program, re-line the Sewer pipe, or remove the trees.

### **PRIVATE STORM WATER SEWER SYSTEMS**

- 97 Storm Water Sewers installed on industrial, commercial or Institutional property for the purposes of collecting Storm Water and carrying it into the Storm Water Sewers shall be equipped with an Interceptor. The installation of catch basins and Interceptors on private property shall comply with The City's Design Guidelines, as they may be amended from time to time.



**PROHIBITED STORM WATER SEWER USE**

- 98 (1) No person shall discharge, or cause to be discharged, groundwater, roof run-off, subsurface drainage, or Cooling Water from any industrial process, to any Storm Water Sewer, unless;
- (a) upon the application of the customer, the Director determines that exceptional conditions prevent compliance with the foregoing provisions and authorizes such discharge; and
  - (a) the discharge is in accordance with a validated Storm Water Discharge Dewatering Permit;
- (2) No person shall discharge, deposit or permit any of the following into any pipe, main conduit, manhole, street inlet, gutter or aperture draining into the Storm Water system:
- (a) any Deleterious substance; Industrial Waste; domestic waste; non-domestic waste; Wastewater; trucked liquid waste; pool or hot tub water; mud, sand, silt, or grit; any flammable liquid or explosive material; solvent or petroleum derivative including but not limited to gasoline, naphtha or fuel oil; any pesticides, insecticide or fungicides; Radioactive Material; septage or animal wastes.
  - (b) any corrosive, noxious or malodorous gas, liquid or substance which either singly or by interaction with other wastes, is capable of:
    - (i) creating a public nuisance or hazard to life;
    - (ii) preventing human entry into a Storm Water Sewer or pump station; or
    - (iii) causing damage to the Storm Water system.
  - (c) any other substance which may cause impairment of or damage to the environment, human health, safety, property, or City infrastructure.
- (3) No person shall obstruct or restrict a Storm Water Sewer or the flow therein.
- (4) No person shall discharge water to any Storm Water Sewer or to a watercourse, containing any substance which, in the opinion of the Director:

- (a) is or may become harmful to any recipient watercourse or Storm Water system or part thereof;
- (b) may interfere with the proper operation or maintenance of the Storm Water system;
- (c) may become a health or safety hazard to persons, property, animals, vegetation and the environment.

**DISCHARGE OF PROHIBITED SUBSTANCES IN STORM WATER**

- 99 (1) Any person responsible for or aware of the discharge of prohibited substances in the Storm Water system shall immediately report that event to the Director in order that the necessary precautions can be taken to minimize the Deleterious effects of the discharge. Such person must also make other required reports to Alberta Environment and any other governing body.
- (2) Should any testing of Storm Water show that it is noncompliant with this Bylaw, the Director may direct the customer to comply with the Bylaw and may, in addition, direct the customer at its expense to install such monitoring and recording equipment as the Director deems necessary and supply the results of said monitoring as required. The cost of all sampling and analysis shall be at the customer's expense.
- (3) Any person who contravenes any of the provisions of Section 98 shall, in addition to any penalty for infraction of this Bylaw, be liable to and shall on demand pay to The City all costs of monitoring, sampling, testing, and removing any contamination resulting from the discharging of any such materials into a Storm Water Sewer, and for any other amount for which The City may be held liable because of such contamination.

**CITY STORM WATER SEWER USE**

- 100 City forces may discharge water into a Storm Water Sewer or watercourse resulting from non-domestic activities such as:
- (a) hydrant & Water Main flushing (dechlorination required); and
  - (b) fire fighting activities.

**DISCONNECTION OF STORM WATER SEWER**

- 101 (1) Where Storm Water which:

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- (a) is hazardous or creates an immediate danger to any person or the environment;
- (b) endangers or interferes with the operation of the Storm Water system; or
- (c) causes or is capable of causing an adverse effect;

is discharged to the Storm Water system, the Director may, in addition to any other remedy available, disconnect, plug or seal off the Storm Water Sewer line discharging the unacceptable water into the Storm Water system or take such other action as is necessary to prevent such water from entering the Storm Water system.

- (2) The water may be prevented from being discharged into the Storm Water system until evidence satisfactory to the Director has been produced to assure that no further discharge of hazardous water will be made to the Storm Water system.
- (3) Where the Director takes action pursuant to subsection (1), the Director may by notice in writing advise the owner or occupier of the premises from which the water was being discharged, of the cost of taking such action and the owner or occupier, as the case may be, shall forthwith reimburse The City for all such costs.

## **PART 6 - WASTE MANAGEMENT UTILITY**

### **SCOPE OF WASTE MANAGEMENT UTILITY**

- 102 (1) The City Waste Management Utility shall provide for the collection, removal and disposal of Solid Waste, Recyclables, Yard Waste and Special Waste within the City as specified in this Bylaw.
- (2) As Waste Management Utility services are not a metered service, the provisions of Part 2 of this Bylaw dealing with the creation and administration of utility accounts apply to the Waste Management Utility subject to all necessary modifications to reflect the provisions of this Part.

### **EXCLUSIVE CONTRACTS FOR WASTE MANAGEMENT SERVICES**

- 103 (1) City Administration is authorized to enter into exclusive contracts for the collection, removal and disposal of Solid Waste, Yard Waste, Special Waste and Recyclables within the City.

- (2) The Solid Waste Contractor shall not have exclusive rights to collect the following types of waste:
  - (a) large household goods such as furniture;
  - (b) Solid Waste in on-site mechanical compactors, roll-off bins, or Containers of a capacity greater than 6 cubic yards;
  - (c) Waste produced in the process of constructing, altering or repairing a building;
  - (d) Waste not accepted at the Disposal Grounds;
  - (e) those items suitable for recycling or reuse; or
  - (f) Waste of any kind generated from the Michener Centre.
- (3) Where The City has entered into such exclusive contracts, no person other than the contractor may provide the same or similar type of service within the City. Notwithstanding that, the owner or occupant of premises may remove or dispose of Solid Waste, Recyclables or Yard Waste from those premises.
- (4) Any person who breaches the provisions of subsection (3) hereof, in addition being liable to prosecution for an offence under this Bylaw, shall be liable for and make payment to The City of the amount of revenue which would have been generated had The City been able to collect the Recyclables, Solid Waste or Yard Waste.

**RESIDENTIAL WASTE - DETACHED AND SEMI-DETACHED DWELLING UNITS**

- 104      Solid Waste, Recyclables and Yard Waste shall be collected by The City on a weekly basis from all detached and semi-detached Dwelling Units and secondary suites.

**RESIDENTIAL WASTE - MULTI-FAMILY AND MULTI-ATTACHED BUILDINGS**

- 105      (1) The City shall provide weekly collection of Recyclables for all Multi-Family and Multi-Attached Buildings.
- (2) The City shall provide weekly collection of Solid Waste for all Multi-Family and Multi-Attached Buildings except, where the building owner has made

provisions for others to collect such Solid Waste; in which case, Solid Waste must be collected at least once per week.

### **COMMERCIAL WASTE**

- 106 (1) In this section, Non-residential Premises includes premises of a commercial or industrial nature, as well as institutions and Places of Worship.
- (2) Subject to the provisions of Section 103, the owner or occupant of Non-residential Premises may choose to have Solid Waste from the premises collected by The City or by a private contractor.
- (3) The City does not provide Yard Waste collection or Recyclable collection services to Non-residential Premises.

### **CHARGES AND FEES**

- 107 (1) The owner or occupant of premises receiving Waste collection services from The City, shall pay to The City a monthly charge at the rates established in Schedule E.
- (2) The monthly charge for waste collection services (Solid Waste and Recyclables) will apply even where no material is set out for collection. In the case of detached and semi-detached Dwelling Units, the monthly charge shall be a debt due to The City whether the property is occupied or not. The owner of the property shall be liable to pay the monthly charge where the utility account with the occupant has been terminated for any reason.
- (3) Where service is provided for part of a billing period, the rates shown under Schedule E for such service shall be prorated and charged for the portion of the period the service is provided.
- (4) No charges shall be levied in respect of unimproved residential lands.

### **ADMINISTRATION OF SOLID WASTE SERVICE**

- 108 The Director shall have the following authorities with respect to the administration of the Waste Management Utility:
- (a) ensure the safe and efficient collection, removal and disposal or recycling of Solid Waste, Yard Waste, and Recyclables under this Bylaw and under any contract entered into by The City;

- (b) require the owner of a property to install a lid on a garbage Container when, in the Director's opinion, there is a problem with the containment of Solid Waste which could be resolved by the installation of a lid;
- (c) decide what does or does not constitute Solid Waste, Yard Waste, Recyclables or Special Waste under this Bylaw;
- (d) determine which of the rates set out in Schedule E applies to a particular customer in light of the quantity or volume of Solid Waste produced by that customer;
- (e) establish the months of the year during which Yard Waste shall be collected;
- (f) establish the number of Units of Solid Waste permitted per weekly collection; and
- (g) establish such other reasonable policies or regulations as may be necessary for the safe, orderly and efficient collection and disposal of Waste within the City.

#### **USE OF THE SOLID WASTE UTILITY SERVICE AND DISPOSAL GROUNDS**

- 109 (1) The City is not responsible to collect Solid Waste that is not stored in a Container or Receptacle and placed out for collection.
- (2) Customers shall place Solid Waste Receptacles as near as practicable to the lane abutting the lands from which the Solid Waste is produced so as to be easily accessible to the Solid Waste Contractor.
  - (3) If a building is constructed such that it abuts directly on the lane, the owner of the parcel shall provide to the reasonable satisfaction of the Director a space within the building of sufficient area to contain all Solid Waste between periods of collection.
  - (4) In the case of premises for which Solid Waste Services are not provided by a lane, customers shall place Solid Waste Receptacles in such manner as the Director directs.
  - (5) A Receptacle for containing Solid Waste shall be sufficiently strong to hold the weight of Solid Waste contained therein without breaking and shall not exceed 1.2m in length or 100 litres in volume.

- (6) A Receptacle when loaded with Solid Waste shall not weigh more than 25 kg and The City is not required to handle or collect the contents of a Receptacle which exceeds that weight.
- (7) All Solid Waste shall be removed to and disposed of in the Disposal Grounds subject to the regulations established by The City and no person shall deposit or dispose of Solid Waste at any location in the City except the Disposal Grounds.
- (8) A person shall not use or permit to be used any vehicle or trailer for the conveyance or storage of Waste unless it is fitted with a cover capable of preventing the scattering or dispersal of Waste while it is being stored or transported by the vehicle. Any person conveying an unsecured load to the Disposal Grounds, in addition to being liable for prosecution for an offence under this Bylaw, will be charged a surcharge at the Disposal Grounds as outlined in Schedule E.

**CONTAINMENT OF SOLID WASTE**

- 110 (1) No owner or occupant of land shall permit Solid Waste to accumulate loosely on such land.
- (2) An owner or occupant of land shall ensure that any Solid Waste produced from such land is held in Receptacles or Containers in good condition and which are adequate to contain the accumulation of Solid Waste originating from such lands between collection times.
- (3) A person shall not put out or permit to be put out animal feces or any other excrement unless packaged separately from other Solid Waste in a securely tied plastic bag free of punctures, tears and leaks.

**DISPOSAL OF SOLID WASTE**

- 111 (1) All owners or occupants of land shall remove and dispose of all Solid Waste originating on their lands or premises which are not collected, removed and disposed of pursuant to this Bylaw, and in default of their so doing, The City may remove and dispose of such Solid Waste at the expense of such owners or occupants, who shall pay such expenses to The City on demand.
- (2) No person shall dispose of any Waste in a Receptacle or Container owned or leased by another person without the express written consent of the owner or lessee of the Receptacle or Container.

- (3) Public Receptacles shall only be used for the disposal of incidental Solid Waste and shall not be used for the disposal of Solid Waste generated by residences, businesses or other commercial activities.

### **RESIDENTIAL SOLID WASTE COLLECTION**

- 112 (1) Basic residential Solid Waste collection service shall consist of the weekly collection of a maximum of 5 Units of Solid Waste per residential customer unless otherwise directed by the Director. Units of Solid Waste in excess of the basic residential Solid Waste collection service will be picked up if an Extra Waste Tag, purchased from The City, is attached to the garbage bag for disposal.
- (2) The owner or occupant of residential lands or premises may remove or cause to be removed Solid Waste from their property at their own expense, but must still pay to The City the rate levied under this Bylaw for Solid Waste and Recyclable Collection.
- (3) The owner or occupant of multi-family residential lands or premises must ensure that Solid Waste is collected from the property at least once per week. Unless Containers are used, the owner must ensure that all Solid Waste is neatly contained in Receptacles between collection times. The joint use or sharing of Containers or Receptacles between multi-family residential lands or premises, for the collection and disposal of Solid Waste, shall not be permitted except with the prior written permission of the Director.
- (4) Subsections (2) & (3) do not apply to removal of Solid Waste from the Michener Centre.

### **NON-RESIDENTIAL SOLID WASTE**

- 113 (1) The owner or occupant of non-residential lands or premises may remove their own Solid Waste at their own cost and expense by employing the services of their own workers or employees, but such owner or occupant shall not contract such work out to any party other than the Solid Waste Contractor. This prohibition does not apply to the removal of the types of Solid Waste which are listed as exceptions in Section 103(2).
- (2) Any person who breaches the provisions of subsection (1), in addition to their liability to be prosecuted for an offence under this Bylaw, shall be liable for and make payment to The City of the fees and charges for removal and disposal of Solid Waste which such person would have had



to pay had such person used the services of the Solid Waste Contractor for such purpose.

- (3) This section does not apply to removal of Solid Waste from the Michener Centre.

#### **HAZARDOUS WASTE, DANGEROUS GOODS, SPECIAL SOLID WASTE**

- 114 (1) The owner or occupant of land which produces or possesses any Dangerous Goods, Hazardous Waste or Special Solid Waste shall remove and dispose of such goods in accordance with this Bylaw and any regulations of the Governments of Alberta and Canada.
- (2) The owner or occupant of any lands from which any Dangerous Goods, Hazardous Waste or Special Solid Waste is removed shall properly identify such Waste or goods and shall be responsible for obtaining approvals for the safe transport and disposal thereof.
- (3) No person shall deposit or mix with any Solid Waste for collection in the Solid Waste service or delivery to the Disposal Grounds any Dangerous Goods or Hazardous Waste.
- (4) No person shall place, or cause to be placed, any Special Solid Waste into the Solid Waste service or Disposal Grounds without obtaining permission from the Director and making payment of the disposal charge specified in Schedule E.
- (5) Any person breaching any part of this section shall be responsible for all costs incurred in eliminating any pollution or contamination of the Disposal Grounds or any other site in the City and shall make payment of the same to The City on demand.

#### **BURNING**

- 115 Except as provided in The City's Fire Permit Bylaw no person shall burn or attempt to burn any Solid Waste in the City.

#### **SOLID WASTE FROM OUTSIDE THE CITY**

- 116 No person shall deposit any Solid Waste at the Disposal Grounds which does not originate from within the boundaries of the City except with the prior written permission of the Director or under the authority of a contract with The City.

## REMAINDER ENFORCEABLE

**EFFECTIVE DATE**

## REPEAL OF PREVIOUS BYLAW

READ A FIRST TIME IN OPEN COUNCIL this	day of	2011.
READ A SECOND TIME IN OPEN COUNCIL this	day of	2012.
READ A THIRD TIME IN OPEN COUNCIL this	day of	2012.
AND SIGNED BY THE MAYOR AND CITY CLERK this	day of	2012.

CITY CLERK

**SCHEDULE A – DEFINITIONS**

**SCHEDULE B – WATER RATES**

**SCHEDULE C – WASTEWATER RATES**

**SCHEDULE D – BILLING AND SERVICE FEES**

**SCHEDULE E – SOLID WASTE COLLECTION RATES**

Bylaw 3464/2011

**SCHEDULE A****DEFINITIONS**

In this Bylaw, words and phrases shall mean and be interpreted in accordance with the definitions set out in this Schedule.

- (1) **Backflow Preventer**, also referred to as a cross connection control device, means a device that prevents flow of water or other liquids, mixtures, or substances into the potable water system from any source or sources other than the intended source.
- (2) **Backflow Valve** means a device to prevent flow reversal in a Storm Water or Wastewater Sewer connection.
- (3) **Best Management Practice** means a set of procedures, equipment, training, or other provisions applicable to operations to assist in compliance with this Bylaw.
- (4) **Biological Waste** means waste from a hospital, medical clinic, health care facility, mortuary or biological research laboratory which contains or may contain:
  - (a) pathogenic agents that cannot be effectively mitigated by Wastewater treatment; and
  - (b) experimental biological matter that may be hazardous to human health or detrimental to the environment.
- (5) **Biomedical Waste** means:
  - (a) any human anatomical waste, animal waste, untreated microbiological waste, waste Sharps and untreated human blood and body fluids known to contain viruses and agents listed in "Risk Group 4" as defined in "Laboratory Biosafety Guidelines" published by Health Canada, date, 2004, as amended; or
  - (b) waste that is generated by human health care facilities, medical research and teaching establishments, clinical testing or research laboratories, and facilities involved in the production or testing of vaccines, and contains or may contain pathogenic agents that may cause disease in humans exposed to the waste.
- (6) **BOD or Biochemical Oxygen Demand** means the five-day BOD which is the determination of the molecular oxygen utilized during a five-day incubation period for the biochemical degradation of organic material (carbonaceous demand), and the oxygen used to oxidize inorganic material such as sulphides and ferrous iron, and the amount of oxygen used to oxidize reduced forms of nitrogen (nitrogenous demand) as determined by the appropriate procedure in Standard Methods.

- (7) **Building Sewer** means that part of a Wastewater drainage system outside a building commencing at a point 1 metre from the outer face of the wall of the building and connecting the building drain to the Wastewater sewer or place of disposal of Wastewater;
- (8) **COD or Chemical Oxygen Demand** means a measure of the capacity of water to consume oxygen as a result of oxidation of inorganic chemicals and decomposition of organic matter.
- (9) **City Service Connection** means that portion of a pipe used or intended to be used for the supply of water which extends from the water main to the service valve.
- (10) **City Sewer Connection** means that part of the Wastewater or Storm Water sewer pipe located within the limits of The City's road allowance, lands, right of ways, or easements and is connected to a private sewer system and The City's sewer main.
- (11) **Cleanout** means a pipe fitting that has a removable cap or plug and is so constructed that it will permit access to a sewer pipe for the purpose of cleaning.
- (12) **Combined Service** means the City Service Connection used or intended to be used to supply water for fire protection as well as water for purposes other than fire protection.
- (13) **Combustible Waste** means a substance that is able to catch fire and burn easily.
- (14) **Composite Sample** means a volume of Wastewater, Storm Water, uncontaminated water, clear water or effluent made up of three or more grab samples that have been combined automatically or manually and taken at intervals during the sampling periods,
- (15) **Container** means a container for Solid Waste which is designed to be emptied by a front loading Solid Waste vehicle.
- (16) **Cooling Water** means water that is used in a process for the purpose of removing heat and that has not, by design, come into contact with any raw material, intermediate product, waste product or finished product, but does not include blowdown water.
- (17) **Cross Connection** means an existing connection or a potential connection between any part of a potable water system and any other environment containing other substances in a manner, which, under any circumstances, would allow such substance to enter the potable water system.

- (18) **Dangerous Goods** has the meaning set out from time to time in the *Dangerous Goods Transportation and Handling Act*, RSA 2000, Ch D-4 as amended, and the regulations thereunder.
- (19) **Deleterious** means:
- (a) any substance that, if added to any water, would degrade or alter or form part of a process of degradation or alteration of the quality of that water so that it is rendered or is likely to be rendered deleterious to fish or fish habitat or unsuitable for the purposes intended;
  - (b) any water that contains a substance in such quantity or concentration, or that has been so treated, processed or changed, by heat or other means, from a natural state that it would, if added to any other water, degrade or alter or form part of a process of degradation or alteration of the quality of the water so that it is rendered or is likely to be rendered deleterious to fish or fish habitat or unsuitable for the purposes intended.
- (20) **Dental Amalgam** means a dental filling material consisting of an amalgam of mercury, silver and other materials such as copper, tin or zinc.
- (21) **Dental Amalgam Separator** means any technology, or combination of technologies, designed to separate dental amalgam particles from dental operation Wastewater.
- (22) **Disposal Grounds** means the landfill site operated by The City.
- (23) **Dwelling Unit** means one or more rooms useable as a residence operated as a single housekeeping unit and having its own sleeping, cooking, and toilet facilities.
- (24) **Extra Waste Tag** means a sticker purchased from The City to be used to identify Units of Solid Waste in excess of the basic residential Solid Waste collection service.
- (25) **Fire Line** means a pipe intended solely for the purpose of providing a supply of water for fire protection purposes.
- (26) **Grab Sample** means a volume of Wastewater, Storm Water, potable water or effluent which is collected over a period not exceeding 15 minutes.
- (27) **Hauled Wastewater** means waste removed from a Wastewater system, including a cesspool, a septic tank system, a privy vault or privy pit, a chemical toilet, a portable toilet or a Wastewater holding tank or any industrial waste which is transported to and deposited into any location in the Wastewater works.

- (28) **Hazardous Waste** means:
- (a) any substance or mixture of substances that exhibits characteristics of flammability, corrosivity, radioactivity, reactivity or toxicity; and
  - (b) has the meaning set out from time to time in the *Environmental Protection and Enhancement Act*, R.S.A. 2000, Ch. E 12 as amended, and the regulations thereunder and the *Alberta Waste Control Regulation* (AR129/93) and any successor to this Acts or Regulations.
- (29) **Hydrocarbons** mean solvent extractable matter as set forth in Standard Methods.
- (30) **Industrial Waste** means any waste from industrial processes, such as dairies, breweries, packing plants and similar processes.
- (31) **Inspector** means a person or employee authorized by The City to enforce the provisions of this Bylaw such as a Bylaw Enforcement Officer or a Designated Sewer Officer.
- (32) **Institution or Institutional Facility** means a facility, usually owned by a government, operated for public purposes, such as a school, university, medical facility (hospital, nursing station, nursing home), museum, prison, government office, military base. Some of these facilities produce non-residential discharges to sewers from, for example, laboratories, chemical use, and industrial processes.
- (33) **Interceptor** means a device designed to prevent oil, grease, sand or other solid matter from passing from the source thereof into the Wastewater or Storm Water Sewer systems.
- (34) **Low-flow Plumbing Fixtures** means toilets with a usage not exceeding 6.0 litres per flush; single flush urinals with a usage not exceeding 3.8 litres per flush; shower head fixtures with a flow rate not exceeding 9.5 litres per minute; and lavatory basin faucets and kitchen sink faucets with a flow rate not exceeding 8.3 litres per minute.
- (35) **Monitoring Access Point** means an access point, such as a chamber, in a Private Sewer Connection to allow for observation, sampling and flow measurement of the Wastewater, potable water or Storm Water therein.
- (36) **Multi-Family Building** and **Multi-Attached Building** means a building containing three or more dwelling units.
- (37) **Oil and Grease** means n-Hexane extractable matter as described in Standard Methods.

- (38) **Overstrength Surcharge** means the rate per m<sup>3</sup> of water consumed and charged to a user who releases Wastewater to the Sewer that exceeds one or more constituent concentrations.
- (39) **PCBs** means any mono-chlorinated or polychlorinated biphenyl or any mixture of them or mixture that contains one or more of them.
- (40) **Person** means an individual, association, partnership, corporation, municipality or an agent or employee of such a person.
- (41) **pH** means the measure of the intensity of the acid or alkaline condition of a solution determined by the hydrogen ion concentration of the solution as set forth in Standard Methods.
- (42) **Phosphates** means a chemical salt classified as orthophosphates, condensed phosphates and poly-phosphates.
- (43) **Polluted Water** means materials or water that contain deleterious substances in excess of that permitted in this Bylaw.
- (44) **Potable Water** means water with a level of quality which is typical of uncontaminated water normally supplied by The City;
- (45) **Pretreatment** means the reduction, elimination or alteration of pollutants in Wastewater prior to discharge into the Sewer, whether by physical, chemical or biological processes, through pollution prevention, or by other means, except by diluting the concentration of the pollutants.
- (46) **Private Sewer Connection** means the part of any sewer system lying within the limits of private lands and connecting to The City's Wastewater or Storm Water Sewer system.
- (47) **Private Service** or **Private Service Connection** means that portion of a pipe used or intended to be used for the supply of water which extends from the Service Valve to a meter.
- (48) **Radioactive Materials** means prescribed substances as defined in the *Atomic Energy Control Act* and Regulations (RSC 1985, c. A-16) as amended from time to time or as defined in the *Nuclear Safety and Control Act* and Regulations or amended versions thereof.
- (49) **Reactive Waste** means a substance that:
  - (a) is normally unstable and readily undergoes violent changes without detonating;



- (b) reacts violently with water;
  - (c) forms potentially explosive mixtures with water;
  - (d) when mixed with water, generates toxic gases, vapours or fumes in a quantity sufficient to present danger to human health or the environment;
  - (e) is a cyanide or sulphide bearing waste which, when exposed to pH conditions between 2 and 12.5, can generate toxic gases, vapours or fumes in a quantity sufficient to present danger to human health or the environment;
  - (f) is capable of detonation or explosive reaction if it is subjected to a strong initiating source or if heated under confinement;
  - (g) is readily capable of detonation or explosive decomposition or reaction at standard temperature and pressure; or
  - (h) is an explosive (Class 1) as defined in the regulations under the [federal, provincial or territorial Statute or Regulation as appropriate for the municipality], as amended.
- (50) **Receptacle** means a receptacle for Solid Waste other than a container as defined herein and includes a garbage can and garbage bags.
- (51) **Recyclable** means any materials designated as recyclable under The City's Residential Recycling Collection Contract.
- (52) **Recycling Contractor** means the person who is under contract with The City to collect Recyclable material from residential properties in the City of Red Deer.
- (53) **Remote Reading Device** means a device which is connected to a water meter by The City and provides a duplicate reading of the water consumed, which may be monitored from the exterior of a building.
- (54) **Sampling Port** means a valve, tap, or similar device on equipment, a drain pipe or at another suitable location, to allow for sampling, consistent with technical guidelines that The City may establish from time to time.
- (55) **Service Valve** means the water valve on a City Service Connection.
- (56) **Sewer** means a pipe, conduit, drain, open channel or ditch for the collection and transmission of Wastewater or Storm Water and to which Private or City Sewer Connections may be attached.

- (57) **Sharps** means hypodermic needles, syringes, blades, broken glass and any devices, instruments or other objects which have acute rigid corners, edges or protuberances.
- (58) **Solid Waste Contractor** means the person who or the Corporation which is under contract with The City to collect and haul Solid Waste to the City's Disposal Grounds.
- (59) **Solid Waste** means discarded material or Waste or any kind which is permitted to be disposed of at the Disposal Grounds.
- (60) **Special Solid Waste** means waste which requires special disposal treatment at the Disposal Grounds but does not include Solid Waste, Hazardous Waste or Dangerous Goods.
- (61) **Spill** means a direct or indirect discharge into the Wastewater or Storm Water sewer or the natural environment which is abnormal in quantity or quality in light of all the circumstances of the discharge.
- (62) **Standard Methods** means a procedure or method set out in Standard Methods for the Examination of Water and Wastewater published jointly by the American Public Health Association, American Water Works Association and the Water Environment Federation, recent or latest edition or approved in writing by the Inspector.
- (63) **Storm Water Sewer** means a sewer for the collection and transmission of uncontaminated water, Storm Water, drainage from land or from a watercourse or any combination thereof but excluding any Wastewater.
- (64) **Storm Water** means the water running off the surface of a drainage area during and immediately after a period of rain or snow melt.
- (65) **Subsurface Water** means groundwater including foundation drain water.
- (66) **Sump** means a facility on the connection to the Wastewater collection system for trapping large, heavy solids before discharge into these systems.
- (67) **Total Kjeldahl Nitrogen** means the sum of organic nitrogen and ammonia nitrogen as set forth in Standard Methods.
- (68) **Total Phosphorus** means an essential chemical element and nutrient for all life forms as set forth in Standard Methods.
- (69) **Total Suspended Solids (TSS)** means insoluble matter in liquid that is removable by filtration, as determined by the appropriate procedure described in Standard Methods.
- (70) **Unit of Solid Waste** means a garbage bag up to 660 mm by 915 mm or a garbage can up to 100 litres in volume.

- (71) **Utility** and **Utility Service** means, as the context may require, the City's Water Utility, Wastewater Utility, Storm Water Utility and Waste Management Utility.
- (72) **Water Main** means those pipes installed by The City in streets for the conveyance of water throughout the City to which City Service Connections may be attached.
- (73) **Water Utility** means the system of water works owned and operated by The City and all accessories and appurtenances thereto.
- (74) **Waste** means any solid or liquid material or product or combination of them that is intended to be treated or disposed of or that is intended to be stored and then treated or disposed of.
- (75) **Wastewater** means the composite of water and water-carried wastes from residential, commercial, industrial or institutional premises or any other source.
- (76) **Wastewater Sewer** means a sewer for the collection and transmission of domestic or industrial Wastewater or any combination thereof.
- (77) **Wastewater Sludge** means Wastewater containing more than 0.5% total solids or solid material recovered from the Wastewater treatment process.
- (78) **Wastewater Works** means any works for the collection, transmission, treatment and disposal of Wastewater, Storm Water or uncontaminated water, including a combined sewer, Wastewater Sewer or Storm Water Sewer, or any part of such works, but does not include plumbing or other works to which the applicable Building Code applies.
- (79) **Yard Waste** means any materials designated as Yard Waste under The City's Solid Waste & Yard Waste Collection Contract.

**SCHEDULE B****WATER RATES**

- 1 Every customer shall pay for water supplied to him the aggregate of amount determined as follows:
- (a) A consumption charge of \$0.743 for each cubic metre of water supplied.
  - (b) A fixed monthly charge shall be determined by the size of the meter supplied to each customer as follows:

METER SIZE	FIXED MONTHLY CHARGE
16 mm	\$19.60
19 mm	\$31.38
25 mm	\$57.12
38 mm	\$133.34
50 mm	\$321.91
75 mm	\$543.51
100 mm	\$1,150.60
150 mm	\$2,156.13
200 mm	\$3,810.21

## SCHEDULE C

### WASTEWATER RATES

- 1 The cost of Wastewater service for residential premises connected to The City Sewer system and which contain not more than two dwelling units shall be a flat fee of \$37.91 per month.
- 2 Where there are more than two dwelling units in residential premises or for other properties served by a single water meter, the customer shall pay at the rate of \$1.53 per cubic metre of Wastewater calculated in the manner herein set forth with a minimum of \$37.91 per month.
- 3 Where the Director has tested the discharge of Wastewater into the sewerage system pursuant to Clause 83, Overstrength Surcharge and found that the Wastewater exceeds the limits of BOD, total suspended solids or oil & grease set out therein, then that customer shall pay for Wastewater service at the following rates:
  - (a) a volume charge based on \$1.53 per cubic metre, plus
  - (b) a treatment charge based on the amount of BOD, grease and suspended solids at the following rates:

Tier 1				Surcharge
	Concentration above	Concentration below		
BOD	300	2,400	mg/L	\$0.87 /kg
TSS	300	2,400	mg/L	\$0.83 /kg
Oil & Grease - animal, vegetable	100	250	mg/L	\$0.68 /kg
Tier 2				Surcharge
	Concentration above	Concentration below		
BOD	2,400	4,800	mg/L	\$1.16 /kg
TSS	2,400	4,800	mg/L	\$1.10 /kg
Oil & Grease - animal, vegetable	250	500	mg/L	\$0.90 /kg
Maximum Allowable Limits				Surcharge
	Concentration above			
BOD		4,800	mg/L	\$1.74 /kg
TSS		4,800	mg/L	\$1.66 /kg
Oil & Grease - animal, vegetable		500	mg/L	\$1.36 /kg

Example calculation:

For wastewater containing a BOD concentration of 5,000 mg/L (5 kg/m<sup>3</sup>):

		<u>Surcharge Rate</u>
• On the first 0.3 kg/m <sup>3</sup>	0.3 x \$0.00 =	\$0.00
• On the next 2.1 kg/m <sup>3</sup>	2.1 x \$0.87 =	\$1.83

• On the next 2.4 kg/m <sup>3</sup>	2.4 x \$1.16 =	\$2.78
• On the last 0.2 kg/m <sup>3</sup>	0.2 x \$1.74 =	<u>\$0.35</u>
Total Surcharge Rate:		\$4.96 per m <sup>3</sup>

- 4 For the purpose of calculating the sewerage charge payable by a customer, the volume of Wastewater contributed by the customer to the Wastewater Sewer shall be deemed to be equal to 80% of the water delivered to the customer's premises, whether the water was received from The City or from sources other than The City. Where no meter or other exact means exist to determine the quantity of water consumed by any person, the Director shall make an estimate thereof for the purpose of determining the Wastewater Utility charges. The customer may, at his own expense, install and maintain a meter subject to approval by the Director upon which the service charge shall thereafter be determined.
- 5 Disposal at the Liquid Waste Station and FOG Station (Fats, Oils and Grease) is \$8.30/cubic meter.
  - (a) charges will be based on an estimate of the load volume, as determined by the Director.
  - (b) there is a minimum \$5 charge per load.
  - (c) there is no charge for recreational vehicles.

Note: See Schedule D for Wastewater Service Fees

**SCHEDULE D****BILLING AND SERVICE FEES****1 UTILITY BILLING FEES**

(1)	Application fee for utility billing	\$15
(2)	Non-application fee (open a new account in owner's name)	\$30
(3)	Deposit to obtain a utility account	\$220
(4)	Late payment penalty	1.5% per month of the outstanding balance

**2 NEW SERVICE CONNECTION**

		From Main In Street	From Main In Lane
(1)	Basic charge for 25mm water service and 150 mm Wastewater Sewer	\$7,185	\$6,000
(2)	Basic charge for 25 mm water service	\$6,145	\$4,845
(3)	Basic charge for 150 mm Wastewater Sewer	\$6,145	\$4,845
(4)	Basic charge for 100 mm Storm Water Sewer	\$6,145	\$4,845
(5)	Basic charge for 25 mm water main, 150 mm Wastewater Sewer and 100mm Storm Water Sewer	\$7,430	\$6,140
(6)	Dual service upon approval	\$8,240	N/A
(7)	Water service renewal upon approval	\$7,085	N/A
(8)	Extra charge for larger water service:		
	38 mm		\$275
	50 mm		\$750
	100 mm		\$3,255
	150 mm		\$4,025

200 mm		\$5,295
250 mm		\$6,550
300 mm		\$8,450
(9) Extra charge for larger Wastewater or Storm Water sewer:		
200 mm	Ribbed	\$225
	DR35	\$300
250 mm	Ribbed	\$320
	DR35	\$480
300 mm	Ribbed	\$440
	DR35	\$690
375 mm	Ribbed	\$ 640
	DR35	\$1005
450 mm	Ribbed	\$1015
	DR35	\$1450
600 mm	Ribbed	\$1715
(10) Disconnection of service (water kill)		
up to 50 mm in size		\$2,665
up to 50 mm in size, same dig at time of basic service		\$1,155
Over 50 mm in size		\$4,465
(11) Additional fee for winter construction of service (Nov. 1 – May 15)		
(a) Lane		\$1,545
(b) Street		\$2,330
(12) Other Charges		
(a) Construction of manhole to 3.1 metres in depth		\$3,745
(i) additional cost per vertical metre in excess of 3.1 metres in depth		\$510
(b) Inspection Chamber		\$2,170



(c)	Fire Hydrant and Valve Installation	\$5,985
(d)	Cutting and replacing pavement	
	(i) single or double service 75 mm and under	\$2,890
	(ii) single or double service over 75 mm	\$2,670
	(iii) triple service 75 mm and under	\$3,815
	(iv) triple service over 75 mm	\$4,275
	(v) for service kill 75 mm and under	\$1,855
	(vi) for service kill over 75 mm	\$1,985
	(vii) for water service renewal	\$1,460
	(viii) additional asphalt repair costs for excavations in excess of 4 metres deep (per additional metre of depth)	\$1,000
(e)	Replacing sidewalks:	
	(i) single or double service residential	\$2,850
	(ii) single or double service commercial	\$4,420
	(iii) triple service residential	\$3,150
	(iv) triple service commercial	\$4,620
	(i) additional sidewalk repair costs for excavations in excess of 4 metres deep (per location)	\$650
(f)	Replacing curb only:	
	(i) single or double service	\$1,680
	(ii) triple or dual service	\$1,874
	(iii) additional curb repair costs for excavations in excess of 4 metres deep (per location)	\$450
(g)	Landscaping repairs (boulevard area)	\$200
(h)	Landscaping repairs (utility lot/reserve)	\$575

### 3 MISCELLANEOUS SERVICE FEES

(1)	Installation of more than one meter	\$21 per meter
(2)	Requested meter reading	\$21
(3)	Service call during regular hours	\$52

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(4)	Service call after regular hours	\$150
(5)	Disconnection service charge	\$54
(6)	Reconnection service charge	\$54
(7)	Turn water off or on for repairs or line testing	
	(a) during regular working hours	\$54
	(b) after regular working hours	\$150
(8)	Temporary water supply:	
	(a) for construction purposes includes 16 mm water meter with up to 10 cubic metres consumption (Consumption in excess of 10 cubic meters will be billed at current water consumption rate)	\$80 (plus monthly meter charge)
(9)	Meter Test	\$90
(10)	Repairs to water meters	at cost
(11)	Thawing water service	at cost
(12)	Repair to damaged standpipe	at cost
(13)	Private fire hydrant maintenance	
	(a) routine hydrant inspection	\$40 / hydrant
	(b) winter hydrant inspection (Nov 1 – May 15)	\$75 / hydrant
	(c) damage evaluation	\$65 / hydrant
	(d) paint	\$75 / hydrant
(14)	Bulk Water	
	(a) use of designated fire hydrant to obtain water (per permit plus water consumption charges)	\$75
(15)	Clearing plugged Wastewater Sewer	
	(a) during regular working hours	\$120 / blockage
	(b) after regular working hours	\$250 / blockage
(16)	Televise Wastewater Sewer lines	

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- (a) service (regular hours only)
- (b) mains (regular hours only)

\$185 / service  
at cost

**SCHEDULE E****SOLID WASTE COLLECTION RATES**

- 1 (a) Rates to be applicable for premises when supplied with a Container by the Solid Waste Contractor engaged by The City. Scheduled Service includes Contractor-provided Container.

SOLID WASTE COLLECTION RATES FOR FRONT-END CONTAINERS				
Type of Service	Monthly Rate			
	1.5 m <sup>3</sup> (2 yd <sup>3</sup> )	2.3 m <sup>3</sup> (3 yd <sup>3</sup> )	3.1 m <sup>3</sup> (4 yd <sup>3</sup> )	4.6 m <sup>3</sup> (6 yd <sup>3</sup> )
<u>Service on Demand:</u>				
Container rental	10.19	12.73	15.28	17.83
Lift charge	11.28	16.92	22.56	33.85
<u>Scheduled Service:</u>				
1 lift per month	11.28	16.92	22.56	33.85
1 lift every 2 weeks	24.37	36.56	48.74	73.10
1 lift per week	48.85	73.28	97.70	146.55
2 lifts per week	97.70	146.55	195.41	293.10
3 lifts per week	146.55	219.83	293.10	439.65
4 lifts per week	195.41	293.10	390.81	586.22
5 lifts per week	244.26	366.38	488.51	732.77
6 lifts per week	293.10	439.65	586.22	879.32
Extra lift for scheduled service	11.28	16.92	22.56	33.85

- (b) Charges for special Container services in addition to the above rates will be as follows:

Standard lid	no charge
Castors on Containers	\$17.83 per month per container
Lock	\$20 one time charge per container

- 2 Rates to be applicable for premises where the owner or agent is charged and such owner or agent provides Receptacles for hand pickup of Solid Waste.

MONTHLY SOLID WASTE COLLECTION RATES FOR COMMERCIAL HAND PICK-UP							
Volume Per Pick-Up	Frequency of Pick-Up per Week						Cost per Extra Pick-Up
	1	2	3	4	5	6	
$\leq 0.4 \text{ m}^3$	23.63	47.26	70.89	94.52	118.15	141.78	5.46
$> 0.4 \text{ to } 0.8 \text{ m}^3$	23.63	47.26	70.89	94.52	118.15	141.78	5.46
$> 0.8 \text{ to } 1.5 \text{ m}^3$	47.26	94.52	141.78	189.04	236.30	283.56	10.92
$\geq 1.5 \text{ to } 2.3 \text{ m}^3$	70.90	141.80	212.70	283.61	354.51	425.41	16.37
$> 2.3 \text{ to } 3.1 \text{ m}^3$	94.53	189.06	283.59	378.13	472.66	567.19	21.83
$> 3.1 \text{ to } 3.8 \text{ m}^3$	118.16	236.32	354.48	472.64	590.81	708.97	27.29
$> 3.8 \text{ to } 4.6 \text{ m}^3$	141.79	283.58	425.37	567.16	708.95	850.75	32.75
$> 4.6 \text{ to } 5.3 \text{ m}^3$	165.42	330.84	496.26	661.68	827.10	992.52	38.20

Note:  $0.4 \text{ m}^3$  is approximately equal to 3 units (bags or cans) of garbage

- 3 For a single family Dwelling Unit, a semi-detached residential unit, a single family Dwelling Unit with a basement Dwelling Unit situated therein, or a Dwelling Unit in a Multi-Family Building or multiple family development, the charge for basic residential collection shall be \$11.70 per month per Dwelling Unit for the collection of a maximum of 5 Units of Solid Waste per week per Dwelling Unit year round, and once a week collection of Yard Waste for approximately seven months per year. The charge for Solid Waste tags for units in excess of the basic residential collection service shall be \$1.00 per Extra Waste Tag.
- 4 (a) All Dwelling Units which require individual blue box collection services shall be charged \$5.65 per month for weekly pick up.
- (b) Any Dwelling Unit which requires the City's communal recycling collection service shall be charged \$5.10 per month per Dwelling Unit.
- 5 Disposal Grounds rates for acceptance of Solid Waste

<u>Description</u>	<u>Rate</u>
(a) residents hauling residential Solid Waste from their own residences	\$60 per tonne
(b) private companies or commercial haulers with commercial or residential Solid Waste	\$60 per tonne

- (c) demolition, concrete, asphalt and tree rubble \$60 per tonne
- (d) Special Solid Waste \$80 per tonne
- (e) Asbestos \$80 per tonne
- (f) When fractional metric tonnes are delivered, the rate charged for the same shall be determined by pro-rating the above rates per tonne in the same ratio as the weight of such Solid Waste or rubble delivered bears to a metric tonne. In any event, a minimum charge of \$7.00 shall apply for items 5(a), 5(b), 5(c), and a minimum charge of \$80 shall apply for items 5(d) and 5(e).
- (g) Cover Material as defined in The City of Red Deer Waste Management Facility Disposal Guidelines No Charge
- (h) A surcharge of \$20 per load will be applied to unsecured loads as outlined in Clause 108(b), Administration of Solid Waste Service.

**DATE:** December 15, 2011  
**TO:** Tom Warder, Environmental Services Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Utility Bylaw 3464/2011

---

**Reference Report:**

Environmental Services Manager dated November 16, 2011.

**Bylaw Reading:**

At the Monday, December 12, 2011 Red Deer City Council Meeting, Council gave first reading to the Utility Bylaw 3464/2011. A copy of the bylaw is attached.

**Report back to Council:** Yes

**Comments/Further Action:**

At the January 9, 2012 Regular Council Meeting, Council will consider giving second and third reading of the above bylaw.



Elaine Vincent  
Legislative & Governance Services Manager  
/attach

c: Director of Development Services  
Corporate Meeting Coordinator

## Christine Kenzie

---

**From:** Elaine Vincent  
**Sent:** December 06, 2011 5:02 PM  
**To:** Christine Kenzie  
**Subject:** FW: Utility bylaws  
**Attachments:** Bylaw - Readings of B.doc

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

*Elaine Vincent*  
Manager, Legislative and Governance Services  
The City of Red Deer  
Phone: 403-342-8134  
Fax: 403-346-6195  
elaine.vincent@reddeer.ca

---

**From:** Don Simpson [mailto:dsimpson@chapmanriebeek.com]  
**Sent:** Tuesday, December 06, 2011 5:03 PM  
**To:** Elaine Vincent  
**Cc:** Michelle Baer  
**Subject:** FW: Utility bylaws

Hi Elaine;

After receiving Tom's email, I spoke with Michell and I understand there is a procedural question for the next council meeting. I think it is correct to say that the current new Utility bylaw is not quite consistent with Frank's connection amendment since it:

- (a) adds the new requirement to connect to the storm sewer;
- (b) contains new provisions in s. 31(5) allowing the Director to extend the obligation for a "reasonable time".

Under these circumstances, it may be simpler and cleaner for Council not to give 3rd reading to Frank's amendment but instead to proceed with the new bylaw, so long as there will not be any further delay in dealing with the connection issue.

I know of no principle which requires that a bylaw which has had 2 readings actually be presented for the third reading. The Procedural options therefore are:

- (a) don't present for 3rd reading (as per MGA s. 188 the first two readings are deemed to be rescinded if 3rd reading does not take place within 2 years of 2nd reading);
- (b) present the bylaw then defeat it on 3rd reading;
- (c) present the bylaw for 3rd reading then approve it on third reading, the replacement new bylaw

2011/12/06



(when passed) will immediately amend and replace it.

For your background info, I enclose a copy of a legal opinion on bylaw readings we gave to your predecessor.

Don Simpson  
Chapman Riebeek LLP  
Barristers and Solicitors  
300, 4808 Ross Street  
Red Deer, AB T4N 1X5  
Tel: (403) 346-6603  
CELL: 403-352-5433  
Fax: (403) 340-1280

----- Forwarded Message

**From:** Tom Warder <[Tom.Warder@reddeer.ca](mailto:Tom.Warder@reddeer.ca)>

**Date:** Tue, 6 Dec 2011 16:01:31 -0700

**To:** Elaine Vincent <[Elaine.Vincent@reddeer.ca](mailto:Elaine.Vincent@reddeer.ca)>, Frank Colosimo <[Frank.Colosimo@reddeer.ca](mailto:Frank.Colosimo@reddeer.ca)>

**Cc:** Christine Kenzie <[Christine.Kenzie@reddeer.ca](mailto:Christine.Kenzie@reddeer.ca)>, Paul Goranson <[Paul.Goranson@reddeer.ca](mailto:Paul.Goranson@reddeer.ca)>, Don Simpson <[Don.Simpson@reddeer.ca](mailto:Don.Simpson@reddeer.ca)>, Daryl Bunnell <[Daryl.Bunnell@reddeer.ca](mailto:Daryl.Bunnell@reddeer.ca)>

**Subject:** RE: Utility bylaws

Frank and I discussed this and decided that it should apply to all three utilities. In most annexation cases (e.g. College Park, Sullivan quarter section, Central Park), storm sewer will not be available and the property owners won't want to extend storm sewer, so the connection charge won't apply. This also applies to most of Riverview Park, although storm sewer is adjacent to about 10 lots. The requirements would have to be waived for these lots. However, if a Riverview Park lot subdivided and a new building was constructed, we may require that they connect to storm sewer (if available to the lot) to meet current standards, and pay the connection charge.

This clause essentially applies to every lot in the city. I'm not sure what would cause a house builder to connect a foundation drain to the storm sewer without it. We may need a grandfather clause for existing homes that don't have a storm connection (like mine).

Comments?

Tom Warder, P. Eng.  
Environmental Services Manager  
City of Red Deer  
[tom.warder@reddeer.ca](mailto:tom.warder@reddeer.ca)  
403.342.8755

---

**From:** Elaine Vincent  
**Sent:** December 06, 2011 11:15 AM  
**To:** Frank Colosimo; Tom Warder  
**Cc:** Christine Kenzie  
**Subject:** Utility bylaws

2011/12/06

Can I ask you both for an update....

When Frank and I last discussed this item, changes were going to be made to both versions of the the bylaw to ensure they were consistent... The connection fees were going to apply to water/sewer/wastewater... in the amendment to the previous bylaw it doesn't include stormwater but the new bylaw does....My sense from the conversation was they needed to be consistent.

Is that still the plan? If not, can you provide the rationale?

Elaine

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# CHAPMAN RIEBEEK

Barristers & Solicitors

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

THOMAS H. CHAPMAN, Q.C. (Counsel)  
DONALD J. SIMPSON  
GARY W. WANLESS\*  
NANCY A. BERGSTROM\*  
JASON R. SNIDER

NICK P. W. RIEBEEK\*  
T. KENT CHAPMAN\*  
LORNE E. GODDARD  
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208, 4808 Ross Street  
Red Deer, Alberta  
T4N 1X5

TELEPHONE (403) 346-6603

FAX (403) 340-1280

e-mail: [info@chapmanriebeek.com](mailto:info@chapmanriebeek.com)

\*Denotes Professional Corporation

Your file:

Our file: 26,854

July 30, 2001

City of Red Deer  
4914-48<sup>th</sup> Avenue  
Red Deer, AB  
T4N 3T4

**Attention:** Kelly Kloss, City Clerk

Dear Sir:

## Readings of Bylaws

At a recent meeting of Council when an application by the John Howard Society for a re-zoning was heard, there was some concern as to the significance of First Reading of a bylaw. In order to provide background information for members of Council, we have looked into the reasons why there are three readings of bylaws and the significance of each.

### General

The requirement for three readings comes from section 187 (1) of the Municipal Government Act. There is no indication in the statute itself as to the reason for three readings or the significance of each level of reading. Instead, the rationale is found in the parliamentary system of legislation used by the Parliament of Canada and the Legislature of Alberta.

### First Reading

The purpose of the First Reading of a Bylaw is to introduce the matter so that it can be considered. By giving First Reading, there is no implied approval of the principle of the law being proposed. In the Federal Parliament, First Reading is a purely formal stage and the question (to approve First Reading) is deemed to be carried without the question being put.

Similarly, in the Alberta Legislature, First Reading occurs at a stage of proceedings known as the "Introduction of Bills" and signifies the formal introduction of the bill. No consideration of the merits of the bill is given at this stage.

### **Second Reading**

Second Reading is defined in the *Precis of Procedure of the Parliament of Canada* as "the stage at which the principle and object of a bill is either accepted or rejected. Detailed consideration is not given to the clauses of the bill at this stage."

This is a very important stage in the proceedings, since consideration is being given to the principle of the matter before the legislative body. The question is whether the law being proposed is indeed the type of law that is needed or desired. The merits of the proposed law are debated and if the legislative body feels that the bill would achieve a desired objective, Second Reading is approved.

### **Third Reading**

At third reading, all of the details of the proposed law are dealt with and refined. (In the Federal Parliament and Provincial Legislature, this process is formalized into the Committee Stage. The Committee reviews the bill in great detail and recommends appropriate amendments to the legislative body.)

Third Reading amounts to final approval and passage of the proposed law. At this time, minor amendments of a technical nature can be considered, then the bill is finally passed and enacted.

### **Conclusion**

The traditional view is that First Reading is a formal matter only at which time a bylaw is introduced; at Second Reading, the principle of the proposed law is approved; and at Third Reading, any final details are modified and the bill is finally passed.

In order to be consistent with parliamentary tradition and the practices of the more senior levels of government, we would recommend that as a general rule Council follow a similar approach with respect to the three levels of readings of bylaws.

Yours truly,

**DONALD J. SIMPSON**  
DJS/vjh

**Further Reference:**

1. Parliament of Canada Website - Precis of Procedure:  
<<<http://www.parl.gc.ca/information/about/process/house/precis/chap11-e.htm>>>
2. The Citizen's Guide to the Alberta Legislature, Third edition (c) 2000:  
<<<http://www.assembly.ab.ca/pub/gdbook/Part4/page12.htm>>>

**From:** Tom Warder  
**Sent:** December 06, 2011 4:02 PM  
**To:** Elaine Vincent; Frank Colosimo  
**Cc:** Christine Kenzie; Paul Goranson; Don Simpson; Daryl Bunnell  
**Subject:** RE: Utility bylaws

Frank and I discussed this and decided that it should apply to all three utilities. In most annexation cases (e.g. College Park, Sullivan quarter section, Central Park), storm sewer will not be available and the property owners won't want to extend storm sewer, so the connection charge won't apply. This also applies to most of Riverview Park, although storm sewer is adjacent to about 10 lots. The requirements would have to be waived for these lots. However, if a Riverview Park lot subdivided and a new building was constructed, we may require that they connect to storm sewer (if available to the lot) to meet current standards, and pay the connection charge.

This clause essentially applies to every lot in the city. I'm not sure what would cause a house builder to connect a foundation drain to the storm sewer without it. We may need a grandfather clause for existing homes that don't have a storm connection (like mine).

Comments?

Tom Warder, P. Eng.  
Environmental Services Manager  
City of Red Deer  
tom.warder@reddeer.ca  
403.342.8755

---

**From:** Elaine Vincent  
**Sent:** December 06, 2011 11:15 AM  
**To:** Frank Colosimo; Tom Warder  
**Cc:** Christine Kenzie  
**Subject:** Utility bylaws

Can I ask you both for an update....

When Frank and I last discussed this item, changes were going to be made to both versions of the the bylaw to ensure they were consistent... The connection fees were going to apply to water/sewer/wastewater... in the amendment to the previous bylaw it doesn't include stormwater but the new bylaw does....My sense from the conversation was they needed to be consistent.

Is that still the plan? If not, can you provide the rationale?

Elaine



## Christine Kenzie

---

**From:** Frank Colosimo  
**Sent:** December 06, 2011 12:07 PM  
**To:** Elaine Vincent  
**Cc:** Tom Warder; Christine Kenzie  
**Subject:** Re: Utility bylaws

Tom, I didn't have a chance to talk to you, but after discussing further with Paul it is felt that we should drop the storm water reference from your utility bylaw amendment to reduce confusion with council now. When required in the future we will address it with then. So, please revise your document accordingly and I apologize for flipping direction and asking for this change at the 11 hour.

Your friend, as always,  
-Frank

Sent from my iPhone

On Dec 6, 2011, at 11:15 AM, "Elaine Vincent" <[Elaine.Vincent@reddeer.ca](mailto:Elaine.Vincent@reddeer.ca)> wrote:

Can I ask you both for an update....

When Frank and I last discussed this item, changes were going to be made to both versions of the the bylaw to ensure they were consistent... The connection fees were going to apply to water/sewer/wastewater... in the amendment to the previous bylaw it doesn't include stormwater but the new bylaw does....My sense from the conversation was they needed to be consistent.

Is that still the plan? If not, can you provide the rationale?

Elaine

## Christine Kenzie

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**From:** Tom Warder  
**Sent:** November 30, 2011 10:09 AM  
**To:** Christine Kenzie  
**Subject:** RE: Council Report - Utility Bylaw

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Yes, I'm still planning to have this on Dec 12 Council meeting. Apparently City Manager wants a change to one clause, but I'm not sure yet what the change is to look like. I'll find out (hopefully today).

Tom Warder, P. Eng.  
Environmental Services Manager  
City of Red Deer  
tom.warder@reddeer.ca  
403.342.8755

---

**From:** Christine Kenzie  
**Sent:** November 29, 2011 2:13 PM  
**To:** Tom Warder  
**Subject:** RE: Council Report - Utility Bylaw

I'm checking with IT on this. You will note that I moved the Utility Bylaw to the December 12th Council Meeting. Are you still intending to have this item ready for December 12th? Are there any other changes to be made to your report and or the bylaw?? Deadline is tomorrow (Wednesday) for items for the December 12th Council meeting.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

---

**From:** Tom Warder  
**Sent:** November 29, 2011 2:04 PM  
**To:** Christine Kenzie  
**Subject:** RE: Council Report - Utility Bylaw

Yes, it's in my workflow now.

Tom Warder, P. Eng.  
Environmental Services Manager  
City of Red Deer  
tom.warder@reddeer.ca  
403.342.8755



---

**From:** Christine Kenzie  
**Sent:** November 29, 2011 2:03 PM  
**To:** Tom Warder  
**Subject:** RE: Council Report - Utility Bylaw

Yes, you are supposed to get an email notification that an item is waiting in your workflow.

Is it in your workflow now?? We have a person from SIRE here today working on some other issues --- I can see if they can find out what happened in your case.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

---

**From:** Tom Warder  
**Sent:** November 29, 2011 2:01 PM  
**To:** Mary Bovair; Christine Kenzie  
**Subject:** RE: Council Report - Utility Bylaw

Hey Christine,  
Apparently Mary did respond, but SIRE didn't notify me that it was back to me. Isn't SIRE supposed to send me an e-mail?

Tom Warder, P. Eng.  
Environmental Services Manager  
City of Red Deer  
[tom.warder@reddeer.ca](mailto:tom.warder@reddeer.ca)  
403.342.8755

---

**From:** Mary Bovair  
**Sent:** November 29, 2011 8:15 AM  
**To:** Christine Kenzie; Tom Warder  
**Cc:** Karen Yetter; Dean Krejci  
**Subject:** RE: Council Report - Utility Bylaw

Tom

Currently I have no items in SIRE workflow. Once it is reviewed, whether approved or not, it leaves my workflow and goes back to the report writer. So if changes have been made just resubmit to Financial Services.

Mary G. Bovair  
Phone: 403-309-8452

2011/11/30

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**From:** Christine Kenzie  
**Sent:** November 28, 2011 7:46 PM  
**To:** Tom Warder; Mary Bovair  
**Cc:** Karen Yetter; Dean Krejci  
**Subject:** RE: Council Report - Utility Bylaw

Tom, I presumed that Paul Goranson had notified you that the Utility Bylaw was being pulled from the November 28th Council Meeting after discussions with Craig Curtis.

Re the workflow, you will have to follow up with Financial Services if you have forwarded an item to them via workflow and you haven't received a response in a couple of days....

You would have to send the workflow in series, i.e. first to legal and then to financial services.....

Just finished the November 28th Council Meeting.....

Let me know if you need further clarification.

**Christine Kenzie | Corporate Meeting Coordinator**  
Legislative & Governance Services | The City of Red Deer  
D 403.356.8978 | F 403.346.6195  
[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

---

**From:** Tom Warder  
**Sent:** November 28, 2011 2:55 PM  
**To:** Mary Bovair; Christine Kenzie  
**Cc:** Karen Yetter; Dean Krejci  
**Subject:** Council Report - Utility Bylaw

Hey Mary,

You may recall our discussion on Friday, November 18, wherein I advised you that I had routed a Council report to you in the SIRE system that needed your review and approval. I indicated that I didn't think it had any financial impact, but asked you to review anyway and approve it so that it could be processed through the system. I had hoped that it would be approved that afternoon so that it could make it to today's Council meeting. My target is now for the Dec 12 Council meeting.

I know you have been extremely busy with budget, but this matter can't proceed further without Financial Services approval. Please provide your approval as soon as possible.

Christine,

Is there a way to track reports, approval status and deadlines in the SIRE system (perhaps send a reminder)? In this case, the report disappeared when I routed it to Financial Services and I have no way to access it again until Financial Services approves it. Because it wasn't approved, it didn't come back to me and I didn't realize that it wouldn't make it to today's Council meeting until I got the agenda on Friday. In a



2011/11/30

case where legal and financial approval was required, would it have to be sent in series or could it be sent simultaneously to both parties?

Thanks,  
Tom Warder, P. Eng.  
Environmental Services Manager  
City of Red Deer  
tom.warder@reddeer.ca  
403.342.8755

- 41 All owners of property fronting on 65 Avenue between 67 Street and 64 Avenue shall, prior to the hook-up of water service, and as a condition of such services, make payment of the following sums of money to the City, namely:
- (a) a sum equal to the off-site water charges based on the rate in force as of the date of the water connections established under the Off-Site Services Bylaw for the Golden West subdivision area, and
  - (b) the estimated cost of the construction of small diameter water main and hydrants and all appurtenances thereto, constructed along and in 65th Avenue between 67th Street and 64th Avenue, distributed on the assessable frontage along 65th Avenue and pro-rated to the Owner based on the frontage of the Owner's land as it related to the total assessable frontage aforesaid. All such costs shall be calculated as at the current City costs in force as of the date of hooking up the water service to the Owner's property.

#### CONNECTION TO PUBLIC WATER SUPPLY

- 42<sup>1</sup>  Within one year after a public water supply becomes available, the owner of every building situated on land abutting on any street in which there is a water main shall at the owner's expense connect such building to the water system in accordance with the requirements and standards set out in the Alberta Building Code and elsewhere in this bylaw.
- 43 *a* At such time as the owner connects to the water main, the owner shall also open a utility account and make payment of all application fees and deposits that may be required under this bylaw.
- 44<sup>2</sup>  Notwithstanding the foregoing, the Director shall have discretion to extend the period of time within which the connection to the public water supply must be made from one year up to a maximum of two years after a public water supply becomes available.
- 45<sup>3</sup> A person who has been directed to connect their building to the water system shall have the right to appeal the direction to the Red Deer Appeal & Review Board by a notice submitted within 14 days of the date that the direction to connect has been served, in accordance with the provisions

<sup>1</sup> 3215/A-2009 ✓

<sup>2</sup> 3215/A-2009

<sup>3</sup> 3215/A-2009

From a  
policy  
perspective  
we can force  
the connection  
to the water.

Why are we  
then going through  
a local  
improvement  
process

look @  
Heritage Park  
Riverwalk

is this fee  
recovery  
only?



**Christine Kenzie**

**From:** Don Simpson [dsimpson@chapmanriebeek.com]  
**Sent:** November 21, 2011 9:40 AM  
**To:** Frank Colosimo; Lisa Francis  
**Cc:** Christine Kenzie; Elaine Vincent; Paul Goranson; Nikki McAuley  
**Subject:** Re: Legal info for Engineering -utility bylaw ammendment

Hi Frank:

To summarize our legal view:

MGA s. 34(1) obliges a municipality to connect properties to utilities when they request, but "subject to any terms, costs, or charges established by council". This is clear statutory authority for council to set the terms of connection, including financial terms. There is no reason that the financial terms could not include an option of payment over time. Our view is that the rationale of treating all consumers equitably is a perfectly reasonable approach to setting connection charges. Therefore the fact that these parcels have not paid offsites makes it quite reasonable that the amount of the connection fee be equivalent to what an offsite levy would have been.

We do not think there is any "prohibited loan" here. From a legal point of view, there is no advance of money from the City to the utility customer so there is no "loan". Even if from an accounting point of view, terms for payment of a connection fee need to be recorded as a loan receivable, in our view that would not make it a loan. In any event, Finance has previously advised that a loan is not prohibited if it is allowed by statute. We think MGA s. 34(1) gives the City the latitude to charge the fee over time, [the potential for which is set out in Utility Bylaw 30(4)] and therefore the payment of a connection fee over time is not a loan (we think), even from an accounting point of view.

The one risk that Paul G. identified is whether this is what courts might call a "colourable" attempt to collect an offsite levy fee. That is, the MGA prevents us from collecting an offsite levy fee from these landowners in the absence of a subdivision or "development", so we use the Utility Bylaw to avoid the intent of the statute. While this is a possible argument, my view is that we are in fact collecting a "connection fee" as the statute allows. There is not 100% guarantee that the courts would uphold the proposed connection fee, but it is reasonable, equitable and done pursuant to statutory authority. We therefore think that this is a reasonable approach for the City to take.

I hope this clarifies our comments on this subject.

Don Simpson  
Chapman Riebeek LLP  
Barristers and Solicitors  
300, 4808 Ross Street  
Red Deer, AB T4N 1X5  
Tel: (403) 346-6603  
CELL: 403-352-5433  
Fax: (403) 340-1280

On 21/11/11 8:10 AM, "Frank Colosimo" <[Frank.Colosimo@reddeer.ca](mailto:Frank.Colosimo@reddeer.ca)> wrote:

2011/11/21

Based on previous discussions with Don, I do not think there is an issue. But I am going to forward this to Don to provide his thoughts.

Don,  
Do you have any response?

Elaine,  
I am hoping this will still make next council meeting.

Frank Colosimo, P.Eng.  
Engineering Services Manager  
City of Red Deer  
Ph (403) 342-8158  
Fx (403) 342-8211

---

**From:** Lisa Francis  
**Sent:** November 18, 2011 11:28 AM  
**To:** Frank Colosimo  
**Cc:** Christine Kenzie  
**Subject:** RE: Legal info for Engineering

Hi Frank,

I have reviewed the information and believe that as you suggest if you can reword the report to take out the term "partial deferral of fees" and explain more clearly the basis for the connection fee it would not be considered a prohibited loan. My assumption is that there are additional costs for connection if/when the lots are subdivided so it would not be a "deferral". Are we legally allowed to charge an additional connection fee if/when the lots are subdivided?

*Lisa*  
403-309-8552

---

**From:** Frank Colosimo  
**Sent:** November 14, 2011 9:40 AM  
**To:** Elaine Vincent; Lisa Francis  
**Cc:** Paul Goranson; Craig Curtis; John Knoch; Frieda McDougall  
**Subject:** RE: Legal info for Engineering

If I can offer a bit of clarification, the principles applied to the connection fees, charges referenced as (c) in Don's letter, are based around the principle of equitable treatment. I am concerned that I have misrepresented our intent by using the term "**partial deferral of fees**". The connection fee applied is based on the anticipated water consumption rates and sewage generation rates expected.

The intent of the bylaw was to not over charge those existing residential homes who have been annexed into the City jurisdiction and whose lot size is that of a country acreage. It is expected that the consumption and generation rates expected by the country acreages would be similar to that of a large City lot and as such the connection fees applied are based on the large City lot. If and when the lots are subdivided and the consumption and generation rates are expected to increase, an additional connection fees would be applied to reflect the increase usage of the municipal system. I would offer that if required, I would reword the report to better reflect the intent of the bylaw amendment to reinforce the equitable treatment and connection fees being closer linked to expected consumption and sewage generation rates and remove the partial deferral of fees.

I appreciate there are other issues to consider in this evaluation, but offer this clarity to assist. If I

can be of any assistance, that please give me a shout.

Frank Colosimo, P.Eng.  
Engineering Services Manager  
City of Red Deer  
Ph (403) 342-8158  
Fx (403) 342-8211

**From:** Elaine Vincent  
**Sent:** November 08, 2011 2:16 PM  
**To:** Lisa Francis  
**Cc:** Frank Colosimo; Paul Goranson; Craig Curtis; John Knoch; Frieda McDougall  
**Subject:** FW: Legal info for Engineering

Hi Lisa...

As per our discussion on Friday, please find the background documentation on 'prohibited loans'.

Some background for you...

Council considered this utility bylaw amendment back in Sept. Prior to third reading it was sent to the Governance and Policy Committee for discussion on some principles which Council could not understand. The report attached was then submitted to GPC and Council agreed that the item could again be placed on the Council agenda for third reading. Upon detailed review of Administrations' report, you can see that questions were raised if this would be considered a prohibited loan. Legal review was requested and our lawyer indicates that we do need an opinion from finance on whether or not the transaction described would be a prohibited loan.

Can I ask you and the finance team to review this and advise on your opinion if this in fact would be considered a prohibited loan.

This will determine the future direction that we need to take on this proposal.

Thanks for your prompt attention to this.

John, Paul and Craig this is background for you as stuff may question why this is being reviewed. The last time CLT reviewed prohibited loans it was agreed that in the case where legal and finance had different recommendations, CLT would be asked to determine how the item should proceed.

If you have any questions or concerns don't hesitate to let me know.

Elaine  
*Elaine Vincent*  
Manager, Legislative and Governance Services  
The City of Red Deer  
Phone: 403-342-8134  
Fax: 403-346-6195  
[elaine.vincent@reddeer.ca](mailto:elaine.vincent@reddeer.ca)

---

**From:** Vanessa Connors  
**Sent:** Tuesday, November 08, 2011 1:26 PM  
**To:** Elaine Vincent



Christine Kenzie

---

**From:** Frank Colosimo  
**Sent:** November 21, 2011 8:10 AM  
**To:** Lisa Francis; Don Simpson  
**Cc:** Christine Kenzie; Elaine Vincent; Paul Goranson; Nikki McAuley  
**Subject:** RE: Legal info for Engineering -utility bylaw ammendment

Based on previous discussions with Don, I do not think there is an issue. But I am going to forward this to Don to provide his thoughts.

Don,  
Do you have any response?

Elaine,  
I am hoping this will still make next council meeting.

Frank Colosimo, P.Eng.  
Engineering Services Manager  
City of Red Deer  
Ph (403) 342-8158  
Fx (403) 342-8211

---

**From:** Lisa Francis  
**Sent:** November 18, 2011 11:28 AM  
**To:** Frank Colosimo  
**Cc:** Christine Kenzie  
**Subject:** RE: Legal info for Engineering

Hi Frank,

I have reviewed the information and believe that as you suggest if you can reword the report to take out the term "partial deferral of fees" and explain more clearly the basis for the connection fee it would not be considered a prohibited loan. My assumption is that there are additional costs for connection if/when the lots are subdivided so it would not be a "deferral". Are we legally allowed to charge an additional connection fee if/when the lots are subdivided?

*Lisa*  
403-309-8552

---

**From:** Frank Colosimo  
**Sent:** November 14, 2011 9:40 AM  
**To:** Elaine Vincent; Lisa Francis  
**Cc:** Paul Goranson; Craig Curtis; John Knoch; Frieda McDougall  
**Subject:** RE: Legal info for Engineering

If I can offer a bit of clarification, the principles applied to the connection fees, charges referenced as (c) in Don's letter, are based around the principle of equitable treatment. I am concerned that I have misrepresented our intent by using the term "**partial deferral of fees**". The connection fee applied is based on the anticipated water consumption rates and sewage generation rates expected. The intent of the bylaw was to not over charge those existing residential homes who have been annexed into the City jurisdiction and whose lot size is that of a country acreage. It is expected that the consumption and



generation rates expected by the country acreages would be similar to that of a large City lot and as such the connection fees applied are based on the large City lot. If and when the lots are subdivided and the consumption and generation rates are expected to increase, an additional connection fees would be applied to reflect the increase usage of the municipal system. I would offer that if required, I would reword the report to better reflect the intent of the bylaw amendment to reinforce the equitable treatment and connection fees being closer linked to expected consumption and sewage generation rates and remove the partial deferral of fees.

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Frank Colosimo, P.Eng.  
Engineering Services Manager  
City of Red Deer  
Ph (403) 342-8158  
Fx (403) 342-8211

---

**From:** Elaine Vincent  
**Sent:** November 08, 2011 2:16 PM  
**To:** Lisa Francis  
**Cc:** Frank Colosimo; Paul Goranson; Craig Curtis; John Knoch; Frieda McDougall  
**Subject:** FW: Legal info for Engineering

Hi Lisa...

As per our discussion on Friday, please find the background documentation on 'prohibited loans'.

Some background for you...

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Can I ask you and the finance team to review this and advise on your opinion if this in fact would be considered a prohibited loan.

This will determine the future direction that we need to take on this proposal.

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John, Paul and Craig this is background for you as stuff may question why this is being reviewed. The last time CLT reviewed prohibited loans it was agreed that in the case where legal and finance had different recommendations, CLT would be asked to determine how the item should proceed.

If you have any questions or concerns don't hesitate to let me know.

Elaine

*Elaine Vincent*  
Manager, Legislative and Governance Services  
The City of Red Deer  
Phone: 403-342-8134

2011/11/21

Fax: 403-346-6195  
elaine.vincent@reddeer.ca

---

**From:** Vanessa Connors  
**Sent:** Tuesday, November 08, 2011 1:26 PM  
**To:** Elaine Vincent  
**Subject:** Legal info for Engineering

## Christine Kenzie

---

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

**From:** Elaine Vincent  
**Sent:** November 07, 2011 12:30 PM  
**To:** Christine Kenzie  
**Subject:** RE: Electric Utility Bylaw Amendment

I did... it now has the suspicious appearance of a loan so am in the process of sending to finance for review.... Frank C is aware... Until we hear back from finance it is on 'hold'

*Elaine Vincent*  
Manager, Legislative and Governance Services  
The City of Red Deer  
Phone: 403-342-8134  
Fax: 403-346-6195  
[elaine.vincent@reddeer.ca](mailto:elaine.vincent@reddeer.ca)

---

**From:** Christine Kenzie  
**Sent:** Monday, November 07, 2011 10:15 AM  
**To:** Elaine Vincent  
**Subject:** Electric Utility Bylaw Amendment

You were going to speak to Don Simpson about the Electric Utility Bylaw Amendment that still requires 2nd and 3rd readings (after Frank Colosimo stopped by on Thursday afternoon) to see if it could be brought back for the November 14th Council Agenda --- or the November 28th Council Agenda.

I forgot to ask you about it on Friday. Any word?

**Christine Kenzie | Corporate Meeting Coordinator**

Legislative & Governance Services | The City of Red Deer

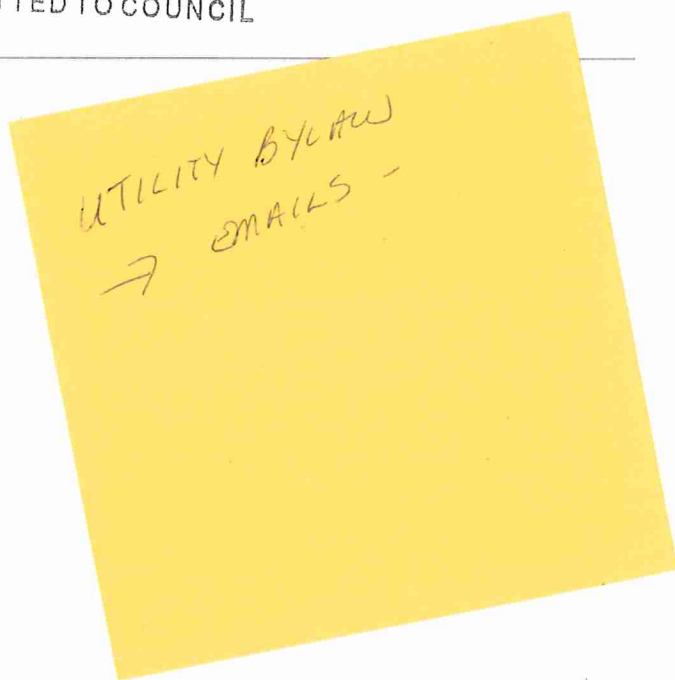
D 403.356.8978 | F 403.346.6195

[christine.kenzie@reddeer.ca](mailto:christine.kenzie@reddeer.ca)

**Christine Kenzie**

**From:** Frieda McDougall  
**Sent:** November 22, 2011 11:47 AM  
**To:** Elaine Vincent; Christine Kenzie  
**Subject:** FW: Utility Bylaw - extension of time to connect  
And another.

Frieda McDougall  
Deputy City Clerk  
Legislative & Governance Services  
Phone: 403-342-8136 Fax: 403-346-6195  
Email: [frieda.mcdougall@reddeer.ca](mailto:frieda.mcdougall@reddeer.ca)



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**From:** Tom Warder  
**Sent:** November 22, 2011 10:43 AM  
**To:** Lee Birn; Don Simpson; Daryl Bunnell; Paul Goranson; Frank Colosimo  
**Cc:** Frieda McDougall  
**Subject:** RE: Utility Bylaw - extension of time to connect

I agree with you Lee. I don't think we should mess with it mid-stream. We can add this provision next year sometime, perhaps when other amendments are done.

Have you resolved the concerns with Financial Services yet? Will your piece of the bylaw be presented for third reading next week?

Tom Warder, P. Eng.  
Environmental Services Manager  
City of Red Deer  
[tom.warder@reddeer.ca](mailto:tom.warder@reddeer.ca)  
403.342.8755

---

**From:** Lee Birn  
**Sent:** November 22, 2011 10:08 AM  
**To:** Tom Warder; Don Simpson; Daryl Bunnell; Paul Goranson; Frank Colosimo  
**Cc:** Frieda McDougall  
**Subject:** RE: Utility Bylaw - extension of time to connect

Paul,

Regarding Tom's comment noting the lack of inclusion of Storm, I am not sure why this has not been included within the connection fee. It is possible that it may simply have been over looked as the current 3 LI are focused on water and sanitary servicing only. It is conceivable that there may be cases in the future that storm water management may be requested (I do not have any specific examples at this time) in rural areas.

2011/11/22



Given the lateness and noting the targeted Council meeting date of next Monday as well as the fact that storm water was not included in the first/second reading nor discussed with council during Engineering's clarification presentation on October 24, I would suggest that we do not include it in the amendment at this time. Do you have any sense of how council may respond if this "newly added" component is incorporated at third reading?

If required, it could be added in during a future Bylaw amendment at a later date.

Do you have any thoughts on this?

Thanks,  
Lee

---

**From:** Tom Warder  
**Sent:** November 22, 2011 8:33 AM  
**To:** Don Simpson; Daryl Bunnell; Paul Goranson; Lee Birn; Frank Colosimo  
**Cc:** Frieda McDougall  
**Subject:** FW: Utility Bylaw - extension of time to connect

Paul, Don,

Below is the wording in the proposed bylaw. I have no objection to changing the wording to what Don has proposed for 31(5) if that is your wish Paul, but we need to make the change today to make it onto the agenda for next week.

One other thing occurred to me when I read this; the connection charge for off-site levies that Frank has presented to Council only applies to water and wastewater. Shouldn't it also apply to storm water connections (if storm sewer is available)?

By the way, is Frank taking that portion of the bylaw to Council on Monday for third reading. If not, introducing our bylaw changes may be confusing for Council.

Paul, I know you haven't had a lot of time to look at the bylaw changes. If you see some things that concern you and you want more time to consider this, let me know. We can push this to the Dec 12 agenda if necessary. Presumably, we could get final approval on Jan 9, which would be okay.

#### **CONNECTION TO UTILITY SERVICE**

- 31 (1) Within one year after a Utility Service becomes available, the owner of every building situated on land abutting on any street in which there is a Water Main, Storm Water Sewer or a Wastewater Sewer, shall at the owner's expense connect such building to the water system and install sanitation facilities and foundation drainage facilities, where available, and connect the building to the Storm Water and Wastewater Sewer systems in accordance with the requirements and standards set out in the Alberta Building Code and elsewhere in this Bylaw.
- (2) The owner shall provide The City with a completed application in the form approved by the Director for a permit to make such connection. The

application shall be supplemented by any plans, specifications, or other information required by the Director.

- (3) The owner of a parcel of land in respect of which no Offsite Levy for Water or Wastewater has been paid to The City, shall, in addition to the fees otherwise specified in this Bylaw, pay a connection fee as follows:
  - (a) in the case of a single-family parcel, a fee in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, multiplied by the actual area of the parcel or 0.12 ha, whichever is less.
  - (b) where such a single-family parcel is subsequently subdivided and a new Water or Wastewater Service Connection is required for the subdivided parcel, the owner shall pay a separate connection fee for each subdivided parcel, in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, multiplied by the actual area of the un-subdivided parcel less the area set out in subsection (a) above;
  - (c) in the case of a multi-family or non-residential parcel, a fee in an amount equal to the current per hectare Offsite Levy charge for Water and Wastewater service, calculated on the area of the parcel in question.
- (4) The connection fee specified in subsection (3) above shall not apply to any parcel in respect of which The City has otherwise received or made arrangements to receive payment of an equivalent amount.
- (5) Notwithstanding the foregoing, the Director shall have the discretion to extend the period of time within which the connection to the Water Main, Wastewater Sewer, or Storm Water Sewer must be made up to a maximum of two years after the Utility Service becomes available.
- (6) A person who has been directed to connect their building to a Utility Service shall have the right to appeal the direction to the Red Deer Appeal & Review Board by a notice submitted within 14 days of the date that the direction to connect has been served, in accordance with the provisions outlined in the Committees Bylaw. On hearing such appeal, the Board may vary, suspend or rescind such direction on such terms as it deems appropriate.
- (7) At such time as the owner connects to a Utility Service, the owner shall also open a utility account and make payment of all application fees and deposits that may be required under this Bylaw.
- (8) No person may connect to a Utility Service until such time as payment has been made to The City by the property owner or prior owner in respect of the cost of construction of the Utility Service (including carrying charges) to serve the land owned or occupied by that person, or until such person has made other arrangements satisfactory to The City to pay that person's

proportionate share of those costs.

Tom Warder, P. Eng.  
Environmental Services Manager  
City of Red Deer  
tom.warder@reddeer.ca  
403.342.8755

---

**From:** Don Simpson [mailto:dsimpson@chapmanriebeek.com]  
**Sent:** November 21, 2011 8:51 PM  
**To:** Paul Goranson; Lee Birn  
**Cc:** Tom Warder  
**Subject:** Utility Bylaw - extension of time to connect

Hi Paul/Lee:

Further to our discussion on Monday, I see no problem with giving the Director discretion to fix the period of time within which connection must be made.

On reviewing the MGA, I found no provision expressly providing that the Municipality may REQUIRE connection, although it is arguably implied both by the nature of a utility system and by the statutory authority of the municipality to be the exclusive service provider. In addition, my recollection is that the case law supports the concept of mandatory connection as being an essential incidental power to ensure overall public health and safety. From this point of view, it makes sense that there should be some flexibility to permit private water, sewer and storm drainage if this will not adversely affect public or private health or safety.

I suggest a revision to para 30(5) as per the attached.

Please let me know if you need anything further on this.

Don Simpson  
Chapman Riebeek LLP  
Barristers and Solicitors  
300, 4808 Ross Street  
Red Deer, Alberta T4N 1X5  
Tel. 403-346-6603  
Cell: 403-352-5433  
Fax. 403-340-1280

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2011/11/22



BACKUP INFORMATION  
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30(5) Notwithstanding ~~the foregoing subsection (1),~~ the Director shall have the discretion to extend the period of time within which the connection to the Water Main, Wastewater Sewer, or Storm Water Sewer must be made ~~up to a maximum of two years after the Utility Service becomes available.~~ for such period of time as the Director considers is reasonable provided that such extension of time is consistent with City policies and Council direction, and also provided that the failure to connect:

- (a) will not jeopardize the health or safety of the occupants of the building or of other City residents;
- (b) will not adversely affect the integrity or operation of those utilities; and
- (c) will not present an undue risk of damage to property, whether due to flooding or lack of proper drainage.



## Elaine Vincent

---

**From:** Paul Goranson  
**Sent:** Monday, November 21, 2011 9:12 PM  
**To:** Elaine Vincent; Craig Curtis  
**Subject:** FW: Utility Bylaw - extension of time to connect  
**Attachments:** New Section 30(5).doc  
FYI comments Don s

INFORMATION  
SENT TO COUNCIL

Sent from my Windows Phone

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**From:** Don Simpson  
**Sent:** Monday, November 21, 2011 8:51 PM  
**To:** Paul Goranson; Lee Birn  
**Cc:** Tom Warder  
**Subject:** Utility Bylaw - extension of time to connect

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I suggest a revision to para 30(5) as per the attached.

Please let me know if you need anything further on this.

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Chapman Riebeek LLP  
Barristers and Solicitors  
300, 4808 Ross Street  
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Tel. 403-346-6603  
Cell: 403-352-5433  
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2011/11/23

# CHAPMAN RIEBEEK LLP

Barristers & Solicitors

NICK P. W. RIEBEEK\*  
LORNE E. GODDARD, Q.C.  
SUZANNE M. ALEXANDER-SMITH  
RENÉE E. SHORT

DONALD J. SIMPSON\*  
NANCY A. BERGSTROM\*  
MICHELLE A. BAER

GARY W. WANLESS\*  
GAYLENE D. BOBB\*  
JENNIFER L. CARVER  
VICTORIA E. FOSTER\*\*

\*Denotes Professional Corporation  
\*\*Denotes Student-at-Law

Your file:  
Our file:

November 3, 2011

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

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

**Attention: Elaine Vincent, Legislative and Governance Services Manager**

**Re: Utility Connection Fee for Rural Developments**

Having reviewed Mr. Colosimo's memo of October 20, 2011 on the above matter, I would offer a few comments from a legal point of view, by way of additional background.

## **Need For Municipal Services**

Riverview Park and College Park were recently annexed into the City. Many of the residents of these areas have expressed a desire to connect to City water and sewer services. Connection of these properties is also in the interests of the City as a whole, since it would provide assurance that the water supply will be sanitary and that sewage disposal will be taken care of in an environmentally sound manner.

## **Costs of Connection to Utility Services**

The costs of connecting to the City utilities has three components:

- (a) **Private service:** the cost of constructing water and sewer lines from the house to the property line is an obligation of the property owner. The City does not get involved in this work, whether for new construction within the City, or in respect of newly annexed properties.
- (b) **Local Trunks and Service Connections:** the cost of constructing local water mains and building service stubs from the road to the property line is normally incurred by the City at the time that lands are developed. In the case of new development, these costs are recovered from the developers as a charge under the Development Agreement. The Developer in turn recovers these costs as part of the sale price of its lots. Ultimately, the cost is passed along to the property owner.

---

300, 4808 Ross Street Red Deer, Alberta T4N 1X5

Telephone: (403) 346-6603

Fax: (403) 340-1280

Email: [info@chapmanriebeek.com](mailto:info@chapmanriebeek.com)

- (c) **Offsite Contribution to Central Services:** the costs of the water treatment plant, the sewage treatment plant and the mains leading from neighbourhoods to these central facilities are also incurred by the City. In the case of new development, these costs are recovered from Developers under the Development Agreements as an Off-site Levy.

### **Costs of Connection for Annexed Properties**

Form the point of view of overall equitable treatment of property owners, it would be desirable to make sure that newly-annexed properties pay costs for services equivalent to the costs that have already been paid by existing property owners. However, the methods of cost recovery which are available for newly annexed properties who connect to the Utility system is different. (The cost of the Private Service described in (a) above would still be borne by the landowner so that is not an issue.) There is no new development or subdivision process since the parcels already exist and houses have been constructed on them. Accordingly, the costs described in (b) and (c) above cannot be recovered under a Development Agreement, as is the case with new lots<sup>1</sup>.

### **Recovery of Costs of Local Trunks and Service Connections (b)**

The Local Improvement process is available to generate funds to pay for the local trunks and service connections. MGA s. 391 defines a local improvement as “a project that the council considers to be of greater benefit to an area of the municipality than to the whole municipality”. This description certainly fits these types of facilities, so a local improvement levy would be appropriate. A local improvement also has the benefit to the property owners of spreading the cost out over a number of years, rather than requiring immediate payment of the whole amount.

### **Recovery of Offsite Contribution to Central Services (c)**

Recovery of this type of cost is problematic. Clearly the central water and sewage treatment facilities are not a *local* improvement since they are for the benefit of the municipality as a whole, so using the local improvement process is not an option.

In order to treat newly annexed properties in a manner which is equivalent to the treatment of all of the other lots in the City, it would be desirable to recover an amount equivalent to what the Offsite Levy would have been. But how is this to be done ?

There is no opportunity to collect these costs as an offsite levy. As mentioned above, MGA s. 648(4) provides that an offsite levy “may only be collected once in respect of land that is the subject of a development or subdivision”. The parcels in Riverview Park and in College Park have already been subdivided and developed. There is no new subdivision or development which triggers the legal authority to impose an offsite levy.

Assuming that the City wishes to collect these amounts from the newly annexed lands, the one clear mechanism that is available to do so is to impose a connection fee. Under MGA s. 34, connection to a public utility is “subject to any terms, costs or charges established by council”.

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<sup>1</sup> Laux, Planning Law and Practice in Alberta, p.14-40



There is no limitation on what may be charged under this heading. It is our opinion that this wording allows the City to impose a connection charge which is roughly equivalent to what an Offsite levy would have been.

This is the rationale that underlies the most recent proposed amendment to the Utility Bylaw, which establishes such connection fees.

**Time to Pay**

In light of the language of MGA s. 34, we think that the City could authorize payment over time, subject to an agreement with the landowner which was secured on the title to the lands.

However, there is a risk that this type of arrangement might be characterized by financial Services and the City's auditors as a *prohibited loan* within the meaning of MGA s. 34.

**Conclusion**

In order to achieve equitable treatment of all property owners, we think the addition of a special connection fee for recently annexed properties is the only fair course of action.

Yours truly,

**CHAPMAN RIEBEEK LLP**

Per:

\_\_\_\_\_  
**DONALD J. SIMPSON**



Do we support  
the leaf proposal?

Date: October 20, 2011

To: City Manager

From: Engineering Services Manager

Re: **Proposed Amendment to Utility Bylaw  
Utility Bylaw Amendment 3215/B-2011  
Addition of Connection Fee for Rural Developments  
Supplementary Information**

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This report is being submitted as a supplement to the Utility Bylaw amendment report dated September 23, 2011. It seeks to clarify the need for the connection fee being proposed which will facilitate the extension of municipal services to recently annexed rural development areas; provides an overview of the process applied to extending municipal service requests to existing rural development; and also highlights potential cost impacts to rural residential areas.

#### A. The Need for Municipal Services

Under the provisions of Section 34(1) of the *Municipal Government Act (MGA)*, if the system or works of a municipal public utility that provide a municipal utility service are adjacent to a parcel of land, the municipality must, when it is able to do so and subject to any terms, costs or charges established by council, provide the municipal utility service to the parcel on the request of the owner. Bylaw No. 3215/98 also requires that within one year after a public water supply becomes available, the owner of every building situated on land abutting on any street in which there is a water main shall at the owner's expense connect such building to the water system. Notwithstanding the foregoing, the Director of Development Services shall have the discretion to extend the period of time within which the connection to the public water supply must be made from one year up to a maximum of two years after a public water supply becomes available. There are two reasons for the required hookup: 1, to ensure recovery of invested public funds, and 2, for environmental, health and/or safety reasons.

The property owners in some of the recently annexed rural developments have expressed the desire for municipal services. These include Riverview Park, College Park and Central Park. The desire for municipal services being expressed by these property owners is also partly due to the difficulty in ensuring any or all of the following:

- a. Reliability of existing water wells;
- b. Efficiency of existing sanitary septic systems;
- c. Desirable quality of water from the wells;
- d. Adequacy of fire protection; and
- e. Environmental considerations.

#### **B. Process for Providing Municipal Services to Existing Rural Developments**

Rural developments comprise of rural residential subdivisions (i.e. country residential developments) and /or rural commercial/industrial subdivisions.

Typically, when municipal services are requested by property owners, it is undertaken through the local improvement process. The local improvement process could also be initiated by the City; however, this has not occurred to date.

The preparation of the local improvement plan involves determining the scope of work for the extension of services, developing a detailed design plan for the services and detailed cost estimates. The scope of work may include neighborhood main construction, extension of off-site trunks, extension of services to boundary and road repairs. The typical costs for a local improvement may include land costs, all capital costs associated with the installation of utility mains, service stubs to property lines and rehabilitation of roads, cost of repaying any endeavors for infrastructure and proportionate costs of trunk installation through off-site levies. Due to limitation of the MGA outlined in the September 23 Utility Bylaw Amendment report, an alternative to off-site levies is required. The proposed Connection Fee will address this item.

Based on the MGA the City distributes local improvement cost amongst benefitting property owners by using assessable area of land parcels. The assessable area is derived using the legal description of the property and the area shown on the legal plan.

#### **C. Other Considerations**

To provide municipal service to new or existing neighborhoods, off-site water and sanitary trunks are required to the neighborhood. Planning for and installation of the off-site trunks is undertaken in an orderly development sequence. This means, when a



development immediately at the end of the existing trunk line requires servicing, the City plans for and installs trunks to support development. If a development desires trunk service but is not next in line, it is considered to be out of the orderly development sequence and the development is required to front end all costs until orderly development reaches the development. This is the basis of the annual Off-site Levy Bylaw and Off-Site Capital Budget prepared by Engineering.

If a rural development requests municipal service, the scope of work and cost will be based on the above consideration. If the development is next in line, then off-site trunks are budgeted for in the City Capital Budget and installed thereafter to support development. Otherwise, the cost of front ending off-site trunk extensions will be considered in the cost of the local improvement.

#### **D. Proposed Connection Fee**

The proposed connection fee applies to those parcels of land in respect of which no off-site levy for water or wastewater has been paid. This is applicable to service in rural developments.

The fee will allow the City to collect an equivalent payment to off-site levies. It will be collected as an amount equal to the current per hectare off-site levy charge for water and wastewater service, calculated on the area of the parcel in question.

Based on feedback from the residents at College Park and Riverview Park, consideration of a partial deferred fee is being proposed for residential applications. This is based on the recognition of the water consumption and wastewater generated by rural residential developments being similar to larger city lots. The 0.12 ha application at time of initial servicing is a representative size of a large city lot development. Upon further subdivision, it is anticipated that demands will increase and the balance of the connection fee will become owing.

This partial deferment is not being considered for multi-family or non-residential as the water consumption and wastewater generation rates are similar for both the rural and urban developments.

#### **E. Case Study – College Park**

The College Park Community Association has requested the cost to provide municipal services to their lots. Using College Park as an example, the impact of applying the proposed connection fee to the average lot is an approximate 75% reduction of the off-

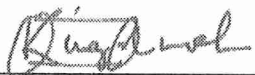
site repayment costs. The impact on the total cost of the local improvement will be less significant as the total cost includes other items not affected by the proposed Utility Bylaw Amendments. Table 1 displays the detailed analysis.

**TABLE 1 – Comparison of the Off-Site Costs and Connection Fee for College Park**

	Applying Full Off-Site	Applying Connection Fee
Average Lot Size	0.47 ha	0.12 ha
2011 Off-Site Levy per ha	<u>\$34,370</u>	<u>\$34,370</u>
"Off-Site Repayment Cost"	\$16,154	\$4,124
Balance Owing in Future Subdivisions	<u>\$0</u>	<u>\$12,030</u> (0.35 ha @ \$34,370)
Total	<u>\$16,154</u>	<u>\$16,154</u>

The above information has been presented to help clarify the intent of the Utility Bylaw Amendment 3215/B-2011.

Respectfully submitted,

  
 for Frank Colosimo, P.Eng.  
 Engineering Services Manager

Attach.

- c. Director of Development Services
- Environmental Services Manager
- Municipal Engineer
- Internship Engineer
- City Solicitor





**Date:** September 23, 2011

**To:** City Manager

**From:** Engineering Services Manager

**Re:** **Proposed Amendment to Utility Bylaw 3215/98**  
**Utility Bylaw Amendment 3215/B-2011**  
**Addition of Connection Fee for Rural Developments**

---

This report is being submitted to amend the Utility Bylaw by introducing a service connection fee that will facilitate the provision of municipal services (water and sanitary) to annexed rural developments. This fee will ensure equitable treatment of all utility customers, including those in rural developments who have been annexed into the City and desire municipal services.

#### **Background**

Through recent annexations, rural developments have been incorporated into the City boundary. As part of the 2005 Annexation, College Park and Queens Business Park (formerly part of Burnt Lake Area) were annexed, and in 2009 Phase I annexation included Chiles Industrial Subdivision, Riverview Park and Central Park. In the proposed Phase II annexation area there are a number of similar areas including Linn Valley, Burnt Lake Business Park, Woodland Hills, Canyon Heights, Forest Green Estates and Blindman Industrial. Figure 1 displays the potential rural developments that will be affected by annexation.

Some property owners when annexed into the City request the provision of municipal services. The current practice of providing municipal service to existing developments is through the Local Improvement process. This process is utilized because the servicing benefits a specific area of the City, not the whole City, and the lot owners have never paid for complete municipal services.

Three rural development areas have expressed interest in extending municipal services into their areas. One rural industrial development, the Sullivan Quarter Section (Burnt Lake Industrial Park), has formally petitioned The City for the installation of municipal services as a Local Improvement project. The Local Improvement plan is currently being prepared. Two other rural residential developments, College Park and Riverside Drive, have expressed interest.

As part of preparing the Local Improvement plan, the detailed costs of providing municipal services is determined. Typical costs can include the following: land costs, all capital costs including the installing of utility mains, service stubs to property lines and rehabilitation of roads, cost of repaying any endeavors for infrastructure and proportionate costs of trunk installation through off-site levies.

These are permitted costs as outlined in the Municipal Government Act (MGA) (S. 395)2). However, an off-site levy cannot always be charged for the following reasons:

1. The imposition and payment of an off-site levy is to occur at the time of development or subdivision,
2. An off-site levy may be imposed only once in respect to land that is being developed or subdivided,
3. There is no clear authority to include the costs of off-site levies or previous capital costs spent expanding the utility trunk system as part of a Local Improvement.

#### Issues

The MGA permits the imposition of an off-site to pay for all or part of the capital cost for the expansion of water, sanitary sewage facilities, storm sewer drainage facilities or new or expanded roads. Current City practice is to impose off-site levies at the time of development. The levies are calculated as a reasonable estimate of the cost to extend trunks and roadways to developments in the City.

In recent annexations, there are areas such as the Sullivan Quarter Section (Burnt Lake Industrial Park) that have previously paid off-site levies under County development authority. The off-site levies imposed by the County were for roads and storm and did not include sanitary or water, but the ability to charge off-site levies a second time is not available.

As part of the petitions for Local Improvements, there is no subdivision occurring nor is there a development permit sought out by land owners. Even if the petitioners have not paid off-site levies there is no ability to impose it:

Without applying some form of off-site levies, an inequality would occur between each rural development as well as with new urban developments in the City. The following points are examples of the inequalities:

- **Existing rural developments vs new green field developments:** to support new development in the City, all off-site trunk improvements are front ended by the Off-site Reserves. In turn, the developer would be required to pay his proportionate share of trunks via the off-site levies imposed. Compare this to the Sullivan Quarter Section (Burnt Lake Industrial Park) where full cost of the trunk improvements



would be borne by the petitioners including any over sizing or routing for future development.

- **Between existing rural developments where trunk services are close to the boundary of some rural developments and not to others.** The rural developments adjacent to existing trunks would not be required to front end the cost of trunk services and not required to pay for previous investments made by the Off-site Reserve. Rural developments remote from existing trunks would have to pay the full cost to extend. As an example, trunk services are adjacent to the boundaries of College Park and Riverview Park and capacity has been reserved in the trunks. This is not the case for the Sullivan Quarter Section, where an investment of approximately \$4.0M is required to extend trunks.

### **Analysis**

The MGA (S.34) requires that the City, upon request of a land owner, supply municipal services to a parcel of land when utility services are adjacent. However, it is subject to any terms, costs, or charges established by Council. Therefore, it is proposed that Bylaw No. 3215/98, The Utility Bylaw, be amended to allow for a service connection fee to be charged to the owner of land in respect to which no off-site levy for water or wastewater has been paid to The City of Red Deer. The proposed Bylaw amendment is attached.

Discussions with College Park Home Owner Association indicates the understanding of the need for off-site levies, but question the appropriateness of charging based on 100% of land area. When determining charges, they feel the following must be considered: the age of neighborhood which predates off-site levies; that demand from one larger rural acreage is similar to that of a larger urban R1 lot; and the fact that homeowners are not developers and a staged approach be considered. The Association even suggested a nominal 0.25 Acre charge be appropriate as a connection fee basis.

The Bylaw amendment does propose an equivalent based connection charge and a staged treatment to residential parcels, and ensures equitable treatment to utility customers.

In developing the connection charge, a review of other large lot R1's in the City was undertaken. The larger R1 lots in Westlake, that front Cronquist Drive, was considered to be representative (see Figure 2), and the connection fee was based on their 0.12 ha / lot average size.

If the lots are subdivided and further services are requested, the balance of land area would become owing at the current off-site levy rate. Some rural development owners may choose to subdivide their lots.

**Recommendation**

Engineering Services recommends The City Council proceed with three readings of the Utility Bylaw 3215/B-2011.

---

Frank Colosimo, P.Eng.  
Engineering Services Manager

FC/ldr  
Attach.

- c. Director of Development Services  
Environmental Services Manager  
Municipal Engineer  
Internship Engineer  
City Solicitor

30(5) Notwithstanding ~~the foregoing subsection (1),~~ the Director shall have the discretion to extend the period of time within which the connection to the Water Main, Wastewater Sewer, or Storm Water Sewer must be made ~~up to a maximum of two years after the Utility Service becomes available.~~ for such period of time as the Director considers is reasonable provided that such extension of time is consistent with City policies and Council direction, and also provided that the failure to connect:

- (a) will not jeopardize the health or safety of the occupants of the building or of other City residents;
- (b) will not adversely affect the integrity or operation of those utilities; and
- (c) will not present an undue risk of damage to property, whether due to flooding or lack of proper drainage.

## Christine Kenzie

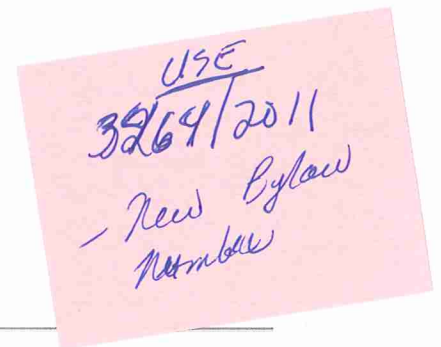
**From:** Frieda McDougall  
**Sent:** November 16, 2011 9:48 AM  
**To:** Christine Kenzie  
**Subject:** FW: Utility Bylaw Draft, Nov'11.doc

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

**Attachments:** Utility Bylaw 3464 - Council Nov 28.doc; SCHEDULE A-E for Utility Bylaw 3464 - Council Nov 28.doc; Table of Contents - Utility Bylaw 3464 - Council Nov 28.DOC; Utility Bylaw - Council, Nov'11.doc

Can you respond to Tom's question re submission of documents below? Thanks.

Frieda McDougall  
Deputy City Clerk  
Legislative & Governance Services  
Phone: 403-342-8136 Fax: 403-346-6195  
Email: [frieda.mcdougall@reddeer.ca](mailto:frieda.mcdougall@reddeer.ca)



**From:** Tom Warder  
**Sent:** November 16, 2011 9:39 AM  
**To:** Paul Goranson; Frieda McDougall; Frank Colosimo  
**Cc:** Daryl Bunnell; Joanne Parkin; Don Simpson  
**Subject:** FW: Utility Bylaw Draft, Nov'11.doc

Hey Paul,

Here is the latest version of the report to Council (which outlines the changes) as well as the new Bylaw, table of contents and schedules. I'm still working on the report to Council, so there may be some additional changes. Please let me know if you have any questions or comments.

Frieda,

I set up a space in the e-agenda, but I won't likely have the final attachments to you until tomorrow (Friday at the latest). Please let me know if this will be a problem for you.

Frank,

Will you have your bylaw changes (i.e. related to connection charge for off-site levies) on Council agenda for the Nov 28 meeting? To reduce confusion for Council, this item should be approved before we introduce the other changes. By the way, Daryl is checking the wording of your bylaw change to be sure we have the same wording in our proposal (we'll change ours to suit if necessary).

Don, Joanne,

Please let me know if you have any last minute changes.

Tom Warder, P. Eng.  
Environmental Services Manager  
City of Red Deer  
[tom.warder@reddeer.ca](mailto:tom.warder@reddeer.ca)

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**From:** Daryl Bunnell  
**Sent:** November 15, 2011 7:04 PM  
**To:** Tom Warder  
**Subject:** RE: Utility Bylaw Draft, Nov'11.doc

Hi Tom,

Attached is most recent version of the Utility Bylaw. Everything should be ready for submission to Council except I need to confirm the wording of the Clause 30(3) which is Frank's bylaw amendment.

Please let me know if you find any more revisions and I will go through the bylaw once more tomorrow morning to look for any formatting errors.

Thanks,

Daryl Bunnell, E.I.T.  
Internship Engineer  
(403) 342-8759

---

**From:** Tom Warder  
**Sent:** November 15, 2011 2:20 PM  
**To:** Daryl Bunnell  
**Subject:** Utility Bylaw Draft, Nov'11.doc

Hey Daryl,

Here's the latest version of the bylaw draft. I think I've captured Don's concerns (perhaps not verbatim). I haven't edited all of the format stuff (some of which Don had identified) as I thought that you would be better able to do this in a consistent manner. Randy and I met this afternoon and resolved the questions I had identified. Please make the final modifications and forward the final version to me as soon as you can. I still hope to submit this to LGS tomorrow.

Do you know what's happening with the Off-site Connection charge issue with Engineering? I had expected it to go to Council yesterday for 3rd reading, but it didn't make it. Will it go to the Nov 28 meeting? If so, we'll have to coordinate so that it's passed before our bylaw changes are presented.

**Christine Kenzie**

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**From:** Linda Rehn  
**Sent:** October 19, 2011 10:41 AM  
**To:** Christine Kenzie  
**Subject:** Utility By-law Council Item

Hi Christine – the Utility By-law item from Daryl B / Tom W won't be coming to the Oct 31 Council meeting.

Linda Rehn  
Administrative Assistant  
Engineering Services  
The City of Red Deer  
(403) 342-8184



**Christine Kenzie**

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**From:** Daryl Bunnell  
**Sent:** September 19, 2011 7:53 AM  
**To:** Tom Warder  
**Cc:** Frieda McDougall; Elaine Vincent; Paul Goranson; Christine Kenzie; Linda Rehn  
**Subject:** RE: Report to Council for Utility Bylaw 3464/2011 - For October 31, 2011 Council Meeting  
**Attachments:** Aug 31, 2011 - Memo regarding Bylaw changes - v4.doc

Hi Tom,

I believe we can present this report and bylaw to council on October 31<sup>st</sup>. That would give us 4 weeks to resolve the last few minor issues and have Chapman & Riebeek provide one more legal review.

Attached is the latest version of the report to council for your review.

Thanks,

Daryl Bunnell, E.I.T.  
Internship Engineer  
(403) 342-8759

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**From:** Tom Warder  
**Sent:** September 07, 2011 5:15 PM  
**To:** Christine Kenzie  
**Cc:** Frieda McDougall; Daryl Bunnell; Elaine Vincent; Paul Goranson  
**Subject:** RE: Report to Council for Utility Bylaw 3464/2011

I'm hoping that we can make it to one of the meetings in October (i.e. Oct. 3, 17 or 31). It depends on how many more comments we get (they keep dribbling in). Daryl, what's your estimate?

Daryl,  
Please send me the latest version of the letter once you have all the comments addressed.

Thanks,  
Tom Warder, P. Eng.  
Environmental Services Manager  
City of Red Deer  
tom.warder@reddeer.ca  
403.342.8755

---

**From:** Christine Kenzie  
**Sent:** September 07, 2011 12:10 PM  
**To:** Tom Warder  
**Cc:** Frieda McDougall; Daryl Bunnell; Elaine Vincent  
**Subject:** FW: Report to Council for Utility Bylaw 3464/2011

Elaine has asked me to reply to you that this item does not have to go before the Policy & Governance Committee. It can come directly to an Open Council meeting.

Let me know which Council Agenda you are targeting for the report and bylaw..

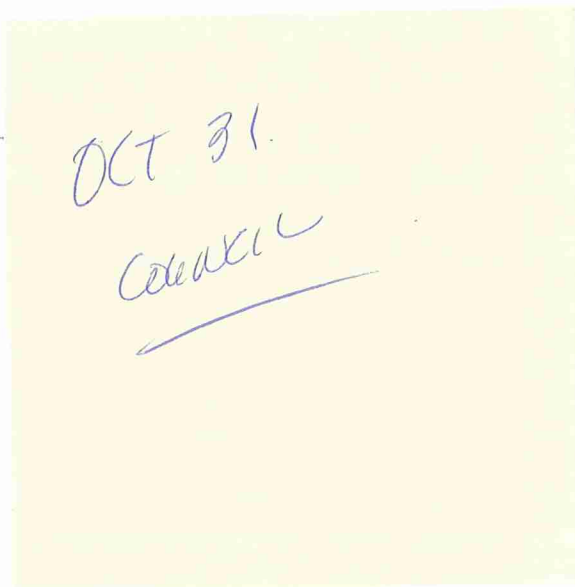
2011/09/19

Thanks.

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**From:** Elaine Vincent  
**Sent:** September 07, 2011 12:05 PM  
**To:** Christine Kenzie  
**Subject:** FW: Report to Council for Utility Bylaw 3464/2011

*Elaine Vincent*  
Manager, Legislative and Governance Services  
The City of Red Deer  
Phone: 403-342-8134  
Fax: 403-346-6195  
elaine.vincent@reddeer.ca



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**From:** Tom Warder  
**Sent:** Wednesday, September 07, 2011 11:58 AM  
**To:** Elaine Vincent; Frieda McDougall  
**Cc:** Daryl Bunnell  
**Subject:** FW: Report to Council for Utility Bylaw 3464/2011

Hey Frieda, Elaine,

Attached is a draft report to Council and the related Bylaw. Please review and let me know if this should go to the Policy and Governance Committee before going to Council and if so, when could we get on the agenda. We're still doing some tweaking of the bylaw and memo, but we should be ready to go in a few weeks.

Tom Warder, P. Eng.  
Environmental Services Manager  
City of Red Deer  
tom.warder@reddeer.ca  
403.342.8755

---

**From:** Daryl Bunnell  
**Sent:** August 29, 2011 6:15 PM  
**To:** Tom Warder; Paul Goranson; Frank Colosimo; Joanne Parkin; Jo-Anne Rogers; Janet Whitesell; Randy Reaman; Geoff Stewardson  
**Cc:** Christine Kenzie; Ron Wardner; Terry Prince; Barry Brookes; Mary Curtis; James Christie  
**Subject:** Report to Council for Utility Bylaw 3464/2011

All,

Attached is the draft Report to Council for the new Utility Bylaw No. 3464/2011. Please review your section and any comments that you may have will be greatly appreciated.

Also attached is the current version of the bylaw and schedules A-F. There are still a few minor changes to the bylaw that are being made based on the review done by the city's solicitor. Please let me know if you would like a word version to provide comments in and if you have any questions.

2011/09/19

Thanks,

Daryl Bunnell, E.I.T.

Internship Engineer

Engineering Services, City of Red Deer

(403) 342-8759

daryl.bunnell@reddeer.ca

[City of Red Deer Homepage](#)

Environmental Services Department

**Date:** October 2011

**To:** Legislative & Governance Services Manager

**From:** Environmental Services Manager

**Re:** Description of changes to the existing Utility Bylaw No. 3215/98 to create the new Utility Bylaw No. 3464/2011

---

The purpose of this memo is to provide information to, and seek direction from, Council in adopting The City of Red Deer's Utility Bylaw No. 3464/2011 (attached). This bylaw is an update to The City's current Utility Bylaw No. 3215/98 (attached).

#### A. BACKGROUND

The Environmental Services Department reviewed The City's current Utility Bylaw No. 3215/98 to determine the necessary revisions that were needed to bring the existing bylaw up to date. The first stage of this processes included several meetings with the Water, Wastewater, and Waste Management Sections of Environmental Services to identify clauses that required updating and clauses that were missing based on a review of other bylaws from Calgary, Edmonton, Lethbridge, and Medicine Hat. Revisions were also based on the *Model Sewer Use Bylaw Guidance Document* prepared for the Canadian Council of Ministers of the Environment (CCME).

The second stage was drafting the necessary revisions and bringing The City's Revenue & Assessment and Engineering Departments in to provide additional review and comments.

The final stage of this process was incorporating the comments provided during the legal review by The City's solicitor Chapman & Riebeek.

A number of business owners were advised of the proposed changes to the Wastewater Surcharge program. Some of the changes had been initiated by the businesses (e.g. maximum limits). No objections were raised.

#### B. REVISIONS TO THE UTILITY BYLAW

1.0 Below is a list of general revisions made to the bylaw:

- 1.1 A general re-organization of the entire bylaw was done and clauses related to each other were grouped as sub-clauses under the correct



corresponding title. Clauses that relate to all utilities are now included under the General Provisions Part; whereas clauses that are specific to one utility are included under the Part for that utility (i.e. Water, Wastewater, Storm Water, or Waste Management).

- 1.2 General housekeeping changes were made, such as language changes to improve the clarity of clauses, abbreviating frequently used terms (e.g. The City of Red Deer to "The City"), and providing subtitles for every clause to identify the subject matter.

2.0 Below is a list of revisions made to Part 2, General Provisions:

- 2.1 All definitions were moved to Schedule "A" of the attachments. New definitions were added to support new clauses and duplicated or conflicting definitions were eliminated or modified.
- 2.2 Clause (10), Interest on Deposits was simplified.
- 2.3 Part 6, Meters of the old bylaw was moved to Part 3, Water Utility.
- 2.4 Clause 17, Billing Errors was created to identify that The City will make corrections to a customer account, whether it is a credit or debt, for up to the prior 12 month period.
- 2.5 Clause 23, Reasonable Notice was created to identify the notice The City will provide to a customer when they have breached the Utility Bylaw or when The City needs access to a property to test, repair or change a water meter.
- 2.6 Clause 24, Termination by Customer was expanded to include the responsibilities of the customer to notify The City of changes in ownership and tenancy.
- 2.7 Clause 26, Termination with Notice was created to define the scenarios when The City may discontinue the supply of a utility to a customer. Such scenarios include non-payment, contamination, bypass seal being broken, faulty backflow preventor, and in the event of an emergency or water shortage.
- 2.8 Clause 28 (2) was included to allow The City to tow vehicles which are preventing The City from accessing a utility service shut off valve and bill such expense back to the owner of the vehicle.

- 2.9 Various clauses pertaining to the connection of a Utility Service were consolidated in Clause 30, Connection to Utility Service.
  - 2.9.1 Clause 30 (3) was added to address payment of off-site levies for recently annexed land that requires water, wastewater, or storm water services.
- 2.10 Additional details were added to Clause 33, Sampling and Monitoring.
- 2.11 Clause 34, Spills is a new clause to address such issues.
- 2.12 Fines were defined more distinctly in Clause 36, Offences and Penalties rather than a penalty range; the application of which could be open to interpretation.
- 3.0 Below is a list of revisions made to Part 3, Water Utility:
  - 3.1 Clause 38, Connection to City Water Supply was added to address bacteriological contamination concerns related to larger service lines.
  - 3.2 Clause 42 (2), Wastage was expanded to identify operational reasons for water wastage.
  - 3.3 Clause 49 (2), Meter Installation and Maintenance allows The City to change a customer's meter(s) once sufficient notice is given.
  - 3.4 Clause 50, Installation Responsibility
    - 3.4.1 Clause 50 (5) was added to ensure customers maintain a clear access to water meters for testing and reading purposes.
    - 3.4.2 Clause 50 (8) states that a customer must make proper provision for a water meter to be installed or moved.
  - 3.5 Clause 55, Protection of Meter had the following sub-clauses added:
    - 3.5.1 Clause 55 (3) – the customer must notify The City when a meter is not operating correctly or is damaged.
    - 3.5.2 Clause 55 (4) – the customer is responsible for the safe keeping of any meter or remote reading device.
    - 3.5.3 Clause 55 (5) – the customer is responsible for any costs to repair damage that was caused by anything within control of the owner.
    - 3.5.4 Clause 55 (6) – the customer must notify The City when a seal on a bypass valve or meter is broken for any reason.
  - 3.6 Clause 58 (3), Meter Reading was added to allow The City to shut off the water supply to a customer who refuses to provide a water meter reading.



- 3.7 Clause 58 (5), Meter Reading explains that The City may test a meter on site or have it removed for testing.
- 3.8 Clause 63, Fire Hydrants was added to address unauthorized use of hydrants, numbering & painting of hydrants, access to hydrants on private property, and clearance around hydrants.
- 3.9 Clause 64, Permit to Use Water from a Fire Hydrant explains how authorization to use a hydrant can be obtained.
- 3.10 Clause 71, Backflow Preventer; all the references to cross-connection control devices were updated with backflow preventer.
- 4.0 Below is a list of revisions made to Part 4, Wastewater Utility:
  - 4.1 Clause 72, Introduction was added to outline the purpose of the Part.
  - 4.2 Clause 78, Plugged Wastewater Sewers was added to identify the process and responsibility for dealing with a plugged sewer.
  - 4.3 Clause 79, Trees and Root, Sub-clauses (2), (3), and (4) were added to address responsibility for tree roots in the wastewater sewer.
  - 4.4 Clause 82, Prohibited Substances in Wastewater; additional prohibited substances were added to this section as recommended by CCME.
  - 4.5 Clause 83, Discharge of Prohibited Substances:
    - 4.5.1 Clause 83 (1) indicates that any person responsible or aware of a prohibited substance being discharged to The City's Wastewater or Storm Water Sewer systems must notify The City;
    - 4.5.2 Clause 83 (2) indicates that any owner who discharges prohibited substances or is noncompliant may be responsible to install monitoring and recording equipment;
    - 4.5.3 Clause 83 (3) indicates that any person who contravenes provisions of this bylaw related to prohibited substances is responsible for costs to sample, test, and remove contamination from the wastewater system.
  - 4.6 Clause 84, Overstrength Surcharge and Schedule "C" were modified to increase the range of concentrations covered by the Overstrength Surcharge and provide a block rate system for payment (i.e. the unit rate increases in tiers as the concentrations increase). The new rates were assessed based on the cost to treat the various constituents in the WWTP. A comparison of the rates is illustrated in the following table:

Constituent	Unit of Measure	Previous Concentration and Rate	Proposed Concentration and Rate		
			Tier 1	Tier 2	Tier 3
<b>BOD</b>	Range (mg/L) Rate (\$/kg)	200 to 1,000 \$0.84	300 to 2400 \$0.87	2400 to 4800 \$1.16	Above 4800 \$1.74
<b>Suspended Solids (TSS)</b>	Range (mg/L) Rate (\$/kg)	200 to 1,000 \$0.91	300 to 2400 \$0.83	2400 to 4800 \$1.10	Above 4800 \$1.66
<b>Oil &amp; Grease</b>	Range (mg/L) Rate (\$/kg)	100 to 500 \$0.26	100 to 250 \$0.68	250 to 500 \$0.90	Above 500 \$1.36

- 4.7 Clause 86, Dental Waste Amalgam Separator addresses the issues of dental facilities discharging waste amalgam into the wastewater sewer.
- 4.8 Clause 88, Discharger Self-Monitoring indicates that The City may require dischargers to monitor, sample, and test their wastewater.
- 4.8.1 Clause 88 (2) indicates that customers who exceeds the discharge limits must submit a plan outlining methodology to correct the bylaw violation.
- 4.9 Clause 89, Disconnection of Sewer indicates that The City may disconnect a customer's sewer service when the wastewater is hazardous to humans, the environment, or the operation of the Wastewater system.
- 4.10 Clause 91, Hauled Wastewater indicates that hauled wastewater may only be discharged at an approved location, with a valid hauler agreement. The rate for hauled waste identified in Schedule "C" is now based on load capacity rather than vehicle type/size. The proposed rate is \$8.30 per cubic meter; which is based on the current volume charge plus the proposed Overstrength Surcharge and the typical hauled wastewater concentrations of BOD, TSS, and O & G. There is now a minimum charge of \$5.00 per load, although recreational vehicles are still exempt.
- 4.11 Clause 92, Best Management Practice indicates that industrial, commercial, and institutional customers must provide information to The City relative to their processes and discharge characteristics. This does not concern domestic wastewater.

5.0 Below is the revisions made to Part 5, Storm Water Utility:

The entire Storm Water Section, Part 5 of the Bylaw, is new and addresses possible issues such as cleanouts, backflow valves, trees & roots, catch basins, prohibited substances, and disconnection.



6.0 Below is the revisions made to Part 6, Waste Management Utility:

- 6.1 Clause 103, Establishment and Contracting was updated to reflect the most recent contract with The City's solid waste collection contractor.
  - 6.1.1 Sub-clause (5) indicates that individuals breaching Clause 103 will be liable for lost revenue that The City would have otherwise made.
- 6.2 Clause 104, Solid Waste Service Charges and Billing Rates covers the charges for the Solid Waste Utility (see Schedule "E" for rates).
- 6.3 Clause 108 (3), Disposal of Solid Waste indicates that public receptacles be used for disposal of incidental waste only.
- 6.4 Clause 109, Residential Solid Waste Collection and Clause 110, Non-Residential Solid Waste were created to help differentiate between the two types of collection.

7.0 Schedule "B" to "E" – An initial clause has been added to each of the Fee Schedules to allow the City Manager to approve annual fee adjustments to reflect the Alberta Consumer Price Index. Any fee increase beyond the CPI would require a Bylaw amendment by Council.

- 7.1 Water rates identified in Schedule "B" are unchanged from the previous bylaw.
- 7.2 Wastewater rates identified in Schedule "C" are also unchanged, except for the Overstrength Surcharge and Hauled Wastewater rates described earlier in this report.
- 7.3 A deposit of \$220 has been added to Schedule "D" for higher risk customers (as defined in Clause 9 of the Bylaw). The previous deposit was assessed based on 30% of the customer's estimated annual bill.
- 7.4 Late payment interest of 1.5% has been moved to Schedule "D" from the body of the Bylaw. This rate is unchanged.
- 7.5 Other Billing and Service Fees contained in Schedule "D" are unchanged.
- 7.6 Rates included in Schedule "E" for Collection and Landfill use are unchanged except that a \$20 charge has been added for provision of a container lock.

## C. RECOMMENDATION

We respectfully recommend that Council approve Utility Bylaw No. 3464/2011 to replace the existing Utility Bylaw No. 3215/98.

---

Daryl Bunnell, E.I.T.  
Internship Engineer

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Tom Warder, P.Eng.  
Environmental Services Manager

Attachments: Utility Bylaw 3464/2011 – Table of Contents, Clauses, and Schedules A-E  
Utility Bylaw 3215/98 – Table of Contents, Clauses, and Schedules A-D

- c. Director of Development Services  
Director of Corporate Services  
Financial Services Manager  
Engineering Services Manager  
Revenue & Assessment Manager  
Waste Management Superintendent  
Water Superintendent  
Wastewater Superintendent  
Construction and Maintenance Superintendent

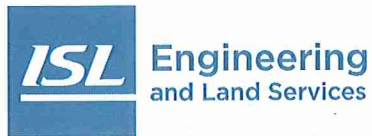


## Council Meeting of December 12, 2011

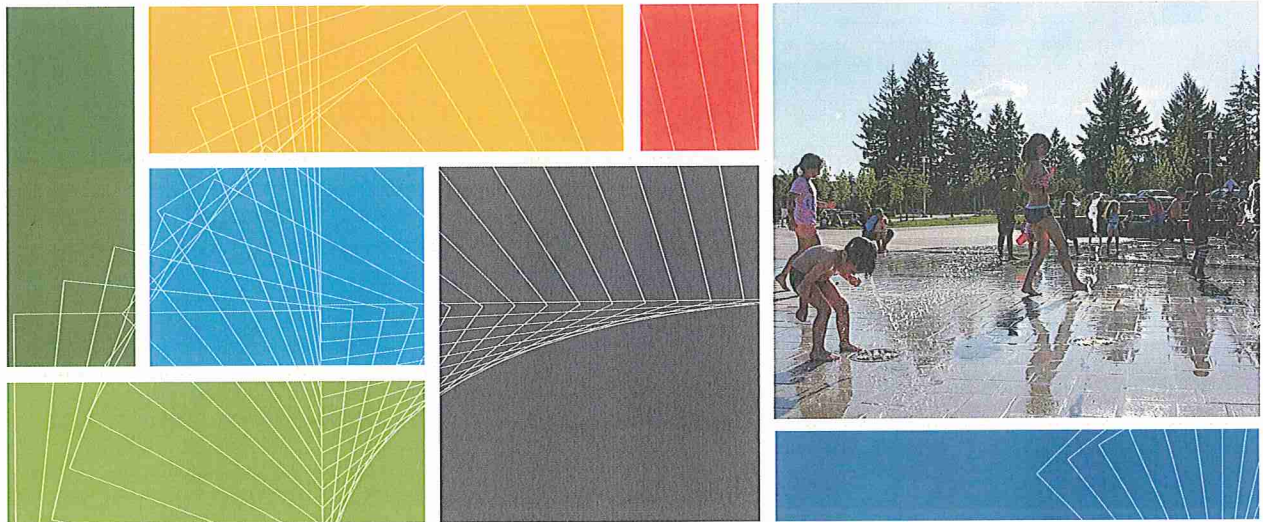
### ATTACHMENT "A"

**DOCUMENT STATUS:** Public

**REFERS TO:** City of Red Deer Skate Park and Spray  
Park Site Assessments and  
Recommendations  
Prepared by ISL Engineering



Inspiring sustainable thinking



## City of Red Deer

Draft Report

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### City of Red Deer Skate Park and Spray Park Site Assessments and Recommendations

November, 2011







City of Red Deer  
*City of Red Deer Skate Park and Spray Park Site Assessment  
 And Recommendations – Draft Report*

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## 1.0 Introduction

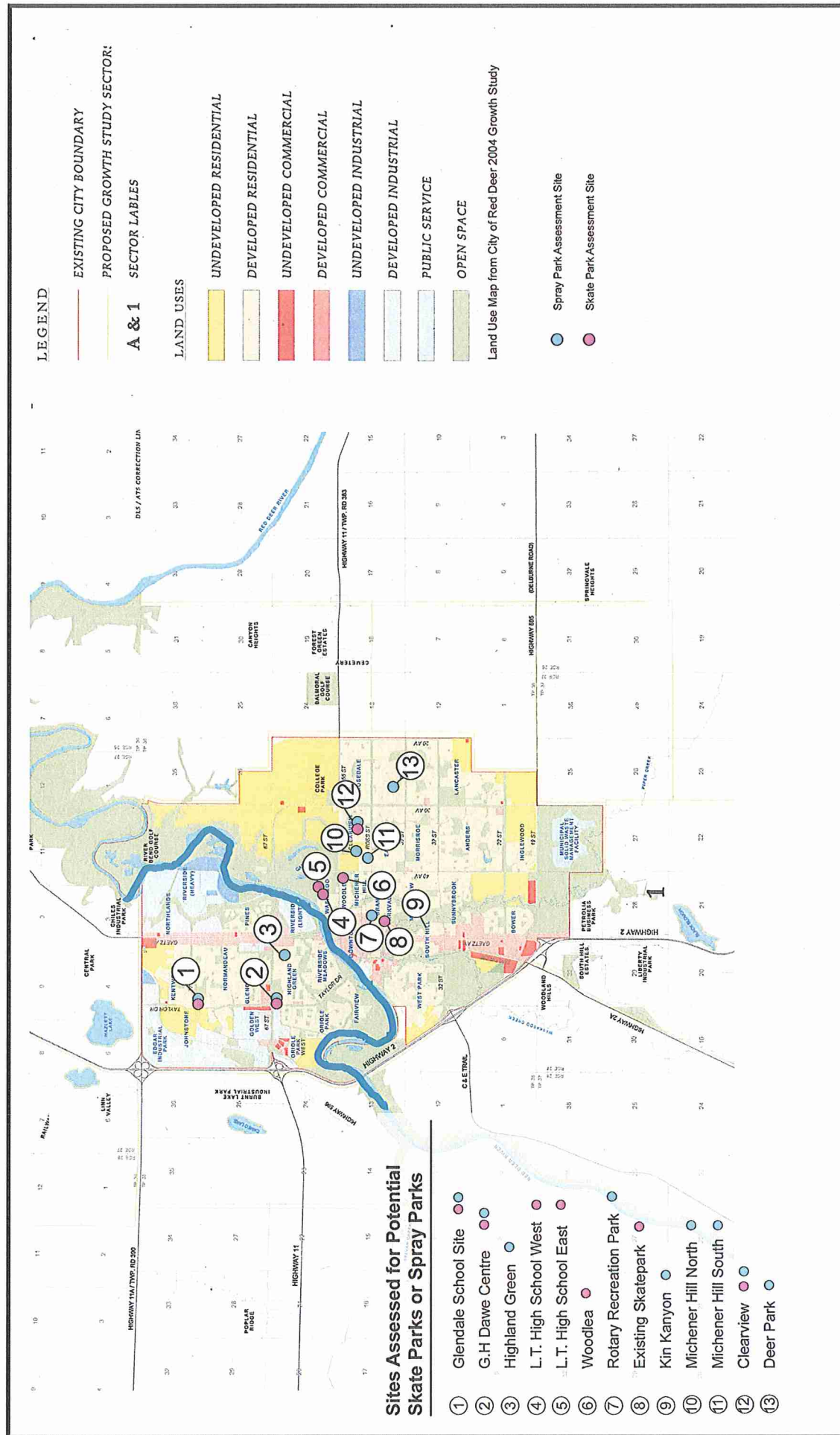
### 1.1 Project Background

In Spring 2011, the City of Red Deer retained the services of ISL Engineering and Land Services to provide site assessments and recommendations for skate park and spray park development in Red Deer. The purpose of the project is to identify key locations for a new spray park and an additional skate park (or expansion of the existing facility). In the City of Red Deer's 2009-2011 Strategic Plan, the ability to provide accessible low-cost or free recreation activities (DC 3.3) was recognized as an important strategy for maintaining Red Deer's distinct character. Furthermore, in the City of Red Deer's Recreation, Parks, Culture Asset Needs Assessment, 2008, it was identified that the development of "non-traditional and or/alternative outdoor recreational experiences", such as skateboarding, be developed as part of the parks system to reduce user conflicts. This project will help advance these initiatives by promoting successful recreational development in Red Deer.

### 1.2 Process

In order to ensure that suitable sites were identified and properly evaluated the following process was developed:

- **Client Consultation:** The ISL project team met with the City at the outset of the project and at key points in the assessment and recommendation process. Early in the project, potential sites were identified, by City staff and the project team, as locations that had potential for facility development. The sites were then toured to verify inclusion in the list of sites to be assessed (see Figure 1.1 on following page). A total of seven sites were identified for potential skate park development and nine sites were identified for potential spray park development.
- **Online Survey:** An online survey regarding skate park development was created and advertised as a strategy for engaging a wider demographic of users. This survey provided the project team with an initial 'temperature gauge' for potential issues or ideas impacting skate park development and the use of the existing facility. The results of the survey are located in Appendix A.
- **Assessment Matrix:** Two matrices, one for skate park development and one for spray park development, were created to establish criteria to evaluate potential sites. The matrix focused on eight categories of assessment criteria: size of site; access/movement; environmental/ cultural conditions; amenities; land use and location; safety and security (CPTED); infrastructure; operations and maintenance. The project team conducted an on-site evaluation of each site and used the assessment matrix as a basis to review and compare.
- **Site Shortlist:** Based on the results of the assessment matrix and further consultation with City staff, a shortlist of four skate park sites and five spray park sites was created. Each of these sites had different opportunities and constraints. These issues were outlined and discussed internally and then highlighted during the public open houses.
- **Public Consultation:** Open houses were held on November 26, 2011 at the G.H. Dawe Centre and Collicutt Centre. Attendees were shown graphic boards of each shortlisted site, outlining the advantages and disadvantages of each (see

Red Deer Spray Park and Skate Park Development  
City of Red DeerFinal Report  
Site Assessment LocationsFigure 1.1  
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Appendix B). Participants were provided with the opportunity to discuss the project with City staff and project team members. A written record of comments, concerns and ideas were captured on comment forms (see Appendix C). Following the open houses, the graphic boards were posted on the City's website.

- **Report and Recommendations:** Based on the results of public consultation and further discussions with City staff, sites were selected for recommendation. This report was prepared to present the recommendations to City Council and outline strategies for facility development.



## **2.0 Skate Park Site Assessment and Recommendations**

### **2.1 Assessment Criteria**

The assessment criteria developed for the skate park site evaluation was based on eight categories of facility requirements and considerations categories (see Table 2.1 on following page). Some of the key criterion especially important to skate park facilities relate to safety and security, adjacent land uses, and access. Natural site surveillance and other CPTED principles are important because of the physical nature of the activity and potential for undesirable activities that sometimes are associated with these places. Though visibility is important, it is also necessary to respect potential adjacent land use conflicts and maintain proper distances and buffers between these facilities and individual residences. Since this sport is typically geared towards children and teenagers, the majority of users may not have access to vehicles; therefore, demographics and access to public transportation and trails (walkability/accessibility) are important considerations.

### **2.2 Site Assessments**

On-site assessments were conducted for seven potential sites: Glendale School; G.H. Dawe Centre; Lindsay Thurber High School (West site); Lindsay Thurber High School (East site); Woodlea; Existing skate park; Clearview. Each site was rated according to criteria on the assessment matrix. Following evaluation of each site, ratings were weighted according to criteria importance and added up to provide a final score. Using this score the sites were ranked from highest suitability to lowest suitability. The completed matrix is provided on the following page (Table 2.1). The ranking of the sites (from highest suitability to lowest suitability), according to site assessment results only, is as follows:

1. Existing Skate Park
2. G.H. Dawe Centre
3. Glendale School
4. Clearview
5. Lindsay Thurber High School (East site)
6. Lindsay Thurber High School (West site)
7. Woodlea

Based on these rankings and discussion with City staff, the top four sites were shortlisted for presentation to the public for feedback.

### **2.3 Public Consultation**

Public open houses were held in order to obtain public feedback on the four proposed sites. The four sites were exhibited on graphic boards that outlined the opportunities and constraints of each site (see Appendix B). An approximate footprint of the proposed facility and potential future expansion were superimposed on an aerial photograph of each site to illustrate the scale and location of the potential skate park the size of the foot print was based on the size of the existing skate park. The G.H. Dawe Centre site showed two options for skate park locations. In the case where an approved master plan or development plan exists for a site, the master plan graphic was superimposed on the aerial photograph to show the full build-out of the site in relation to the potential skate park. The Glendale School site also showed the future potential location of a community center and parking area, which is currently being explored as a separate City initiative.

City of Red Deer Skate Park Site Assessment											
Map # (Fig.1)	Importance of Criteria (5 highest, 1 lowest)	Evaluation Criteria									
		Extent of Meeting Criteria (Does not meet criteria 1 - partially meets criteria 2-generally meets criteria 3- completely meets criteria)									
1	2	3	4	5	6	7	8	9	10	11	12
Glendale*											
G.H. Dave Centre											
Lindsay Thurber High School (West)											
Lindsay Thurber High School (East)											
Woodlea Site											
Existing Skate Park											
Clearview Site											
Size of Site											
Is the proposed site of adequate size for skate park and associated amenities?											
Can the proposed site accommodate potential future expansion?											
Access/Movement											
Is there easy access to public transit at the proposed site?											
Are there good pedestrian / trail connections to the proposed site?											
Can the site accommodate a safe drop off area?											
Is there adequate existing on-site or on-street parking (no additional parking required)?											
Amenities											
Are associated amenities such as public telephone, water, shelter and shade existing and available?											
Is the proposed site close to shops selling food and drink and is there potential for seasonal, peak time and/or event day and drink outlets?											
Environmental / Cultural Conditions											
Does the topography at the proposed site pose minimal construction implications (i.e. no need for significant earthworks or existing topography provides interesting opportunities)?											
Can the site accommodate development without the loss of mature/significant trees or forested areas?											
Will the location of a skate facility on the proposed site not displace existing recreational or other site users?											
Is the proposed site location where young people want to be or adjacent to where they currently congregate?											
Land Use and Location											
Is the proposed site centrally located within one of the City's regional areas (neighbourhoods)?											
Is the site free of potential land use or ownership issues?											
Is the site location an adequate distance from residential dwellings and incompatible land uses to avoid potential impacts?											
Is the proposed site in close proximity to existing shopping centres, sports or recreation facilities or interested schools?											
Safety and Security (CPTED)											
Is the proposed site allow natural public surveillance for safety and security?											
Can the proposed site provide adequate emergency vehicle access (fire, police and ambulance)?											
Does the proposed site provide safe entry to and from the site and safe setbacks from busy roads and intersections?											
Infrastructure											
Is there existing electricity to the site (based on visual survey)?											
Is there existing water / sanitary to the site (based on visual survey)?											
Operations and Maintenance											
Does the proposed site have the availability of infrastructure to potentially house management / maintenance requirements?											
How readily accessible is the skatepark to regular maintenance?											
Total Weighted Rating (Score x weighting)											
Ranking of All Sites (1=Highest, 7=Lowest)											
* Glendale site reviewed with the assumption that the proposed community centre and associated parking would be developed on site											





The results of the open houses are located in Appendix C.

## **2.4 Site Recommendations**

Based on the process noted above, an understanding of the City's strategic vision, and the project team's recreational development experience, the following outlines the recommendations for skate park development in Red Deer:

### **2.4.1 Existing Skate Park Expansion**

The existing skate park is a well-used and established location. It is recommended that this location be expanded, but not necessarily to its full build out as shown in the Rotary Recreation Park and South Area Study, 2010 (see Figure 2.1). Since the site is located downtown, it has easy and equitable transit access from various parts of the City. Because the project would be a site expansion rather than a new facility the anticipated costs would be lower and could be designed and built to a specific budget. The surrounding amenities, such as the arena and recreation centre, will continue to serve users as support facilities though the addition of small amenities, such as a water fountain, would be beneficial.

Currently, the site is too small to safely accommodate the number of users and specifically the number of users of different skills and ages. Additional space and elements would greatly improve safety and user experience. During the public consultation process, users have identified some of the elements and small amenities, such as a water fountain, that would be an asset to the site (see Appendix C).

### **2.4.2 Glendale School Site**

The Glendale School site is located on the northwest side of Red Deer directly adjacent to a public K-8 school (See Figure 2.2). The site has great transit access and pedestrian accessibility, making it easy for users to reach the site without requiring a vehicle. As well, this location will allow north side resident to stay closer to their neighborhood without being required to travel to the downtown site. The skate park also provides adjacent schools with a nearby activity that encourages physical recreation in Red Deer's youth.

According to the 2007 Census, the percentage of residents, adjacent to this site, between the ages of 5-14 years old and 15-24 years old are 19% and 13%, respectively (Census 2007). According to the International Association of Skateboard Companies (IASC), 71% of skateboarders in 2008 were between 12 and 17 years old. This demographic information and the fact that this area of the City is one of the most densely populated (Census 2007), provides support for the development of a facility in this area. By developing a skate park in this area, equitable access to youth-based recreation on the north side of Red Deer would be improved.

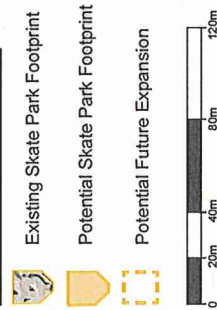
This site is highly suitable for skate park development, but its success will depend on whether a community centre, which is currently being explored as a separate City initiative, is developed on the same site. Because of complementary programming, it is recommended that a skate park be developed as a programming element within the overall plan for the community centre. The skate park has the potential to be constructed prior to the community centre; however, additional amenities, such as washrooms, would not be available.



### Existing Skate Park Site

- Well developed site
- Established skate park location with regular users
- Close proximity to Rotary Park and Arena amenities
- Close proximity to Downtown
- Good transit, trails, and parking
- Expansion would benefit current users of this park
- A secondary location in the City may be more beneficial before expanding this location

#### Plan Symbols



Plan overlay from Red Deer Rotary Recreation Park and South Site Study 2010



Red Deer Spray Park and Skate Park Development  
City of Red Deer



Final Report  
Existing Skate Park Expansion

Figure 2.1  
13333



### Glendale School Site

- Complementary facilities (schools/future community centre) in vicinity
- Site is currently being reviewed as a potential location for a community centre
- Sufficient available space
- Good demographics and population density
- Good visibility and minimal security issues
- Good location as City grows
- Location on transit and sidewalk/trail network
- Needs to be discussed further with School Board

#### Plan Symbols



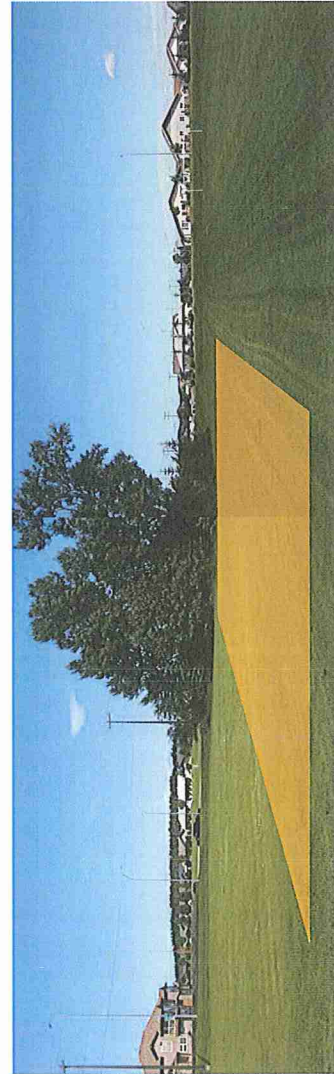
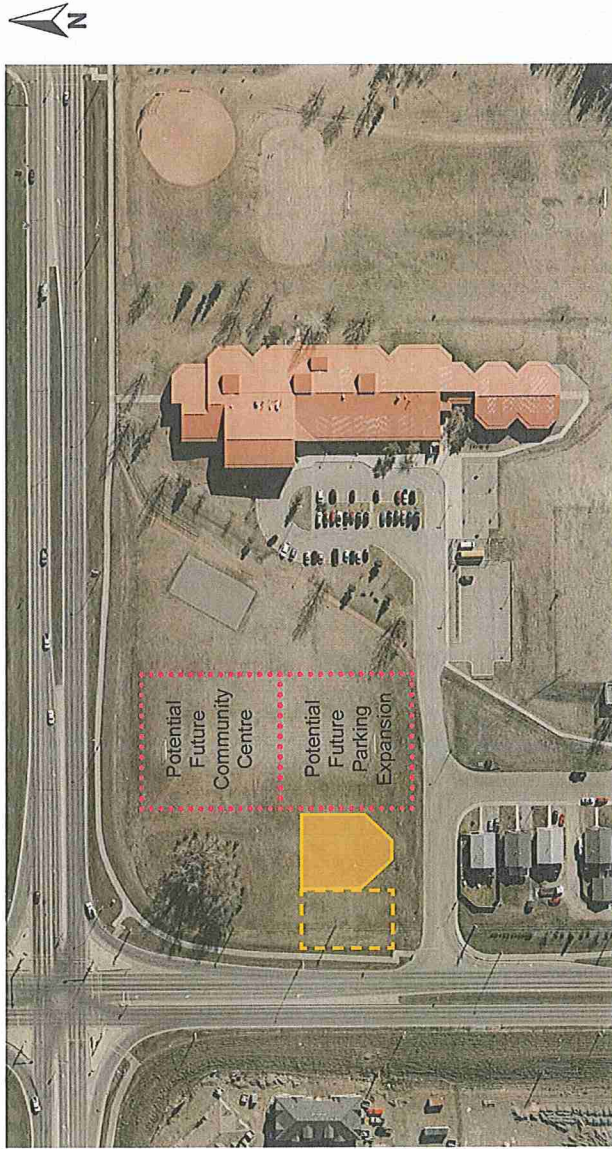
Existing Skate Park Footprint



Potential Skate Park Footprint



Potential Future Expansion



Red Deer Spray Park and Skate Park Development  
City of Red Deer

Final Report  
Glendale Skate Park Site

Figure 2.2  
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## **2.5 Additional Recommendations**

The following outlines additional recommendations for skate park development:

- During public consultation, users provided ideas for additional features that would be beneficial to user experience and provide for a broader range of skill level (See Appendix C). It is recommended that users are given the opportunity to be included in the design process as skate park development progresses.
- Due to the specialized design of skate parks, implementation may be most cost-effective to be conducted as a design-build project, rather than a more traditional design-bid-build process.
- Development of an indoor skate park may be a beneficial recreational opportunity for skateboarders, especially in winter. Recently, Red Deer's only privately owned indoor skate park closed. Several users have indicated that the closure of this facility has left a gap in the skateboard recreation.





## **3.0 Spray Park Site Assessment and Recommendations**

### **3.1 Assessment Criteria**

The assessment criteria developed for spray park site evaluation was based on eight categories of facility requirements and considerations categories (see Table 3.1 on the following page). Some of the key criterion especially important to spray park facilities relate to parking, access, and safety. Since a spray park facility of this type will service nearby residents and be a destination within the City, parking will be important; however, good transit and walkability will be equally important. Similar to the skate park assessment criteria weighting, issues related to safety and natural surveillance are very important to spray park development. Though these facilities tend to be used by families and often have parental supervision associated with them, these facilities should still be located in highly visible and accessible areas. For this reason, sites that are frequented by pedestrians or are visible from roadways have rated higher on the matrix.

### **3.2 Site Assessment**

On-site assessments were conducted for nine potential sites: Glendale School; G.H. Dawe Centre; Highland Gardens; Rotary Recreation Park; Kin Canyon; Michener Hill (North site); Michener Hill (South site); Clearview; Deer Park Estates. Each site was rated according to criteria on the assessment matrix. Following evaluation of each site, ratings were weighted according to criteria importance and added up to provide a final score. Using this score the sites were ranked from highest suitability to lowest suitability. The completed matrix is provided on the following page (see Table 3.1). The ranking of the sites (from highest suitability to lowest suitability), according to site assessment results only, is as follows:

1. Rotary Recreation Park site
2. Glendale School site
3. G.H. Dawe Centre site
4. Kin Canyon site
5. Clearview site
6. Michener Hill (North site)
7. Deer Park Estates site
8. Highland Gardens site
9. Michener Hill (South site)

Based on these rankings and discussions with City staff, the top five sites were shortlisted for presentation to the public for feedback.

### **3.3 Public Consultation**

Public open houses were held, in order to obtain public feedback on the five proposed sites. The five sites were exhibited on graphic boards that outlined the opportunities and constraints of each site (see Appendix B). An approximate footprint of the proposed facility was superimposed on an aerial photograph of each site to illustrate the scale and locations of the spray park. The size of the footprint is based on a suitable facility for approximately 200 users at peak use (refer to the Kin Canyon Development Plan). In the case where an approved master plan or development plan exists for a site, the master plan graphic was superimposed on the aerial photograph to show the full build-out of the site in relation to the potential spray park. The Glendale School site also showed the

City of Red Deer Spray Park Site Assessment												
Map # (Fig.1)												
Importance of Criteria (5 highest, 1 lowest)												
Extent of Meeting Criteria (Does not meet criteria 1-partially meets criteria 2-generally meets criteria 3-completely meets criteria 4)												
Evaluation Criteria												
Size of Site												
Is the proposed site of adequate size (approx. 1000-5000 sq. m.) for spray park and associated amenities?												
5	3	3	1	3	3	3	3	2	3	2	3	2
Can the proposed site accommodate potential future expansion?												
3	3	2	0	3	3	3	3	3	1	1	0	0
Access/Movement												
Is there easy access to public transit at the proposed site?												
5	2	2	0	3	1	0	0	2	0	2	0	0
Are there good pedestrian / trail connections to the proposed site?												
4	2	2	0	3	3	2	1	1	1	1	1	1
Can the site accommodate a safe drop off area?												
4	3	3	1	2	3	3	1	2	2	2	2	2
Is there adequate existing on-site or on-street parking (no additional parking required)?												
5	3	2	1	2	1	2	2	2	1	1	1	1
Amenities												
Are associated amenities such as public telephone, toilets, water, shelter and shade existing and available?												
4	3	3	1	3	1	0	0	2	0	2	0	0
Is the proposed site close to shops selling food and drink and is there potential for seasonal, peak time and/or event day food and drink outlets?												
3	2	2	2	3	1	0	0	0	0	0	0	0
Environmental / Cultural Conditions												
Does the topography at the proposed site pose minimal construction implications (i.e. no need for significant earthworks)?												
4	3	3	3	3	3	3	3	2	3	3	3	3
Can the site accommodate development without the loss of mature/significant trees or forested areas?												
5	3	3	3	3	3	3	2	3	3	3	3	3
Will the development of a spraypark enhance the existing features/surrounding or amenities of the site?												
3	3	3	2	3	3	2	2	2	2	2	2	2
Will the location of a spray facility on the proposed site not displace existing recreational or other site users?												
3	3	1	0	3	3	3	0	3	3	0	3	2
Is the proposed site location where user groups, including young families want to be or adjacent to where they currently congregate?												
4	3	3	1	3	3	3	0	1	2	2	2	2
Land Use and Location												
Is the proposed site centrally located within one of the City's regional areas (neighbourhoods)?												
4	3	3	2	3	3	0	1	2	3	3	3	3
Is the site location an adequate distance from residential dwellings and incompatible land uses to avoid potential impacts?												
4	2	3	0	2	2	2	0	1	1	1	1	1
Is the proposed site in close proximity to existing shopping centres, sports or recreation facilities or interested schools?												
4	3	3	1	3	2	3	1	2	2	2	2	2
Safety and Security (CPTED)												
Is the proposed site allow natural public surveillance for safety and security?												
5	3	3	3	3	3	3	2	3	3	3	3	3
Can the proposed site provide adequate emergency vehicle access (fire, police and ambulance)?												
5	3	3	3	3	3	3	3	3	3	3	3	3
Does the proposed site provide safe entry to and from the site and safe setbacks from busy roads and intersections?												
5	2	2	3	3	3	3	2	3	2	3	2	2
Infrastructure												
Is there existing electricity to the site (based on visual survey)?												
4	3	3	3	3	3	3	3	3	3	3	3	3
Is there existing water / sanitary to the site (based on visual survey)?												
4	3	3	1	3	3	3	1	0	3	3	2	2
Does the existing infrastructure have the capacity to support additional amenities, including washrooms, change rooms, etc. (based on visual survey)?												
4	3	3	0	3	3	3	1	0	2	2	1	1
Operations and Maintenance												
Does the proposed site have the availability of existing infrastructure to potentially house management / maintenance requirements?												
3	2	3	0	0	2	0	0	0	2	0	2	0
How readily accessible is the spray park to regular maintenance?												
3	3	3	2	3	3	3	1	1	1	1	2	2
Ranking of All Sites												
2	3	8	1	4	6	9	5	7				
267	260	140	269	246	179	122	207	168				
Total Weighted Rating (Score x weighting)												
* Glendale site reviewed with the assumption that the proposed community centre and associated parking would be developed on site												

13333

Table 3.1

Final Report

Spray Park Site Assessment Matrix

Red Deer Spray Park and Skate Park Development

City of Red Deer

THE CITY OF

Red Deer

Engineering and Land Services

Table 3.1  
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Spray Park Site Assessment MatrixRed Deer Spray Park and Skate Park Development  
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future potential location of a community center and parking area, which is currently being explored as a separate City initiative. The Clearview site showed an approximate location for a parking expansion which would be required if the site was developed with a spray park.

The results of the open houses are located in Appendix C.

### **3.4 Site Recommendations**

Based on the process noted above, an understanding of the City's strategic vision, and the project team's recreational development experience, the following outlines the recommendations for spray park development in Red Deer:

#### **3.4.1 Rotary Recreational Park**

The Rotary Recreational Park and South Area Study 2010, proposes changes and upgrades to the existing park in order to make it a stronger recreational destination and civic centre for the Red Deer. As the improvements occur and the current skating oval site is transformed into a civic event space, the addition of a spray park presents itself as a positive way to bring activity into the area. The relationship between the indoor water facilities in Rotary Park support and mirror the introduction of an outdoor spray park. The free activity of the spray park will allow financially challenged residents to enjoy water sport, while the indoor centre provides an alternative during inclement weather.

The Sorenson transit station and public parkade are easy access from the proposed location, which will reduce the likelihood of increased pressure on the existing parking lot at Golden Circle. As well, the downtown area serves as a hub for various trail connections with destinations throughout the City. If the demand for parking is higher than expected, additional on-street parking, such as weekend parking on surrounding roads, may be beneficial.

It is recommended that the spray park be located on the northwest corner of the site (see Figure 3.1). While the site is in transition from its current state to its proposed one, the spray park will not interfere with current activities on the site, including the skating oval. When the site reaches its full build-out, the spray park will serve as a complementary activity when events, such as farmers' markets and celebration take place in the adjacent park spaces.

Since the facility is only one element in a larger park site, it is important to recognize that the proposed location of the spray park is also an important entry point for Rotary Recreation Park. This corner should be designed as a gateway into the park and walkways should be designed to allow pedestrians to pass through the area without being forced through the spray park area. It is recommended that the design of the spray park be developed as part of an overall design of the entry corner to ensure that the facility does not interfere with the overall vision for Rotary Recreation Park.

In order for the spray park to function successful in the proposed location, additional amenities and support facilities will be required. A small building will need to be constructed to house washrooms/change facilities and operational and maintenance equipment. As well a wide concrete plaza area and picnic sites surrounding the facility would provide seating areas for families, while providing a buffer space to limit debris entering the pump systems or causing water damage to turf areas.



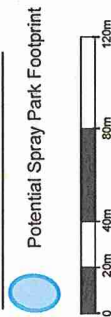
### Rotary Recreation Park Site

- Complementary to Rotary Recreational Park and South Area Study 2010
- Complementary to activities planned for site
- Potential facility sharing
- Central location and adjacent to Downtown
- Good trail, transit, and parking
- Will be a destination activity due to area demographics
- Limited parking availability could be a challenge



Plan overlay from Red Deer Rotary Recreation Park and South Site Study 2010

#### Plan Symbols



Red Deer Spray Park and Skate Park Development  
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### **3.5 Additional Recommendations**

- It is recommended that sustainable operations strategies be developed as the spray park is implemented. In discussion with other municipalities, it became apparent that there is a wide range of strategies that will reduce the maintenance and ecological footprint of these facilities. For example, in Blackfalds, water used at the spray park is collected in a holding tank for use in irrigation and a computerized system ensures that the system is turned on for hours of operation only. By learning from other municipalities with similar facilities, the spray park may be more efficient and technologically innovative.
- The facility recommended for Rotary Park is intended to a relatively large volume of users, compared to one that would be appropriate for a small neighborhood park. Though a larger facility provides a more diverse range of amenities in the long term, development of smaller spray features may be valuable on smaller sites that service nearby residents.



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## 4.0 Closing

Recreational development is an important part of the Red Deer experience. As noted in the City of Red Deer Strategic Plan 2009-2011, the recreation and parks system is an important part of the City's distinctive character and creates a high quality of life for residents. As communities develop it is important to ensure that residents are able to have the opportunity to participate in a wide range of activities. Skate park and spray park development in Red Deer will increase the diversity of activities for families and youth. By providing opportunities for physical recreation in young people, it is more likely that they will continue to pursue active lifestyles.



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## **Appendix A**




### **Online Skate Park User Survey Results**



## Red Deer Skate Park – User Questionnaire



## 1. How often do you use this skate park?

		Response Percent	Response Count
once a week or less		30.8%	4
2-3 times a week		30.8%	4
5 or more times a week		38.5%	5
answered question			13
skipped question			0

## 2. What area of the City do you live in? Please provide the name of your neighborhood or your postal code.

	Response Count
	13
answered question	13
skipped question	0

## 3. What do you like about this location?

	Response Count
	11
answered question	11
skipped question	2

**4. What could be improved?**Response  
Count

11

answered question

11

skipped question

2

**5. Where do you think another good location for a skate park would be?**Response  
Count

12

answered question

12

skipped question

1

**6. If you were designing a skate park for Red Deer what would be one thing you'd want in it?**Response  
Count

12

answered question

12

skipped question

1

**Q2. What area of the City do you live in? Please provide the name of your neighborhood or your postal code.**

1 Vanier woods

Sep 25, 2011 4:57 PM

2 Lancaster

Sep 20, 2011 7:50 PM

3 T4p0g5

Sep 20, 2011 7:46 PM

4 Eastview.

Sep 17, 2011 1:10 PM

5 Waskasoo

Sep 15, 2011 9:52 PM



**Q2. What area of the City do you live in? Please provide the name of your neighborhood or your postal code.**

6	red deer orile park T4P 1T2	Sep 14, 2011 7:50 PM
7	Rosedale	Sep 10, 2011 1:33 PM
8	sunnybrook	Sep 8, 2011 5:45 PM
9	sunnybrook	Sep 8, 2011 5:21 PM
10	Anders	Sep 8, 2011 4:36 PM
11	T4R 2Z2	Sep 2, 2011 9:04 AM
12	Lancaster	Sep 1, 2011 11:54 PM
13	Oriole Park West	Sep 1, 2011 8:10 PM

**Q3. What do you like about this location?**

1	nothing its too far 30 minute bike ride there	Sep 25, 2011 4:57 PM
2	3 stair and 8 stair	Sep 20, 2011 7:50 PM
3	The location the skate park is in right now is a fair place for it to be because it is around the same distance from the other neighborhoods in Red deer.	Sep 17, 2011 1:10 PM
4	It's close to most things	Sep 15, 2011 9:52 PM
5	its close and not on the other side of the city	Sep 14, 2011 7:50 PM
6	it's an easy ride down to the park	Sep 8, 2011 5:45 PM
7	it's an easy ride down to the park	Sep 8, 2011 5:21 PM
8	Its got some different skill stuff ... But pretty basic.	Sep 8, 2011 4:36 PM
9	Its close to the collicut, its easy to get around. Its has a lot of public transit.	Sep 2, 2011 9:04 AM
10	Good place to gatherlarger more challenge. Area for little kids	Sep 1, 2011 11:54 PM
11	It is closer than down town	Sep 1, 2011 8:10 PM

**Q4. What could be improved?**

1	closer to Vanier and smaller ledges manual pad five step	Sep 25, 2011 4:57 PM
2	more stairs and more rails and a kicker and a mini ramp	Sep 20, 2011 7:50 PM
3	I feel that the skate park is too small for how many people actually attend it daily. I think that the size of the skate park should be enlarged.	Sep 17, 2011 1:10 PM



**Q4. What could be improved?**

4	More transitions and more areas. I would also enjoy more very. The airdrie park is incredible and while I don't want the same park certain elements would be fun	Sep 15, 2011 9:52 PM
5	stairs rails banks half pipe and more flat	Sep 14, 2011 7:50 PM
6	Too isolated, no one monitoring bad language, bad behaviour	Sep 10, 2011 1:33 PM
7	more variety within ramps,rails and it's size	Sep 8, 2011 5:45 PM
8	more variety within ramps,rails and it's size	Sep 8, 2011 5:21 PM
9	Another location further south for people living around the collicutt. More levels of tricks ... Areas for smaller kids as well as teens.	Sep 8, 2011 4:36 PM
10	There are way too many lights! They are not timed out at all on 30th street or 32nd. And at midnight, that stupid light by the collicutt when driving on 30th is ALWAYS red and there is never anyone coming out of the collicutt at that time! drives me nuts. Other than the lights, It is a fantastic area to live in.	Sep 2, 2011 9:04 AM
11	See abovemore challenge for better boarders	Sep 1, 2011 11:54 PM

**Q5. Where do you think another good location for a skate park would be?**

1	inglewood in this open field	Sep 25, 2011 4:57 PM
2	by the collicutt or somewhere around lancaster	Sep 20, 2011 7:50 PM
3	I believe that a good location for a new skate park would be the north side of Red Deer because it is a lot farther away then the other sides of the city.	Sep 17, 2011 1:10 PM
4	In the south end of Edgar industrial park. It would be away from residential but still an area that has high traffic to avoid issues with drugs or violence. Another good location would be just off Ross st on the east end near extendicare	Sep 15, 2011 9:52 PM
5	Gh dawe center	Sep 14, 2011 7:50 PM
6	Near collicutt, somewhere visible and monitored	Sep 10, 2011 1:33 PM
7	where it is is fine	Sep 8, 2011 5:45 PM
8	where it is is fine	Sep 8, 2011 5:21 PM
9	By the collicutt	Sep 8, 2011 4:36 PM
10	Maybe on the north end, i know there are a lot of youth that would use it on the north end some where.	Sep 2, 2011 9:04 AM
11	Need 2 more one north one south	Sep 1, 2011 11:54 PM
12	Dawe Centre	Sep 1, 2011 8:10 PM

**Q6. If you were designing a skate park for Red Deer what would be one thing you'd want in it?**

1	ledges,maual pads,down rails,a five step,flat rails smaller with round coping	Sep 25, 2011 4:57 PM
---	---	----------------------



**Q6. If you were designing a skate park for Red Deer what would be one thing you'd want in it?**

	halfpipe and less of a bowl more flat area,,,and a seperate bike place so not so clumped together	
2	5 stair	Sep 20, 2011 7:50 PM
3	Instead of having a 8 set of stairs and a 3 set of stairs to have a 5 set of stairs or a rail that goes down a 4 or 5 set.	Sep 17, 2011 1:10 PM
4	Snake run or half pipe	Sep 15, 2011 9:52 PM
5	A five stair 4 stair 3 stair and rails and a big tower with a lounch	Sep 14, 2011 7:50 PM
6	Separate areas for beginner and advanced skaters	Sep 10, 2011 1:33 PM
7	space and a bowl that you can drop into	Sep 8, 2011 5:45 PM
8	space and a bowl that you can drop into	Sep 8, 2011 5:21 PM
9	Check out Cochrane ... Stuff like that.	Sep 8, 2011 4:36 PM
10	more rails.	Sep 2, 2011 9:04 AM
11	Stairs and higher ramps	Sep 1, 2011 11:54 PM
12	half pipe	Sep 1, 2011 8:10 PM



City of Red Deer  
*City of Red Deer Skate Park and Spray Park Site Assessment  
And Recommendations – Draft Report*

## **Appendix B**

### **Site Assessment Open House Boards**

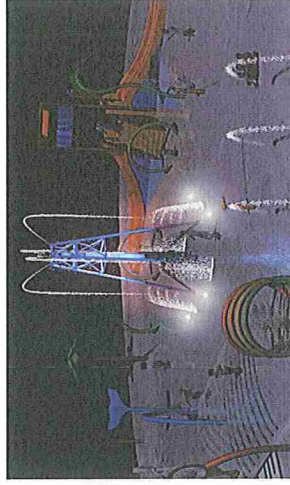
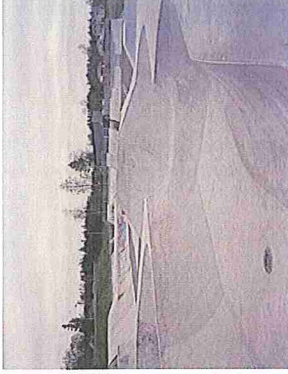
## Skate Park and Spray Park Development

### Project Introduction

Welcome!

The City of Red Deer is currently looking into potential locations for a new spray park and an additional skate park. The purpose of this project is to complete an inventory and assessment of City park sites and to identify and recommend the most suitable sites for the development of a spray park(s) and the development of a second skate park within the City.

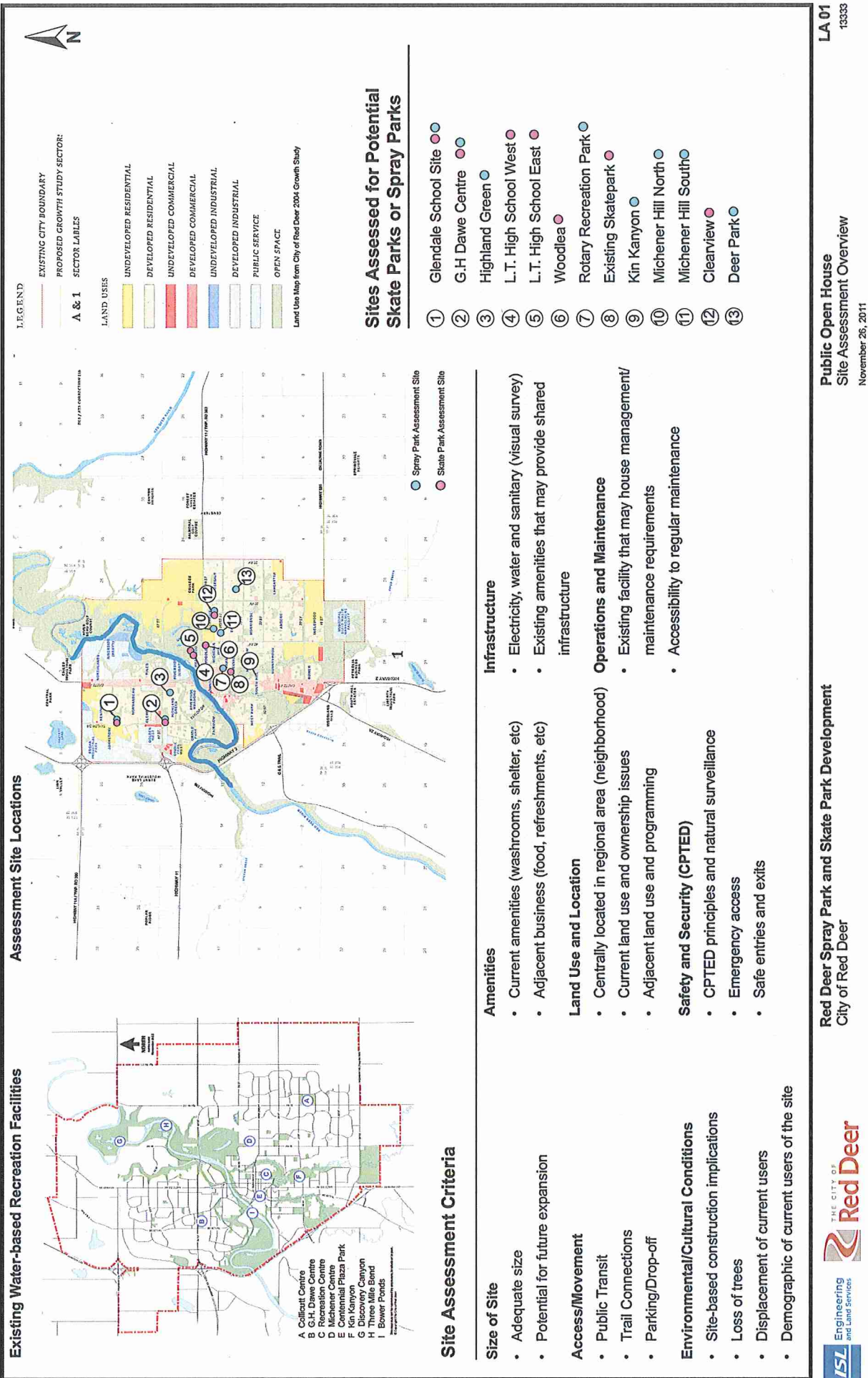
Potential sites for these facilities have been identified. Please review the locations and provide us with your ideas and opinions. Together, we can provide fun recreational opportunities for Red Deer families and youth.



### Did you know:

- Red Deer's existing skate park is now over 11 years old
- that the first skate park was built in 1976 in California
- skateboarding is a world-wide mainstream multi-generational sport
- that Red Deer doesn't have a spray park and families have to drive out of town to enjoy these facilities

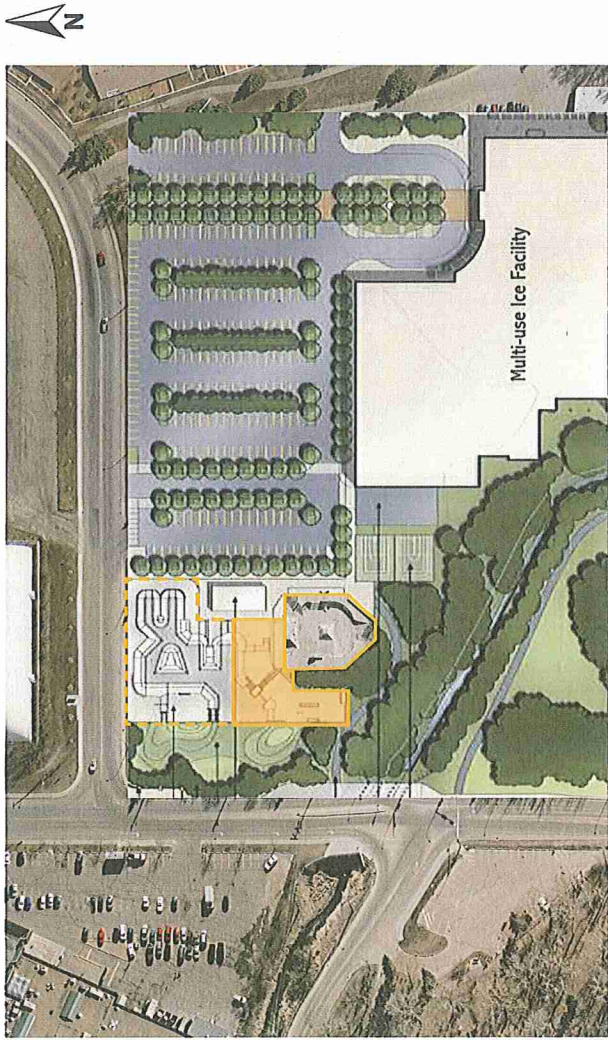
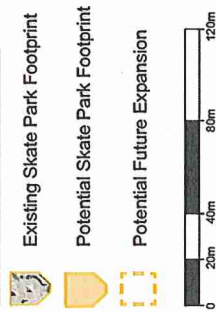




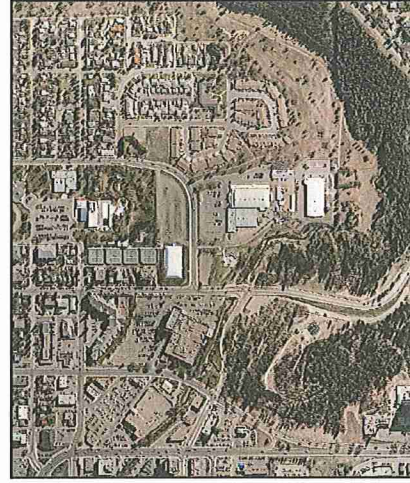
### Existing Skate Park Site

- Well developed site
- Established skate park location with regular users
- Close proximity to Rotary Park and Arena amenities
- Close proximity to Downtown
- Good transit, trails, and parking
- Expansion would benefit current users of this park
- This area in the Rotary Recreation Park is a "youth-designated" zone

#### Plan Symbols



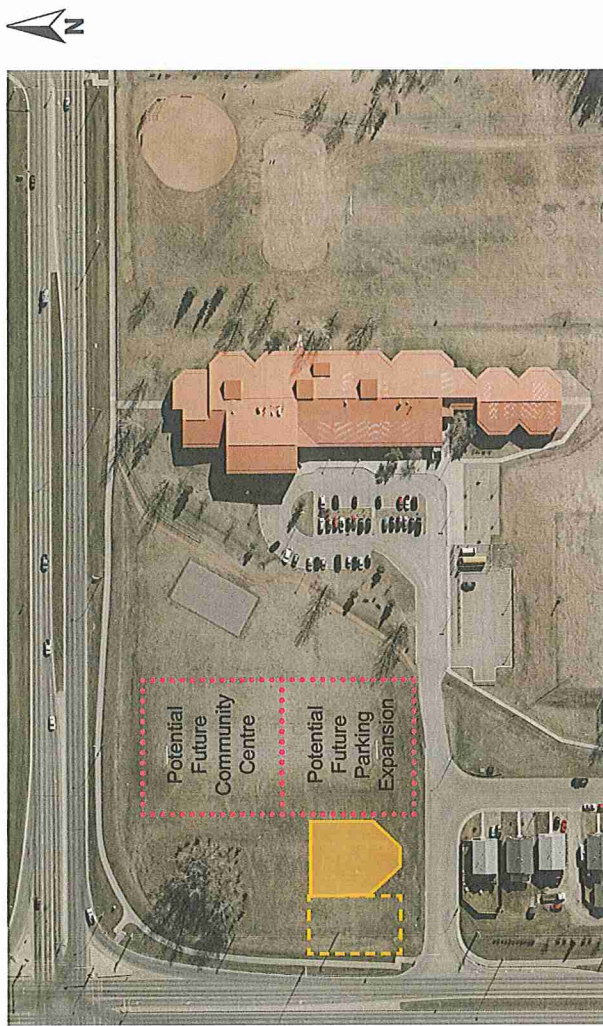
Plan overlay from Red Deer Rotary Recreation Park and South Site Study 2010



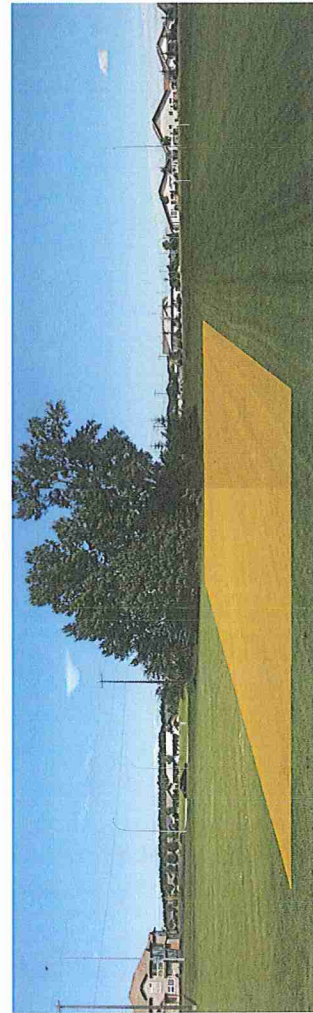
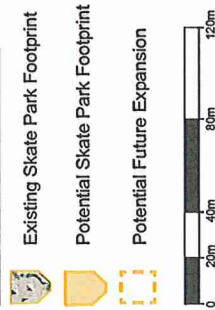


### Glendale School Site

- Complementary facilities (schools/future community centre) in vicinity
- Site is currently being reviewed as a potential location for a community centre
- Sufficient available space
- Good demographics and population density
- Good visibility and minimal security issues
- Good location as City grows
- Location on transit and trail network
- Needs to be discussed with School Board



#### Plan Symbols





### G.H. Dawe Centre Site

- Complementary to G.H. Dawe Site Master Plan 2007
- Complementary recreational activities
- Facility support/sharing
- Well known location
- Good demographics in area
- Central to North side and future residential areas
- Multiple areas on site with sufficient space
- Schools and Centre would attract users
- Shared site ownership with schools
- Two location options on the site. Option B matches the location proposed in the G.H. Dawe Site Master Plan 2007
- Option A would require Phase 2 expansion (as shown) to ensure visibility

#### Plan Symbols



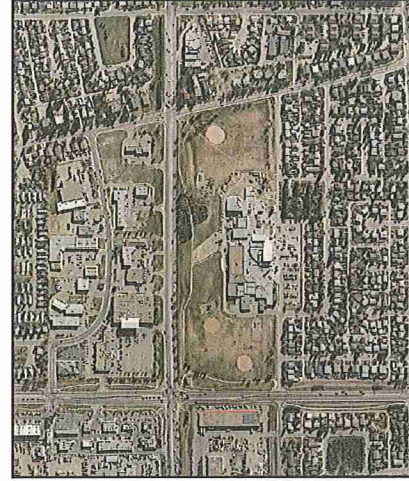
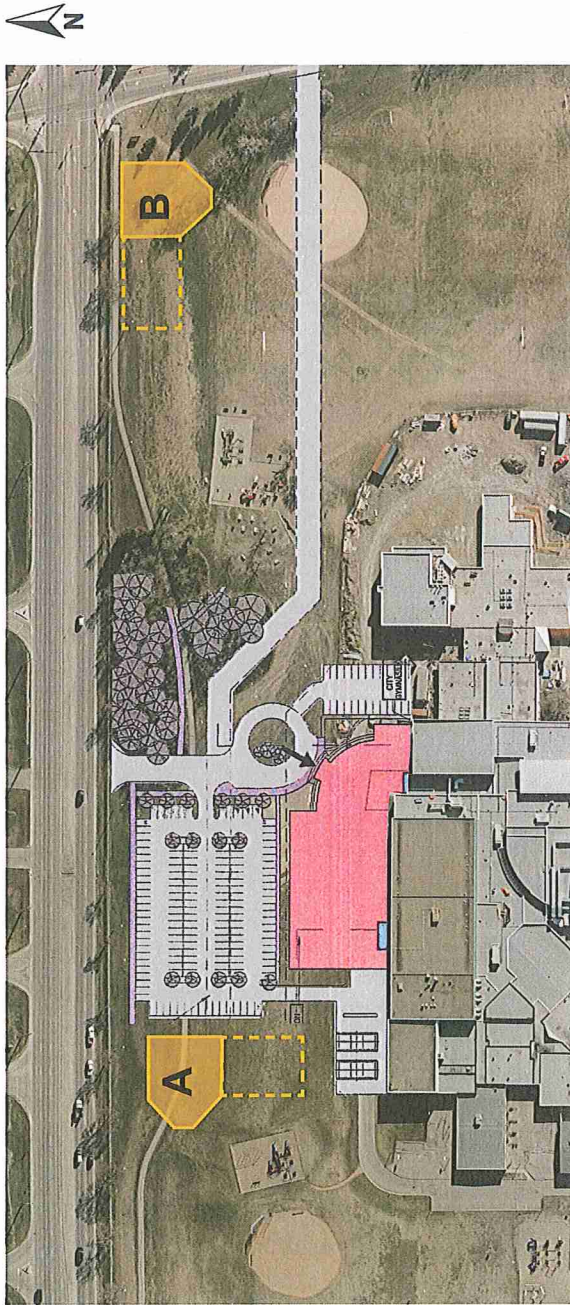
Existing Skate Park Footprint



Potential Skate Park Footprint



Potential Future Expansion

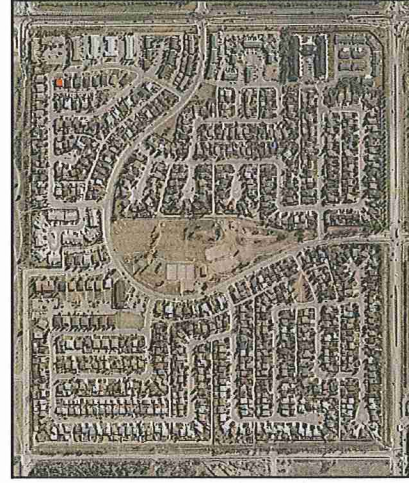
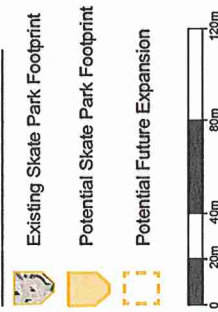




### Clearview Site

- Recreational destination with multiple activities
- Sufficient room with expansion potential
- Location could potential service large region
- Adjacent multifamily development
- Good transit and parking
- Potential resident impacts
- Isolated in neighborhood
- Minimal facilities open at all times (ie: washrooms)

#### Plan Symbols



Red Deer Spray Park and Skate Park Development  
City of Red Deer

Public Open House  
Skate Park Site Assessment  
November 26, 2011

LA 05  
13333



### Rotary Recreation Park Site

- Complementary to Rotary Recreational Park and South Area Study 2010
- Complementary to activities planned for site
- Potential facility sharing, but a small building would need to be built adjacent to facility to house washrooms/change rooms and operational requirements
- Central location and adjacent to Downtown
- Good trail and transit
- Will be a destination activity due to area demographics
- Parking availability could be a challenge and additional on-street parking or promotion of Sorenson parkade may be necessary

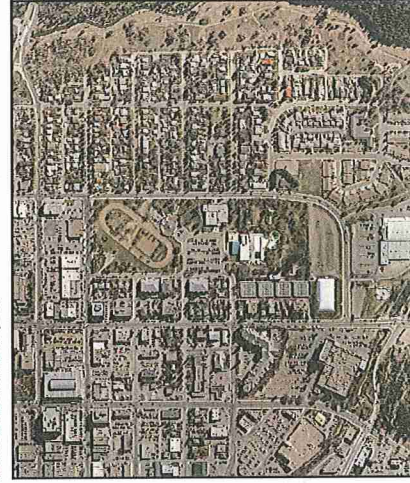
#### Plan Symbols



Potential Spray Park Footprint



Plan overlay from Red Deer Robbery Recreation Park and South Area Study 2010



**Red Deer Spray Park and Skate Park Development**  
City of Red Deer



### Glendale School Site

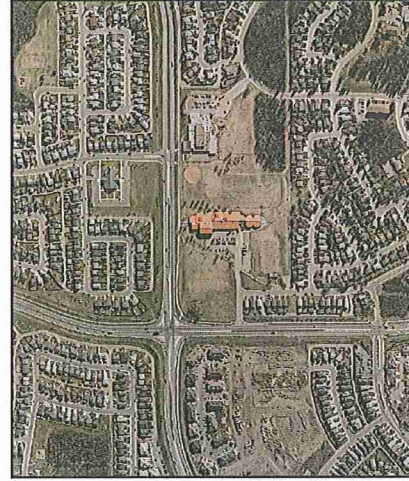
- Complementary facilities (schools/future community centre) in vicinity
- Site is currently being reviewed as a potential location for a community centre
- Sufficient available space
- Good demographics and population density
- Good visibility and minimal security issues
- Good location as City grows
- Location on transit and trail network
- Needs to be discussed with School Board



#### Plan Symbols



Potential Spray Park Footprint




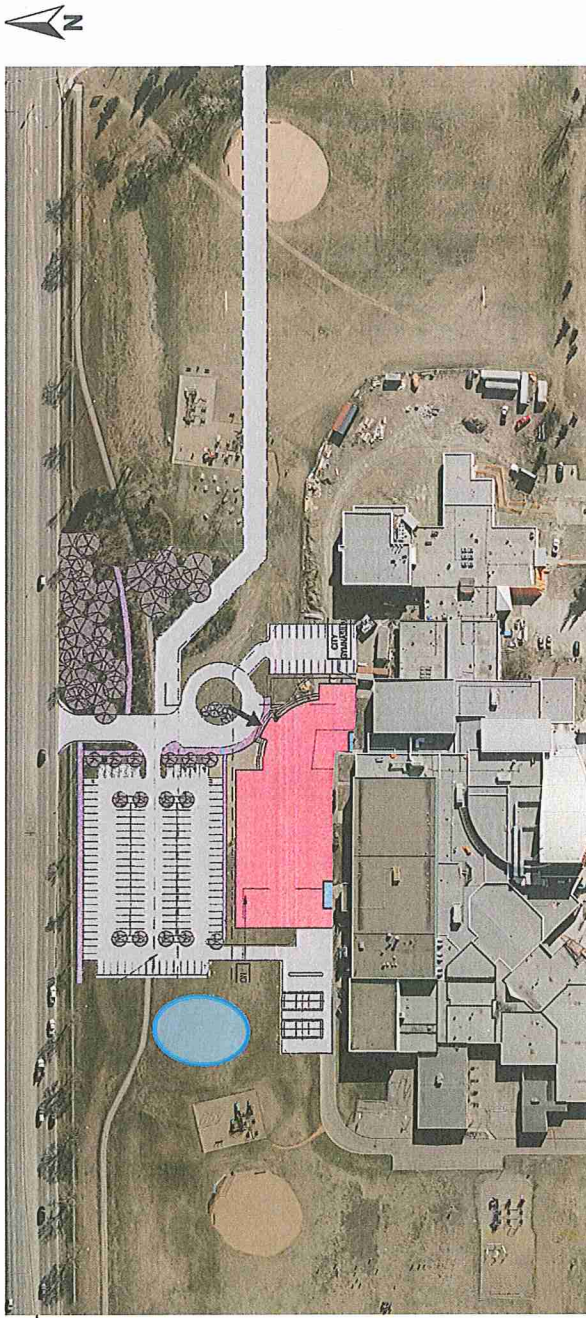


### G.H. Dawe Centre Site

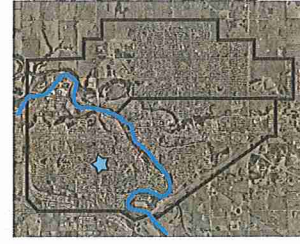
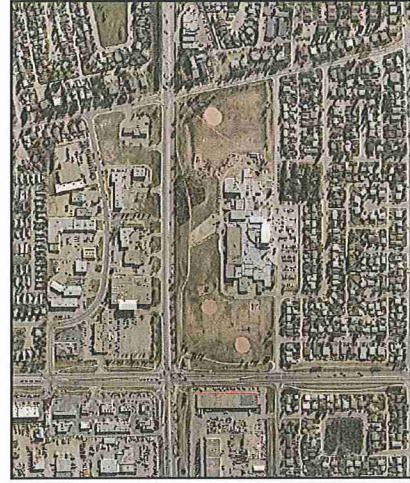
- Complementary to G.H. Dawe Site Master Plan 2007
- Complementary recreational activities
- Facility support/sharing
- Well known location
- Good demographics
- Central to North side and future residential areas
- Multiple areas on site with sufficient space
- Schools and Centre would attract users
- Currently limited parking. Spray park would require Phase 2 parking expansion (as shown).
- Shared site ownership with schools

#### Plan Symbols

 Potential Spray Park Footprint



Plan overlay from G.H. Dawe Site Master Plan 2007



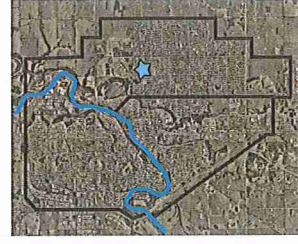
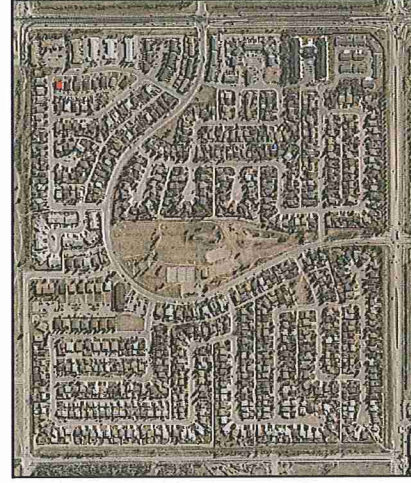
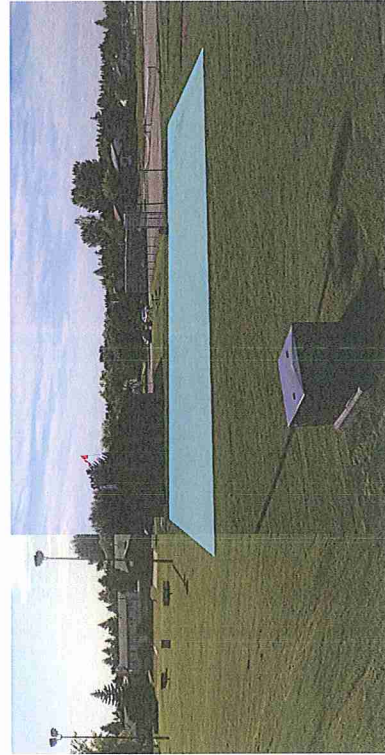
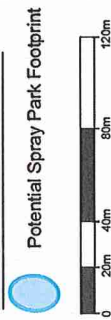


### Clearview Site

- Recreational destination with multiple activities
- Sufficient room with expansion potential
- Location could potential service large region
- Adjacent multifamily
- Good transit and parking (parking has space to expand)
- Potential resident impacts
- Isolated in neighborhood
- Minimal facilities open at all times (ie: washrooms)



#### Plan Symbols



**Red Deer Spray Park and Skate Park Development**  
City of Red Deer

THE CITY OF  
**Red Deer**

**ISL** Engineering  
and Land Services

**Public Open House**  
Spray Park Site Assessment  
November 26, 2011

**LA 09**  
13333

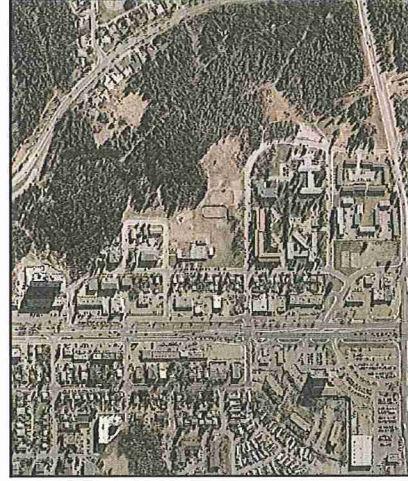
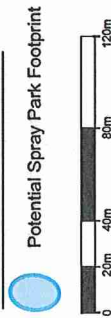


### Kin Canyon Site

- Proposed spray park facility was included in Kin Canyon Redevelopment Plan 2009
- Potential to redevelop site comprehensively
- Sufficient space for spraypark and facilities
- Potential partnership with Kinsmen Club
- Good connections into trail system
- Proximity to Gaetz Ave
- Destination Facility due to demographics



#### Plan Symbols



Red Deer Spray Park and Skate Park Development  
City of Red Deer

Public Open House  
Spray Park Site Assessment  
November 26, 2011

LA 10  
13333



City of Red Deer  
*City of Red Deer Skate Park and Spray Park Site Assessment  
And Recommendations – Draft Report*

## **Appendix C**

### **Open House Comment Form Results**

**Skate Park/ Spray Park – Open House, November 26, 2011 Results**  
**Total Comment Forms Received – 33**

1. How important do you feel the development of these facilities are to the overall Red Deer recreational experience?

**Skate Park**

<u>55</u>	%	Very Important
<u>30</u>	%	Somewhat Important
<u>6</u>	%	Not Important
<u>9</u>	%	Undecided/unanswered

**Spray Park**

<u>70</u>	%	Very Important
<u>30</u>	%	Somewhat Important
<u>0</u>	%	Not Important
<u>0</u>	%	Undecided/unanswered

2. Within what timeline would you like to see these facilities developed?

**Skate Park**

<u>55</u>	%	0 - 2 years
<u>24</u>	%	2 – 5 years
<u>6</u>	%	5 – 10 years
<u>15</u>	%	Undecided/unanswered

**Spray Park**

<u>78</u>	%	0 - 2 years
<u>12</u>	%	2 – 5 years
<u>6</u>	%	5 – 10 years
<u>3</u>	%	Undecided/unanswered

3. Of the sites presented today, select your top **two sites for each type of facility**. Please number them "1" and "2", with "1" being the one you think is most suited.

**First Choice****Skate Park Sites**

<u>27</u>	%	Existing Skate Park Site
<u>12</u>	%	Glendale School Site
<u>33</u>	%	G.H. Dawe Centre
<u>15</u>	%	Clearview Site
<u>12</u>	%	Unanswered

**Second Choice****Skate Park Sites**

<u>15</u>	%	Existing Skate Park Site
<u>27</u>	%	Glendale School Site
<u>18</u>	%	G.H. Dawe Centre
<u>15</u>	%	Clearview Site
<u>24</u>	%	Unanswered

**First Choice****Spray Park Sites**

<u>18</u>	%	Rotary Recreation Park
<u>18</u>	%	Glendale School Site
<u>15</u>	%	G.H. Dawe Centre
<u>15</u>	%	Clearview Site
<u>27</u>	%	Kin Canyon
<u>7</u>	%	Unanswered

**Second Choice****Spray Park Sites**

<u>24</u>	%	Rotary Recreation Park
<u>15</u>	%	Glendale School Site
<u>9</u>	%	G.H. Dawe Centre
<u>6</u>	%	Clearview Site
<u>12</u>	%	Kin Canyon
<u>34</u>	%	Unanswered



4. For each site you rated as your first choice, please provide some of your reasons for selecting this site.

**Skate Park (first choice):**

**Existing**

- Enlarge downtown then do another
- Excellent central access, good transit with some parking
- Expand existing skate park – its already in a central location close to transit
- Didn't really like other locations so my answer is to just basically renovate existing park
- Existing transport routes
- Central access
- Easily accessible re: transit
- Should continue to be part of central Rd culture (especially in light of future developments in the area)
- Build on makes financial sense
- More for north end residents

**Glendale School**

- Great location
- Accessibility
- Lots of "eyes" on park – open area
- Not much else in north
- Need something north side
- Facility for users in north RD – needs youth activities
- Close to school and future community centre
- Good sight lines for cursory supervision
- Addition community experience

**G.H. Dawe**

- Already a facility downtown
- Nothing like this in N end
- Easy access when rides unavailable
- Know a lot of kids in that area that board
- It close to my home then going to the other skate park
- Because we live closer to GH Dawe than downtown
- It is the closest to my house and its very tiring to walk downtown
- GH Dawe – existing infrastructure and central to North Rd
- Kids are skateboarding anyways in front of Dawe
- There is good service there for these citizens
- Dawe is very open and very accessible to bus transportation, etc.
- School is K-8 and has older kids to use it
- Soccer field is busy and kids can skate when waiting or watching soccer
- North RD needs some amenities. Would like to see small extension of existing but new site added at Dawe
- Providing these in the area where there is a lack of activities to do are important
- There are much more and better facilities on the south; both of these projects would benefit the area

**Clearview**

- Need one farther away from existing to spread access through city and Clearview closer to Eastside communities
- Clearview – lots of open area
- Clearview is the only location in the east part of RD
- I chose this because the original one might get expanded in a few years and then that way in Clearview there is more space to build
- Clearview site is nothing but a park and a big open space

**Spray Park (first choice)****Rotary Recreation**

- Economic impact
- Downtown revitalization
- Access to parking and amenities
- Ease to get to
- Walkable
- New young families in Clearview
- Rotary central location
- Central access, easy parking or transit access
- Does have accessibility from the whole city – transit car, pedestrian
- Best parking
- I have a family and would rather be outside than inside a building in the summer
- The edge of Alexander Way is great, ties into the pools
- Rotary – central to downtown
- Rotary Park would be terrible already on busy, too close to major road – no parking

**Glendale**

- Good to balance amenities north because many facilities are already in the south
- Less affluent families there should have some easier access
- Live in neighbourhood with three kids that would love it close by great tie into the future community centre (could run city programs that utilize splash park ) e.g. a xxxxx class in community centre and splash park afterwards
- Balance amenities
- Locate where more people need to walk
- Southside is more affluent – easier to drive
- Not keen on Kin Canyon for spray park to many – questionable people – in that area safety issue
- Good access to site – lots of young families within walking distance and good access to site
- Glendale school now has K-8 kids so younger kids would love the spray park
- Glendale – seems like a smart option

**G.H. Dawe**

- It's easy to get there
- Because it will be easy to get there
- Providing these in the area where there is a lack of activities to do are important
- There are much more and better facilities on the south; both of these projects would benefit the area
- G.H. Dawe Centre has no outdoor recreation and not a whole lot of thing for little kids

**Clearview**

- Lots of sunlight
- Low vehicle traffic and okay for walking
- Because of the field/green area so once again there is more space to build and there won't be much worry about
- Great for our community
- Would encourage community centre expansion
- Lots of room, no other school/church/store/public building in community
- Clearview Community enhancement



**Kin Canyon**

- New amenities being planned for this site already – very complimentary
- Lovely area
- Proximity to where we live
- Central but not to be xxxxxx by one local community
- Kin Canyon – near bike paths and secluded – lots of people traffic already
- Kin Canyon – love this location
- Already popular site
- Close to Rotary
- You forgot the downtown park – perhaps a more north location should be looked at
- Central site close to east – south side xxxxx would be even better
- Kin Canyon is great location, central and close to bus routes and trails
- Existing trees, trails, etc.
- Family facility with playground, fire pits, etc. already in place

**5. Additional comments**

- Maps do not have fair representation of facilities, some show proposed parking, some do not
- Consider in context of strategic direction
- Most options shown at xxxxxxxx
- Spray parks should be spread throughout the city – they should not be located beside already existing pools
- Great work everybody, contact Joel Smith re: skate park
- Have a look at St. Albert's spray park – fabulous
- Nice to see a long term vision
- RD really needs a splash park, the existing free water sites are so busy in the summer and we always end up having to go to Penhold or Blackfalds
- Thanks for consulting
- A spray park would be great
- Please, please find a way to create year round skating opportunities – maybe partner with schools etc. Tired boys are good boys!
- Five stair set, small ledge on five set, grass gap, hand rail (small), pool, water fountain, washrooms, a pyramid smaller than the one at the existing skate park
- Would love to see spray park in less than two years. Should make this high priority. Already have a skate park in town. We currently drive to Blackfalds and Penhold spray parks
- In the Gt Chief Park development, I'm concerned about kids cutting across the road to/from parking lots. Remove an evergreen tree for better sight line at 90° turn
- Have a child attending Glendale School in kindergarten next year and there is a teacher who runs a skateboarding club. Just for information of Glendale skate park
- RD needs local skate parks – skate parks in each quadrant of the city so kids don't have to go downtown to skate – close to home for all
- Spray park not appropriate at Rotary Rec unless added later in conjunction with new multi-purpose aquatic site (south end)
- GH Dawe the one road running east to west into the parking area runs through a playground and a ball diamond. Could find a better route for the road to bypass both
- In addition to a spray park a wading pool should be built, like the one downtown. I find the one downtown is not a safe location as it is near busy roads.
- You should also consider putting a skate park inside the Collicut Centre, so it could be year round.



## **Council Meeting of December 12, 2011**

### **ATTACHMENT "B"**

**DOCUMENT STATUS:** Public

**REFERS TO:** Current Utility Bylaw 3215/98



## **UTILITY BYLAW**

**No. 3215/98**

## **OFFICE CONSOLIDATION**

**(AS AT MARCH 1 2011)**

**Utility Bylaw No. 3215/98  
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**BYLAW NO. 3215/98**

Being a bylaw of the City of Red Deer, in the Province of Alberta, to regulate and provide for the supply and use of the water, wastewater and solid waste utilities of The City of Red Deer.<sup>1</sup>

**PART 1****ENACTMENT<sup>2</sup>**

WHEREAS The City of Red Deer has constructed and now maintains utility systems to provide for water, wastewater and solid waste service and facilities; and

WHEREAS it is deemed just and proper to levy rates and charges on all persons to whom such utility services are provided and to set forth the terms and conditions under which such utility service will be provided.

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 called "The Utility Bylaw".

**PART 2****DEFINITIONS**

2           In this Bylaw and in the Schedules attached hereto:

"Application" shall mean the application made by the customer to the City for the supply of utility services;

"Apartment Building" or "Multi Family Building" shall mean a residential building containing three or more dwelling units;

"Building Code" shall mean the Alberta Building Code 1985 and amendments thereto or replacements thereof;

"City" shall mean The City of Red Deer or an employee or agent designated by The City;

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<sup>1</sup> 3215/D-2000, 3215/A-2004

<sup>2</sup> 3215/D-2000, 3215/A-2004

"Customer" shall mean any person, firm partnership, corporation or organization who has entered into a contract with the City for utility services, or who is the owner or occupant of any premises connected to or provided with a utility;

"Director" shall mean the Director of Development Services of the City, or a person or agent authorized by the Director to act on behalf of the Director;

"Dwelling Unit" or "Residential Premises" shall mean one or more rooms useable as a residence operated as a single housekeeping unit and having its own sleeping, cooking and sanitary facilities.

"Financial Institution" shall mean a bank, a trust company, or a credit union, located in the City;

"Non-Residential Customer" shall mean those persons, firm partnership, corporation or organization who use a utility service for any purpose other than exclusively residential purposes.

"Owner" shall mean the registered owner of a property or the purchaser thereof;

"Premises" includes land and buildings;

"Residential Customer" shall mean those persons who occupy a building used exclusively for residential purposes and connected to or provided with a utility;

<sup>1</sup>"Service Connection" for the purpose of this bylaw shall mean all that portion of the pipes, or things that provide a public utility situate between the public utility main and the property line of the property to which such utility is supplied;

"Street" shall mean all those lands situated within a registered road right-of-way at the Land Titles Office, Edmonton, Alberta.

"Treasurer" shall mean the Director of Corporate Services of the City, or an agent or City employee authorized by such Director to act on behalf of the Director;

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<sup>1</sup> 3215/D-2000

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Bylaw No. 3215/98

"Utility" and "Utility Service" shall mean and include, as the context may require:

- (i) the supply of water;
- (ii) the provision of wastewater collection and disposal;
- (iii)<sup>1</sup> DELETED
- (iv)<sup>2</sup> the provision of solid waste collection and disposal.
- (v) the provision of recycling services

### **PART 3**

#### **GENERAL PROVISIONS**

##### **SUPERVISION**

- 3 (1) The utility services shall be under the general supervision and control of the City Manager.
- (2) The Director and Treasurer shall exercise the powers and perform the duties with respect to the utility services conferred and placed upon them by this bylaw and any other bylaw of the City applicable thereto and any order or direction of the City Manager or Council with respect thereto.

##### **SUPPLY AND OWNERSHIP OF FACILITIES AND EQUIPMENT**

- 4 (1) All meters and metering equipment shall be supplied, owned and maintained by the City unless otherwise provided in this bylaw.
- (2) Notwithstanding the payment by a customer of any costs incurred by the City, the City shall retain full title to all lines, equipment and apparatus on its side of the point of delivery, and to all meters and metering equipment provided by it.

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<sup>1</sup> 3215/D-2000

<sup>2</sup> 3215/A-2004

**ASSIGNMENT OF CONTRACT**

- 5 The contract for utility service is not transferable by the customer and shall remain in full force and effect until the customer notifies the City of their desire to terminate the contract or until the said contract shall have been terminated by the City.

**CITY RESPONSIBILITY AND LIABILITY**

- 6 The City does not guarantee the continuous uninterrupted supply of any utility, and reserves the right at any time without notice to shut off such supply where required in the maintenance or operation of the utility and the City, its officers, employees or agents shall not be liable for any damages of any kind due to or arising out of a failure to supply a utility.

**PART 4****APPLICATION FOR AND CONDITIONS OF SERVICE****APPLICATION**

- 7 (1)<sup>1</sup> Any customer who requires utility services shall apply to the City and pay an application fee as set forth in Schedule "A" and may be required to sign an application or a contract for service, and to supply information respecting load and the manner in which the services will be utilized, and credit references.
- (2) The utility account shall be set up:
- (a)<sup>2</sup> in the name of the owner of the property to which the utilities are to be supplied, or
  - (b) where there is evidence of a landlord-tenant situation, in the name of the tenant or;
  - (c) in the name of the general contractor in the case of a new building under construction.
- (3) An application shall be supported by such identification and legal authority of the applicant as the Treasurer may require.

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<sup>1</sup> 3215/A-2005, 3215/B-2005

<sup>2</sup> 3215/D-2000

- (4) The Treasurer may waive the application fee for owners of residential rental properties for the utility services supplied to all rental properties registered in their name, for building contractors constructing property until the property is ready for occupancy, and financial institutions for the utility services supplied to all of its residential foreclosure properties where legal title has been passed to the financial institution pending property liquidation.

- 8 Upon making application, providing all information required by the City, and paying the application fee, deposit and any other sums herein required, there shall thereupon be a binding agreement between the customer and the City, for the utility service applied for, and the provisions of the application and this bylaw shall constitute the terms and conditions of such agreement.

## **CONDITIONS OF SERVICE**

- 9 The City shall not be obligated to provide utility services until access has been provided to the premises to enable the City to obtain an initial meter reading for each utility service which is metered.
- 10 Where the applicant is indebted to the City for any utility services previously provided by the City, the applicant may not be allowed to complete their application, or be entitled to receive utility services, until satisfactory arrangements have been made for payment of such outstanding account and any deposit required.

## **PART 5**

### **DEPOSITS**

#### **DEPOSITS - GENERAL**

- 11 (1) No deposits are required in order to establish a utility account, except in the following cases:
- (a) customers who are unable to establish and maintain a credit worthiness satisfactory to the City; or



- (b) where payment of a utility account in the name of the applicant is in arrears; or
  - (c) where service to a property owned or occupied by the applicant has been shut off for non-payment of the account; or
  - (d) where a cheque received for payment of an account in the name of the applicant has been returned marked "Not Sufficient Funds" or "Payment Stopped", or with other words indicating that the cheque has not been honoured; or
  - (e) where the applicant's utility account has been written off as a bad debt and the applicant has applied for a new utility account; or
  - (f) where collection proceedings, including legal action or referral to a collection agency, commenced for recovery of the applicant's previous utility account and the applicant has applied for a new utility account; or
  - (g) where there is no evidence of a landlord-tenant relationship, or of a general contractor for new construction situation, and the applicant wishes to set up the utility account in any name other than that of the legal owner, and providing that the City agrees to this action; or
  - (h) where the applicant's existing or previous utility account(s) has not been maintained in good standing
- (2) Before obtaining a utility account, applicants in the foregoing categories shall pay all arrears or previous balances owing, and shall also provide a guarantee of payment in the form of a cash deposit or irrevocable letter of guarantee from a financial institution, in a form suitable to the City, in an amount equal to 30 percent of the estimated annual bill.
  - (3) Customers opening a new account due to a change of residence within the City shall, if a deposit was required for the applicant's previous account, be charged a deposit on the new account.
  - (4) The Treasurer may waive the requirement for a deposit.

## INTEREST ON DEPOSITS

- 12 (1) Interest on each customer's cash security deposit calculated annually, not in advance, shall be credited to a cash deposit calculated as follows;

- (a) In respect to deposits received by the City on or before May 1, 1982:
  - (i) from May 1, 1982 to March 1, 1984 at a rate of 10% per year,
  - (ii) from March 1, 1984 to May 1, 1992 at a rate of 6% per year,
  - (iii) from May 1, 1992 to December 1, 1993 at a rate of 5% per year,
  - (iv) from December 1, 1993 to December 1, 1998 at a rate of 4% per year,
  - (v)<sup>1</sup> from December 1, 1998 to the date the deposit is refunded at a rate no less than that specified from time to time in the Residential Tenancy Act, RSA 2002, Chap R-17.
- (b) In respect to deposits received by the City after May 1, 1982 but on or before March 1, 1984:
  - (i) from the date the deposit was received to March 1, 1984 at a rate of 10% per year,
  - (ii) from March 1, 1984 to May 1, 1992 at a rate of 6% per year,
  - (iii) from May 1, 1992 to December 1, 1993 at a rate of 5% per year,
  - (iv) from December 1, 1993 to December 1, 1998 at a rate of 4% per year,
  - (v)<sup>2</sup> from December 1, 1998 to the date the deposit is refunded at a rate no less than that specified from time to time in the Residential Tenancy Act, RSA 2000, Chap R-17.
- (c) In respect to deposits received by the City after March 1, 1984:
  - (i) from the date the deposit was received to May 1, 1992 at a rate of 6% per year,

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<sup>1</sup> 3215/A-2004

<sup>2</sup> 3215/A-2004

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Bylaw No. 3215/98

- (ii) from May 1, 1992 to December 1, 1993 at a rate of 5% per year,
  - (iii) from December 1, 1993 to December 1, 1998 at a rate of 4% per year,
  - (iv)<sup>1</sup> from December 1, 1998 to the date the deposit is refunded at a rate no less than that specified from time to time in the Residential Tenancy Act, RSA 2000, Chap R-17.
- (2) The deposit interest accrued in the cash deposit will be credited to the utility account of the customer beginning in the year 2000 and annually thereafter.

## **REFUND OF DEPOSIT**

- 13 (1) When customers have established and maintained a credit worthiness satisfactory to the City, or upon termination of the contract, the utility account deposit paid by such customer shall be refunded, together with any accrued interest thereon that has not already been credited to the customer's account as provided for by Section 12, after deducting therefrom all charges outstanding, including the cost of shutting off or discontinuing any utility service for non payment of accounts rendered.
- (2) Deposits may be refunded at the discretion of the Treasurer.

## **PART 6**

### **METERS**

#### **MEASUREMENT BY METER**

- 14<sup>2</sup> All water supplied by The City to a customer shall be measured by a meter unless otherwise provided for in this bylaw.

#### **PROTECTION OF METER**

- 15 (1) Each customer shall provide adequate protection for the meter supplied by the City against freezing, heat or any other internal or external damage,

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<sup>1</sup> 3215/A-2004

<sup>2</sup> 3215/D-2000

failing which the customer shall pay to the City all costs associated with the repair of such meter which amount shall be recoverable in the same manner as all other costs and charges provided for under this bylaw.

- (2) No person other than an authorized City employee shall remove, disconnect, reconnect or tamper with a meter.

### **METER INSTALLATION**

- 16<sup>1</sup> . Every customer who requires the installation of more than one meter for each metered utility, shall pay a fee as set forth in Schedule "A" for each additional meter.

### **NON-REGISTERING METER**

- 17 (1) If, upon the reading of a meter, it is determined that the meter has failed to record the consumption of the utility supplied then the consumption will be estimated and the account rendered based upon such method as the Treasurer considers to be fair and equitable.
- (2) Where it has been determined by the City that the meter is not recording the consumption of a utility, the City, with reasonable notice to the customer, must be allowed to enter the premises to replace the meter.

### **TESTING OR CALIBRATION OF DISPUTED METERS**

- 18 (1) A customer who disputes a meter reading shall give written notice to the City. Following receipt of written notice:
- (a)<sup>2</sup> DELETED
- (b) a water meter situated on the customer's premises shall be tested or calibrated by a qualified person designated by the Director. In the event that the meter is found to be accurate within 98.5% to 101.5% of the water passing through the same, the expense of such test or calibration shall be borne by the customer in the amount designated in Schedule "A".

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<sup>1</sup> 3215/B-2005

<sup>2</sup> 3215/D-2000

- (2) In the event that the said meter is found not accurate within the said limits it shall forthwith be repaired or be replaced by one that is accurate and the expense thereof shall be borne by the City.
- (3) In the event that a meter is found not to be accurate within the aforesaid limits then any meter handling and testing fees paid by the customer shall be refunded, and the billings adjusted to fully take into account such error. Unless an examination of past meter readings or other information discloses the time at which such an error commenced, then such error shall be deemed to have commenced three months prior to such testing of the meter or from the date upon which the meter was installed, whichever is the lesser. The amount so determined shall be deemed accepted by the customer and the City as settlement in full of all claims on account of the inaccuracy of such meter.

## **PART 7**

### **METER READING**

#### **METER READS**

- 19 (1) The customer shall permit the City to perform meter reading using automated monitoring equipment.
- (2) The City shall endeavour to read the meters of non-residential customers once every month and to read the meters of residential customers once every two months, or at such other intervals as are reasonable and practicable under the circumstances. If the City cannot gain access safely to read the meter as aforesaid, the consumption of the utility shall be estimated upon such basis as the Treasurer considers to be fair and equitable and the account rendered in accordance with such estimate. Each meter shall be read at least once per year and if such reading cannot be obtained, the City may discontinue any or all utility services supplied to the premises until such time as the City is able to obtain an actual meter reading.
- (3) The customer shall ensure that access to the meter is safe, well lit, and free of hazards to the person reading the meter.

**ADDITIONAL METER READS**

- 20<sup>1</sup> When a customer requests a meter reading at a time other than the regular scheduled time for meter reading, the customer may be assessed a fee as set forth in Schedule "A" for such reading. Provided, however, if upon such reading, it appears that the previous billed meter reading is incorrect, no service charge shall be required.

**PART 8****SERVICE CALLS****SERVICE CHARGE**

- 21<sup>2</sup> When a customer requests that the City attend at their premises with respect to any matter relating to the supply of utility services or the servicing of the same, and for any reason whatsoever the City is unable to enter the said premises, or if the call is for failure of service not attributable to the City utility service, the customer shall pay a fee as set forth in Schedule "A".

**AFTER HOURS CALLS**

- 22<sup>3</sup> Notwithstanding anything herein provided, if a meter is required to be installed or connected, or should a utility service be required to be disconnected or reconnected, or should a service call requested, be required after 4:00 p.m. or before 7:30 a.m., Monday through Friday, or on a Saturday, Sunday, or statutory or civic holiday, the customer shall pay a fee as set forth in Schedule "A".

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<sup>1</sup> 3215/B-2005

<sup>2</sup> 3215/C-2000 (Rate Effective March 20, 2000), 3215/A-2001 (Rate Effective March 15, 2001)  
3215/A-2002 (Rate Effective March 15, 2002), 3215/A-2003 (Rate Effective March 3, 2003),  
3215/A-2005 (Rate Effective March 1, 2005), 3215/B-2005

<sup>3</sup> 3215/A-2003 (Rate Effective March 3, 2003), 3215/A-2004 (Rate Effective March 1, 2004), 3215/A-2005 (Rate Effective March 1, 2005), 3215/B-2005



**DISCONNECTION**

- 23<sup>1</sup> Where a service call is made at the owner's request, for whatever reason, for the purpose of discontinuing a utility service, pursuant to sections 35, 36 and 37 of this bylaw, a disconnection service charge as set forth in Schedule "A" may be assessed and added to the owner's account.

**RECONNECTION**

- 24<sup>2</sup> Where a service call is made for the purpose of restoring services to the customer's account where utility services were previously discontinued pursuant to Sections 35, 36 or 37 of this bylaw, a reconnection service charge as set forth in Schedule A may be assessed and added to the customer's account.

**PART 9****UTILITY ACCOUNTS****PAYMENT OF UTILITY ACCOUNTS**

- 25 All rates and charges payable hereunder shall be paid to the City within the time prescribed by this bylaw.
- 26 The entire utility account is due and payable when rendered and if not paid on or before the due date stated on the utility bill is deemed to be in arrears. Failure to receive a utility bill does not relieve the customer of liability to pay the same.
- 27 A customer who has not paid the full utility account rendered on or before the due date stated in the utility account may have the supply of all or any utility services discontinued without notice and such service will not be reinstated until all arrears and charges owed to the City are paid.

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<sup>1</sup> 3215/B-2005

<sup>2</sup> 3215/A-2010

**LATE PAYMENT PENALTY**

- 28<sup>1</sup> (1) When the customer pays the utility account as rendered after the due date stated in the account, or such due date as may be approved by the Treasurer, such customer shall pay a penalty of 1.5% per month on the outstanding overdue balance. Payments must be received by the City on or before the due date in order for the customer to avoid the penalty. Payments made at a financial institution must be received by the City on or before the due date in order for the customer to avoid the penalty.
- (2) For greater certainty, a customer is obliged to pay for utilities when the bill is rendered and it is a breach of the agreement to supply utilities for the customer to pay late. The late payment penalty is not to be construed as permission for the customer to pay late but is rather a penalty for breaching the terms of the utility service agreement.

**NOVELTY PAYMENT METHODS**

- 29 The City may refuse to accept payment on a customer's account when payment by cheques is drawn on a form other than a bank cheque form. In the event the City accepts a payment by a cheque drawn on any other form, the customer shall be liable for and pay to the City all charges and costs incurred to process the cheque. The City will follow the Bank of Canada rules and regulations of currency acceptance limitations.

**INTERIM ACCOUNT**

- 30 In any case in which the City has rendered an account based upon an estimate of utility consumption, the City shall, upon reading the meter in respect of which the estimate was made, render an account for such utility service since the time the meter was last read by the City, after crediting all amounts received from the customer in respect of such estimated accounts.
- 31 Where any service rate or charge is designated by reference to a time certain, the charge for a lesser period of time shall be calculated on a proportionate basis.

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<sup>1</sup> 3215/C-99, 3215/B-2005

**ENFORCEMENT**

- 32<sup>1</sup> The Treasurer is authorized to collect all accounts owing to The City under this bylaw, by taking any of the measures a municipality is authorized to take under the *Municipal Government Act, RSA 2000, Chap M-26*. In addition, the Treasurer may instruct the addition to the tax roll for a parcel of land of unpaid charges referred to in Section 42 of the *Municipal Government Act, RSA 2000, Chap M-26* for a municipal utility service provided to the parcel by the municipal public utility that are owing by the owner of the parcel.

**APPEALS**

- 33<sup>2</sup> Notwithstanding any other provision of this bylaw or the Rate Schedules forming part hereof, any customer who feels himself aggrieved in respect of rates charged to that customer under this bylaw on the grounds that such rates are unfair, unreasonable or discriminatory may, appeal such rates to the Red Deer Appeal & Review Board, by a notice specifying the grounds of the complaint submitted in accordance with the provisions outlined in the Committees Bylaw.

**PART 10****TERMINATION****TERMINATION BY CUSTOMER**

- 34 Upon notification by the customer to the City to terminate the customer's contract, the City shall, when deemed necessary, obtain a final reading of any meter as soon as reasonably practical and the customer shall be liable for and pay for all service supplied prior to such reading. The City may base the final charge for service on an estimated meter reading which will be prorated from the time of an actual meter reading.

**TERMINATION BY CITY**

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<sup>1</sup> 3215/D-99, 3215/A-2004

<sup>2</sup> 3215/A-2009

35<sup>1</sup> When the premises to which utility service is provided become vacant and no new application for service has been made, the City may terminate the contract and, in lieu of disconnecting the service, open a new utility account in the name of the owner. A fee set forth in Schedule "A" will be billed to the property owner to open the account. Nothing herein shall prevent the owner from requesting that the City disconnect such utility service provided the owner pays the service charge prescribed herein.

36 The City may discontinue the supply of all utility services for any of the following reasons:

- (a) non-payment of any utility accounts; or
- (b) inability of the City to obtain access to a residential premises to read any meter for a period of six months, or to a non-residential premises to read any meter for a period of three months; or
- (c) failure by, or refusal of, a customer to comply with any provision of this bylaw; or
- (d) failure by, or refusal of, a customer to comply with any provisions of any Provincial Acts, the Building Code, or any regulations thereunder; or
- (e) at the owner's request to have services discontinued; or
- (f) in any other case provided for in this bylaw;

and in such event the City, its officers, employees or agents shall not be liable for any damages of any kind from such discontinuance of service.

37 The Director is hereby authorized and directed to enter upon and in any property upon which a meter or shut-off valve is situated for the purpose of terminating the supply of a utility to that property, or for the purpose of supplying a utility to that property.

## SERVICE KILL

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<sup>1</sup> 3215/B-2005

- 38 No permit for the demolition or removal of a building shall be issued by the City nor shall any person cause, permit or allow to be demolished or removed a building connected to a utility service line or main until there has been paid to the City the cost of disconnecting the utility service in the amount required under this bylaw under Schedule 'A', and such utility services have been disconnected. Notwithstanding the foregoing, the Director may, in circumstances which the Director considers appropriate, permit the service to remain connected to the utility service line or main.

## **PART 11**

### **WATER UTILITY**

#### **DEFINITIONS**

- 39 In this part and in the Schedules attached thereto:

"City Service" or "City Service Pipe" shall mean that portion of a pipe used or intended to be used for the supply of water which extends from the water main to the service valve;

"Combined Service" shall mean the service or service pipe used or intended to be used to supply water for fire protection as well as water for purposes other than fire protection;

"Fire Line" shall mean a pipe intended solely for the purpose of providing a supply of water for fire protection purpose.

<sup>1</sup>"Low-flow Plumbing Fixtures" are toilets with a usage not exceeding 6.0 litres (1.6 US gallons) per flush; single flush urinals with a usage not exceeding 3.8 litres (1.0 US gallons) per flush; shower head fixtures with a flow rate not exceeding 9.5 litres (2.5 US gallons) per minute; and lavatory basin faucets and kitchen sink faucets with a flow rate not exceeding 8.3 litres (2.2 US gallons) per minute.

"Private Service" or "Private Service Pipe" shall mean that portion of a pipe used or intended to be used for the supply of water which extends from the service valve to a meter;

"Remote Reading Device" shall mean a device which is connected to a water meter by the City and provides a duplicate reading of the water

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<sup>1</sup> 3215/B-2008

consumed, which may be monitored from the exterior of a building.

"Service or Service Pipe" shall mean a pipe used or intended to be used for supplying water which extends from the water main to a meter;

"Service Valve" shall mean the valve on a City Service pipe;

"Shut Off" shall mean an interruption in, or discontinuance of, the supply of water;

"Sprinkling" shall mean the distribution of water to the surface or sub-surface of lawns, gardens, street or other areas situated outside the buildings by pipes, hoses, sprinklers or any other method and includes the washing of motor vehicles and the exterior of buildings;

"Water main" shall mean those pipes installed by the City in streets for the conveyance of water throughout the City to which service pipes may be connected;

"Water Utility" shall mean the system of water works owned and operated by the City and all accessories and appurtenances thereto.

## **WATER SERVICE LEVY AND BILLING RATES**

### **Rate Payable**

- 40     (1)     The City hereby levies, and the customer shall pay, for all water supplied or services rendered hereunder the amounts and charges provided for in this bylaw and in Schedule "A" attached to and forming part of this bylaw.
- (2)     The Director shall determine which rate contained in Schedule "A" shall apply to any particular customer.
- (3)     The rate payable by a customer as set out in Schedule "A" of this bylaw for all water supplied shall be determined by reference to the reading of the meter supplied to each customer.
- (4)     Where a remote reading device is installed in addition to the main water meter, the main meter shall be the official reading.

### **Exceptions**



- 41 All owners of property fronting on 65 Avenue between 67 Street and 64 Avenue shall, prior to the hook-up of water service, and as a condition of such services, make payment of the following sums of money to the City, namely:
- (a) a sum equal to the off-site water charges based on the rate in force as of the date of the water connections established under the Off-Site Services Bylaw for the Golden West subdivision area, and
  - (b) the estimated cost of the construction of small diameter water main and hydrants and all appurtenances thereto, constructed along and in 65th Avenue between 67th Street and 64th Avenue, distributed on the assessable frontage along 65th Avenue and pro-rated to the Owner based on the frontage of the Owner's land as it related to the total assessable frontage aforesaid. All such costs shall be calculated as at the current City costs in force as of the date of hooking up the water service to the Owner's property.

#### CONNECTION TO PUBLIC WATER SUPPLY

- 42<sup>1</sup> Within one year after a public water supply becomes available, the owner of every building situated on land abutting on any street in which there is a water main shall at the owner's expense connect such building to the water system in accordance with the requirements and standards set out in the Alberta Building Code and elsewhere in this bylaw.
- 43 At such time as the owner connects to the water main, the owner shall also open a utility account and make payment of all application fees and deposits that may be required under this bylaw.
- 44<sup>2</sup> Notwithstanding the foregoing, the Director shall have discretion to extend the period of time within which the connection to the public water supply must be made from one year up to a maximum of two years after a public water supply becomes available.
- 45<sup>3</sup> A person who has been directed to connect their building to the water system shall have the right to appeal the direction to the Red Deer Appeal & Review Board by a notice submitted within 14 days of the date that the direction to connect has been served, in accordance with the provisions

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<sup>1</sup> 3215/A-2009

<sup>2</sup> 3215/A-2009

<sup>3</sup> 3215/A-2009

outlined in the Committee Bylaw. On hearing such appeal, the Board may vary, suspend or rescind such direction on such terms as it deems appropriate.

- (1)<sup>1</sup> No person may connect to the water system until such time as a local improvement tax bylaw has been passed in respect of the cost of construction of the water supply works (including carrying charges) to serve the land owned or occupied by that person, or until such person has made other arrangements satisfactory to the City to pay that person's proportionate share of those costs."

#### **ADMINISTRATION OF WATER SUPPLY**

- 46 The Director may shut off water for any customer for any reason which, in the opinion of the Director, necessitates such shutting off, provided that the Director shall, if in the Director's opinion it is reasonably practicable to do so, give notice of such shutting off.
- 47 The City does not guarantee the pressure nor the continuous supply of water and the City reserves the right at any and all times without notice to change operating water pressures and to shut off water and the City, its officers, employees or agents shall not be liable for any damages of any kind due to changes in water pressure, the shutting off of water, or by reason of the water containing sediments, deposits or other foreign matter.
- 48 Customers depending upon a continuous and uninterrupted supply or pressure of water or having processes or equipment that require particularly clear or pure water shall provide such facilities as they consider necessary to ensure a continuous and uninterrupted supply pressure or quality of water required for their use.
- 49 The City may as a condition to the supply of water inspect the premises of a customer who applies to the City for such supply in order to determine if it is advisable to supply water to such customer.
- 50 The City may, with the permission of the customer, inspect the premises of the customer in order to do any tests on water piping or fixtures belonging to such customer so as to determine if this bylaw is being complied with and in the event that such customer fails or refuses to give such permission, the supply of water to that customer may be shut off.

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<sup>1</sup> 3215/A-2009

- 51 The Director may at such times and for such lengths of time as the Director considers necessary or advisable regulate, restrict or prohibit the use of water for use other than human consumption. The Director may cause the water supply to any customer who causes, permits or allows consumption or sprinkling in contravention of any such regulation, restriction or prohibition to be shut off until such customer undertakes to abide by and comply with such regulation, restriction or prohibition.

## **RESTRICTION OF WATER SUPPLY**

### **Restricted Use of City Facilities**

- 52 No customer shall operate, use, interfere with, obstruct or impede access to the water utility or any portion thereof in any manner not expressly permitted by this bylaw, in default of which, the Director may cause the water being supplied to such customer to be shut off until such customer complies with all of the provisions of this bylaw.

### **Wastage**

- 53 (1) No customer shall cause, permit or allow the discharge of water so that it runs waste or useless, whether by reason of leakage from private service pipe, a faulty plumbing system or otherwise.
- (2) Notwithstanding the foregoing, the Director may under such condition as the Director may consider reasonable allow a customer to discharge water so that it runs waste or useless if such customer's water service would otherwise be susceptible to freezing.

#### <sup>1</sup>Requirement to Use Low Flow Plumbing Fixtures

- (3) <sup>1</sup> Any person installing plumbing fixtures for any new construction or renovation project that requires a plumbing permit for a residential, commercial, industrial, or institutional structure shall install only Low-flow Plumbing Fixtures.
- (4) <sup>1</sup>Notwithstanding anything contained in this bylaw, the requirements set out in Section 53(3) shall not be interpreted to:

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<sup>1</sup> 3215/B-2008

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- (a) prevent the installation of more than one valve in a shower stall or lavatory; or
- (b) include any shower head or faucet unit installed solely for safety / emergency purposes, which may include, but is not limited to, emergency safety showers and face / eye wash stations."

## USE OF WATER

54 (1) No customer shall:

- (a) lend or sell water;
- (b) give away or permit water to be taken;
- (c) use or apply any water to the use or benefit of others or to any other than the customer's own use and benefit;
- (d) increase the usage of water beyond that agreed upon with the City;  
or
- (e)<sup>1</sup> extract or remove any water from any hydrant within the City.

<sup>2</sup>without first obtaining written permission from the Director for such removal or use and subject to such reasonable conditions as the Director may impose with respect to the quantity, price and times of withdrawal of the water so used.

- (2) During such summer months as the City Manager may designate by Notice published in a newspaper in the City,
  - (a) No customer shall use, permit, suffer or allow to be used, any water supplied to any premises, the numerical designation of which (not including the street designation) ends in odd number, for vehicle washing, lawn watering or other irrigation purposes on any day of the month which is an even number;
  - (b) No customer shall use, permit, suffer or allow to be used any water supplied to any premises, the numerical designation of which ends in an even number (exclusive of the street designation) for vehicle

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<sup>1</sup> 3215/B-2002

<sup>2</sup> 3215/B-2002

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washing, lawn watering, or other irrigation purposes, on any day of the month which is an odd number;

- (c) Watering as defined in subsections (a) and (b) shall be done only with a hand held hose.
- (3) During such period as the City by Notice published in a newspaper may designate, no customer shall use, permit, suffer or allow to be used, any water supplied to any premises for vehicle washing, lawn watering or other irrigation purposes.

### **INVESTIGATION INTO WATER SUPPLY SERVICE FAILURE**

- 55 (1) Any customer complaining of a failure or interruption of water supply, the investigation of which complaint necessitates the opening up and excavating of a street shall, prior to such opening up and excavating, deposit with the Treasurer the costs thereof as estimated by the Director, or sign a work order, agreeing to pay such costs, at the discretion of the Director.
- (2) In the event that such failure or interruption was caused by the City service, providing that the service is a new service or has been used in the preceding twelve (12) months, the customer shall not be liable for such costs and any deposit paid shall be refunded.
- (3) In the event that such failure or interruption was caused by the private service, the actual cost of such work shall be paid by the customer and the said deposit shall be applied thereto; any excess shall be refunded to the customer and any deficiency shall be collected in the same manner as water rates.

### **NOISE AND PRESSURE SURGES**

- 56 No customer shall cause, permit or allow any apparatus fitting or fixture to be or remain connected to the customer's water supply or to be operated which causes noise, pressure surges or other disturbances which may in the opinion of the Director, result in annoyance or damage to other customers or to the water utility.

### **CONTAMINATION**

- 57 No customer shall cause, permit or allow to be or remain connected to the customer's water supply system any piping, fixture, fitting, container or

other appliance which may cause water from a source other than the water utility or any other harmful or deleterious liquid or substance to enter the water utility. The Director may cause the water supply to any customer contravening the provisions of this section to be shut off provided that the Director shall, if the Director considers it practicable so to do, give notice to such customer prior to such water supply being shut off. The water supply to such customer shall not be restored until such customer has paid to the City all costs associated with the shutting off of the water supply, the cleanup of contamination and the remedying of the customer's default under this section.

## **WATER METERS**

### **Installation Responsibility**

- 58     (1)     Water meters supplied by the City being 2 inches (50 millimetres) in size or smaller shall be installed by the City with no direct charge to the customer.
- (2)     Water meters supplied by the City being larger than 2 inches (50 millimetres) in size shall be installed by and at the expense of the customer.

### **Subsidiary Meter**

- 59             A customer may, for their own benefit, install a water meter between the meter supplied by the City and the point of use of the water supply provided that the City shall not maintain such meter, nor shall such meter be read by the City.

### **Installation**

- 60             A customer shall make provision for the installation of a water meter to the satisfaction of the Director and when required shall install a properly valved bypass.
- 61             Unless the Director otherwise approves, the City shall not be obligated to supply more than one water meter for any one building. In the event additional water meters are approved, a separate curb stop will be required for each additional water meter.
- 62             Notwithstanding Section 61 , the City shall supply a separate water meter



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for each of the two semi-detached dwelling units contained within a duplex residential building. A separate curb stop will be required for each water meter.

63 Any customer:

- (a) whose water is not metered, or
- (b) whose meter is not positioned to the satisfaction of the Director,

shall make proper provision for a meter to be installed or the meter to be moved as the case may be, all costs of which shall be paid by the customer.

#### **Meter Chamber**

64 When in the opinion of the Director, the building or other premises intended to be supplied with water are too far from the City service to conveniently install a meter in such building or premises, or if a number of buildings are to be so supplied or for any other reason in the opinion of the Director, then the customer shall, at the customer's sole cost, construct and maintain a container for a meter and such container shall in all respects including location, construction size, access and otherwise howsoever be satisfactory to the Director.

#### **Meter Size**

65 The size of the meters shall be determined as follows:

- (a) If the internal diameter of the private service is 1 inch (25 millimetres) or less, a 5/8 inch (16 millimetre) meter shall be used; or
- (b) If the internal diameter of the private service exceeds 1 inch (25 millimetres), the size of the meter shall be one size smaller than the size of the private service; or
- (c) If the private service is combined service the internal diameter of the private service branch to be used for purposes other than fire protection shall determine the meter size as set out in subsections (a) and (b) of this section.

**Bypasses**

- 66 Any customer having a water meter 2 inches (50 millimetres) in size or larger shall at the customer's own expense construct and maintain a properly valved bypass satisfactory to the Director which bypass shall be sealed by the City and shall be opened by the customer only in case of emergency. The customer shall notify the City within 24 hours after the seal on the bypass is broken, failing which the Director may cause the water supply to such customer to be shut off until satisfactory arrangements have been made for the calculation of and payment for water supplied and not recorded on the meter.

**Meter Valving**

- 67 Any customer having a meter smaller than 2 inches (50 millimetres) in size shall, at the customer's sole cost and expense, supply and maintain valves on both sides of and within 12 inches (300 millimetres) of the meter.

**SERVICES AND SERVICING**

- 68 All persons doing any work or service upon a private service or the plumbing system attached thereto shall comply with the provisions of the Building Code and any bylaws of the City applicable thereto.

**Number and Depth of Services**

- 69 Unless the Director otherwise approves,
- (a) there shall not be more than one private service to any building;
  - (b) a private service shall be buried to a depth of at least 9 feet (2.7 metres).

**Fire Protection Service**

- 70 (1) A water line which provides combined domestic service and fire line service shall not be installed without the prior approval of the Fire Chief of the Red Deer Emergency Services Department.
- (2) A fire line shall be used only for fire protection purposes and the Director shall determine whether or not a meter shall be affixed to such fire line. If the Director requires such a meter, the same shall be supplied and installed in a manner satisfactory to the Director at the sole cost and expense of the customer.
- 71 No trees, shrubs or plant material shall be planted within 3 feet (1 metre) of a fire hydrant. In addition, no tree branches or plant material shall be allowed to encroach within 2 feet (0.7 metres) of a hydrant.

### **Temporary Water Service**

- 72 Any persons requiring a temporary water supply in the course of construction shall make application therefore to the Director and shall pay therefore the sums required by Schedule "A".

### **Thawing Services**

- 73 The cost of thawing a frozen service shall be borne as follows:
- (a) If the private service or the plumbing system connected thereto is frozen, as determined by the Director, by the customer;
  - (b) If the City service is frozen as a result of the negligence of the customer, as determined by the Director, by the customer;
  - (c) If the City service is frozen for any other reason, as determined by the Director, by the City.
- 74 If the Director is of the opinion that a private service or plumbing system has frozen without any negligence on the part of the customer or any other person for whose negligence the customer is responsible, the Director may waive the cost of one thawing during any one winter season which shall be deemed to run from November 15th to May 15th.
- 75 The City shall not thaw a private service or plumbing system unless the customer shall first have signed an acknowledgement recognizing that thawing may be inherently dangerous to property including private service

or plumbing system and may cause damage to electrical systems or the outbreak of fire and waiving any claim against the City for any such damage whatsoever except damage caused by the negligence of the City.

### **Winter Installation**

- 76 The cost payable by the customer for installing a service between November 15th of any year and May 15th of the following year unless designated otherwise by the Director shall be increased by the amount designated in the said Schedule "A".

### **Service Size**

- 77 The size of the service required for residential purposes shall be determined in accordance with the Building Code, provided that the City shall not install a service having a size smaller than 1 inch.

### **Boilers**

- 78 In any case where a steam boiler or equipment of a nature similar to that of a steam boiler is supplied directly from a service, such boiler or other equipment shall be equipped with at least one safety valve, vacuum valve or other device sufficient to prevent the collapse or explosion thereof in the event the water supply thereto is shut off.

### **Requested Water Shut Off**

- 79 If a customer requires the supply of water to be shut off for their own purposes, the customer shall pay therefore the amount specified in the said Schedule "A".

### **Cross Connections and Backflow Prevention**

- 80 No customer or other person shall connect, cause to be connected, or allow to remain connected to the water system any piping, fixture, fittings, container or appliance, in a manner which under any circumstances, may allow contaminated or polluted water, wastewater, or any other liquid, chemical or substance to enter the domestic water system.
- 81 If a condition is found to exist which is contrary to Section 80, the

Inspections and Licensing Manager may issue such order or orders to the customer as may be required to obtain compliance with Section 80.

- 82 Notwithstanding anything herein contained, where in the opinion of the Inspections and Licensing Manager, the configuration of any water connection which creates a high risk of contamination to the water system, the customer, upon being given notice by the Inspections and Licensing Manager, shall install on their water service an approved cross connection control device, in addition to any cross connection control devices installed in the customer's water system at the source of potential contamination.
- 83 All cross connection control devices shall be inspected and tested at the expense of the customer, upon installation, and thereafter annually, or more often if required by the Inspections and Licensing Manager by personnel approved by the Inspections and Licensing Manager to carry out such tests to demonstrate that the device is in good working condition. The customer shall submit a report on a form approved by the Inspections and Licensing Manager on any or all tests performed on a cross connection control device within thirty (30) days of a test and a record card issued by the Inspections and Licensing Manager shall be displayed on or adjacent to the cross connection control device. The tester shall record thereon the name and address of the owner of the device; the location, type, manufacturer, serial number and size of the device; and the test date, the tester's initials, the tester's name (if self employed) or the name of the testers employer and the tester's license number.
- 84 When the results of a test referred to in Section 83 of this bylaw show that a cross connection device is not in good working condition, the customer shall, when so directed by the Inspections and Licensing Manager, make repairs or replace the device within ninety-six (96) hours. If the customer fails to comply with the direction given, the City may shut off the water service or water services.
- 85 (1) If a customer fails to have a cross connection control device tested, the Inspections and Licensing Manager may notify the customer that the cross connection control device must be tested within ninety-six (96) hours of the customer receiving the notice.
- (2) If a customer fails to have a cross connection control device tested within the time provided in Section 83, the Inspections and Licensing Manager may cause the water service or water services to be terminated until the cross connection control device has been tested and approved as required by Section 83 of this .

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- 86 No person shall turn on a water service valve to provide water to the occupants of any newly renovated, constructed, or reconstructed premises until the plumbing system in such premises has been inspected for cross connections and approved by the Inspections and Licensing Manager.
- 87 No persons other than those who have achieved journeyman or "Certificate of Competency" in the cross connection control program of Alberta may conduct the tests of cross connection control devices, except with special permission from the authority having jurisdiction.
- 88 If the customer to whom the Inspections and Licensing Manager has issued an order fails to comply with that order, the Licensing Manager may:
- (a) Give notice to the customer to correct the fault at the customer's expense within a specified time period and, if the notice is not complied with, the Inspections and Licensing Manager may then shut off the water service or services; or
  - (b) Shut off the water service or services without prior notice.

## **PART 12**

### **WASTEWATER UTILITY**

#### **DEFINITIONS**

- 89 In this part:

"Backflow Valve" shall mean a device or a method to prevent backflow;

"B.O.D." (denoting Biochemical Oxygen Demand) shall mean the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in parts per million by weight;

"Building Drain" shall mean that part of the lowest horizontal piping which receives the discharge from soil waste or other drainage pipes within a building and conducts it to the building sewer beginning 1 metre outside the building wall;

"Building Sewer" shall mean that part of a wastewater drainage system outside a building commencing at a point 1 metre from the outer face of the wall of the building and connecting the building drain to the sanitary sewer or place of disposal of wastewater;



"Cleanout" shall mean a pipe fitting that has a removable cap or plug and is so constructed that it will permit pipe cleaning;

"C.O.D." (denoting Chemical Oxygen Demand) shall mean the oxygen equivalent of organic matter and related empirically to B.O.D.";

"Combined Sewer" shall mean a sewer which carries sanitary wastewater and storm water;

<sup>1</sup>"Dangerous Goods" shall mean dangerous goods as defined in the Dangerous Goods Transportation and Handling Act, RSA 2000, Chap D-4;

"Grease and Oil" shall mean any material recovered as a substance soluble in trichlorotrifluorethane and may also include sulphur, organic dyes and chlorophyll, using the "Standard Methods" for the examination of water and wastewater from the latest editions of American Public Health Association, American Water Works Association, and American Water Pollution Control Federation;

"Hydrocarbons" shall mean compounds made up of only carbon and hydrogen;

"Industrial Wastes" shall mean liquid wastes from industrial processes, such as dairies, breweries, packing plants and similar processes;

"Lime Slurry and Residues" shall mean a mixture of lime and water resulting in a pH in excess of 10, or suspended solids in excess of 1000 milligrams per litre;

"Natural Outlet" shall mean any naturally occurring outlet into a water course, pond, ditch, lake, or other body of surface or groundwater not constructed by any person;

"pH" shall mean the logarithm of the reciprocal of the weight of hydrogen ion in grams per litre of solution and denotes alkalinity or acidity;

"Phosphates" shall mean a chemical salt classified as orthophosphates, condensed phosphates and poly-phosphates;

"Polluted Wastes" and "Polluted Water" are materials or water that are contaminated with wastes in excess of that permitted in this bylaw;

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<sup>1</sup> 3215/A-2004

"Sanitary Sewer" shall mean a sewer located on public property which is designated by the Director to carry wastewater only;

"Sewer" shall mean a pipe or conduit for carrying wastewater;

"Sewerage Works" shall mean all sewers and facilities for collecting, pumping, treating, and disposing of wastewater;

<sup>1</sup>"Solid Waste" shall mean wastes from the preparation, cooking, and dispensing of foods, and from the handling, storage, and sale of produce;

<sup>2</sup>"Solid Waste Disposal Unit" shall mean any device, garborator, equipment, or machinery designed, used, or intended to be used for the purpose of grinding or otherwise treating solid waste to enable the same to be introduced into a public sewer;

"Storm Sewer or Storm Drain" shall mean a pipe or conduit which is designated by the Director to carry storm, surface drainage, and groundwaters only;

"Suspended Solids" shall mean solids that either float on the surface of, or be in suspension in water, wastewater, or other liquids, and which are removable by laboratory filtering;

"Wastewater" shall mean a combination of the water carried wastes from all buildings in the City and without limiting the generality of the foregoing, including residences, business buildings, institutions, and industrial establishments;

"Wastewater Treatment Plant" shall mean any facility used for treating wastewater, and without restricting the generality of the foregoing shall include a wastewater disposal system;

"Water Course" shall mean a channel in which a flow of water occurs, either continuously or intermittently.

## **SEWERAGE SERVICE LEVY AND BILLING RATES**

### **Rate Payable**

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<sup>1</sup> 3215/A-2004

<sup>2</sup> 3215/A-2004

- 90        The City hereby levies a sewerage charge on all persons occupying property connected with the City sewerage works based on volume of wastewater contributed by the customer, to be paid monthly as determined by the Director computed on the rates set forth in Schedule "B" attached hereto and forming part of this bylaw.

### **Exceptions**

- 91        (1)        Notwithstanding the provisions of this bylaw, the Director shall have the right to make special agreements on terms fixed by the Director with certain industries or others to whom large quantities of water are sold but whose uses of such water do not involve the return of comparable amounts of wastewater to the City's sewerage works.
- (2)        All owners of property fronting on 65 Avenue between 67 Street and 64 Avenue shall, prior to the hook-up of sanitary sewer services, and as a condition of such services, make payment of the following sums of money to the City, namely:
- (a)        a sum equal to the off-site sewer levy based on the rate in force as of the date of sewer connections established under the Off-Site Levies Bylaw for the Golden West Subdivision area, and
- (b)        The estimated cost of the construction of sanitary sewers and manholes and all appurtenances thereto, constructed along and in 65 Avenue between 67 Street and 64 Avenue, distributed on the assessable frontage along 65 Avenue and pro-rated to the owner based on the frontage of the owner's land as it relates to the total assessable frontage aforesaid. All such costs shall be calculated as at the current City costs in force as of the date of hooking up the sewer service to the owner's property.

### **USE OF SANITARY SEWERS REQUIRED**

- 92        (1)        No person shall place, deposit, or permit to be deposited in any manner upon public or private property within the City or in any area under the jurisdiction of the City, any human or animal excrement, or other waste, or dangerous goods.

- (2) No person shall discharge from any natural outlet within the City or to any area under the jurisdiction of the City, any wastewater, industrial waste, dangerous goods, or polluted waters, except where suitable pre-treatment is within the provisions of this bylaw.
- (3)<sup>1</sup> Within one year after sewer service becomes available, the owner of every building situated on land abutting on any street in which there is a sewer main shall at their own expense install toilet facilities and connect the building to the sewer system in accordance with the requirements and standards set out in the Alberta Building Code and elsewhere in this bylaw.
- (4)<sup>2</sup> Notwithstanding the foregoing, the Director shall have discretion to extend the period of time within which the connection to the sanitary main must be made up to a maximum of two years after a sewer service becomes available.
- (5)<sup>3</sup> A person who has been directed to connect their building to the sewer system shall have the right to appeal the direction to the Red Deer Appeal & Review Board by a notice submitted within 14 days of the date that the direction to connect has been served, in accordance with the provisions outlined in the Committees Bylaw. On hearing such appeal, the Board may vary, suspend or rescind such direction on such terms as it deems appropriate.
- (6) Except as permitted by this bylaw or The Building Code, no person shall construct or maintain in the City any privy or pit toilet, septic tank, cesspool, or other facility intended or used for the collection or disposal of wastewater.
- (6.1)<sup>4</sup> At such time as the owner connects to the sanitary main, the owner shall also open a utility account and pay all application fees and deposits that may be required under this bylaw.
- (6.2)<sup>5</sup> No person may connect to the sewer system until such time as a local improvement tax bylaw has been passed in respect of the cost of construction of the sewer supply works (including carrying charges) to serve the land owned or occupied by that person, or until such person has made other arrangements satisfactory to the

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<sup>1</sup> 3215/A-2009

<sup>2</sup> 3215/A-2009

<sup>3</sup> 3215/A-2009

<sup>4</sup> 3215/A-2009

<sup>5</sup> 3215/A-2009

City to pay that person's proportionate share of those costs.

## **CLEANOUTS**

- (7) A building sewer that is connected to a sanitary sewer shall be equipped with a main cleanout with a minimum diameter of 4 in. (100 mm) and a building sewer that is connected to a storm sewer shall be equipped with a main cleanout with a minimum diameter of 3 in. (75 mm), each located not more than 80 ft. (25 m) from property line. The main cleanout shall be located as close as practical to the point where the sewer leaves the building and in such a manner that the opening is readily accessible and has sufficient clearance (7 feet or 2 metres) for effective rodding and cleaning. The building sewer from cleanout to property line is to be as straight as possible. A maximum of one 45° bend is permitted for the cleanout and a maximum of one additional 45° bend may be used between the cleanout and property line. Total bends shall not exceed 90°.

## **BACKFLOW VALVES**

- (8) Where premises are subject to backflow, all plumbing fixtures and floor drains set below the level of the ground surface of the adjoining street or property shall be protected from backflow by an approved flow valve.

## **TREES AND ROOTS**

- (9) No deep rooting trees (without limiting the generality of the foregoing, including willow, poplar and elm) shall be planted over building sewer lines on private property. If it is determined that roots are entering the sewage works from trees upon private property, the trees may be removed by the City at the owner's expense.

## **PRIVATE WASTEWATER DISPOSAL**

- 93           Where a sanitary sewer is not available for connection as required under the provisions of Section 92(3), the building sewer shall be connected to a private wastewater disposal system complying with the provisions of the bylaw, The Building Code, and such additional requirements as may be imposed by the Director.

- 94 The owner shall operate and maintain the private wastewater disposal facilities in a sanitary manner at all times at no expense to the City.
- 95 After the owner has connected to the sewer system as required by Section 92(3), the owner shall, within 60 days of the date of connection to the sewer system, empty any septic tanks, cesspools and similar private wastewater disposal facilities and shall fill them with fill dirt or other suitable material.

### **BUILDING SEWERS AND CONNECTIONS**

- 96 Any person desiring to connect their premises with a sanitary or storm sewer shall sign and file with the City a written application on a form approved by the Director for a permit to make such connection. The permit application shall be supplemented by any plans, specifications, or other information deemed necessary in the opinion of the Director.
- 97 No person shall uncover, make any connections with or opening into, use, alter, or disturb any sanitary sewer or appurtenances thereof, unless authorized by the Director.
- 98 All building sewers when approved shall be constructed by municipal forces or municipal contractors from the sanitary sewer to the property line.
- 99 All building sewers on private property shall be constructed by the owners' forces to the requirements of this and of The Building Code.
- 100 The City shall maintain the building sewer from the sanitary sewer to the property line at the expense of the City; from the property line to the building connection such sewer shall be maintained by the property owner at their own expense.
- 101 When any sewer connection is abandoned, the owner of the property shall effectively block up the connection at a suitable location within their property so as to prevent wastewater backing up into the soil, or dirt from being washed into the sewer.
- 102 No weeping tile system shall be connected to any building sewer or sanitary sewer unless approved in writing by the Director.
- 103 Where the groundwater table, seasonally adjusted, is within 6.7 feet (2.1 metres) of the top of the footing of any residence constructed after the passage of this , such residence must have a weeping tile system



connected to a storm sewer where a storm sewer is available, or upon permission being granted by the Director, connected to the sanitary sewer.

## USE OF PUBLIC SEWERS

- 104 No person shall discharge, or cause to be discharged, storm water, surface water, groundwater, roof run-off, subsurface drainage, or cooling water, from any industrial process to any sanitary sewer; provided that the Director may, on application, authorize such discharge where in the Director's opinion exceptional conditions prevent compliance with the foregoing provisions.
- 105 No person shall deposit or permit the deposit of a deleterious substance, as defined by the Director, of any type in the storm sewers of the City of Red Deer.
- 106 No person shall discharge storm water or natural water to any sewer except a storm sewer, or to a natural outlet approved by the Director.
- 107 (1) No person shall discharge, cause, or permit to be discharged into any sanitary sewer any:
- (a) dangerous goods;
  - (b) ashes, cinders, sand, potters clay, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, or other solid or viscous substance capable of causing obstruction, or other interference with, the operation of the sewerage works;
  - (c)
    - (i) paunch manure or intestinal contents from horses, cattle, sheep or swine;
    - (ii) animal hooves, toenails, or bone scraps;
    - (iii) animal intestines or stomach casing;
    - (iv) bones;
    - (v) hog bristles;
    - (vi) hides or parts thereof;
    - (vii) animal fat or flesh, in particular larger than will pass through

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a 6 millimetre screen;

- (viii) horse, cattle, sheep or swine manure;
- (ix) poultry entrails, heads, feet, feathers, or eggshells;
- (x) fleshings and hair resulting from tanning operations;
- (xi) blood;

- (d) waters or wastes having pH lower than 5.5 or higher than 10.0, or having any other corrosive property capable of causing damage or hazard to structures, equipment, biological wastewater treatment processes, and personnel of, the sewerage works;
- (e) Wastewater containing substances in concentrations exceeding the following:

Antimony	1.0 mg/L
Arsenic	1.0 mg/L
Barium	3.0 mg/L
Boron	1.0 mg/L
Cadmium	0.05 mg/L
Chromium	1.0 mg/L
Chlorinated Hydrocarbons	0.02 mg/L
Copper	0.5 mg/L
Cyanide	1.0 mg/L
Lead	1.0 mg/L
Manganese	1.0 mg/L
Mercury	0.1 mg/L
Nickel	0.5 mg/L
Total Pesticides	0.1 mg/L
Phenolic Compounds	0.1 mg/L
Selenium	1.0 mg/L
Silver	1.0 mg/L
Sulphide	1.0 mg/L
Zinc	1.0 mg/L

- (f) Wastewater which contains more than:

Suspended Solids	1000 mg/L
B.O.D.	1000 mg/L
C.O.D.	2000 mg/L
Oil and Grease	500 mg/L

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Hydrocarbons	100 mg/L
Phosphates	100 mg/L

- (g) lime slurry and residues;
  - (h) any substance which, in the opinion of the Director,
    - (i) is or may become harmful to any recipient water course or sewerage system or part thereof;
    - (ii) may interfere with the proper operation of the sewerage system;
    - (iii) may impair or interfere with any wastewater treatment process; or
    - (iv) may become a hazard to persons, property, or animals.
- (2) The Director may cause samples of wastewater to be taken to determine the content thereof and, notwithstanding the provisions of Section 107(1)(f), where any person has discharged, caused, or permitted to be discharged into any sanitary sewer any:
- (a) Suspended solids which exceed 200 mg/L; or
  - (b) B.O.D. which exceed 200 mg/L; or
  - (c) Oil and grease which exceeds 100 mg/L;
- then such person shall pay rates for treatment for such substances as set forth in Schedule "B" hereof. Where the discharges of substances do not exceed the amount specified in this subsection, then such person shall pay only the volume rate for discharge of wastewater.
- 108 (1) Grease, oil, and sand interceptions or filters shall be provided on private property for all restaurants, garages, petroleum service stations, vehicle and equipment washing establishments.
- (2) Interceptors will be required for other types of businesses when, in the opinion of the Director, they are necessary for the proper handling of wastewater containing grease in excessive amounts, or any flammable wastes, sand, and other harmful ingredients.

- (3) All interceptors shall be of a type and capacity approved by the Director and shall be so located as to be readily and easily accessible for cleaning and inspection and shall be maintained by the owner at the owner's expense in continuously efficient operation at all times.
  - (4) Interceptors shall not be required for private residences.
- 109 Should any blockage, either wholly or in part, of the sewerage works be caused by reason of failure, omission, or neglect of a customer, or owner of property, to comply strictly with the provisions of this bylaw, the customer or owner shall, in addition to any penalty for infraction of this bylaw, be liable to and shall on demand pay the City for all costs of clearing such blockage as determined pursuant to Schedule "A" and for any other amount for which the City may be held legally liable because of such blockage.
- 110 Any person who contravenes any of the provisions of Section 107(1) shall, in addition to any penalty for infraction of this bylaw, be liable to and shall on demand pay to the City all costs of cleaning up and removing any of the materials listed in Section 107(1) and removing and cleaning up a contamination resulting from the discharging of any such materials into a sanitary sewer, and for any other amount for which the City may be held legally liable because of such contamination.
- 111 No municipality or person shall discharge or cause to be discharged into any sewer or sanitary sewer, wastewater, or industrial waste in a greater volume than 100,000 cu. ft. (9,300 cubic metres) per month without first obtaining written consent from the Director, but no such consent shall be given by the Director until:
- (a) an application in writing for permission to discharge industrial waste or wastewater into a sewer within or entering the City system is delivered to the Director, and
  - (b) the Director has been provided with the chemical and physical analysis, quantity and rate of discharge of wastewater or industrial waste to be so discharged, and any other detailed information that the Director may require, including all pertinent information relating to any pre-treatment before discharge.
- 112 (1) The Director may require the person making application to discharge wastewater to provide, at their own expense, such preliminary treatment as may be necessary to change the characteristics of the industrial waste or wastewater to the standards required under the provisions of this bylaw.

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- (2) Where preliminary treatment facilities are provided for any industrial waste or wastewater, they shall be maintained continuously in satisfactory and effective operation by the customer at the customer's own expense.
- 113
- (1) The installation of a manhole in a wastewater service connection will be required in accordance with the wastewater manhole requirement of the "Design Guidelines" of the Engineering Department.
  - (2) Notwithstanding the above, when required by the Director, the installation of a manhole in a wastewater service connection to an industrial, commercial, or other development will be required:
    - (a) to facilitate the clearing of blockages where, in the opinion of the Director, the risk of sewer blockage is high;
    - (b) for observation, sampling, and measurement of the waste of premises served by a wastewater service connection carrying industrial waste.
  - (3) Without limiting the generality of the foregoing, manholes will be required or, but not limited to:
    - (a) Industrial - Oil related industries, dairies, breweries, packing plants, processing plants, feed mills, manufacturing plants, fabricating plants, painting shops.
    - (b) Commercial - Shopping centres, heavy machine repair, welding shops, automobile repair, service stations, car washes, restaurants, paint stores, hotels, motels, dry cleaners, laundries.
    - (c) Other - Residential dwellings over 6 units, apartment over 6 units, institutions, hospitals, dental labs, funeral homes, churches, schools.
  - (4) Such manholes may be constructed by the City, at cost to the applicant for wastewater services, at the service connection to the sanitary main or such manhole may be constructed at the applicants expense, on property/easement line in accordance with plans approved by the Director and shall be maintained by the applicant so as to be safe and accessible at all times.
- 114
- All measurements, tests, and analysis of the characteristics of industrial waste, wastewater or water to which reference is made in this bylaw shall be determined in accordance with the "Standard Methods and Practices

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for the Examination of Water and Sewage" of the American Public Health Association, and shall be determined from suitable samples taken at the control manhole provided for in Section 113. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the sanitary sewer to the point at which the sewer connection enters the sanitary sewer.



**PART 13****ELECTRIC, LIGHT AND POWER UTILITY****DEFINITIONS**

115 <sup>1</sup>	DELETED
116 <sup>2</sup>	DELETED
117 <sup>3</sup>	DELETED
118 <sup>4</sup>	DELETED
119 <sup>5</sup>	DELETED
120 <sup>6</sup>	DELETED
121 <sup>7</sup>	DELETED
122 <sup>8</sup>	DELETED

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<sup>1</sup> 3215/D-2000

<sup>2</sup> 3215/D-2000

<sup>3</sup> 3215/D-2000

<sup>4</sup> 3215/D-2000

<sup>5</sup> 3215/D-2000

<sup>6</sup> 3215/D-2000

<sup>7</sup> 3215/D-2000

<sup>8</sup> 3215/D-2000

**PART 14****<sup>1</sup>WASTE MANAGEMENT UTILITY****DEFINITIONS**

123<sup>2</sup> In this part and in the schedules related to this part, the following words shall have the following meanings:

<sup>3</sup>“Container” shall mean a container for solid waste which is designed to be emptied by a front loading Solid Waste Vehicle;

<sup>4</sup>“Contractor” shall mean the person who or the Corporation which is under contract with the City to collect solid waste from residential properties and haul it to the City’s Landfill site through the Solid Waste portion of the Residential Recycling and Solid Waste/Yard Waste Collection and Composting Services Contract or other applicable agreements entered into between the City and the Contractor.;

“Recycling Contractor” shall mean the person who is under contract with the City through the Residential Recycling Contract or other applicable agreements entered into between the City and the Recycling Contractor.

<sup>5</sup>“Dangerous Goods” shall have the meaning set out from time to time in the Dangerous Goods Transportation and Handling Act, R.S.A. 2000, Ch. D-4 as amended, and the regulations thereunder;

“Disposal Grounds” shall mean the landfill site operated under the authority of the City from time to time;

<sup>6</sup>“Hazardous Waste” shall have the meaning set out from time to time in the Environmental Protection and Enhancement Act, R.S.A. 2000, Ch. E 12 as amended, and the regulations thereunder;

<sup>7</sup>“Receptacle” shall mean a receptacle for solid waste other than a container as defined herein and includes a garbage can and garbage bags;

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<sup>1</sup> 3215/A-2004

<sup>2</sup> 3215/B-99

<sup>3</sup> 3215/A-2004

<sup>4</sup> 3215/A-2004

<sup>5</sup> 3215/A-2004

<sup>6</sup> 3215/A-2004

<sup>7</sup> 3215/A-2004

<sup>1</sup>"Solid Waste" shall mean discarded material or waste or any kind which is permitted to be disposed of at the City Landfill site.

<sup>2</sup>"Solid Waste Tag" shall mean a sticker purchased from The City to be used to identify units of solid waste in excess of the basic residential solid waste collection service.

<sup>3</sup>"Special Waste" shall mean waste which requires special disposal treatment at the Disposal Grounds but does not include solid waste, hazardous waste or dangerous goods.

<sup>4</sup>"Unit of Solid Waste" shall mean a garbage bag up to 660 mm by 914 mm, or a garbage can up to 100 litres in volume, and shall not weigh more than 25 kg.

"Vacant Residential Lands" shall mean is a residential parcel of land without a building ready for occupancy.

## **ESTABLISHMENT AND CONTRACTING**

124 <sup>5</sup>The City hereby establishes the solid waste utility system for the collection, removal and disposal of all solid waste and special waste in the City.

125 (1)<sup>6</sup> Except as provided in this part or by any agreement entered into between the City and the contractor, no person other than the contractor shall directly or indirectly remove or dispose of solid waste collected within the boundaries of the City.

(2)<sup>7</sup> Notwithstanding the foregoing, the contractor shall not have any exclusive right to collect, remove and dispose of the following types of solid waste:

- (a) residential large household goods;
- (b) solid waste in rolloff containers of a capacity of 20 cubic yards or greater;
- (c) solid waste produced by large scale commercial compactors of a capacity of 20 cubic yards or greater;

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<sup>1</sup> 3215/A-2004

<sup>2</sup> 3215/A-2004

<sup>3</sup> 3215/A-2004

<sup>4</sup> 3215/A-2004

<sup>5</sup> 3215/A-2004

<sup>6</sup> 3215/A-2004

<sup>7</sup> 3215/A-2004

- (d) waste produced in the process of constructing, altering or repairing a building;
- (e) any waste not accepted at the City Landfill; and
- (f) those items suitable for recycling or reuse.

126 Except as provided in this part or by any agreement entered into between the City and the Recycling Contractor , no person other than the Recycling Contractor shall directly or indirectly remove or dispose of recyclable material from the Residential Recycling Program collected within the boundaries of the City.

### **<sup>1</sup>SOLID WASTE SERVICE CHARGES AND BILLING RATES**

- 127<sup>2</sup> (1) The City hereby levies and the customer shall pay for solid waste services provided the amounts and charges provided for in this bylaw and in Schedule "D" attached hereto.
- (2) For greater certainty, all customers shall pay the City for basic solid waste services notwithstanding any contract such customer may have for additional or special solid waste services. The City shall not be responsible to bill or to collect fees for additional or special solid waste services.
- (3) Where service is provided for part of a billing period, the rate shown under Schedule "D" for such service shall be prorated and charged for the portion of the period the service is provided.
- (4) No charges shall be levied or collected in respect of residential lands with no improvements.

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<sup>1</sup> 3215/A-2004

<sup>2</sup> 3215-A-2004

**<sup>1</sup>ADMINISTRATION OF SOLID WASTE COLLECTION, REMOVAL AND DISPOSAL SERVICE**128<sup>2</sup>

The Director shall:

- (a) supervise the collection, removal and disposal or recycling of solid waste, yard waste, and recyclables under this bylaw and under any contract entered into by the City;
- (b) require the owner of a property to install a lid on a garbage container when, in the Director's opinion, there is a problem with the containment of solid waste which could be resolved by the installation of a lid;
- (c) decide what does or does not constitute solid waste or special waste which shall be collected and removed under this bylaw, and
- (d) determine which of the rates set out in Schedule "D" applies to a particular customer in light of the quantity or volume of solid waste produced by that customer.

**<sup>3</sup>USE OF THE SOLID WASTE SERVICE AND DISPOSAL GROUNDS**129<sup>4</sup>

- (1) No material shall be considered to be "solid waste" within the meaning of this bylaw unless and until the owner of the same shall have placed it in a receptacle or container for collection.
- (2) All solid waste shall be removed to and disposed of in the Disposal Grounds subject to the regulations established by the City therefor and no person shall deposit or dispose of solid waste at any location in the City except the Disposal Grounds.
- (3)<sup>5</sup> A person shall not use or permit to be used any vehicle or trailer for the conveyance or storage of waste unless such vehicle or trailer is fitted with a cover capable of preventing the dropping, spilling or blowing off of waste while it is being stored in or transported by the vehicle. Such unsecured loads will be charged a surcharge at the Disposal Grounds as outlined in Schedule "D" and/or may be subject to a penalty.

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<sup>1</sup> 3215/A-2004<sup>2</sup> 3215/A-2004<sup>3</sup> 3215/A-2004<sup>4</sup> 3215/A-2004<sup>5</sup> 3215/A-2002

- 130<sup>1</sup> (1) No owner or occupant of land shall permit solid waste to accumulate loosely on such land.
- (2) An owner or occupant of land shall ensure that any solid waste produced from such land is held in receptacles or containers in good condition adequate to contain the accumulation of solid waste originating from such lands between collection times.
- (3) Solid Waste receptacles shall be placed as near as practicable to the lane abutting the lands upon which the same are situated so as to be easily accessible to the persons required by this bylaw or any contract pursuant hereto to handle the same, or if a lane does not abut such lands, or for any other reason the placement required by this section is impractical, such receptacles shall be placed in such manner as the Director directs.
- 131<sup>2</sup> When a building is constructed so that its exterior wall abuts the lane or the lane setback and no alternate location is provided on the site accessible to the lane, a space within the building, accessible to the lane, shall be provided of sufficient dimensions to contain all solid waste between periods of collection to the satisfaction of the Director.
- 132 (1)<sup>3</sup> Notwithstanding any other provisions of this bylaw, a receptacle containing solid waste shall be sufficiently strong to hold the weight of solid waste contained therein without breaking and shall not exceed:
- (a) 25 kilograms (55 pounds) in weight;
- (b) 1.2 metres (4 feet) in length; or
- (c) 100 litres (3.6 cubic feet) in volume.
- (2) The City and its contractor are not required to handle, collect or remove a receptacle, or the contents of a receptacle, which does not comply with Section 132 (1) of this bylaw.
- (3)<sup>4</sup> All owners or occupants of land shall remove and dispose of all solid waste originating on their lands or premises which are not collected, removed and disposed of pursuant to this bylaw, and in default of their so doing, the City may remove and dispose of such solid waste at the expense of such owners or

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<sup>1</sup> 3215/A-2004

<sup>2</sup> 3215/A-2004

<sup>3</sup> 3215/A-2004

<sup>4</sup> 3215/A-2004



occupants and the owners or occupants shall make payment of such expenses on demand.

- (4) A person shall not put out or permit to be put out animal feces or any other manure type waste unless packaged separately from other waste in a securely tied double plastic bag free of punctures, tears and leaks.
  - (5) No person shall dispose of any waste in a receptacle or container owned or leased by another person without the express written consent of the owner of the receptacle or container.
  - (6)<sup>1</sup> The basic residential solid waste collection service outlined in Schedule "D" Item 3 shall consist of the weekly collection of a maximum of 5 units of solid waste per residential customer unless otherwise directed by the Environmental Services Manager. Units of solid waste in excess of the basic residential solid waste collection service will be picked up if a solid waste tag, purchased from The City, is attached to the waste for disposal.
- 133 (1)<sup>2</sup> The owner or occupant of residential lands or premises may remove the solid waste therefrom at their own expense and employ some other person for such purpose, but such action shall not relieve the owner or occupant of this liability to pay to the City the rate levied under this bylaw for removing such solid waste.
- (2)<sup>3</sup> The owner or occupant of multi-family residential lands or premises must have hand pick-up or container collection of solid waste at least once per week. If using hand pick-up for multi-family residential lands or premises, the owner must ensure that all solid waste is neatly contained in garbage cans between collection times. The joint use or sharing of containers or receptacles between multi-family residential lands or premises, for the collection and disposal of solid waste, shall not be permitted except with the prior written permission of the Environmental Services Manager.
- (3)<sup>4</sup> The owner or occupant of non-residential lands or premises may remove their own solid waste at their own cost and expense by employing the services of their own workers or employees, but such owner or occupant shall not contract such work out to any party other than the contractor, except for the removal of the types of solid waste listed in Section 125(2).

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<sup>1</sup> 3215/B-99, 3215/A-2004, 3215/A-2006

<sup>2</sup> 3215/A-2004, 3215/A-2006

<sup>3</sup> 3215/A-2002, 3215/A-2004

<sup>4</sup> 3215/A-2004

- (4)<sup>1</sup> Any person who breaches the provisions of subsection (3) hereof, in addition to their liability to be prosecuted for an offence under this bylaw, shall be liable for and make payment to the City of the fees and charges for removal and disposal of solid waste which such person would have had to pay had such person used the services of the contractor for such purpose.
- (5)<sup>2</sup> This section does not apply to removal of solid waste from the Michener Centre.

### **HAZARDOUS WASTE, DANGEROUS GOODS, SPECIAL WASTE**

- 134 (1) The owner or occupant of land which produces or possesses any dangerous goods, hazardous waste or special waste shall remove and dispose of such goods in accordance with this bylaw and any regulations of the Governments of Alberta and Canada.
- (2) The owner or occupant of any lands from which any dangerous goods, hazardous waste or special waste is removed shall properly identify such waste or goods and shall be responsible for obtaining approvals for the safe transport and disposal thereof.
- (3)<sup>3</sup> No person shall deposit or mix with any solid waste for collection in the solid waste service or delivery to the Disposal Grounds any dangerous goods or hazardous waste.
- (4)<sup>4</sup> No person shall place, or cause to be placed, any special waste into the solid waste service or Disposal Grounds without obtaining permission from the Director and making payment of the disposal charge specified in Schedule "D".
- (5) Any person breaching any part of this section shall be responsible for all costs incurred in eliminating any pollution or contamination of the Disposal Grounds or any other site in the City and shall make payment of the same to the City on demand.

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<sup>1</sup> 3215/A-2004

<sup>2</sup> 3215/A-2004

<sup>3</sup> 3215/A-2004

<sup>4</sup> 3215/A-2004

**BURNING**

- 135<sup>1</sup> Except as provided in the City's Fire Permit Bylaw no persons shall burn or attempt to burn any solid waste outside of a building in any area of the City.

**MISCELLANEOUS**

- 136 (1)<sup>2</sup> Notwithstanding anything in this bylaw, no person shall deposit any solid waste or refuse at the Disposal Grounds which does not originate from within the boundaries of the City except with the prior written permission of the Environmental Services Manager or under the authority of a contract with the City.
- (2) The penalty for a breach of this section shall be:
- (a) in the case of a first offence, a fine of not less than \$50.00 and not more than \$100.00 and in default of payment thereof to a term of imprisonment for not more than 5 days;
  - (b) in the case of a second offence, a fine of not less than \$150.00 and not more than \$250.00 and in default of payment thereof to a term of imprisonment for not more than 15 days; and
  - (c) in the case of a third and any subsequent offence, a fine of \$500.00 and in default of payment thereof to a term of imprisonment for not more than 90 days, or to both fine and imprisonment.

**PART 15****POWER AND AUTHORITY OF INSPECTORS**

- 137 The Director, any manager of a utility appointed by the Director in charge of administering each utility, the Inspections and Licensing Manager and other duly authorized employees of the City and contractors or agents appointed by the City, bearing proper credentials and identification, shall be permitted to enter upon all properties for the purpose of inspection, observation, measurement, sampling and testing in accordance with the provisions of this bylaw. If such inspection discloses any failure, omission, or neglect respecting any utility upon the customer's premises, or discloses any defect in the location, construction, design or maintenance

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<sup>1</sup> 3215/A-2004

<sup>2</sup> 3215/A-2004, 3215/A-2006

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of any facility or any connection therefrom to the utility service, the person making such inspection shall, in writing, notify the customer, owner, proprietor or occupier to rectify the cause of complaint within a reasonable time as determined by the Director. Such person shall within the time limited rectify such cause of complaint stated in the notice.

- 138 Any person violating any provision of this bylaw may be served by the City with written notice stating the nature of the violation and requiring the satisfactory correction thereof within 48 hours, or such additional time as determined by the Director. Such person shall, within the time stated in such notice, permanently cease all violations.

## **PART 16**

### **OFFENCES AND PENALTIES**

- 139 Any person who:

- (a) breaches Section 92(1), 92(2), 107, or 134 of this bylaw; or
- (b) fails to act in compliance and accordance with any notice given to him under this bylaw;

shall be guilty of an offence and upon summary conviction shall be liable to a penalty of not less than \$500.00 and not more than \$2,500.00, plus court costs and in default of payment of the penalty and costs, to a term of imprisonment not exceeding 6 months.

- 140 The penalty for a breach of Section 129(3) shall be as follows:

- (a) for a first offence, a fine of \$50.00 and, in default of payment, 5 days imprisonment;
- (b) for a second offence, a fine of \$150.00 and, in default of payment, 15 days imprisonment;
- (c) for a third or subsequent offence, a fine of \$500.00 and, in default of payment, imprisonment for a period of 60 days.

- 141 Except as provided for in Sections 139 and 140 of this bylaw, , any person who breaches or contravenes any other provision of this bylaw is guilty of an offence and is liable to a specified penalty of \$110.00.

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- 142 Where a Peace Officer or Bylaw Enforcement Officer has reasonable grounds to believe that a person has contravened any provision of this bylaw, they 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.

**PART 17****EFFECTIVE DATES**

- 143 This bylaw shall come into effect on December 1, 1998
- 144 Bylaw No. 2960/88 is hereby repealed effective December 1, 1998.

READ A FIRST TIME IN OPEN COUNCIL this 5 day of October A.D. 1998.

READ A SECOND TIME IN OPEN COUNCIL this 5 day of October A.D. 1998.

READ A THIRD TIME IN OPEN COUNCIL this 5 day of October A.D. 1998.

AND SIGNED BY THE MAYOR AND CITY CLERK this 5 day of October A.D. 1998.

"G. D. Surkan"

"Kelly Kloss"

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MAYOR

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CITY CLERK

**SCHEDULE A - WATER AND MISCELLANEOUS RATES**

**SCHEDULE B - WASTEWATER RATES**

**SCHEDULE C - DELETED (EFFECTIVE JANUARY 1, 2001)**

**SCHEDULE D - GARBAGE RATES**



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**SCHEDULE "A"<sup>1</sup>****Effective for all consumption, estimated or actual, on or after March 1, 2011****UTILITY BILLING FEES**

1	Application fee for utility billing	\$15.00
2	Installation of more than one meter	\$21.00/meter
3	Requested meter reading	\$21.00
4	Service call during regular hours	\$54.00
5	Service call after regular hours	\$150.00
6	Disconnection service charge	\$54.00
7	Reconnection service charge	\$54.00
8	Non-application fee (open a new account in owner's name)	\$30.00

**MISCELLANEOUS WATER AND  
WASTEWATER RATES**

1	New service connection:		
		From Main In Street	From Main In Lane
	(a) Basic charge for 1" (25 mm) water and 6" (150 mm) sanitary	\$7,185.00	\$6,000.00
	(b) Basic charge for 1" (25 mm) water	\$6,145.00	\$4,845.00
	(c) Basic charge for 6" (150 mm) sanitary sewer	\$6,145.00	\$4,845.00

<sup>1</sup> 3215/A-99 (Effective March 17, 1999), 3215/B-2000 (Effective March 20, 2000), 3215/A-2001 (Effective March 15, 2001), 3215/A-2002 (Effective March 15, 2002), 3215/A-2003 (Effective March 3, 2003), 3215/A-2004 (Effective March 1, 2004), 3215/A-2005 (Effective March 1, 2005), 3215/B-2005 (Effective January 1, 2006), 3215/A-2006 (Effective March 1, 2006), 3215/A-2007 (Effective March 1, 2007), 3215/A-2008 (Effective March 1, 2008), 3215/A-2009 (Effective March 1, 2009), 3215/A-2010 (Effective March 1, 2010), 3215/A-2011 (Effective March 1, 2011)

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**SCHEDULE "A"<sup>1</sup>**

(d) Basic charge for 4" (100 mm) storm sewer	\$6,145.00	\$4,845.00
(e) Basic charge for 1" (25 mm) water main, 150 mm sanitary and 4" (100 mm) storm sewer	\$7,430.00	\$6,140.00
(f) Dual service upon approval	\$8,240.00	N/A
(g) Water service renewal upon approval	\$7,085.00	N/A

Extra charge for:

Larger water service:

1.5" (38 mm)	\$ 275.00
2" (50 mm)	\$ 750.00
4" (100 mm)	\$3,255.00
6" (150 mm)	\$4,025.00
8" (200 mm)	\$5,295.00
10" (250 mm)	\$6,550.00
12" (300 mm)	\$8,450.00

Larger sanitary or storm sewer:

8" 200 mm Ribbed DR35	\$225.00 \$300.00
10" (250 mm) Ribbed DR35	\$320.00 \$480.00

<sup>1</sup> 3215/A-99 (Effective March 17, 1999), 3215/B-2000 (Effective March 20, 2000), 3215/A-2001 (Effective March 15, 2001), 3215/A-2002 (Effective March 15, 2002), 3215/A-2003 (Effective March 3, 2003), 3215/A-2004 (Effective March 1, 2004) 3215/A-2005 (Effective March 1, 2005) 3215/B-2005 (Effective January 1, 2006) 3215/A-2006 (Effective March 1, 2006), 3215/A-2007 (Effective March 1, 2007), 3215/A-2008 (Effective March 1, 2008), 3215/A-2009 (Effective March 1, 2009), 3215/A-2010 (Effective March 1, 2010), 3215/A-2011 (Effective March 1, 2011)

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**SCHEDULE "A"<sup>1</sup>**

	12"	(300 mm) Ribbed DR35	\$440.00 \$690.00
	15"	(375 mm) Ribbed DR35	\$ 640.00 \$1,005.00
	18"	(450 mm) Ribbed DR35	\$1,015.00 \$1,450.00
	24"	(600 mm) Ribbed	\$1,715.00
2	Disconnection of service (water kill)		
	up to 50 mm in size		\$2,665.00
	up to 50 mm in size, same dig at time of basic service		\$1,155.00
	over 50 mm in size		\$4,465.00
3	Additional fee for winter construction of service (Nov. 15 – May 15)		
	Lane		\$1,545.00
	Street		\$2,330.00
4	Other Charges		
	Construction of manhole to 3.1 metres in depth at time of service		\$3,745.00
	(a)	Additional cost per vertical metre in excess of 3.1 metres in depth	\$510.00

<sup>1</sup> 3215/A-99 (Effective March 17, 1999), 3215/B-2000 (Effective March 20, 2000), 3215/A-2001 (Effective March 15, 2001), 3215/A-2002 (Effective March 15, 2002), 3215/A-2003 (Effective March 3, 2003), 3215/A-2004 (Effective March 1, 2004) 3215/A-2005 (Effective March 1, 2005) 3215/B-2005 (Effective January 1, 2006) 3215/A-2006 (Effective March 1, 2006), 3215/A-2007 (Effective March 1, 2007), 3215/A-2008 (Effective March 1, 2008), 3215/A-2009 (Effective March 1, 2009), 3215/A-2010 (Effective March 1, 2010), 3214/A-2011 (Effective March 1, 2011)

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### **SCHEDULE "A"<sup>1</sup>**

Inspection Chamber at time of service \$2,170.00

Fire Hydrant and Valve Installation at time of service \$5,985.00

#### Cutting and replacing pavement:

(a)	Single or double service 3" (75 mm) and under	\$2,890.00
(b)	Single or double service over 3" (75 mm)	\$2,670.00
(c)	Triple service 3" (75 mm) and under	\$3,815.00
(d)	Triple service over 3" (75 mm)	\$4,275.00
(e)	For service kill 3" (75 mm) and under	\$1,855.00
(f)	For service kill over 3" (75 mm)	\$1,985.00
(g)	For water service renewal	\$1,460.00
(h)	Additional asphalt repair costs for excavations in excess of 4 metres deep (per additional meter of depth)	\$1,000.00

#### Replacing sidewalks:

(a)	Single or double service residential	\$2,850.00
(b)	Single or double service commercial	\$4,420.00
(c)	Triple service residential	\$3,150.00
(d)	Triple service commercial	\$4,620.00
(e)	Additional Sidewalk repair costs for excavations in excess of 4 metres deep (per location)	\$650.00

#### Replacing curb only:

(a)	Single or double service	\$1,680.00
(b)	Triple or dual service	\$1,874.00
(c)	Additional Curb repair costs for excavations In excess of 4 metres deep (per location)	\$450.00

Landscaping Repairs (boulevard area) \$ 200.00

Landscaping Repairs (utility lot/reserve) \$ 575.00

<sup>1</sup> 3215/A-99 (Effective March 17, 1999), 3215/B-2000 (Effective March 20, 2000), 3215/A-2001 (Effective March 15, 2001), 3215/A-2002 (Effective March 15, 2002), 3215/A-2003 (Effective March 3, 2003), 3215/A-2004 (Effective March 1, 2004) 3215/A-2005 (Effective March 1, 2005) 3215/B-2005 (Effective January 1, 2006) 3215/A-2006 (Effective March 1, 2006), 3215/A-2007 (Effective March 1, 2007), 3215/A-2008 (Effective March 1, 2008), 3215/A-2009 (Effective March 1, 2009), 3215/A-2010 (Effective March 1, 2010), 3215/A-2011 (Effective March 1, 2011)

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**SCHEDULE "A"**<sup>1</sup>

5	Turn water off or on for repairs or line testing	
	(a) during regular working hours	\$54.00
	(b) after regular working hours	\$150.00
6	Temporary water supply for construction purposes includes 5/8" (16 mm) water meter with up to 115 cubic feet (10 cubic metres) consumption. (Consumption in excess of 115 cubic feet (10 cubic metres) will be billed at current water consumption rate)	\$80.00 (plus monthly meter charge)
7	Meter Test	\$90.00
8	Repairs to water meters	at cost
9	Thawing water service	at cost
10	Repair to damaged standpipe	at cost
11	Private fire hydrant maintenance	<i>Cost per inspection</i>
	(a) Routine Hydrant inspection (Apr 15 – Sept 30)	\$40.00/hydrant
	(b) Winter Hydrant inspection (Oct 1 – Apr. 14)	\$75.00/hydrant
	(c) Damage evaluation	\$65.00/hydrant
	(d) Paint	\$75.00/hydrant

<sup>1</sup> 3215/A-99 (Effective March 17, 1999), 3215/B-2000 (Effective March 20, 2000), 3215/A-2001 (Effective March 15, 2001), 3215/A-2002 (Effective March 15, 2002), 3215/A-2003 (Effective March 3, 2003), 3215/A-2004 (Effective March 1, 2004) 3215/A-2005 (Effective March 1, 2005) 3215/B-2005 (Effective January 1, 2006) 3215/A-2006 (Effective March 1, 2006), 3215/A-2007 (Effective March 1, 2007), 3215/A-2008 (Effective March 1, 2008), 3215/A-2009 (Effective March 1, 2009), 3215/A-2010 (Effective March 1, 2010), 3215/A-2011 (Effective March 1, 2011)

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### SCHEDULE "A"<sup>1</sup>

12	Bulk Water	
	Use of designated fire hydrant to obtain water	\$75.00 per permit plus water consumption
13	Clearing plugged sewer	
	(a) During regular working hours	\$120.00
	(b) After regular working hours	\$250.00
14	Televise sewer lines	
	(a) Service (regular hours only)	\$185.00
	(b) Mains (regular hours only)	at cost

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<sup>1</sup> 3215/A-99 (Effective March 17, 1999), 3215/B-2000 (Effective March 20, 2000), 3215/A-2001 (Effective March 15, 2001), 3215/A-2002 (Effective March 15, 2002), 3215/A-2003 (Effective March 3, 2003), 3215/A-2004 (Effective March 1, 2004) 3215/A-2005 (Effective March 1, 2005) 3215/B-2005 (Effective January 1, 2006) 3215/A-2006 (Effective March 1, 2006), 3215/A-2007 (Effective March 1, 2007), 3215/A-2008 (Effective March 1, 2008), 3215/A-2009 (Effective March 1, 2009), 3215/A-2010 (Effective March 1, 2010), 3215/A-2011 (Effective March 1, 2011)



**SCHEDULE "A"**<sup>1</sup>**WATER RATES**

Every customer shall pay for water supplied to him the aggregate of amount determined as follows:

- 1 A consumption charge of \$0.743 for each cubic metre of water supplied.
- 2 A fixed monthly charge shall be determined by the size of the meter supplied to each customer as follows:

METER SIZE	FIXED MONTHLY CHARGE
5/8" ( 16 mm)	\$19.60
3/4" ( 19 mm)	\$31.38
1" ( 25 mm)	\$57.12
1½ " ( 38 mm)	\$133.34
2" ( 50 mm)	\$321.91
3" ( 75 mm)	\$543.51
4" (100 mm)	\$1,150.60
6" (150 mm)	\$2,156.13
8" (200 mm)	\$3,810.21

<sup>1</sup> 3215/A-99 (Effective March 17, 1999), 3215/B-2000 (Effective March 20, 2000), 3215/A-2001 (Effective March 15, 2001), 3215/A-2002 (Effective March 15, 2002), 3215/A-2003 (Effective March 3, 2003), 3215/A-2004 (Effective March 1, 2004) 3215/A-2005 (Effective March 1, 2005) 3215/B-2005 (Effective January 1, 2006) 3215/A-2006 (Effective March 1, 2006), 3215/A-2007 (Effective March 1, 2007), 3215/A-2008 (Effective March 1, 2008), 3215/A-2009 (Effective March 1, 2009), 3215/A-2010 (Effective March 1, 2010), 3215/A-2011 (Effective March 1, 2011)

**SCHEDULE "B"<sup>1</sup>**

**Effective for all rates, estimated or actual, on or after March 1, 2011**

**WASTEWATER RATES**

- 1 The cost of wastewater service for residential premises connected to the City sewerage system and which contains not more than two dwelling units shall be a flat fee of \$37.91 per month.
- 2 Where there are more than two dwelling units in residential premises or for other properties served by a single water meter, the customer shall pay at the rate of \$1.529 per cubic metre of wastewater calculated in the manner herein set forth with a minimum of \$37.91 per month.
- 3 Where the Director has tested the discharge of wastewater into the sewerage system pursuant to Clause 91 and found that the wastewater exceeds the limits of B.O.D., suspended solids or grease set out therein, then that customer shall pay for wastewater service at the following rates:
  - (a) A volume charge based on \$1.152 per cubic metre
  - (b) A treatment charge based on the amount of B.O.D., grease or suspended solids at the following rates:

B.O.D.: \$0.84 per kg

Suspended Solids: \$0.91 per kg

Grease: \$0.26 per kg

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<sup>1</sup> 3215/A-99 (Effective March 17, 1999), 3215/B-2000 (Effective March 20, 2000), 3215/A-2001 (Effective March 15, 2001), 3215/A-2002 (Effective March 15, 2002), 3215/A-2003 (Effective March 3, 2003), 3215/A-2004 (Effective March 1, 2004), 3215/A-2005 (Effective March 1, 2005), 3215/A-2006 (Effective March 1, 2006), 3215/A-2007 (Effective March 1, 2007), 3215/A-2008 (Effective March 1, 2008), 3215/A-2009 (Effective March 1, 2009), 3215/A-2010 (Effective March 1, 2010), 3215/A-2011 (Effective March 1, 2011)

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**SCHEDULE "B"<sup>1</sup>**

- 4 For the purpose of calculating the sewerage charge payable by a customer, the volume of wastewater contributed by the customer to the sewerage works shall be deemed to be equal to 80% of the water delivered to the customer's premises, whether the water was received from the City or from sources other than the City. Where no meter or other exact means exist to determine the quantity of water consumed by any person, the Director shall make an estimate thereof for the purpose of determining the sewerage service charges. The customer may, at his own expense, install and maintain a meter approved by the Director upon which the service charge shall thereafter be determined.
- 5 Disposal at Liquid Waste Station and FOG Station (Fats, Oils and Grease):
- |                    |               |
|--------------------|---------------|
| Single axle load   | \$32.29       |
| Tandem axle load   | \$53.84       |
| Multi-axle load    | \$137.59      |
| Passenger Vehicles | \$61.82/month |

Note: See Schedule "A" for Miscellaneous Wastewater Rates

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<sup>1</sup> 3215/A-99 (Effective March 17, 1999), 3215/B-2000 (Effective March 20, 2000), 3215/A-2001 (Effective March 15, 2001), 3215/A-2002 (Effective March 15, 2002), 3215/A-2003 (Effective March 3, 2003), 3215/A-2004 (Effective March 1, 2004), 3215/A-2005 (Effective March 1, 2005), 3215/A-2006 (Effective March 1, 2006), 3215/A-2007 (Effective March 1, 2007), 3215/A-2008 (Effective March 1, 2008), 3215/A-2009 (Effective March 1, 2009), 3215/A-2010 (Effective March 1, 2010), 3215/A-2011 (Effective March 1, 2011)

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**SCHEDULE "C"<sup>1</sup>**

**(Deleted by authority of Bylaw 3215/D-2000,  
Effective January 1, 2001)**

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<sup>1</sup> 3215/A-99 (Effective March 17, 1999), 3215/A-2000, 3215/B-2000 (Effective March 20, 2000), 3215/D-2000 (Effective January 1, 2001)

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### SCHEDULE "D"<sup>1</sup>

***Effective for all rates, on or after March 1, 2011***

#### **SCHEDULE OF SOLID WASTE COLLECTION RATES**

1. Rates to be applicable for premises when supplied with a container by the contractor engaged by the City. Scheduled Service includes Contractor-provided container.

SOLID WASTE COLLECTION RATES FOR COMMERCIAL FRONT-END CONTAINERS				
Type of Service	Monthly Rate			
	1.5 m <sup>3</sup> (2 yd <sup>3</sup> )	2.3 m <sup>3</sup> (3 yd <sup>3</sup> )	3.1 m <sup>3</sup> (4 yd <sup>3</sup> )	4.6 m <sup>3</sup> (6 yd <sup>3</sup> )
<u>Service on Demand:</u>				
Container rental	10.19	12.73	15.28	17.83
Lift charge	11.28	16.92	22.56	33.85
<u>Scheduled Service:</u>				
1 lift per month	11.28	16.92	22.56	33.85
1 lift every 2 weeks	24.37	36.56	48.74	73.10
1 lift per week	48.85	73.28	97.70	146.55
2 lifts per week	97.70	146.55	195.41	293.10
3 lifts per week	146.55	219.83	293.10	439.65
4 lifts per week	195.41	293.10	390.81	586.22
5 lifts per week	244.26	366.38	488.51	732.77
6 lifts per week	293.10	439.65	586.22	879.32
Extra lift for scheduled service	11.28	16.92	22.56	33.85

<sup>1</sup> 3215/A-99 (Effective March 17, 1999), 3215/B-99, 3215/B-2000 (Effective March 20, 2000), 3215/A-2001 (Effective March 15, 2001), 3215/A-2002 (Effective March 15, 2002), 3215/A-2003 (Effective March 3, 2003), 3215/A-2004 (Effective March 1, 2004), 3215/A-2005 (Effective March 1, 2005) 3215/A-2006 (Effective March 1, 2006), 3215/A-2007 (Effective March 1, 2007), 3215/A-2008 (Effective March 1, 2008), 3215/A-2009 (Effective March 1, 2009), 3215/A-2010 (Effective March 1, 2010), 3215/A-2011 (Effective March 1, 2011)

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**SCHEDULE "D"<sup>1</sup>****SCHEDULE OF SOLID WASTE COLLECTION RATES**

Charges for special container services in addition to the above rates will be as follows:

**RATES PER CONTAINER**

Standard Lid

No charge

Castors on Containers

\$ 17.83 per month

2. Rates to be applicable for premises where the owner or agent is charged and such owner or agent provides receptacles for hand pickup of solid waste.

MONTHLY SOLID WASTE COLLECTION RATES FOR COMMERCIAL HAND PICK-UP							
Volume per Pick-Up	Frequency of Pick-Up per Week						Cost per Extra Pick- Up
	1	2	3	4	5	6	
$\leq 0.4 \text{ m}^3$ ( $\leq .5 \text{ yd}^3$ )	23.63	47.26	70.89	94.52	118.15	141.78	5.46
$> 0.4 - 0.8 \text{ m}^3$ ( $> 5-1 \text{ yd}^3$ )	23.63	47.26	70.89	94.52	118.15	141.78	5.46
$.765 > 0.8 - 1.5 \text{ m}^3$ ( $\geq 1-2 \text{ yd}^3$ )	47.26	94.52	141.78	189.04	236.30	283.56	10.92
$\geq 1.5 - 2.3 \text{ m}^3$ ( $\geq 2-3 \text{ yd}^3$ )	70.90	141.80	212.70	283.61	354.51	425.41	16.37
$> 2.3 - 3.1 \text{ m}^3$ ( $\geq 3-4 \text{ yd}^3$ )	94.53	189.06	283.59	378.13	472.66	567.19	21.83
$> 3.1 - 3.8 \text{ m}^3$ ( $\geq 4-5 \text{ yd}^3$ )	118.16	236.32	354.48	472.64	590.81	708.97	27.29
$> 3.8 - 4.6 \text{ m}^3$ ( $\geq 5-6 \text{ yd}^3$ )	141.79	283.58	425.37	567.16	708.95	850.75	32.75
$> 4.6 - 5.3 \text{ m}^3$ ( $\geq 6-7 \text{ yd}^3$ )	165.42	330.84	496.26	661.68	827.10	992.52	38.20

**Note:**  $0.383 \text{ m}^3$  ( $1/2 \text{ yd}^3$ ) is approximately equal to 3 units (bags or cans) of garbage

<sup>1</sup> 3215/A-99 (Effective March 17, 1999), 3215/B-99, 3215/B-2000 (Effective March 20, 2000), 3215/A-2001 (Effective March 15, 2001), 3215/A-2002 (Effective March 15, 2002), 3215/A-2003 (Effective March 3, 2003), 3215/A-2004 (Effective March 1, 2004), 3215/A-2005 (Effective March 1, 2005), 3215/A-2006 (Effective March 1, 2006), 3215/A-2007 (Effective March 1, 2007), 3215/A-2008 (Effective March 1, 2008), 3215/A-2009 (Effective March 1, 2009), 3215/A-2010 (Effective March 1, 2010), 3215/A-2011 (Effective March 1, 2011)

**SCHEDULE "D"<sup>1</sup>*****SCHEDULE OF SOLID WASTE COLLECTION RATES***

3. For a single family dwelling unit, a semi-detached residential unit, a single family dwelling unit with a basement dwelling unit situated therein, or a dwelling unit in a multiple family building or multiple family development, the charge for basic residential collection shall be \$11.70 per month per dwelling unit for the collection of a maximum of 5 units of solid waste per week year round and once a week collection of yard waste for six months per year. The charge for solid waste tags for units in excess of the basic residential collection service shall be \$1.00 per garbage tag.
4. (a) For a single family dwelling unit, a semi-detached residential unit, a single family dwelling unit with a basement dwelling unit situated therein, or any dwelling unit otherwise designated as an "R10" or "R63" account in the utility billing system, the charge for one pick-up per week of recyclable material shall be \$5.65 per month per dwelling unit.
- (b) For a multiple family building, designated as either an "R11" or "R62" account in the utility billing system, the charge for one pick-up per week of recyclable materials shall be \$4.00 per month per dwelling unit.
5. Disposal Grounds Rates for Acceptance of Solid Waste and Refuse

	<b><i>Description</i></b>	<b><i>Rate</i></b>
(1)	Residents hauling residential refuse from their own residences	\$60.00 per metric tonne
(2)	Private companies or commercial haulers with commercial or residential refuse haulers	\$60.00 per metric tonne
(3)	Demolition, concrete, asphalt and tree rubble	\$60.00 per metric tonne
(4)	Special Waste	\$80.00 per metric tonne
(5)	Asbestos	\$80.00 per metric tonne

<sup>1</sup> 3215/A-99 (Effective March 17, 1999), 3215/B-99, 3215/B-2000 (Effective March 20, 2000), 3215/A-2001 (Effective March 15, 2001), 3215/A-2002 (Effective March 15, 2002), 3215/A-2003 (Effective March 3, 2003), 3215/A-2004 (Effective March 1, 2004), 3215/A-2005 (Effective March 1, 2005), 3215/A-2006 (Effective March 1, 2006), 3215/A-2007 (Effective March 1, 2007), 3215/A-2008 (Effective March 1, 2008), 3215/A-2009 (Effective March 1, 2009), 3215/A-2010 (Effective March 1, 2010), 3215/A-2011 (Effective March 1, 2011)



**SCHEDULE "D"<sup>1</sup>*****SCHEDULE OF SOLID WASTE COLLECTION RATES***

<b><i>Description</i></b>	<b><i>Rate</i></b>
(6) When fractional metric tonnes are delivered, the rate charged for the same shall be determined by prorating the above rates per tonne in the same ratio as the weight of such refuse, waste or rubble delivered bears to a metric tonne. In any event, a minimum charge of \$7.00 shall apply for items 5 (1), 5 (2), 5 (3), 5 (4), and a minimum charge of \$80.00 <sup>2</sup> shall apply for item 5 (5).	
(7) Cover Material as defined in The City of Red Deer Waste Management Facility Disposal Guidelines	No Charge
(8) A surcharge of \$20.00 per load will be applied to unsecured loads as outlined in section 129 (3)	

<sup>1</sup> 3215/A-99 (Effective March 17, 1999), 3215/B-99, 3215/B-2000 (Effective March 20, 2000), 3215/A-2001 (Effective March 15, 2001), 3215/A-2002 (Effective March 15, 2002), 3215/A-2003 (Effective March 3, 2003), 3215/A-2004 (Effective March 1, 2004), 3215/A-2005 (Effective March 1, 2005) 3215/A-2006 (Effective March 1, 2006), 3215/A-2007 (Effective March 1, 2007), 3215/A-2008 (Effective March 1, 2008), 3215/A-2010 (Effective March 1, 2010), 3215/A-2011 (Effective March 1, 2011)

<sup>2</sup> 3215/B-2009 (Effective March 23, 2009), 3215/B-2010 (Effective March 1, 2010), 3215/A-2011 (Effective March 1, 2011)

December 8, 2011

## **City Council to start at 2:15 p.m. on Monday December 12**

(Red Deer, Alberta) –The December 12, City Council meeting will begin at 2 p.m. in camera. The open part of Council will resume at 2:15 p.m.

All Council sessions are held in Council Chambers and the public is welcome to attend.

- end -

For more information, please contact:

Legislative & Governance Services  
The City of Red Deer  
403-342-8132