

# **CITY COUNCIL**

## **AGENDA**

Monday, April 04, 2011 – Council Chambers, City Hall

Call to Order:	3:00 PM
Recess:	5:00 PM to 6:00 PM
Public Hearing(s):	6:00 PM

### **1. MINUTES**

- 1.1. Confirmation of the Minutes of the March 21, 2011 Regular Council Meeting

(Agenda Pages 1 – 25)

### **2. POINT OF INTEREST**

### **3. UNFINISHED BUSINESS**

- 3.1. Request from the Terry Fox Foundation -  
Changes to the Portable Sign Regulations in the Land Use Bylaw  
Report for Council's Consideration  
Department: Legislative & Governance Services

(Agenda Pages 26 – 27)

### **4. REPORTS**

- 4.1. Community Housing Advisory Board - Interim Funding of Projects - Outreach  
and Support Services Grant  
Report For Council's Consideration  
Department: Social Planning

(Agenda Pages 28 – 30)

- 4.2. Transit Passes for Donald School of Business Students - Proposed Discount Pilot Project  
Report for Council's Consideration  
Department: Transit  
(Agenda Pages 31 – 33)
- 4.3. Increases to Registry Fee Schedule I10329 (Motor Vehicle Fee Schedule)  
Report for Council's Consideration  
Department: City Manager  
(Agenda Pages 34 – 38)
- 4.4. Organizational Sustainability Definitions  
Report for Council's Consideration  
Department: Communications & Strategic Planning  
(Agenda Pages 39 – 46)

**5. BYLAWS**

- 5.1. Land Use Bylaw Amendment 3357/K-2011 - Regulation of Below Grade Developments  
Report for Council's Consideration  
Consideration of First Reading of the Bylaw  
Department: Planning Services  
(Agenda Pages 47 – 50)

**6. PUBLIC HEARINGS**

- 6.1. Land Use Bylaw Amendment 3357/F-2011 - Changes to Allow Community Gardens Permitted as a Discretionary Use in All Districts  
Consideration of Second and Third Reading of the Bylaw  
Department: Planning Services  
(Agenda Pages 51 – 54)

**7. CORRESPONDENCE**

**8. PETITIONS AND DELEGATIONS**

**9. NOTICES OF MOTION**

- 9.1. Councillor Paul Harris - Notice of Motion Re: West Park Neighbourhood Redevelopment Plan  
Notice of Motion for Council's Consideration  
Department: Legislative & Governance Services  
(Agenda Pages 55 – 57)

**10. ADMINISTRATIVE INQUIRIES**

**II. ADJOURNMENT**



**M I N U T E S - UNAPPROVED**  
**of the REGULAR MEETING of RED DEER CITY COUNCIL**  
**held on Monday, March 21, 2011**  
**in the Council Chambers of City Hall,**  
**commenced at 3:04 p.m.**

**Present:**

Mayor Morris Flewwelling  
Councillor Buck Buchanan (via teleconference / retired 8:32 p.m.)  
Councillor Cindy Jefferies  
Councillor Paul Harris  
Councillor Lynne Mulder  
Councillor Chris Stephan  
Councillor Tara Veer  
Councillor Frank Wong  
Councillor Dianne Wyntjes

City Manager, Craig Curtis  
Director of Community Services, Colleen Jensen  
Director of Corporate Services, Lorraine Poth  
Acting Director of Development Services, Frank Colosimo  
Director of Planning Services, Paul Meyette  
Legislative & Governance Services Manager (City Clerk), Elaine Vincent  
Deputy City Clerk, Frieda McDougall  
City Solicitor, Don Simpson  
Inspections & Licensing Co-Manager, Joyce Boon  
Land & Economic Development Manager, Howard Thompson  
Recreation, Parks & Culture Manager, Greg Scott  
Recreation Superintendent, Kay Kenny  
Divisional Strategist, Charity Dyke  
Financial Services Manager, Dean Krejci  
Project Superintendent, Jerry Hedlund  
Recreation Centre Complex Coordinator, Tammy Greba  
Land Services Specialist, Alice Granberg  
Culture Superintendent, Kristina Oberg  
Acting Planning Manager, Angus Schaffenburg



City Planner, Quincy Brown

## IN CAMERA MEETING

At this time, the following motion was passed agreeing to convene to an In Camera Meeting.

Moved by Councillor Lynne Mulder, and seconded by Councillor Paul Harris

**“Resolved** that Council of The City of Red Deer agrees to enter into an In Camera meeting of council on Monday, March 21, 2011 at 3:05 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 Cindy Jefferies, Councillor Lynne Mulder, Councillor Chris Stephan, Councillor Tara Veer, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

The following motion was passed agreeing to revert to an open meeting of Council.

Moved by Councillor Dianne Wyntjes, seconded by Councillor Paul Harris

**“Resolved** that Council of The City of Red Deer hereby agrees to revert to an open meeting of Council on Monday, March 21, 2011 at 4:26 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



## MINUTES

Moved by Councillor Lynne Mulder, seconded by Councillor Paul Harris

**“Resolved** that the Monday, March 7, 2011, Council Meeting Minutes be approved with the following amendments:

Page 2            First Point of Interest the event is called “Carnival  
Last Point of Interest, Councillors Harris and Veer did not attend this event

Page 5            That the information and motions relating to the Public Hearing be deleted and replaced with the following:

**Glendale Northwest NASP Bylaw Amendment 3217/A-2011  
Land Use Bylaw Amendment 3357/C-2011 7410 & 7510-59 Avenue  
(Lot 11, Plan 982-2249), and 7475 Taylor Drive (Lot 9, Plan 982-2243)  
Department: Legislative & Governance Services**

Prior to declaring the Public Hearing open, the following lifting from the table resolution was introduced and passed.

Moved by Councillor Lynne Mulder, seconded by Councillor Paul Harris.

**“Resolved** that Council of The City of Red Deer hereby lifts from the table consideration of the report regarding the Land Exchange in Glendale West (Dentooms Site).”

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

MOTION TO LIFT FROM TABLE CARRIED



Mayor Morris Flewwelling declared open the Public Hearings for Glendale Northwest NASP Bylaw Amendment 3217/A-2011 and Land Use Bylaw Amendment 3357/C-2011 7410 & 7510-59 Avenue (Lot 11, Plan 982-2249), and 7475 Taylor Drive (Lot 9, Plan 982-2243) which provides for the redevelopment of the former Dentoom's Greenhouse site. Victoria MacPherson, Audrey Williams and Daniel MacPherson spoke to this item. As no others were present to speak for or against this item Mayor Morris Flewwelling declared the Public Hearings closed.

Prior to giving second reading to Glendale Northwest NASP Bylaw Amendment 3217/A-2011 and Land Use Bylaw Amendment 3357/C-2011, 7410 & 7510-59 Avenue (Lot 11, Plan 982-2249) and 7475 Taylor Drive (Lot 9, Plan 982-2243) the following tabling motions were introduced:

Moved by Councillor Buck Buchanan, seconded by Councillor Tara Veer

**“Resolved** that Glendale Northwest Neighbourhood Area Structure Plan Amendment 3217/A-2011 be tabled for six weeks to allow Administration time to prepare a report to consider the option of rezoning the proposed area to R1. Also to be included in the report from Administration is a breakdown of the current park space in the Glendale district. This report is to be brought back to the April 18, 2011 Council meeting.”

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

OPPOSED: Councillor Chris Stephan, Councillor Tara Veer

MOTION TO TABLE CARRIED

Moved by Councillor Dianne Wyntjes, seconded by Councillor Lynne Mulder

**“Resolved** that Land Use Bylaw Amendment 3357/C-2011 be tabled for six weeks time and brought back to the April 18, 2011 Council meeting.”



IN FAVOUR: Mayor Morris Flewwelling, Councillor Buck Buchanan, Councillor Paul Harris, Councillor Lynne Mulder, Councillor Frank Wong, Councillor Dianne Wynthjes

OPPOSED: Councillor Chris Stephan, Councillor Tara Veer

MOTION TO TABLE CARRIED

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 Wynthjes

MOTION AS AMENDED CARRIED

**PRESENTATION**

Darwin Durnie, President of Alberta Public Works Association Project awarded The City of Red Deer with the Project of the Year Award for Overhead Street Name Signage.

**REPORTS**

**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 Paul Harris,  
Councillor Chris Stephan, Councillor Tara Veer,



Councillor Frank Wong

OPPOSED: Mayor Morris Flewwelling, Councillor Cindy Jefferies,  
Councillor Lynne Mulder, 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

### **Red Deer & District Society for the Prevention of Cruelty to Animals (SPCA) Loan**

Department: Financial Services

Prior to consideration of this item Councillor Lynne Mulder identified a conflict of interest as she is the Chair of the SPCA Board. Councillor Lynne Mulder left Council Chambers at 5:31 p.m.

Ms. Julie McKinnis, Executive Director of the SPCA was in attendance to speak to this item.

Moved by Councillor Frank Wong, seconded by Councillor Dianne Wyntjes



**“Resolved** that Council of The City of Red Deer having considered the report from the Financial Services Manager, dated March 7, 2011, Re: Red Deer & District Society for the Prevention of Cruelty to Animals (SPCA) Loan, hereby agrees to defer the loan payments for February 2011, August 2011 and February 2012 including interest as requested pending both parties signing an amendment to the loan agreement for payments to recommence September 30, 2012.”

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

**ABSENT:** Councillor Lynne Mulder

**MOTION CARRIED**

Council agreed to consider first reading of the related bylaw at this time.

Moved by Councillor Frank Wong, seconded by Councillor Tara Veer

That Bylaw 3400/A-2011 be read a first time (SPCA Loan Bylaw Amendment / To Amend the Payment Terms with Payments to Recommence September 30, 2012).

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

**ABSENT:** Councillor Lynne Mulder

**MOTION CARRIED**

Councillor Lynne Mulder returned to Council Chambers at 5:42 p.m.



## UNFINISHED BUSINESS

### **Greater Downtown Action Plan Vision – Market and Artisan Space Development**

Departments: Culture Services and Planning Services

Moved by Councillor Cindy Jefferies, seconded by Councillor Dianne Wyntjes

**“Resolved** that Council of The City of Red Deer hereby agrees to lift from the table consideration of the Year Round Market and Artisan Spaces Report.”

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 TO LIFT FROM TABLE CARRIED

Prior to consideration of this report a subsequent tabling resolution was introduced and passed.

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 Culture Superintendent and the Recreation, Parks & Culture Manager, dated January 31, 2011, re: Year Round Market and Artisan Spaces Report, hereby agrees to table consideration of this item to May 16, 2011 to allow for further discussion in context of other facilities at the upcoming Recreation, Parks & Culture Council workshop.”

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

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

MOTION TO TABLE CARRIED



## REPORTS

### **Green Grouch/Green City Environmental Initiative**

Department: Environmental Services

Moved by Councillor Paul Harris, seconded by Councillor Lynne Mulder

**“Resolved** that Council of The City of Red Deer having considered the report from the Environmental Initiatives Supervisor, dated March 7, 2011, Re: Green Grouch / Green City Environmental Initiative, hereby accepts the challenge issued by The City of Grande Prairie to encourage city of Red Deer residents to participate in the Green Grouch Environmental Initiative.”

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 5:56 p.m. and reconvened at 6:04 p.m.

## PUBLIC HEARINGS

### **Land Use Bylaw Amendment 3357/E-2011 to Amend the C4 Commercial (Major Arterial) District to Allow Health and Medical Services as a Discretionary Use – 3410 – 3418 Gaetz Avenue – Consideration of Second and Third Readings of the Bylaw**

Department: Planning Services

Mayor Morris Flewwelling declared open the Public Hearing for Land Use Bylaw Amendment 3357/E-2011 to amend the C4 Commercial (Major Arterial) District to allow health and medical services as a Discretionary Use. Dr. Willem Grabe of 1500593 Alberta Ltd, and Dr. Moussa Diakite were in attendance to speak to this item. As no others were present to speak



for or against this item Mayor Morris Flewwelling declared the Public Hearing closed.

Moved by Councillor Cindy Jefferies, seconded by Councillor Tara Veer

That Bylaw 3357/E-2011 be read a second time (Land Use Bylaw Amendment / Amends the C-4 Commercial District to Allow Health and Medical Services as a Discretionary Use).

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

OPPOSED: Councillor Tara Veer, Councillor Frank Wong,

MOTION CARRIED

Moved by Councillor Cindy Jefferies, seconded by Councillor Tara Veer

That Bylaw 3357/E-2011 be read a third time (Land Use Bylaw Amendment / Amends the C-4 Commercial District to Allow Health and Medical Services as a Discretionary Use).

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

OPPOSED: Councillor Tara Veer, Councillor Frank Wong,

MOTION CARRIED

**REPORTS**

**Central Alberta Aquatics Centre – Comparative Site Analysis Report**

Department: Recreation, Parks & Culture



Mr. Ted Watson, marshall tittmore architects, provided an overview of the report related to this item.

Moved by Councillor Paul Harris, seconded by Councillor Cindy Jefferies

**“Resolved** that Council of The City of Red Deer having considered the report from the Projects Superintendent and Recreation, Parks & Culture Manager, dated March 9, 2011, Re: Central Alberta Aquatics Centre – Comparative Site Analysis Report, hereby approves the recommendation of marshall tittmore architects / maclennan jaunkalns miller architects and the CAAC/CORD Joint Task Team that the Rotary Recreation Park (Recreation Centre) site be approved as the selected location for further Aquatics Centre Planning and Concept Modeling.”

Prior to consideration of the preceding resolution, the following tabling resolution was introduced.

Moved by Councillor Chris Stephan, seconded by Councillor Buck Buchanan

**“Resolved** that Council of The City of Red Deer having considered the report from the Projects Superintendent and Recreation, Parks & Culture Manager, dated March 9, 2011, Re: Central Alberta Aquatics Centre – Comparative Site Analysis Report, hereby agrees to table consideration of this item to May 16, 2011 to allow for further discussion in context of the other facilities at the upcoming Recreation, Parks & Culture Council workshop.”

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

OPPOSED: Mayor Morris Flewwelling, Councillor Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Frank Wong, Councillor Dianne Wytjes

MOTION FAILED

The motion as originally introduced was then on the floor.

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

### **Gaetz Lakes Sanctuary 2010 Annual Report**

Division: Community Services

Council received this report as information.

Council recessed at 7:22 p.m. and reconvened at 7:57 p.m.

### **BYLAWS**

#### **Land Use Bylaw Amendment 3357/B-2011 – Secondary Suite Regulation Changes and Land Use Bylaw Amendment 3357/H-2011 – West Park East – 23% Density Limit/12 Pending Secondary Suite Applications Consideration of First Reading of the Bylaws**

Department: Planning Services

Moved by Councillor Lynne Mulder, seconded by Councillor Dianne Wyntjes

**“Resolved** that Council of The City of Red Deer hereby agrees to lift from the table consideration of Land Use Bylaw Amendment 3357/B-2011 – Secondary Suites Regulations.”

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 TO LIFT FROM TABLE CARRIED

Moved by Councillor Dianne Wyntjes, seconded by Councillor Lynne Mulder

That Bylaw 3357/B-2011 be read a first time (Land Use Bylaw Amendment / Provides for administrative changes regarding secondary suite regulations in the Land Use Bylaw).

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 Paul Harris

That Bylaw 3357/H -2011 be read a first time (Land Use Bylaw Amendment / Provides for an amendment regarding the West Park East 15% density limit of secondary suites and pending secondary suite applications).

Prior to consideration of the Land Use Bylaw amendment, the following amending resolution was introduced and passed.

Moved by Councillor Paul Harris, seconded by Councillor Lynne Mulder

**“Resolved** that Council of The City of Red Deer having considered the report from the Planning Services and Inspections & Licensing departments dated March 16, 2011, Re: Land Use bylaw Amendments 3357/B-2011 and 3357/H-2011 / Secondary Suite Regulations, hereby agrees to amend the proposed Land Use Bylaw 3357/H-2011 by deleting reference to ‘West Park East’ and changing that wording to ‘a neighbourhood’.”

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



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

MOTION TO AMEND CARRIED

Land Use Bylaw Amendment 3357/H-2011, as amended, was then on the floor for first reading.

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

Councillor Buck Buchanan retired from the Council Meeting at 8:32 p.m.

## REPORTS

### **Proposed Purchase of Lot 58 MR, Block 5, Plan 8123053 (Earl's) and Municipal Reserve (MR) Removal**

Department: Land & Economic Development

Moved by Councillor Cindy Jefferies, seconded by Councillor Tara Veer

**“Resolved** that Council of The City of Red Deer after considering the report from the Land Services Specialist and Land Coordinator, dated March 7, 2011, Re: Proposed Purchase of a portion of Lot 58 MR, Block 5, Plan 812 3053 (Earls) and MR Designation Removal hereby directs Administration to:

1. proceed with discussing with the applicant the potential for the sale of a smaller portion of municipal reserve, within the envelope as described in the above noted report, and if successful,



2. processing the application by arranging a neighbourhood meeting to determine neighbourhood support for the purchase.

This item is then to be brought back for Council's consideration of a re-zoning and disposal of Municipal Reserve."

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 Chris Stephan

MOTION CARRIED

## 2011 Council Priorities

Department: Office of the Mayor & City Manager and Communications & Strategic Planning

Moved by Councillor Lynne Mulder, seconded by Councillor Dianne Wyntjes

**"Resolved** that Council of The City of Red Deer having considered the report from the City Manager, Corporate Strategist, and Communications & Strategic Planning Manager, dated March 10, 2011, Re: 2011 Priorities, hereby:

- I. Adopts the 15 Priorities and their outcomes as direction to Administration for 2011 as follows:

Priority	Outcome
Economic Development	Ensure a balance between regional economic development initiatives and City economic development initiatives
Greater Downtown Action Plan (GDAP)	Continue work on the 10 priority areas according to their individual work plans
IDP Changes and Review	Continue efforts to identify long term growth options for The City and update the IDP
Integrated Movement Study	Understand our community's transportation choices/preferences

<b>Priority</b>	<b>Outcome</b>
	<p>Shared vision for multi-modal transportation/movement</p> <p>Define transportation/movement principles for The City</p> <p>Improve integration and coordination of planning efforts</p> <p>Develop informed and well articulated decision making criteria</p>
Environmental Master Plan	<p>Identify priorities and make recommendations for environmental action by The City of Red Deer in the short, medium and long term.</p> <p>Create a long term vision of Red Deer's desired environmental future to guide The City, community members, non-government organizations, environmental groups and other stakeholders when making decisions on environmental initiatives.</p> <p>Act as the Environmental Pillar of the Municipal Sustainability Framework.</p>
Policing Study	Continue work on the Crime Prevention and Policing Strategy Update and Policing Model Review
Recreation, Parks and Culture Capital Projects	<p>At a workshop with Council, develop outcomes, particular to assets, for:</p> <ul style="list-style-type: none"> <li>▪ Recreation</li> <li>▪ Parks</li> <li>▪ Culture</li> </ul> <p>A Draft policy concerning Capital Funding for Community Amenities will also be brought forward for discussion at the workshop. In the development of this policy, input will be sought from Council, prior to April 26, as to</p>

<b>Priority</b>	<b>Outcome</b>
	their expected outcomes to ensure we are addressing their concerns. At this point Council's collective thinking on the outcomes of this policy are not clear to administration.
Sylvan Lake Trail	This item will be considered in relation to both the RPC Priorities and Centennial celebrations for further consideration/direction.
Operational Audit (Pilot)	Establish performance measures and agreement on standards and criteria for assessment, by which future performance of these areas can be measured (Council responsibility) Identify ways in which the efficiency and effectiveness of operations can be improved (City Manager responsibility)
Organizational Review	To complete the final two phases of the Organizational Review
Advocacy	To enhance the relationship building aspect of the advocacy program and to maintain our work on dealing with specific issues as they arise (responsive).
Centennial Celebrations	Clarify roles of internal and external committees including linkages and responsibilities. Ensure the Centennial celebration year is one that all residents (including staff) can be proud of.
Public Engagement (Committees)	Develop an effective community engagement process that connects with all stakeholders. Ensure community engagement processes are consistent across the organization. This does not mean that all processes used will be the same but that decision making will be



Priority	Outcome
	<p>consistent.</p> <p>Ensure the organization has a variety of tools from which to consult effectively and efficiently, including committees.</p> <p>Ensure community engagement is purposeful and meaningful to the organization, Council and the community in affecting positive change and decisions for our community.</p>
Governance	<p>Enhance the organizational governance framework so the roles and responsibilities of Council, the City Manager and administration can be differentiated, explained, and understood by all stakeholders.</p> <p>This role clarity will inform the work of the Governance and Policy committee to ensure a relevant framework is established and recognizes the priorities of Council.</p>
Utility Model	<p>Understand and opportunities / implications of linking utility fees to consumption.</p> <p>Look at how to encourage conservation through the utility bill variable fees.</p>

2. Receives the Impact Report as information only.”

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

MOTION CARRIED

**BYLAWS**

**Road Closure Bylaw 3466/2011 – 67 Street & Orr Drive/Golden West Avenue  
Intersection Modifications**

Department: Land &amp; Economic Development

Moved by Councillor Chris Stephan, seconded by Councillor Dianne Wyntjes

That Road Closure Bylaw 3466/2011 be read a first time (To provide for the closure of the portion of 67 Street Close / being part of Plan 6604MC, 9724056 and 9623163, consisting of 1200 m<sup>2</sup> more or less).

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

MOTION CARRIED

**2011 Off-Site Levy Bylaw 3467/2011**

Department: Engineering Services

Moved by Councillor Cindy Jefferies, seconded by Councillor Chris Stephan

That Bylaw 3467/2011 be read a first time (Off-Site Levy Bylaw Amendment/To Establish 2011 Off-Site Levy Rates)

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

MOTION CARRIED

Council recessed at 9:25 p.m. and reconvened at 9:30 p.m.



## IN CAMERA MEETING

At this time, the following motion was passed agreeing to convene to an In Camera Meeting.

Moved by Councillor Cindy Jefferies, and seconded by Councillor Dianne Wyntjes

**“Resolved** that Council of The City of Red Deer agrees to enter into an In Camera meeting of council on Monday, March 21, 2011 at 9:30 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 Paul Harris, Councillor Cindy Jefferies, Councillor Lynne Mulder, Councillor Tara Veer, Councillor Dianne Wyntjes

ABSENT: Councillor Chris Stephan, Councillor Frank Wong

MOTION CARRIED

Councillor Frank Wong returned at 9:32 p.m.

Councillor Chris Stephan returned at 9:33 p.m.

The following motion was passed agreeing to revert to an open meeting of Council.

Moved by Councillor Lynne Mulder, seconded by Councillor Dianne Wyntjes

**“Resolved** that Council of The City of Red Deer hereby agrees to revert to an open meeting of Council on Monday, March 21, 2011 at 10:12 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



MOTION CARRIED

**REPORTS****Queen's Industrial Park – Phase IA and IB**

Department: Land &amp; Economic Development

Moved by Councillor Lynne Mulder, seconded by Councillor Chris Stephan

“**Resolved** that Council of The City of Red Deer having considered the report from the Land & Economic Development Manager, dated March 14, 2011, Re: Queens Business Park, hereby approves the pricing schedule as shown below for the industrial and commercial properties in the Queen's Business Park Phase IA and IB:

II (Business Service District) Designation:	Base price of \$300,000 per acre
C4 (Commercial Major Arterial District) Designation:	Base price of \$425,000 per acre

Additional positive adjustments to be applied for location characteristics are as follows:

Corner site	+ 10 to 15%
Main arterial roadway site	+ 15%
Highway 11A exposure site	+ 15%
Highway 2 exposure	+ 40%”

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

OPPOSED: Councillor Paul Harris, Councillor Tara Veer

MOTION CARRIED



### **Offer to Lease RCMP Building 4811 - 49 Street**

Department: Planning Services

Moved by Councillor Cindy Jefferies, seconded by Councillor Dianne Wyntjes

“**Resolved** that Council of The City of Red Deer having considered the report from the Land Services Specialist and Greater Downtown Coordinator, dated March 21, 2011, re: Offer to Lease – 4811 – 49 Street, hereby authorizes the City Manager to enter into a lease with Red Deer Catholic Social Services for the building located at 4811 – 49 Street, as outlined in the confidential report submitted to the In Camera meeting on March 21, 2011.”

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

MOTION CARRIED

### **NOTICE OF MOTION**

#### **West Park Neighbourhood Redevelopment Plan**

Councillor Paul Harris

”Whereas Council of The City of Red Deer establishes Area Redevelopment Plans to guide the future growth and redevelopment in existing neighbourhoods; and

Whereas the Area Development Plans provide for a mechanism of well-rounded public engagement; and

Whereas in the West Park neighbourhood there have been conflicting views as to the impacts of secondary suites on land uses, land values, amenities and quality of life; and



Whereas West Park is adjacent to the Red Deer College which has experienced significant growth in recent years and many of whose students chose to live in West Park, impacting secondary suite development; and

Whereas the natural evolution of this neighbourhood is causing tension between residents and residential uses;

Therefore be it resolved that Council directs administration to elevate the development of an Area Redevelopment Plan for the West Park neighbourhood in the overall planning priorities to address community concerns.

## POINTS OF INTEREST

Mayor Morris Flewwelling issued the following **Proclamations**:

March	Red Cross Month
March 15	Event to recognize International Women's Day
March 14 – 18	PeeWee Girls Hockey
March 14 – 22	World Water Week
March 26	Purple Day for Epilepsy

On a Point of Interest Councillor Frank Wong shared that March is **Kidney Awareness Month** and March 21 is the **International Day for Elimination of Discrimination**, events in recognition of this event have been held at the Museum, the Hub, and at Red Deer College.

On a Point of Interest Councillor Chris Stephan shared that he had the privilege of attending the **Hospital Homes Lottery Open House** and the **grand opening of LW** (former Liquidation World). Councillor Chris Stephan also passed on congratulations to local Red Deer resident **Ben Gunther who broke the Canadian dead weight lifting** record by lifting 585 pounds, drug free.

On a Point of Interest Councillor Dianne Wyntjes shared that she and Councillor Frank Wong had the pleasure of attending the **Westerner's Tarp Auction**; that she, Mayor Morris Flewwelling and Councillor Buck Buchanan attended the **Central Alberta Women's Emergency Shelter dinner and dance**; and that she, Mayor Morris Flewwelling, Councillor Buck Buchanan and Councillor Paul Harris attended the **Medicine River Wildlife Sanctuary fundraiser**. Councillor Dianne Wyntjes also shared that **March 26<sup>th</sup> is Earth Day** and



citizens have the opportunity to dim their lights to participate in **Earth Hour** between 8:30 and 9:30 p.m.

On a Point of Interest Councillor Tara Veer reported that she will be hosting the **Alzheimer's Gala** on Saturday, March 26<sup>th</sup>.

## ADJOURNMENT

Moved by Councillor Chris Stephan, seconded by Councillor Lynne Mulder

**“Resolved** that the Monday, March 21, 2011, regular meeting of The City of Red Deer Council be adjourned at 10:30 p.m.”

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

MOTION CARRIED

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MAYOR

---

CITY CLERK

**Legislative & Governance Services**

**DATE:** March 29, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Request from the Terry Fox Foundation -  
Changes to the Portable Sign Regulations in the Land Use Bylaw

---

**History:**

At the Monday, February 22, 2011 Council Meeting, Council passed the following resolution regarding the request from the Terry Fox Foundation for changes to the portable sign regulations in the Land Use Bylaw.

“**Resolved** that Council of The City of Red Deer having considered the report from the Bylaw Research Coordinator, dated February 8, 2011, Re: Terry Fox Foundation Request for Changes to Portable Sign Regulations in the Land Use Bylaw, hereby directs administration to prepare, for Council’s consideration at the April 4, 2011 Council Meeting, a bylaw amendment that will allow portable signs, as follows:

- a) in conjunction with special events permits;
- b) to be permitted within a specified time frame, including set up and take down; and
- c) to provide for signs within public rights of way at the discretion of the development officer.”

**Discussion**

Administration is requesting that this item be tabled to the April 18, 2011 Council meeting to include a legal opinion.

**Recommendation**

That Council table consideration of changes to the portable sign regulations in the Land Use Bylaw to the Monday, April 18, 2011 Council Meeting.

A handwritten signature in cursive script, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Manager

*Comments:*

I support the recommendation of Administration.

"Craig Curtis"  
City Manager

ORIGINAL

**DATE:** April 6, 2011

**TO:** Julia Townell, Bylaw Research Coordinator

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

**SUBJECT:** Request from the Terry Fox Foundation – Changes to the Portable Sign Regulations in the Land Use Bylaw

---

**Reference Report:**

Legislative & Governance Services Manager dated March 29, 2011

**Resolution:**

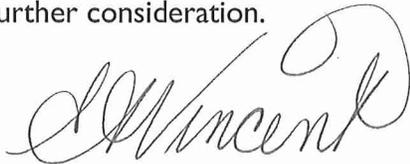
The following tabling resolution was passed during the regular Council meeting held on Monday, April 4, 2011:

**“Resolved** that Council of The City of Red Deer having considered the report from the Legislative & Governance Services Manager dated March 29, 2011, re: Request from the Terry Fox Foundation – Changes to the Portable Sign Regulations in the Land Use Bylaw hereby tables consideration of this item to the Monday, April 18, 2011 Council Meeting.”

**Report back to Council:** Yes

**Comments/Further Action:**

Administration to bring this item forward to the April 18, 2011 Regular Council meeting for further consideration.



Elaine Vincent  
Legislative & Governance Services Manager

c Paul Meyette, Director of Planning Services  
Angus Schaffenburg, Acting Planning Services Manager  
Christine Kenzie, Corporate Meeting Coordinator

ORIGINAL



Legislative & Governance Services

**DATE:** March 29, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Request from the Terry Fox Foundation -  
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- a) in conjunction with special events permits;
- b) to be permitted within a specified time frame, including set up and take down; and
- c) to provide for signs within public rights of way at the discretion of the development officer.”

***Discussion***

Administration is requesting that this item be tabled to the April 18, 2011 Council meeting to include a legal opinion.

***Recommendation***

That Council table consideration of changes to the portable sign regulations in the Land Use Bylaw to the Monday, April 18, 2011 Council Meeting.

A handwritten signature in cursive script that reads 'Elaine Vincent'.

Elaine Vincent  
Manager



**DATE:** March 22, 2011

**TO:** Craig Curtis, City Manager

**CC:** Scott Cameron, Social Planning Manager  
Dustin Quirk, Community Housing Advisory Board (CHAB) Chair  
Linda Boyd, Resource & Capacity Development Supervisor

**FROM:** Roxana Nielsen Stewart, Program Coordinator - Housing

**SUBJECT:** Interim Funding of Projects - Outreach and Support Services Grant

The Community Housing Advisory Board is recommending that projects that currently receive funding from the Outreach and Support Services Grant receive a one month extension of funding.

#### **BACKGROUND**

In May 2010, Council approved the allocation of funding from the provincial Outreach and Support Services Conditional Grant to the following projects for the time period of June 1, 2010 to May 31, 2011:

<b>Project</b>	<b>Funds</b>
City of Red Deer Project: Administration Fee	\$88,000
Central Alberta Women's Outreach Society Project: Coordinated Community Outreach Team	\$242,924
Canadian Mental Health Association Project: Buffalo Housing First	\$565,834
Central Alberta's Safe Harbour Society for Health and Housing Project: Harbour House	\$432,898
Central Alberta Women's Outreach Society Project: Red Deer Housing Team	\$370,000
City of Red Deer (various agencies) Project: Client Supports	\$80,720

The intent of the above contract year of June 1, 2010 to May 31, 2011 was to create some "breathing room" from the provincial fiscal granting period of April 1 to March 31.

Due to some "carry forward" (unexpended) dollars from the current funding agreement (April 1, 2010 to March 31, 2011) with the Province of Alberta, funds are available to increase the difference between the provincial fiscal year and the local funding agreements to 3 months. The CHAB has issued Request for Proposals for the 2011-2012 and 2012-2013 grant year. This 3 month time period will prevent any potential gaps in funding as the Community Housing Advisory Board's recommendations on allocating the 2011-2012 grant will not be available until the June 13,

2011 City Council meeting. To the service providers, this time extension allows for better planning and less uncertainty for their staff.

On March 9, 2011, the Community Housing Advisory Board passed the following recommendation:

**“Resolved** that the Community Housing Advisory Board having considered the Provincial Outreach and Support Services (OSS) Funding hereby recommends the following projects for the month of June 2011:

Agency - Project	Amount
<b>City of Red Deer</b>	
Administration	\$7,333
<b>Central Alberta's Safe Harbour Society for Health &amp; Housing</b>	
Harbour House	\$36,202
<b>Canadian Mental Health Association</b>	
Buffalo Housing First *	\$48,750
<b>Central Alberta Women's Outreach Society</b>	
Red Deer Housing Team	\$51,077
<b>City of Red Deer (various agencies)</b>	
Client Support Dollars	\$6,727
<b>Total</b>	<b>\$150,089</b>

- \*Note:
- 1) The dollar amounts reflect 1/12 of the original yearly budget.
  - 2) The Central Alberta Women's Outreach Society Red Deer Housing Team also includes the Coordinated Community Outreach Team funding.

**Recommendation:**

That City Council approves one month interim funding (June 1- June 30, 2011) for the above projects in the amount of \$150,089. The funds will come from "carry-forward" (unexpended) funds from the current Outreach and Support Services Conditional Grant.

  
 \_\_\_\_\_  
 Scott Cameron  
 Social Planning Manager

  
 \_\_\_\_\_  
 Roxana Nielsen Stewart  
 Program Coordinator- Housing

*Comments:*

I support the recommendation of Administration and the Community Housing Advisory Board.

“Craig Curtis”  
City Manager

**DATE:** April 6, 2011

**TO:** Roxana Nielsen Stewart, Program Coordinator - Housing

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

**SUBJECT:** Interim Funding of Projects – Outreach and Support Services Grant

---

**Reference Report:**

Program Coordinator – Housing report to Council dated March 22, 2011

**Resolution:**

The following resolution was passed during the regular Council meeting held on Monday, April 4, 2011:

**“Resolved** that Council of The City of Red Deer having considered the report from the Social Planning Manager, Community Housing Advisory Board Chair, Resource & Capacity Development Supervisor, dated March 22, 2011, hereby approves one month interim funding (June 1 – June 30, 2011) for the projects listed below in the amount of \$150,089 with the funds to come from “carry-forward” (unexpended) funds from the current Outreach and Support Services Conditional Grant.”

<b>Agency - Project</b>	<b>Amount</b>
<b>City of Red Deer</b>	
Administration	<b>\$7,333</b>
<b>Central Alberta’s Safe Harbour Society for Health &amp; Housing</b>	
Harbour House	<b>\$36,202</b>
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- \*Note:
- 1) The dollar amounts reflect 1/12 of the original yearly budget.
  - 2) The Central Alberta Women's Outreach Society Red Deer Housing Team also includes the Coordinated Community Outreach Team funding."

**Report back to Council: No**

**Comments/Further Action:**

Administration will move forward with the interim funding of \$150,089 to come from the current Outreach and Support Services Conditional Grant.

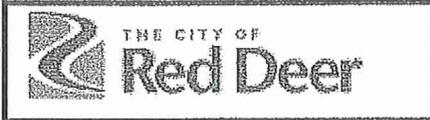


Elaine Vincent  
Legislative & Governance Services Manager

- c Director of Community Services, Colleen Jensen  
Director of Corporate Services, Lorraine Poth  
Social Planning Manager, Scott Cameron  
Community Housing Advisory Board Chair, Dustin Quirk  
Resource & Capacity Development Supervisor, Linda Boyd  
Financial Services Manager, Dean Krejci

ORIGINAL

DM # 1081178



**Submission Request For Inclusion  
on a Council Agenda**

Requests to include a report on a Council Agenda must be received by 4:30pm two Wednesdays prior to the scheduled Council meeting.

**PLEASE NOTE:** If reports are not received by two Wednesdays prior to the scheduled meeting/hearing the report may be moved to the next Agenda.

CONTACT INFORMATION			
Name of Report Writer:	Roxana Nielsen Stewart		
Department & Telephone Number:	Social Planning 403-309-8592		
REPORT INFORMATION			
Preferred Date of Agenda:	April 4, 2011		
Subject of the Report (provide a brief description)	A recommendation from CHAB asking Council to approve a one month extension of funds for 4 projects. This extension creates a buffer for the provincial grant process to be completed and new funding allocated.		
Is this Time Sensitive? Why?	Yes, the current agreements end May 31.		
What is the Decision/Action required from Council?	Approval of the CHAB recommendation		
Please describe Internal/ External Consultation, if any.	N/A		
Is this an In-Camera item?	No		
Is Advertising Required?	No		
How does the Report link to the Strategic Plan and other existing Plans & Policies? INN 1.2- Ensure a balance of current and future services considering financial stability and capacity.			
Has Legal Counsel been consulted? Are there any outstanding issues? Please describe.  Legal counsel has not been consulted, there are not outstanding issues.			
Are there any financial/budget implications? Please describe. Are there other organizational implications? Please describe.			
Presentation: (10 Min Max.)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	Presenter Name and Contact Information:
COMMUNITY IMPACT			
Should External Stakeholder(s) be advised of the Agenda item? (e.i. Community Groups, Businesses, Community Associations) If Yes, please provide the Contact Information for the External Stakeholder(s)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
External Stakeholder(s) Contact Information: (please provide, name, mailing address, telephone number and e-mail address)			
FOR LEGISLATIVE & GOVERNANCE SERVICES USE ONLY			
Has this been to CLT / City Manager Briefings/ Committees: MPC, EAC, CPAC (Please circle those that apply)			
CLT When/describe:	City Manager Briefings When/Describe:	Board(s) / Committee(s) When/Describe:	
Do we need Communications Support?		<input type="checkbox"/> YES	<input type="checkbox"/> NO

Please return completed form, along with report and any additional information to Legislative & Governance Services.

ORIGINAL

REVISED

SIGNED MEMO



**DATE:** March 22, 2011

**TO:** Craig Curtis, City Manager

**CC:** Scott Cameron, Social Planning Manager  
Dustin Quirk, Community Housing Advisory Board (CHAB) Chair  
Linda Boyd, Resource & Capacity Development Supervisor

**FROM:** Roxana Nielsen Stewart, Program Coordinator - Housing

**SUBJECT:** Interim Funding of Projects - Outreach and Support Services Grant

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**BACKGROUND**

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2011 City Council meeting. To the service providers, this time extension allows for better planning and less uncertainty for their staff.

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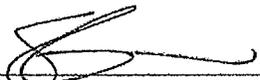
**“Resolved** that the Community Housing Advisory Board having considered the Provincial Outreach and Support Services (OSS) Funding hereby recommends the following projects for the month of June 2011:

Agency - Project	Amount
<b>City of Red Deer</b>	
Administration	\$7,333
<b>Central Alberta's Safe Harbour Society for Health &amp; Housing</b>	
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Client Support Dollars	\$6,727
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- \*Note:
- 1) The dollar amounts reflect 1/12 of the original yearly budget.
  - 2) The Central Alberta Women's Outreach Society Red Deer Housing Team also includes the Coordinated Community Outreach Team funding.

**Recommendation:**

That City Council approves one month interim funding (June 1- June 30, 2011) for the above projects in the amount of \$150,089. The funds will come from “carry-forward” (unexpended) funds from the current Outreach and Support Services Conditional Grant.

  
 \_\_\_\_\_  
 Scott Cameron  
 Social Planning Manager

  
 \_\_\_\_\_  
 Roxana Nielsen Stewart  
 Program Coordinator- Housing

## Christine Kenzie

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**From:** Roxana Nielsen Stewart  
**Sent:** March 24, 2011 4:52 PM  
**To:** Christine Kenzie  
**Cc:** Linda Boyd  
**Subject:** RE: memo for Council

**BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL**

Hi Christine:

I have signed this memo and will track down Scott to also sign it. Both Scott and I are off on holidays next week- so please forward any changes to this memo to Linda Boyd. Thanks

Have a great day - Roxana

---

**From:** Christine Kenzie  
**Sent:** March 23, 2011 4:31 PM  
**To:** Roxana Nielsen Stewart  
**Subject:** RE: memo for Council

Thanks Roxana.

Will need a signed copy for next week. Might want to hold off until agenda review on Monday -- in case there are any changes required.

**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:** Roxana Nielsen Stewart  
**Sent:** March 23, 2011 4:04 PM  
**To:** Christine Kenzie  
**Subject:** memo for Council

Hi Christine- Attached is the memo that corresponds to the inclusion request on Council Agenda that was sent in earlier. Roxana << File: 1082339 - March- April 4 memo to Council- O&SS one month extension - 1.DOC >>

*Roxana Nielsen Stewart* B.SC in HEc PHEc

**Program Coordinator- Housing**

Resource and Capacity Development

Social Planning Department

City of Red Deer

403-309-8592 FAX 403-342-8222



**DATE:** April 4, 2011

**TO:** Craig Curtis, City Manager

**FROM:** Kevin Joll, Transit Manager

**SUBJECT:** Transit Passes for Donald School of Business Students – Proposed Discount Pilot Project

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### **Background**

In September 2011, the Red Deer College Donald School of Business will be operating its new downtown site in the Millennium Centre. The facility will be home to approximately 700 students in full-time credit courses within the Business College.

The Donald School of Business is not only housing credit programming, but also Continuing Education classes offered as either one-day classes or weekday evening classes. This activity will bring legitimate users to the downtown both during the day and into the evening.

Based on partnership discussions between Red Deer College and The City of Red Deer in the development of the Donald School of Business' downtown campus, discussions centered on an initiative that would help facilitate students moving between the two campuses and further support each organization's environmental directions.

With a significant number of students using the downtown on a daily basis, encouragement of transit use is beneficial from an environmental, business development and neighbourhood relations perspective. Although there are a number of stalls available in Sorensen Station and throughout the downtown, accessible parking throughout the day for retail and commerce in the downtown and consideration of impact on neighbouring communities is essential.

The convenient location of the transit terminal across the street from RDC's new campus makes transit a very viable option for students.

### **Transit Discount Pilot Project**

In order to encourage the use of transit for Donald School of Business students, it is proposed that a 50% discount to the normal fare of \$55 per month is offered for a total monthly transit fare of \$27.50. The discount would be offered as an eight month pilot project running from September 1 – April 30, 2012. This discount would only be available for Donald School of Business students and would have to be purchased at Red Deer College for the purpose of tracking users.

At this time we know that approximately 700 students will be attending the Donald School of Business with a projected 300 students at any one given time on campus. It is anticipated that

students using the discounted pass will be accessing the bus from numerous locations throughout the City, including Red Deer College, therefore not significantly impacting route capacity. With that type of use assumed, this pilot project would not require new routes or buses and could be treated as business generation for transit.

However, if these assumptions prove to be inaccurate and students tend to access the bus from one or several typical locations at peak times, then route capacity could be impacted and would need to be addressed through additional buses and resources.

In addition, there may be an impact to revenue if students who currently purchase transit passes at the full rate are the majority of the students who uptake the discounted pass program. This would mean that typical revenue Transit currently received would be reduced to a greater degree than the new ridership and revenue we would receive from uptake of the discount program.

The Donald School of Business would be communicating this pilot project as part of their student orientation process and as part of their Red Deer College Green Campus initiative.

### **Current Discount Programs**

A full-fare, monthly transit pass for adults is \$63. A full-fare, monthly transit pass for students is \$55. Transit currently offers a discounted transit pass program to secondary students and seniors.

- A secondary restricted transit pass for use from 6 a.m. to 6 p.m. is \$39.
- A senior GIS pass is \$31.50.

**\*\* Note:** All transit pass rates provided in the report are quoted as what they will be on September 1, 2011 which will be the start date of the RDC Donald School of Business pilot project if approved.

### **Financial Resources**

Uptake of the discounted transit pass will be tracked over the period of the pilot project both in numbers of passes purchased and impact on overall capacity on routes. At this time, the assumption is that students will access the bus at numerous locations across the City and therefore capacity will not be impacted and no financial resources will be required.

These assumptions and associated financial resources will be re-examined after the pilot project concludes. A report would come back to Council related to the pilot project no later than June 30, 2012 for review.

### **Recommendation**

Based on discussions between Red Deer College and The City of Red Deer in the development of their downtown campus, it is recommended that Council supports a 50% discounted transit fare for Red Deer College Donald School of Business students as a pilot project running from September 1, 2011 to April 30, 2012.

---

**Kevin Joll**

Transit Manager

Transit Department

DM#1081012

*Comments:*

I strongly support the recommendation of Administration as part of the Greater Downtown Action Plan in conjunction with the location of the Donald School of Business in downtown Red Deer.

"Craig Curtis"  
City Manager

ORIGINAL



Council Decision – March 21, 2011

**DATE:** April 6, 2011  
**TO:** Kevin Joll, Transit Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Transit Passes for Donald School of Business Students – Proposed Discount Pilot Project

---

**Reference Report:**

Transit Manager report dated April 4, 2011

**Resolution:**

“**Resolved** that Council of The City of Red Deer having considered the report from the Transit Manager, dated April 4, 2011, re: Transit Passes for Donald School of Business Students – Proposed Discount Pilot Project, hereby:

1. Supports a 50% discount of the regular student transit fare for Red Deer College Donald School of Business students as a pilot project running from September 1, 2011 to April 30, 2012.
2. Directs Administration to provide a report related to the pilot project for Council review no later than June 30, 2012.”

**Report Back to Council:** Yes

**Comments/Further Action:**

Administration to prepare a report on the outcome of the pilot project and bring this item forward to a regular Council meeting no later than June 30, 2012.

A handwritten signature in black ink, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Legislative & Governance Services Manager

c: Director of Community Services, Colleen Jensen  
Director of Corporate Services, Lorraine Poth  
Financial Services Manager, Dean Krejci  
Corporate Meeting Coordinator

DM 1085309

**Christine Kenzie**

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

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**From:** Charity Dyke  
**Sent:** March 28, 2011 10:14 AM  
**To:** Christine Kenzie  
**Cc:** Kevin Joll  
**Subject:** RE: Report for Council

Christine,

Yes, I spoke with Craig. The issues are not with the discount but rather they want to have a discussion with Morris about how to best show their support of this recommendation when it goes before Council.

Charity

---

**From:** Christine Kenzie  
**Sent:** March 28, 2011 10:12 AM  
**To:** Charity Dyke  
**Cc:** Kevin Joll  
**Subject:** RE: Report for Council  
**Importance:** High

Charity, during agenda review this morning, Craig thought that the College had some issues with the discounted transit fare proposal. He wanted to confirm that these issues had been dealt with prior to this report being put on the April 4th Council Agenda.

Can you confirm please??

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:** Charity Dyke  
**Sent:** March 28, 2011 7:44 AM  
**To:** Christine Kenzie  
**Cc:** Kevin Joll  
**Subject:** Report for Council

Christine,

I am submitting this on behalf of Kevin Joll. Could this be put on the Council agenda for April 4?

Thanks  
Charity

<< File: 1081012 - April 4, 2011 - Memo to Council - Transit Discount for RDC Students - 3.DOC >>

**Charity Dyke**  
Downtown Coordinator & Divisional Strategist  
Planning Services Division  
The City of Red Deer

ORIGINAL

ORIGINAL SIGNED  
Robert



**DATE:** April 4, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Kevin Joll, Transit Manager  
**SUBJECT:** Transit Passes for Donald School of Business Students – Proposed Discount Pilot Project

---

### **Background**

In September 2011, the Red Deer College Donald School of Business will be operating its new downtown site in the Millennium Centre. The facility will be home to approximately 700 students in full-time credit courses within the Business College.

The Donald School of Business is not only housing credit programming, but also Continuing Education classes offered as either one-day classes or weekday evening classes. This activity will bring legitimate users to the downtown both during the day and into the evening.

Based on partnership discussions between Red Deer College and The City of Red Deer in the development of the Donald School of Business' downtown campus, discussions centered on an initiative that would help facilitate students moving between the two campuses and further support each organization's environmental directions.

With a significant number of students using the downtown on a daily basis, encouragement of transit use is beneficial from an environmental, business development and neighbourhood relations perspective. Although there are a number of stalls available in Sorensen Station and throughout the downtown, accessible parking throughout the day for retail and commerce in the downtown and consideration of impact on neighbouring communities is essential.

The convenient location of the transit terminal across the street from RDC's new campus makes transit a very viable option for students.

### **Transit Discount Pilot Project**

In order to encourage the use of transit for Donald School of Business students, it is proposed that a 50% discount to the normal fare of \$55 per month is offered for a total monthly transit fare of \$27.50. The discount would be offered as an eight month pilot project running from September 1 – April 30, 2012. This discount would only be available for Donald School of Business students and would have to be purchased at Red Deer College for the purpose of tracking users.

At this time we know that approximately 700 students will be attending the Donald School of Business with a projected 300 students at any one given time on campus. It is anticipated that

students using the discounted pass will be accessing the bus from numerous locations throughout the City, including Red Deer College, therefore not significantly impacting route capacity. With that type of use assumed, this pilot project would not require new routes or buses and could be treated as business generation for transit.

However, if these assumptions prove to be inaccurate and students tend to access the bus from one or several typical locations at peak times, then route capacity could be impacted and would need to be addressed through additional buses and resources.

In addition, there may be an impact to revenue if students who currently purchase transit passes at the full rate are the majority of the students who uptake the discounted pass program. This would mean that typical revenue Transit currently received would be reduced to a greater degree than the new ridership and revenue we would receive from uptake of the discount program.

The Donald School of Business would be communicating this pilot project as part of their student orientation process and as part of their Red Deer College Green Campus initiative.

### **Current Discount Programs**

A full-fare, monthly transit pass for adults is \$63. A full-fare, monthly transit pass for students is \$55. Transit currently offers a discounted transit pass program to secondary students and seniors.

- A secondary restricted transit pass for use from 6 a.m. to 6 p.m. is \$39.
- A senior GIS pass is \$31.50.

**\*\* Note:** All transit pass rates provided in the report are quoted as what they will be on September 1, 2011 which will be the start date of the RDC Donald School of Business pilot project if approved.

### **Financial Resources**

Uptake of the discounted transit pass will be tracked over the period of the pilot project both in numbers of passes purchased and impact on overall capacity on routes. At this time, the assumption is that students will access the bus at numerous locations across the City and therefore capacity will not be impacted and no financial resources will be required.

These assumptions and associated financial resources will be re-examined after the pilot project concludes. A report would come back to Council related to the pilot project no later than June 30, 2012 for review.

### **Recommendation**

Based on discussions between Red Deer College and The City of Red Deer in the development of their downtown campus, it is recommended that Council supports a 50% discounted transit fare for Red Deer College Donald School of Business students as a pilot project running from September 1, 2011 to April 30, 2012.



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**Kevin Joll**  
Transit Manager  
Transit Department  
DM#1081012

## Christine Kenzie

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**From:** Charity Dyke  
**Sent:** March 28, 2011 7:44 AM  
**To:** Christine Kenzie  
**Cc:** Kevin Joll  
**Subject:** Report for Council

**Attachments:** 1081012 - April 4, 2011 - Memo to Council - Transit Discount for RDC Students - 3.DOC

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1081012 - April 4,  
2011 - Memo...

**Charity Dyke**  
Downtown Coordinator & Divisional Strategist  
Planning Services Division  
The City of Red Deer  
P:403-309-8598  
F:403-342-8269  
charity.dyke@reddeer.ca  
www.reddeer.ca

ORIGINAL



SIGNED PAGE  
- NOT REC'D IN  
TIME TO INCLUDE  
DW AGENDA.

**DATE:** April 4, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Kevin Joll, Transit Manager  
**SUBJECT:** Transit Passes for Donald School of Business Students – Proposed Discount Pilot Project

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**Kevin Joll**

Transit Manager

Transit Department

DM#1081012

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---

Kevin Joff  
Transit Manager  
Transit Department  
DM#1081012

**Office of The Mayor and City Manager**

**Date:** March 30, 2011

**To:** City Council

**From:** Craig Curtis, City Manager

**Subject:** Increases to Registry Fee Schedule 110329 (Motor vehicle fee schedule)

**Background:**

On March 21, 2011 we received notification from Service Alberta that as of April 1, 2011 we would be charged \$15.00 for information provided for each electronic search request, pursuant to Operator Licensing and Vehicle Control Regulation, A. R, 320/2002. This fee will apply to our photo radar, red light camera, and parking tickets. Municipalities are exempt from this charge under section 123 of the Operator Licensing and Vehicle Control Regulation act which indicating that all levels of government are exempt from search fees.

I have asked Administration to review the impacts of this change to the organization and the options available to us to address this issue. There are two reports attached to this memo from the Divisions most affected by this change: Community Services and Planning.

**Discussion:**

This sudden change in practice from the Alberta Government came as a surprise to municipalities as it was done with no consultation or dialogue to understand the impacts. The recent provincial budget did not highlight this change and in fact highlighted crime prevention and safety as one of the five priorities. As Ms. Jensen notes in her report this fee may have the net effect of removing 21 million dollars from police budgets across the province.

The timing of this change also poses challenges. We received the letter in mid-March with an April 1<sup>st</sup> implementation. As noted above we had no prior notice of this change so this was not included in our budgets. It has also left us with little time to address the impact of these changes and make any adjustments.

Overall we anticipate that the 2011 financial impact of this change is estimated to be approximately \$719,919 to City operations. This is based on the tickets issued from 2010. This breaks down to \$350,169 impact from the RCMP side (photo radar and red light camera) and \$369,750 from Inspections and Licensing. The 2012 financial impact of this change is estimated to be approximately \$927,536 (\$557,786 from the RCMP side and \$369,750 from Inspections and Licensing.)



**Office of The Mayor and City Manager**

Our ability to deal with the change on the RCMP side is limited as we do not control the mechanisms for increasing ticket fees or changing the tickets to add fees. These are within the jurisdiction of Alberta Transportation. If the advocacy efforts are not effective we will need to work with Alberta Transportation to explore these amongst other options. For the tickets we issue from Inspections and Licensing for parking we can explore the option of adding this fee to our tickets and this will require a change to our by-laws that I would like Council to consider at a later date.

From an advocacy perspective we have voiced our concerns about this increase and the lack of consultation to our MLAs and the Minister Klimchuk. We have also discussed this issue with the AUMA and are supportive of their efforts on this file. Other advocacy routes such as writing to Minister Oberle, and initiatives will be considered and acted upon as the situation changes.

**Recommendation:**

That we continue to work with other municipalities and with the AUMA on having this decision changed or at least the implementation date delayed so that we are able to look at options. At the time of writing this report we have not had a response from the Alberta Government to our efforts or that of other municipalities.

In the event that the Government does not remove the fee but agrees to a delay we will explore the necessary options to address the financial impact to The City of Red Deer.



Community Services

**Date:** March 28, 2011

**To:** Craig Curtis  
City Manager

**From:** Colleen Jensen, Director  
Community Services

**Re:** Changes to the Motor Vehicle Fee Schedule and Our Access Agreement

### **BACKGROUND**

On February 24, 2011 the Honorable Lloyd Snelgrove, Minister of Finance and Enterprise delivered the 2011 Provincial Budget. As part of his budget speech he indicated that "Our spending plan for the upcoming year continues to focus on five priorities" one of which is to "promote strong and vibrant communities and reduce crime so Albertans feel safe". In a subsequent News Release concerning the Provincial Budget, the Honorable Frank Oberle, Solicitor General and Minister of Public Safety, was quoted saying "Government's strong commitment to safe communities is reinforced with Budget 2011". Crime prevention and safety has been a Provincial priority for the past few years.

It was therefore very surprising that Superintendent Brian Simpson received a letter, in his position as Officer in Charge of our Municipal Policing Contract dated March 11, 2011 and was from Myron Dashkawich, Manager, Data Access and Contract Management Unit for Service Alberta. The letter indicated that "effective April 1, 2011 municipalities will be charged \$15.00 for information provided for each electronic search request, pursuant to Operator Licensing and Vehicle Control Regulation, A. R, 320/2002". It went on to explain that "as the release of this motor vehicle information is governed by the Access to Motor Vehicle Information Regulation (AMVIR) whereby an agreement between the Alberta Government and the recipient of the information is required, your current agreement must be amended to reflect the addition of these fees".

This charge will apply to all photo radar and red light camera tickets.

### **DISCUSSION**

The first major concern is the impact that this direction will have on the 2011 Policing budget for The City of Red Deer, as this relates to our photo radar and red light camera tickets. The financial impact will be a total of \$285,105, based on the number of tickets issued in 2010. This is considering tickets through the enforcement of only one photo radar vehicle. With the implementation of a second photo radar vehicle July 2011, as approved in this years municipal budget, there will be further costing above the amount noted. On a Province wide basis, the impact on policing budgets is in the vicinity of \$21.0 million dollars of reduced operating funding for policing and crime prevention.

Secondly, the charge of \$15.00 per search will be for every ticket issued. You will recall that a significant number of tickets do not get paid and the municipality will be paying a surcharge for a ticket for which we may or may not receive any fine revenue for.

Thirdly, the timing of the notice that was received was not adequate or appropriate. In the Service Alberta Service Plan, one of Minister Klimchuk's Priority Initiatives is to "collaborate with stakeholders on several initiatives aimed at improving registry services to Albertans through the Registry Agent Network". This change was done without the consultation that the department's service plan indicates.

### **OPTIONS TO ADDRESS THE SITUATION**

If the Province moves forward with the implementation of such a fee our municipality could look at:

- requesting the Province to add a surcharge onto any ticket that is issued for photo radar or red light cameras. This would require that Alberta Transportation come to the table, as fines are established under the jurisdiction of that department.

- requesting the Province to allow the municipality to undertake the searches at a local level. This would require a change to our Access Agreement. There are two considerations for this approach:

- that we enter into a third party agreement with the Province and they can pay use to do this work. This is in keeping with their current approach where they contract with a third party to do each search now. We would simply be the third party service provider to meet our own needs. I would anticipate other municipalities could take this on as well.

- that we hire two staff, at an approximate cost of \$100,000 to undertake the searches. This is less preferable than the option noted above, however, is much less costly than paying the \$15.00 per search to the Province. It is likely that this staff could also do the searches for Licensing and Inspections as well.

### **SUMMARY**

The action contemplated by the Province in their letter of March 11, 2011 is not acceptable. The best option in moving forward is to work cooperatively with other partners to ensure the Province understands the impacts of this unexpected charge, and the disconnect between priorities in its organization, and subsequently ask that the \$15.00 surcharge implementation be withdrawn.

If this does not happen then we need to explore changes to agreements or fines that would mitigate the impact for municipalities in the best way possible.

Colleen Jensen



Inspections & Licensing Department

**DATE:** March 30, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Joyce Boon and Russ Pye  
**SUBJECT:** Government of Alberta Motor Vehicle Registry Search Fee

---

#### **PURPOSE**

The purpose of this report is to advise Council of the impact of a recent decision of the Government of Alberta on the administrative costs of parking enforcement.

#### **BACKGROUND**

It has recently come to the attention of the Inspections & Licensing Department that, effective April 1, 2011, the Government of Alberta has made changes to the motor vehicle fee schedule. They will be charging all municipalities a \$15.00 fee for each electronic search required pursuant to the *Operator Licensing and Vehicle Control Regulation A.R. 320/2002*.

When there is an unpaid parking violation under the Traffic Bylaw, an electronic license plate request is made to Alberta Motor Vehicles to obtain personal information, such as name and address. This information is required for The City to notify the vehicle owner that payment of the infraction is due. Up until now, this information has been provided at no charge. Based on 2010 records, the fee of \$15.00 per license plate request could equate up to approximately \$369,750.00 of increased expenses to The City. (24,650 X \$15.00)

#### **What does this mean to the City?**

This means that the City will require an additional \$369,750.00 in revenue in 2011.

#### **How could this be accomplished?**

This could be accomplished by adjusting parking penalties and/or early payment incentives within the bylaws to ensure that parking operations remain self-supporting.

Respectfully submitted by,

  
\_\_\_\_\_  
Joyce Boon

  
\_\_\_\_\_  
Russ Pye

ORIGINAL



Council Decision – March 21, 2011

**DATE:** April 6, 2011  
**TO:** Lisa Perkins, Corporate Strategist, Office of the Mayor and City Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Increases to Registry Fee Schedule I 10329 (Motor vehicle fee schedule)

---

**Reference Report:**

City Manager dated March 30, 2011.

**Resolution:**

“**Resolved** that Council of The City of Red Deer having considered the report from the City Manager, dated March 30, 2011, re: Increases to Registry Fee Schedule I 10329 (Motor Vehicle Fee Schedule), hereby directs Administration to continue to work with other municipalities and the AUMA on having this provincial decision changed or the implementation date delayed to provide for adequate notice and dialogue regarding the impacts of these changes on municipalities; and further, that the Province be asked to provide to municipalities the rationale for this change.”

**Report Back to Council:** No

**Comments/Further Action:**

Administration to work with AUMA and other municipalities on moving this item forward and receiving additional information regarding this change to the registry fee schedule.

A handwritten signature in black ink, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Legislative & Governance Services Manager

- c Craig Curtis, City Manager
- Director of Community Services, Colleen Jensen
- Director of Corporate Services, Lorraine Poth
- RCMP Superintendent, Brian Simpson
- Co-Manager, Inspections & Licensing, Joyce Boon
- Co-Manager, Inspections & Licensing, Russ Pye
- Financial Services Manager, Dean Krejci



ORIGINAL

Revised Report

Office of The Mayor and City Manager

Date: March 30, 2011

To: City Council

From: Craig Curtis, City Manager

Subject: Increases to Registry Fee Schedule 110329 (Mot

**Background:**

On March 21, 2011 we received notification from Service Alberta that as of April 1, 2011 we would be charged \$15.00 for information provided for each electronic search request, pursuant to Operator Licensing and Vehicle Control Regulation, A. R, 320/2002. This fee will apply to our photo radar, red light camera, and parking tickets. Municipalities are exempt from this charge under section 123 of the Operator Licensing and Vehicle Control Regulation act which indicating that all levels of government are exempt from search fees.

I have asked Administration to review the impacts of this change to the organization and the options available to us to address this issue. There are two reports attached to this memo from the Divisions most affected by this change: Community Services and Planning.

**Discussion:**

This sudden change in practice from the Alberta Government came as a surprise to municipalities as it was done with no consultation or dialogue to understand the impacts. The recent provincial budget did not highlight this change and in fact highlighted crime prevention and safety as one of the five priorities. As Ms. Jensen notes in her report this fee may have the net effect of removing 21 million dollars from police budgets across the province.

The timing of this change also poses challenges. We received the letter in mid-March with an April 1<sup>st</sup> implementation. As noted above we had no prior notice of this change so this was not included in our budgets. It has also left us with little time to address the impact of these changes and make any adjustments.

Overall we anticipate that the 2011 financial impact of this change is estimated to be approximately \$719,919 to City operations. This is based on the tickets issued from 2010. This breaks down to \$350,169 impact from the RCMP side (photo radar and red light camera) and \$369,750 from Inspections and Licensing. The 2012 financial impact of this change is estimated to be approximately \$927,536 (\$557,786 from the RCMP side and \$369,750 from Inspections and Licensing.)

**Office of The Mayor and City Manager**

Our ability to deal with the change on the RCMP side is limited as we do not control the mechanisms for increasing ticket fees or changing the tickets to add fees. These are within the jurisdiction of Alberta Transportation. If the advocacy efforts are not effective we will need to work with Alberta Transportation to explore these amongst other options. For the tickets we issue from Inspections and Licensing for parking we can explore the option of adding this fee to our tickets and this will require a change to our by-laws that I would like Council to consider at a later date.

From an advocacy perspective we have voiced our concerns about this increase and the lack of consultation to our MLAs and the Minister Klimchuk. We have also discussed this issue with the AUMA and are supportive of their efforts on this file. Other advocacy routes such as writing to Minister Oberle, and initiatives will be considered and acted upon as the situation changes.

**Recommendation:**

That we continue to work with other municipalities and with the AUMA on having this decision changed or at least the implementation date delayed so that we are able to look at options. At the time of writing this report we have not had a response from the Alberta Government to our efforts or that of other municipalities.

In the event that the Government does not remove the fee but agrees to a delay we will explore the necessary options to address the financial impact to The City of Red Deer.



Office of The Mayor and City Manager

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To: City Council

From: Craig Curtis, City Manager

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Office of The Mayor and City Manager

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To:

From: City Manager Craig Curtis

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This sudden change in practice from the Alberta Government came as a surprise to municipalities as it was done with no consultation or dialogue to understand the impacts. The recent provincial budget did not highlight this change and in fact highlighted crime prevention and safety as one of the five priorities. As Ms. Jensen notes in her report this fee may have the net effect of removing 21 million dollars from police budgets across the province.

The timing of this change also poses challenges. We received the letter in mid-March with an April 1<sup>st</sup> implementation. As noted above we had no prior notice of this change so this was not included in our budgets. It has also left us with little time to address the impact of these changes and make any adjustments.

Overall we anticipate that the financial impact of this change is estimated to be \$719,919 to City operations. This is based on the tickets issued from 2010. This breaks down to \$350,169 impact from the RCMP side (photo radar and red light camera) and \$369,750 from Inspections and Licensing.

*2011*  
*approximately*  
The 2012 financial impact of this change is estimated to be *approx* \$927,536 (557,786 from the RCMP side & 369,750 from Inspections Lic)



**Office of The Mayor and City Manager**

Our ability to deal with the change on the RCMP side is limited as we do not control the mechanisms for increasing ticket fees or changing the tickets to add fees. These are within the jurisdiction of Alberta Transportation. If the advocacy efforts are not effective we will need to work with Alberta Transportation to explore these amongst other options. For the tickets we issue from Inspections and Licensing for parking we can explore the option of adding this fee to our tickets and this will require a change to our by-laws that I would like Council to consider at a later date.

From an advocacy perspective we have voiced our concerns about this increase and the lack of consultation to our MLAs and the Minister Klimchuk. We have also discussed this issue with the AUMA and are supportive of their efforts on this file. Other advocacy routes and initiatives will be considered and acted upon as the situation changes.

**Recommendation:**

That we continue to work with other municipalities and with the AUMA on having this decision changed or at least the implementation date delayed so that we are able to look at options. At the time of writing this report we have not had a response from the Alberta Government to our efforts or that of other municipalities.

In the event that the Government does not remove the fee but agrees to a delay we will explore the necessary options to address the financial impact to The City of Red Deer.



Community Services

ORIGINAL

Revised Report

**Date:** March 28, 2011

**To:** Craig Curtis  
City Manager

**From:** Colleen Jensen, Director  
Community Services

**Re:** Changes to the Motor Vehicle Fee Schedule and Our Access Agreement

### BACKGROUND

On February 24, 2011 the Honorable Lloyd Snelgrove, Minister of Finance and Enterprise delivered the 2011 Provincial Budget. As part of his budget speech he indicated that "Our spending plan for the upcoming year continues to focus on five priorities" one of which is to "promote strong and vibrant communities and reduce crime so Albertans feel safe". In a subsequent News Release concerning the Provincial Budget, the Honorable Frank Oberle, Solicitor General and Minister of Public Safety, was quoted saying "Government's strong commitment to safe communities is reinforced with Budget 2011". Crime prevention and safety has been a Provincial priority for the past few years.

It was therefore very surprising that Superintendent Brian Simpson received a letter, in his position as Officer in Charge of our Municipal Policing Contract dated March 11, 2011 and was from Myron Dashkawich, Manager, Data Access and Contract Management Unit for Service Alberta. The letter indicated that "effective April 1, 2011 municipalities will be charged \$15.00 for information provided for each electronic search request, pursuant to Operator Licensing and Vehicle Control Regulation, A. R, 320/2002". It went on to explain that "as the release of this motor vehicle information is governed by the Access to Motor Vehicle Information Regulation (AMVIR) whereby an agreement between the Alberta Government and the recipient of the information is required, your current agreement must be amended to reflect the addition of these fees".

This charge will apply to all photo radar and red light camera tickets.

### DISCUSSION

The first major concern is the impact that this direction will have on the 2011 Policing budget for The City of Red Deer, as this relates to our photo radar and red light camera tickets. The financial impact will be a total of \$285,105, based on the number of tickets issued in 2010. This is considering tickets through the enforcement of only one photo radar vehicle. With the implementation of a second photo radar vehicle July 2011, as approved in this years municipal budget, there will be further costing above the amount noted. On a Province wide basis, the impact on policing budgets is in the vicinity of \$21.0 million dollars of reduced operating funding for policing and crime prevention.

Secondly, the charge of \$15.00 per search will be for every ticket issued. You will recall that a significant number of tickets do not get paid and the municipality will be paying a surcharge for a ticket for which we may or may not receive any fine revenue for.

Thirdly, the timing of the notice that was received was not adequate or appropriate. In the Service Alberta Service Plan, one of Minister Klimchuk's Priority Initiatives is to "collaborate with stakeholders on several initiatives aimed at improving registry services to Albertans through the Registry Agent Network". This change was done without the consultation that the department's service plan indicates.

### **OPTIONS TO ADDRESS THE SITUATION**

If the Province moves forward with the implementation of such a fee our municipality could look at:

- requesting the Province to add a surcharge onto any ticket that is issued for photo radar or red light cameras. This would require that Alberta Transportation come to the table, as fines are established under the jurisdiction of that department.

- requesting the Province to allow the municipality to undertake the searches at a local level. This would require a change to our Access Agreement. There are two considerations for this approach:

- that we enter into a third party agreement with the Province and they can pay use to do this work. This is in keeping with their current approach where they contract with a third party to do each search now. We would simply be the third party service provider to meet our own needs. I would anticipate other municipalities could take this on as well.

- that we hire two staff, at an approximate cost of \$100,000 to undertake the searches. This is less preferable than the option noted above, however, is much less costly than paying the \$15.00 per search to the Province. It is likely that this staff could also do the searches for Licensing and Inspections as well.

### **SUMMARY**

The action contemplated by the Province in their letter of March 11, 2011 is not acceptable. The best option in moving forward is to work cooperatively with other partners to ensure the Province understands the impacts of this unexpected charge, and the disconnect between priorities in its organization, and subsequently ask that the \$15.00 surcharge implementation be withdrawn.

If this does not happen then we need to explore changes to agreements or fines that would mitigate the impact for municipalities in the best way possible.

Colleen Jensen

ORIGINAL



Inspections & Licensing Department

**DATE:** March 30, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Joyce Boon and Russ Pye  
**SUBJECT:** Government of Alberta Motor Vehicle Registry Search Fee

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**PURPOSE**

The purpose of this report is to advise Council of the impact of a recent decision of the Government of Alberta on the administrative costs of parking enforcement.

**BACKGROUND**

It has recently come to the attention of the Inspections & Licensing Department that, effective April 1, 2011, the Government of Alberta has made changes to the motor vehicle fee schedule. They will be charging all municipalities a \$15.00 fee for each electronic search required pursuant to the *Operator Licensing and Vehicle Control Regulation A.R. 320/2002*.

When there is an unpaid parking violation under the Traffic Bylaw, an electronic license plate request is made to Alberta Motor Vehicles to obtain personal information, such as name and address. This information is required for The City to notify the vehicle owner that payment of the infraction is due. Up until now, this information has been provided at no charge. Based on 2010 records, the fee of \$15.00 per license plate request could equate up to approximately \$369,750.00 of increased expenses to The City. (24,650 X \$15.00)

**What does this mean to the City?**

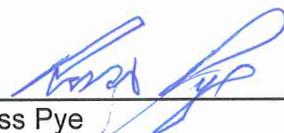
This means that the City will require an additional \$369,750.00 in revenue in 2011.

**How could this be accomplished?**

This could be accomplished by adjusting parking penalties and/or early payment incentives within the bylaws to ensure that parking operations remain self-supporting.

Respectfully submitted by,

  
\_\_\_\_\_  
Joyce Boon

  
\_\_\_\_\_  
Russ Pye

## Christine Kenzie

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

**From:** Lisa Perkins  
**Sent:** March 28, 2011 10:28 AM  
**To:** Colleen Jensen; Paul Meyette; Craig Curtis  
**Cc:** Christine Kenzie  
**Subject:** RE: Update on Access Fee for Motor Vehicle Registration: Friday

Good morning all

Looks like we made the April 4<sup>th</sup> Council agenda (yeah?!). I have received from you both the budget impacts and Paul I believe you are drawing up a report on the options for addressing this issue in INL. Colleen I am wondering what options your folks have considered (if there are any) and a recommendation.

What we will be doing is having a cover memo for Craig that summarizes the issue and impacts for the organization, the advocacy efforts to date, and a recommended approach. What I would like in behind that memo is a short report (1-2 pages max) from both your areas indicating the budget impacts and the available options to remedy.

I am hoping you can get this to me on Tuesday as this has to be in agenda for Wednesday. I will circulate a copy of the memo to you for review and comment.

Lisa

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**From:** Lisa Perkins  
**Sent:** March 25, 2011 4:51 PM  
**To:** Colleen Jensen; Paul Meyette; Craig Curtis  
**Subject:** Update on Access Fee for Motor Vehicle Registration: Friday

Hi everyone,

I just spoke with Paul M. regarding the access fee for motor vehicle registration. Thanks to everyone for pulling their pieces of information together. What I understand the financial impact to CoRD is:

\$285,000 impact from the police side (photo radar and red light camera) based on 2010 statistics and one photo radar vehicle only  
\$365,000 on the INL side of the ledger.

When we met with Cal and Mary-Anne this morning this issue was raised and I believe they heard our concerns and will bring them back to Edmonton. My own sense is that we will not see a decrease or removal of the charge but we might see a delay in the implementation. I say this as they seemed most responsive to our comment that we have already completed our budgets, this was unanticipated and we only have till April 1 to deal with the issue.

I have a letter with Morris/Craig for review and signature. It is similar to that of many other municipalities. AUMA is also aware of this issue and Cindy indicates they are working on some action.

I will keep you all posted.

Lisa

*Lisa M. Perkins, M.A.*



Community Services

**Date:** March 28, 2011

**To:** Craig Curtis  
City Manager

**From:** Colleen Jensen, Director  
Community Services

**Re:** Changes to the Motor Vehicle Fee Schedule and Our Access Agreement

ORIGINAL  
SIGNED ROBERT  

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REPORT NOT  
USED

**BACKGROUND**

On February 24, 2011 the Honorable Lloyd Snelgrove, Minister of Finance and Enterprise delivered the 2011 Provincial Budget. As part of his budget speech he indicated that "Our spending plan for the upcoming year continues to focus on five priorities" one of which is to "promote strong and vibrant communities and reduce crime so Albertans feel safe". In a subsequent News Release concerning the Provincial Budget, the Honorable Frank Oberle, Solicitor General and Minister of Public Safety, was quoted saying "Government's strong commitment to safe communities is reinforced with Budget 2011". Crime prevention and safety has been a Provincial priority for the past few years.

It was therefore very surprising that Superintendent Brian Simpson received a letter, in his position as Officer in Charge of our Municipal Policing Contract dated March 11, 2011 and was from Myron Dashkawich, Manager, Data Access and Contract Management Unit for Service Alberta. The letter indicated that "effective April 1, 2011 municipalities will be charged \$15.00 for information provided for each electronic search request, pursuant to Operator Licensing and Vehicle Control Regulation, A. R. 320/2002". It went on to explain that "as the release of this motor vehicle information is governed by the Access to Motor Vehicle Information Regulation (AMVIR) whereby an agreement between the Alberta Government and the recipient of the information is required, your current agreement must be amended to reflect the addition of these fees".

This charge will apply to all photo radar and red light camera tickets.

**DISCUSSION**

The first major concern is the impact that this direction will have on the 2011 Policing budget for The City of Red Deer, as this relates to our photo radar and red light camera tickets. The financial impact will be a total of \$285,105, based on the number of tickets issued in 2010. This is considering tickets through the enforcement of only one photo radar vehicle. With the implementation of a second photo radar vehicle July 2011, as approved in this years municipal budget, there will be further costing above the amount noted. On a Province wide basis, the impact on policing budgets is in the vicinity of \$21.0 million dollars of reduced operating funding for policing and crime prevention.

Secondly, the charge of \$15.00 per search will be for every ticket issued. You will recall that a significant number of tickets do not get paid and the municipality will be paying a surcharge for a ticket for which we may or may not receive any fine revenue for.

Thirdly, the timing of the notice that was received is just not acceptable. In the Service Alberta Service Plan, one of Minister Klimchuk's Priority Initiatives is to "collaborate with stakeholders on several initiatives aimed at improving registry services to Albertans through the Registry Agent Network". An approach that notifies municipalities of a charge that will result in a significant budget impact without any consultation and when we have completed our annual budget is not "collaborative" and is very alarming.

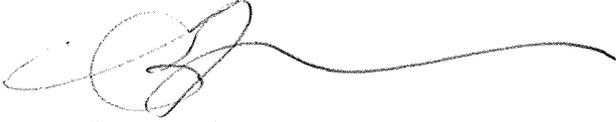
### **OPTIONS TO ADDRESS THE SITUATION**

- Work with other municipalities, our MLAs, AUMA and other organizations such as the Alberta Association of Chiefs of Police, and K Division of RCMP to request a meeting with Minister Oberle and Minister Klimchuk to understand the disconnect between the Provincial priority for crime prevention and safety of Albertans with the implementation of a fee that removes \$21.0 million in operating funding for policing. At minimum, a request should be put forward that the implementation of such a charge should be delayed until further consultation can be undertaken, however, more ideally it should be requested that the charge not be implemented at all.
- If the Province moves forward with the implementation of such a fee our municipality could look at:
  - requesting the Province to add a surcharge onto any ticket that is issued for photo radar or red light cameras. This would require that Alberta Transportation come to the table, as fines are established under the jurisdiction of that department.
  - requesting the Province to allow the municipality to undertake the searches at a local level. This would require a change to our Access Agreement. There are two considerations for this approach:
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### **SUMMARY**

The action contemplated by the Province in their letter of March 11, 2011 is not acceptable. The best option in moving forward is to work cooperatively with other partners to ensure the Province understands the impacts of this unexpected charge, and the disconnect between priorities in their organization, and subsequently ask that the \$15.00 surcharge implementation be withdrawn.

If this cannot happen then we need to explore changes to agreements or fines that would mitigate the impact for municipalities in the best way possible.

A handwritten signature in black ink, consisting of a large, stylized initial 'C' followed by a long, horizontal, wavy line extending to the right.

Colleen Jensen



Community Services

**Date:** March 28, 2011  
**To:** Craig Curtis  
City Manager  
**From:** Colleen Jensen, Director  
Community Services  
**Re:** Changes to the Motor Vehicle Fee Schedule and Our Access Agreement

- Budget Revised  
- THIS ONE NOT USED.

**BACKGROUND**

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### **SUMMARY**

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A handwritten signature in black ink, consisting of a large, stylized initial 'C' followed by a long, horizontal, wavy line that extends to the right.

Colleen Jensen



Date: March 30, 2011  
To: City Manager  
From: Communications & Strategic Planning Manager  
Subject: Organizational Sustainability Definitions

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**Background:**

Sustainability has been widely discussed for many years. For The City of Red Deer to be able to determine whether our actions are sustainable or not, it is important to define what the pillars of sustainability mean to the organization.

The definitions of the five pillars of environment, economic, social, cultural, governance need to reflect the values of the organization and our community culture. As such, the definition of these definitions was identified within the 2009-2011 Strategic Plan as a priority to assist in decision making.

Strategic Plan objective: Develop a municipal sustainability framework for our organization.

Strategy: Develop a municipal sustainability framework for our organization.

To achieve this, staff within departments connected to the pillars (Financial Services; Environmental Services; Social Planning; Culture; Legislative and Governance Services) were chosen as well as other individuals from other parts of the organization to form a committee.

In groups of two or three, which included one area content expert, committee members were asked to research one of the pillars and work with two identified members of Council to develop a draft definition of their pillar.

**Committee Members**

- Environment
  - Pam Vust, Environmental Services (former employee)
  - Emily Damberger, at that time PCPS (moved on to new position and left committee)
  - Lauren Maris, Environmental Services
- Social
  - Lori Baugh Littlejohns, Social Planning (former employee)
  - Quincy Brown, Planning Services
  - Jeremy Bouw, Social Planning
- Economic
  - John Fluney, Financial Services
  - Akwasi Kwarteng, Financial Services
  - Karen Yetter, Development Services Directorate

- Cultural
  - Kristina Oberg, Culture Services
  - Lisa Joshua, Legislative & Governance Services (currently on maternity leave)
- Governance
  - Frieda McDougall, Legislative and Governance Services
  - Joyce Boon, Inspections & Licensing

Council members consulted:

- Environment – Councillors Larry Pimm & Cindy Jefferies
- Social – Councillors Buck Buchanan, Tara Veer & Lorna Watkinson-Zimmer
- Economic – Councillors Lynne Mulder & Larry Pimm
- Cultural – Councillors Frank Wong & Gail Parks
- Governance - Mayor Morris Flewwelling & Councillor Lynne Mulder

In developing the definitions, the committee members conversed with many people inside and external to the organization. The committee then reviewed and revised all draft definitions as a whole. The make-up of this committee is fairly representative of the organization as a whole. Therefore the input and feedback of all committee members was an important component of achieving definitions consistent with the direction / vision of the organization. The Council members consulted on each definition also had the opportunity to review the draft definitions and provide feedback.

Further work on the definitions was completed by Communications & Strategic Planning as well as the Corporate Leadership Team.

### **Purpose**

There are many definitions of sustainability itself. While this committee did not attempt to define the entire concept of sustainability, there was a need in the organization to define the five pillars of sustainability. Developing and agreeing to definitions ensures the organization has a common understanding of each pillar of sustainability and our overall role in these pillars.

The process used in the development of the definitions was meant to be the start of engaging staff in overall sustainability. It was critical to ensure the definitions were relevant for The City and that staff saw meaning and found connection to them.

Developing definitions allows the organization to develop measures for each area of sustainability. This may be completed through the development of a master plan, through the Strategic Plan, or another mechanism to ensure the organization is working towards change.

### **Discussion**

These definitions are The City of Red Deer's viewpoint on how we view each area of sustainability within the community and more specifically our role in achieving that vision. These definitions provide the organization with a shared understanding of the meanings of the five pillars of sustainability. They provide a City framework for our organizational sustainability as well as our contributions to community sustainability. However, these are not community definitions.

It is highly important to note the interplay between all five pillars of sustainability. None should be considered in isolation and while true balance is rarely possible decisions must be made through the *consideration* of all five pillars. The five pillars are truly a system where thinking and acting in an

integrated fashion allows for better decision making and collaboration leading to the Red Deer we desire.

One of the interesting challenges in defining these definitions is that everyone finds different meanings in words. The committee worked hard to ensure the language used was as plain and simple as possible. In general, the committee wanted the definitions to generally capture The City's direction at this time for each of the pillars. It is important to note that these definitions reflect today, a moment in time, and may be revised in the future due to changes such as The City's role or mandate, the evolution of our understanding of the sustainability area, or changing viewpoints.

The developed definitions will be used by the organization to ensure all pillars of sustainability are considered in the decisions made and processes developed. A decision-checklist will be developed along with the development of an organizational decision making matrix in 2012. This checklist will provide tools for decision making and consideration of the five pillars. At this point, the definitions provide an overarching understanding of what each area of sustainability means at The City of Red Deer.

The City's Municipal Development Plan includes definitions of four areas of sustainability development and smart growth in the areas of fiscal, social, environmental and cultural responsibility (appendix 1). While those terms used are highly focused on land-use planning, they do not contravene these sustainability definitions.

## Sustainability Vision for The City of Red Deer

Imagine a community where we work together to meet the needs of present Red Deerians without compromising the ability of future generations to meet their needs. A Red Deer where each and every one of us reaches just a little further towards compassion, sustainability, harmony, and creativity. Imagine that everyone and everything that happens is part of an extraordinary opportunity to grow and evolve. Where:

- Sustainability is a way of thinking about all we do.
- Leadership is balanced and responsible.
- Red Deer is a dynamic community where citizens and stakeholders are actively engaged in decisions that affect them.
- Enterprise sustainability flourishes.
- Sustainability is integrated into our relationships and the social fabric of the community.
- We are stewards of our environment and are actively engaged in creating ways to positively impact it.
- Each individual takes personal responsibility for creating and using sustainability practices and principles in our daily work.

The City of Red Deer values sustainability and makes decisions based on our vision and strategic plan which considers the impacts of all five pillars of sustainability. Led by a responsive and responsible government, we contribute to a healthy, vibrant and engaged community, protected and improved upon for current and future generations. Through innovative thinking, inspired results and a vibrant community, The City of Red Deer works together to provide leadership and sustainable municipal services for our community.

There is interplay between all five pillars of sustainability. None are considered in isolation and while true balance is rarely possible, decisions are made through the consideration of all five pillars. The five pillars are truly a system where thinking and acting in an integrated fashion allows wiser decision making and collaboration to create the Red Deer we desire.

This vision begins today. By defining and harmonizing the five pillars of sustainability – environmental, social, economic, cultural and governance – we take one step towards a better present and future.

Demonstrating leadership in sustainability, definitions for the five pillars have been developed for the organization. They provide a City framework for our organizational sustainability as well as our contributions to community sustainability. However, these are not community definitions.

These definitions provide the organization with a shared understanding of the meaning of the five pillars of sustainability. They will be used to aid in decision-making and setting strategic direction.

**Environmental Sustainability**

Red Deer actively enhances its rich natural environment and minimizes its ecological footprint through City leadership, community collaboration and active stewardship. We are a leading example of a resilient and sustainable community in which urban and natural systems are effectively integrated to the benefit of both.

The City's role: The City explores and implements environmentally efficient solutions and plans for the continued functionality of the municipality and the community, while reducing reliance on non-renewable resources.

**Social Sustainability**

Authentic engagement, social cohesion and broad participation among its citizens characterize Red Deer. Through leadership, support and partnerships, quality of life is improved and opportunities are available for people's basic needs to be met. Equality, social well-being and the appreciation of diverse groups are supported and decisions made are equitable and just.

The City's role: The City provides leadership, policies and processes to assist in the facilitation and support of a socially sustainable Red Deer.

**Economic Sustainability**

Strategic analysis promotes economic vitality and a strong, resilient environment for business growth. To meet the current and future financial needs of Red Deer, resources are managed through decision-making processes which consider and regularly assess both long and short term financial impacts for the organization and the community.

The City's role: Fostering a healthy organizational and community economic environment through creating policies and adopting best practices. Promoting and fostering economic prosperity.

**Cultural Sustainability**

Red Deer is a vibrant city with an authentic identity where history is honoured, spaces and places help people connect, diversity is valued and respected, creative expression and innovation is encouraged, and citizens have a sense of pride and belonging.

The City's role: The City of Red Deer provides leadership and supports the community in becoming more culturally sustainable by developing our community's identity and character through placemaking, celebrating heritage and providing opportunities for creative expression.

**Governance Sustainability** (draft, pending development of an organizational governance definition)

Visionary leadership is realized through a framework of plans, policies and budgets and oversight for the enduring public good. It is characterized by the informed and effective leadership of City Council and enables the transparent, collaborative and inclusive involvement of internal and external stakeholders.

The City's role: Considering community input and need as well as our regional leadership role, Council sets strategic direction that shapes the organization and provides the ultimate accountability for the work and actions of The City. Sustainable governance embodies accountability through corporate policy, permeates the organization, is implemented by management and realized through the work of all employees.

**Recommendation:**

That Council:

- 1) adopt the pillar definitions and The City's overall role for environmental, social, economic and cultural sustainability in principle as a framework for organizational sustainability thinking.
- 2) receive information on the governance sustainability pillar as information only pending development of an organizational governance definition.

Julia Harvie-Shemko  
Manager  
Communications & Strategic Planning

**Appendix I: MDP definitions for sustainable development smart growth**

In general, sustainable development and smart growth refers to creating communities that are capable of being sustained far into the future. These communities reflect and balance:

- Fiscal responsibility – the costs of building and maintaining services and infrastructure are affordable and will not become an undue burden on future generations.
- Social responsibility – diverse communities with accessibility to affordable housing, education, health care and public amenities for all citizens.
- Environmental responsibility – communities and development designed to minimize air, water and soil pollution, reduce land consumption and waste, as well as protect natural systems.
- Cultural responsibility – communities and development respect and enhance the cultural capital of the community in terms of its traditions, values, heritage, sense of place, arts, diversity and social history

*Comments:*

I believe it is important for The City to adopt these definitions which reflect the work of Council, staff and the Corporate Leadership Team. They will undoubtedly change over time as we refine our planning, however they will provide some clarity to staff working on individual projects and plans.

“Craig Curtis”  
City Manager

**DATE:** April 6, 2011  
**TO:** Julia Harvie-Shemko, Communications & Strategic Planning Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Organizational Sustainability Definitions

---

**Reference Report:**

Communications & Strategic Planning Manager dated March 30, 2011.

**Resolution:**

“**Resolved** that Council of The City of Red Deer having considered the report from the Communications & Strategic Planning Manager, dated March 30, 2011, re: Organizational Sustainability Definitions, hereby agrees to table consideration of this report until up to May 16, 2011.”

**Report Back to Council:** Yes

**Comments/Further Action:**

Administration to bring this item forward to the May 16, 2011 Regular Council meeting for further consideration.



Elaine Vincent  
Legislative & Governance Services Manager

c Corporate Meeting Coordinator

ORIGINAL

	<h2 style="margin: 0;">Submission Request For Inclusion on a Council Agenda</h2>
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Requests to include a report on a Council Agenda must be received by **4:30pm** two Wednesdays prior to the scheduled Council meeting.

**PLEASE NOTE:** If reports are not received by two Wednesdays prior to the scheduled meeting/hearing the report may be moved to the next Agenda.

CONTACT INFORMATION			
Name of Report Writer:	Julia Harvie-Shemko		
Department & Telephone Number:	Communications & Strategic Planning 8320		
REPORT INFORMATION			
Preferred Date of Agenda:	April 4		
Subject of the Report <small>(provide a brief description)</small>	Sustainability definitions and The City's role		
Is this Time Sensitive? Why?	Craig would like it on the April 4 agenda as it is a smaller agenda		
What is the Decision/Action required from Council?	Approval of four of the five pillars, receive as information the fourth definition.		
Please describe Internal/ External Consultation, if any.	Internal committee, consultation with last Council, internal informal consultation		
Is this an In-Camera item?	No		
Is Advertising Required?	No		
How does the Report link to the Strategic Plan and other existing Plans & Policies? <div style="margin-left: 20px;">Strategic Plan objective: Develop a municipal sustainability framework for our organization.</div> <div style="margin-left: 20px;">Strategy: Develop a municipal sustainability framework for our organization.</div>			
Has Legal Counsel been consulted? Are there any outstanding issues? Please describe. No			
Are there any financial/budget implications? Please describe. Are there other organizational implications? Please describe. No			
Presentation: <small>(10 Min Max.)</small>	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	Presenter Name and Contact Information: Julia Harvie-Shemko 8320
COMMUNITY IMPACT			
Should External Stakeholder(s) be advised of the Agenda item? <small>(e.i. Community Groups, Businesses, Community Associations)</small> If Yes, please provide the Contact Information for the External Stakeholder(s)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
External Stakeholder(s) Contact Information: <small>(please provide, name, mailing address, telephone number and e-mail address)</small>			
FOR LEGISLATIVE & GOVERNANCE SERVICES USE ONLY			
Has this been to CLT / City Manager Briefings/ Committees: MPC, EAC, CPAC <small>(Please circle those that apply)</small>			
<b>CLT</b>	<b>City Manager Briefings</b>	<b>Board(s) / Committee(s)</b>	
When/describe: _____	When/Describe: _____	When/Describe: _____	
Do we need Communications Support?		<input type="checkbox"/> YES	<input type="checkbox"/> NO

Please return completed form, along with report and any additional information to Legislative & Governance Services.



Date: March 30, 2011  
To: City Manager  
From: Communications & Strategic Planning Manager  
Subject: Organizational sustainability definitions

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### **Background:**

Sustainability has been widely discussed for many years. For The City of Red Deer to be able to determine whether our actions are sustainable or not, it is important to define what the pillars of sustainability mean to the organization.

The definitions of the five pillars of environment, economic, social, cultural, governance need to reflect the values of the organization and our community culture. As such, the definition of these definitions was identified within the 2009-2011 Strategic Plan as a priority to assist in decision making.

Strategic Plan objective: Develop a municipal sustainability framework for our organization.

Strategy: Develop a municipal sustainability framework for our organization.

To achieve this, staff within departments connected to the pillars (Financial Services; Environmental Services; Social Planning; Culture; Legislative and Governance Services) were chosen as well as other individuals from other parts of the organization to form a committee.

In groups of two or three, which included one area content expert, committee members were asked to research one of the pillars and work with two identified members of Council to develop a draft definition of their pillar.

#### **Committee Members**

- Environment
  - Pam Vust, Environmental Services (former employee)
  - Emily Damberger, at that time PCPS (moved on to new position and left committee)
  - Lauren Maris, Environmental Services
- Social
  - Lori Baugh Littlejohns, Social Planning (former employee)
  - Quincy Brown, Planning Services
  - Jeremy Bouw, Social Planning
- Economic
  - John Fluney, Financial Services
  - Akwasi Kwarteng, Financial Services
  - Karen Yetter, Development Services Directorate

- Cultural
  - Kristina Oberg, Culture Services
  - Lisa Joshua, Legislative & Governance Services (currently on maternity leave)
- Governance
  - Frieda McDougall, Legislative and Governance Services
  - Joyce Boon, Inspections & Licensing

Council members consulted:

- Environment – Councillors Larry Pimm & Cindy Jefferies
- Social – Councillors Buck Buchanan, Tara Veer & Lorna Watkinson-Zimmer
- Economic – Councillors Lynne Mulder & Larry Pimm
- Cultural – Councillors Frank Wong & Gail Parks
- Governance - Mayor Morris Flewwelling & Councillor Lynne Mulder

In developing the definitions, the committee members conversed with many people inside and external to the organization. The committee then reviewed and revised all draft definitions as a whole. The make-up of this committee is fairly representative of the organization as a whole. Therefore the input and feedback of all committee members was an important component of achieving definitions consistent with the direction / vision of the organization. The Council members consulted on each definition also had the opportunity to review the draft definitions and provide feedback.

Further work on the definitions was completed by Communications & Strategic Planning as well as the Corporate Leadership Team.

## **Purpose**

There are many definitions of sustainability itself. While this committee did not attempt to define the entire concept of sustainability, there was a need in the organization to define the five pillars of sustainability. Developing and agreeing to definitions ensures the organization has a common understanding of each pillar of sustainability and our overall role in these pillars.

The process used in the development of the definitions was meant to be the start of engaging staff in overall sustainability. It was critical to ensure the definitions were relevant for The City and that staff saw meaning and found connection to them.

Developing definitions allows the organization to develop measures for each area of sustainability. This may be completed through the development of a master plan, through the Strategic Plan, or another mechanism to ensure the organization is working towards change.

## **Discussion**

These definitions are The City of Red Deer's viewpoint on how we view each area of sustainability within the community and more specifically our role in achieving that vision. These definitions provide the organization with a shared understanding of the meanings of the five pillars of sustainability. They provide a City framework for our organizational sustainability as well as our contributions to community sustainability. However, these are not community definitions.

It is highly important to note the interplay between all five pillars of sustainability. None should be considered in isolation and while true balance is rarely possible decisions must be made through the *consideration* of all five pillars. The five pillars are truly a system where thinking and acting in an

integrated fashion allows for better decision making and collaboration leading to the Red Deer we desire.

One of the interesting challenges in defining these definitions is that everyone finds different meanings in words. The committee worked hard to ensure the language used was as plain and simple as possible. In general, the committee wanted the definitions to generally capture The City's direction at this time for each of the pillars. It is important to note that these definitions reflect today, a moment in time, and may be revised in the future due to changes such as The City's role or mandate, the evolution of our understanding of the sustainability area, or changing viewpoints.

The developed definitions will be used by the organization to ensure all pillars of sustainability are considered in the decisions made and processes developed. A decision-checklist will be developed along with the development of an organizational decision making matrix in 2012. This checklist will provide tools for decision making and consideration of the five pillars. At this point, the definitions provide an overarching understanding of what each area of sustainability means at The City of Red Deer.

The City's Municipal Development Plan includes definitions of four areas of sustainability development and smart growth in the areas of fiscal, social, environmental and cultural responsibility (appendix 1). While those terms used are highly focused on land-use planning, they do not contravene these sustainability definitions.

## Sustainability Vision for The City of Red Deer

Imagine a community where we work together to meet the needs of present Red Deerians without compromising the ability of future generations to meet their needs. A Red Deer where each and every one of us reaches just a little further towards compassion, sustainability, harmony, and creativity. Imagine that everyone and everything that happens is part of an extraordinary opportunity to grow and evolve. Where:

- Sustainability is a way of thinking about all we do.
- Leadership is balanced and responsible.
- Red Deer is a dynamic community where citizens and stakeholders are actively engaged in decisions that affect them.
- Enterprise sustainability flourishes.
- Sustainability is integrated into our relationships and the social fabric of the community.
- We are stewards of our environment and are actively engaged in creating ways to positively impact it.
- Each individual takes personal responsibility for creating and using sustainability practices and principles in our daily work.

The City of Red Deer values sustainability and makes decisions based on our vision and strategic plan which considers the impacts of all five pillars of sustainability. Led by a responsive and responsible government, we contribute to a healthy, vibrant and engaged community, protected and improved upon for current and future generations. Through innovative thinking, inspired results and a vibrant community, The City of Red Deer works together to provide leadership and sustainable municipal services for our community.

There is interplay between all five pillars of sustainability. None are considered in isolation and while true balance is rarely possible, decisions are made through the consideration of all five pillars. The five pillars are truly a system where thinking and acting in an integrated fashion allows wiser decision making and collaboration to create the Red Deer we desire.

This vision begins today. By defining and harmonizing the five pillars of sustainability – environmental, social, economic, cultural and governance – we take one step towards a better present and future.

Demonstrating leadership in sustainability, definitions for the five pillars have been developed for the organization. They provide a City framework for our organizational sustainability as well as our contributions to community sustainability. However, these are not community definitions.

These definitions provide the organization with a shared understanding of the meaning of the five pillars of sustainability. They will be used to aid in decision-making and setting strategic direction.

### **Environmental Sustainability**

Red Deer actively enhances its rich natural environment and minimizes its ecological footprint through City leadership, community collaboration and active stewardship. We are a leading example of a resilient and sustainable community in which urban and natural systems are effectively integrated to the benefit of both.

The City's role: The City explores and implements environmentally efficient solutions and plans for the continued functionality of the municipality and the community, while reducing reliance on non-renewable resources.

### **Social Sustainability**

Authentic engagement, social cohesion and broad participation among its citizens characterize Red Deer. Through leadership, support and partnerships, quality of life is improved and opportunities are available for people's basic needs to be met. Equality, social well-being and the appreciation of diverse groups are supported and decisions made are equitable and just.

The City's role: The City provides leadership, policies and processes to assist in the facilitation and support of a socially sustainable Red Deer.

### **Economic Sustainability**

Strategic analysis promotes economic vitality and a strong, resilient environment for business growth. To meet the current and future financial needs of Red Deer, resources are managed through decision-making processes which consider and regularly assess both long and short term financial impacts for the organization and the community.

The City's role: Fostering a healthy organizational and community economic environment through creating policies and adopting best practices. Promoting and fostering economic prosperity.

### **Cultural Sustainability**

Red Deer is a vibrant city with an authentic identity where history is honoured, spaces and places help people connect, diversity is valued and respected, creative expression and innovation is encouraged, and citizens have a sense of pride and belonging.

The City's role: The City of Red Deer provides leadership and supports the community in becoming more culturally sustainable by developing our community's identity and character through placemaking, celebrating heritage and providing opportunities for creative expression.

### **Governance Sustainability** (draft, pending development of an organizational governance definition)

Visionary leadership is realized through a framework of plans, policies and budgets and oversight for the enduring public good. It is characterized by the informed and effective leadership of City Council and enables the transparent, collaborative and inclusive involvement of internal and external stakeholders.

The City's role: Considering community input and need as well as our regional leadership role, Council sets strategic direction that shapes the organization and provides the ultimate accountability for the work and actions of The City. Sustainable governance embodies accountability through corporate policy, permeates the organization, is implemented by management and realized through the work of all employees.

**Recommendation:**

That Council:

- 1) adopt the pillar definitions and The City's overall role for environmental, social, economic and cultural sustainability in principle as a framework for organizational sustainability thinking.
- 2) receive information on the governance sustainability pillar as information only pending development of an organizational governance definition.

Julia Harvie-Shemko  
Manager  
Communications & Strategic Planning

## **Appendix I: MDP definitions for sustainable development smart growth**

In general, sustainable development and smart growth refers to creating communities that are capable of being sustained far into the future. These communities reflect and balance:

- Fiscal responsibility – the costs of building and maintaining services and infrastructure are affordable and will not become an undue burden on future generations.
- Social responsibility – diverse communities with accessibility to affordable housing, education, health care and public amenities for all citizens.
- Environmental responsibility – communities and development designed to minimize air, water and soil pollution, reduce land consumption and waste, as well as protect natural systems.
- Cultural responsibility – communities and development respect and enhance the cultural capital of the community in terms of its traditions, values, heritage, sense of place, arts, diversity and social history



Planning Department

**DATE:** March 23, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Julia Townell, Bylaw Research Coordinator  
**SUBJECT:** Below Grade Developments – Land Use Bylaw Amendment

## BACKGROUND

In recent months, a number of below-grade developments have been constructed, leaving no room for a side yard -- thereby threatening the integrity of adjoining properties. In one instance, the builder constructed a below-grade development, occupying the entire side yard, from the perimeter of the house to the fence line, and abutting the side lane along the property line. In another instance, the builder encroached into the subsurface of neighbouring property in order to erect a retaining wall.

## DISCUSSION

Administration is recommending that the Land Use Bylaw be amended to regulate below-grade developments, so that an adequate side yard is maintained in order to protect the integrity of adjoining properties.

By allowing the following minor amendment to the Land Use Bylaw, The City of Red Deer could review applications for below-grade developments that may potentially impact neighbouring properties.

Section	Current Provisions	Proposed Provisions
4.7 (5.1)		No person may construct any below-grade development within 0.6 m of the property line of any residential lot.

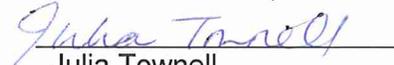
## OPTIONS

- 1) Give First Reading to the proposed Land Use Bylaw amendment.
- 2) Table consideration of the proposed Land Use Bylaw pending the provision of additional information as determined by Council.
- 3) Defeat First Reading.

**RECOMMENDATION**

Administration recommends that Council give First Reading to amend the Land Use Bylaw, to include a provision for the discretionary use of below-grade developments.

Respectfully submitted by,

  
Julia Townell  
Bylaw Research  
Coordinator,  
Planning Department

  
Angus Schaffenburg  
Acting Manager, Planning  
Department

/attach.

c. Paul Meyette, Director, Planning Services

**BYLAW NO. 3357/K-2011**

Being a Bylaw to amend Bylaw No. 3357/2006 The Land Use Bylaw of the City of Red Deer.

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

Bylaw No. 33357/2006 is hereby amended as follows:

1. Section 4.7 has been amended to include a new subsection:  
 “(5.1) No person may construct any below-grade development within 0.6 m of the property line of any residential lot.”
2. In all other respects, Bylaw No. 3357/2006 is hereby ratified and confirmed.

READ A FIRST TIME IN OPEN COUNCIL this	day of	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

*Comments:*

I support the recommendation of Administration that Council consider first reading of Land Use Bylaw Amendment 3357/K-2011 regarding the regulation of below-grade developments. A Public Hearing would be held on Monday, May 2, 2011 at 6:00 P.M. in Council Chambers during Council's regular meeting.

"Craig Curtis"  
City Manager

ORIGINAL

**DATE:** April 6, 2011  
**TO:** Julia Townell, Bylaw Research Coordinator  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Land Use Bylaw Amendment 3357/F-2011 to Changes to Allow  
Changes to Community Gardens Permitted as a Discretionary Use in  
All Districts

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**Reference Report:**

Bylaw Research Coordinator dated February 07, 2011

**Bylaw Reading:**

Land Use Bylaw Amendment 3357/F-2011 received second and third reading at the April 4, 2011 regular Council meeting. A copy of the bylaw is attached.

**Report Back to Council:** No

**Comments/Further Action**

Land Use Bylaw Amendment 3357/F-2011 incorporates changes to allow community gardens permitted as a discretionary use in all districts. Administration will amend the Consolidated version of the Land Use Bylaw 3357/2006 and distribute copies in due course.



Elaine Vincent  
Legislative & Governance Services Manager  
/attach

c      Development Services Director  
         Corporate Services Director  
         Community Services Director  
         Planning Services Director  
         Engineering Services Manager  
         Financial Services Manager  
         Client Services Support, LGS  
         Acting Manager of Planning, Angus Schaffenburg  
         Parks Planning Coordinator, David Girardin

         Inspections & Licensing Co-Managers  
         Inspections & Licensing Supervisor  
         Land & Economic Development Manager  
         IT Services – GIS Section  
         Property Assessment Technician, D. Lake  
         Revenue & Assessment Manager  
         Corporate Meeting Coordinator

The City of Red Deer  
Bylaw Readings

Moved by Councillor: VEER Seconded by Councillor: WONG.

**That Bylaw No. 3357/F-2011 re: Land Use Bylaw Amendment Regarding  
Community Gardens,**

BE READ A FIRST TIME IN OPEN COUNCIL this 7<sup>th</sup> day of March 2011.

BE READ A SECOND TIME IN OPEN COUNCIL this 4<sup>th</sup> day of April 2011.

BE READ A THIRD TIME IN OPEN COUNCIL this 4<sup>th</sup> day of April 2011.

**REMINDER FOR COUNCIL MEMBERS: YOU MUST BE IN ATTENDANCE AT ALL OR  
A PORTION OF THE PUBLIC HEARING IN ORDER TO PARTICIPATE IN DEBATE  
AND VOTE ON 2<sup>nd</sup> AND 3<sup>rd</sup> READINGS OF THIS BYLAW.**

**BYLAW NO. 3357/F-2011**

Being a Bylaw to amend Bylaw No. 3357/2006, The Land Use Bylaw of the City of Red Deer.

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

Bylaw No. 3357/2006 is hereby amended as follows:

1. Section 1.3 is amended by adding the following new definition for Community Garden:

"A Community Garden means a garden plot, or multiple garden plots, gardened collectively by a group of community participants.

2. Section 1.3 is amended by deleting the definition of Landscaped Area in its entirety and replaced with the following:

"Landscaped Area means the portions of a lot or development which are modified and enhanced through the use of lawns, garden plots, naturescaping materials, shrubs, trees, flowers or other ornamentals.

3. Section 3.8 is amended by adding the following discretionary use:

"Community Gardens are discretionary use in all districts and subject to approval by the Development Authority."

4. Section 7.3 is amended by deleting subsection (1) (b) (xviii) "Garden plots for the participation of the public at large".

5. Section 7.4 is amended by deleting subsection (1) (b) (xv) "Garden plots for the participation of the public at large".

2. In all other respects, Bylaw No. 3357/2006 is hereby ratified and confirmed.

READ A FIRST TIME IN OPEN COUNCIL this	7 <sup>th</sup>	day of	March	2011.
READ A SECOND TIME IN OPEN COUNCIL this	4 <sup>th</sup>	day of	April	2011.
READ A THIRD TIME IN OPEN COUNCIL this	4 <sup>th</sup>	day of	April	2011.
AND SIGNED BY THE MAYOR AND CLERK this	4 <sup>th</sup>	day of	April	2011.

  
MAYOR

  
CITY CLERK

**DATE:** April 6, 2011  
**TO:** Julia Townell, Bylaw Research Coordinator  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Land Use Bylaw Amendment 3357/K-2011 – Below Grade Developments

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**Reference Report:**

Bylaw Research Coordinator report dated March 23, 2011

**Bylaw Reading:**

Land Use Bylaw Amendment 3357/K-2011 received first reading at the April 4, 2011 regular Council meeting. A copy of the bylaw is attached.

**Report Back to Council:** Yes

**Comments/Further Action:**

Land Use Bylaw Amendment 3357/K-2011 allows for revisions to the below-grade developments for residential lots.

This office will advertise for the public hearing to be held in four weeks time, on Monday, May 2, 2011 at 6:00 p.m., during Council's regular meeting.



Elaine Vincent  
Legislative & Governance Services Manager  
/attach.

c Paul Meyette, Director of Planning Services  
Angus Schaffenburg, Acting Planning Services Manager  
Christine Kenzie, Corporate Meeting Coordinator

The City of Red Deer  
Bylaw Readings

Moved by Councillor: SIGFRIED Seconded by Councillor: JEFFREYS

**That Bylaw No. 3357/K-2011 re: Land Use Bylaw Amendment – Regulation of Below Grade Developments,**

BE READ A FIRST TIME IN OPEN COUNCIL this 4<sup>th</sup> day of April 2011.

BE READ A SECOND TIME IN OPEN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_ 2011.

BE READ A THIRD TIME IN OPEN COUNCIL this \_\_\_\_\_ day of \_\_\_\_\_ 2011.

**REMINDER FOR COUNCIL MEMBERS: YOU MUST BE IN ATTENDANCE AT ALL OR A PORTION OF THE PUBLIC HEARING IN ORDER TO PARTICIPATE IN DEBATE AND VOTE ON 2<sup>nd</sup> AND 3<sup>rd</sup> READINGS OF THIS BYLAW.**

**BYLAW NO. 3357/K-2011**

Being a Bylaw to amend Bylaw No. 3357/2006 The Land Use Bylaw of the City of Red Deer.

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

Bylaw No. 33357/2006 is hereby amended as follows:

1. Section 4.7 has been amended to include a new subsection:  
“(5.1) No person may construct any below-grade development within 0.6 m of the property line of any residential lot.”
2. In all other respects, Bylaw No. 3357/2006 is hereby ratified and confirmed.

READ A FIRST TIME IN OPEN COUNCIL this 4<sup>th</sup> day of April 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:** March 9, 2011  
**TO:** Julia Townell, Bylaw Research Coordinator  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Land Use Bylaw Amendment 3357/F-2011 regarding Community Gardens

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**Reference Report:**

Bylaw Research Coordinator dated February 7, 2011

**Bylaw Reading:**

Land Use Bylaw Amendment 3357/F-2011 received first reading at the March 7, 2011 regular Council meeting. A copy of the bylaw is attached.

**Report Back to Council:** Yes

**Comments/Further Action:**

Land Use Bylaw Amendment 3357/F-2011 allows for community gardens to be a permitted discretionary use in all districts however still subject to approval of the Development Authority.

This office will advertise for the public hearing to be held in four weeks time, on Monday, April 4, 2011, at 6:00 p.m., during Council's regular meeting.



Elaine Vincent  
Legislative & Governance Services Manager  
/attach.

- c Paul Meyette, Director of Planning Services
- Paul Goranson, Director of Development Services
- Angus Schaffenburg, Acting Planning Manager
- David Girardin, Parks Planning Coordinator
- Corporate Meeting Coordinator

**BYLAW NO. 3357/F-2011**

Being a Bylaw to amend Bylaw No. 3357/2006, The Land Use Bylaw of the City of Red Deer.

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

Bylaw No. 3357/2006 is hereby amended as follows:

1. Section 1.3 is amended by adding the following new definition for Community Garden:

“A Community Garden means a garden plot, or multiple garden plots, gardened collectively by a group of community participants.

2. Section 1.3 is amended by deleting the definition of Landscaped Area in its entirety and replaced with the following:

“Landscaped Area means the portions of a lot or development which are modified and enhanced through the use of lawns, garden plots, naturoscaping materials, shrubs, trees, flowers or other ornamentals.

3. Section 3.8 is amended by adding the following discretionary use:

“Community Gardens are discretionary use in all districts and subject to approval by the Development Authority.”

4. Section 7.3 is amended by deleting subsection (1) (b) (xviii) “Garden plots for the participation of the public at large”.

5. Section 7.4 is amended by deleting subsection (1) (b) (xv) “Garden plots for the participation of the public at large”.

2. In all other respects, Bylaw No. 3357/2006 is hereby ratified and confirmed.

READ A FIRST TIME IN OPEN COUNCIL this 7<sup>th</sup> day of March 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

---

CITY CLERK

ORIGINAL

**LAND USE BYLAW AMENDMENT 3357/F- 2011**  
**Changes to Allow Community Gardens Permitted as Discretionary Use in All Districts**

**DESCRIPTION:** Changes to allow Community Gardens permitted as discretionary use in all districts in the Land Use Bylaw.

FIRST READING: March 7, 2011

FIRST PUBLICATION: March 18, 2011

SECOND PUBLICATION: March 25, 2011

PUBLIC HEARING & SECOND READING: April 4, 2011

THIRD READING: APRIL 4, 2011

LETTERS REQUIRED TO PROPERTY OWNERS: YES   NO

DEPOSIT: YES  \$ \_\_\_\_\_ NO

**COST OF ADVERTISING RESPONSIBILITY OF:** **City of Red Deer**

ACTUAL COST OF ADVERTISING:  
\$ \_\_\_\_\_ X 2 TOTAL: \$ \_\_\_\_\_

MAP PREPARATION: \$ \_\_\_\_\_

TOTAL COST: \$ \_\_\_\_\_

LESS DEPOSIT RECEIVED: \$ \_\_\_\_\_

AMOUNT OWING/ (REFUND): \$ \_\_\_\_\_

INVOICE NO.: \_\_\_\_\_

BATCH NO.: \_\_\_\_\_

(Advertising Revenue to 180.5901)

**Land Use Bylaw Amendment 3357/F-2011  
Community Gardens**

In keeping with The City of Red Deer's environmental initiatives, City Council proposes to pass Land Use Bylaw Amendment 3357/F-2011 which provides for changes to the Land Use Bylaw to allow community gardens permitted as a discretionary use in all districts of the Land Use Bylaw. Community gardens are defined as a garden plot, or multiple garden plots, gardened collectively by a group of community participants. Community gardens are currently permitted as a discretionary use in both the Public Service (Institutional or Government) District (PS) and the Parks and Recreation District (PI) of the Land Use Bylaw. They are also permitted as a discretionary use in the Environmental Preservation District (A2). As community gardens will be discretionary, their development is subject to approval by the Development Authority.

The proposed bylaw may be inspected at Legislative & Governance Services, 2<sup>nd</sup> Floor City Hall during regular office hours or for more details, contact City of Red Deer Planning Services at 403-342-8190.

City Council will hear from any person claiming to be affected by the proposed bylaw at a Public Hearing on **Monday, April 4, 2011** at 6:00 p.m. in Council Chambers, 2<sup>nd</sup> Floor at City Hall. If you want your letter or petition included on the Council agenda you must submit it to the Manager, Legislative & Governance Services by **Tuesday, March 29, 2011**. Otherwise, you may submit your letter or petition at the Council meeting or you can simply tell Council your views at the Public Hearing. Council's Procedure Bylaw indicates that each presentation is limited to 10 minutes. Any submission will be public information. If you have any questions regarding the use of this information please contact the Manager, Legislative & Governance Services at 403-342-8132.

(Publication Dates:     March 18, 2011 and March 25, 2011)



Legislative & Governance Services

**DATE:** March 29, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Land Use Bylaw Amendment 3357/F-2011 to Changes to Allow Community Gardens Permitted as a Discretionary Use in All Districts

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***History:***

At the Monday, March 7, 2011 Council Meeting, Council gave first reading to Land Use Bylaw Amendment 3357/F-2011

Land Use Bylaw Amendment 3357/F-2011 allows for changes in the Land Use Bylaw to allow community gardens permitted as a discretionary use in all districts.

***Public Consultation Process:***

A Public Hearing has been advertised for Land Use Bylaw Amendment 3357/F-2011 to be held on Monday, April 4, 2011 at 6:00 P.M. during Council's regular meeting. Advertisements were placed in the Red Deer Advocate on March 18, 2011 and March 25, 2011.

***Recommendation:***

That Council consider giving second and third readings to Land Use Bylaw Amendment 3357/F-2011.

Elaine Vincent  
Manager

Report Originally Submitted to  
the March 7, 2011 Council  
Meeting



Planning Department

**DATE:** February 07, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Julia Townell, Bylaw Research Coordinator  
**SUBJECT:** Land Use Bylaw Amendment Regarding Community Gardens

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## BACKGROUND

The City's Parks Section currently operates three community gardens in the city of Red Deer. The development of additional community gardens has been requested from a number of community groups, including community associations, churches, Sunnybrook Farms, and Rethink Red Deer. However, not all of the proposed garden sites are located within the permitted districts. The *Land Use Bylaw* currently permits community gardens as a discretionary use in both the Public Service (Institutional or Government) district (PS), and the Parks and Recreation District (P1). Community gardens are also permitted as a discretionary use in the Environmental Preservation District (A2), as they are considered *an agricultural use*.

## DISCUSSION

In keeping with The City of Red Deer's environmental initiatives, Administration is requesting that community gardens be permitted as a discretionary use in all districts. Administration does not believe that allowing community gardens in all districts will have a negative impact on surrounding areas. However, as gardens will be discretionary, their development is subject to approval by the Development Authority.

The Parks Section is in support of this amendment.

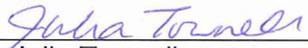
## OPTIONS

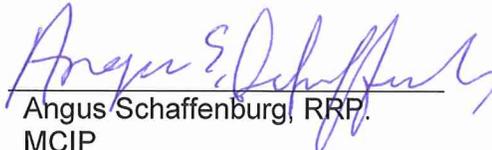
- 1) Give First Reading to the proposed Land Use Bylaw amendment.
- 2) Table consideration of the proposed Land Use Bylaw pending the provision of additional information as determined by Council.
- 3) Defeat First Reading.

**RECOMMENDATION**

Administration recommends that Council give First Reading to amend the Land Use Bylaw, to include a definition for Community Garden, to allow community gardens as a discretionary use in all districts, subject to approval by the Development Authority, and to remove reference to garden plots in P1 and PS districts.

Respectfully submitted by,

  
\_\_\_\_\_  
Julia Townell  
Bylaw Research Coordinator,  
Planning Department

  
\_\_\_\_\_  
Angus Schaffenburg, RRP.  
MCIP  
Acting Manager, Planning  
Department

/attach.

- c. Paul Meyette, Director, Planning Services  
David Girardin, Parks Planning Coordinator





Legislative & Governance Services

**DATE:** March 29, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Elaine Vincent, Legislative & Administrative Services Manager  
**SUBJECT:** Notice of Motion  
Councillor Paul Harris – West Park Neighbourhood Redevelopment Plan

---

***History***

At the Monday, March 21 2011 meeting of Council, Councillor Paul Harris introduced the attached Notice of Motion regarding West Park Neighbourhood Redevelopment Plan.

***Recommendation***

That Council consider the West Park Neighbourhood Redevelopment Plan Notice of Motion.

A handwritten signature in cursive script, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Manager

/attach.

ORIGINAL



Legislative & Governance Services

**DATE:** March 29, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Land Use Bylaw Amendment 3357/F-2011 - Changes to Allow Community Gardens Permitted as a Discretionary Use in All Districts

---

***History:***

At the Monday, March 7, 2011 Council Meeting, Council gave first reading to Land Use Bylaw Amendment 3357/F-2011

Land Use Bylaw Amendment 3357/F-2011 allows for changes in the Land Use Bylaw to allow community gardens permitted as a discretionary use in all districts..

***Public Consultation Process:***

A Public Hearing has been advertised for Land Use Bylaw Amendment 3357/F-2011 to be held on Monday, April 4, 2011 at 6:00 P.M. during Council's regular meeting. Advertisements were placed in the Red Deer Advocate on March 18, 2011 and March 25, 2011.

***Recommendation:***

That Council consider giving second and third readings to Land Use Bylaw Amendment 3357/F-2011.

A handwritten signature in cursive script that reads 'Elaine Vincent'.

Elaine Vincent  
Manager

ORIGINAL



Legislative & Governance Services

DATE: April 26, 2011

TO: Craig Curtis, City Manager

FROM: Elaine Vincent, Legislative & Governance Services

SUBJECT: Land Use Bylaw Amendment 3357/K-2011  
Amendment to Regulate Below-Grade Developments

---

**History:**

At the Monday, April 4, 2011 Council Meeting, Council gave first reading to Land Use Bylaw Amendment 3357/K-2011.

Land Use Bylaw Amendment 3357/K-2011 allows for regulation of below-grade developments so that an adequate side yard is maintained in order to protect the integrity of adjoining properties.

**Public Consultation Process:**

A Public Hearing has been advertised for Land Use Bylaw Amendment 3357/K-2011 to be held on Monday, May 2, 2011 at 6:00 P.M. during Council's regular meeting. Advertisements were placed in the Red Deer Advocate on April 15, 2011 and April 22, 2011.

**Recommendation:**

That Council consider giving second and third readings to Land Use Bylaw Amendment 3357/K-2011.

A handwritten signature in cursive script that reads 'Elaine Vincent'.

Elaine Vincent  
Manager

B/F memo



ORIGINAL

**Submission Request For Inclusion  
on a Council Agenda**

Requests to include a report on a Council Agenda must be received by 4:30pm on Monday (5 business days) prior to the scheduled meeting.

**PLEASE NOTE:** If reports are not received by Monday (5 business days) prior to the scheduled meeting/hearing the report may be moved to the next Agenda.

CONTACT INFORMATION			
Name of Report Writer:	Julia Townell		
Department & Telephone Number:	403-342-8185		
REPORT INFORMATION			
Preferred Date of Agenda:	April 4, 2011		
Subject of the Report (provide a brief description)	Land Use Bylaw Amendment – Below-grade developments		
Is this Time Sensitive? Why?	No.		
What is the Decision/Action required from Council?	Give First Reading to the proposed bylaw amendment.		
Please describe Internal/ External Consultation, if any.	Legal Counsel, Planning, and Inspections & Licensing		
Is this an In-Camera item?	No.		
How does the Report link to the Strategic Plan and other existing Plans & Policies? Leadership - Establish a focus on strategic leadership and management based on the principle of vision driven planning and action driven results Leadership - Increase effectiveness of decisions through the establishment of frameworks that consider strategy, capacity and risks.			
Has Legal Counsel been consulted? Are there any outstanding issues? Please describe. Yes / No outstanding issues.			
Are there any financial/budget implications? Please describe. Are there other organizational implications? Please describe. No.			
Presentation: (10 Min Max.)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	Presenter Name and Contact Information:
COMMUNITY IMPACT			
Should External Stakeholder(s) be advised of the Agenda item? (e.i. Community Groups, Businesses, Community Associations) If Yes, please provide the Contact Information for the External Stakeholder(s)	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	
External Stakeholder(s) Contact Information: (please provide, name, mailing address, telephone number and e-mail address)			
FOR LEGISLATIVE & GOVERNANCE SERVICES USE ONLY			
Has this been to CLT / City Manager Briefings/ Committees: MPC, EAC, CPAC (Please circle those that apply)			
<b>CLT</b> When/describe: _____	<b>City Manager Briefings</b> When/Describe: _____	<b>Board(s) / Committee(s)</b> When/Describe: _____	
Do we need Communications Support?			
		<input type="checkbox"/> YES	<input type="checkbox"/> NO

Please return completed form, along with report and any additional information to Legislative & Governance Services.



Planning Department

**DATE:** March 23, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Julia Townell, Bylaw Research Coordinator  
**SUBJECT:** Below Grade Developments – Land Use Bylaw Amendment

---

## BACKGROUND

In recent months, a number of below-grade developments have been constructed, leaving no room for a side yard -- thereby threatening the integrity of adjoining properties. In one instance, the builder constructed a below-grade development, occupying the entire side yard, from the perimeter of the house to the fence line, and abutting the side lane along the property line. In another instance, the builder encroached into the subsurface of neighbouring property in order to erect a retaining wall.

## DISCUSSION

Administration is recommending that the Land Use Bylaw be amended to regulate below-grade developments, so that an adequate side yard is maintained in order to protect the integrity of adjoining properties.

By allowing the following minor amendment to the Land Use Bylaw, The City of Red Deer could review applications for below-grade developments that may potentially impact neighbouring properties.

Section	Current Provisions	Proposed Provisions
4.7 (5.1)		No person may construct any below-grade development within 0.6 m of the property line of any residential lot.

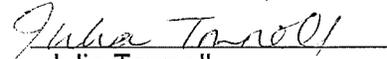
## OPTIONS

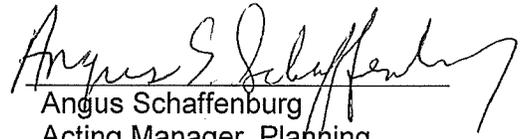
- 1) Give First Reading to the proposed Land Use Bylaw amendment.
- 2) Table consideration of the proposed Land Use Bylaw pending the provision of additional information as determined by Council.
- 3) Defeat First Reading.

## RECOMMENDATION

Administration recommends that Council give First Reading to amend the Land Use Bylaw, to include a provision for the discretionary use of below-grade developments.

Respectfully submitted by,

  
Julia Townell  
Bylaw Research  
Coordinator,  
Planning Department

  
Angus Schaffenburg  
Acting Manager, Planning  
Department

/attach.

c. Paul Meyette, Director, Planning Services

~~K~~  
**BYLAW NO. 3357/J-2011**

Being a Bylaw to amend Bylaw No. 3357/2006 The Land Use Bylaw of the City of Red Deer.

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

Bylaw No. 33357/2006 is hereby amended as follows:

1. Section 4.7 has been amended to include a new subsection:  
“(5.1) No person may construct any below-grade development within 0.6 m of the property line of any residential lot.”
2. In all other respects, Bylaw No. 3357/2006 is hereby ratified and confirmed.

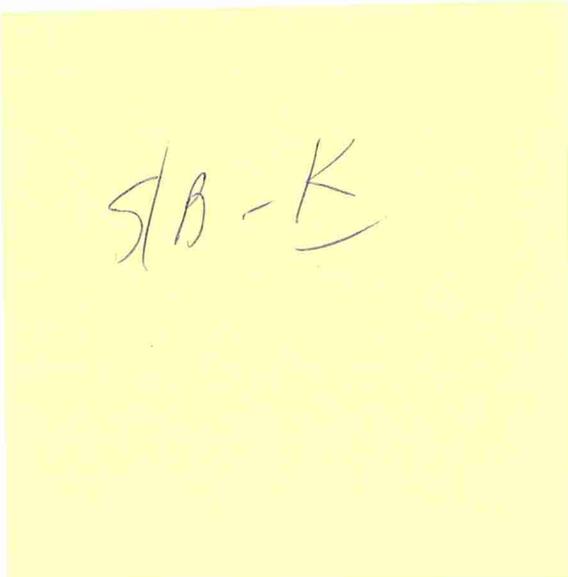
READ A FIRST TIME IN OPEN COUNCIL this	day of	2011.
READ A SECOND TIME IN OPEN COUNCIL this	day of	2011.
READ A THIRD TIME IN OPEN COUNCIL this	day of	2011.
AND SIGNED BY THE MAYOR AND CLERK this	day of	2011.

---

MAYOR

---

CITY CLERK



S/B - K



Planning Department

**DATE:** March 23, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Julia Townell, Bylaw Research Coordinator  
**SUBJECT:** Below Grade Developments – Land Use Bylaw Amendment

---

## BACKGROUND

In recent months, a number of below-grade developments have been constructed, leaving no room for a side yard -- thereby threatening the integrity of adjoining properties. In one instance, the builder constructed a below-grade development, occupying the entire side yard, from the perimeter of the house to the fence line, and abutting the side lane along the property line. In another instance, the builder encroached into the subsurface of neighbouring property in order to erect a retaining wall.

## DISCUSSION

Administration is recommending that the Land Use Bylaw be amended to regulate below-grade developments, so that an adequate side yard is maintained in order to protect the integrity of adjoining properties.

By allowing the following minor amendment to the Land Use Bylaw, The City of Red Deer could review applications for below-grade developments that may potentially impact neighbouring properties.

Section	Current Provisions	Proposed Provisions
4.7 (5.1)		No person may construct any below-grade development within 0.6 m of the property line of any residential lot.

## OPTIONS

- 1) Give First Reading to the proposed Land Use Bylaw amendment.
- 2) Table consideration of the proposed Land Use Bylaw pending the provision of additional information as determined by Council.
- 3) Defeat First Reading.

## RECOMMENDATION

Administration recommends that Council give First Reading to amend the Land Use Bylaw, to include a provision for the discretionary use of below-grade developments.

Respectfully submitted by,

---

Julia Townell  
Bylaw Research  
Coordinator,  
Planning Department

---

Angus Schaffenburg  
Acting Manager, Planning  
Department

/attach.

c. Paul Meyette, Director, Planning Services

**West Park Neighbourhood Redevelopment Plan  
Councillor Paul Harris**

”Whereas Council of The City of Red Deer establishes Area Redevelopment Plans to guide the future growth and redevelopment in existing neighbourhoods; and

Whereas the Area Development Plans provide for a mechanism of well-rounded public engagement; and

Whereas in the West Park neighbourhood there have been conflicting views as to the impacts of secondary suites on land uses, land values, amenities and quality of life; and

Whereas West Park is adjacent to the Red Deer College which has experienced significant growth in recent years and many of whose students chose to live in West Park, impacting secondary suite development; and

Whereas the natural evolution of this neighbourhood is causing tension between residents and residential uses;

Therefore be it resolved that Council directs administration to elevate the development of an Area Redevelopment Plan for the West Park neighbourhood in the overall planning priorities to address community concerns.”

*Comments:*

The City of Red Deer's Planning Department has the West Park Area Redevelopment Plan as part of the department's 2011 Work Plan. A terms of reference has been created and is being revised to include a statutory component and a "community plan" component that is not statutory. The terms of reference will include three public input sessions with a fourth opportunity for input during the public hearing of the Area Development Plan. A presentation by one of the City Planners was made to the West Park Community Association on March 14, 2011 and March 29, 2011, where a description of the West Park Area Redevelopment Plan was given. An initial open house will determine the issues to be addressed with subsequent open houses held in the fall of 2011. The West Park Area Redevelopment Plan is expected to come before Council for consideration in March of 2012.

"Craig Curtis"  
City Manager

ORIGINAL

Council Decision – April 4, 2011

**DATE:** March 30, 2011  
**TO:** Paul Meyette, Director of Planning Services  
**FROM:** Elaine Vincent, Legislative & Governance Services Manager  
**SUBJECT:** Notice of Motion – Councillor Paul Harris  
West Park Neighbourhood Redevelopment Plan

---

The following Notice of Motion was introduced at the April 4, 2011 Council Meeting:

"Whereas Council of The City of Red Deer establishes Area Redevelopment Plans to guide the future growth and redevelopment in existing neighbourhoods; and

Whereas the Area Development Plans provide for a mechanism of well-rounded public engagement; and

Whereas in the West Park neighbourhood there have been conflicting views as to the impacts of secondary suites on land uses, land values, amenities and quality of life; and

Whereas West Park is adjacent to the Red Deer College which has experienced significant growth in recent years and many of whose students chose to live in West Park, impacting secondary suite development; and

Whereas the natural evolution of this neighbourhood is causing tension between residents and residential uses;

Therefore be it resolved that Council directs administration to elevate the development of an Area Redevelopment Plan for the West Park neighbourhood in the overall planning priorities to address community concerns with a target date of March 31, 2012 for the Plan to be brought back for Council's consideration."

**Report Back to Council:** Yes

**Comments/Further Action**

Administration to bring this item forward to a Regular Council meeting for further consideration no later than March 31, 2012.



Elaine Vincent  
Legislative & Governance Services Manager  
c Corporate Meeting Coordinator

DM 1085309

ORIGINAL



Legislative & Governance Services

**DATE:** March 29, 2011  
**TO:** Craig Curtis, City Manager  
**FROM:** Elaine Vincent, Legislative & Administrative Services Manager  
**SUBJECT:** Notice of Motion  
Councillor Paul Harris – West Park Neighbourhood Redevelopment Plan

---

***History***

At the Monday, March 21 2011 meeting of Council, Councillor Paul Haris introduced the attached Notice of Motion regarding West Park Neighbourhood Redevelopment Plan.

***Recommendation***

That Council consider the West Park Neighbourhood Redevelopment Plan Notice of Motion.

A handwritten signature in cursive script, appearing to read 'Elaine Vincent'.

Elaine Vincent  
Manager

/attach.

**West Park Neighbourhood Redevelopment Plan**  
**Councillor Paul Harris**

”Whereas Council of The City of Red Deer establishes Area Redevelopment Plans to guide the future growth and redevelopment in existing neighbourhoods; and

Whereas the Area Development Plans provide for a mechanism of well-rounded public engagement; and

Whereas in the West Park neighbourhood there have been conflicting views as to the impacts of secondary suites on land uses, land values, amenities and quality of life; and

Whereas West Park is adjacent to the Red Deer College which has experienced significant growth in recent years and many of whose students chose to live in West Park, impacting secondary suite development; and

Whereas the natural evolution of this neighbourhood is causing tension between residents and residential uses;

Therefore be it resolved that Council directs administration to elevate the development of an Area Redevelopment Plan for the West Park neighbourhood in the overall planning priorities to address community concerns.”

**Christine Kenzie**

**From:** Paul Meyette  
**Sent:** March 25, 2011 8:56 AM  
**To:** Christine Kenzie; Jordan Furness  
**Subject:** RE: City Manager Comments re Notice of Motion - Paul Harris - West Park Neighbourhood Redevelopment Plan

Jordan will respond to both you and Craig

***Paul Meyette RPP MCIP  
Director of Planning Services  
Team Leader Red Deer 300,000  
City of Red Deer  
Box 5008  
Red Deer, Alberta  
T4N 3T4  
Phone: 403-342-8195***

---

**From:** Christine Kenzie  
**Sent:** March 25, 2011 8:54 AM  
**To:** Paul Meyette  
**Subject:** City Manager Comments re Notice of Motion - Paul Harris - West Park Neighbourhood Redevelopment Plan

Just a reminder about providing comments for Craig on the April 4th Council Agenda re the Notice of Motion from Paul Harris -- re West Park Neighbourhood Redevelopment Plan.

Agenda review with Craig is on Monday, March 28th at 8:30 A.M.

Thanks Paul.

**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**

BACKUP INFORMATION

NOT SUBMITTED TO COUNCIL

**From:** Jordan Furness  
**Sent:** March 25, 2011 1:52 PM  
**To:** Paul Meyette; Angus Schaffenburg; Christine Kenzie; Craig Curtis  
**Subject:** RE: City Manager Comments re Notice of Motion - Paul Harris - West Park Neighbourhood Redevelopment Plan

Hello,

- The West Park Area Redevelopment Plan is part of the Planning Department's 2011 work plan. I will be the primary planner working on the project and will be assisted by Tony Lindhout.
- A terms of reference has been created, however, Angus and I are working on a few revisions to clarify that the plan will include a statutory component and a "community plan" component that is not statutory (as occurred with the Riverside Meadows ARP).
- I attended the March 14th, 2011 Annual General Meeting of the West Park Community Association. Aside from the executive, there were only two residents of West Park who attended. I introduced myself and gave a brief description of what the Area Redevelopment Plan was about and that I would be looking for steering committee members to assist in development of the plan.
- The terms of reference currently include two public input sessions and there will also be the public hearing as the third opportunity for input.
- The plan is anticipated to come to Council in November 2011 for their consideration.
- I will be attending the next meeting of the West Park Community Association to provide more information, the terms of reference and to recruit steering committee members who reside or own land in West Park. The initial open house, that will determine the issues to be addressed, will also provide a second opportunity for interested community members to join the steering committee.
- At the March 14th West Park AGM meeting I also provided an update on secondary suites and that LUB amendments would be going to Council on March 21, 2011. There appeared to be very little concern about both the current situation and the proposed amendments from those in attendance. (I understand there were few if any West Park residents in attendance at the Council meeting)

Please let me know if there are other details you would like to be made aware of about the process.

Thank-you,

**Jordan Furness, RPP, MCIP**

Planner

Planning Department

City of Red Deer

ph. 403.406.8701

fx. 403.342.8200

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

---

**From:** Paul Meyette  
**Sent:** March 25, 2011 8:56 AM  
**To:** Angus Schaffenburg; Jordan Furness  
**Subject:** FW: City Manager Comments re Notice of Motion - Paul Harris - West Park Neighbourhood Redevelopment Plan

Jordan

Please provide a status of the plan in point form to Craig

***Paul Meyette RPP MCIP  
Director of Planning Services  
Team Leader Red Deer 300,000  
City of Red Deer  
Box 5008  
Red Deer, Alberta  
T4N 3T4  
Phone: 403-342-8195***

---

**From:** Christine Kenzie  
**Sent:** March 25, 2011 8:54 AM  
**To:** Paul Meyette  
**Subject:** City Manager Comments re Notice of Motion - Paul Harris - West Park Neighbourhood Redevelopment Plan

Just a reminder about providing comments for Craig on the April 4th Council Agenda re the Notice of Motion from Paul Harris -- re West Park Neighbourhood Redevelopment Plan.

Agenda review with Craig is on Monday, March 28th at 8:30 A.M.

Thanks Paul.

**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:** Paul Meyette  
**Sent:** March 30, 2011 2:14 PM  
**To:** Craig Curtis; Christine Kenzie  
**Subject:** FW: West Park

fyi

***Paul Meyette RPP MCIP  
Director of Planning Services  
Team Leader Red Deer 300,000  
City of Red Deer  
Box 5008  
Red Deer, Alberta  
T4N 3T4  
Phone: 403-342-8195***

---

**From:** Jordan Furness  
**Sent:** March 30, 2011 12:37 PM  
**To:** Paul Meyette  
**Subject:** West Park

Hi Paul,

A couple of things,

1. I was informed last night that the West Park Community Association has decided to disband (I did not hear what they plan to do with the money in their account)
2. After meeting with Angus and Tony this morning, we think it is more realistic for Council to expect the ARP in March 2012, instead of November 2011 which I had said in the email to Craig/LGS. This change came out of a decision to not use a steering committee but instead add an additional open house session (which cannot be held in the summer, therefore extending the plan preparation time)

**Jordan Furness, RPP, MCIP**  
Planner  
Planning Department  
City of Red Deer

ph. 403.406.8701  
fx. 403.342.8200  
[www.reddeer.ca](http://www.reddeer.ca)

---

**From:** Paul Meyette  
**Sent:** March 30, 2011 11:39 AM  
**To:** Jordan Furness  
**Subject:** FW: You are Invited to help shape TEDxRedDeer

fyi

***Paul Meyette RPP MCIP  
Director of Planning Services  
Team Leader Red Deer 300,000  
City of Red Deer  
Box 5008  
Red Deer, Alberta  
T4N 3T4  
Phone: 403-342-8195***

---

**From:** Howard Thompson  
**Sent:** March 30, 2011 11:37 AM  
**To:** Operational Leadership Team; Corporate Leadership Team  
**Subject:** FW: You are Invited to help shape TEDxRedDeer

Fyi

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  
[www.reddeer.ca](http://www.reddeer.ca)  
[www.reddeercorridor.com](http://www.reddeercorridor.com)  
[www.accessprosperity.ca](http://www.accessprosperity.ca)

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

---

**From:** Dawna Allard [mailto:Dawna.Allard@gov.ab.ca]

2011/03/30

BACKUP  
INFORMATION.

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

**Christine Kenzie**

---

**From:** Elaine Vincent  
**Sent:** April 05, 2011 3:29 PM  
**To:** Mayor and Councillors  
**Cc:** Corporate Leadership Team; Jordan Furness  
**Subject:** FW: West Park Community Association

To clear up some confusion arising from last night's council meeting....

*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:** Jordan Furness  
**Sent:** Tuesday, April 05, 2011 3:27 PM  
**To:** Elaine Vincent  
**Subject:** West Park Community Association

Hi Elaine,  
I spoke with Emily Damberger from Community Services this morning and she advised me that some residents have come forward to volunteer with the West Park Community Association. Therefore the information I received last week that the Association was disbanding was incorrect. Could you please let the councillors know? I apologize for the confusion.

Thanks,

**Jordan Furness, RPP, MCIP**  
Planner  
Planning Department  
City of Red Deer

ph. 403.406.8701  
fx. 403.342.8200  
[www.reddeer.ca](http://www.reddeer.ca)

2011/04/05