

A G E N D A



FOR THE *REGULAR MEETING OF RED DEER CITY COUNCIL*

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL

MONDAY, FEBRUARY 25, 2002

COMMENCING AT *4:30 P.M.*



- (1) Confirmation of the Minutes of the regular meeting of Monday, February 11, 2002.

Page #

(2) **UNFINISHED BUSINESS**

1. Fire Chief/Manager Emergency Services – re: *Consultant Report – Emergency Services Review, Station Location Assessment, Evaluation of Alternative Services Standards* . .1

(3) **PUBLIC HEARINGS**

1. City Clerk - re: *Land Use Bylaw Amendment 3156/B-2002 / Correction to Elimination of Zoning Lines on Maps/ Highland Green Estates*
(Consideration of 2nd & 3rd Readings of the Bylaw) . .3

(4) **REPORTS**

1. Social Planning Manager – re: *Requisition from Piper Creek Foundation for 2002* . .8

2. Emergency Services Manager – re: *Service Rates and Charges - Bylaw 3134/A-2002 – Amendment to Bylaw 3134/95*
(Consideration of 3 Readings of the Bylaw) . .20
3. Community Services Director – re: *Normandeau Cultural and Natural History Society / Approval of Agreement* . .35
4. Parkland Community Planning Services – re: *Land Use Bylaw Amendment 3156/E-2002 / Lot 22, Block 13, Plan 992 4385 & Condominium Plan 012 5487 /Rezoning from PS Public Service to R3-D216 Residential High Density / Riverside Meadows / Victory Christian Fellowship/Swell Investments Ltd.*
(Consideration of 1st Reading of the Bylaw) . .47
5. Recreation, Parks & Culture Manager – re: *Collicutt Centre – January, 2002 Operating Statistics* . .51
6. Engineering Services Manager – re: *Infrastructure Canada-Alberta Program (ICAP)* . .56

(5) **CORRESPONDENCE**

1. Debbie Seely – re: *Rezoning Request – 3615 – 50 Avenue (Pt Lot 1, Block 1, Plan 8324 ET)* . .60

(6) **PETITIONS AND DELEGATIONS**

(7) **NOTICES OF MOTION**

(8) **WRITTEN INQUIRIES**

(9) **BYLAWS**

- | | | |
|----|--|-----|
| 3. | 3156/E-2002 - Land Use Bylaw Amendment – Rezoning 10 m of land from PS (Public Service) to R3-D216 Residential High Density (1 st Reading) | .84 |
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DATE: February 15, 2002
TO: City Council
FROM: City Clerk
RE: City of Red Deer – Emergency Services Review
Station Location Assessment, Evaluation of Alternative Service Standards

History

At the Monday, February 11, 2002 Council Meeting, the attached report from the Fire Chief/Manager of Emergency Services, dated February 4, 2002, was presented to Council. The following resolution was introduced:

Moved by Councillor Dawson, seconded by Councillor Flewwelling

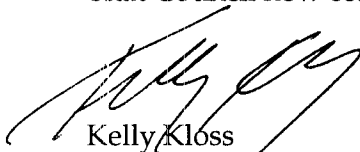
Resolved that Council of the City of Red Deer having reviewed the report titled "City of Red Deer Emergency Services Review, Station Location Assessment Evaluation of Alternative Service Standards," prepared by Dillon Consulting Ltd. and Donal Baird Associates dated January 21, 2002 hereby:

1. Adopts as a planning guideline for the years 2003 to 2007 response characteristics as outlined in the column title "4/6/8 Min. – 90/75/75% of the time " within Table 1 of the above noted report,
2. Agrees that the planning guideline noted in No. 1 above forms the framework of the second phase of the Emergency Services review of service delivery and response standards, provided that such guideline will not be implemented except in such manner and at such time as Council may subsequently resolve.

This resolution was then tabled for two weeks.

Recommendation

That Council now consider passing the above resolution.



Kelly Kloss
City Clerk

KK/chk
/attach.

Comments:

We recommend that Council proceed to pass the resolution. The Consultant's Report is included as a separate attachment to this agenda.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Councilor Bev Hughes,
City of Red Deer,
Red Deer, AB.

25 February, 2002

Emergency Services:

Is the City of Red Deer willing to consider other alternatives regarding to always building and hiring more staff?

Where do these times come from?

Why is it different from County of Red Deer to City of Red Deer?

County of Strathcona - 3 Firehalls Red Deer now looking at 5?

Why does every area of our public sector have to look at making cutting and adjustments , but whenever the magical term " response times" come up we build and hire more people in Red Deer.

The average house fire requires less than 200 gallons of water so why do we need a mammoth fire truck to respond. A four wheel 3/4 ton to one ton truck with a tank and hose would suffice. Have this unit based in a leased strip mall or warehouse in Edgar Industrial Park or other space in North Red Deer.

If the response times are referring to medical issues then let it be said that is what we are responding too. An ambulance and this unit mentioned above could respond in that length of time.

In the event that the pumper unit from 67 th street is required it can proceed but it is not necessary on each and every call.

Recently it was reported that \$330,000.00 was the total damage caused by fire in Red Deer in 2001 - with a budget of over \$70,000,000 I strongly feel that alternatives and a different way of approaching this emergency department manner of thinking.

What has not been said is that over the years with a very strong inspection service locally, provincially, and federally in the building sector for plumbing , gas, electrical and construction there are fewer and fewer situations causing and other disasters and fires because of faulty construction and installation? So between suggestions from the construction and emergency departments over the years these incidents are becoming less and less of a factor as what might have happened in years gone by !

Before anyone else says it I will say " Yes, but someone could die!" That is a very real possibility but that has not really happened in the past all that often as a direct result of a emergency response not being answered in a prompt and efficient manner.

In the City of Red Deer with all the safety companies that are head quartered here there is plenty of expertise and equipment that could be made available in the event of a major disaster.

I know that with Pine Lake and the anhydrous spill in the last two years, one could say that we need to be prepared - yes preparation is important but at what cost for capital projects and salaries and benefits.

Another point is calling in emergency department personal back in on call - where are they living and when does the time start and what do they get to claim?

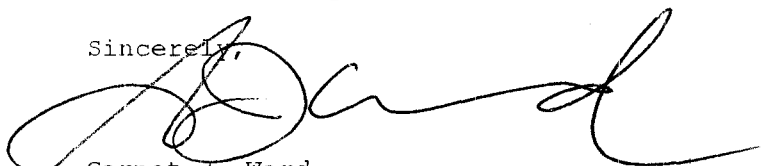
On the south side where the city is expanding in Lancaster and Aspen Ridge there is the county fire hall - I strongly urge a joint venture with the county if the city feels that we need to watch the response times. Also there is the possibility of a joint venture with the Michner Centre emergency centre.

On another note has there ever been a time or place in history that hires more consultants than the City of Red Deer. This is all right to a point but in that they are always in favor of whatever particular department in looking to expand or grow. So the taxpayers pay to have the consultant and they always say we should proceed with a particular plan of action in this case 29 fire/emergency response personal, new fire hall, new ambulance, and a new pumper truck.

My main point is that I wish I could see some visible evidence of this particular department doing something creative and not always the same build and hire practices we have seen and for situations without all the sky is falling antics. The Health Care sector, the education sector, and the public service sector have all had to make sacrifices and changes, the way they provide their service, BUT not the local emergency department.

I have voiced my concerns in the past concerning the use of volunteers to augment our local department, to building, building, always. Please consider some other new, cost effective, imaginative ways to providing emergency services here in the City of Red Deer!

Sincerely,



Garnet J. Ward
58 McCullough Cres.
Red Deer, AB.
T4R 1S7
Phone: 346-3603

Dean Ber. Please look
at some other alternatives!
Regards,
D.W.

Red Deer LIFE

A PART OF YOUR COMMUNITY

Auxiliaries help RCMP get their man

By HARLEY RICHARDS
LIFE editor

For 15 years Vern Blehm has helped keep the peace. He's wrestled with drunks, intervened in hostage-taking incidents, helped with surveillance, and even provided security during the Pope's 1984 visit to Edmonton and the 1988 Calgary Olympics - all in addition to his regular job.

Blehm is a member of the Red Deer City RCMP Auxiliary Program. A security guard at the Red Deer Regional Hospital Centre, the 53-year-old grandfather routinely dons a uniform and assists local police with their duties.

"Four eyes are better than two," suggests Blehm. "An extra person in the car sure makes a difference."

Const. Dan Doyle, co-ordinator of the local auxiliary program, agrees. He says the auxiliaries play an important role in the policing process, lightening officers' workloads and frequently assisting them in a backup role.

"On a slow night they're good company if nothing else," says Doyle.

Despite efforts to shield auxiliaries from dangerous situations, physical confrontations and unexpected crises on the job are inevitable.

"I've been involved in a lot of stuff," confirms Blehm, who has received his share of bumps, bruises and black eyes over the years. "I've been roughed up."

He adds auxiliaries face the same apprehensions as their police partners when responding to complaints. The most innocent-sounding matter, points out Blehm, could turn into a life-and-death confrontation.

"It's pretty lonely out there at times," he observes. "When a call comes in you don't know what's going to



Photo by JEFF STOKOE/Advocate staff

Auxiliary RCMP officer Vern Blehm ready for a night-shift tour

happen."

But the work is fulfilling, says Blehm. In addition to the satisfaction that comes from helping people, RCMP members sometimes express their gratitude to auxiliaries.

Blehm's decision to join the good guys in the fight against crime came in 1979 after he got a taste of what being a victim is like.

"We got broke into and I got ticked off and said, 'I'll see what I can do,'" he remembers.

A freeze on the acceptance of new members into Red Deer's auxiliary program forced Blehm to wait a few years, but by 1983 he was in uniform.

The adjustment to policing work was difficult at first, recalls Blehm, noting the local detachment at that time lacked a formal training program for auxiliaries.

"I sort of learned on the job," he says, adding previous training as a member of the Air Cadets and Cana-

dian Militia proved useful.

Still, Blehm's first shifts were an eye-opening experience. He remembers being surprised by the amount of abuse the police were subjected to and asked his partner if this treatment was typical. The officer, he remembers, looked at him and said, "If you want to stay with this outfit you better learn to take it."

Since those early days Blehm has seen a lot of changes in the complexion of policing in Red Deer. He says the booming economy of Alberta in the 1980s drew a lot of transients into the city, and with them drug- and alcohol-related crime.

"We had some pretty rough situations we got into," recalls Blehm, adding the police were always in need of additional manpower. "Sometimes I'd be out two to three shifts a week."

Blehm recently received a 15-year service award from the province for his work as an auxiliary - one of only 19 such awards presented since 1978.

He acknowledges those 15 years brought with them many sacrifices and cut into the time he had to spend with his wife Evelyn and their family. But, stresses Blehm, he has no regrets and would do it all again.

"I wouldn't think twice," he says. "I've enjoyed all 15 years of it."

Auxiliary program popular in Red Deer

It's stressful, there's no pay, the hours can be long and the risk of injury is ever-present.

But there's a waiting list to join the Red Deer City RCMP Auxiliary Program.

Const. Dan Doyle, co-ordinator of the local program, says he gets about eight to 10 inquiries a week from people interested in becoming special constables under the Police Act.

Applicants are carefully screened and required to complete a questionnaire. Those who appear suitable are interviewed by a four-person board consisting

of Doyle and three senior auxiliary members.

Auxiliary training includes instruction in self-defence, how to respond in different policing situations and the use of equipment like radios and radars. The volunteers also learn about the Criminal Code and various provincial statutes.

Although auxiliary officers wear uniforms (arm patches distinguish them from regular members) and are equipped with batons, handcuffs, pepper spray and bullet-proof vests, they do not carry guns. However they do receive firearms training and Doyle notes

there has been some discussion about equipping auxiliaries with sidearms, a practice already in place in B.C.

Auxiliary members are expected to log 16 hours each month and 160 hours a year. But, notes Doyle, most exceed

these numbers, with some already at 160 to 200 hours for 1987.

Currently there are 15 members in Red Deer's auxiliary program - a number restricted by the cost associated with equipping and training new volunteers.



SUNDAY, FEBRUARY 17, 2002

Red Deer Advocate

Response times below target

▼ *City considering report on Emergency Services*

BY LEA HILSTROM

Staff writer

How quickly firemedics respond to emergencies will depend on what service level city council chooses for citizens in upcoming weeks.

Status quo should not be an option, suggests a report by Dillon Consulting Limited in association with Donal Baird & Associates.

Dillon was hired last year to analyze current service levels and how service delivery could be accomplished in the future.

"We do not believe and would not recommend a reduction in services. In fact, our preliminary assessment suggests that an increase in resources is appropriate," said Claudio Covelli of Dillon Consulting Limited.

The city's Emergency Services department target is to have ambulances and fire trucks on scene within five minutes of a call, 80 per cent of the time.

"The information available is you're not making that today," Covelli told city council last Monday night.

The department is actually hitting that target less than 65 per cent of the time, the review found.

Limited personnel and the distance between fire stations and some areas of the city contributes to the emergency service department's current track record, said Fire

Chief Gordon Stewart.

Responding to a second call for fire or ambulance from the same station is difficult because of a lack of personnel.

Response times could be bettered by increasing personnel and equipment as well as building another fire station, the consultants suggest.

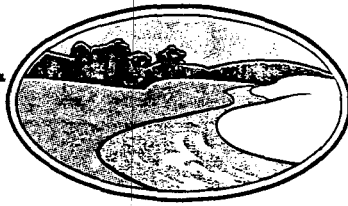
The response times city council chooses as a service level for residents will impact how much more staff and equipment is needed and whether a new fire station is to be built, said Covelli.

To have a first emergency vehicle at the scene in four minutes 80 per cent of the time, a second vehicle on scene within six minutes 80 per cent of the time and a third vehicle on site in eight minutes 80 per cent of the time, would require an additional 29 firemedics at an approximate cost of \$1.8 million annually, plus an additional \$450,000 pumper.

To have the first vehicle on scene within four minutes 90 per cent of the time, and a second vehicle and third vehicle on scene within six and eight minutes 75 per cent of the time, another fire station is required, an additional 29 firemedics hired, and an additional pump and additional ambulance purchased.

Two other options are being contemplated.

City council chose to table the issue for two weeks to get public feedback on the issue.



WEDNESDAY, NOVEMBER 19, 1997

Red Deer Advocate



THE BUCKET BRIGADE

Red Deer firefighters prepare to finish up inside a house at 62 Ascott Close Monday afternoon. Crews from three halls responded to a grease fire in the kitchen, said public information officer Greg Roth. One set of cabinets burned, causing extensive smoke damage inside the residence.

Glenn Werkman/Express



Red Deer Advocate Emergency services to expand?

*City report offers options for future;
council to consider level of service*

By PAUL COWLEY
Advocate staff

The city would have to spend another \$3.2 million a year to hire 40 more firefighters to meet tough new standards adopted by the National Fire Protection Association, says a report to city council.

Another \$2.3 million would be needed for a fifth fire station, a pumper and an ambulance.

The Emergency Services Review going to city council Monday was created to show how well local firefighters can respond to emergencies and to provide options for expanding the service.

City manager Norbert Van Wyk said the \$75,000 study doesn't show that the city's emergency services are lacking.

"What the study shows is that there are other service standards or levels," said Van Wyk.

"What council will be asked to consider is what service level is appropriate for the city. That of course starts with the existing service level.

"The report doesn't indicate in any way that we are deficient."

The city recently approved \$200,000 to hire five additional fire medics to boost the front-line roster to 92. They will be on the job by July.

Fire Chief Gordon Stewart does not recommend a specific service level in the report, which outlines a number of levels of service.

He asks council to recommend the level of service it wants. Consultants will then determine the best way to meet that goal and how much it will cost.

The expensive standards outlined by the fire protection association have been controversial, says the review by Dillon Consulting Ltd. and Donal Baird Associates.

"It requires considerable resources to meet and this is a particular issue for small to medium departments," says the review.

By that standard, the first vehicle and four firefighters would respond within four minutes 90 per cent of the time. Fourteen firefighters would be expected to be on scene within eight minutes 90 per cent of the time.

The least expensive option outlined would cost the city another \$1.9 million a year to increase the fire medic force to 112 personnel and \$450,000 for another pumper.

That standard would see the first pumper arriving in four minutes, the second in six minutes and the third in eight minutes, 80 per cent of the time.

At current staffing and equipment levels, the fire department's first truck can be expected to arrive within four minutes 80 per cent of the time; the second arrives in six minutes 65 per cent of the time; and the third arrives within eight minutes 60 per cent of the time.

The times are based on a model and could be different depending on where the call was and how many firefighters were available.

The report also compares Red Deer with Lethbridge, Strathcona, St. Albert, Medicine Hat and Grande Prairie. The city mostly compares favourably in response times, staffing levels and other factors.

Van Wyk said the report emerged from ongoing discussions about the next step for the Emergency Services Department.

"For several years now we have been contemplating the addition of . . . resources in the north of Red Deer, specifically another station or additional equipment.

"That has yet to be determined."

It was decided to look at the whole fire department before making a decision on another station.

Van Wyk said council will likely mull over the report before suggesting service level goals to the fire chief.

DATE: February 20, 2002
TO: City Council
FROM: City Clerk
RE: Letter Received Regarding the Emergency Services Proposal

Attached is a response received relating to the Emergency Services Review.

I will be asking the Emergency Services Manager to respond to this letter and provide his comments at the February 25, 2002 Council meeting.

A handwritten signature in black ink, appearing to read 'Kelly Kloss', is written over the typed name and title.

Kelly Kloss
City Clerk

KK/chk
/attach.

N. Soloway
15A Gibson Close
Red Deer, AB T4P 2Z3
Ph: 347-5714

February 17, 2002

Mayor & City Council
Box 5008
Red Deer, AB T4N 3T4

Your Worship:

Re: Emergency Services Proposal

Emergency services are, I believe, the most important service provided to the residents of Red Deer. However, recent financial embarrassments have created an atmosphere of scrutiny for every tax dollar; consequently, your decision will be a significant one. As a long-time Red Deer resident, I hope my questions and comments will offer you some feedback on this issue.

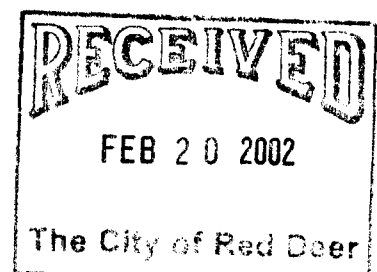
In my opinion, there are three topics that require further discussion:

1. Operating Model

- Have a variety of operating models been presented and carefully evaluated for physical and financial efficacy?

2. Consultant Expertise

- Have our consultants developed Emergency Services plans for other cities. If so, how well were their plans implemented and did service levels increase as proposed?
- For these cities, did the actual costs of implementation and operation meet the consultants' proposed costs?



3. Service Levels

- What is the difference, to an individual in crisis, between a response of four minutes and one of five minutes?
- When did the response rate start to fall to the 65% rate, and is this a reliable statistic? (i.e., were there extenuating circumstances leading to a sudden and dramatic decline in response time averages, or was there a gradual decrease proportional to city growth?)
- Is it enough of a service improvement at this time to endeavour to meet the current 80% targets?
- Would it be appropriate to look at meeting the current target for now and to set a goal for an increase?
- How do we compare to other municipalities?

Although I think my questions are valid, I am sure you agree that the first priority in making this decision is the well being of all Red Deer residents. If (after thorough evaluation) you decide to accept either the consultants' proposal or an alternative solution, you will have my complete support.

Sincerely,


N. Soloway

DATE: February 21, 2002

TO: City Council

FROM: Fire Chief/Manager Emergency Services

RE: N. Soloway letter

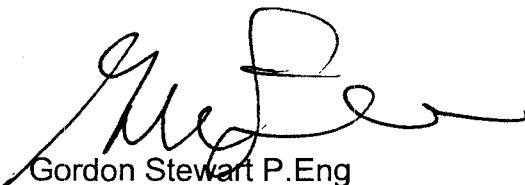
The letter from N. Soloway contains an excellent assessment of the questions that need to be addressed in reaching a decision on Emergency Services response.

We will comment on the issues that she has raised.

1. Operating Model
 - From their extensive knowledge of the fire service, the consultants did look at various models. In Mr. Covelli's presentation to Council he mentioned several times how he wished other departments in the country would adopt our model as it is an excellent and very efficient means of service delivery. We are confident that we have the right model for Red Deer.
2. Consultant Expertise
 - When selecting the consultant, it was on the basis of their extensive experience with many municipalities across the country. Our reference checks showed that their clients were pleased, and indeed the levels of service did improve with implementation of the recommendations.
 - With respect to costs, we did not discuss this with the other communities. The costs contained in the Dillon report were established in consultation with us and they are in line with the consultant's experience across the country. We are confident they are in the right order and will be refined further at the second stage of the study.
3. Service Levels
 - The effect on an individual between a four and five minute travel time can be very significant. This is true both for ambulance and fire. In a medical situation when the brain is without oxygen, the difference can be between no damage and some residual effect; between a personally sustainable lifestyle and one, which would require significant external support; or between life and death. In a fire situation, the size of the fire doubles every 60 seconds. Depending on the size of the fire at four minutes it could have an effect on making the fire more difficult to put out, severely increasing damage or losing the structure due to flashover.

- Our response rate has been in a steady, but constant decline as our call volume has increased. We have, to the best of our knowledge, a reliable data-base that has produced this information and it comes through our computer aided dispatch system. It should be reliable and useful for decision-making.
- To increase our response to meet a 80% target would be beneficial. It would not address the areas that are physically beyond what we are able to reach within the standard nor would it address our need for depth of response.
- The approach that we are taking may be just what is suggested in the item "...meeting the current target and to set a goal for an increase." By adding additional resources soon we would improve the present situation. By continuing to add resources we would reach a higher target. We are looking at up to a 5-year planning period.
- Council has the information on the peer review conducted by Dillon and the comments of Mr. Covelli with respect to other municipalities across the country.

I believe the questions raised by Ms. Soloway are insightful and valid and will assist Council in their deliberations.



Gordon Stewart P.Eng
Fire Chief/Manager Emergency Services

COUNCIL MEETING OF FEBRUARY 25, 2002

ATTACHMENT

DOCUMENT STATUS: **PUBLIC**

REFERS TO: **REPORT FROM THE FIRE
CHIEF/MANAGER EMERGENCY
SERVICES DATED FEBRUARY 4,
2002 RE:**

**CITY OF RED DEER
EMERGENCY SERVICES REVIEW
STATION LOCATION
ASSESSMENT
EVALUATION OF ALTERNATIVE
SERVICE STANDARDS
PREPARED BY:
DILLON CONSULTING LIMITED
DONAL BAIRD ASSOCIATES**

DATE: February 4, 2002
TO: City Clerk
C. Director of Development Services
FROM: Fire Chief/Manager Emergency Services
RE: Consultant Report

During the 2001 budget deliberations Council authorized the Emergency Services Department to engage a consultant to review service delivery and response standards. A request for proposal was issued and Dillon Consulting was selected for the assignment.

The study is to take place in two phases. The first phase is to identify several different levels of service with information on the approximate cost of each level of service. These levels of service are developed after reviewing service delivery models other communities are using..

Part of the consultant's task was to do a review of peer communities to see what standards of delivery they have. In addition, information was collected on call volumes and costs for these other communities. Because other emergency service departments provide quite different services and account for costs very differently, care must be taken when reviewing and comparing the data.

After reviewing the Consultant's report, we would respectfully ask Council to determine what level of service is appropriate for the City of Red Deer. This will be done in the context of the order of magnitude costs provided. This is not a commitment to spend any money or for the department to take any action to implement achieving the determined level of service. These decisions can only be made as part of the budget process.

With this direction the consultant will start the second phase of the study. The second phase of the study is to look, in detail, at the most efficient and effective way to meet the standard that Council has set. This will include a more in-depth review of resources of staff and equipment as well as the best locations to place those resources.

Once the second phase is complete the report will be presented to Council with an implementation strategy along with the timing and detailed costing. Business plans, and budgets will be prepared to accommodate Council's direction to administration.

City Clerk
Page 2
February 4, 2002

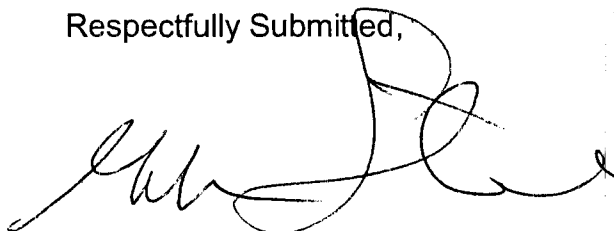
Mr. Claudio Covelli of Dillon Consulting will be at Council to make a presentation and to address any questions members of Council may have.

Once the second phase of the study is complete, if there are budget implications, these will be brought forward with the 2003 budget.

RECOMMENDATION

We would respectfully request Council's direction on the level of service that they believe is appropriate. This will allow the second phase of the study to proceed

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Gordon Stewart P. Eng.', with a large, stylized flourish extending from the end of the signature.

Gordon Stewart P.Eng.
Fire Chief/Manager Emergency Services

**City of Red Deer
Emergency Services Review**

**Station Location Assessment
Evaluation of Alternative Service Standards**

Prepared By:

**Dillon Consulting Limited
Donal Baird Associates**

January 21, 2002

Station Location Assessment Evaluation of Alternative Service Standards

1.0 INTRODUCTION

Dillon Consulting Limited in association with Donal Baird & Associates was retained by the City of Red Deer to undertake an Emergency Service Review. The Emergency Service Review includes an assessment of the number and location of stations, and staffing issues associated with the service. One of the necessary prerequisites is to have a service standard to compare the existing service to, and to plan to meet the standard into the future. This answers the basic question of – “How much Emergency Service does a municipality want to buy?”

The purpose of this working paper is to summarize the results of the Station Location Assessment for the evaluation of alternative service standards. It includes a description of each standard, a summary of the methodology employed and the results of the analyses in terms of emergency response capabilities, staffing, stations and costs. This working paper also includes the results of a survey of a Peer Group of municipalities. The survey asked questions about the costs and service levels of operating Fire and Emergency Medical Services (EMS) in these other municipalities. This information is supplemented with information and results from a large number of previous studies undertaken by the consultants across Canada.

The other significant development that is reported on in this working paper is the adoption of the NFPA-1710 standard (by the National Fire Protection Association). This new service level standard for career fire departments was formally adopted during the conduct of this study. This is significant because now, for the first time, there is a formally adopted industry standard that deals with both fire and EMS service levels and staffing. This will have implications for municipal emergency services across North America.

The main purpose of the assessment documented here is to evaluate the implication of the alternative service standards on staff, stations, equipment and the resulting capital and operating cost requirements. The capital and operating costs are approximate, but they will illustrate the differences between standards. The assessment is based on *existing conditions* and are compared to the service level and resources applied today. The purpose of this is to allow department, senior management and ultimately council to consider and adopt a service standard for the City and for the completion of this study. The final placement of stations and equipment, along with an assessment of future needs, will be refined once the service standard is adopted and will be documented in the final report for this study. The assessment documented in this working paper ensures that there are sufficient resources, appropriately located, to meet the alternative standards.

2.0 METHODOLOGY

This section provides a brief overview of the steps taken to assess the City of Red Deer's existing service level against various alternative standards. It includes a description of emergency response time, how the analytic model was developed and the existing station and staffing levels.

Emergency Response Time

Some confusion arises over the definition of response time. Properly, it should mean the time taken for the emergency department to react to a message from the public (i.e. an emergency phone call) and produce action on the scene (i.e. begin fire suppression/medical assistance). Sometimes it is used for only the time the apparatus takes to travel to the scene or from initial dispatch to arrival on the scene (turnout time plus travel time). A breakdown of the full response time includes:

- Processing of the alarm and dispatching of fire/EMS staff (nominally one minute);
- Donning of protective gear and departure from the station by companies (nominally one minute);
- Travel time en-route (the major variable); and
- Deployment of equipment and accessing the scene (usually one to two minutes, but possibly much more in high rise or very large area structures).

The initial response by the arriving company is of greatest importance because its actions at the outset generally have a great bearing on the situations progress and on safety to life. It also reports back an evaluation of the situation. But for fire fighting or major emergencies an appropriate depth of resources to back up this limited force should also be on scene promptly as part of this initial assignment. Any analysis of fire suppression deployment must consider the timely availability of sufficient strength to control the fires that may occur, including coverage of the city to handle possible simultaneous fires.

For the purpose of our analysis and since it is the one significant variable in the overall response time, the times we refer to in describing the service standards relates to only the travel time component of the response time. Travel time is also the major determinant in the placement of fire station and fire company location. Processing the alarm through to dispatching the appropriate resources and the donning of protective gear through to departure from the station are equally important components of the overall response time, but they typically are not affected by station location. Emergency Service Departments should strive to accomplish these tasks as quickly as possible, as they affect every call.

Development of the Analytic Model

The analysis of service levels and station locations is done with the aid of an analytic model developed using the FireOpt software. The model includes an electronic representation of the City of Red Deer road network. The road network was based on the City's Geographic Information System (GIS) and includes all of the roads in the City. To this we added the location of the existing fire stations. As part of the process of developing the model, a citywide fire risk assessment was undertaken to identify pockets of development with similar risks. We subdivided the City into 108 pockets or zones, each with a fire and life safety risk code. There are five codes from 1 (lowest risk) to 5 (highest risk). The codes are used by one of the service level standards assessed in this working paper to help assess the

appropriate travel time standard to apply (where the standard varies by risk class). **Figure 1** illustrates the existing Fire Risk Zones as derived for this study through the fire risk assessment.

The zones are also used as a means of determining the proportion of the municipality that can be served within the standard. This geographic proportion is used as a proxy of the proportion of the number of calls that can be served within the standard. Over the past 12 years doing fire station location studies we have found this to be a very good proxy.

The last step in the development of the model is a calibration step. The model initially includes posted speeds on the roads in the network. We compare the modeled travel times from fire stations to various Fire Demand Zones with those that the Emergency Service Department has actually achieved on the ground. We then modified the speeds to match the actual travel time data. The data that we used for this comes from the Department's Computer Aided Dispatch system and included a large sample of calls from various times of the day, days of the week and months of the year. In this way, the calibration step represents average conditions for the municipality. It won't represent the quickest travel time, but it won't represent the worst travel conditions either.

3.0 ANALYSIS AND RESULTS

Horizon Year - Existing Condition

The horizon year selected for this analysis was 2001, the existing condition. In this way we can compare the alternative service standards against the service and cost today. The Emergency Service Department currently assigns 21 fire-medics on-duty per shift. For one of the four shifts there are 20 fire-medics. This is meant to staff, at a minimum, a pump vehicle in each station, the ambulance and to cover for vacation, illness, training, etc. The shift often runs short. If all 20/21 staff were on duty together (doesn't happen very often, if ever), in theory five fire apparatus could be staffed. Typically it takes 5 staff assigned (minimum) to keep four fire-medics on-duty. For analytic purposes we assumed the existing condition is one fully staffed pump company in each of the 4 stations (4 on a vehicle). When part of a four-person crew is out on a medical call for an extended period, one of the four pumps can't be fully staffed. This suggests that two or three additional staff per shift would greatly enhance the existing service.

The analysis included running the analytic model to assess the service level associated with the existing condition for the City of Red Deer. It must be stressed that these are modelled travel times and service levels. What the City achieves in practice will be dependent on the distribution of actual calls. The modelled level of service currently being achieved is the following:

- The first arriving vehicle in 4 minutes of travel time – 80% of the time;
- The second arriving vehicle in 6 minutes of travel time – 65% of the time; and
- The third arriving vehicle in 8 minutes of travel time – 60% of the time.

The results are documented in **Table 1** and **Figure 2** illustrates the existing Fire Demand Zones that can't be served within four minutes of travel time. This assumes that there is a fully staffed pump

vehicle in each station. When an ambulance in a station is out on a medical call for an extended period of time this service level drops. What the assessment of existing conditions highlights is that the departments depth of resources to cover significant first alarm calls and multiple alarms is light. Consequently no service standard below existing conditions was considered. We do not believe and would not recommend a reduction in resources. In fact, our preliminary assessment suggests that an increase in resources is appropriate.

Option 1 - Dillon's Variable Standard (Similar to FUS)

For more than 12 years Dillon has been applying a travel time standard that varies by the risk class of the fire demand zone. This standard is similar to the Fire Underwriters Survey (FUS) standard in that the response time standards are more stringent for the higher risk land uses. It also includes specific standards for aerals. By applying the Dillon variable standard, it allows us to compare the City of Red Deer to other municipalities that we have assessed using this methodology. This standard is included with the analysis (**Table 2**). The results are documented in **Table 1** and suggest the need for a fifth station.

This standard was assessed based on a minimum crew size of four (or five assigned), and resulted in a total of 112 fire-medics. Four staff per crew is widely accepted as an appropriate staffing for vehicles. To this staffing level we added 3 staff per shift to help fill in when other staff are out on a medical call and staff in a station drops below the minimum required to staff a pump vehicle. This extra staffing was included in the other standards assessed as well to cover the possibility that the ultimate solution has some extra staff to maintain the required strength. This may turn out to be a conservative assumption, but it makes an allowance so as to try not to underestimate the cost.

Option 2 - NFPA 1710

NFPA 1710 was recently adopted as the standard that career departments are to achieve. Red Deer qualifies as a career department. While there is no legislative requirement to adopt it, the municipality has a responsibility to understand it. Other NFPA standards are followed as the industry standard practice. NFPA 1710 and the service level it prescribes has been the subject of considerable debate, and for many years there was no agreement on the standard. While NFPA 1710 has now been passed, it was not without controversy. It requires considerable resources to meet and this is a particular issue for small to medium departments. The standard indicates that the initial response to an alarm is four fire fighters within four minutes 90% of the time and you must amass 14 fire fighters (15 if you will be operating an aerial) within eight minutes of travel time 90% of the time. To this the standard adds an objective of 1-minute for call handling and dispatch and one minute for turnout time from the time of dispatch. Included in the 14 staff is the incident commander and two support staff. For analytic purposes, we assessed the need for three companies staffed with four people (or 12 staff). To meet the letter of NFPA 1710 two or three more staff would be required. We assumed that these could arrive in auxiliary vehicles or as extra staff in one of the assigned vehicles, rather than expecting a fourth company to respond. To meet the full intent of NFPA 1710 requires careful planning and a full understanding of all that it includes. What we have adopted here for analysis captures the major

resource deployment issues.

For the City of Red Deer to achieve this standard would require 1 additional station and two additional companies. In addition, two pump vehicle and an ambulance would be required to round out the equipment needs. The results are documented in **Table 1** and **Figure 3**.

Option 3 - 4/6/8 Minutes – 90%/75%/75% of the Time

This standard includes a first vehicle responding in four minutes 90% of the time, a second vehicle in six minutes 75% of the time, and a third vehicle in eight minutes 75% of the time. This standard produces resource requirements similar to the Dillon Variable Standard, but the standard is a little easier to communicate to the various stakeholders. The results are documented in **Table 1**.

Option 4 - 4/6/8 Minutes - 80% of the Time

This standard includes a first vehicle responding in four minutes, a second vehicle in six minutes and a third vehicle in eight minutes, 80% of the time. This standard was included to illustrate what a lower standard could look like. Others are possible, but this one requires the same number of stations as today but adds one more company (plus the additional staff described above. This adds additional depth to the existing resources. The results are documented in **Table 1** and **Figure 4**.

Peer Review Survey Results

The study team conducted a survey of a small sample of eight peer group municipalities to gather information on a variety of issues including staffing and service standards. **Table 3** presents a summary of the findings from five of the municipalities that responded. The three that did not respond included Prince George, B.C., Kamloops, B.C. (responded but it was incomplete and efforts at follow up were unsuccessful so it was excluded from the tabulation), and Kingston, ON. Some preliminary observations are described below. While some of the statistics lend themselves to comparison, we caution that the nature of the emergency service operation, the risks the municipality needs to protect, and the geography of a municipality affects emergency service and makes direct comparisons difficult. In addition, there are wide variations in accounting practices for everything from capital purchases to hydrant rental. While the comparisons are interesting and sometimes instructive, we caution against using them directly to make policy decisions for Red Deer (or any municipality).

Observations on Service Levels and Staffing

1. Some municipalities have indicated a five-minute travel time standard for first response, with the range from 3.5 to 7 minutes. Based on other work the consultant has done, a four-minute standard is widely accepted as the objective for first response (e.g., Halifax, Mississauga, Hamilton, Burlington), with most of these trying to achieve the standard 90% of the time. This

of course is also part of the NFPA 1710 standard.

2. Based on other studies and surveys undertaken by the consultants, the average number of firefighting staff on-duty among 12 of the largest Canadian cities was 0.23 firefighters per thousand population. Similarly, ten Ontario cities in the 43,000 to 100,000-population range, which did not provide ambulance service and often having less than desirable protection levels, also had an average of 0.23 firefighters on duty per thousand population. What this highlights is that very large cities may be suitably protected for fire service with lower ratios of firefighters to population than medium and small cities (economies of scale).
3. To provide sufficient staffing levels to provide the full depth of fire suppression strength, smaller cities generally need higher ratios, on the order of 0.28 to 0.30 firefighters per thousand population or more. This applies for fire protection alone. Where full emergency ambulance service is also provided, the strength should be greater.
4. Among the cities questioned for this study, only Lethbridge shows a ratio of response staff per thousand population giving a comfortable level of protection. Their provision of five member teams in each station permits a viable three person pump company to remain in service at the station when the accompanying two person ambulance or an auxiliary vehicle is out, and vice versa. At other times a strong five-member team is available for fire-fighting service.

4.0 SUMMARY

Each of the service standards assessed results in an increase in the resources required over the existing conditions. It is our view that some increase in resources is warranted and appropriate. The significant decision will be on whether the City should adopt/implement the NFPA 1710 service standard and to plan to move to this higher resource level.

With the adoption of the standard, it is appropriate to have discussions about the liability issues associated with not implementing this level of service. Serious consideration needs to be given to, if not adopting it as the City's standards, implementing it as the City's objective and then to make your best efforts to try to achieve the objective over a period of time.

TABLE 1
SUMMARY OF ALTERNATIVE SERVICE STANDARDS
STATION LOCATION ANALYSIS

Indicator	Existing - 4/6/8 Min. – 80/65/60 % of the Time	NFPA 1710 (90% of the Time)	Dillon Variable (90% of the Time)	4/6/8 Min. - 90/75/75 % of the Time	4/6/8 Min. - 80/80/80 % of the Time
Number of Stations	4	5	5	5	4
Number of Fully-Staffed Pump Companies	4	6	5	5	5
Fire-Medics per Shift	20/21	33 ¹	28 ¹	28 ¹	28 ¹
Total Number of Fire-Medics	83	132 ¹	112 ¹	112	112 ¹
Number of Ambulances	4	5	5	5	4
Additional Fire-Medics Assigned/Shift (Total)	N/A	3 (12)	3 (12)	3 (12)	3 (12)
Annual Additional Staff Operating Cost²	N/A	\$3,185,000	\$1,885,000	\$1,885,000	\$1,885,000
Additional Capital Cost³	N/A	Station: \$1,250,000 Pump: \$900,000 Ambulance: \$130,000 Total: \$2,280,000	Station: \$1,250,000 Pump: \$450,000 Ambulance: \$130,000 Total: \$1,830,000	Station: \$1,250,000 Pump: \$450,000 Ambulance: \$130,000 Total: \$1,830,000	Station: \$0 Pump: \$450,000 Ambulance: \$0 Total: \$450,000

- Notes: 1. Includes the "Additional Fire-Medics Assigned/Shift (Total)"
2. Staff Operating Costs are based on a company of 20 Fire-Medics at a cost of \$1,300,000/year.
3. Capital Costs are based on: a Station at \$1,250,000; a Pump Vehicle at \$450,000 each; and an Ambulance \$130,000 each.

TABLE 2
RESPONSE TIME STANDARDS
 (Compatible with Fire Underwriters Survey Guidelines)

Class	Risk	Fire Streams Required	Response Time Standard					
			3.0 Min.	3.5 Min.	4.0 Min.	6.0 Min.	7.0 Min.	Total in 15 Min.
1	Scattered small buildings in rural/semi-rural areas	2-3				E1		E2
2	Light detached residential; 1 or 2 storey buildings	4-5			E1		E2	E2
3	Heavy residential development, including small apartment buildings (2-4 storeys); light commercial including strip development	6-12		E1			E2, A1	A1, E3
4	Most commercial, institutional, shopping centres, apartments	13-20		E1, A1			E2, E3	A2, E4
5	Heavy commercial or industrial, multi-story	21-30	E1	A1	E2		E3, E4, A2	A3, E5
6	Severe hazards	>30	E1, A1	E2	E3, A2		E4, E5, A3	A4, E6

Key: E1...E5 = 1st Pumper...5th Pumper
 A1...A3 = 1st Aerial...3rd Aerial
 1 Fire Steam = 208 Imperial gallons per minute (1000 l/m)

TABLE 3
RED DEER PEER GROUP TABULATION – YEAR 2000

Population	Lethbridge	Strathcona	St. Albert	Medicine Hat⁵	Grande Prairie⁵	Red Deer
Population	70,000	71,000	52,000	52,000	38,000	68,000
Total Emergency Calls	8,643	3,339	2,356	3,016	1,499	4,686
Fire Calls	758	579	576	670	693	884
EMS Calls	7,200 ¹	2,374	1,780	1,825	806	3,802
Other Non Fire	685	386	0	521	0	0
2000 Fire Loss, Millions	N/A	\$0.643	\$1.626	\$1.800	\$1.700	\$4.387 ²
2001 City Budget, Millions	\$74.40	\$69.30	\$48.78	\$66.00	N/A	\$102.2
2001 Fire Department Budget, Millions	\$11.64	\$5.9	\$4.8	\$4.8	\$4.45	\$9.09
Total Response Staff	104	79	52	52	44	87
Normal Shift (Crews)	20	15	10	10	8	16
Engines and Staff	2 x 3+2 ⁶	2 x 4	2 x 4	2 x 4	3 x 4	4 x 4
Quints	2 x 3+2 ⁶	1 x 2	1 x 2	N/A	2 x 0	1 x 0
EMS/Light Rescue	1	N/A	N/A	N/A	1	1
Fire-medical Ambulances	1	1	3	2	1	4
Fire Stations	4	2 ³	2	2	2	4
Travel Time/Response Time Objective	5 min. 90%	7 min. (Urban) ⁷	3.5 min. 90%	6 min. 90%	4, 5 min. ⁴	4 min. 80%
BLS Qualified	60	0	17	31	44	38
ALS/Para Qualified	45	27	11	25	N/A	44
Other EMS Provider	No	No	No	Yes	Yes	No
Comparisons on Per Thousand Population Basis						
Total Calls	123	47	45	58	39	69
Fire Calls	11	8	11	13	18	13
EMS Calls	103	33	34	35	21	56
Total Fire Loss	N/A	\$9,056	\$31,269	\$34,615	\$44,737	\$64,514
City Budget	\$1,062,857	\$976,056	\$938,077	\$1,269,231	N/A	\$1,502,941
Fire/EMS Budget	\$166,286	\$83,099	\$92,500	\$92,308	\$117,105	\$133,676
Firefighters/Fire-medics	1.49	1.11	1.00	1.00	1.16	1.28
Response Staff on Duty	0.28	0.21	0.19	0.19	0.21	0.23

Notes:

1. *This includes all patient calls, not just emergency responses. This accounts for the significantly higher numbers.*
2. *A single loss amounted to \$3 million.*
3. *Not including three widely scattered rural fire stations.*
4. *Standards for high risk and medium risk areas.*
5. *Other EMS provider's staff and budgets not included, e.g. Medicine Hat, with 23 full-time and 8 casual staff has an operating budget of \$685,000.*
6. *Lethbridge staffs their engines and quints with 3 staff plus 2 additional staff that also double as an ambulance team.*
7. *Travel time standard valid for Sherwood Park only.*

Other Notes:

Staffing of units varies with cross staffing. Ambulances utilize dual function personnel from the total staff pool and sometimes extensive off-duty recall e.g. Lethbridge.
Shift crews do not include chief officers.

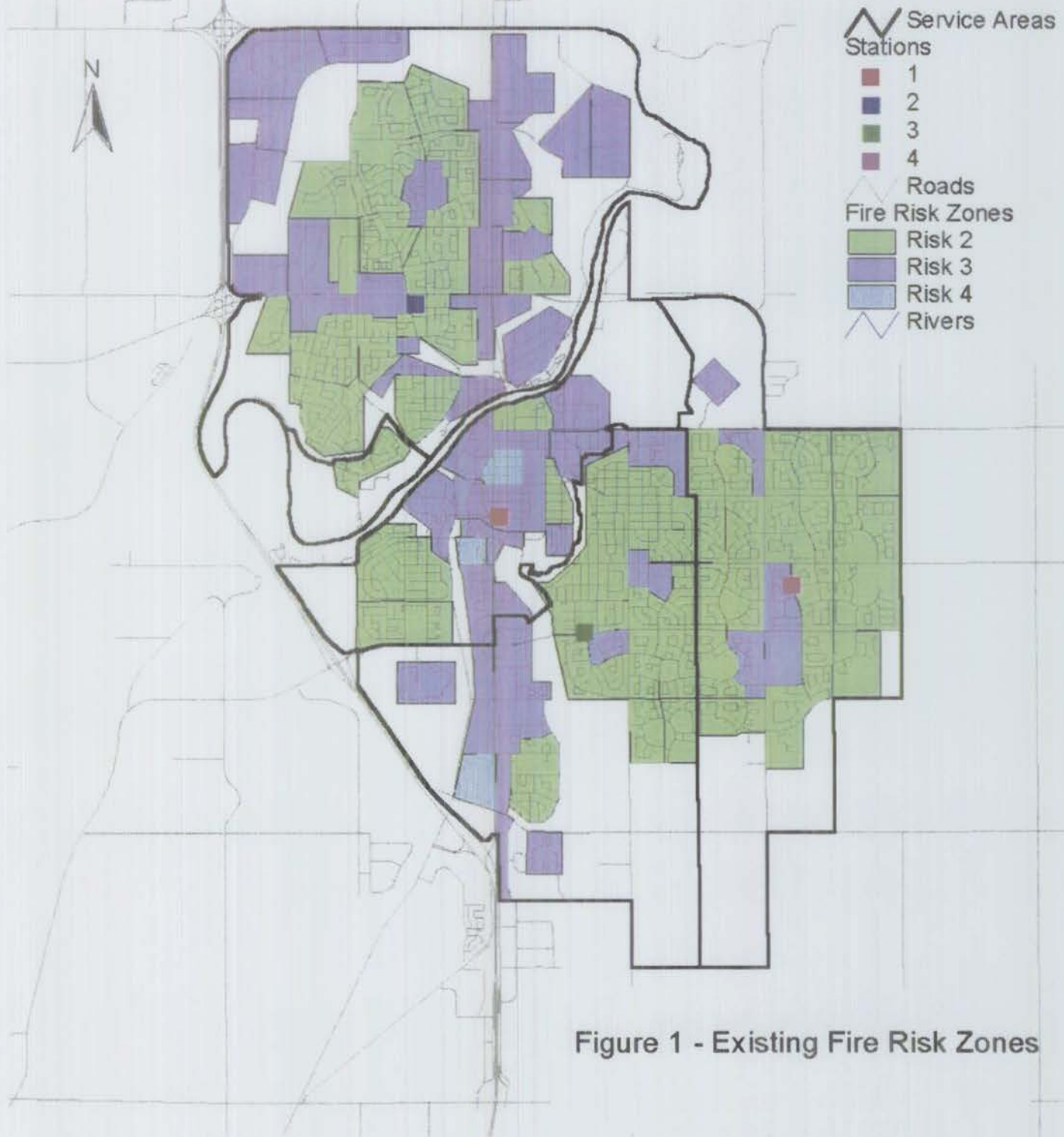
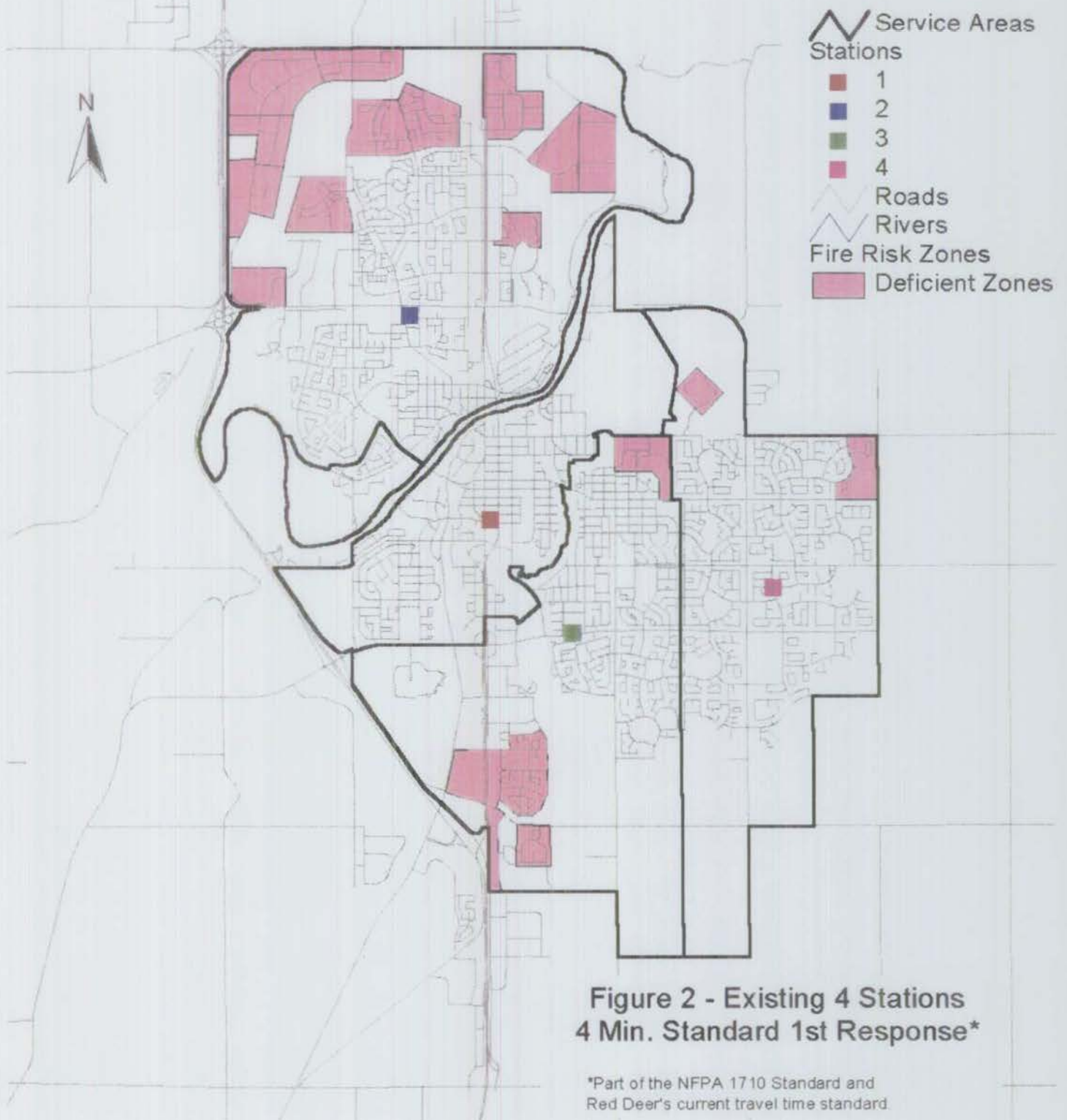
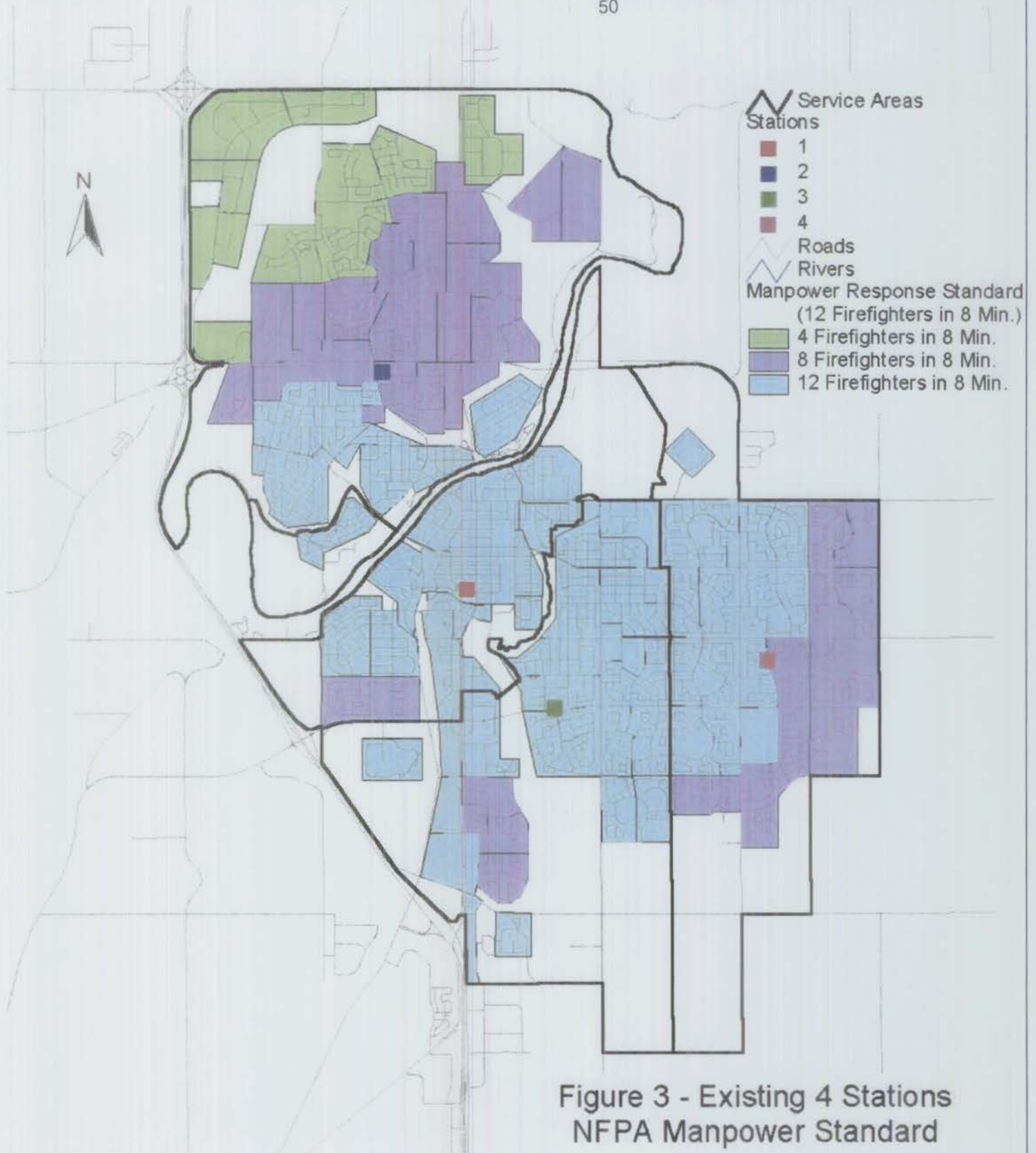
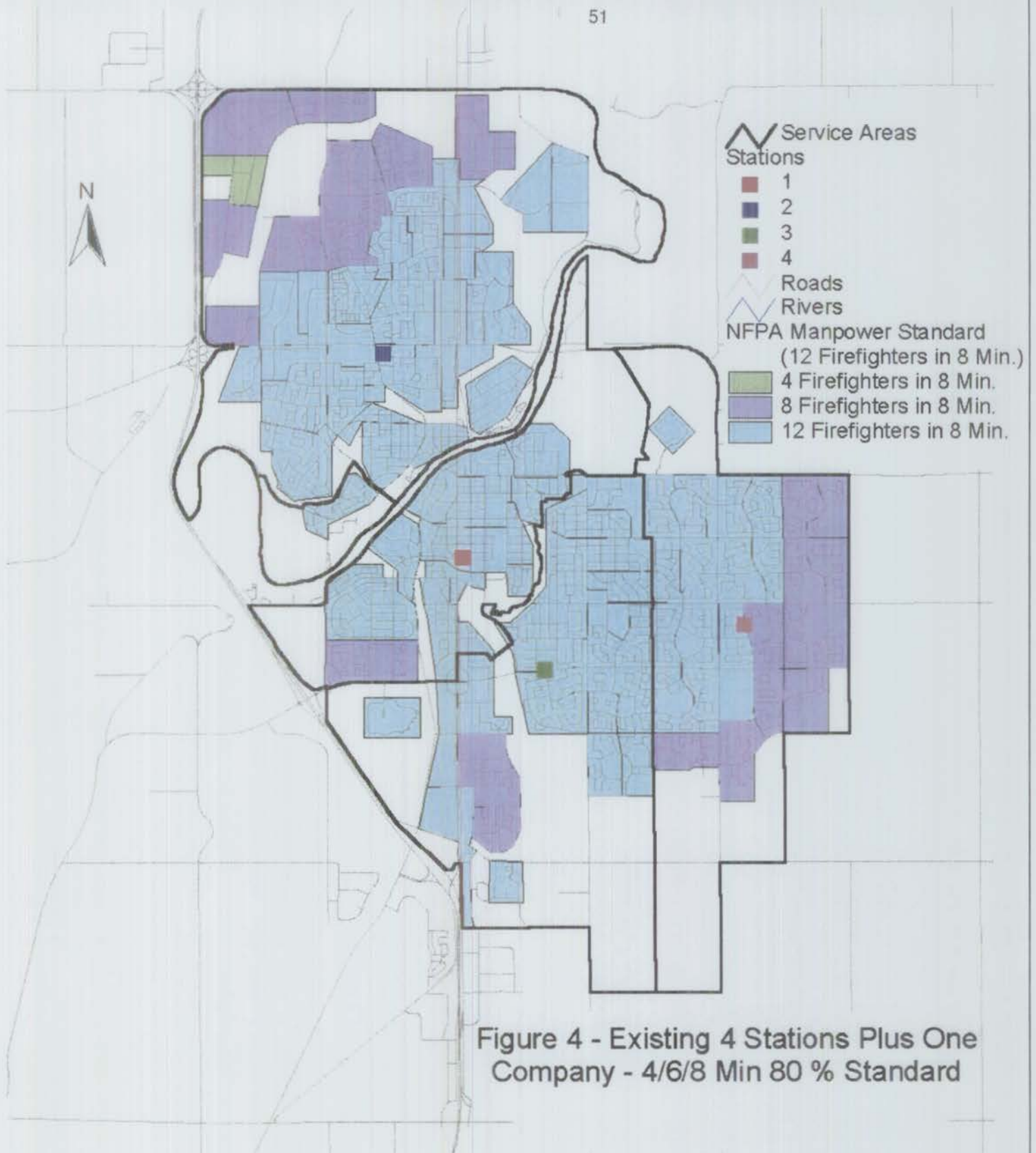


Figure 1 - Existing Fire Risk Zones









Box 5008
Red Deer, Alberta
T4N 3T4

The City of Red Deer

Office of the City Clerk

FILE

February 27, 2002

Naomi Soloway
15A Gibson Close
Red Deer, AB T4P 2Z3

Dear Ms. Soloway:

Re: Emergency Services Proposal

On behalf of Council, thank you for your valuable feedback regarding this proposal. Your letter regarding the City of Red Deer's Emergency Services proposal was reviewed by Council on February 25, 2002.

For your information, I have attached:

- 1) City of Red Deer, Emergency Services Review, Station Location Assessment, Evaluation of Alternative Service Standards Report as prepared by Dillon Consulting Limited and Donal Baird Associates.
- 2) The response from our Emergency Services Manager to your feedback.

From these reports Council gave the following direction at their February 25th Council Meeting:

Resolved that Council of the City of Red Deer having reviewed the report titled "City of Red Deer Emergency Services Review, Station Location Assessment Evaluation of Alternative Service Standards," prepared by Dillon Consulting Ltd. and Donal Baird Associates dated January 21, 2002 hereby:

1. Adopts as a planning guideline for the years 2003 to 2007 response characteristics as outlined in the column title "4/6/8 Min. - 90/75/75% of the time " within Table 1 of the above noted report,
2. Agrees that the planning guideline noted in No. 1 above forms the framework of the second phase of the Emergency Services review of service delivery and response standards, provided that such guideline will not be implemented except in such manner and at such time as Council may subsequently resolve.

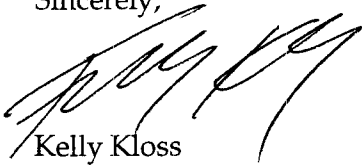
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Ms. N. Soloway
February 27, 2002
Page 2

What the above resolution does is to allow us to move ahead with the second phase of the Emergency Services Review that will provide a detailed plan of how, over the next five years, the guideline can be implemented and funded.

Again, thank you for your comments. Please call if you have any questions concerning the information attached.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kelly Kloss', written over the printed name.

Kelly Kloss
City Clerk

KK/chk
/attach.

c Emergency Services Manager

DATE: February 21, 2002
TO: City Council
FROM: Fire Chief/Manager Emergency Services
RE: N. Soloway letter

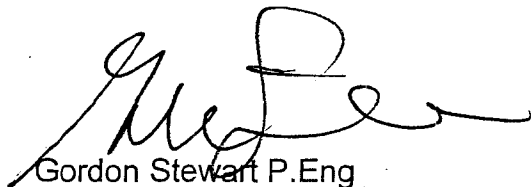
The letter from N. Soloway contains an excellent assessment of the questions that need to be addressed in reaching a decision on Emergency Services response.

We will comment on the issues that she has raised.

1. Operating Model
 - From their extensive knowledge of the fire service, the consultants did look at various models. In Mr. Covelli's presentation to Council he mentioned several times how he wished other departments in the country would adopt our model as it is an excellent and very efficient means of service delivery. We are confident that we have the right model for Red Deer.
2. Consultant Expertise
 - When selecting the consultant, it was on the basis of their extensive experience with many municipalities across the country. Our reference checks showed that their clients were pleased, and indeed the levels of service did improve with implementation of the recommendations.
 - With respect to costs, we did not discuss this with the other communities. The costs contained in the Dillon report were established in consultation with us and they are in line with the consultant's experience across the country. We are confident they are in the right order and will be refined further at the second stage of the study.
3. Service Levels
 - The effect on an individual between a four and five minute travel time can be very significant. This is true both for ambulance and fire. In a medical situation when the brain is without oxygen, the difference can be between no damage and some residual effect; between a personally sustainable lifestyle and one, which would require significant external support; or between life and death. In a fire situation, the size of the fire doubles every 60 seconds. Depending on the size of the fire at four minutes it could have an effect on making the fire more difficult to put out, severely increasing damage or losing the structure due to flashover.

- Our response rate has been in a steady, but constant decline as our call volume has increased. We have, to the best of our knowledge, a reliable data-base that has produced this information and it comes through our computer aided dispatch system. It should be reliable and useful for decision-making.
- To increase our response to meet a 80% target would be beneficial. It would not address the areas that are physically beyond what we are able to reach within the standard nor would it address our need for depth of response.
- The approach that we are taking may be just what is suggested in the item "...meeting the current target and to set a goal for an increase." By adding additional resources soon we would improve the present situation. By continuing to add resources we would reach a higher target. We are looking at up to a 5-year planning period.
- Council has the information on the peer review conducted by Dillon and the comments of Mr. Covelli with respect to other municipalities across the country.

I believe the questions raised by Ms. Soloway are insightful and valid and will assist Council in their deliberations.



Gordon Stewart P. Eng
Fire Chief/Manager Emergency Services

**City of Red Deer
Emergency Services Review**

**Station Location Assessment
Evaluation of Alternative Service Standards**

Prepared By:

**Dillon Consulting Limited
Donal Baird Associates**

January 21, 2002

Station Location Assessment Evaluation of Alternative Service Standards

1.0 INTRODUCTION

Dillon Consulting Limited in association with Donal Baird & Associates was retained by the City of Red Deer to undertake an Emergency Service Review. The Emergency Service Review includes an assessment of the number and location of stations, and staffing issues associated with the service. One of the necessary prerequisites is to have a service standard to compare the existing service to, and to plan to meet the standard into the future. This answers the basic question of – “How much Emergency Service does a municipality want to buy?”

The purpose of this working paper is to summarize the results of the Station Location Assessment for the evaluation of alternative service standards. It includes a description of each standard, a summary of the methodology employed and the results of the analyses in terms of emergency response capabilities, staffing, stations and costs. This working paper also includes the results of a survey of a Peer Group of municipalities. The survey asked questions about the costs and service levels of operating Fire and Emergency Medical Services (EMS) in these other municipalities. This information is supplemented with information and results from a large number of previous studies undertaken by the consultants across Canada.

The other significant development that is reported on in this working paper is the adoption of the NFPA-1710 standard (by the National Fire Protection Association). This new service level standard for career fire departments was formally adopted during the conduct of this study. This is significant because now, for the first time, there is a formally adopted industry standard that deals with both fire and EMS service levels and staffing. This will have implications for municipal emergency services across North America.

The main purpose of the assessment documented here is to evaluate the implication of the alternative service standards on staff, stations, equipment and the resulting capital and operating cost requirements. The capital and operating costs are approximate, but they will illustrate the differences between standards. The assessment is based on *existing conditions* and are compared to the service level and resources applied today. The purpose of this is to allow department, senior management and ultimately council to consider and adopt a service standard for the City and for the completion of this study. The final placement of stations and equipment, along with an assessment of future needs, will be refined once the service standard is adopted and will be documented in the final report for this study. The assessment documented in this working paper ensures that there are sufficient resources, appropriately located, to meet the alternative standards.

2.0 METHODOLOGY

This section provides a brief overview of the steps taken to assess the City of Red Deer's existing service level against various alternative standards. It includes a description of emergency response time, how the analytic model was developed and the existing station and staffing levels.

Emergency Response Time

Some confusion arises over the definition of response time. Properly, it should mean the time taken for the emergency department to react to a message from the public (i.e. an emergency phone call) and produce action on the scene (i.e. begin fire suppression/medical assistance). Sometimes it is used for only the time the apparatus takes to travel to the scene or from initial dispatch to arrival on the scene (turnout time plus travel time). A breakdown of the full response time includes:

- Processing of the alarm and dispatching of fire/EMS staff (nominally one minute);
- Donning of protective gear and departure from the station by companies (nominally one minute);
- Travel time en-route (the major variable); and
- Deployment of equipment and accessing the scene (usually one to two minutes, but possibly much more in high rise or very large area structures).

The initial response by the arriving company is of greatest importance because its actions at the outset generally have a great bearing on the situations progress and on safety to life. It also reports back an evaluation of the situation. But for fire fighting or major emergencies an appropriate depth of resources to back up this limited force should also be on scene promptly as part of this initial assignment. Any analysis of fire suppression deployment must consider the timely availability of sufficient strength to control the fires that may occur, including coverage of the city to handle possible simultaneous fires.

For the purpose of our analysis and since it is the one significant variable in the overall response time, the times we refer to in describing the service standards relates to only the travel time component of the response time. Travel time is also the major determinant in the placement of fire station and fire company location. Processing the alarm through to dispatching the appropriate resources and the donning of protective gear through to departure from the station are equally important components of the overall response time, but they typically are not affected by station location. Emergency Service Departments should strive to accomplish these tasks as quickly as possible, as they affect every call.

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Horizon Year - Existing Condition

The horizon year selected for this analysis was 2001, the existing condition. In this way we can compare the alternative service standards against the service and cost today. The Emergency Service Department currently assigns 21 fire-medics on-duty per shift. For one of the four shifts there are 20 fire-medics. This is meant to staff, at a minimum, a pump vehicle in each station, the ambulance and to cover for vacation, illness, training, etc. The shift often runs short. If all 20/21 staff were on duty together (doesn't happen very often, if ever), in theory five fire apparatus could be staffed. Typically it takes 5 staff assigned (minimum) to keep four fire-medics on-duty. For analytic purposes we assumed the existing condition is one fully staffed pump company in each of the 4 stations (4 on a vehicle). When part of a four-person crew is out on a medical call for an extended period, one of the four pumps can't be fully staffed. This suggests that two or three additional staff per shift would greatly enhance the existing service.

The analysis included running the analytic model to assess the service level associated with the existing condition for the City of Red Deer. It must be stressed that these are modelled travel times and service levels. What the City achieves in practice will be dependent on the distribution of actual calls. The modelled level of service currently being achieved is the following:

- The first arriving vehicle in 4 minutes of travel time – 80% of the time;
- The second arriving vehicle in 6 minutes of travel time – 65% of the time; and
- The third arriving vehicle in 8 minutes of travel time – 60% of the time.

The results are documented in **Table 1** and **Figure 2** illustrates the existing Fire Demand Zones that can't be served within four minutes of travel time. This assumes that there is a fully staffed pump

vehicle in each station. When an ambulance in a station is out on a medical call for an extended period of time this service level drops. What the assessment of existing conditions highlights is that the departments depth of resources to cover significant first alarm calls and multiple alarms is light. Consequently no service standard below existing conditions was considered. We do not believe and would not recommend a reduction in resources. In fact, our preliminary assessment suggests that an increase in resources is appropriate.

Option 1 - Dillon's Variable Standard (Similar to FUS)

For more than 12 years Dillon has been applying a travel time standard that varies by the risk class of the fire demand zone. This standard is similar to the Fire Underwriters Survey (FUS) standard in that the response time standards are more stringent for the higher risk land uses. It also includes specific standards for aerals. By applying the Dillon variable standard, it allows us to compare the City of Red Deer to other municipalities that we have assessed using this methodology. This standard is included with the analysis (**Table 2**). The results are documented in **Table 1** and suggest the need for a fifth station.

This standard was assessed based on a minimum crew size of four (or five assigned), and resulted in a total of 112 fire-medics. Four staff per crew is widely accepted as an appropriate staffing for vehicles. To this staffing level we added 3 staff per shift to help fill in when other staff are out on a medical call and staff in a station drops below the minimum required to staff a pump vehicle. This extra staffing was included in the other standards assessed as well to cover the possibility that the ultimate solution has some extra staff to maintain the required strength. This may turn out to be a conservative assumption, but it makes an allowance so as to try not to underestimate the cost.

Option 2 - NFPA 1710

NFPA 1710 was recently adopted as the standard that career departments are to achieve. Red Deer qualifies as a career department. While there is no legislative requirement to adopt it, the municipality has a responsibility to understand it. Other NFPA standards are followed as the industry standard practice. NFPA 1710 and the service level it prescribes has been the subject of considerable debate, and for many years there was no agreement on the standard. While NFPA 1710 has now been passed, it was not without controversy. It requires considerable resources to meet and this is a particular issue for small to medium departments. The standard indicates that the initial response to an alarm is four fire fighters within four minutes 90% of the time and you must amass 14 fire fighters (15 if you will be operating an aerial) within eight minutes of travel time 90% of the time. To this the standard adds an objective of 1-minute for call handling and dispatch and one minute for turnout time from the time of dispatch. Included in the 14 staff is the incident commander and two support staff. For analytic purposes, we assessed the need for three companies staffed with four people (or 12 staff). To meet the letter of NFPA 1710 two or three more staff would be required. We assumed that these could arrive in auxiliary vehicles or as extra staff in one of the assigned vehicles, rather than expecting a fourth company to respond. To meet the full intent of NFPA 1710 requires careful planning and a full understanding of all that it includes. What we have adopted here for analysis captures the major

resource deployment issues.

For the City of Red Deer to achieve this standard would require 1 additional station and two additional companies. In addition, two pump vehicle and an ambulance would be required to round out the equipment needs. The results are documented in **Table 1** and **Figure 3**.

Option 3 - 4/6/8 Minutes – 90%/75%/75% of the Time

This standard includes a first vehicle responding in four minutes 90% of the time, a second vehicle in six minutes 75% of the time, and a third vehicle in eight minutes 75% of the time. This standard produces resource requirements similar to the Dillon Variable Standard, but the standard is a little easier to communicate to the various stakeholders. The results are documented in **Table 1**.

Option 4 - 4/6/8 Minutes - 80% of the Time

This standard includes a first vehicle responding in four minutes, a second vehicle in six minutes and a third vehicle in eight minutes, 80% of the time. This standard was included to illustrate what a lower standard could look like. Others are possible, but this one requires the same number of stations as today but adds one more company (plus the additional staff described above. This adds additional depth to the existing resources. The results are documented in **Table 1** and **Figure 4**.

Peer Review Survey Results

The study team conducted a survey of a small sample of eight peer group municipalities to gather information on a variety of issues including staffing and service standards. **Table 3** presents a summary of the findings from five of the municipalities that responded. The three that did not respond included Prince George, B.C., Kamloops, B.C. (responded but it was incomplete and efforts at follow up were unsuccessful so it was excluded from the tabulation), and Kingston, ON. Some preliminary observations are described below. While some of the statistics lend themselves to comparison, we caution that the nature of the emergency service operation, the risks the municipality needs to protect, and the geography of a municipality affects emergency service and makes direct comparisons difficult. In addition, there are wide variations in accounting practices for everything from capital purchases to hydrant rental. While the comparisons are interesting and sometimes instructive, we caution against using them directly to make policy decisions for Red Deer (or any municipality).

Observations on Service Levels and Staffing

1. Some municipalities have indicated a five-minute travel time standard for first response, with the range from 3.5 to 7 minutes. Based on other work the consultant has done, a four-minute standard is widely accepted as the objective for first response (e.g., Halifax, Mississauga, Hamilton, Burlington), with most of these trying to achieve the standard 90% of the time. This

of course is also part of the NFPA 1710 standard.

2. Based on other studies and surveys undertaken by the consultants, the average number of firefighting staff on-duty among 12 of the largest Canadian cities was 0.23 firefighters per thousand population. Similarly, ten Ontario cities in the 43,000 to 100,000-population range, which did not provide ambulance service and often having less than desirable protection levels, also had an average of 0.23 firefighters on duty per thousand population. What this highlights is that very large cities may be suitably protected for fire service with lower ratios of firefighters to population than medium and small cities (economies of scale).
3. To provide sufficient staffing levels to provide the full depth of fire suppression strength, smaller cities generally need higher ratios, on the order of 0.28 to 0.30 firefighters per thousand population or more. This applies for fire protection alone. Where full emergency ambulance service is also provided, the strength should be greater.
4. Among the cities questioned for this study, only Lethbridge shows a ratio of response staff per thousand population giving a comfortable level of protection. Their provision of five member teams in each station permits a viable three person pump company to remain in service at the station when the accompanying two person ambulance or an auxiliary vehicle is out, and vice versa. At other times a strong five-member team is available for fire-fighting service.

4.0 SUMMARY

Each of the service standards assessed results in an increase in the resources required over the existing conditions. It is our view that some increase in resources is warranted and appropriate. The significant decision will be on whether the City should adopt/implement the NFPA 1710 service standard and to plan to move to this higher resource level.

With the adoption of the standard, it is appropriate to have discussions about the liability issues associated with not implementing this level of service. Serious consideration needs to be given to, if not adopting it as the City's standards, implementing it as the City's objective and then to make your best efforts to try to achieve the objective over a period of time.

TABLE 1
SUMMARY OF ALTERNATIVE SERVICE STANDARDS
STATION LOCATION ANALYSIS

Indicator	Existing - 4/6/8 Min. – 80/65/60 % of the Time	NFPA 1710 (90 % of the Time)	Dillon Variable (90 % of the Time)	4/6/8 Min. - 90/75/75 % of the Time	4/6/8 Min. - 80/80/80 % of the Time
Number of Stations	4	5	5	5	4
Number of Fully-Staffed Pump Companies	4	6	5	5	5
Fire-Medics per Shift	20/21	33 ¹	28 ¹	28 ¹	28 ¹
Total Number of Fire-Medics	83	132 ¹	112 ¹	112	112 ¹
Number of Ambulances	4	5	5	5	4
Additional Fire-Medics Assigned/Shift (Total)	N/A	3 (12)	3 (12)	3 (12)	3 (12)
Annual Additional Staff Operating Cost²	N/A	\$3,185,000	\$1,885,000	\$1,885,000	\$1,885,000
Additional Capital Cost³	N/A	Station: \$1,250,000 Pump: \$900,000 Ambulance: \$130,000 Total: \$2,280,000	Station: \$1,250,000 Pump: \$450,000 Ambulance: \$130,000 Total: \$1,830,000	Station: \$1,250,000 Pump: \$450,000 Ambulance: \$130,000 Total: \$1,830,000	Station: \$0 Pump: \$450,000 Ambulance: \$0 Total: \$450,000

- Notes: 1. Includes the "Additional Fire-Medics Assigned/Shift (Total)"
2. Staff Operating Costs are based on a company of 20 Fire-Medics at a cost of \$1,300,000/year.
3. Capital Costs are based on: a Station at \$1,250,000; a Pump Vehicle at \$450,000 each; and an Ambulance \$130,000 each.

TABLE 2
RESPONSE TIME STANDARDS
 (Compatible with Fire Underwriters Survey Guidelines)

Class	Risk	Fire Streams Required	Response Time Standard					Total in 15 Min.
			3.0 Min.	3.5 Min.	4.0 Min.	6.0 Min.	7.0 Min.	
1	Scattered small buildings in rural/semi-rural areas	2-3				E1		E2
2	Light detached residential; 1 or 2 storey buildings	4-5			E1		E2	E2
3	Heavy residential development, including small apartment buildings (2-4 storeys); light commercial including strip development	6-12		E1			E2, A1	A1, E3
4	Most commercial, institutional, shopping centres, apartments	13-20		E1, A1			E2, E3	A2, E4
5	Heavy commercial or industrial, multi-story	21-30	E1	A1	E2		E3, E4, A2	A3, E5
6	Severe hazards	>30	E1, A1	E2	E3, A2		E4, E5, A3	A4, E6

Key: E1...E5 = 1st Pumper...5th Pumper
 A1...A3 = 1st Aerial...3rd Aerial
 1 Fire Steam = 208 Imperial gallons per minute (1000 l/m)

TABLE 3
RED DEER PEER GROUP TABULATION – YEAR 2000

Population	Lethbridge	Strathcona	St. Albert	Medicine Hat ⁵	Grande Prairie ⁵	Red Deer
Population	70,000	71,000	52,000	52,000	38,000	68,000
Total Emergency Calls	8,643	3,339	2,356	3,016	1,499	4,686
Fire Calls	758	579	576	670	693	884
EMS Calls	7,200 ¹	2,374	1,780	1,825	806	3,802
Other Non Fire	685	386	0	521	0	0
2000 Fire Loss, Millions	N/A	\$0.643	\$1.626	\$1.800	\$1.700	\$4.387 ²
2001 City Budget, Millions	\$74.40	\$69.30	\$48.78	\$66.00	N/A	\$102.2
2001 Fire Department Budget, Millions	\$11.64	\$5.9	\$4.8	\$4.8	\$4.45	\$9.09
Total Response Staff	104	79	52	52	44	87
Normal Shift (Crews)	20	15	10	10	8	16
Engines and Staff	2 x 3+2 ⁶	2 x 4	2 x 4	2 x 4	3 x 4	4 x 4
Quints	2 x 3+2 ⁶	1 x 2	1 x 2	N/A	2 x 0	1 x 0
EMS/Light Rescue	1	N/A	N/A	N/A	1	1
Fire-medical Ambulances	1	1	3	2	1	4
Fire Stations	4	2 ³	2	2	2	4
Travel Time/Response Time Objective	5 min. 90%	7 min. (Urban) ⁷	3.5 min. 90%	6 min. 90%	4, 5 min. ⁴	4 min. 80%
BLS Qualified	60	0	17	31	44	38
ALS/Para Qualified	45	27	11	25	N/A	44
Other EMS Provider	No	No	No	Yes	Yes	No
Comparisons on Per Thousand Population Basis						
Total Calls	123	47	45	58	39	69
Fire Calls	11	8	11	13	18	13
EMS Calls	103	33	34	35	21	56
Total Fire Loss	N/A	\$9,056	\$31,269	\$34,615	\$44,737	\$64,514
City Budget	\$1,062,857	\$976,056	\$938,077	\$1,269,231	N/A	\$1,502,941
Fire/EMS Budget	\$166,286	\$83,099	\$92,500	\$92,308	\$117,105	\$133,676
Firefighters/Fire-medics	1.49	1.11	1.00	1.00	1.16	1.28
Response Staff on Duty	0.28	0.21	0.19	0.19	0.21	0.23

Notes:

- 1. This includes all patient calls, not just emergency responses. This accounts for the significantly higher numbers.*
- 2. A single loss amounted to \$3 million.*
- 3. Not including three widely scattered rural fire stations.*
- 4. Standards for high risk and medium risk areas.*
- 5. Other EMS provider's staff and budgets not included, e.g. Medicine Hat, with 23 full-time and 8 casual staff has an operating budget of \$685,000.*
- 6. Lethbridge staffs their engines and quints with 3 staff plus 2 additional staff that also double as an ambulance team.*
- 7. Travel time standard valid for Sherwood Park only.*

Other Notes:

Staffing of units varies with cross staffing. Ambulances utilize dual function personnel from the total staff pool and sometimes extensive off-duty recall e.g. Lethbridge.

Shift crews do not include chief officers.

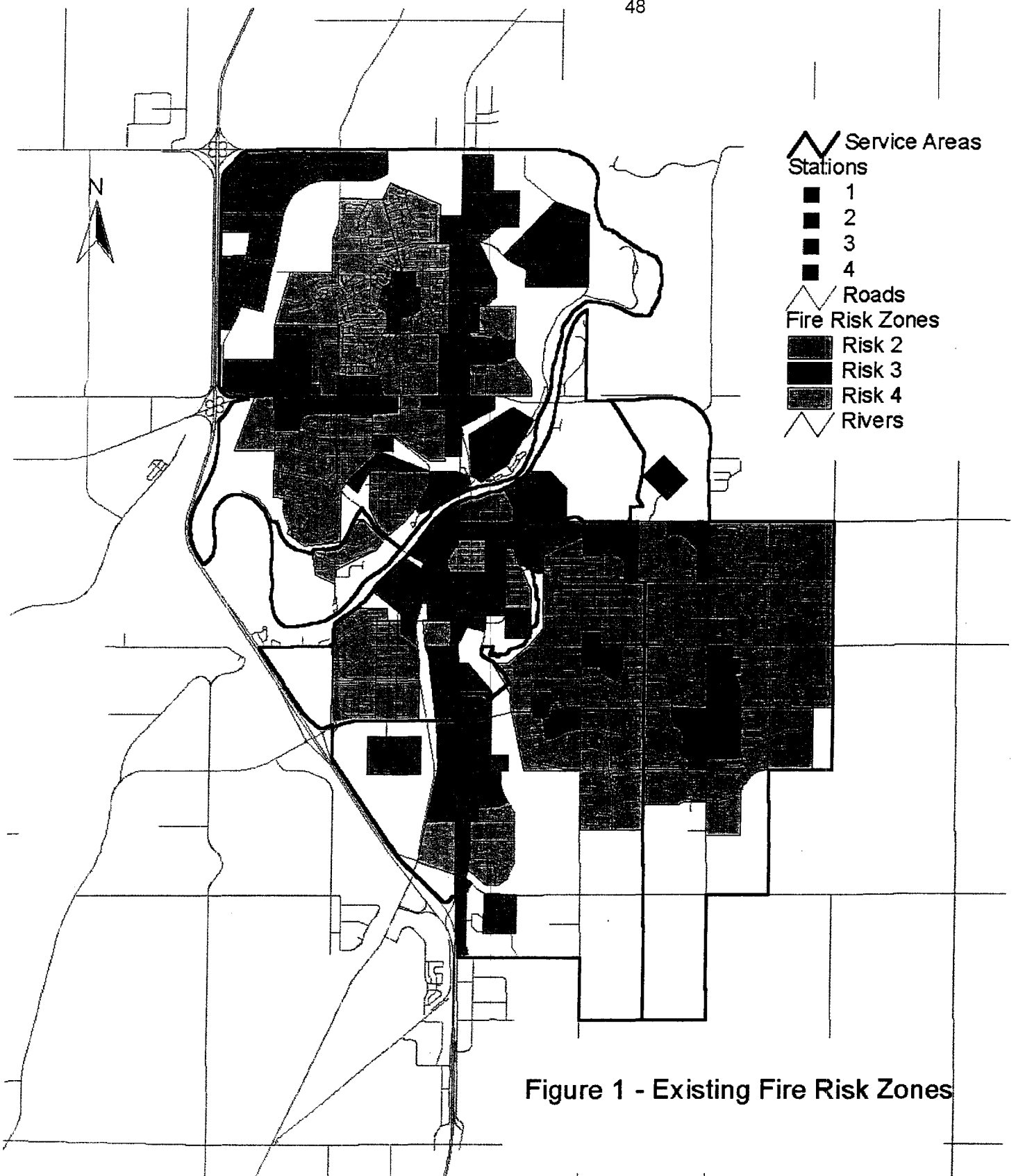
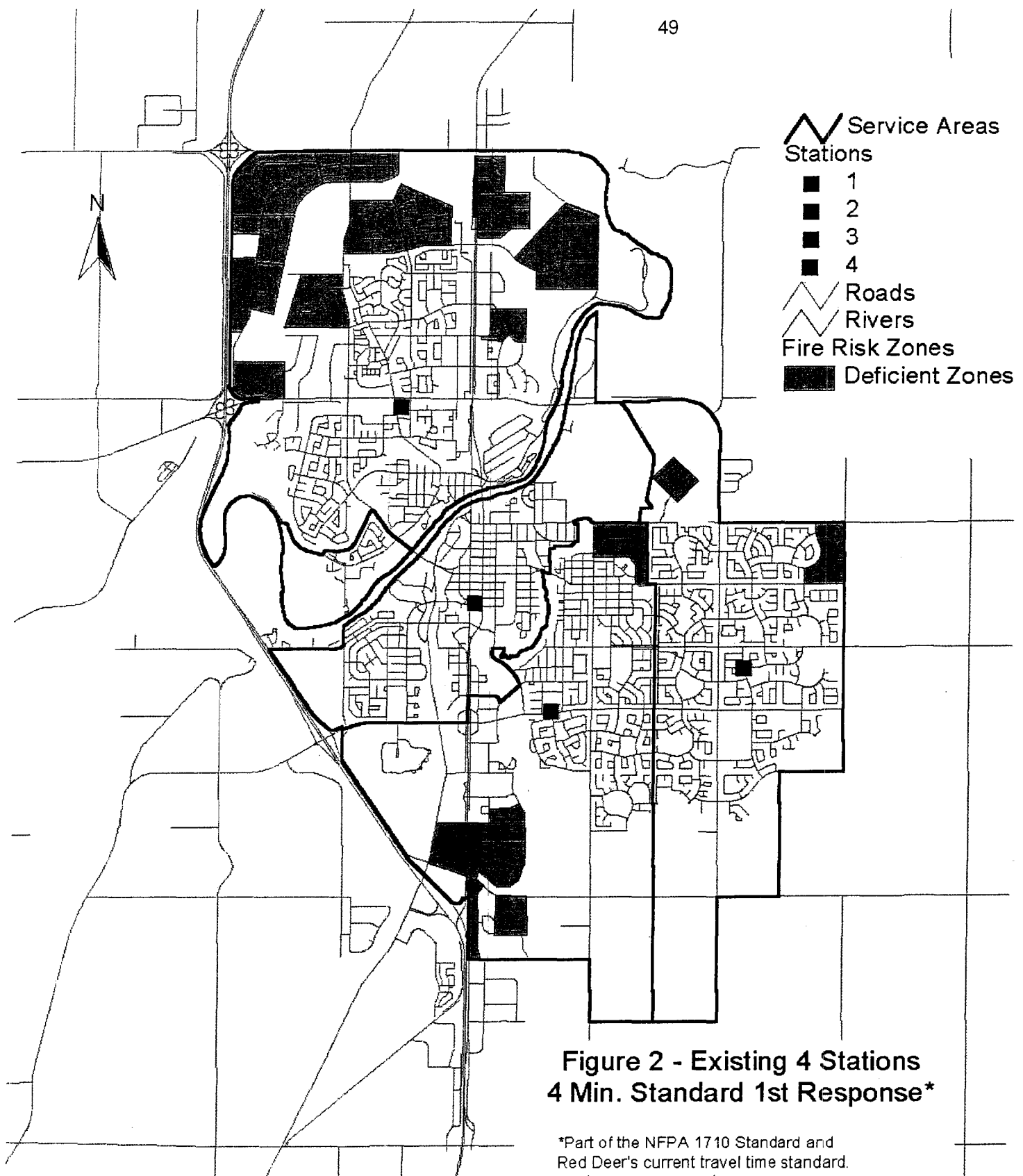
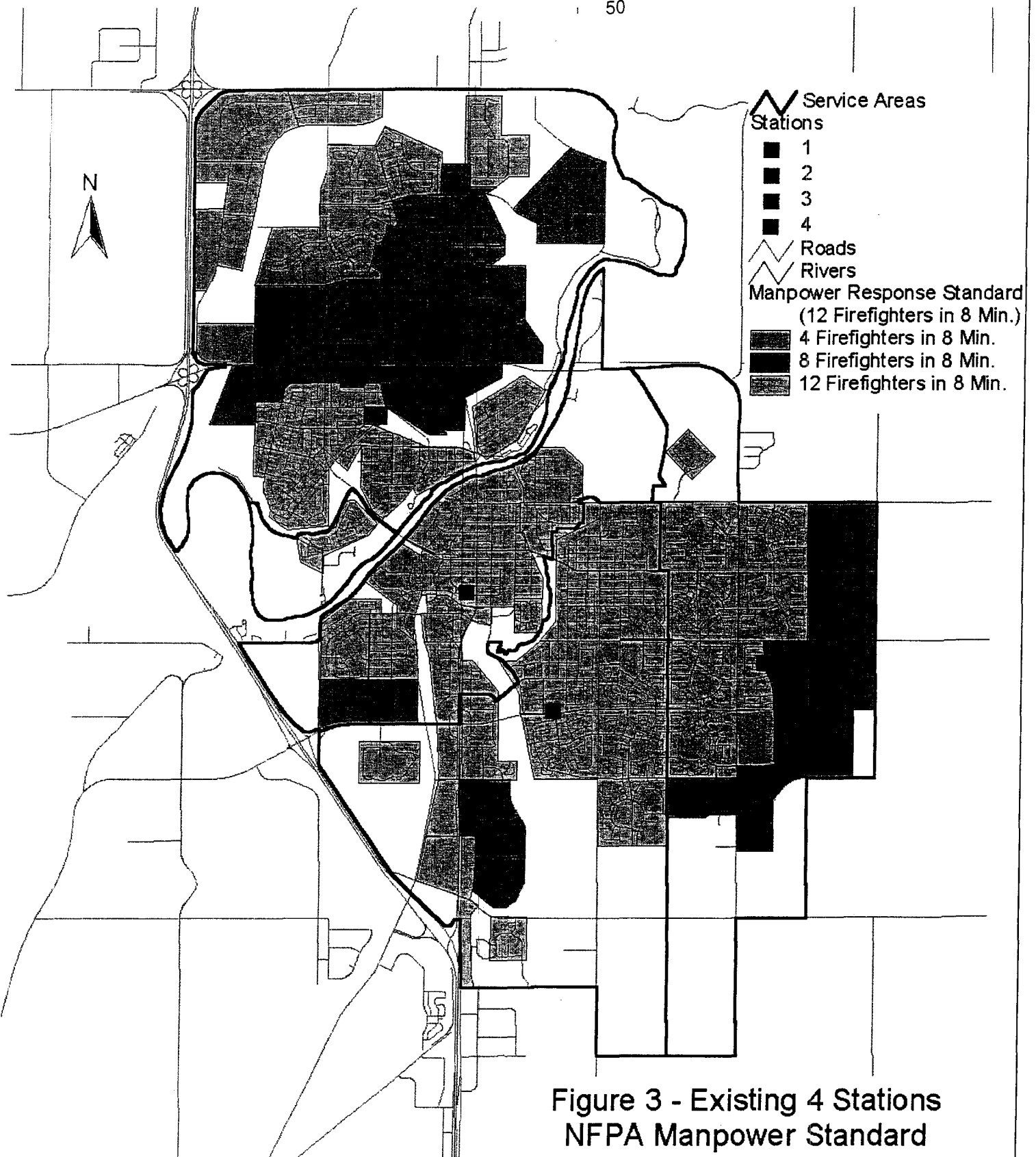
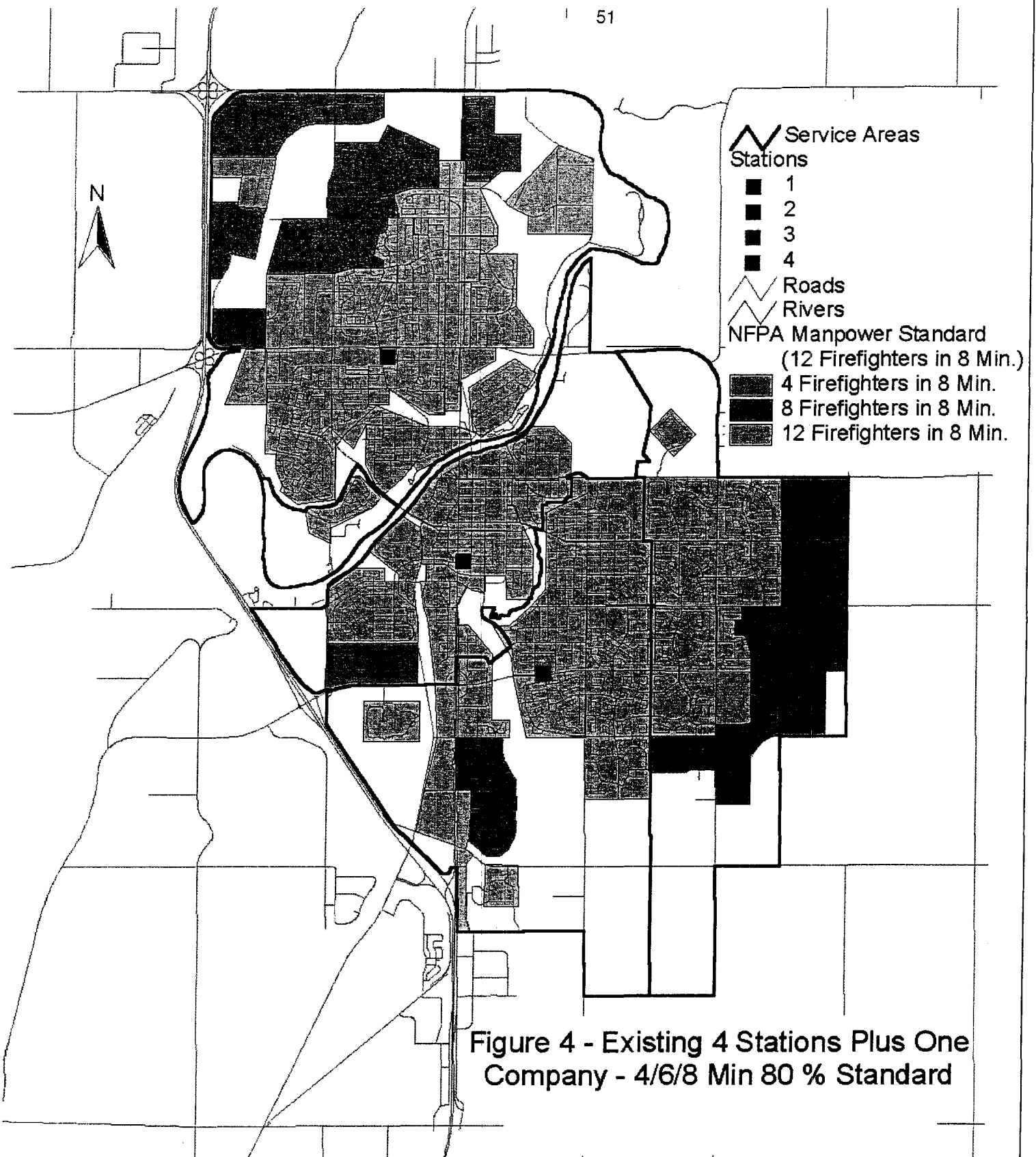


Figure 1 - Existing Fire Risk Zones







City of Red Deer Emergency Services Review

DATE: February 20, 2002
TO: City Council
FROM: City Clerk
RE: Letter Received Regarding the Emergency Services Proposal

Attached is a response received relating to the Emergency Services Review.

I will be asking the Emergency Services Manager to respond to this letter and provide his comments at the February 25, 2002 Council meeting.

A handwritten signature in black ink, appearing to read 'Kelly Kloss', is written over the typed name and title.

Kelly Kloss
City Clerk

KK/chk
/attach.

N. Soloway
15A Gibson Close
Red Deer, AB T4P 2Z3
Ph: 347-5714

February 17, 2002

Mayor & City Council
Box 5008
Red Deer, AB T4N 3T4

Your Worship:

Re: Emergency Services Proposal

Emergency services are, I believe, the most important service provided to the residents of Red Deer. However, recent financial embarrassments have created an atmosphere of scrutiny for every tax dollar; consequently, your decision will be a significant one. As a long-time Red Deer resident, I hope my questions and comments will offer you some feedback on this issue.

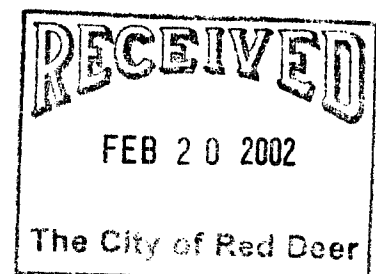
In my opinion, there are three topics that require further discussion:

1. Operating Model

- Have a variety of operating models been presented and carefully evaluated for physical and financial efficacy?

2. Consultant Expertise

- Have our consultants developed Emergency Services plans for other cities. If so, how well were their plans implemented and did service levels increase as proposed?
- For these cities, did the actual costs of implementation and operation meet the consultants' proposed costs?



3. Service Levels

- What is the difference, to an individual in crisis, between a response of four minutes and one of five minutes?
- When did the response rate start to fall to the 65% rate, and is this a reliable statistic? (i.e., were there extenuating circumstances leading to a sudden and dramatic decline in response time averages, or was there a gradual decrease proportional to city growth?)
- Is it enough of a service improvement at this time to endeavour to meet the current 80% targets?
- Would it be appropriate to look at meeting the current target for now and to set a goal for an increase?
- How do we compare to other municipalities?

Although I think my questions are valid, I am sure you agree that the first priority in making this decision is the well being of all Red Deer residents. If (after thorough evaluation) you decide to accept either the consultants' proposal or an alternative solution, you will have my complete support.

Sincerely,



N. Soloway

Council Decision – Monday February 25, 2002

DATE: February 26, 2002

TO: Gord Stewart, Emergency Services Manager

FROM: City Clerk

RE: Consultant Report
Emergency Services Review, Station Location Assessment,
Evaluation of Alternative Services Standards

FILE

Reference Report:

City Clerk, dated February 15, 2002

Resolutions:

Resolved that Council of the City of Red Deer having reviewed the report titled "City of Red Deer Emergency Services Review, Station Location Assessment Evaluation of Alternative Service Standards," prepared by Dillon Consulting Ltd. and Donal Baird Associates dated January 21, 2002 hereby:

1. Adopts as a planning guideline for the years 2003 to 2007 response characteristics as outlined in the column title "4/6/8 Min. – 90/75/75% of the time " within Table 1 of the above noted report,
2. Agrees that the planning guideline noted in No. 1 above forms the framework of the second phase of the Emergency Services review of service delivery and response standards, provided that such guideline will not be implemented except in such manner and at such time as Council may subsequently resolve.

Report Back to Council: Yes, once the second phase of the review is completed.


Kelly Kloss
City Clerk

/chk

c Director of Development Services
Director of Corporate Services

DATE: January 29, 2002
TO: City Council
FROM: City Clerk
RE: Land Use Bylaw Amendment 3156/B-2002
Highland Green Estates

History

At the Monday, January 28, 2002 meeting of Council, Land Use Bylaw Amendment 3156/B-2002 was given first reading.

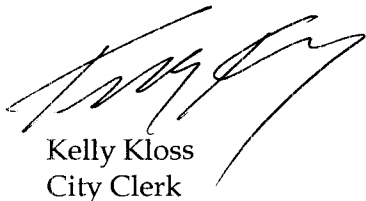
Land Use Bylaw Amendment 3156/B-2002 rezones 28 semi-detached dwellings from R1 and R2 to R1A Residential (Semi-detached dwelling) District, 1 single-family dwelling from R2 to R1 Residential Low Density District, and a 13-suite apartment building from R1 to R2 Residential Medium Density District, Municipal Reserve Lots from R1 and R2 to P1 Parks and Recreation District. This amendment is to correct the elimination of zoning lines on maps that were inadvertently deleted from the Highland Green Estates neighbourhood during a 1996 redrafting of the Land Use Bylaw maps.

Public Consultation Process

A Public Hearing has been advertised for the above noted bylaw to be held on Monday, February 25, 2002 at 7:00 p.m. in the Council Chambers, during Council's regular meeting. The owners of the properties and those bordering the site have been notified by letter of the Public Hearing.

Recommendations

That following the Public Hearing, Council may proceed with 2nd and 3rd readings of the bylaw.

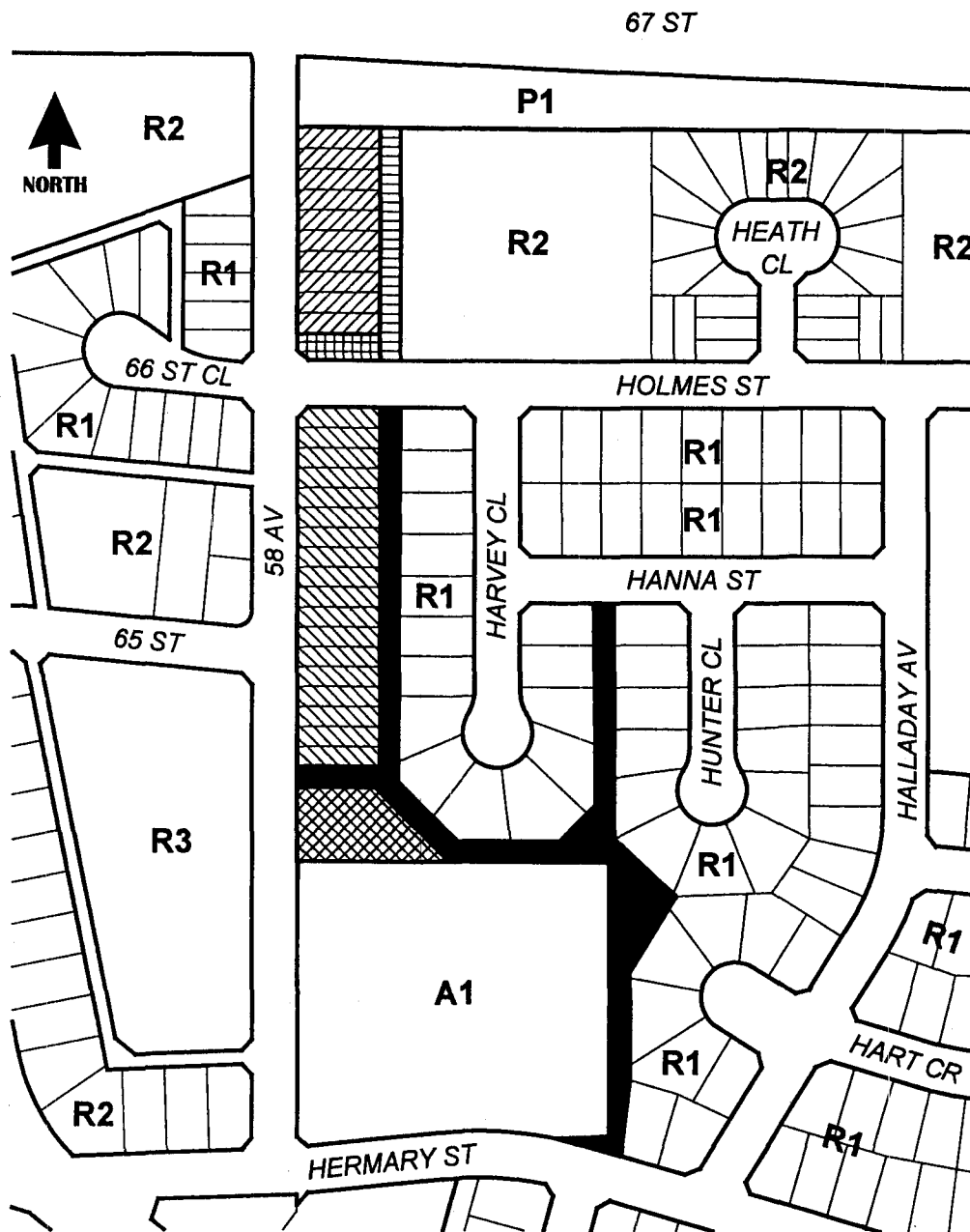


Kelly Kloss
City Clerk

KK/chk

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



Change from :

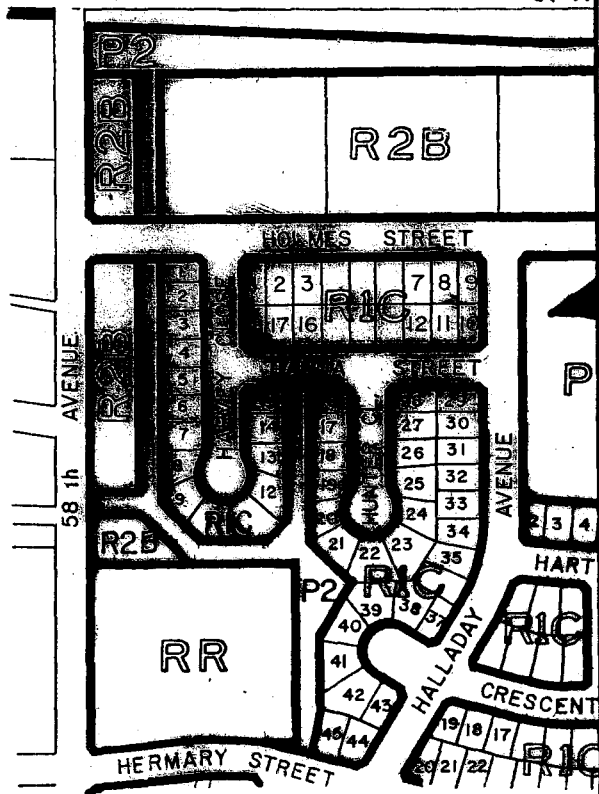
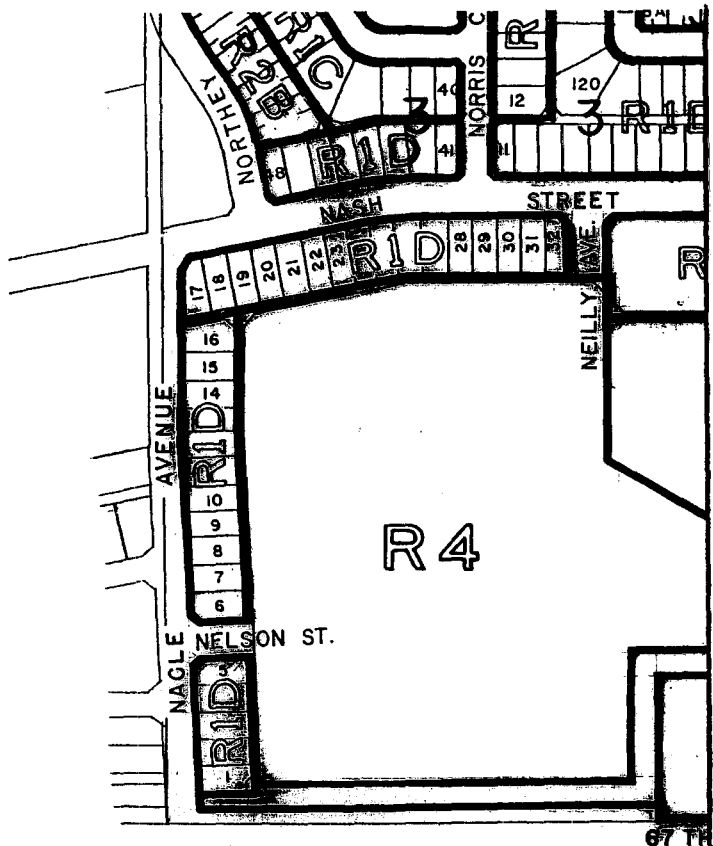
R1 to R1A	
R1 to R2	
R1 to P1	
R2 to R1	
R2 to R1A	
R2 to P1	

AFFECTED DISTRICTS:

- R1 - Residential (Low Density)
- R1A - Residential (Semi-Detached Dwelling)
- R2 - Residential (Medium Density)
- P1 - Parks & Recreation

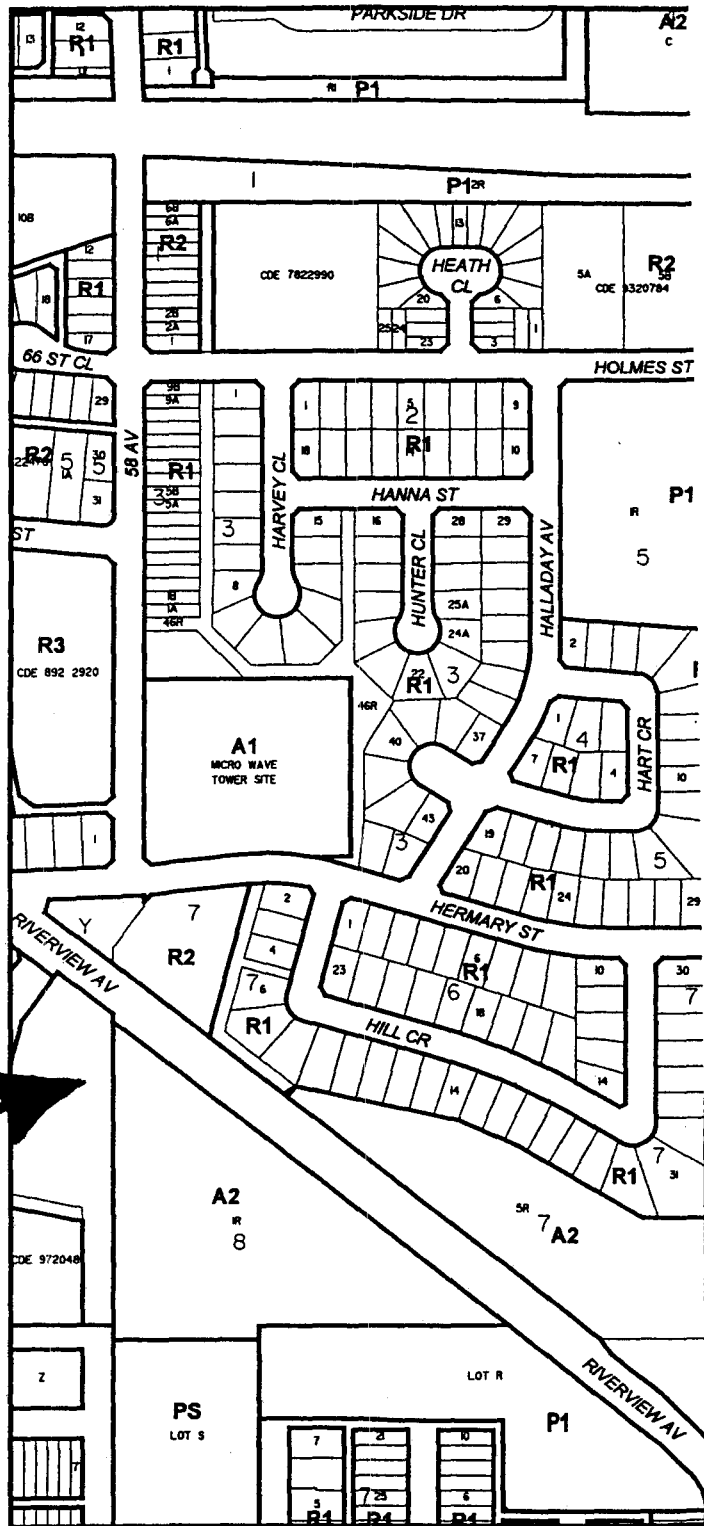
MAP No. 1 / 2002

BYLAW No. 3156 / B - 2002



C5	Commercial
I1	Industrial
I2	"
R.R.	Reserve
R.I.	"
A1	Agricultural
R1	Residential
R2	"
R3	"
R4	"
P2	Park

Bylaw 2011
Bylaw 3156



Part Six of the Bylaw outlines the Land Use District Definitions

refer to the Index Map for the Legend



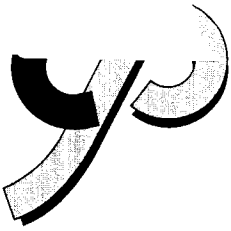
NORTH
Scale 1:5,000

© The City of Red Deer, Engineering Department

The City of Red Deer Land Use Bylaw

Amendments to NE¼ Sec 20

3156 / O-96	Nov 18, 1996
3156 / D-97	May 20, 1997
3156 / B-2000	Mar 13, 2000



Date: January 14, 2002

To: Kelly Kloss, City Clerk

From: Frank Wong, Planning Assistant

Re: Land Use Bylaw Amendment 3156/B-2002
Lots 1 – 6b, Block 1, Plan 782 0617,
Lot 2R, Block 1, Plan 772 0633,
Lots 1a – 9b, Block 3, Plan 982 0617, and
Lots 46R and 47, Block 3, Plan 772 0633
NE ¼ Sec. 20-38-27-4
Highland Green Estates

This bylaw deals with the area of Highland Green Estates located on the east side of 58 Avenue and from the Telus communication tower site to 67 Street.

Background

In 1976 under Land Use Bylaw 2011, the west half of Highland Green Estates was zoned to accommodate a proposed new neighbourhood. The lands fronting on the east side of 58 Avenue from the Telus communication tower site to the municipal reserve lot adjacent to 67 Street was zoned R2 General Residential District wherein a variety of low and medium density development could be accommodated. Later that year, the City authorized a land sale to Springer Construction for the development of 28 semi-detached dwellings and 1 single-family dwelling on lands fronting onto the east side of 58 Avenue. As the proposed uses are permitted under the R2 General District, no rezoning was required. The 28 semi-detached lots and 1 single-family lot were subdivided and registered in 1978 under Plan 782 0617.

In 1996, Land Use Bylaw 3156/96 superceded Bylaw 2672/80. This bylaw converted the maps from manual drafted copies to computerized drafting. In the process of making this conversion, approximately 105 maps in the Land Use Bylaw were redrafted into electronic form. In the process of redrafting, it appears that a couple of zoning lines were inadvertently deleted from this neighbourhood. The result of eliminating the lines is that it eliminated the R2 District from the properties on the east side of 58 Avenue from the Telus communication tower to Holmes Street and included them within the R1 District. This area includes 18 semi-detached dwellings and a 13-suite apartment building. The omission also included the municipal reserve lot in the vicinity within the R1 District.

Land Use Bylaw Amendment 3156/B-2002...page 2

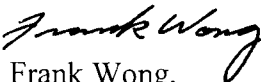
As a result of the missing zoning lines, the 13-suite apartment on Lot 47 (6311-58 Avenue) and the 18 semi-detached dwellings on Lots 1a to 9b (6321 to 6355 – 58 Avenue) have become legal but non-conforming uses. If these properties were destroyed by some disaster, they could only be replaced with single-family housing. This may not be feasible if there are separate owners in each half of a semi-detached residence. This situation should be corrected by zoning the properties back into their proper zones. The 18 semi-detached dwellings are proposed to be rezoned to R1A and the 13-suite apartment is proposed to be rezoned to R2 Residential Medium Density District, the 10 semi-detached dwellings and 1 single-family dwelling, on the east side of 58 Avenue from Holmes Street to the municipal reserve lot south of 67 Street are proposed to be rezoned R1A and R1 respectively. The municipal reserve Lots 2R and 46R are proposed to be rezoned to park.

In total this land use bylaw amendment would rezone the 28 semi-detached dwellings from R1 and R2 to R1A Residential (Semi-detached dwelling) District, the 1 single-family dwelling from R2 to R1 Residential Low Density District, and the 13-suite apartment building from R1 to R2 Residential Medium Density District and the municipal reserve lots from R1 and R2 to P1 Parks and Recreation District.

Recommendation

Planning staff recommend that City Council proceed with first reading of Land Use Bylaw Amendment 3156/B-2002.

Sincerely,


Frank Wong,
Planning Assistant

Attachment

LAND USE BYLAW AMENDMENT 3156/B-2002

DESCRIPTION: Zone to R2 in the Highland Green Estates neighbourhood from the east side of 58 Avenue from the Telus communication tower to Holmes Street to correspond with the type of development that currently exists

FIRST READING: January 28, 2002

FIRST PUBLICATION: February 8, 2002

SECOND PUBLICATION: February 15, 2002

PUBLI HEARING & SECOND READING: February 25, 2002

THIRD READING: _____

LETTERS REQUIRED TO PROPERTY OWNERS: YES ☐ NO ☐

DEPOSIT? YES ☐ \$ _____ NO ☒ BY: CITY

ACTUAL COST OF ADVERTISING:

1ST \$ 312.42 & 2ND \$ 312.42 TOTAL: \$ 624.84

MAP PREPARATION: \$ N/A

TOTAL COST: \$ 624.84

LESS DEPOSIT RECEIVED: \$ _____

AMOUNT OWING/ (REFUND): \$ _____

INVOICE NO.: _____

Council Decision – Monday February 25, 2002

DATE: February 26, 2002
TO: Frank Wong, Parkland Community Planning Services
FROM: City Clerk
RE: Land Use Bylaw Amendment 3156/B-2002
Highland Green Estates

Reference Report:

City Clerk, dated January 29, 2002

Bylaw Readings:

Land Use Bylaw Amendment 3156/B-2002 was given second and third readings. A copy is attached.

Report Back to Council: No

Comments/Further Action:

Land Use Bylaw Amendment 3156/B-2002 rezones 28 semi-detached dwellings from R1 and R2 to R1A Residential (Semi-detached dwelling) District, 1 single-family dwelling from R2 to R1 Residential Low Density District, and a 13-suite apartment building from R1 to R2 Residential Medium Density District, Municipal Reserve Lots from R1 and R2 to P1 Parks and Recreation District. This amendment is to correct the elimination of zoning lines on maps that were inadvertently deleted from the Highland Green Estates neighbourhood during a 1996 redrafting of the Land Use Bylaw maps.



Kelly Kloss
City Clerk

/chk
/attach.

c Director of Development Services
 Community Services Director
 Land & Economic Development Manager
 Inspections & Licensing Manager
 City Assessor
 Doug Kutinsky, Graphics Designer
 C. Adams, Administrative Assistant
 S. Eklund, Clerk Steno, City Clerk's

February 5, 2002

«OwnerName»

«OwnerAdd1»

«OwnerAdd2»

«OwnerAdd3»

«OwnerAdd4»

Dear Sir/Madam:

Re: Land Use Bylaw Amendment 3156/B-2002 Highland Green Estates

Council of the City of Red Deer is considering a change to the Land Use Bylaw, which controls the use and development of land and buildings in the city. As a property owner in the Highland Green Estates community, this letter is being sent to inform you of proposed changes.

Red Deer City Council proposes to pass Land Use Bylaw amendment 3156/B-2002, which provides for the rezoning of the properties on the east side of 58 Avenue, from the Telus communication tower to Holmes Street. During a redraft of the land use bylaw, zoning lines were inadvertently deleted, which resulted in the elimination of the Residential Medium Density (R2) District. This amendment would change the zoning to correspond with the type of development that currently exists in this neighbourhood. Please refer to the enclosed report from Parkland Community Planning Services for a more detailed explanation.

You can pick up a copy of the proposed Land Use Bylaw amendment at the office of the City Clerk, 2nd Floor of City Hall between 8:00 a.m. and 4:30 p.m. Monday to Friday.

City Council will hear from any person claiming to be affected at a Public Hearing in the Council Chambers, 2nd Floor of City Hall on **Monday, February 25, 2002, at 7:00 p.m.** If you want your letter or petition included on the Council agenda you must submit it to the City Clerk by 4:30 p.m. on **Tuesday, February 19, 2002.** Otherwise, you may submit your letter or petition at the City Council meeting or you can simply tell Council your views at the Public Hearing. Your letter or petition will be made available to the public. If you have any questions regarding their use, please contact me at (403) 342-8132.

Yours truly,



Jeff Graves
Deputy City Clerk

Attach.



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

Suite 404, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
FAX: (403) 346-1570
e-mail: pcps@pcps.ab.ca

Date: January 14, 2002

To: Kelly Kloss, City Clerk

From: Frank Wong, Planning Assistant

Re: Land Use Bylaw Amendment 3156/B-2002
Lots 1 – 6b, Block 1, Plan 782 0617,
Lot 2R, Block 1, Plan 772 0633,
Lots 1a – 9b, Block 3, Plan 982 0617, and
Lots 46R and 47, Block 3, Plan 772 0633
NE ¼ Sec. 20-38-27-4
Highland Green Estates

This bylaw deals with the area of Highland Green Estates located on the east side of 58 Avenue and from the Telus communication tower site to 67 Street.

Background

In 1976 under Land Use Bylaw 2011, the west half of Highland Green Estates was zoned to accommodate a proposed new neighbourhood. The lands fronting on the east side of 58 Avenue from the Telus communication tower site to the municipal reserve lot adjacent to 67 Street was zoned R2 General Residential District wherein a variety of low and medium density development could be accommodated. Later that year, the City authorized a land sale to Springer Construction for the development of 28 semi-detached dwellings and 1 single-family dwelling on lands fronting onto the east side of 58 Avenue. As the proposed uses are permitted under the R2 General District, no rezoning was required. The 28 semi-detached lots and 1 single-family lot were subdivided and registered in 1978 under Plan 782 0617.

In 1996, Land Use Bylaw 3156/96 superceded Bylaw 2672/80. This bylaw converted the maps from manual drafted copies to computerized drafting. In the process of making this conversion, approximately 105 maps in the Land Use Bylaw were redrafted into electronic form. In the process of redrafting, it appears that a couple of zoning lines were inadvertently deleted from this neighbourhood. The result of eliminating the lines is that it eliminated the R2 District from the properties on the east side of 58 Avenue from the Telus communication tower to Holmes Street and included them within the R1 District. This area includes 18 semi-detached dwellings and a 13-suite apartment building. The omission also included the municipal reserve lot in the vicinity within the R1 District.

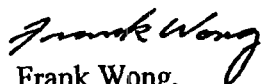
As a result of the missing zoning lines, the 13-suite apartment on Lot 47 (6311-58 Avenue) and the 18 semi-detached dwellings on Lots 1a to 9b (6321 to 6355 – 58 Avenue) have become legal but non-conforming uses. If these properties were destroyed by some disaster, they could only be replaced with single-family housing. This may not be feasible if there are separate owners in each half of a semi-detached residence. This situation should be corrected by zoning the properties back into their proper zones. The 18 semi-detached dwellings are proposed to be rezoned to R1A and the 13-suite apartment is proposed to be rezoned to R2 Residential Medium Density District, the 10 semi-detached dwellings and 1 single-family dwelling, on the east side of 58 Avenue from Holmes Street to the municipal reserve lot south of 67 Street are proposed to be rezoned R1A and R1 respectively. The municipal reserve Lots 2R and 46R are proposed to be rezoned to park.

In total this land use bylaw amendment would rezone the 28 semi-detached dwellings from R1 and R2 to R1A Residential (Semi-detached dwelling) District, the 1 single-family dwelling from R2 to R1 Residential Low Density District, and the 13-suite apartment building from R1 to R2 Residential Medium Density District and the municipal reserve lots from R1 and R2 to P1 Parks and Recreation District.

Recommendation

Planning staff recommend that City Council proceed with first reading of Land Use Bylaw Amendment 3156/B-2002.

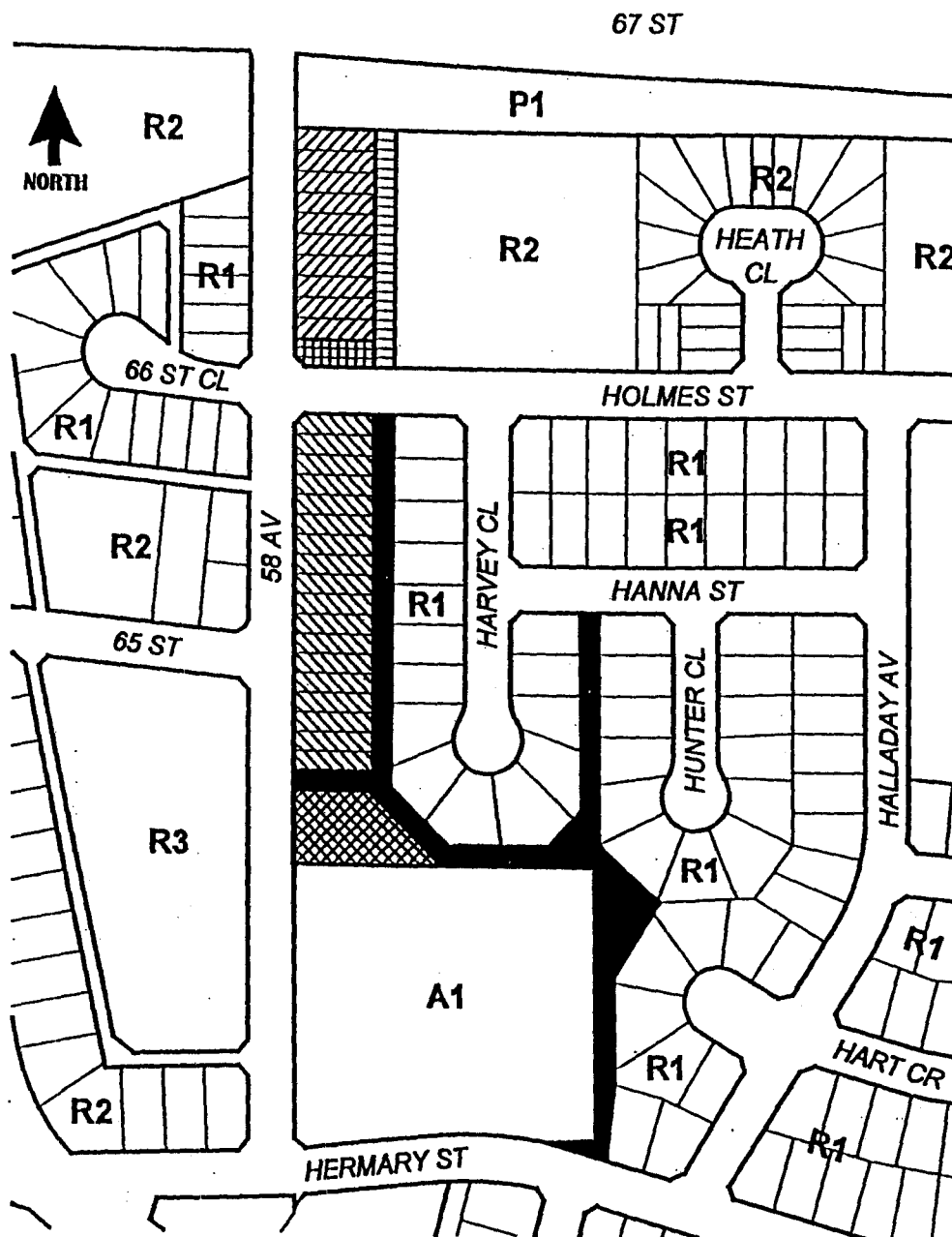
Sincerely,


Frank Wong,
Planning Assistant






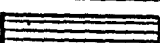
Attachment

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



Change from :

- R1 to R1A 
- R1 to R2 
- R1 to P1 
- R2 to R1 
- R2 to R1A 
- R2 to P1 

AFFECTED DISTRICTS:

- R1 - Residential (Low Density)
- R1A - Residential (Semi-Detached Dwelling)
- R2 - Residential (Medium Density)
- P1 - Parks & Recreation

MAP No. 1 / 2002

BYLAW No. 3156 / B - 2002

Council Decision – Monday January 28, 2002

DATE: January 29, 2002
TO: Frank Wong, Parkland Community Planning Services
FROM: City Clerk
RE: Land Use Bylaw Amendment 3156/B-2002
Highland Green Estates

Reference Report:

Parkland Community Planning Services, dated January 14, 2002.

Bylaw Readings:

Land Use Bylaw Amendment 3156/B-2002 was given first reading. A copy of the bylaw is attached.

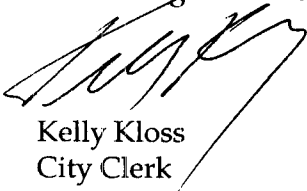
Report Back to Council: Yes

A Public Hearing will be held on Monday, February 25, 2002, at 7:00 p.m. in Council Chambers during Council's regular meeting

Comments/Further Action:

Land Use Bylaw Amendment 3156/B-2002 rezones 28 semi-detached dwellings from R1 and R2 to R1A Residential (Semi-detached dwelling) District, 1 single-family dwelling from R2 to R1 Residential Low Density District, and a 13-suite apartment building from R1 to R2 Residential Medium Density District, Municipal Reserve Lots from R1 and R2 to P1 Parks and Recreation District. This amendment is to correct the elimination of zoning lines on maps that were inadvertently deleted from the Highland Green Estates neighbourhood during a 1996 redrafting of the Land Use Bylaw maps.

This office will now proceed with advertising for a Public Hearing. The City will be responsible for the advertising costs in this instance.



Kelly Kloss
City Clerk

/chk

/attach.

c Director of Development Services
Inspections & Licensing Manager
Land & Economic Development Manager
C. Adams, Administrative Assistant

BYLAW NO. 3156/B-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map F11" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 1/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 28th day of January 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

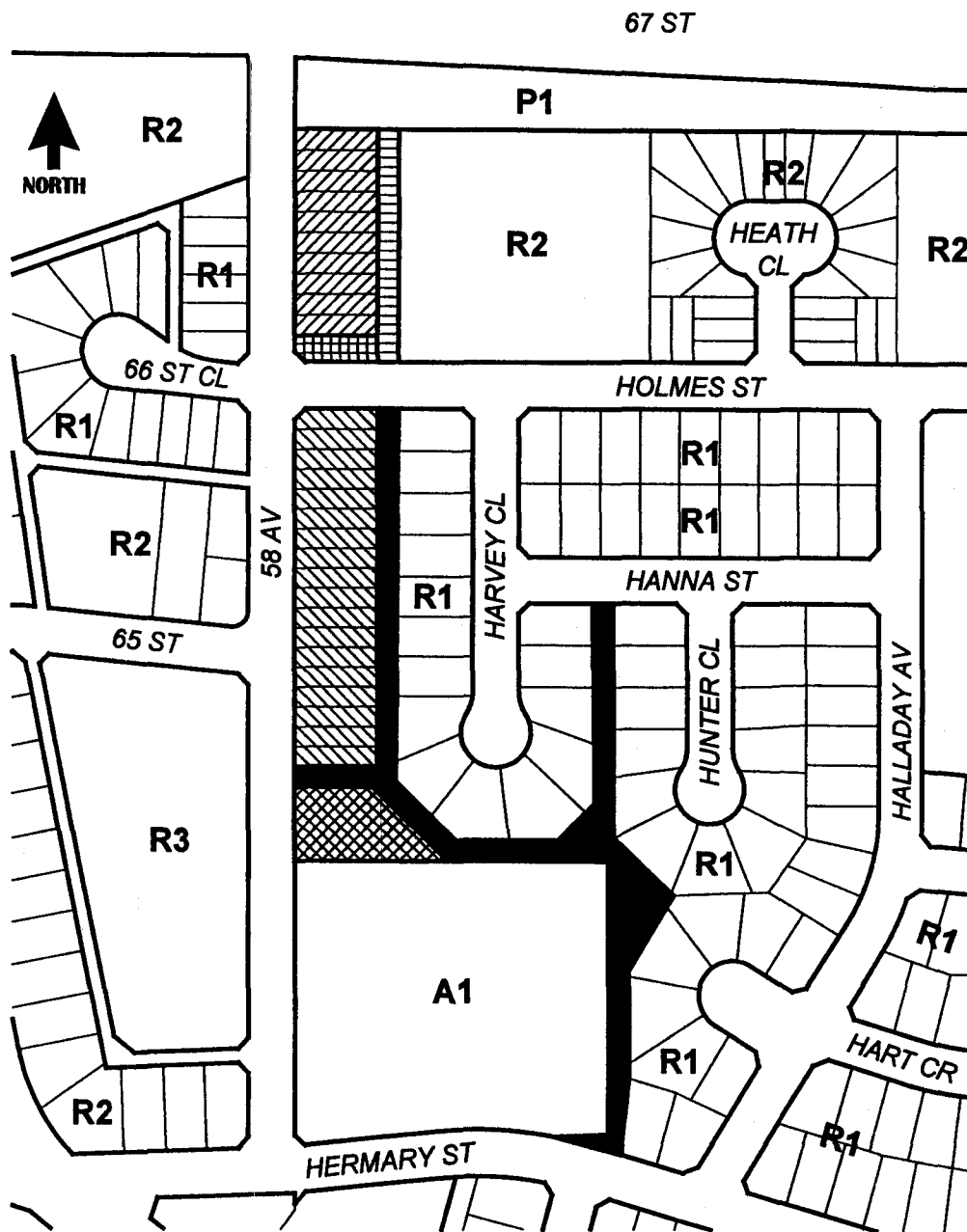
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



Change from :

R1 to R1A	
R1 to R2	
R1 to P1	
R2 to R1	
R2 to R1A	
R2 to P1	

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- R1A - Residential (Semi-Detached Dwelling)
- R2 - Residential (Medium Density)
- P1 - Parks & Recreation

MAP No. 1 / 2002

BYLAW No. 3156 / B - 2002

DATE: January 30, 2002

TO: Norma Lovell, Assessment


FROM: C.G. Adams,
City Clerk's Office

RE: Land Use Bylaw Amendment 3156/B-2002 Highland Green Estates

Please provide Sheri Eklund with the names and addresses of the subject property owners and all contiguous/adjacent property owners as outlined on the attached maps.

It would be helpful if the lists could be received at your earliest convenience in order to process the letters within the required time period. I have attached the map that appeared on the Council agenda for your reference.

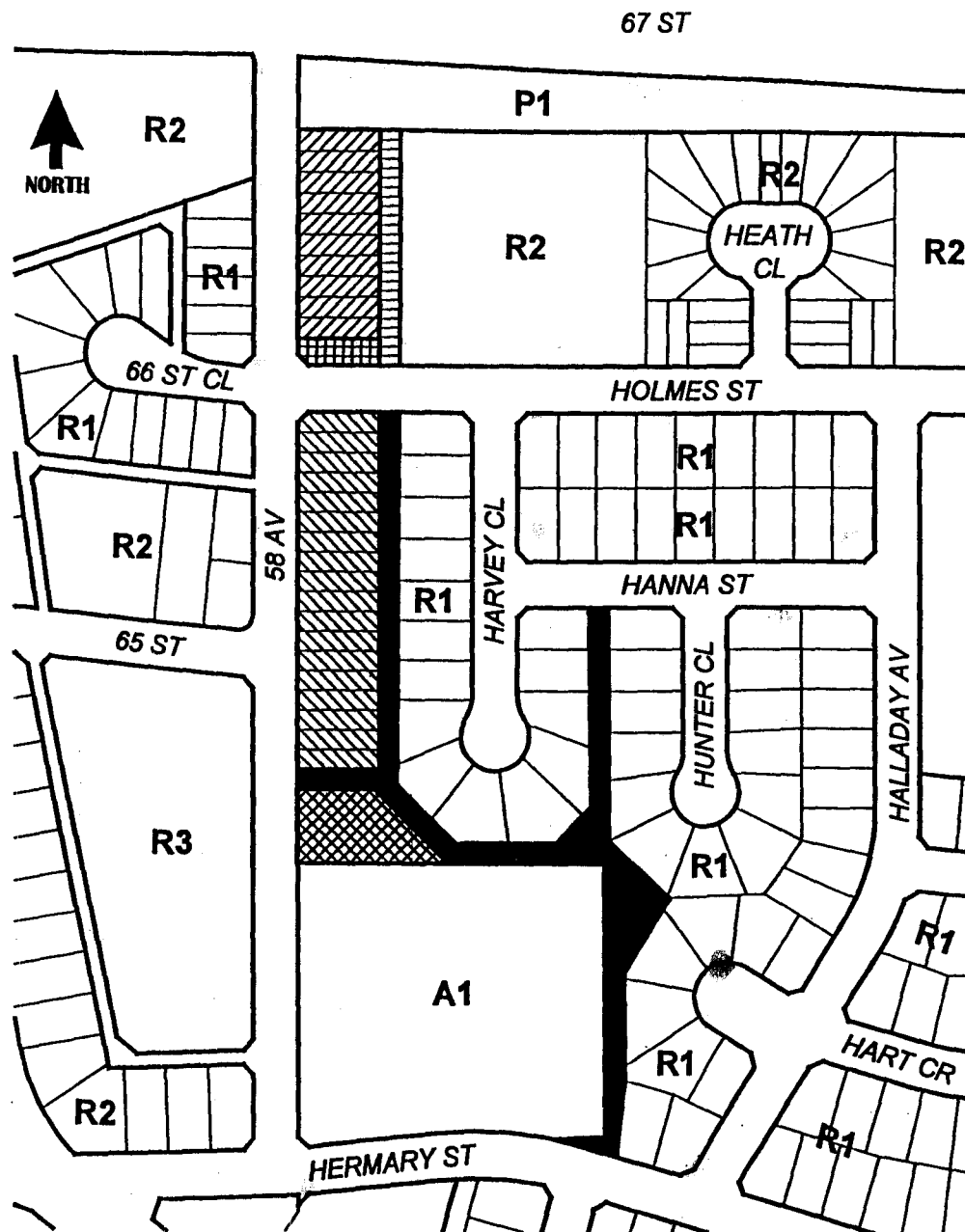
Thanks Norma.


C.G. Adams
City Clerks' Office

Attach.

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



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R1 to R1A	
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R1 to P1	
R2 to R1	
R2 to R1A	
R2 to P1	

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- R2 - Residential (Medium Density)
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MAP No. 1 / 2002

BYLAW No. 3156 / B - 2002



Office of the City Clerk

February 5, 2002

Box 5008
Red Deer, Alberta
T4N 3T4

Michael Andre & Corralee Kim Booth
2 6340 58 Avenue
RED DEER, AB T4N 5Z8

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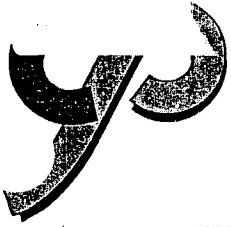
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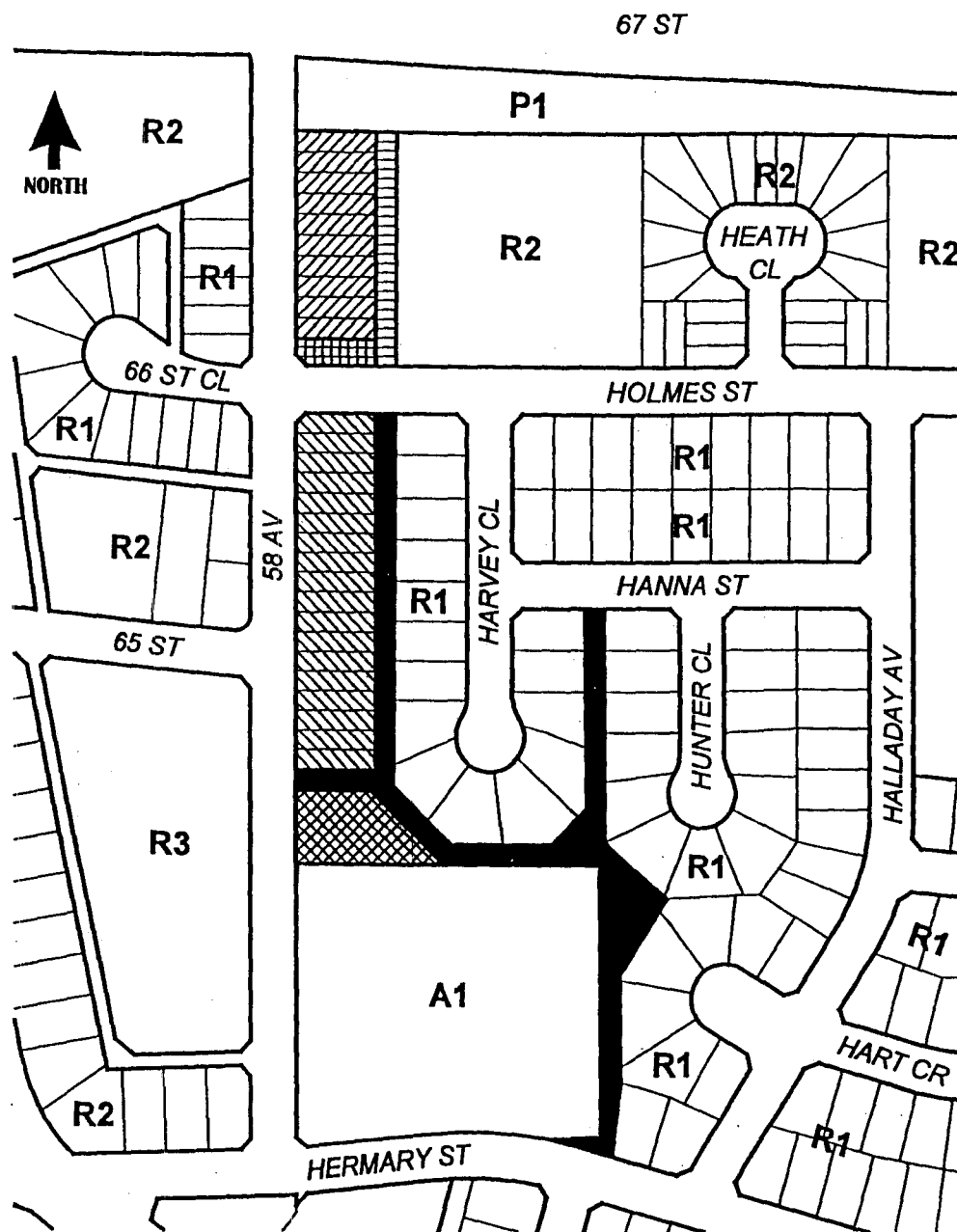
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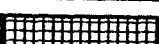

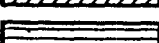
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The City of Red Deer

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MAP No. 1 / 2002

BYLAW No. 3156 / B - 2002

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[illegible]



Office of the City Clerk

February 5, 2002

Michael Andre & Corralee Kim Booth
2 6340 58 Avenue
RED DEER, AB T4N 5Z8

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City Council will hear from any person claiming to be affected at a Public Hearing in the Council Chambers, 2nd Floor of City Hall on **Monday, February 25, 2002, at 7:00 p.m.** If you want your letter or petition included on the Council agenda you must submit it to the City Clerk by 4:30 p.m. on **Tuesday, February 19, 2002.** Otherwise, you may submit your letter or petition at the City Council meeting or you can simply tell Council your views at the Public Hearing. Your letter or petition will be made available to the public. If you have any questions regarding their use, please contact me at (403) 342-8132.

Yours truly,

Jeff Graves
Deputy City Clerk

Attach.

The City of Red Deer



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

Suite 404, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
FAX: (403) 346-1570
e-mail: pcps@pcps.ab.ca

Date: January 14, 2002

To: Kelly Kloss, City Clerk

From: Frank Wong, Planning Assistant

Re: Land Use Bylaw Amendment 3156/B-2002
Lots 1 – 6b, Block 1, Plan 782 0617,
Lot 2R, Block 1, Plan 772 0633,
Lots 1a – 9b, Block 3, Plan 982 0617, and
Lots 46R and 47, Block 3, Plan 772 0633
NE ¼ Sec. 20-38-27-4
Highland Green Estates

This bylaw deals with the area of Highland Green Estates located on the east side of 58 Avenue and from the Telus communication tower site to 67 Street.

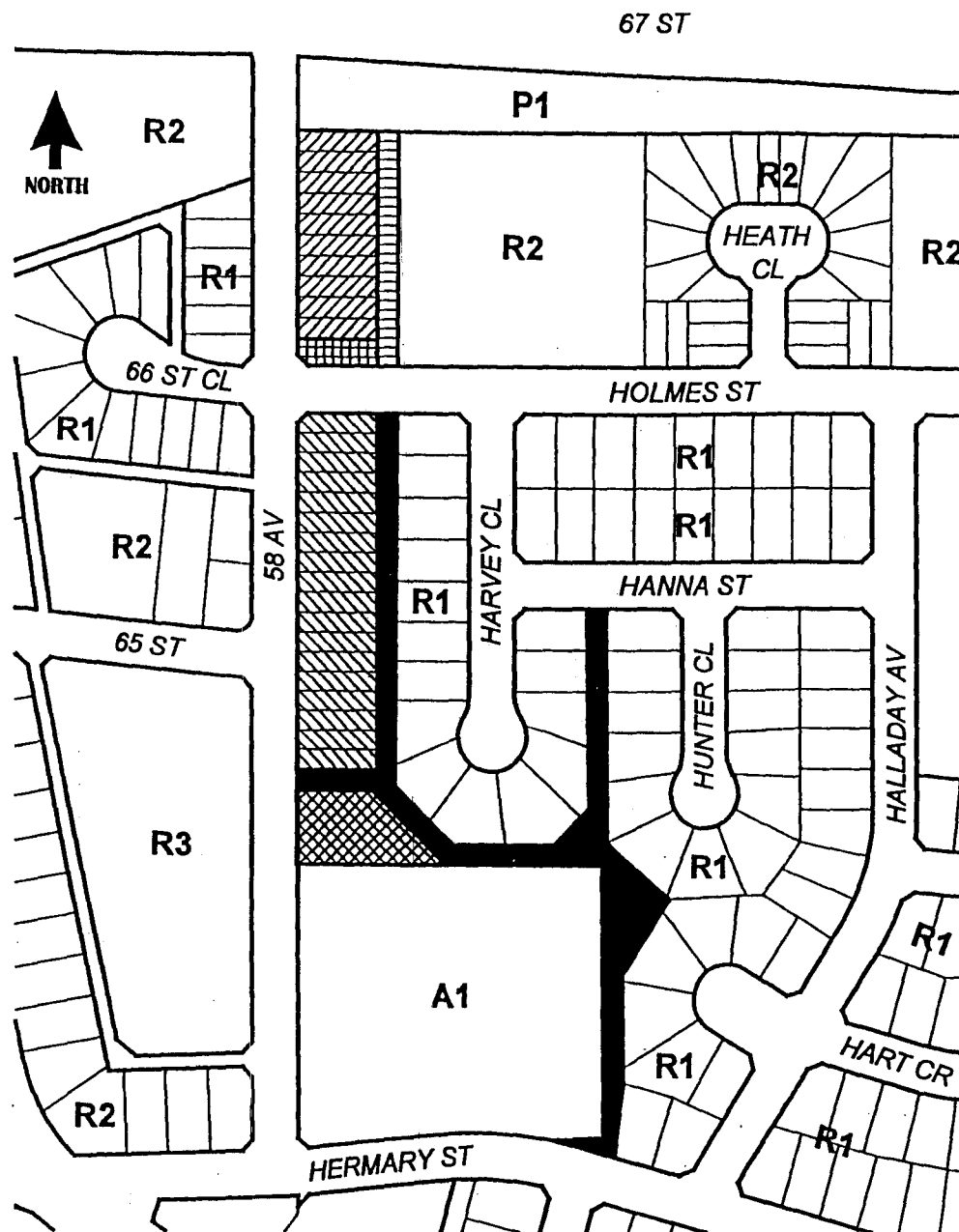
Background

In 1976 under Land Use Bylaw 2011, the west half of Highland Green Estates was zoned to accommodate a proposed new neighbourhood. The lands fronting on the east side of 58 Avenue from the Telus communication tower site to the municipal reserve lot adjacent to 67 Street was zoned R2 General Residential District wherein a variety of low and medium density development could be accommodated. Later that year, the City authorized a land sale to Springer Construction for the development of 28 semi-detached dwellings and 1 single-family dwelling on lands fronting onto the east side of 58 Avenue. As the proposed uses are permitted under the R2 General District, no rezoning was required. The 28 semi-detached lots and 1 single-family lot were subdivided and registered in 1978 under Plan 782 0617.






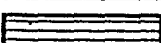
In 1996, Land Use Bylaw 3156/96 superceded Bylaw 2672/80. This bylaw converted the maps from manual drafted copies to computerized drafting. In the process of making this conversion, approximately 105 maps in the Land Use Bylaw were redrafted into electronic form. In the process of redrafting, it appears that a couple of zoning lines were inadvertently deleted from this neighbourhood. The result of eliminating the lines is that it eliminated the R2 District from the properties on the east side of 58 Avenue from the Telus communication tower to Holmes Street and included them within the R1 District. This area includes 18 semi-detached dwellings and a 13-suite apartment building. The omission also included the municipal reserve lot in the vicinity within the R1 District.

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



Change from :

- R1 to R1A 
- R1 to R2 
- R1 to P1 
- R2 to R1 
- R2 to R1A 
- R2 to P1 

AFFECTED DISTRICTS:

- R1 - Residential (Low Density)
- R1A - Residential (Semi-Detached Dwelling)
- R2 - Residential (Medium Density)
- P1 - Parks & Recreation

MAP No. 1 / 2002

BYLAW No. 3156 / B - 2002



Box 5008
Red Deer, Alberta
T4N 3T4

The City of Red Deer

FILE

Office of the City Clerk

February 5, 2002

Lorne T Kvale & Valerie A Kvale
119 Mustang Acres 6834 59 Avenue
RED DEER, AB T4P 1C9

Dear Sir/Madam:

Re: Land Use Bylaw Amendment 3156/B-2002 Highland Green Estates

Council of the City of Red Deer is considering a change to the Land Use Bylaw, which controls the use and development of land and buildings in the city. As a property owner in the Highland Green Estates community, this letter is being sent to inform you of proposed changes.

Red Deer City Council proposes to pass Land Use Bylaw amendment 3156/B-2002, which provides for the rezoning of the properties on the east side of 58 Avenue, from the Telus communication tower to Holmes Street. During a redraft of the land use bylaw, zoning lines were inadvertently deleted, which resulted in the elimination of the Residential Medium Density (R2) District. This amendment would change the zoning to correspond with the type of development that currently exists in this neighbourhood. Please refer to the enclosed report from Parkland Community Planning Services for a more detailed explanation.

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Yours truly,

Jeff Graves
Deputy City Clerk

Attach.



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COMMUNITY
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Suite 404, 4808 Ross Street
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Phone: (403) 343-3394
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Date: January 14, 2002

To: Kelly Kloss, City Clerk

From: Frank Wong, Planning Assistant

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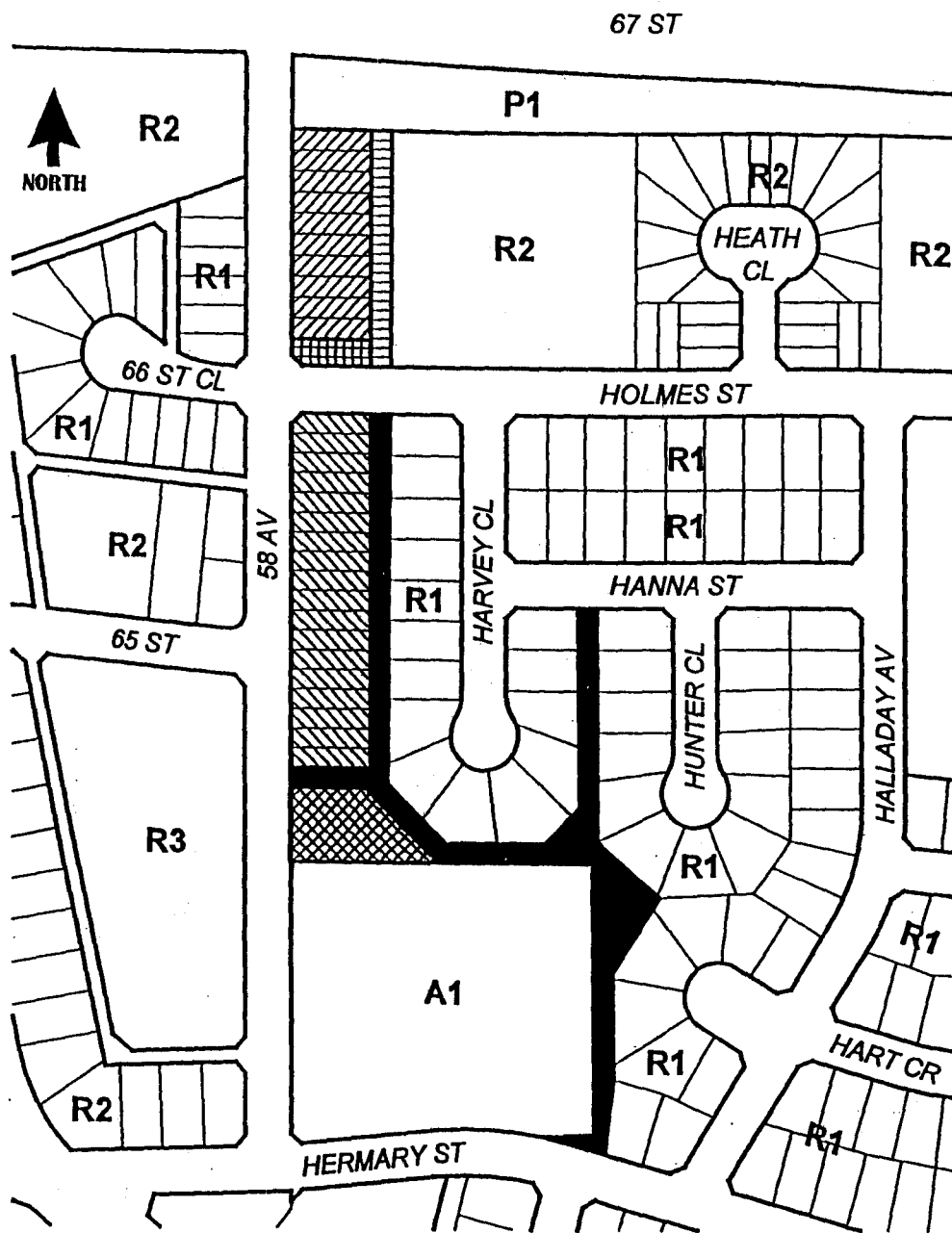
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The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



Change from :

R1 to R1A	
R1 to R2	
R1 to P1	
R2 to R1	
R2 to R1A	
R2 to P1	

AFFECTED DISTRICTS:

- R1 - Residential (Low Density)
- R1A - Residential (Semi-Detached Dwelling)
- R2 - Residential (Medium Density)
- P1 - Parks & Recreation

MAP No. 1 / 2002

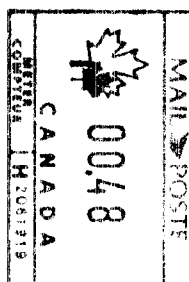
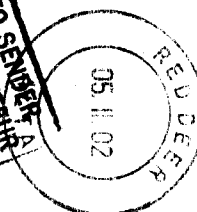
BYLAW No. 3156 / B - 2002

3

FEB 27 2002

Deer

RETURNS TO SENDER
RETURN TO L'EXPÉDITEUR
RENVOI À L'EXPÉDITEUR



LIVES
PRESS

002

RETURN TO L'EXPÉDIENT

RENVOI A L'EXPÉDIENT

Unretained

☐ Not returned

☐ No such address

☒ Address in file

☐ Address in comments

☐ Address in file & comments

☒ Part sent to file

☐ No such person

☐ Bureau in file

☐ Refused per to death

☐ Refused per to divorce

☐ Decedent

☐ Deceased

Dear

Council Decision – Monday February 25, 2002

DATE: February 26, 2002
TO: Frank Wong, Parkland Community Planning Services
FROM: City Clerk
RE: Land Use Bylaw Amendment 3156/B-2002
Highland Green Estates

FILE

Reference Report:

City Clerk, dated January 29, 2002

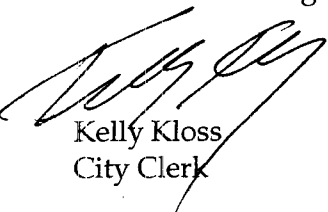
Bylaw Readings:

Land Use Bylaw Amendment 3156/B-2002 was given second and third readings. A copy is attached.

Report Back to Council: No

Comments/Further Action:

Land Use Bylaw Amendment 3156/B-2002 rezones 28 semi-detached dwellings from R1 and R2 to R1A Residential (Semi-detached dwelling) District, 1 single-family dwelling from R2 to R1 Residential Low Density District, and a 13-suite apartment building from R1 to R2 Residential Medium Density District, Municipal Reserve Lots from R1 and R2 to P1 Parks and Recreation District. This amendment is to correct the elimination of zoning lines on maps that were inadvertently deleted from the Highland Green Estates neighbourhood during a 1996 redrafting of the Land Use Bylaw maps.



Kelly Kloss
City Clerk

/chk

/attach.

c Director of Development Services
 Community Services Director
 Land & Economic Development Manager
 Inspections & Licensing Manager
 City Assessor
 Doug Kutinsky, Graphics Designer
 C. Adams, Administrative Assistant
 S. Eklund, Clerk Steno, City Clerk's

BYLAW NO. 3156/B-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

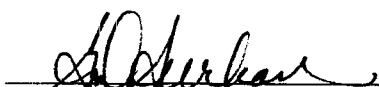
- 1 The "Use District Map F11" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 1/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 28th day of January 2002.

READ A SECOND TIME IN OPEN COUNCIL this 25th day of February 2002.

READ A THIRD TIME IN OPEN COUNCIL this 25th day of February 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this 25 day of February 2002.



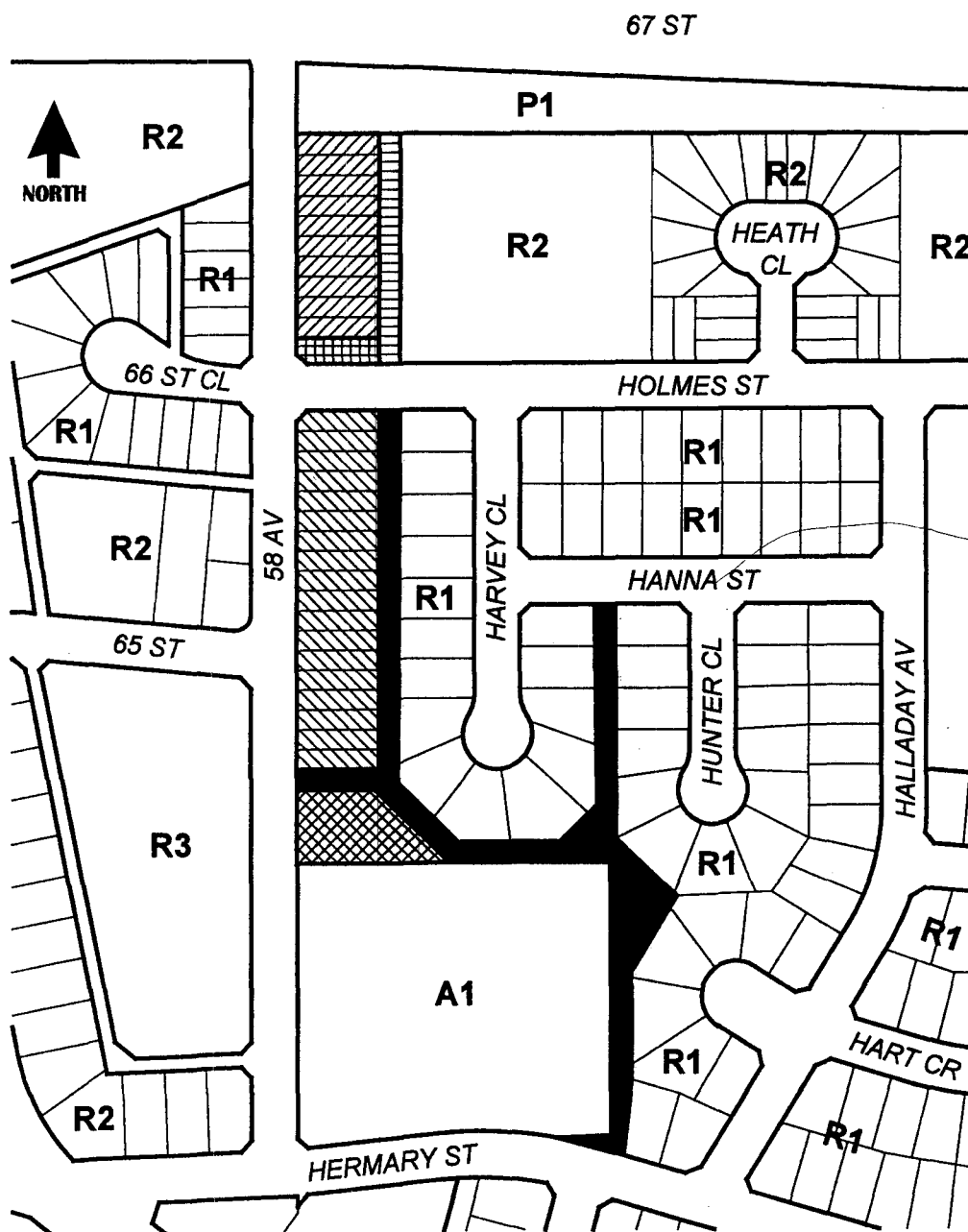
MAYOR








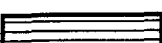
CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



Change from :

- R1 to R1A 
- R1 to R2 
- R1 to P1 
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- R2 - Residential (Medium Density)
- P1 - Parks & Recreation

MAP No. 1 / 2002

BYLAW No. 3156 / B - 2002

DATE: February 19, 2002
TO: Kelly Kloss, City Clerk
FROM: Barbara Jeffrey, Social Planning Manager
RE: Requisition from Piper Creek Foundation for 2002

Municipalities in the Province of Alberta have a longstanding agreement (1959), under the Alberta Housing Act, to requisition tax-payers of the municipality for any deficit incurred by the foundations operating seniors' lodges in their municipalities:

Alberta Housing Act (Revised 2000)

Requisitions

- 7(1) *On or before April 30 in any year a management body that provides lodge accommodation may requisition those municipalities for which the management body provides lodge accommodation for*
- (a) the amount of the management body's annual deficit for the previous fiscal year arising from the provision of lodge accommodation, and*
 - (b) any amounts necessary to establish or continue a reserve fund for the management body.*
- (4) *An order under this section may prescribe the fiscal year of the management body.*
- (5) *The Minister may not make an order under this section establishing a management body that is to have the power to requisition under section 7 unless a majority of the municipalities that are liable to be requisitioned have agreed to the number of persons constituting the board and the method of appointing or electing the members.*
- (6) *Notwithstanding subsection (5), the Minister may amend an order without the agreement of a majority of the municipalities that are liable to be requisitioned.*

In 1996, the Piper Creek Foundation requested of City Council a Board of Directors Restructuring. Council approved the restructuring as requested, *"subject to the Ministerial Order being amended to provide for:*

- 1. the change in Board composition;*
- 2. the requirement that all deficit budgets for the Foundation must be ratified by The City of Red Deer prior to that budget year,*

The Ministerial Order was amended as requested as of November 1, 1997. See attached.

Prior to 1996, the Piper Creek Foundation had consistently needed to requisition for deficits. Enclosed is the history of requisitions from 1987 – 2001.

As a letter from the Piper Creek Foundation dated October 4, 2001 explains, when the province expanded their role from only building facilities to providing some financial assistance by providing a per diem payment of \$4.80 y per resident, the need to requisition was suspended. However, the per diem rate has not increased since 1996. The Foundation is also required to set their rental rate at an amount that would leave a senior on minimum income at least \$265 per month for any additional health and personal expenses. The Piper Creek Foundation has set their minimum at \$287 per month. The funding for any renovations also needs to come from the operating budget. The province had provided funding for this item in the past.

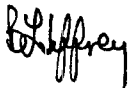
The Piper Creek Foundation has few choices to meet rising labour and operating costs but to requisition. The rents must be affordable to seniors with low incomes. The per diem rate from the province hasn't increased in seven years.

The budget included in their request, submitted in September, was without the increased labour costs because the negotiations with CUPE had not yet been completed. The requisition is the amount of the increased labour costs, or **\$54 500**.

I met with the Chair, Marg Hessel and Finance Committee Chair, Rod Boden and the Executive Director of the Piper Creek Foundation, Dale Aasen and am assured that the Piper Creek Foundation Board has made the best effort to keep the deficit as low as possible.

Although the deficit will not be incurred until 2002 and the actual amount known until later in the same year, Council has asked that the deficit budget be presented in the year it is to be incurred.

Representatives of the Piper Creek Foundation will be in Council chambers to answer any questions.



att.

cc Marg Hessel, Chair, Piper Creek Foundation
 Rod Boden, Finance Committee Chair, Piper Creek Foundation
 Dale Aasen, Executive Director, Piper Creek Foundation



COPY

PIPER • CREEK FOUNDATION

402 - 4901 - 48 STREET, RED DEER, ALBERTA T4N 6M4 PHONE: (403)343-1077 FAX: (403)343-2332

October 4, 2001

Ms. Barbara Jeffries
Social Planning Manager
City of Red Deer
4914 48 Avenue
Red Deer, Alberta

Dear Ms. Jeffries

Re: Piper Creek Foundation Requisition for the Year 2002

The Piper Creek Foundation is requesting requisition funding from the City of Red Deer in the amount of \$54,500.00 for the year 2002. This requisition, our first in six years, is made necessary by projected increases in labour and operating costs and a cap on our income stream

The Piper Creek Foundation was established in 1959 under a master agreement between the Province of Alberta and the City of Red Deer with a mandate to provide the lodge programs for low-income senior citizens in Red Deer. This agreement has been amended a number of times since 1959 to allow for the inclusion of the Pines and Parkvale Lodges, to change our name from the Twilight Lodge Foundation to Piper Creek Foundation and to enable us to restructure our Board of Directors to include more citizens at large. The Foundation presently operates the Piper Creek, Pines and Parkvale Lodges and provides contract administration services to the Sylvan Lake Foundation.

Under the terms of our original agreement the Province of Alberta agreed to build the facilities, the Foundation to operate and administer the program and the City to fund any deficit in the operation. This agreement experienced changes through the years with the province expanding their role by providing financial assistance through a variety of programs, the latest being a per diem payment for each resident of \$4.80/day. When this latest program was implemented and rents were in a sense self-regulated (within boundaries) the Foundation Board of Directors made the decision to temporarily suspend any requisition from the city until such time as necessary. We have been successful in our efforts not to requisition for the past six years but now find ourselves in a position that requires a return to the requisition process.

Our return to the need to requisition is due to the simple fact that the limits placed on our income do not allow us to keep pace with the increased cost of operations. The Province has indicated that there will be no increase in the per diem grant for 2002, a rate that has not been increased since 1996. Our rental income is at a rate higher than other lodge locations (we leave a resident on minimum seniors income \$287.00 per month an amount adjusted for inflation) and our expenses continue to increase. We enter into negotiations with CUPE in December and are concerned as to the financial implications on an already lean budget.

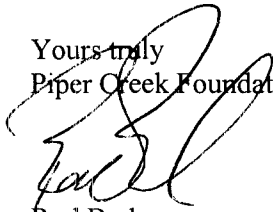
ADMINISTRATORS FOR

PARKVALE LODGE, 4277 - 46A Avenue, Red Deer, Alberta, T4N 6T6 (403)343-0688
PINES LODGE, 52 Piper Drive, Red Deer, Alberta, T4P 1H8 (403)343-0656
PIPER CREEK LODGE, 4820 - 33 Street, Red Deer, Alberta, T4N 0N5 (403)343-1066

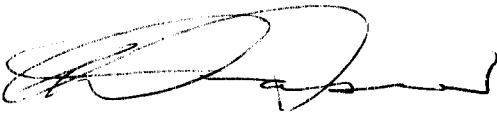
We are including with this cover letter a copy of the 2002 Budget approved by our Board of Directors on October 2, 2001, a copy of the history of our requisitions from the City of Red Deer, and a confidential copy of the projected increase in manpower costs if we are successful in our CUPE negotiations. We will also provide, at our meeting, information regarding future financial pressures facing our Foundation in the years to come.

We look forward to the opportunity to meet with you to discuss this request and to look to the future needs of the Piper Creek Foundation as it attempts to meet the housing needs of low-income seniors in Red Deer,

Yours truly
Piper Creek Foundation



Rod Boden
Chairman Finance Committee



Dale Aasen
Executive Director

APPROVED BUDGET 2002
PIPER CREEK FOUNDATION

INCOME	BUDGET 2001	PROJECTED 2001	BUDGET 2002
RENT	1874161	1813326	2144520
GUEST MEALS	4300	4641	5313
PARKING	2760	3465	3080
HAIRDRESSER	7200	5650	6750
BANK INTEREST	40000	53576	25000
GST REBATE	13000	12000	18090
LAP GRANT	358271	349920	385440
CONTRACT FEES - SYLVAN	26400	26400	27000
EXP RECOVERY	5046	23050	153294
TOTAL	2331138	2292028	2768487
EXPENDITURES			
OPERATING	624786	613295	777445
MAINTENANCE	89000	43014	73982
REPLACEMENT	21960	6500	43900
MANPOWER	1562062	1623621	1816913
RETROFIT ALLOWANCE	33330		29997
DEPRECIATION		42750	26250
TOTAL	2331138	2329180	2768487

History of Requisitions --
Piper Creek Foundation from City of Red Deer
From 1987- 2001

<u>YEAR</u>	<u>AMOUNT</u>
1987	\$247,102
1988	\$319,856
1989	\$433,330
1990	\$455,000
1991	\$432,246
1992	\$471,905
1993	\$447,579
1994	\$397,083
1995	\$289,328
1996	0
1997	0
1998	0
1999	0
2000	0
2001	0



MUNICIPAL AFFAIRS

Ministerial Order No. H:058/97

Office of
the Minister

IN THE MATTER OF THE
ALBERTA HOUSING ACT
S.A. 1994, c. A-30.1

PIPER CREEK FOUNDATION

↑↑↑↑↑↑↑↑
FEED DOCUMENT THIS DIRECTION

**IMPORTANT
FAX MESSAGE**

TO Christine Kenzie
COMPANY _____
FAX NO. 340 6195
FROM June West
NO. OF PAGES 5
RE _____

I, Iris Evans, Minister of Municipal Affairs, pursuant to section 5 of the *Alberta Housing Act*, ORDER THAT:

1. Ministerial Order No.H:153/95, as amended, establishing Piper Creek Foundation as a management body, is amended:

(a) by replacing the Appendix attached to Ministerial Order H:153/95 with the attached Appendix dated 01-Nov-97.

2. This Order is effective November 1, 1997.


Iris Evans
Minister of Municipal Affairs

DATED at the City of Edmonton in
the Province of Alberta, this 31
day of October, 1997.

APPENDIX

Piper Creek Foundation

- 1. Piper Creek Foundation (hereafter referred to as the "management body") is hereby established as a management body.**
- 2. The City of Red Deer is the only member of the management body.**
- 3. (1) The management body shall be governed by a board (hereafter referred to as the "board"), comprised of a maximum of seven (7) members appointed as follows, and in accordance with subsections (2) and (3):**
 - (a) one (1) member of the board appointed by the City of Red Deer; and**
 - (b) six (6) members of the board appointed by the board of the management body from the citizens-at-large with one of these members coming from the client group.**
- (2) For the purposes of subsection (1)(b), the board of the management body has the sole discretion to determine:**
 - (a) the boundaries of the areas from which members of the board may be appointed;**
 - (b) how residency in the areas from which members of the board may be appointed is determined; and**
 - (c) the eligibility requirements, if any, for members of the board.**
- (3) The board shall be appointed as follows:**
 - (a) The first members of the board, except for the members appointed under subsection (1)(b), shall be appointed as soon as possible following the effective date of this Order.**
 - (b) The members of the board referred to in subsection (1)(b), shall be appointed at the first meeting of the board following the effective date of this Order.**
 - (c) Members of the board referred to in subsection (1)(a), except the first members, shall be appointed at the annual organizational meeting of the City of Red Deer in accordance with this Order and at the times the board requests the City of Red Deer and may be re-appointed as many times as thought appropriate by the municipality.**
 - (d) Members of the board referred to in subsection (1)(b), shall be appointed by the board of the management body in accordance with this Order and at the times the board requires.**
 - (e) The term of office for each first member of the board referred to in subsection (1)(a), shall be from the date appointed until another member is appointed to hold that office, but shall not extend beyond one (1) year.**

- (f) The term of office for the first members of the board referred to in subsection (1)(b) shall be as follows:
- (i) one (1) member appointed for a maximum one (1) year term; and
 - (ii) one (1) member appointed for a maximum two (2) year term.
- and the board of the management body has the sole discretion in determining which member appointed shall serve which term of office.
- (g) The term of office for each member of the board referred to in subsection (1)(a), except the first members:
- (i) is for a maximum three (3) year term;
 - (ii) shall begin the day after the City of Red Deer holds its annual organizational meeting in the year appointed; and
 - (iii) ends the day the City of Red Deer holds its annual organizational meeting in the year the term expires.
- (h) The term of office for each member of the board referred to in subsection (1)(b), except for the first members, shall be from the date appointed until another member is appointed to hold that office, but shall not extend beyond three (3) years and appointments shall be staggered.
- (i) Members of the board referred to under subsection (1)(b), including the first members appointed under clause (b), may hold consecutive terms of office, but no person shall serve more than two (2) consecutive terms.
- (j) Members of the board referred to under subsection (1)(b), including the first members may re-apply for board membership after a one (1) year absence.
- (k) If the office of a board member is vacated, on the vacancy occurring or as soon as possible thereafter, another individual shall be appointed as a member of the board to complete the term of the vacating member.
- (l) The chairperson, vice-chairperson or any other officers of the board that the board determines necessary, shall be appointed from among the board members in the manner and at the times the board determines appropriate.
- (m) The term of office for the chairperson, vice-chairperson or any other officers of the board shall be for a one (1) year term.
- (n) The chairperson, vice-chairperson or any other officers of the board may hold consecutive terms of office as long as each officer is a member of the board.
- (o) Each member of the board is entitled to deal with all matters of the board arising from the policies and programs, and operation and administration, of the management body, except where otherwise provided under the Act and its Regulations.
- (4) The board is a continuing body.

- (5) The board shall provide the Deputy Minister with the name of its chairperson and vice-chairperson as soon as possible on selection, and shall notify the Deputy Minister of any change of chairperson and vice-chairperson.
4. The board shall:
- (a) designate the offices of the management body, and
 - (b) immediately notify the Deputy Minister of the location of its primary place of business in Alberta and any other offices, the management body's address for service, and any change in the location of such offices or address for service.
- * 5. (1) For the purposes of providing lodge accommodation, the management body may requisition the City of Red Deer.
- * (2) All deficit budgets for the Piper Creek Foundation must be ratified by the Council of the City of Red Deer.
6. (1) The management body is responsible for the operation and administration of the housing accommodation listed in Schedule "A".
- (2) In addition to the housing accommodation operated under subsection (1), the management body may operate Rent Supplement housing accommodation as designations are allocated to the management body by the Minister under the Rent Supplement Program Regulation.
7. For the purposes of the Act, the management body has and is subject to the powers, functions or duties as provided in the following Regulations:
- (a) Management Body Operation and Administration Regulation;
 - (b) Social Housing Accommodation Regulation;
 - (c) Housing Accommodation Tenancies Regulation;
 - (d) Rent Supplement Program Regulation; and
 - (e) Lodge Assistance Program Regulation.
8. For the purposes of the Act, the management body's reporting date is 90 days from the effective date of this Order.

Schedule "A"
PIPER CREEK FOUNDATION
Housing Accommodation

Housing Accommodation Type Project Name	Project Number	Legal Description Meridian	Plan	Block	Lot	Unit	LINE	Municipal Address	No. of Units
LODGE									
PARKVALE LODGE	166327518069		4422029	A	1		0011066706	4277 - 44A AVENUE RED DEER	69
PINES LODGE	166327510251		1621 NY	8	2		0020373684	52 PIPER DRIVE RED DEER	66
PIPER CREEK LODGE	166327510179		7520606	9	1		0015133325	4820 - 33 STREET RED DEER	66

assisted
Living
Pines
20

Comments:

Pursuant to the Ministerial Order dated November 1, 1997, the Piper Creek Foundation is to submit its deficit budget to City Council for ratification. The budget, as approved by the Foundation, is attached. However, the expenditures do not include the 2002 adjustments for labour costs totaling \$54,500. It is the intent of the Foundation to requisition this amount for the year 2002. According to the legislation, the Foundation may requisition the annual deficit for the previous year or may requisition any amount necessary to establish or continue a reserve fund. Normally the requisition would not occur until after the fiscal year which means that the deficit for 2002 would not be requisitioned and placed on the tax roll until 2003.

It is my assumption that should it be the Foundation's intention to requisition this year, it would be to establish a reserve fund for the purpose of financing the deficit that is expected to be incurred this year. I have requested the Social Planning Manager to ask the Foundation to address the nature of their requisition at the Council meeting. This is an important piece of information since we need to know whether the requisition is to be added to the tax roll this year or whether it will be a requisition for the 2003 tax roll. Attached is the most recent audited financial statement of the Foundation, dated December 31, 2000.

"N. Van Wyk"
City Manager

COUNCIL MEETING OF FEBRUARY 25, 2002

CONFIDENTIAL ATTACHMENT

DOCUMENT STATUS: CONFIDENTIAL

**REFERS TO: REQUISITIONS TO OTHER
 MUNICIPALITIES BY SENIORS' LODGE
 FOUNDATIONS**

Confidential

SP – 6.665

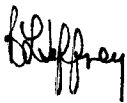
DATE: February 19, 2002

TO: Kelly Kloss, City Clerk

FROM: Barbara Jeffrey, Social Planning Manager

RE: Requisitions to Other Municipalities By Seniors' Lodge Foundations

Attached is a list of the 2001 Requisitions by Seniors' Lodge Foundations in other municipalities. The list was obtained by the Piper Creek Foundation from Alberta Seniors. Although the information is probably public information, if the public requests the information, because the list isn't verified by the respective foundations and is probably the budgeted, not actual amount, we decided to submit the list to Council confidentially. Council will, however, get a sense of the requisitions paid by other municipalities.



GREEN ACRES FOUNDATION	GAF	\$200,000.00
WHEATLAND HOUSING MANAGEMENT BODY	WHE	\$200,000.00
LLOYDMINSTER REGION HOUSING GROUP	LRH	
BARRHEAD & DISTRICT SOCIAL HOUSING ASSOCIATION	BAR	
WESTLOCK FOUNDATION	WES	
KNEEHILL HOUSING CORPORATION	KHC	\$50,000.00
BATTLE RIVER FOUNDATION	BRF	\$100,000.00
CHINESE BENEVOLENT ASSOCIATION	CBA	
RIMOKA HOUSING FOUNDATION	RIM	\$104,659.00
FORT SASKATCHEWAN FOUNDATION	FSF	
PARKLAND FOUNDATION	PLF	
PIPER CREEK FOUNDATION	PCF	
VERMILION & DISTRICT HOUSING FOUNDATION	VHA	\$44,001.00
BEAVER FOUNDATION MANAGEMENT AGENCY	BEA	\$140,000.00
LEDUC FOUNDATION	LED	\$199,999.00
TABER AND DISTRICT HOUSING	TAB	\$119,265.00
FORTY MILE FOUNDATION	FMF	\$52,228.00
LACOMBE FOUNDATION	LCF	\$250,000.00
DRUMHELLER AND DISTRICT SENIORS FOUNDATION	DDF	\$20,000.00
NEWELL FOUNDATION	NEW	\$75,000.00
MARQUIS FOUNDATION	MAR	\$167,160.00
WILLOW CREEK FOUNDATION	WCF	\$97,647.00
SENIORS MANAGEMENT SERVICES	SMS	
SENIORS' HOMES & COMMUNITY HOUSING	SHC	\$74,296.00
M.D. OF MINBURN FOUNDATION	MIN	\$73,502.00
PINCHER CREEK FOUNDATION (ALBERTA)	PNH	\$72,528.00
MOSQUITO CREEK FOUNDATION	MOS	\$68,819.00
CROWSNEST PASS SENIOR HOUSING	CNP	\$82,000.00
MOUNTAIN VIEW MANAGEMENT BOARD	MVM	\$399,749.00
NEWTORAD SENIORS HOUSING FOUNDATION	NTD	\$93,623.00
LESSER SLAVE LAKE REGIONAL HOUSING AUTHORITY	LSL	
FORT CHIPEWYAN MANAGEMENT AGENCY	FCM	
FLAGSTAFF REGIONAL HOUSING GROUP	FRH	\$67,866.00
SYLVAN LAKE FOUNDATION	SYL	107,000
PORCUPINE HILLS FOUNDATION	PHF	\$103,817.00
BETHANY NURSING HOME OF CAMROSE, ALBERTA	BNH	\$100,000.00
CHINOOK FOUNDATION	CKF	\$225,000.00
GRANDE SPIRIT FOUNDATION	GSP	\$395,796.00
EAGLE HILL FOUNDATION (1995)	EHF	\$135,375.00
THE SMOKY LAKE FOUNDATION	SMO	\$125,000.00
ROCKY SENIOR HOUSING COUNCIL	RSH	\$200,000.00
PROVOST SENIOR CITIZENS HOME FOUNDATION	PRO	\$175,000.00
COUNTY OF STETTTLER HOUSING AUTHORITY	CSH	
MACKENZIE HOUSING MANAGEMENT BOARD	MAC	
NORTH PEACE HOUSING FOUNDATION	NPF	\$600,218.00
CASTOR AND DISTRICT HOUSING AUTHORITY	CAS	\$179,030.00

- 300,000

incomplete list!

COUNTY OF LAMONT FOUNDATION	CMF	\$141,484.00
MERIDIAN FOUNDATION	MER	\$266,525.00
BOW VALLEY REGIONAL HOUSING	BVR	\$327,287.00
RIDGE COUNTRY HOUSING	RIG	\$382,248.00
LAKELAND LODGE AND HOUSING FOUNDATION	LLF	\$180,001.00
FORT MCMURRAY HOUSING AUTHORITY	FHA	\$263,381.00
THE EVERGREENS FOUNDATION	EGF	\$366,598.00
GREATER NORTH FOUNDATION	GNF	\$263,763.00
ROCKY VIEW FOUNDATION	RVF	\$285,000.00
CYPRESS VIEW FOUNDATION	CVF	\$291,445.00
HEART RIVER HOUSING	HRH	\$260,396.00
LAC STE. ANNE FOUNDATION	LSF	\$299,225.00
BRAZEAU SENIORS' FOUNDATION	BZF	\$233,330.00
FOOTHILLS FOUNDATION	FOO	\$470,000.00
METROPOLITAN CALGARY FOUNDATION	MCF	\$1,600,000.00
STURGEON FOUNDATION	STU	\$349,413.00
M.D. OF ST. PAUL FOUNDATION	MSP	
ACADIA FOUNDATION	ACF	\$575,846.00
GREATER EDMONTON FOUNDATION	GEF	\$2,350,000.00
		\$13,897,520.00

COUNCIL MEETING OF FEBRUARY 25, 2002

ATTACHMENT

DOCUMENT STATUS: PUBLIC

**REFERS TO: REQUISITION FROM PIPER CREEK
FOUNDATION**

**PIPER CREEK FOUNDATION
FINANCIAL STATEMENTS -
DECEMBER 31, 2000**

PIPER CREEK FOUNDATION

FINANCIAL STATEMENTS
DECEMBER 31, 2000



BOOTH • SCOTT • LODEWYK • VAN TETERING
CHARTERED ACCOUNTANTS



BOOTH • SCOTT • LODEWYK • VAN TETERING
CHARTERED ACCOUNTANTS

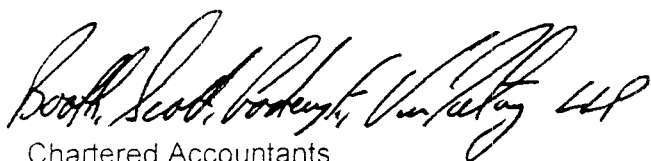
AUDITORS' REPORT

To the of Board:
Piper Creek Foundation

We have audited the statement of financial position of the Piper Creek Foundation as at December 31, 2000 and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the Foundation's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Foundation as at December 31, 2000 and the results of its operations and the changes in its cash flows for the year then ended in accordance with generally accepted accounting principles.



Chartered Accountants


Red Deer, Alberta
March 5, 2001

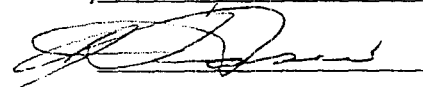
PIPER CREEK FOUNDATION

STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2000

	2000	1999
ASSETS		
CURRENT ASSETS		
Cash (Note 3)	\$ 149,214	\$ 92,395
Accounts receivable (Note 4)	100,876	99,149
Inventories (Note 5)	39,350	35,798
Prepaid expenses	346	800
	<u>289,786</u>	<u>228,142</u>
INVESTMENTS (Note 6)	866,380	862,911
CAPITAL ASSETS (Note 7)	<u>485,545</u>	<u>426,266</u>
	<u>\$ 1,641,711</u>	<u>\$ 1,517,319</u>
LIABILITIES		
CURRENT LIABILITIES		
Accounts payable and accrued liabilities	\$ 163,955	\$ 167,089
DEFERRED CAPITAL CONTRIBUTIONS (Note 8)	<u>360,869</u>	<u>314,361</u>
	<u>524,824</u>	<u>481,450</u>
NET ASSETS		
NET ASSETS INVESTED IN CAPITAL ASSETS	124,676	111,904
RESTRICTED NET ASSETS (Note 9)	968,776	897,101
NET ASSETS FOR OPERATIONS	<u>23,435</u>	<u>26,864</u>
	<u>1,116,887</u>	<u>1,035,869</u>
	<u>\$ 1,641,711</u>	<u>\$ 1,517,319</u>

Approved by the Board:

 Chairman

 Executive Director

PIPER CREEK FOUNDATION

STATEMENT OF REVENUES AND EXPENDITURES FOR THE YEAR ENDED DECEMBER 31, 2000

	Budget (Unaudited)	2000	1999
REVENUES			
Rental and other residential income	\$ 1,764,533	\$ 1,768,522	\$ 1,753,889
EXPENDITURES			
Advertising	6,000	10,452	10,883
Amortization	—	46,980	34,851
Bad debts	—	1,990	—
Capital expenditures	—	—	274
Electricity	80,336	80,518	74,250
Food and supplies	288,500	291,371	291,419
Goods and services tax expense	26,000	14,497	15,148
Heating	53,832	76,447	50,819
Housekeeping and supplies	40,100	37,343	32,148
Insurance (Note 10)	5,000	4,243	4,296
Office rental	18,645	16,999	18,399
Office supplies	16,256	15,057	17,407
Professional fees	3,500	4,200	5,003
Repairs and maintenance	85,458	56,779	100,854
Replacement and equipment costs	12,890	13,559	6,239
Salaries, wages and benefits	1,505,127	1,603,763	1,522,459
Telephone	8,400	8,324	6,389
Training and seminars	7,000	1,461	3,694
Travel	4,300	2,157	3,716
Vehicle operation	6,500	8,215	5,022
Water and waste removal	28,521	37,504	34,983
	<u>2,196,395</u>	<u>2,331,859</u>	<u>2,238,253</u>
EXCESS OF EXPENDITURES OVER REVENUES BEFORE THE FOLLOWING	<u>(431,862)</u>	<u>(563,337)</u>	<u>(484,364)</u>
OTHER INCOME			
Amortization of deferred capital contribution	—	23,368	16,380
Contract fees	24,000	23,618	23,826
Investment income	40,000	52,284	50,580
Lodge assistance grant	352,152	352,383	351,707
Sundry income	21,100	86,803	74,244
	<u>437,252</u>	<u>538,456</u>	<u>516,737</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>\$ 5,390</u>	<u>\$ (24,881)</u>	<u>\$ 32,373</u>

PIPER CREEK FOUNDATION

STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED DECEMBER 31, 2000

	Invested in Capital Assets	Restricted (Note 9)	Operations	Total 2000	Total 1999
Balance, beginning of year	\$ 111,904	\$ 897,101	\$ 26,864	\$ 1,035,869	\$ 1,003,496
Excess of revenues over expenditures	(23,612)	—	(1,269)	(24,881)	32,373
Investment in capital assets	36,384	—	(36,384)	—	—
Allocation of restricted funds	—	71,675	34,224	105,899	—
	<u>\$ 124,676</u>	<u>\$ 968,776</u>	<u>\$ 23,435</u>	<u>\$ 1,116,887</u>	<u>\$ 1,035,869</u>

PIPER CREEK FOUNDATION

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2000

	2000	1999
OPERATING ACTIVITIES		
Cash received from rental and other residential income	\$ 1,770,122	\$ 1,753,681
Cash received from Government of Alberta grants	353,118	353,045
Cash received from sundry and interest income	158,641	167,153
	<u>2,281,881</u>	<u>2,273,879</u>
Cash paid for salaries, wages and benefits	(1,594,825)	(1,510,504)
Cash paid for food and supplies	(294,923)	(262,013)
Cash paid for other operating expenses	(400,585)	(398,757)
	<u>(8,452)</u>	<u>102,605</u>
FINANCING ACTIVITIES		
Grants received for Assisted Living project	137,500	—
Grant received for van	37,500	—
	<u>175,000</u>	<u>—</u>
INVESTING ACTIVITIES		
Additions to capital assets	(106,260)	(88,500)
Increase in investments	(3,469)	(144,957)
	<u>(109,729)</u>	<u>(233,457)</u>
INCREASE (DECREASE) IN CASH	<u>56,819</u>	<u>(130,852)</u>
CASH, BEGINNING OF YEAR	<u>92,395</u>	<u>223,247</u>
CASH, END OF YEAR (Note 3)	<u><u>\$ 149,214</u></u>	<u><u>\$ 92,395</u></u>

PIPER CREEK FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2000

1. NATURE OF OPERATION

The Foundation was established September 18, 1959 by a master agreement between the Foundation, the City of Red Deer and the Government of Alberta. The Foundation was incorporated on January 1, 1996 as a management body under the Alberta Housing Act for the purpose of managing self contained rental housing units for senior citizens within the City of Red Deer. The Foundation currently manages the following lodges:

Parkvale Lodge
Pines Lodge
Piper Creek Lodge

The Foundation is a not-for-profit charitable organization and is exempt from income tax in accordance with Section 149 of the Income Tax Act.

2. SIGNIFICANT ACCOUNTING POLICIES

Measurement Uncertainty

The financial statements have been prepared in accordance with generally accepted accounting principles which require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of income and expenses during the reporting period. Actual results could differ from those estimates.

The accounting policies used in these financial statements are as follows:

Revenue Recognition

Revenue is recognized as follows:

Rental, other residential income and lodge assistance grants are recognized as revenue in the period to which they relate.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Capital contributions are recorded as deferred contributions until the amount is invested in capital assets, then transferred to unamortized capital contributions. These invested capital contributions are amortized to revenue in the same period as the related amortization expense of the funded capital assets.

PIPER CREEK FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2000

2. **SIGNIFICANT ACCOUNTING POLICIES** (Continued)

Inventories

Inventories are valued at the lower of cost, as determined on a first-in-first-out basis, and estimated net realizable value.

Capital Assets

Capital assets acquired subsequent to January 1, 1996 are recorded at cost and amortized on a straight-line basis over their estimated useful lives as follows:

Building improvements	25 years
Computer equipment	3 years
Furniture and equipment	5 years
Vehicle	10 years

Capital assets purchased prior to January 1, 1996 were expensed when acquired.

The Piper Creek Lodge land and buildings, owned by the Piper Creek Foundation, were transferred to the Foundation by the Alberta Government in 1960 at no cost and are not recorded on the financial statements of the Foundation.

The Pines Lodge and Parkvale Lodge land and buildings are owned by the Alberta Social Housing Corporation and are not recorded on the financial statements of the Foundation.

Reserves

Reserves represent funds allocated for future capital expenditures and operating expenses. The reserves are established and expended in accordance with terms and conditions established by the Board.

Contributed Services

Volunteers assist the Foundation in carrying out its activities. Because of the difficulty in determining fair value and the fact such assistance is not otherwise purchased, contributed services are not recognized in the financial statements.

Financial Instruments

Financial instruments are initially recorded at cost. If subsequent circumstances indicate that a decline in the fair value of a financial asset is other than temporary, the financial asset is written down to its fair value. Unless otherwise indicated, the fair values of financial instruments approximate their respective recorded amounts because of the short period to receipt or payment of cash.

PIPER CREEK FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2000

2. SIGNIFICANT ACCOUNTING POLICIES (Continued)

The Foundation's financial instruments exposed to interest rate risk consist of investments that bear fixed interest rates, and mature at various future dates.

3. CASH

Cash includes \$137,500 of externally restricted funds which have been designated for the construction of the assisted living facility.

4. ACCOUNTS RECEIVABLE

	2000	1999
Lodge assistance grant - Government of Alberta	\$ 88,027	\$ 88,762
Other	12,851	10,387
	<u>\$ 100,878</u>	<u>\$ 99,149</u>

5. INVENTORIES

	2000	1999
Parkvale Lodge	\$ 13,004	\$ 10,238
Pines Lodge	11,234	12,475
Piper Creek Lodge	15,112	13,085
	<u>\$ 39,350</u>	<u>\$ 35,798</u>

6. INVESTMENTS

	2000	1999
Guaranteed investment certificate	\$ 693,245	\$ 666,056
Managed investment account	173,135	165,253
Guaranteed investment certificate - Heath Estate	--	31,602
	<u>\$ 866,380</u>	<u>\$ 862,911</u>

Investments consist of guaranteed investment certificates and provincial government interest-bearing notes. Interest rates on investments vary from 5.4% to 7.5%. Maturity dates on investments vary from January 18, 2001 to March 8, 2029.

PIPER CREEK FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2000

6. INVESTMENTS (Continued)

Market value of the investments for the current year totaled \$864,677 (1999 - \$854,481). The Board has designated the investments to be held for the reserves.

The Foundation is regulated by the Alberta Housing Act (Management Body Operation and Administration Regulation) Section 26(1) and as a result is limited as to how it can invest surplus funds.

7. CAPITAL ASSETS

	Cost	Accumulated Amortization	2000 Net Book Value	1999 Net Book Value
Building improvements	\$ 410,483	\$ 76,396	\$ 334,087	\$ 347,855
Computer equipment	12,522	12,522	—	4,174
Furniture and equipment	114,194	34,674	79,520	74,237
Vehicle	79,932	7,994	71,938	—
	<u>\$ 617,131</u>	<u>\$ 131,586</u>	<u>\$ 485,545</u>	<u>\$ 426,266</u>

Amortization for the current year totalled \$46,980 (1999 - \$34,851).

8. DEFERRED CAPITAL CONTRIBUTIONS

The changes in the deferred capital contributions balances for the year are as follows:

	2000	1999
Balance, beginning of year	\$ 314,361	\$ 317,386
Alberta Public Works Supply and Service	—	7,355
Region #78 Community Lottery Board	37,500	6,000
Heath Estate	32,377	—
Less: amortized to revenue	(23,369)	(16,380)
	<u>\$ 360,869</u>	<u>\$ 314,361</u>

PIPER CREEK FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2000.

9. RESERVES FOR FUTURE EXPENDITURES

Reserve for Future Capital Projects

The Board has designated funds for the future expansion of the Foundation's lodges, and any other capital asset requirements. Funds will be allocated on a year to year basis as determined annually by the Board.

Reserve for Bequests

The Board has designated bequests and donations, received from individuals, be reserved for special projects that benefit the lodge residents.

Reserve for Assisted Living Project

The Board has allocated \$200,000 from its future capital projects reserve and the Foundation has received \$137,500 from external sources to be used specifically for the construction of an assisted living facility.

The changes in the reserve balances for the year are as follows:

	Reserve for Assisted Living Project	Reserve For Van Operations	Reserve for Future Capital Projects	Reserve for Bequests	Totals
Balance, beginning of year	\$ --	\$ 31,601	\$ 831,356	\$ 34,144	\$ 897,101
Allocations from revenue	--	774	--	2,160	2,934
Allocations from surplus	--	--	(36,384)	--	(36,384)
Transfer from future capital projects	200,000	--	(200,000)	--	--
Red Deer Twilight Homes Foundation	100,000	--	--	--	100,000
Red Deer & District Community Foundation	37,500	--	--	--	37,500
Van replacement	--	(32,375)	--	--	(32,375)
	<u>337,500</u>	<u>(31,601)</u>	<u>(236,384)</u>	<u>2,160</u>	<u>71,675</u>
Balance, end of year	<u>\$ 337,500</u>	<u>\$ --</u>	<u>\$ 594,972</u>	<u>\$ 36,304</u>	<u>\$ 968,776</u>

PIPER CREEK FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2000

10. INSURANCE

The lodge buildings and contents are insured by Alberta Social Housing Corporation.

Fidelity and liability coverage is provided by a blanket policy carried by the City of Red Deer of which the Foundation is carried as a separate rider. A portion of the premium is billed to the Foundation at the end of each year.

11. COMMITMENTS

The Foundation is committed under a term lease, for the rent of the premises, from January 1, 1999 to December 31, 2003 at a monthly rent of \$740 plus its share of annual occupancy costs, with an option to renew for an additional five years at a rate to be negotiated.

12. COMPARATIVE FIGURES

Prior year figures have been adjusted to conform with the current year's method of presentation and were audited by another firm of chartered accountants.

PIPER CREEK FOUNDATION

SCHEDULE OF OPERATIONS
PARKVALE LODGE
FOR THE YEAR ENDED DECEMBER 31, 2000

	Budget (Unaudited)	2000	1999
REVENUES			
Rental and other residential income	<u>\$ 627,833</u>	<u>\$ 630,787</u>	<u>\$ 627,885</u>
EXPENDITURES			
Advertising	2,000	3,567	2,779
Amortization	—	8,396	4,911
Capital expenditures	—	—	274
Electricity	33,802	34,755	33,939
Food and supplies	99,500	98,859	98,375
Goods and services tax expense	8,667	5,238	5,624
Heating	19,655	26,620	18,097
Housekeeping and supplies	13,200	8,929	10,375
Insurance	1,666	1,414	1,432
Office rental	6,215	5,666	6,133
Office supplies	5,418	5,116	6,222
Professional fees	1,166	1,400	1,668
Repairs and maintenance	28,496	25,995	42,091
Replacement and equipment costs	5,490	7,385	3,355
Salaries, wages and benefits	521,428	525,847	518,046
Telephone	2,800	2,883	2,836
Training and seminars	2,333	777	1,427
Travel	1,433	583	1,346
Vehicle operation	2,166	2,961	1,674
Water and waste removal	9,956	11,404	10,660
	<u>765,391</u>	<u>777,795</u>	<u>771,264</u>
EXCESS OF EXPENDITURES OVER REVENUES BEFORE THE FOLLOWING	<u>(137,558)</u>	<u>(147,008)</u>	<u>(143,379)</u>
OTHER INCOME			
Amortization of deferred capital contributions	—	2,869	540
Contract fees	8,000	7,873	7,942
Investment income	13,333	16,820	16,860
Lodge assistance grant	120,888	121,219	120,442
Sundry income	7,034	25,398	37,611
	<u>149,255</u>	<u>174,179</u>	<u>183,395</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>\$ 11,697</u>	<u>\$ 27,171</u>	<u>\$ 40,016</u>

PIPER CREEK FOUNDATION

SCHEDULE OF OPERATIONS
 PINES LODGE
 FOR THE YEAR ENDED DECEMBER 31, 2000

	Budget (Unaudited)	2000	1999
REVENUES			
Rental and other residential income	<u>\$ 575,752</u>	<u>\$ 578,631</u>	<u>\$ 573,837</u>
EXPENDITURES			
Advertising	2,000	3,624	2,427
Amortization	—	16,515	11,048
Bad debt	—	955	—
Electricity	20,000	18,620	17,449
Food and supplies	94,500	96,627	100,184
Goods and services tax expense	8,667	6,399	4,532
Heating	14,377	21,305	13,373
Housekeeping and supplies	13,200	15,153	10,642
Insurance	1,667	1,414	1,432
Office rental	6,215	5,666	6,133
Office supplies	5,419	5,023	5,429
Professional fees	1,167	1,400	1,667
Repairs and maintenance	28,496	10,709	24,185
Replacement and equipment costs	3,350	3,011	2,154
Salaries, wages and benefits	492,906	553,910	508,577
Telephone	2,800	2,980	907
Training and seminars	2,333	463	1,258
Travel	1,433	940	1,330
Vehicle operation	2,167	2,608	1,674
Water and waste removal	8,899	11,953	12,280
	<u>709,596</u>	<u>779,275</u>	<u>726,681</u>
EXCESS OF EXPENDITURES OVER REVENUES			
BEFORE THE FOLLOWING	<u>(133,844)</u>	<u>(200,644)</u>	<u>(152,844)</u>
OTHER INCOME			
Amortization of deferred capital contributions	—	4,437	2,108
Contract fees	8,000	7,873	7,942
Investment income	13,333	18,645	16,860
Lodge assistance grant	115,632	115,949	115,632
Sundry income	7,033	25,478	14,743
	<u>143,998</u>	<u>172,382</u>	<u>157,285</u>
EXCESS (DEFICIENCY) OF REVENUES			
OVER EXPENDITURES	<u>\$ 10,154</u>	<u>\$ (28,262)</u>	<u>\$ 4,441</u>

PIPER CREEK FOUNDATION

----- SCHEDULE OF OPERATIONS
 PIPER CREEK LODGE
 FOR THE YEAR ENDED DECEMBER 31, 2000

	Budget (Unaudited)	2000	1999
REVENUES			
Rental and other residential income	\$ 560,948	\$ 559,104	\$ 552,167
EXPENDITURES			
Advertising	2,000	3,281	5,677
Amortization	-	22,069	18,892
Bad debt	-	1,035	-
Electricity	26,534	27,143	22,862
Food and supplies	94,500	95,885	92,860
Goods and services tax expense	8,666	2,860	4,992
Heating	19,800	28,502	19,349
Housekeeping and supplies	13,700	13,261	11,131
Insurance	1,667	1,415	1,432
Office rental	6,215	5,667	6,133
Office supplies	5,419	4,918	5,756
Professional fees	1,167	1,400	1,668
Repairs and maintenance	28,496	20,075	34,578
Replacement and equipment costs	4,050	3,163	730
Salaries, wages and benefits	490,793	524,006	495,836
Telephone	2,800	2,461	2,646
Training and seminars	2,334	221	1,009
Travel	1,434	616	1,040
Vehicle operation	2,167	2,646	1,674
Water and waste removal	9,666	14,147	12,043
	<u>721,408</u>	<u>774,771</u>	<u>740,308</u>
EXCESS OF EXPENDITURES OVER REVENUES BEFORE THE FOLLOWING	<u>(160,460)</u>	<u>(215,667)</u>	<u>(188,141)</u>
OTHER INCOME			
Amortization of deferred capital contributions	-	16,062	13,732
Contract fees	8,000	7,872	7,942
Investment income	13,334	16,819	16,860
Lodge assistance grant	115,632	115,215	115,633
Sundry income	7,033	35,909	21,890
	<u>143,999</u>	<u>191,877</u>	<u>176,057</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>\$ (16,461)</u>	<u>\$ (23,790)</u>	<u>\$ (12,084)</u>

Council Decision – Monday February 25, 2002

DATE: February 26, 2002
TO: Barbara Jeffrey, Social Planning Manager
FROM: City Clerk
RE: Requisition from Piper Creek Foundation for 2002

FILE

Reference Report:

Social Planning Manager, dated February 19, 2002

Resolutions:

Resolved that Council of the City of Red Deer having reviewed the report from the Social Planning Manager – re: Requisition from Piper Creek Foundation for 2002, hereby ratifies the 2002 Piper Creek Foundation Budget and agrees to include the requisition within the 2002 Mill Rate Bylaw on the basis that the amount is necessary to establish or continue a reserve fund for the management body.

Report Back to Council:

The requisition will be included in the 2002 Mill Rate Bylaw that will be considered by Council in April, 2002.



Kelly Kloss
City Clerk

/chk

c Community Services Director
 Director of Corporate Services
 Tax Collector
 Marg Hessel, Chair, Piper Creek Foundation

DATE: February 14, 2002
TO: City Clerk
C. Director of Development Services
FROM: Fire Chief/Manager Emergency Services
RE: Service Rates and Charges

During the budget presentation we advised Council we would be bringing back a report on the rates and charges which are assessed by our department. There are two areas we would like Council to consider. These are ambulance rates and fire inspections fees. These fees have not been addressed for a number of years and an update is overdue. The fees for fire and rescue (mutual aid) will be brought to Council at a later date following consultation with our mutual aid partners.

Along with the actual charges, there are some policy issues we wish Council to address.

Ambulance Rates

Background:

From prior to 1990 municipalities have tried to work with the Provincial Government on the issues of both ground ambulance rates and the control Alberta Blue Cross has on ambulance rates.

The Province adjusts or freezes ambulance rates unilaterally. There is no mechanism which municipalities have to negotiate rates with a prime customer of ambulance service, the Provincial Government. Since what the province is prepared to pay does not cover costs, the result of this has been the downloading of provincial costs on to the local municipalities.

Since 1991 there has been many committees reviewing ambulance rates. The City of Red Deer has been an active participant in and has initiated processes over the years. Most recently is the involvement in the MLA Review of Ground Ambulance Rates (H. Cenainko and L. Oulette) in 2001. Some recent published media reports have indicated the government may be considering some action on the latest report, but there have been no official statements.

Alberta Blue Cross Rates History:

Alberta Blue Cross is a creation of the Alberta Government under the umbrella of the Minister of Health and Wellness. Alberta Blue Cross uses its position as the agent of the province to require ambulance services to either totally opt in or opt out of its' direct billing arrangement.

Kelly Kloss
 Page 2
 February 14, 2002

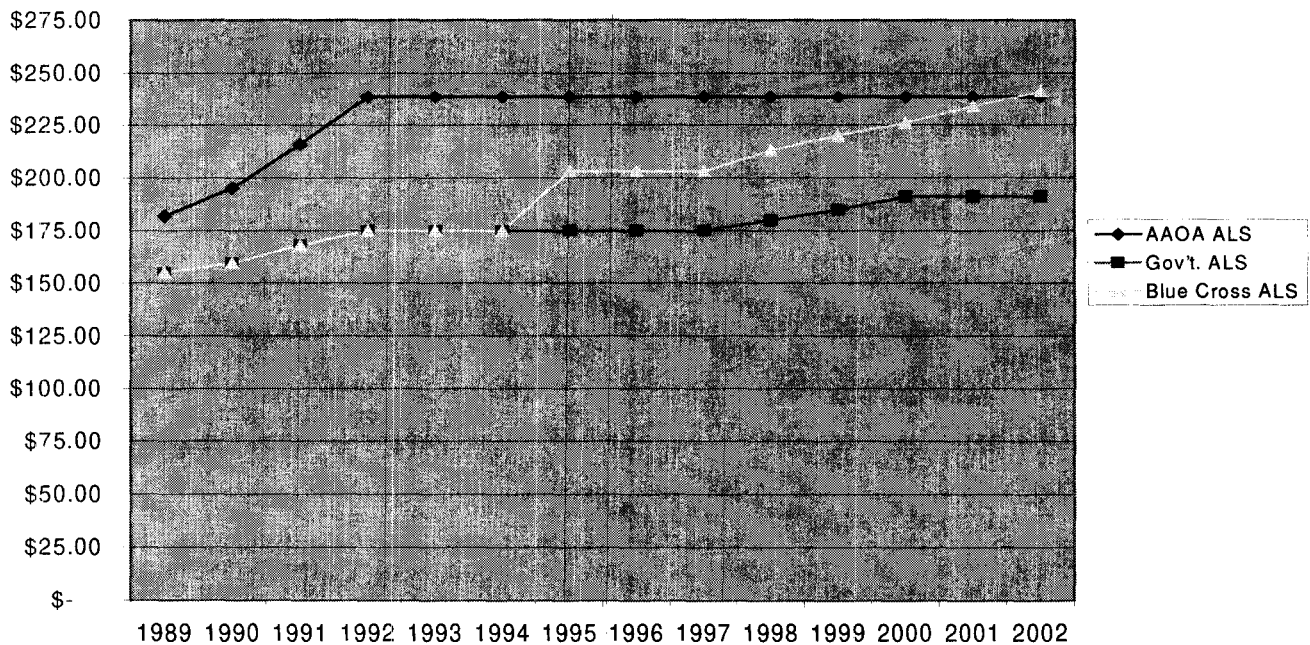
There is a significant advantage to services, the government, Alberta Blue Cross and clients to be part of direct billing. Payment is received quickly and there are not collection problems and no bad debts for ambulance services provided to insured or government clients. Clients receive services with "no hassles" and no up front funding. This is especially helpful to seniors. For the government and Blue Cross there is less administration and staff requirements.

The condition that Blue Cross places on this is that there will be no balance billing so ambulance services may not collect the balance of their fee from the client.

AAOA Recommendations for Ambulance Rates History:

Prior to 1992 the Alberta Ambulance Operators Association (AAOA) established recommended ground ambulance rates. They have not done so since 1992. This has been the rate the City of Red Deer used to bill individuals who were not Blue Cross customers.

Ambulance Rates Comparison



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 February 14, 2002

The Blue Cross rate increases do not reflect the actual increased costs associated with ground ambulance provision when consideration is given to the fact that some cost areas have increased greater than the rate of inflation over the years. These include:

1. increased insurance rates
2. increased labor costs
 - wages, benefits, educational/training costs, CPP, EI premiums
3. increased maintenance costs
4. increased operational costs
5. increased major and minor capital expenditure costs
6. increased costs due to changes in government regulations
 - safety inspections, Health Disciplines/Alberta College of Paramedics, other Acts

In addition to the above-mentioned cost increases, the health care reforms have placed an additional strain on Municipal resources and resources of ambulance providers.

The present Provincial Government rates do not adequately cover the full cost of service delivery. Therefore, Municipalities have increasingly had to rely on local tax resources to ensure the adequate funding of emergency and non-emergency ground ambulance services within their communities to meet increasing demands for access to health services.

We have attached a copy of the present rates in the by-law and shown the rates we are proposing.

The rates show that presently different ambulance clients are charged different rates depending on whether or not they are provincial government responsibility (Alberta Blue Cross group 66 or 1), or are covered by Blue Cross Insurance, or are not covered by Alberta Blue Cross.

Issues to Address:

We will limit our discussion to Advanced Life Support rates, but the same principals apply to other rates and similar adjustments could be made on a percentage basis.

1. What is the appropriate non-insured rate for the City of Red Deer?
 - The present non-insured rate could be matched to the Blue Cross Individual plan subscriber rate. This means all customers other than provincial clients pay the same rate. It means that the cost of providing the service is subsidized by the taxpayer.
 - This would simplify the ambulance billing process by removing a non-insured rate from the billing schedule.

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 February 14, 2002

- The non-insured rate could be raised to a more reasonable cost recovery rate of \$291.13 which is the 1992 Ambulance Operators Association rate adjusted for inflation.
 - This would produce an inequity between those who are insured by Blue Cross and those who are not.
 - The City could opt out of the Blue Cross agreement and charge all clients a rate established by Council. There are significant implications to undertaking this. Some of them are:
 - Alberta Blue Cross would discontinue direct billing agreements with The City.
 - All clients would receive an invoice for ambulance services provided.
 - Ambulance service costs to the clients would increase.
 - The costs invoiced above insured levels may/would not be recoverable by the client.
 - Increased gross revenues may result and there may be an increase in net revenue.
 - Increased administrative, clerical staff would be required for invoicing and receipt of payments.
 - Increased client contact in the areas of payment would be anticipated.
 - Increased client feedback as a result of receiving an ambulance bill would be anticipated.
 - Increased bad debt would occur.
 - There would be delays in receipt of payment.
 - Specific demographic groups within the community may have increased concerns.
 - Presently 9.9% of all ambulance services in the province do not maintain direct billing agreements with Alberta Blue Cross (% from W. Smith Alberta Blue Cross)
 - Cochrane and Airdrie have done this and they have seen a rise in their bad debts and an increase in the resources required to invoice.
 - Foothills Ambulance and Parkland Ambulance have tried this system and have made the decision to return to a direct billing arrangement with Blue Cross.
2. Should the City of Red Deer charge for ALS (Advanced Life Support) service as the standard of ambulance service provided when applicable?
- There are no additional financial costs to the City of Red Deer associated to billing at this service level. Present EMT-P and EMT-A staffing and the ambulance medical equipment and inventory would not need to be increased.
 - This is an accepted industry practice in the province where an ambulance is correctly staffed and stocked and is permitted under the legislation. We are aware of the following communities that are presently following this process:

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 February 14, 2002

- Banff
 - Cochrane
 - Canmore
 - Grande Prairie
 - Parkland County
 - An annual increase in revenue is estimated at approximately \$15,000.00.
 - Clients using the ambulance service would receive an invoice that reflects the access to an ALS level of service. (REMT-P assessment and/or treatment available)
 - There would be an increase in the efficiencies involved with invoicing and collections of ambulance bills.
3. Should the City implement a standardized (flat rate) mileage charge for ambulance services provided within the City?
- There would be an increase in the efficiencies involved with invoicing due to fewer calculations being made per invoice. Individual mileage charges for “in City” clients would not have to be calculated for each invoice created.
 - No change in total yearly ambulance revenues is anticipated. The mileage rate would be based upon a yearly average mileage.
 - Everyone would be charged the same rate for an ambulance call in the City.
 - No change would be made for rural calls or long distance transfers.
 - We are aware of two communities that bill a flat rate – City of Calgary and City of Edmonton.
 - This is an industry business practice used in the province. This practice has been accepted (with consultation and agreement) by Alberta Blue Cross.
4. Should The City establish a “non-resident” service charge at a rate of \$100.00 for those clients who are “non-residents” and not subscribers to Alberta Blue Cross insurance coverage?
- Residents of the City of Red Deer subsidize the ambulance service with tax dollars.
 - The City would be following a common business practice used in many other municipalities.
 - There would be no additional charges to residents of the City of Red Deer or areas serviced under contract by The City of Red Deer for ambulance service provision.
 - Non-residents would be contributing to the level of service provided by The City of Red Deer taxpayer.
 - Below is a table of practice of other municipalities.

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February 14, 2002

<u>Service</u>	<u>Non-Resident Premium</u>
Airdrie	\$100.00
Calgary	\$100.00
Canmore	\$100.00
Cochrane	\$100.00
Edmonton	\$118.00
Fort McMurray	n/a
FREMS	\$100.00
Grande Prairie	\$100.00
Lethbridge	n/a
Medicine Hat	n/a
Parkland County	First nations only \$100.00
Red Deer	n/a
St. Albert	n/a
Strathcona County	\$100.00
Strathmore	\$100.00

- There would be an increase in yearly revenues. We estimate yearly revenue would increase \$35,000 to \$40,000.

Fire Inspection Fees

A number of years ago Council established a user pay philosophy whereby the recipient of a service should be contributing to the cost of providing that service. One of the areas where this was implemented was fire inspection. The rates shown in the by-law are the amounts that businesses are charged for fire inspections. Businesses are only charged for the time on scene and not for the time taken to do research and documentation. We still receive a number of adverse reactions from city businesses for charging for this service.

In the 2002 business plan one of the initiatives, which we brought forward, was to try and reward businesses that are found to comply with the fire code when inspected. By ensuring that the facility meets the requirement of the code the company is decreasing the risk to the public. We are proposing that those businesses, which have no violations, would not be charged an inspection fee. The loss in revenue would be recovered by a general fee increase that would be paid by those who had deficiencies noted.

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 February 14, 2002

At this time it is hard to estimate how many businesses may be deficiency free. The record of inspection reports is filed with the property, but the results are not amalgamated based on who has or has not had deficiencies. In our initial discussions we had thought it to be around 10%, but now we believe it may be as high as 30%. We will monitor this carefully over the next year.

Many small businesses are only charged for a half-hour inspection. If there is a deficiency, a re-inspection may be required and a second inspection fee could be charged. Our half-hour rate has been half of a one-hour rate even though when you consider documentation etc. the real cost is likely more than that. We are proposing the one-hour rate be raised from \$40.00 to \$50.00. Because the charge would only apply to businesses that have deficiencies and would require a re-inspection, we have included the re-inspection in the initial charge. By combining the initial inspection fee and the re-inspection fee, we eliminate the need to send and process a second invoice. We are proposing raising the one-half hour rate from \$20.00 to \$30.00, which would most often apply to subsequent re-inspections. These rates have not been adjusted since 1995 and some increase is warranted even on the basis of inflation.

RECOMMENDATIONS:

It is respectfully recommended to Council that they:

For Ambulance:

1. Adopt the Alberta Blue Cross Individual Plan rate as the non-insured rate for ambulance service provided by the City of Red Deer.
2. Adopt a standard charge for ambulance service provided at the Advanced Life Support rate.
3. Authorize pursuing with Alberta Blue Cross a flat rate mileage charge for ambulance services provided within the City.

and

Authorize the implementation of a flat rate invoiced mileage charge for all clients using ambulance services provided within the City. The mileage used for invoicing would be based on an averaged per call distance within the City and as acceptable to The City of Red Deer and Alberta Blue Cross.

4. Adopt a "non-resident" fee for ambulance service provided at a rate of \$100.00. The charge would be applicable to those clients who are "non-residents" and not subscribers to Alberta Blue Cross insurance coverage.

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February 14, 2002

For Fire Inspections:

5. Adopt the philosophy to not charge inspection fees to those businesses, which do not have any deficiencies with their fire inspection.
6. Adopt the rates as outlined in the attached section.

Respectfully submitted,

Gordon Stewart, P. Eng.
Fire Chief/Manager

SCHEDULE "A"¹**Fees and Charges for Services Provided Outside
The City Boundaries**

Page 1 of 1

<i>Service</i>	<i>Rate</i>
First Hour	
Pumper and 4 Men	\$550/hr + \$1.75/km
Tanker and 2 Men	\$250/hr + \$1.75/km
Heavy Rescue and 2 Men	\$300/hr + \$1.75/km
Heavy Rescue and 4 Men	\$500/hr + \$1.75/km
Light Rescue and 2 Men	\$250/hr + \$1.75/km
Command Car	\$100/hr + \$1.75/km
All Other Hours	
Pumper and 4 Men	\$400/hr
Tanker and 2 Men	\$200/hr
Heavy Rescue and 2 Men	\$250/hr
Heavy Rescue and 4 Men	\$450/hr
Light Rescue and 2 Men	\$200/hr
Command Car	\$100/hr

Charges may also be included for material used (foam, dry chemical, etc.)

¹ 3134/A-97

SCHEDULE "B"**Fees and Charges to Provincial Government**

Page 1 of 1

Service***Rate***

Responses to Motor Vehicle Accidents and
Fires on Provincial Highways

\$300/hr per unit
Responding

Alberta Transportation rates

SCHEDULE "C"²

Page 1 of 1

**Fees and Charges to the Public and to
Other City Departments**

<i>Service</i>	<i>Rate</i>
Inspection, including 1st re-inspection	\$40.00 per man hour \$50.00 \$20.00 per ½ hour or part thereof plus G.S.T.
Re-inspection	\$40.00 per man hour \$20.00 per ½ hour or part thereof, plus G.S.T.
2 nd Re-inspection	\$80.00 per man hour \$30.00 per ½ hour \$40.00 per ½ hour or part thereof, plus G.S.T.
Investigation	\$40.00 per man hour \$50.00 \$20.00 per ½ hour or part thereof, plus G.S.T.
Investigation After Hours	\$80.00 per man hour \$100.00 \$40.00 per ½ hour or part thereof, plus G.S.T.
Patient Care Reports	\$50.00 per report, plus G.S.T.
Fire Occurrence Reports	\$50.00 per report, plus G.S.T.

² 3134/A-97, 3134/A-98

SCHEDULE "D"³
Fees and Charges to the Public and to
Other City Departments

Page 1 of 2

Service	Rate
Occupant Load Calculation and Certificate	\$40.00 per man per hour \$50.00 \$20.00 per 1/2 hour or part thereof, plus G.S.T.
Consulting Fees - Architects & Engineers	\$50.00 per man hour \$25.00 per 1/2 hour or part thereof, plus G.S.T.
File Search - Current Inspection less than 12 months old	\$50.00 per file, plus G.S.T.
File Search - Inspection Required	\$40.00 per man hour \$50.00 \$20.00 per 1/2 hour or part thereof \$50.00 per file, plus G.S.T.
Hydrant Flow Tests Including report	\$40.00 per man hour \$50.00 \$20.00 per 1/2 hour or part thereof, plus G.S.T.
Hydrant Flow Report	\$50.00 per file, plus G.S.T.
Sprinkler Systems Approval - Includes plan check, permit & required inspections	300 to 1525 sq. m \$ 60.00 1526 to 3050 sq. m \$130.00 3051 to 6100 sq. m \$200.00 6101 to 9150 sq. m \$300.00 9151 to 15250 sq. m \$400.00 15251 to ----- sq. m \$600.00
Standpipe & Hose Systems Approval - Includes plan check, permit & required inspections	300 to 1525 sq. m \$ 60.00 1526 to 3050 sq. m \$120.00 3051 to 6100 sq. m \$180.00 6101 to 9150 sq. m \$240.00 9151 to 15250 sq. m \$300.00 15251 to ----- sq. m \$360.00

³ 3134/A-97, 3134/A-98

SCHEDULE "D"⁴
Fees and Charges to the Public and to
Other City Departments

Page 2 of 2

Fire Alarm Approval - Includes plan check, permit & required inspections	300 to 1525 sq. m	\$ 60.00
	1526 to 3050 sq. m	\$130.00
	3051 to 6100 sq. m	\$200.00
	6101 to 9150 sq. m	\$300.00
	9151 to 15250 sq. m	\$400.00
	15251 to ----- sq. m	\$600.00
Above Ground or Underground Tank Installation/Removal - Includes plan check, permit & required inspections	per tank	\$100.00

Commencing Work Without Permit

Any work commenced without first obtaining the required permit shall be subject to double the amount set out as a fee for the proposed construction, in addition to any penalty which may be imposed in respect of the contravention, unless prior permission has been obtained from the authority having jurisdiction.

⁴ 3134/A-97, 3134/A-98

SCHEDULE "E"**Fees and Charges to the Public and
to Other City Departments**

Page 1 of 1

Yearly SCBA Service/Maintenance	\$90.00
SCBA Tank Fill	\$10.00
Hose Coupling	\$25.00 per hour plus materials
C.P.R. Training Dolls:	
- Large Doll	\$15.00 per day
- Baby	\$10.00 per day
- Set of 10 Training Heads	\$10.00 per day
Adult Intubation Head	\$10.00 per day
Baby Intubation Head	\$ 5.00 per day
Arrhythmia Generator	\$15.00 per day
I.V. Training Arm	\$ 5.00 per day

Miscellaneous items and services**As approved by the City Manager**

False Alarms due to faulty equipment to be charged to the owner of the premises	First occasion	Warning
	2nd & Subsequent	
	Occasions	\$300.00 each
Dangerous Goods Abatement to be charged to the person responsible	\$300.00 per vehicle and crew provided plus cost of material used	
	As per Schedule A	
Motor Vehicle Accidents (In City) - to be charged to the owner or his agent (Includes response of Pumper &) Rescue Truck)	\$500.00 per hour	
	As per Schedule A	
Rescue Boat	\$100.00 per hour	

Fire Training Grounds Rental Rates As approved by the City Manager

Comments:

We concur with the recommendations of the Emergency Services Manager. With respect to ambulance rates, the recommendations will ensure a consistent rate for advanced life support service while also retaining the convenience of the Alberta Blue Cross program. In addition, a flat rate for mileage for all clients within The City is a reasonable approach that will ease the administration of ambulance billing and is consistent with practices in other urban centres. Staff will pursue this matter with Alberta Blue Cross to achieve an acceptable in-city mileage charge. The introduction of a non-resident fee for ambulance services represents a change to recognize the fact that all City of Red Deer residents, through their taxes, make a contribution to provide a 24/7 ambulance stand-by service. This is not the case with respect to non-residents and therefore striking a fee of \$100.00, as other municipalities have done, is a reasonable approach to achieving a more equitable cost-recovery of The City's ambulance costs.

Finally a change to inspections will see no fees charged to those businesses which do not have any deficiencies with their inspection. We hope that this approach will encourage businesses to take a difference approach with respect to fire prevention and we anticipate that the approach will be revenue neutral.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Council Decision – Monday February 25, 2002

DATE: February 26, 2002
TO: Gord Stewart, Emergency Services Manager
FROM: City Clerk
RE: Service Rates and Charges
Bylaw 3134/A-2002 – Amendment to Bylaw 3134/95
Emergency Services Department Fees and Charges Bylaw

FILE

Reference Report:

Emergency Services Manager, dated February 14, 2002


Bylaw Readings:

Bylaw 3134/A-2002 was given three readings. A copy is attached.

Report Back to Council: Yes

Comments/Further Action:

1. Bylaw 3134/A-2002 provides for the revision of Emergency Services Rates and Charges by amending Schedules "A", "B", "C", "D" and "E" of the Emergency Services Fees and Charges Bylaw 3134/95. A revised copy of the consolidated Emergency Services Fees and Charges Bylaw 3134/95 will be distributed by this office in due course.
2. Further, Council congratulates your suggestion to include a review of fire inspections deficiencies, "free inspection" with the Occupancy Permit to assist new businesses in complying.
3. A report is to be forwarded to Council regarding changes to ambulance rates.


Kelly Kloss
City Clerk

/chk

/attach.

c Director of Development Services
Director of Corporate Services
Inspections & Licensing Manager

BYLAW NO. 3134/A-2002

Being a bylaw to amend Bylaw No. 3134/95, the Emergency Services Department Fees and Charges Bylaw of the City of Red Deer.

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

Bylaw No. 3134/95 is hereby amended as follows:

- 1 By deleting Schedule "A" in its entirety and replacing same with the attached new Schedule "A".
- 2 By deleting Schedule "B" in its entirety and replacing same with the attached new Schedule "B".
- 3 By deleting Schedule "C" in its entirety and replacing same with the attached new Schedule "C".
- 4 By deleting Schedule "D" in its entirety and replacing same with the attached new Schedule "D".
- 5 By deleting Schedule "E" in its entirety and replacing same with the attached new Schedule "E".

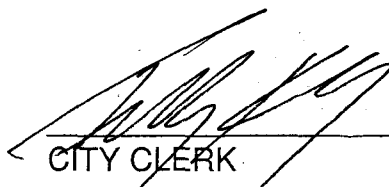
READ A FIRST TIME IN OPEN COUNCIL this 25th day of February 2002

READ A SECOND TIME IN OPEN COUNCIL this 25th day of February 2002

READ A THIRD TIME IN OPEN COUNCIL this 25th day of February 2002

AND SIGNED BY THE MAYOR AND CITY CLERK this 25th day of February 2002


MAYOR


CITY CLERK

SCHEDULE "A"**Fees and Charges for Services Provided Outside
The City Boundaries**

Page 1 of 1

Service	Rate
First Hour	
Pumper and 4 Men	\$550/hr + \$1.75/km
Tanker and 2 Men	\$250/hr + \$1.75/km
Heavy Rescue and 2 Men	\$300/hr + \$1.75/km
Heavy Rescue and 4 Men	\$500/hr + \$1.75/km
Light Rescue and 2 Men	\$250/hr + \$1.75/km
Command Car	\$100/hr + \$1.75/km
All Other Hours	
Pumper and 4 Men	\$400/hr
Tanker and 2 Men	\$200/hr
Heavy Rescue and 2 Men	\$250/hr
Heavy Rescue and 4 Men	\$450/hr
Light Rescue and 2 Men	\$200/hr
Command Car	\$100/hr

Charges may also be included for material used (foam, dry chemical, etc.)

SCHEDULE "B"

Fees and Charges to Provincial Government

Page 1 of 1

Service

Rate

Responses to Motor Vehicle Accidents and
Fires on Provincial Highways

Alberta Transportation Rates

SCHEDULE "C"

Page 1 of 1

**Fees and Charges to the Public and to
Other City Departments**

<i>Service</i>	<i>Rate</i>
Inspection, including 1 st re-inspection	\$50.00 per man hour or part thereof, plus G.S.T.
2 nd Reinspection	\$30.00 per ½ hour or part thereof, plus G.S.T.
Investigation	\$50.00 per man hour or part thereof, plus G.S.T.
Investigation After Hours	\$100.00 per man hour or part thereof, plus G.S.T.
Patient Care Reports	\$50.00 per report, plus G.S.T.
Fire Occurrence Reports	\$50.00 per report, plus G.S.T.

SCHEDULE "D"**Fees and Charges to the Public and to
Other City Departments**

Page 1 of 2

<i>Service</i>	<i>Rate</i>
Occupant Load Calculation and Certificate	\$50.00 per man per hour or part thereof, plus G.S.T.
Consulting Fees - Architects & Engineers	\$50.00 per man hour or part thereof, plus G.S.T.
File Search - Current Inspection less than 12 months old	\$50.00 per file, plus G.S.T.
File Search - Inspection Required	\$50.00 per man hour or part thereof \$50.00 per file, plus G.S.T.
Hydrant Flow Tests	\$50.00 per man hour or part thereof, plus G.S.T.
Sprinkler Systems Approval - Includes plan check, permit & required inspections	300 to 1525 sq. m \$ 60.00
	1526 to 3050 sq. m \$130.00
	3051 to 6100 sq. m \$200.00
	6101 to 9150 sq. m \$300.00
	9151 to 15250 sq. m \$400.00
	15251 to ----- sq. m \$600.00
Standpipe & Hose Systems Approval - Includes plan check, permit & required inspections	300 to 1525 sq. m \$ 60.00
	1526 to 3050 sq. m \$120.00
	3051 to 6100 sq. m \$180.00
	6101 to 9150 sq. m \$240.00
	9151 to 15250 sq. m \$300.00
	15251 to ----- sq. m \$360.00

SCHEDULE "D"**Fees and Charges to the Public and to
Other City Departments**

Page 2 of 2

Fire Alarm Approval - Includes plan
check, permit & required inspections

300 to 1525	sq. m	\$ 60.00
1526 to 3050	sq. m	\$130.00
3051 to 6100	sq. m	\$200.00
6101 to 9150	sq. m	\$300.00
9151 to 15250	sq. m	\$400.00
15251 to -----	sq. m	\$600.00

Above Ground or Underground Tank
Installation/Removal - Includes plan check,
permit & required inspections

per tank \$100.00

Commencing Work Without Permit

Any work commenced without first obtaining the required permit shall be subject to double the amount set out as a fee for the proposed construction, in addition to any penalty which may be imposed in respect of the contravention, unless prior permission has been obtained from the authority having jurisdiction.

SCHEDULE "E"

**Fees and Charges to the Public and
to Other City Departments**

Page 1 of 1

Miscellaneous Items and Services	As approved by the City Manager	
False Alarms due to faulty equipment to be charged to the owner of the premises	First occasion 2 nd & Subsequent Occasions	Warning \$300.00 each
Dangerous Goods Abatement to be charged to the person responsible	As per Schedule A	
Motor Vehicle Accidents (In City) - to be charged to the owner or his agent (Includes response of Pumper &) Rescue Truck)	As per Schedule A	
Fire Training Grounds Rental Rates	As approved by the City Manager	

Item No. 3

Date: February 15, 2002
To: Kelly Kloss, City Clerk
From: Colleen Jensen, Community Services Director
Re: Normandeau Cultural and Natural History Society

Attached is a copy of a revised agreement between The City and the Normandeau Cultural and Natural History Society, for Council's review and approval.

There a number of changes that have been made, however, most of them are housekeeping, with the intent of the former agreement remaining pretty much in tact. Highlights of the more significant changes or more important parts of the agreement are as follows:

- Payment is as per Council's decision at the 2002 budget deliberations. This means a new base level of payment, including a \$9400.00 increase for the facilities component, plus an annual adjustment based on the change in the Consumer Price Index for Alberta (similar to previous agreement). The adjustment will occur for each of the three years of the agreement.
- There will also be an annual allotment of \$35,000 to cover minor maintenance and exhibit renewal. This is put into a designated City reserve, with The City approving expenditures (similar to previous agreement).
- The agreement is clearly formatted with sub-headings that make it easier to read and find specific terms and conditions.
- The term of the agreement is until December 31, 2004, with the provision to renew for a further 3-year term, subject to satisfactory performance and the review of the terms and conditions, including the fee for service.
- Conditions under which improvements can be made to any of the facilities are more clearly outlined.

The Normandeau Cultural and Natural History Society Executive Director has been party to making the changes in the agreement, and has indicated that she has agreement from her Board as well. Formal approval of the agreement by the Normandeau Cultural and Natural History Society Board will take place at the end of February.

This agreement provides for the ongoing partnership that The City has with the Normandeau Society, similar to partnerships we have with many other community agencies. This serves both The City and the community well.

Recommendation:

That Council of The City of Red Deer approve the attached 3-year agreement, between The City and the Normandeau Cultural and Natural History Society.


Colleen Jensen

:jb

c. Wendy Martindale, Normandeau Cultural and Natural History Society

This agreement made this _____ day of _____, to provide for the occupancy and operation of the Red Deer and District Museum, Heritage Square buildings (excluding Aspelund Laft Hus), the Gaetz Lakes Sanctuary, including the Kerry Wood Nature Centre and Allen Bungalow, and Fort Normandeau, and the provision of heritage interpretation programs and services throughout the city and district including the aforementioned facilities.

Between:

The City of Red Deer
("The City")

- and -

The Normandeau Cultural and Natural History Society
(the "Society")

BACKGROUND

1. The City is the registered owner of lands upon which are facilities known as the Red Deer & District Museum building, Heritage Square buildings (excluding Aspelund Laft Hus), the Gaetz Lakes Sanctuary, the Kerry Wood Nature Centre, the Allen Bungalow and Fort Normandeau;
2. The Red Deer & District Museum building was constructed and subsequently expanded with financial contributions from the Red Deer & District Museum Society;
3. The City and the Museum Society entered into an agreement on November 2, 1989, agreeing that The City could contract with the Normandeau Cultural & Natural History Society for the operation of the Museum and the care of the artifacts;
4. On June 27, 1990, the Normandeau Cultural and Natural History Society entered into an agreement with the Museum Society for the care, storage, research and conservation of historical artifacts as provided for in the agreement between The City and the Museum Society;
5. The Red Deer River Naturalists made a substantial investment in the cost of constructing an addition to the Kerry Wood Nature Centre in 2000, and have a license agreement with the Normandeau Society dated July 6, 2001 to occupy a portion of the Nature Centre, which extends beyond the terms of this agreement;
6. These agreements have remained in effect since their signing;
7. Approximately 15% of the Museum and Archives building is occupied by The City's Archives.

8. The Normandeau Cultural and Natural History Society and The City wish to renegotiate an agreement as a partnership in the delivery of cultural and natural history services on a fee for service basis;

Now therefore, in consideration of the mutual covenants herein contained, the parties agree together as follows:

TERM

1. This agreement shall remain in full force and effect from the 1st day of January 2002, to and including the 31st day of December, 2004.
2. Subject to satisfactory performance of services, and unless either party has given notice to the other that this agreement shall not be renewed, this agreement shall automatically be renewed for a further three-year term commencing January 1, 2005, but with a review of terms and conditions as contained herein, including fees for service.

PART I - LEASE AND OPERATION OF FACILITIES

SOCIETY COVENANTS

3. In consideration of the sum of \$1.00 paid by the Society to The City, the receipt and sufficiency of which is acknowledged by The City, The City agrees that the Society will occupy the facilities listed in clause 10 for the term of this agreement and on the terms set out in this agreement.
4. The Society covenants with The City as follows:
 - 1) To comply with the terms and conditions of the following agreements as they pertain to the management of the Gaetz Lakes Sanctuary as a wildlife sanctuary:
 - between The City and the Province of Alberta, August 17, 1983.
 - between The City and the Red Deer Public School District #104, June 29, 1984.
 - between The City and the Province of Alberta, October 30, 1985.
 - 2) To comply with the restrictions placed on the Allen Bungalow in terms of its registered historical designation.
 - 3) To not carry on or permit to be carried on upon the properties described in this agreement, any activity in contravention of the laws of The City of Red Deer, the Province of Alberta or the Dominion of Canada, or to allow anything to be done which may cause an increased premium of fire insurance on the buildings or

which may void any policy of insurance thereon.

- 4) Except for repairs for which The City is responsible, to maintain and keep the facilities in good condition and repair, and at the termination of this agreement to yield up the premises in substantially the same condition as at the beginning of their agreement.
- 5) To provide exclusive space for The City's Red Deer and District Archives as outlined on the attached floor plan, and cover the cost of natural gas, electricity, water/sewer, garbage and basic janitorial service for the space occupied by the Archives.

CITY COVENANTS

5. The City covenants with the Society as follows:

- 1) To make any required structural repairs to the perimeter walls, roof, bearing structure and foundation of the buildings described in this agreement, understanding that The City will not be required to make any repairs necessitated by reason of negligence or default of the Society.
- 2) To place and maintain at its cost insurance against fire and other risks that are included in a standard fire and extended coverage contract in an amount equal to the full replacement cost (excluding excavations and foundations) of the buildings, furniture and fixtures and equipment constructed on, contained in or affixed to the facility.
- 3) To place and maintain, during the term of this agreement, comprehensive tenants' and public liability insurance protecting and indemnifying the Society and The City against any and all claims for injury or damage to person or property or for loss of life occurring upon, or about the facilities, such insurance to offer immediate protection of the limit of not less than two million dollars (\$2,000,000) and will contain a clause that the insurer will not cancel or change the insurance without first giving The City and the Society prior written notice. The Society may, at its discretion, enhance at its cost, any insurance obtained by The City.
- 4) To annually provide a copy of all insurance policies to the Society.

LEASEHOLD IMPROVEMENTS

6. The Society may at any time and from time to time make such changes, alterations or improvements to the facilities in such a manner as shall, in the opinion of the Society,

best adapt the facility for the purposes of the Society provided that such changes, alterations, or improvements to the facilities shall not be made without the prior written consent of The City, such consent not to be unreasonably withheld. Approval will be based on the review of the designs, plans and specifications. Requests for such changes, alterations or improvements are to be made to The City's Director of Community Services. Upon termination of the agreement, all improvements shall belong to and be the property of The City and The City shall have no obligation to reimburse the Society for them.

7. The Society shall not, under any circumstances, whether in respect to changes, alteration or improvements to the facilities or otherwise knowingly permit any builder's lien to be filed against the facilities, and shall forthwith discharge any builder's lien which may be filed. The City will not be responsible for any cost overruns on changes, alteration or improvements to the facilities.
8. All chattels or equipment which may be acquired by the Society for the operation of the facility shall belong to The City on termination of this agreement.
9. Any improvement, enlargement or development of any buildings or features of any portion of the facilities situated in Waskasoo Park shall conform to The City's standards and follow the overall Waskasoo Park standards as provided in the Waskasoo Park Standards Manual, including the standards for signage, fencing, gates, bollards, trails, picnic tables, benches, bridges and similar facility features as confirmed through The City's Director of Community Services.

FACILITY OPERATION

10. The Society will operate the following City-owned facilities:
 - Red Deer & District Museum & Archives ("the Museum")
 - Heritage Square buildings, excluding Aspelund Laft Hus ("Heritage Square")
 - Gaetz Lakes Sanctuary, including Kerry Wood Nature Centre and Allen Bungalow ("Sanctuary, Nature Centre and Bungalow")
 - Fort Normandeau Interpretive Centre, reconstructed fort and park area ("the Fort")
 to serve local residents and visitors, as part of Red Deer's network of recreation, culture and heritage facilities.

PART II - PROVISION OF SERVICES

HERITAGE PRESERVATION COMMITTEE

11. The Society will provide administrative support for the Society's Heritage Preservation Committee and the interpretive sign and brochure program. Walking tour interpretive

sign costs will be identified through The City Infrastructure Maintenance Plan and funded as per 21.

HERITAGE SQUARE

12. The Society will be responsible for the operation and maintenance of buildings in the Square, with exception of the Aspelund Laft Hus. The Society will refer requests for use of the open space in Heritage Square to the Recreation Parks and Culture Department of The City.

RED DEER & DISTRICT MUSEUM

13. The Society will operate the Museum as follows:
- To be open to the public year-round, seven days a week, except for Christmas Day and New Year's Day, a minimum of 40 hours per week.
 - To follow generally accepted museum standards, as set out by Museums Alberta.
 - To maintain and update the exhibits which provide an overview of the human history of the Red Deer area.
 - To provide a temporary exhibit program.
 - To do research to increase knowledge of the community.
 - To provide programming aimed at and accessible to a variety of audiences.
 - To care for the Museum collection as owned by the Museum Society, with the exception of collections situated at the Sunnybrook Farm facility.
14. The Society will operate a portion of the Museum as a municipal art gallery. The art exhibit program is partially funded by The Alberta Foundation for the Arts.

WASKASOO PARK INTERPRETIVE PROGRAM

15. The Society will operate Waskasoo Park Interpretive Programs, which will include the Fort and the Sanctuary, Nature Centre and Bungalow facilities as follows:

1) Kerry Wood Nature Centre:

- To have the Kerry Wood Nature Centre open to the public year-round, seven days a week, except for Christmas Day.
- To have the Kerry Wood Nature Centre open to the public for a minimum of 49 hours per week.
- To provide a visitor information function for Waskasoo Park, operating from the Kerry Wood Nature Centre.
- To provide office space for the Red Deer River Naturalists as per the July 6, 2001 license agreement which is referred to in Background paragraph 5 of this agreement.

2) Allen Bungalow:

- To operate the Allen Bungalow as a residence with the tenant responsible for on-site supervision and access control.
- To accommodate small group meetings and social functions in the McCullough Meeting Room Suite.

3) Sanctuary:

- To manage the Gaetz Lakes Sanctuary in accordance with the Gaetz Lakes Management Plan as a refuge for native plants and wildlife, while providing opportunities for education, interpretation and nature enjoyment.
- To make the Gaetz Lakes Sanctuary available to the public for quiet nature observation 24 hours a day, year-round.

4) Fort:

- To operate the Fort Normandeau park site, open to the public daily from at least May 1st to October 15th, from 8:00 a.m. to 10:00 p.m. or dusk, whichever comes first.
- To operate the Fort and Interpretive Centre, open to the public daily from at least Victoria Day weekend to August 31st.
- To operate the Fort and Interpretive Centre, open to the public an average of 45 hours per week during this period.
- To program and interpret the Fort and Interpretive Centre, depicting Red Deer's three founding peoples including the history and development of The Crossing for the most part from 1880 to 1895.
- To operate the Fort Normandeau park site to a standard consistent with other park nodes in Waskasoo Park.
- To permit the installation of a mobile home for on-site supervision and security.
- To provide a visitor information function for Waskasoo Park, operating from Fort Normandeau.

5) Waskasoo Park:

- To operate the Waskasoo Park Interpretive Program on behalf of The City.
- To oversee the interpretive signage program on Waskasoo Park trails, including signage within the Gaetz Lakes Sanctuary, and any further park extensions, with

costs identified through the City Infrastructure Maintenance Plan, as outlined in clause 21.

- To offer programming throughout Waskasoo Park, including the Lions Campground and Heritage Ranch.
- To provide programming at the Kerry Wood Nature Centre, focussing on natural history themes, and at Fort Normandeau on cultural themes.
- To be available as a resource in offering cultural and natural history training for concessionaires and other organizations operating within Waskasoo Park.
- To maintain and update the exhibits at the Kerry Wood Nature Centre and Fort Normandeau.

PART III - PAYMENT

16. The City will provide a fee for 2002 to cover all operating costs of the facilities described in clause 10 in the amount of \$175,340 plus a cost of living increase as defined in clause 20. For the purpose of this agreement, "operating costs", without limiting the generalities of the foregoing, will include all utilities and janitorial expenses. If utility costs increase at an unusual rate, options will be developed for addressing the issue and brought forward as part of the budget process.
17. The City will pay a fee-for-service for 2002 for the Heritage and Museum services described in clauses 11 to 14, inclusive, in the amount of \$278,679 plus a cost of living adjustment as defined in clause 20.
18. The City will pay a fee-for-service for 2002 for the Interpretive Program services described in clause 15 in the amount of \$243,352 plus a cost of living adjustment as defined in clause 20.
19. The City will make payments quarterly, no later than the last banking day of the previous quarter.
20. The fees payable in 16, 17 and 18 shall be increased or decreased in each year subsequent to the first year of the term, in accordance with the change in Alberta Consumer Price Index, as published by Statistics Canada.
21. The City will commit an amount of \$35,000 annually to be used to cover minor repairs and maintenance, interpretive signage and exhibit renewal. The City will pay out these funds from a reserve upon project completion.

GENERAL

22. The Society will:

- 1) Remain in good standing at all times as a registered society under the Societies' Act of Alberta, or any replacement legislation.
- 2) Provide to The City an audited financial statement within ninety (90) days following the end of each fiscal year of the Society.
- 3) Provide The City's Community Services Director with copies of all minutes of all meetings of the Society or its Board of Directors and the annual Three-Year Business Plan and Budget.
- 4) Not alter the bylaws of the Society with respect to membership of a City Council representative without the prior approval of The City.
- 5) Provide input annually to the Ten-Year Infrastructure Maintenance Plan to identify maintenance items and related costs.
- 6) Develop a three-year business plan, which will be updated annually.
- 7) Include the Waskasoo Park logo on major print promotion material for the Kerry Wood Nature Centre and Fort Normandeau.
- 8) Provide advice to The City on natural and cultural heritage related matters within the Society's mandate and expertise.

23. The City will:

- 1) Provide the services of the Recreation, Parks & Culture Department's Facilities Technical Services Coordinator to assist the Society in addressing facility issues, including Infrastructure Maintenance Plan budgeting. This service is provided on a fee-for-service basis at a cost of \$4410 annually for the term of this agreement.
- 2) Identify by mutual agreement, through its Infrastructure Maintenance Plan, major maintenance and capital projects and provide funding for said projects through the budget process.
- 3) Provide the Society access at cost to the following:
 - Print Room services
 - Parks expertise
 - Information Technology Services expertise
 - Bulk purchasing through City Stores.
- 4) Seek the advice of the Society in matters relating to natural and cultural heritage interpretation and preservation.
- 5) Continue to produce major promotion print material for all of Waskasoo Park and shall provide opportunity for the Society to provide input as to content and design of the Fort Normandeau and Kerry Wood Nature Centre nodes.
- 6) Ensure public access to information on the facilities and services of the Society through The City's Web site.

Termination

24. The City may terminate this agreement without notice if any member of the Board of Directors of the Society shall breach the Conflict of Interest provisions of the Bylaws of the Society, and if the Society shall fail to terminate the appointment of such Director of the Board within 30 days after The City has given notice to the Society of the conflict.
25. Either party may terminate this agreement for any reason upon giving one year's prior written notice.
26. If The City or the Society fails to observe, perform, or keep any one or more of the covenants, provisions, or stipulations to be observed, performed, or kept by the party herein, in the reasonable judgment of the other party, and if such failure shall continue and the party in default does not take steps to remedy such default within 30 days after written notice to them of such failure and of the measures necessary to correct the default, then the party not in default shall be entitled to terminate this agreement.

Staff Use Policy

27. Should the Society propose to or provide any free or subsidized use of any of the facilities to any of its employees, the cost of this employee benefit shall be included in the Society's budget and identified in the Society's business plan when presented for review by Council of The City on an annual basis.

Assignments

28. This agreement may not be assigned without the consent of The City, which consent may be arbitrarily withheld.

Notice

29. Any notice may be served under the lease upon The City by personal service upon the City Clerk at City Hall, Red Deer, Alberta, or by mailing the same in a registered letter addressed to The City at:

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

Or at such address as the Society may be notified of in writing. Any notice required to be given to the Society shall be sufficiently given by personal service upon the Chairman of the Society, or by mailing the same in a prepaid registered letter addressed to the Society at:

4525 - 47A Avenue
Red Deer, AB T4N 6Z6

30. The Society shall not represent itself to the public as part of The City.

31. This agreement is binding upon the parties hereto, their successors and permitted assigns.
32. In witness thereof, parties have executed this agreement the day and year above written

The City of Red Deer

The Normandeau Cultural and
Natural History Society

Per _____

Per _____

C:\Docs\Argeements\Agreement 2002.City.rtf

Comments:

We agree with the recommendations of the Community Services Director.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Council Decision – Monday February 25, 2002

DATE: February 26, 2002
TO: Colleen Jensen, Community Services Director
FROM: City Clerk
RE: Normandeau Cultural and Natural History Society

LE

Reference Report:

Community Services Director, dated February 15, 2002

Resolutions:

Resolved that Council of the City of Red Deer having reviewed the report from the Community Services Director – re: Normandeau Cultural and Natural History Society, hereby approves the three-year agreement between The City and the Normandeau Cultural and Natural History Society submitted to Council on February 25, 2002.

Report Back to Council: No

Comments/Further Action:

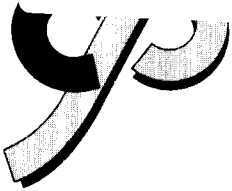
Prior to the passage of the above resolution, Council agreed to remove from Clause 4. 1) the phrase “ – between The City and the Province of Alberta, October 30, 1985” as that agreement no longer exists.



Kelly Kloss
City Clerk

/chk

c Director of Corporate Services
Wendy Martindale, Normandeau Cultural & Natural History Society



KLAND COMMUNITY PLANNING SERVICES

Suite 404, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
FAX: (403) 346-1570
e-mail: pcps@pcps.ab.ca

Date: February 19, 2002

To: Kelly Kloss, City Clerk

Re: Land Use Bylaw Amendment 3156/E-2002
Lot 22, Block 13, Plan 992 4385 and Condominium Plan 012 5487
SE ¼ Sec. 20-38-27-4
Riverside Meadows
Victory Christian Fellowship/Swell Investments Ltd.

This bylaw deals with the transfer of a 10m strip of land, containing the driveway to the apartment building, from the overflow parking lot of the Victory Christian Fellowship Church back to the apartment condominium.

Background

In 1999 a replotting scheme was completed wherein the rear portion of the Victory Christian Fellowship Church and the Swell Investments apartment was added to a portion of the abandoned railway right-of-way to create a large multiple-family lot. The lot was later developed by Meadowglen Developments Ltd. in the form of a 37 unit row-house condominium.

As part of the land sale, Swell Investments Ltd. transferred a portion of their lot (Lot 22) to the church for additional parking. Legal access to the apartment was provided north of Lot 22. The driveway to the apartment however was constructed on part of Lot 22 which had been transferred to the church. The Swell Investments Ltd. apartment is being condominiumized and in order to provide physical as well as legal access, the apartment driveway on Lot 22 is now proposed to be added back to the apartment lot. The church has agreed to transfer back the 10m strip of land or 95m² back to the apartment site.

To accommodate the transfer of land the subject portion of land is required to be rezoned from PS Public Service to R3-D216 Residential High Density with a maximum density of 216 persons per hectare, which is the same zoning that is on the existing apartment site.

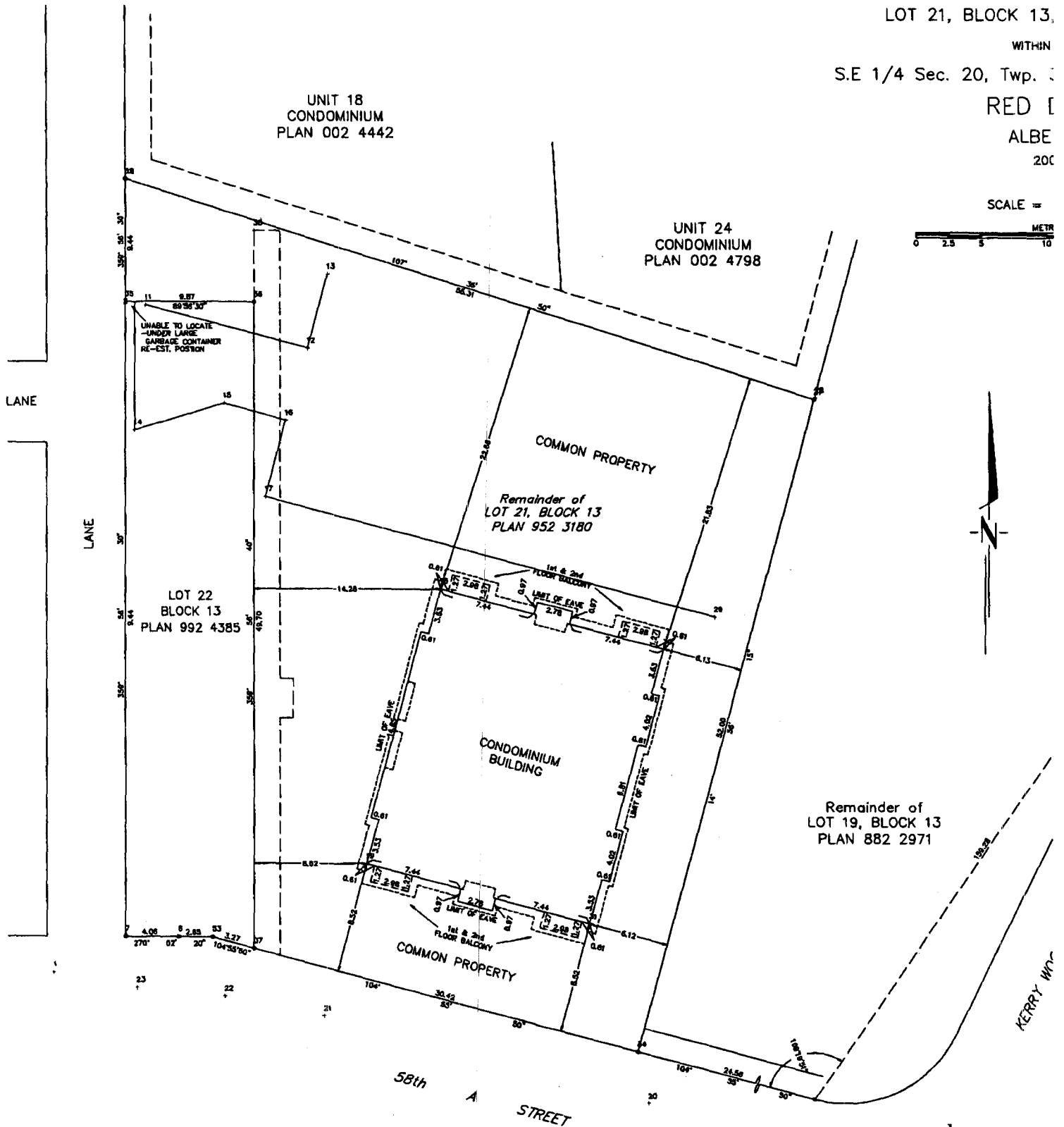
Recommendation

Planning staff recommend that City Council proceed with first reading of Land Use Bylaw Amendment 3156/E-2002.

Sincerely,

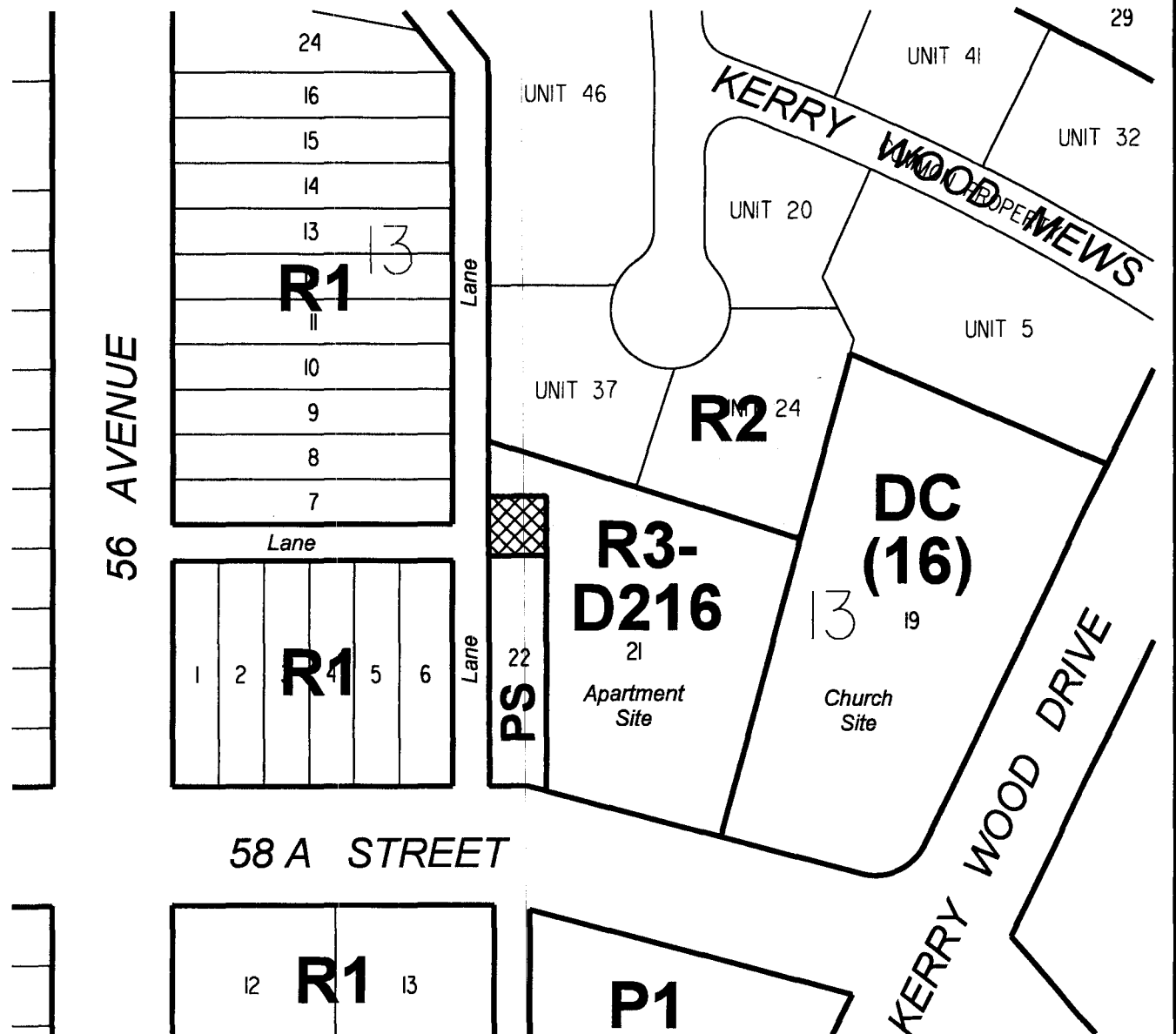
Frank Wong,
Planning Assistant

Attachment



The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



AFFECTED DISTRICTS:

PS - Public Service (Institutional or Governmental)

R3-D216 - Residential (Multiple Family) with a
Density of 216 persons per hectare

Change from :

PS to R3-D216



MAP No. 2 / 2002

BYLAW No. 3156 / E - 2002

Comments:

We agree with the recommendations of Parkland Community Planning Services. A Public Hearing would be held on Monday, March 25, 2002 at 7:00 p.m. in Council Chambers.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

DATE: February 26, 2002

TO: City Council

FROM: City Clerk

RE: Land Use Bylaw Amendment 3156/E-2002
Lot 22, Block 13, Plan 992 4385 and Condominium Plan 012 5487
Riverside Meadows
Victory Christian Fellowship / Swell Investments Ltd.

FILE

History

At the Monday, February 25, 2002 meeting of Council, Land Use Bylaw Amendment 3156/E-2002 was given first reading.

Land Use Bylaw Amendment 3156/E-2002 provides for a transfer of a 10m strip of land, containing a driveway to an apartment building, from the overflow parking lot of the Victory Christian Fellowship Church back to the apartment condominium. The Swell Investments Ltd. apartment building is being turned into condominiums and in order to provide physical as well as legal access, the apartment driveway on Lot 22 is proposed to be added back to the apartment lot. The church has agreed to transfer the 10m strip of land back to the apartment site. The subject portion of land is to be rezoned from PS Public Service to R3-D216 Residential High Density with a maximum density of 216 persons per hectare.

Public Consultation Process

A Public Hearing has been advertised for the above noted bylaw to be held on Monday, March 25, 2002, at 7:00 p.m., in the Council Chambers, during Council's regular meeting. The owners of the properties bordering the site have been notified by letter of the Public Hearing.

Recommendations

That following the Public Hearing, Council may proceed with 2nd and 3rd readings of the bylaw.

Kelly Kloss
City Clerk

/chk

Council Decision – Monday February 25, 2002

DATE: February 26, 2002

TO: Frank Wong, Parkland Community Planning Services

FROM: City Clerk

RE: Land Use Bylaw Amendment 3156/E-2002
Lot 22, Block 13, Plan 992 4385 and Condominium Plan 012 5487
Riverside Meadows
Victory Christian Fellowship / Swell Investments Ltd.

FILE

Reference Report:

Parkland Community Planning Services, dated February 19, 2002

Bylaw Readings:

Land Use Bylaw Amendment 3156/E-2002 was given first reading. A copy is attached.

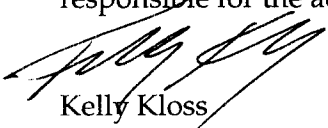
Report Back to Council: Yes

A Public Hearing will be held on Monday, March 25, 2002 at 7:00 p.m. in Council Chambers during Council's regular meeting.

Comments/Further Action:

Land Use Bylaw Amendment 3156/E-2002 provides for a transfer of a 10m strip of land, containing a driveway to an apartment building, from the overflow parking lot of the Victory Christian Fellowship Church back to the apartment condominium. The Swell Investments Ltd. apartment building is being turned into condominiums and in order to provide physical as well as legal access, the apartment driveway on Lot 22 is proposed to be added back to the apartment lot. The church has agreed to transfer the 10m strip of land back to the apartment site. The subject portion of land is to be rezoned from PS Public Service to R3-D216 Residential High Density with a maximum density of 216 persons per hectare.

This office will now proceed with the advertising for a Public Hearing. Swell Investments Ltd. will be responsible for the advertising costs in this instance.



Kelly Kloss
City Clerk
/chk
/attach.

c Director of Development Services
 Community Services Director
 Inspections & Licensing Manager
 Land & Economic Development Manager
 C. Adams, Administrative Assistant

BYLAW NO. 3156/E-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map F10" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 2/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 25th day of February 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

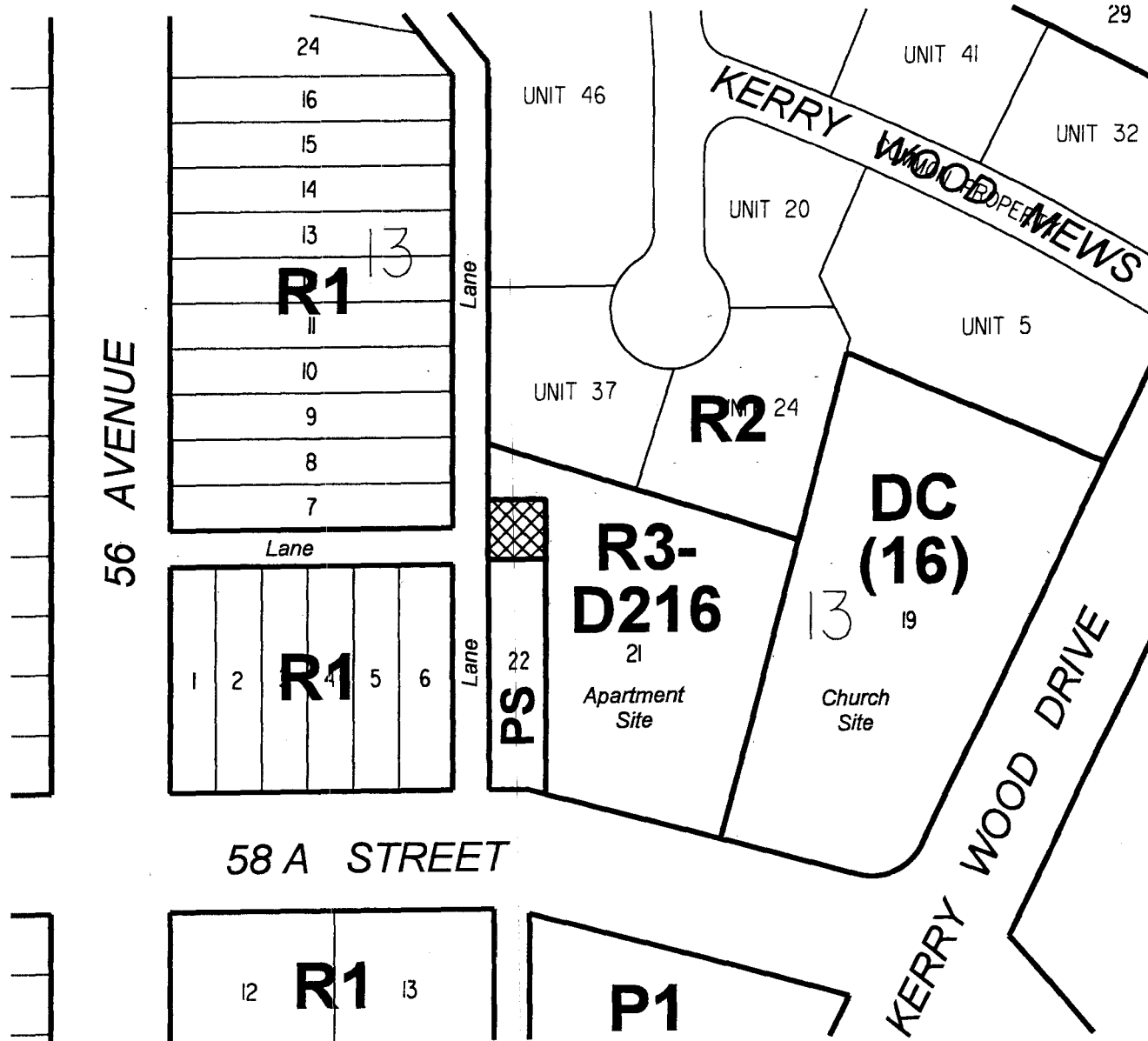
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



AFFECTED DISTRICTS:

PS - Public Service (Institutional or Governmental)

*R3-D216 - Residential (Multiple Family) with a
Density of 216 persons per hectare*

Change from :

PS to R3-D216



MAP No. 2 / 2002

BYLAW No. 3156 / E - 2002



Box 5008
Red Deer, Alberta
T4N 3T4

The City of Red Deer

Office of the City Clerk

February 26, 2002

Swell Investments Ltd.
5, 4936 - 53 Avenue
Red Deer, AB T4N 5J9

Dear Sirs:

Re: Land Use Bylaw 3156/E-2002
Lot 22, Block 13, Plan 992 4385 & Condominium Plan 012 5487
SE ¼ Sec. 20-38-27-4, Riverside Meadows
Victory Christian Fellowship/Swell Investments Ltd.

At the City of Red Deer's Council meeting held Monday, February 25, 2002, first reading was given to Land Use Bylaw Amendment 3156/E-2002. A copy of the bylaw is attached for your information.

Land Use Bylaw Amendment 3156/E-2002 provides for a transfer of a 10m strip of land, containing a driveway to an apartment building, from the overflow parking lot of the Victory Christian Fellowship Church back to the apartment condominium. As the apartment building is being turned into condominiums and in order to provide physical as well as legal access, the apartment driveway on Lot 22 is proposed to be added back to the apartment lot. The church has agreed to transfer the 10m strip of land back to the apartment site. The subject portion of land is to be rezoned from PS Public Service to R3-D216 Residential High Density with a maximum density of 216 persons per hectare.

This office will now proceed with the advertising for a Public Hearing to be held on Monday, March 25, 2002 at 7:00 p.m. in the Council Chambers of City Hall during Council's regular meeting. In accordance with the Land Use Bylaw, you are required to deposit with the City Clerk, prior to public advertising, an amount equal to the estimated cost of advertising, which in this instance is \$400. We require this deposit by no later than 10:00 a.m., Wednesday, March 6, 2002, in order to proceed with the advertising. Once the actual cost of advertising is known, you will either be invoiced for or refunded the difference.

If you have any questions or require additional information, please do not hesitate to call me.

Sincerely,

Kelly Kloss
City Clerk

/chk
/attach.

c Parkland Community Planning Services

BYLAW NO. 3156/E-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map F10" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 2/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 25th day of February 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

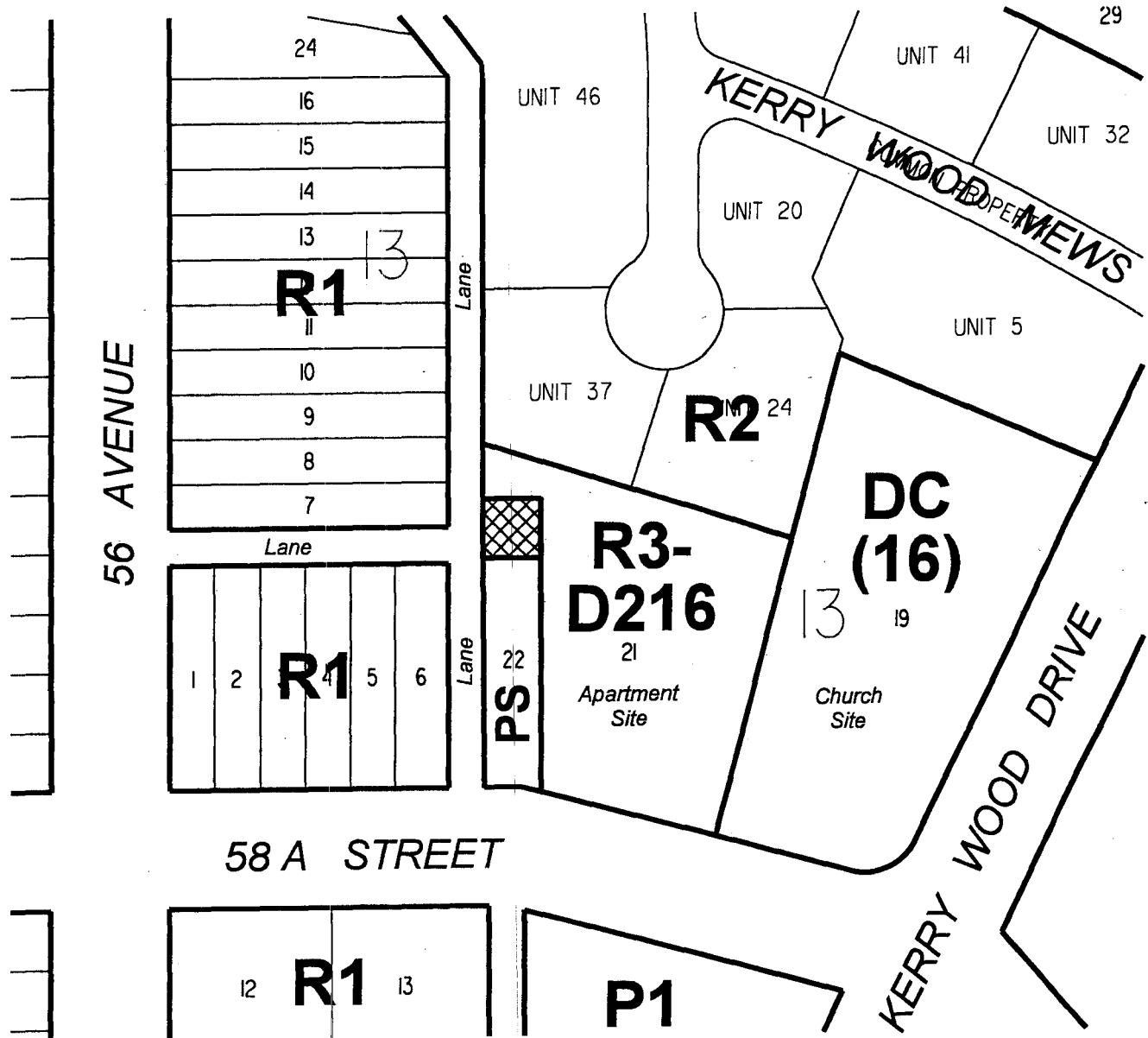
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



AFFECTED DISTRICTS:

PS - Public Service (Institutional or Governmental)

R3-D216 - Residential (Multiple Family) with a
Density of 216 persons per hectare

Change from :

PS to R3-D216



MAP No. 2 / 2002

BYLAW No. 3156 / E - 2002

Item No. 5

RPC - 9.739

Date: February 19, 2002
To: Kelly Kloss, City Clerk
From: Harold Jeske, Recreation, Parks & Culture Manager
Re: Collicutt Centre – January Operating Statistics

Attached is the monthly report for January 2002. The statistical data is presented to provide comparative data for the same month in 2001 where available, and for December 2001 as requested by Council.

General Information

Work to correct construction deficiencies is ongoing, and the Construction Management Committee continues to meet with Group² Architecture Ltd. and Stuart Olsen Construction to resolve these as well as other warranty issues. Good progress is being made and both firms are actively involved in the post construction phase of this project.

As with December 2001, we had a substantial increase in attendance. Water Park, Fitness and Wellness attendance increased by approximately 60% while attendance in the Field House increased by 83%. Needless to say, we are very pleased with this dramatic upswing in the number of users.

We continue to receive complaints from the public wanting access to the steam room and whirlpools at 8:30 a.m. Saturdays and Sundays. Currently, we open at 10:00 a.m. on weekends. Until we are able to get a better read on revenues and expenditures, we are not contemplating opening earlier.

The marketing and promotions plan is in progress with the draft outline completed. The plan is now being refined prior to presentation to senior department staff.

Volunteers continue to play an important role at the Collicutt Centre providing facility tours and assistance to our clients. Volunteers contributed a total of 80 hours in January.

Budget/Financial

	<u>Year to Date Benchmark</u>	<u>Actual</u>	<u>Variance</u>
Revenue	\$174,128	\$207,180	<\$33,052>
Expenditures	\$240,893	\$251,350	\$10,457

As indicated above, revenues exceed the year-to-date budget guidelines by \$33,000 and expenditures exceed the budget guideline by \$10,000. The net effect for January is on the positive side in the amount of \$23,000. Replenishment of depleting supply inventories accounts for the majority of the expenditure variance.

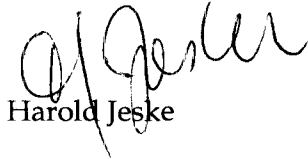
.../2

City Clerk
Collicutt Centre January Operating Statistics
February 19, 2002
Page 2

This year-to-date benchmark for January was derived by dividing the Revenue and Expenditure budget allocation by 1/12. To provide a more relevant benchmark however, we will be modifying it for this facility, taking into account seasonal fluctuations.

Major Events

- Adult soccer tournament – 35 teams participating.
- To date we have tentatively booked in ten major events scheduled throughout the year.



Harold Jeske

:jb
Att.

- c. Colleen Jensen, Community Services Director
Peter Duhault, Collicutt Centre Superintendent

FACILITY DATA	USERS				SESSIONS				HOURS OF USE				ATTENDANCE			
	JAN-'01	DEC-'01	JAN-'02	YTD-'02	JAN-'01	DEC-'01	JAN-'02	YTD-'02	JAN-'01	DEC-'01	JAN-'02	YTD-'02	JAN-'01	DEC-'01	JAN-'02	YTD-'02
WATER PARK																
PUBLIC SWIMMING																
Earlybird Swim											77.5	77.5			211	211
Open Swim									358.5	338.1	338.1			10321	16140	16140
Adult Swim									13	17	17			222	623	623
Family									15	12.6	12.6			841	1025	1025
TOTALS	0			0			0	0	386.5	445.2	445.2			11384	17999	17999
FIELDHOUSE																
PUBLIC DROP-IN																
ADULT									517.14	519	519			568	6210	6210
YOUTH									517.14	490.5	490.5			1003	2883	2883
TOTALS	0			0			0	0	1,034	1,010	1,010			1,571	9,093	9,093
PROGRAMS SERVICES																
LEARN-TO-PROGRAMS																
Adult Classes									40	36	36			116	624	624
Youth Classes									49	36	36			156	270	270
Family Classes									9	36	36			42	6	6
OTHERS:																0
Childminding Services									149	200	200			244	598	598
Birthday Party Stats									77.5	75	75			481.43	435	435
Collicutt Mainstreet																
Red Deer Schools																
Gymnastics																
TOTALS	-		-	-	-	-	-	-	325	383	383		-	1,039	1,933	1,933
SUBTOTAL PAGE 1	-	-	-	-	-	-	-	-	1,745	1,838	1,838		-	13,994	29,025	29,025

FACILITY DATA	USERS				SESSIONS				HOURS OF USE				ATTENDANCE			
	JAN-'01	DEC-'01	JAN-'02	YTD-'02	JAN-'01	DEC-'01	JAN-'02	YTD-'02	JAN-'01	DEC-'01	JAN-'02	YTD-'02	JAN-'01	DEC-'01	JAN-'02	YTD-'02
FITNESS AND WELLNESS CENTRE																
Daily Workouts										518	518	518		6791	16,523	16523
Personal Training (1 on 1)										26	153	153		26	153	153
Orientations											171	171			357	357
FITNESS & WELLNESS TOTALS	0			0			0	0		544.00	842.00	842.00		6,817	17,033	17,033
MEETING & SPORTS SURFACE RENTALS																
Community Savings A		1		0		1		0		1		0		20	0	0
Community Savings B		11		0		11		0		13		0		118	146	146
Community Savings A&B		8		0		28		0		125.3		0		2639	1728	1728
Community Room C		31		0		44		0		136.15		0		1199	1236	1236
Alberta Treasury Motion Studio		5		0		54		0		115.15		0		273	524	524
Prolific Group Board Room		6		0		11		0		94.3		0		46	147	147
B of M Room East		4		0		17		0		49		0		0	0	0
B of M Room West		5		0		5		0		6		0		35	22	22
B of M Room West & East		4		0		25		0		109		0		20	0	0
Soccer East		22		0		105		0		188.5		0		250	7026	7026
Soccer West		19		0		88		0		148.5		0		379	8583	8583
Arena		25	30	30		174	316	316		283.3	329	329		7500	10971	10971
Fieldhouse		2		0		35		0		54		0		760		0
TOTAL	0	143	30	30	0	598	316	316	0	1323.2	329	329	0	13239	30383	30383
COLLICUTT VENUE USAGE TOTALS **	-	143	30	30	-	598	316	316	-	3,612	3,009	3,009	-	34,050	76,441	76,441

NOTES: **

- 1 Statistics based on manual head-counts.
- 2 Statistics are based on hours consumed in each area, slight variance are possible
- 3 People may be counted twice in the pool and fitness area due to multiple
- 4 Statistics are not tracked for the mainstreet areas at this time.
- 5 N/A - Not Applicable

Comments:

The report from the Recreation, Parks & Culture Manager is submitted for Council's information.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Date: February 20, 2002
To: City Clerk
From: Engineering Services Manager
Re: Infrastructure Canada-Alberta Program (ICAP)

In 2001, The City of Red Deer utilized ICAP funding for two projects. One project was the East Hill Storm Improvement in Eastview Estates. This project was budgeted at \$2,000,000 and was completed for approximately \$1,600,000. The second project entailed improvements to the Wastewater Treatment Plant totaling \$933,000. The attached table outlines funds committed to date and our recommendation for utilization of additional funding. This proposed allocation was approved at Budget deliberations with Council. The deadlines that must be met in order to qualify for funding are:

- Project application March 31, 2005 or as soon as possible
- Construction by March 31, 2006
- Claim Submissions by March 31, 2007

There are unassigned funds in the total amount of \$6,139,532. The table includes the new project outlined below, for the consideration of Council.

As per the 2000 East Hill Drainage Study, the following project represents the next storm pond improvement to be undertaken in the East Hill area.

Eastview Community School Storm Drainage Improvements

This project represents Phase 2 of the improvements to the existing system in the area and entails the construction of a storm detention pond and connecting trunks. The estimated budget for this project is \$2.7 million. This project was shown in the 2002-2006 Major Capital Plan for construction in 2002, with funding from this Program. The City's one-third share will come from the capital project reserve fund.

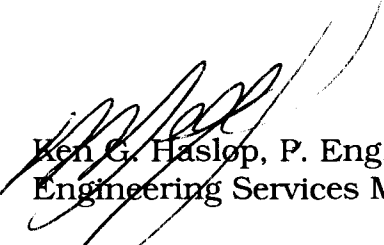
City Clerk
February 20, 2002
Page 2

Recommendation

In order to maximize the benefits under this Program, we respectfully recommend that Council consider adding this project to the Infrastructure Canada-Alberta Program.

1. Eastview Community School Storm Drainage Improvements - \$2,700,000. The funding will be split as follows:

Federal	\$900,000
Provincial	\$900,000
The City of Red Deer	\$900,000 (Capital Project Reserve Fund)



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

/emr
Att.

- c. Municipal Engineer
Engineering Accountant

Infrastructure Canada/Alberta Program Funding Projections				
	Estimated Project Budget	Federal	Provincial	Municipal
Total Grant Monies Available	\$8,672,532	\$2,890,844	\$2,890,844	\$2,890,844
Grant Monies Remaining	\$6,139,532	\$2,046,510	\$2,046,510	\$2,046,512
Eastview Community School Storm Drainage Improvements (2002)	\$2,700,000	(\$900,000)	(\$900,000)	(\$900,000)
Total Remaining Grant Funds	\$3,439,532	\$1,146,510	\$1,146,510	\$1,146,512

Comments:

I agree with the recommendations of the Engineering Services Manager.

"N. Van Wyk"
City Manager

Council Decision – Monday February 25, 2002

DATE: February 26, 2002
TO: Ken Haslop, Engineering Services Manager
FROM: City Clerk
RE: Infrastructure Canada-Alberta Program (ICAP)

FILE

Reference Report:

Engineering Services Manager, dated February 20, 2002

Resolutions:

Resolved that Council of the City of Red Deer having reviewed the report from the Engineering Services Manager – re: Infrastructure Canada-Alberta Program (ICAP), hereby agrees to add the following project to the Infrastructure Canada-Alberta Program:

- Eastview Community School Storm Drainage Improvements - \$2,700,000.
The funding will be split as follows:

Federal:	\$900,000
Provincial:	\$900,000
The City of Red Deer:	\$900,000 (Capital Project Reserve Fund)

Report Back to Council: No

Comments/Further Action:



Kelly Kloss
City Clerk

/chk

c Director of Development Services
Director of Corporate Services

Item No. 1
Correspondence

January 28, 2002

City of Red Deer
Mayor and Council
Inspections and Licensing Dept.
Red Deer, Alberta

Dear Sirs:

Please accept this letter as my formal request to have a personal residence in the basement of the premises located at 3615 – 50 Avenue, Red Deer as an ancillary use to my hair salon.

I purchased the property in June of 2001 on the understanding that a residential use would not be a problem. I was not informed otherwise by my realtor, nor was I advised to check and see if it was an approved use. It never occurred to me to check because it had previously been used as a residence. I now know that the zoning has been changed since the property was used as a residence and that the current zoning does not allow for a residence. The problem is, I sold my home and have invested my entire financial resources into the purchase and renovation of the property. I understand that ignorance is no excuse, however, I am in a precarious financial situation. I have hired five people and my business is just opening. Forcing me to find alternative lodging will put a terrific strain on my cash flow and may put my entire business and investment in jeopardy.

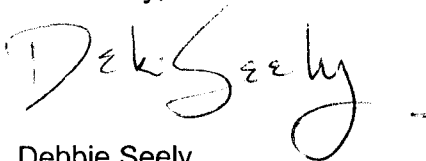
I have polled the neighbors and those who responded have no problem with my proposal. A letter from the neighbors is attached. They also believe that my presence in the area may be beneficial for the security of their businesses.

Also attached is a letter from the contractor who is renovating my building indicating that the residence will conform to fire standards and the Alberta Building Code. There is a private entrance to the basement at the rear of the building off the parking area which will effectively separate the residence from the business.

The Land Use Bylaw currently allows for a residence attached to a business in a C3 zoning. The immediate area around my business is not unlike a C3 area. There are residential uses immediately adjacent to the rear which is where the access to the residence would be.

The principal and majority use of the building is for an approved use in a C4 zoning. The residence is secondary and will not interfere or detract from other uses in the neighborhood and in fact will be virtually invisible. Thank you for your consideration of my request.

Yours truly,

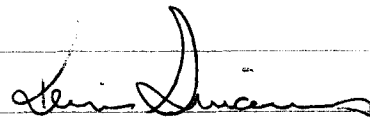
A handwritten signature in cursive script, appearing to read "Debbie Seely".

Debbie Seely

January 29/02

To Whom It May Concern:

As the general contractor overseeing renovations at 3615-50 Ave., we will ensure that the lower level of this building meets the Alberta Building Codes and Regulations regarding fire and safety standards shall occupancy be granted at this premises.




File # _____

FIRE PREVENTION BUREAU

Zone: _____

RED DEER EMERGENCY SERVICES DEPARTMENTDate: Jan 30 / 2002

BOX 5008

RED DEER, ALBERTA

T4N 3T4

Phone 346 -5511

Fax 343-1866

Occupant: _____

Phone/Fax: 382-7900Address: 3615- 50 AVE

Postal Code: _____

Owner/Agent: _____

Phone/Fax: _____

Address: _____

Postal Code: _____

X - Deficient

S - Appears Satisfactory

N/A - Not Applicable

 Portable Extinguishers _____(1)
 Special Systems _____(2)
 Standpipe & Hose _____(3)

 Emergency Lights/Power _____(4)
 Exit Lights/Signs _____(5)
 F/A System tested _____(6)

 Fire Separations _____(7)
 Closures & Hardware _____(8)
 Exits & Access to Exits _____(9)

 F/D Access to Bldg _____(10)
 to F/D Connection _____(11)
 to F/A Panel _____(12)

 Lock Box Y N
 Proper Keys _____(13)
 Address Displayed _____(14)
 D/G Storage Y N

 Housekeeping General _____(15)
 Services Rooms _____(16)
 Laundry Rooms _____(17)
 Other _____(18)

Deficiencies to be corrected:

This department has no objection to
the use of the building for residential owner
occupied use.
The bedroom shall be located in an area
that has direct access to the exterior by a
door or an openable window having a 16" x 36" opening
Smoke detection is req'd outside the bedroom
area.

These premises will be re-inspected after _____ days.

Signed: Dale Kelly SCO# P323 Signed: _____

Safety Codes Officer

Owner/Occupant/Agent

**Under Authority of the City of Red Deer Bylaw 3124/95, Fees and Charges Bylaw and other applicable legislation,
 of these premises will be invoiced for this inspection.*

Reinspection Date: _____ Satisfactory

Amount _____ & GST _____ YES _____

Invoice # _____ NO _____

Inspection#: _____

Amount: _____ & GST _____

Invoice # _____

Page _____ of _____

January 28, 2002

The City of Red Deer
Inspections and Licensing Dept.
Red Deer, Alberta

Dear Sirs:

We the undersigned have been approached by Debbie Seely in regard to her personal residence in the basement of her hair salon at 3615 - 50 Ave, Red Deer.

We are comfortable with having a residence on the property and believe that it may even be beneficial for the security of our businesses to have someone living in the area.

Name	Business Name	Address	Signature
Dennis Poffen	MARY BROWN'S	3701 50 Ave	Dennis Poffen
Charity Lunn	Love Boutique	3701 50 Ave	Charity Lunn
Joe Tabler	THE DISPENSARY	3617 - 50 Ave	Joe Tabler
Sam Wong	IT'S all Green & more		Sam Wong
Sam Wong	Tiffany's		Sam Wong
Angela Lunn	Amor at the Hair	3617 50 Ave	Angela Lunn
Carla Lunn	Cherish & Promote the Curly	3617 50 Ave	Carla Lunn
Brad Makarenko	BRAD MAKARENKO	3433-Gretz Ave	Brad Makarenko
K Babcock &	Panda Flowers	Bay # 1- 3608 Gretz Ave.	K Babcock

LEGAL DESCRIPTION

Lot(s) PART OF 1 Block 1 Plan 8324 ET

CLIENT

ST. JOHN COUNCIL FOR ALBERTA

MUNICIPAL ADDRESS

3615-50TH AVENUE, RED DEER, ALBERTA

SURVEYORS CERTIFICATION

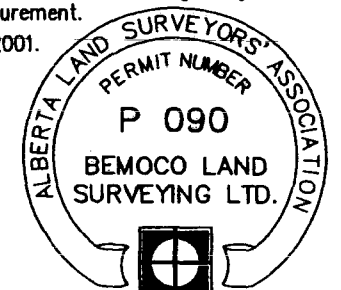
I, George Smith, Alberta Land Surveyor, hereby certify that:
This report was prepared and performed under my personal supervision and in accordance with the Manual of Standard Practice of the Alberta Land Surveyor's Association and supplements thereto. Accordingly within those standards as of the date of this report, I am of the opinion that:

1. The plan illustrates the boundaries of the property, the permanent visible improvements situated thereon (the "improvements"), registered easements, rights of way, and other registered instruments affecting the extent of title to the property.
2. The improvements are entirely within the boundaries of the property.
3. No visible encroachments exist on the property from any improvements situated on an adjoining property.
4. No visible encroachments exist on registered easements, rights of way or other registered instruments affecting the extent of property.

Purpose: This report has been prepared and performed only for the benefit of the client, the client's purchaser (if this report was prepared to facilitate a sale) and any of their legal advisors and lenders/mortgagees. Copying is permitted only for the benefit of those parties. Where applicable, registered easements, rights of way, and other registered instruments affecting the extent of the property have been shown. Unless otherwise shown, property corner markers have not been placed during the survey for this report. The plan should not be used to establish property boundaries due to the high degree of risk of the user making an error in measurement.

Dated this 30 day of November 2001.

George Smith
Alberta Land Surveyor



LEGEND

- Distances to building corners are at right angles from property lines, unless shown otherwise.
- Date of Survey: November 12, 2001
- Date of Title Search (A copy of which is attached): November 6, 2001
- Unless otherwise specified, the dimensions shown relate to the greatest extent of the exterior walls.
- Eaves are dimensioned to the line of the fascia
- Distances are in metres and decimals thereof.
- Fences are shown thus: — x — x — x —
- Statutory iron posts found are shown thus: ●
- Iron bars found are shown thus: ◆
- Unless shown otherwise, fences are within 0.20 metres of the property line
- Area referred to bounded thus: —————

© GEORGE SMITH, A.L.S., 2001

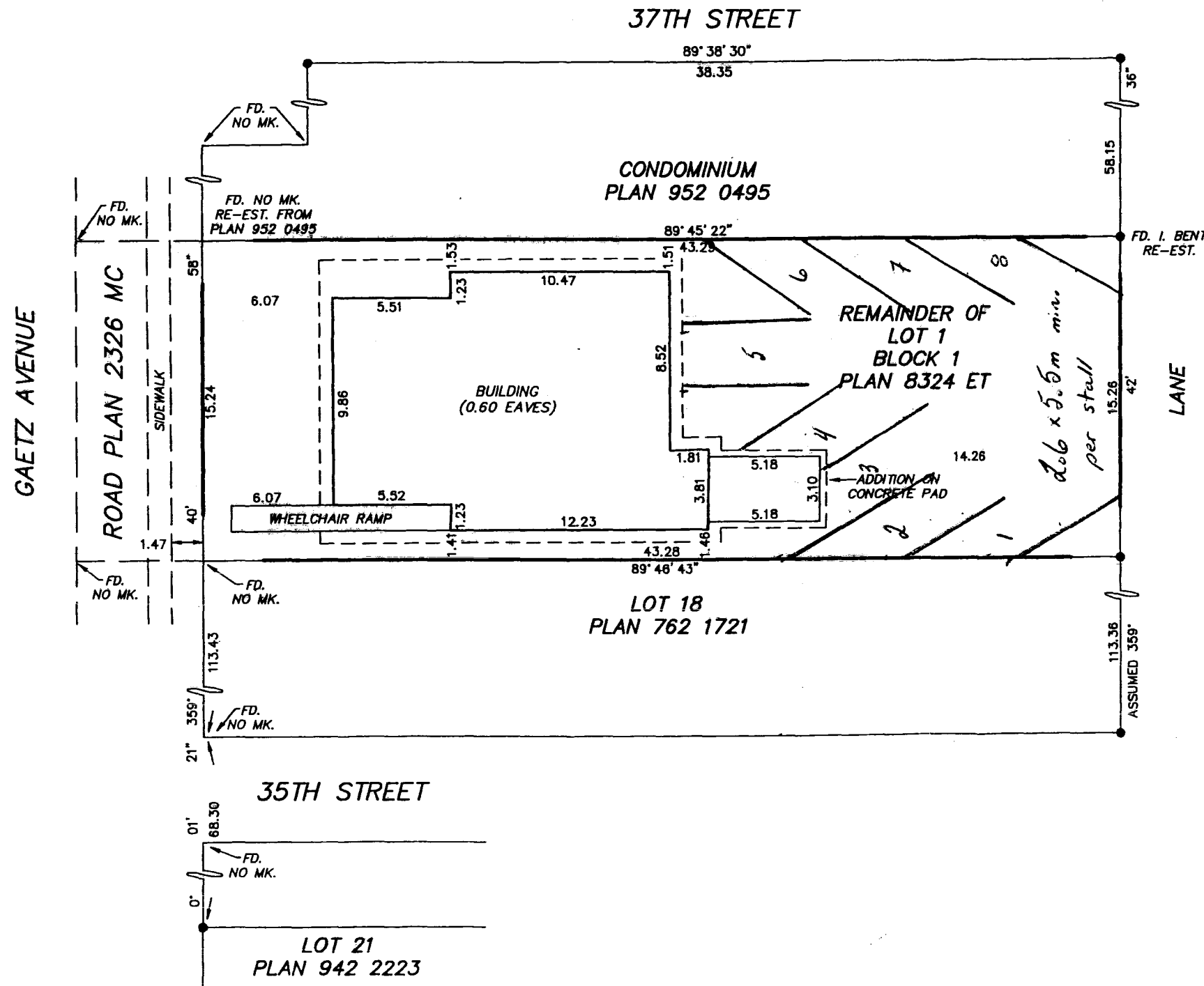
Drawn By: CS Chk'd DV

Date: November 13, 2001

Scale: 1 : 250

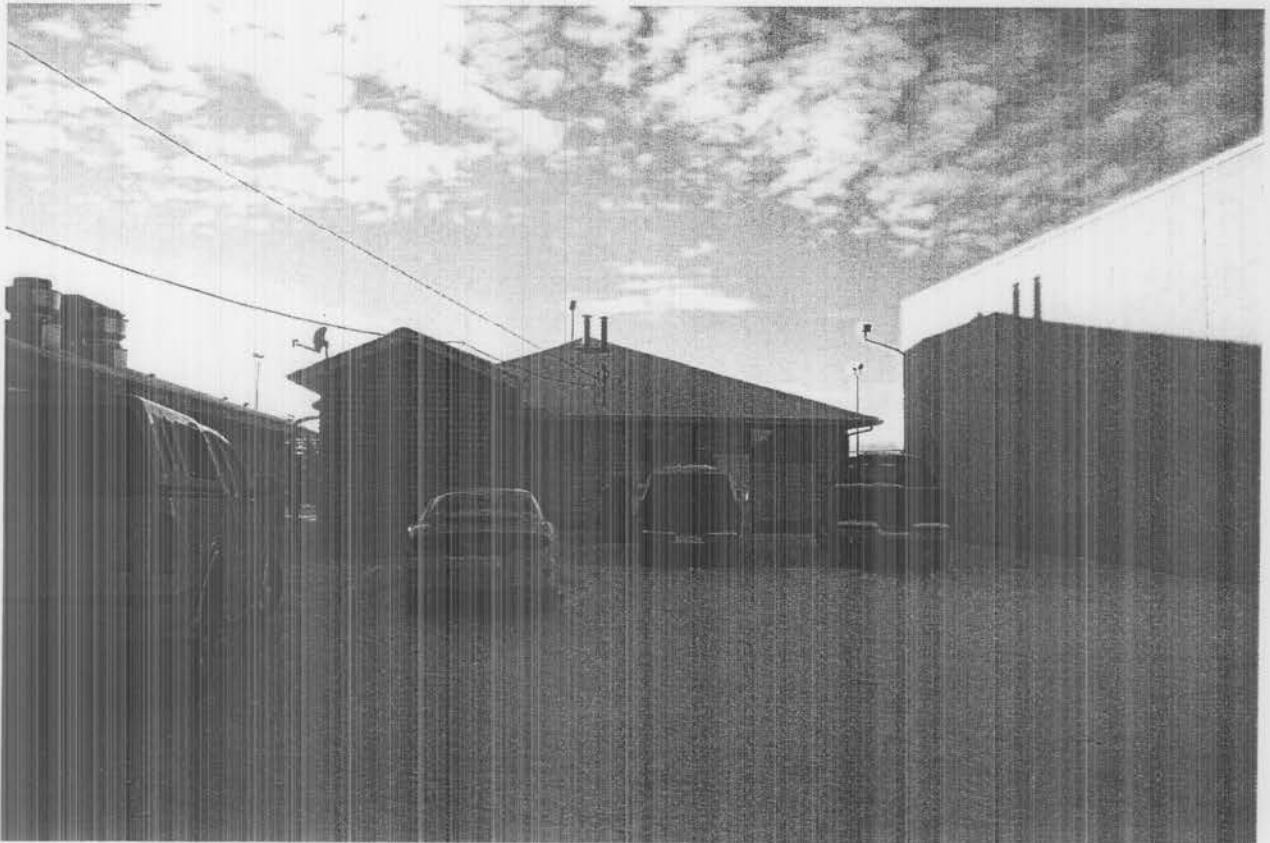
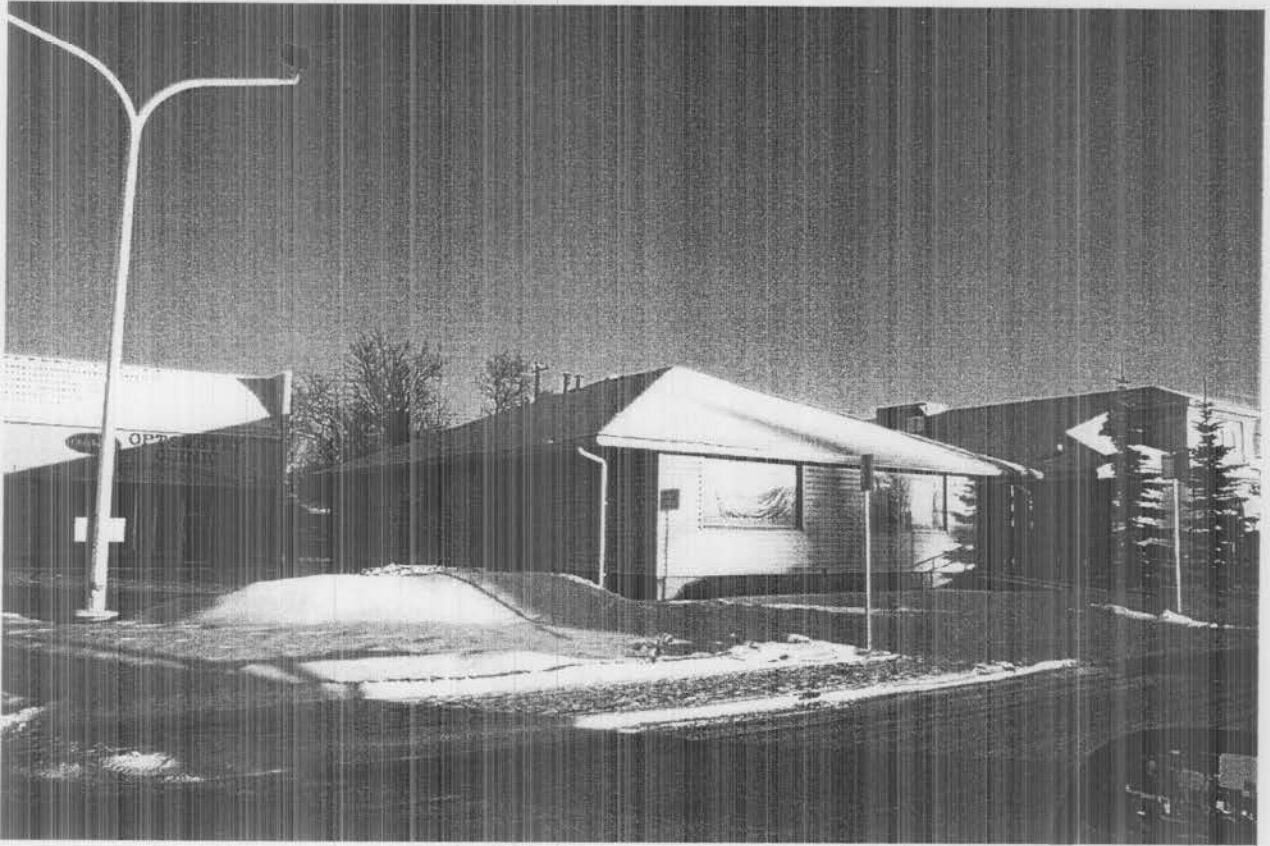
File No.: C-727-01

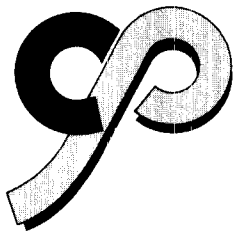
Bemoco Land Surveying Ltd.
21,7895-49th Avenue
Red Deer, Alberta



This is to certify that if the building(s) shown on this plan is/are located in accordance with the adjacent plan, the location of the said building(s) complies with the setback, rear yard and side yard requirements of the Land Use Bylaws of the City of Red Deer.

Development Officer
Development Officer Seal





Date: February 15, 2002

To: Kelly Kloss, City Clerk

From: Nancy Hackett, Parkland Community Planning Services
Joyce Boon, Inspections and Licensing

Re: Rezoning Request – 3615-50 Avenue (Pt Lot 1, Block 1, Plan 8324 ET)

Rezoning Request

The owner of the property at 3615-50 Avenue is requesting a zoning change to allow a permanent residence in the building where she currently operates a hair dressing shop. The intent of the request is to use the existing basement suite as a personal residence and to operate a hair salon on the main floor.

The property is currently designated C4 Commercial (Major Arterial) District. The purpose of the C4 district is to provide for commercial development associated with the sale, trade, and service of automotive transportation and the automobile traveler, as well as other commercial land uses built at low density. The commercial land uses operating in this district generally serve the city and region as a whole. The majority of properties in the city which front onto Gaetz Avenue are zoned C4 Commercial, with some exceptions including C1 properties in the Downtown and the Shopping Mall C2 commercial properties. A hair salon, defined in the Land Use Bylaw as a commercial service facility, is a permitted use in the C4 district. No zoning change is required to operate a hair salon from the property. However, a residential suite or dwelling is neither a permitted nor a discretionary use under the current C4 Commercial zoning. Therefore, a change in zoning would be required to allow a basement residential suite.

Background

As stated, the current land use bylaw designates the subject site C4. This property has been zoned C4 for more than 20 years. Within a previous City of Red Deer Land Use Bylaw, in place between 1961 and 1978 and the subsequent bylaw in place between 1978 and 1980, the subject site was designated R2B Residential (General) District. The R2B District (which no longer exists) allowed single family dwellings with one basement suite per dwelling as a permitted use. It also allowed semi-detached dwellings as conditional (discretionary) uses without basement suites. No commercial uses were allowed in the R2B District. In 1980, when a new Land Use Bylaw was adopted, the subject property as well as the neighbouring properties, was redistricted to C4 Commercial. This was done to reflect the growing demand for commercial development along Gaetz Avenue. While the properties surrounding the subject site have been largely redeveloped with commercial plaza style developments over the years, the subject site still contains an older dwelling. This house and its basement suite were at one time permitted residential dwellings. But, to the best of our knowledge, the

zoning on this site has never at any time allowed for a commercial business in combination with a residential unit.

History Of The Site

Permit records indicate that in May 1961 a building permit was issued for the construction of a semi-detached dwelling (duplex) on the subject site, which was at that time allowed under the City's Zoning Bylaw (R2B Zone). There is no record of a permitted basement suite on this site. In 1979, City Council reviewed a request to relocate the semi-detached dwelling to a property on Norquay Street, in the Normandeau subdivision. This request was denied by City Council. The semi-detached dwelling remained on the subject site. In 1992 Municipal Planning Commission approved the use of this site and the existing building for a St. John's Ambulance office. The use was approved as administrative offices, classroom training, storage, and warehouse of equipment. St. John's Ambulance remained at this location until 2001 when they built a new building in the City.

Site Complaints

The Inspections and Licensing Department has received complaints from surrounding businesses regarding parking, as well as information that the owner is presently living in the building. On February 1, 2002 an occupancy permit was issued for the hair dressing shop only, with conditions that the site designation did not permit residential use. Together with this occupancy permit, a letter was hand delivered to the owner, Debbie Seely, indicating that she must vacate the premise within 90 days from the date of the letter (see attached).

Issues

There are several planning issues to be considered in looking at this request; these include the site's characteristics and compatibility for residential development, mixed use residential-commercial developments allowed in the city, and existing planning policies.

Site Characteristics and Compatibility for Residential Development

As stated, the subject site has been designated for commercial land use and functioned as a commercial business for many years. The property fronts onto a service road along Gaetz Avenue. The surrounding properties, which also front onto this Gaetz Avenue service road, are designated commercial. The properties to the rear of the subject site are designated as R2 Residential (Medium Density) District and include a mix of apartment buildings and other residential dwellings. These residential dwellings are buffered by the commercial development from Gaetz Avenue.

Gaetz Avenue is classified as an arterial road. An arterial carries a large volume of all types of traffic. Gaetz Avenue also serves as a heavy truck route and a dangerous goods route. Under the *City's Planning and Subdivision Guidelines*, arterial roads are to be located at the periphery of neighbourhoods. Because of limited access and due to the volume, speed, and types of traffic using arterial roads, residential units do not typically front onto arterials. The *Planning and Subdivision Guidelines* indicate that residential lots should be designed to back onto these roads. In most cases a berm between the road and housing is planned to

minimize noise. While these measures are not possible in many older areas, new units are planned to avoid impacts of this nature. However, the subject site would face these types of negative impacts despite the existing service road. Because of the general commercial nature of the property and surrounding properties these impacts would be difficult if not impossible to mitigate. For these reasons the site is generally not compatible for a residential dwelling.

Residential-Commercial Mixed Use

The applicant has requested that the property contain both a main floor commercial business and a basement residential dwelling. The C4 District does not allow for this mixed residential-commercial development. Several of Red Deer's commercial districts allow residential units above the ground floor, see Table 1, but none allow for basement suites. As the applicant notes in her letter, C3 Commercial (Neighbourhood Convenience) District is one district allowing above ground floor residential dwelling units. However, C3 zoning is inappropriate for this site for two reasons. Firstly, C3 is intended only for commercial businesses serving the immediate neighbourhood only (land use to serve adjacent residential neighbourhoods and non-commercial areas only). Secondly, the C3 District would not allow for a residential suite in the basement, only an above ground residential unit.

In fact, only two districts allow for development which blends both ground floor commercial and a residential basement suite. These areas are located in the Riverfront Direct Control District (DC15) of Riverside Meadows and the low impact commercial area of Downtown/Parkvale (defined as the north side of 49 Street between 46 and 47 Avenues and both sides of Ross Street between 46 and 47 Avenues and the east side of 47 Avenue between Ross Street and 55 Street). Both of these districts came about as a result of an Area Redevelopment Plan and a public consultation process. Both contain several lots with the opportunity to establish a critical mass of mixed use developments. Both districts were purpose written to achieve redevelopment and rejuvenation of older residential areas and would not be applicable in a busy commercial district on a single lot.

As there is presently no district in the Land Use Bylaw that would appropriately deal with this request, there appears to be no opportunity to rezone the subject site to some other zone. A site specific exception would be a possibility. However, only two exceptions have been made to allow residential units in the C4 District in the past. In both instances these residential units were to function as security suites. One case was the former Cass' Stagger Inn site located in Riverside Meadows on 58 Street and 51 Avenue. As this property is now vacant and has been rezoned, this exception no longer exists. The other exception applies to the car-truck wash facility at 1738-49 Avenue. This property is located near the Westerner Grounds and is somewhat isolated. The Land Use Bylaw specifically refers to the residential unit as a "security quarter suite". These exceptions occurred due to extenuating circumstances in which the businesses suffered security problems. As the property is not isolated and backs onto a residential area, there is unlikely to be a security risk of the same magnitude as previous exceptions.

The planning concerns with extending this type of mixed use to just one property on the South Hill include:

- Need to maintain a district in the City which has a focused sole purpose of meeting commercial land use requirements for the city and region. Allowing residential uses in the C4 District would dilute some of the distinction between the purpose of existing

commercial districts. Further, it could set a precedent for other properties to request residential uses should they not be able to lease their site that would “chip away” at this major commercial district.

- Other areas in the city which do allow for mixed residential commercial, do so in areas where a critical mass is attainable, not on a site by site basis e.g. low impact commercial in the downtown, DC-15 in Riverside Meadows
- Lack of justification for “spot zoning”, it has not been the practice nor the policy of the City of Red Deer to encourage “spot zoning” as it can create a confusing bylaw and provides little assurance to adjacent property owners as to what uses may locate next door or nearby. For these reasons, spot zoning is discouraged.
- Impact on other C4 properties throughout the city that would not have this exception and may see it as an unfair advantage
- Complaints received by the Inspections and Licensing Department suggest that mixed commercial-residential use at this site is inappropriate

Table 1

Commercial Land Use District	Is a Residential Dwelling Unit allowed?	Where?
C1	Yes	Above the ground floor
C1A	Yes	As Multi-Family Development (defined as three or more units, can be in the same building with commercial uses)
C2	Yes	Above the ground floor
C3	Yes	Above the ground floor
C4	No	

Planning Policies

In reviewing the City’s planning documents and statutory plans, there appears to be no policies in place to support the request for a basement suite at this location. There are no applicable Neighbourhood Area Structure Plans or Area Redevelopment Plans for the South Hill area, and the City’s Municipal Development Plan does not provide any policies directly relevant to this request.

The *Strategic Plan of the City of Red Deer* (July 1999) does presents a long term goal under land use planning to ensure that land use planning policies, guidelines and procedures reflect the long-term interest of the community. From a planning perspective, the long term interest of the community was set in 1980 as Gaetz Avenue became more commercially focused and the zoning was changed to establish Gaetz Avenue as a commercial area. The construction of several recent commercial developments in very close proximity to the applicant’s property would indicate that the area is functioning as a viable and important commercial district and will continue to do so. Based on an examination of the relevant planning materials, there is no evidence that the introduction of a residential unit into what has been a commercial property for over 20 years would meet any long-term or broad community interests.

Options

1. Amend the C4 Commercial District to Allow Residential Units

This option would involve amending the C4 District to allow residential units. However, the purpose of the C4 District is to allow for commercial development on arterial roads which is focused on serving the city as a whole and the wider region. As such these properties are located on major arterials and are high traffic locations with large customer bases. Many C4 properties are plaza style, big box style, or purpose built commercial developments which could not accommodate residential units. Therefore, due to the location and the typical type of development located in the C4 District, from a planning point of view, residential units would not be compatible.

Note: Such an amendment would affect every C4 property in Red Deer and therefore public consultation would be necessary before bringing such a bylaw amendment forward.

Recommendation: As the C4 District is the only exclusively commercial district in the City, and as residential uses would be largely incompatible in C4 Major Arterial locations this option is not recommended.

2. Rezone Subject Site from C4 to Another District

This option would consider rezoning the subject site to another district which would allow the proposed uses. Several other commercial districts in the City allow residential units. However, none allow commercial uses on the main floor together with a residential basement suite. The C3 District would allow an upper storey residential dwelling but is intended as a neighbourhood commercial district with businesses serving the local residents only.

One instance where commercial with a basement suite might be considered is in the Direct Control (DC) 15 District. DC 15 was purpose written based on the Riverside Meadows Area Redevelopment Plan and is intended to direct the rejuvenation of the Riverfront area. The second instance where commercial with a basement suite might be considered is in the low impact commercial area in the Downtown Parkvale area which is purpose written based on the goals of the Greater Downtown Action Plan to rejuvenate and revitalize the Downtown. Neither circumstance is applicable to the subject site.

Recommendation: Rezoning to another commercial district is not plausible based on the purpose of the other commercial districts (e.g. C3 Neighbourhood Commercial, C2 Regional or District Shopping Mall), but also based on the fact that there is no existing district which would allow a commercial main floor use and an accessory residential unit in the basement. Therefore, this option is not viable and can not be recommended.

3. Allow the Basement Residential Unit as an Exception

This option would allow the proposal as an exception to the C4 Commercial District on this specific site. There is one existing exception to allow a residential unit as a

"security quarters suite" in the C4 District. Allowing an exception is a form of spot zoning, which is not a typical practice of the City of Red Deer for several reasons outlined above. It is also important to note that such an exception would go against the general purpose of the C4 district as a commercial area and it would be contrary planning principles and planning objectives for last 22 years of focusing commercial development along the South Hill's Gaetz Avenue area.

Note: Such an exception could impact adjacent properties and therefore consultation with adjacent landowners should be undertaken before bringing such a bylaw exception forward.

Recommendation: An exception on this site would result in spot zoning for a property; this option is not recommended.

4. **Allow as a Temporary Use**

This option would allow the owner-occupied residential basement suite as a temporary use on the subject site for a specified period of time. Temporary uses are extremely difficult to regulate and to enforce when the time period has expired. Future purchasers would have to be made aware of the temporary nature of the use in order that they did not purchase the site under false assumptions.

Recommendation: Because of the difficulty in regulating temporary uses and in ensuring that they do not exceed set timelines, this option is not recommended.

5. **Deny the Request**

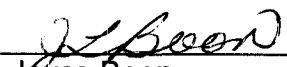
This option would deny the application based on incompatible site characteristics for combined residential-commercial development, based on the long standing commercial zoning for the area, and based on the planning objectives and purpose of the C4 District. Circumstances have created a very unfortunate situation for the property owner as she outlines in her letter, however in looking at the broader planning issues, the proposal is not appropriate in this location.

Recommendation: Recommended option to deny the rezoning request.

Recommendation

THAT Council of the City of Red Deer deny the request for rezoning for allow a residential basement unit at 3615 - 50 Avenue. If the application is denied by City Council, the owner will be required to vacate the residential premise by May 1, 2002 as per the letter sent by the City of Red Deer Inspections & Licensing Department.

Respectfully Submitted,


Joyce Boon
Inspections and Licensing Permit Supervisor


Nancy C. Hackett
Planner

c. Colleen Jensen, Community Services

Inspections and Licensing Department

January 30, 2002

The Worx
3615 - 50 Avenue
Red Deer, AB T4N 3Y5

COPY

Attention: Debora Seely

Dear Ms. Seely:

RE: 3615 - 50 Avenue
Lot 1, Block 1, Plan 8324ET

This is to advise you that Occupancy Permit #7020036 allows you to operate a hair salon on the main level only at 3615 - 50 Avenue. The use of a hair salon is permitted from this location.

It has come to our attention that you are living in the building at this site (3615 - 50 Avenue), which is neither permitted nor discretionary under the regulations of the Land Use Bylaw. The Inspections & Licensing Department, on a number of occasions, have discussed with you and Bruce Ponych that you must not use this commercial building as a residential dwelling. With this letter you are hereby notified that you have ninety (90) days from the date of this letter to cease living in this building. Failure to vacate this building as a residential dwelling may result in legal action being initiated.

It is our understanding that you will be making application to City Council for direction on the use of this building as a residential dwelling.

For further information you may contact this office at 342-8190.

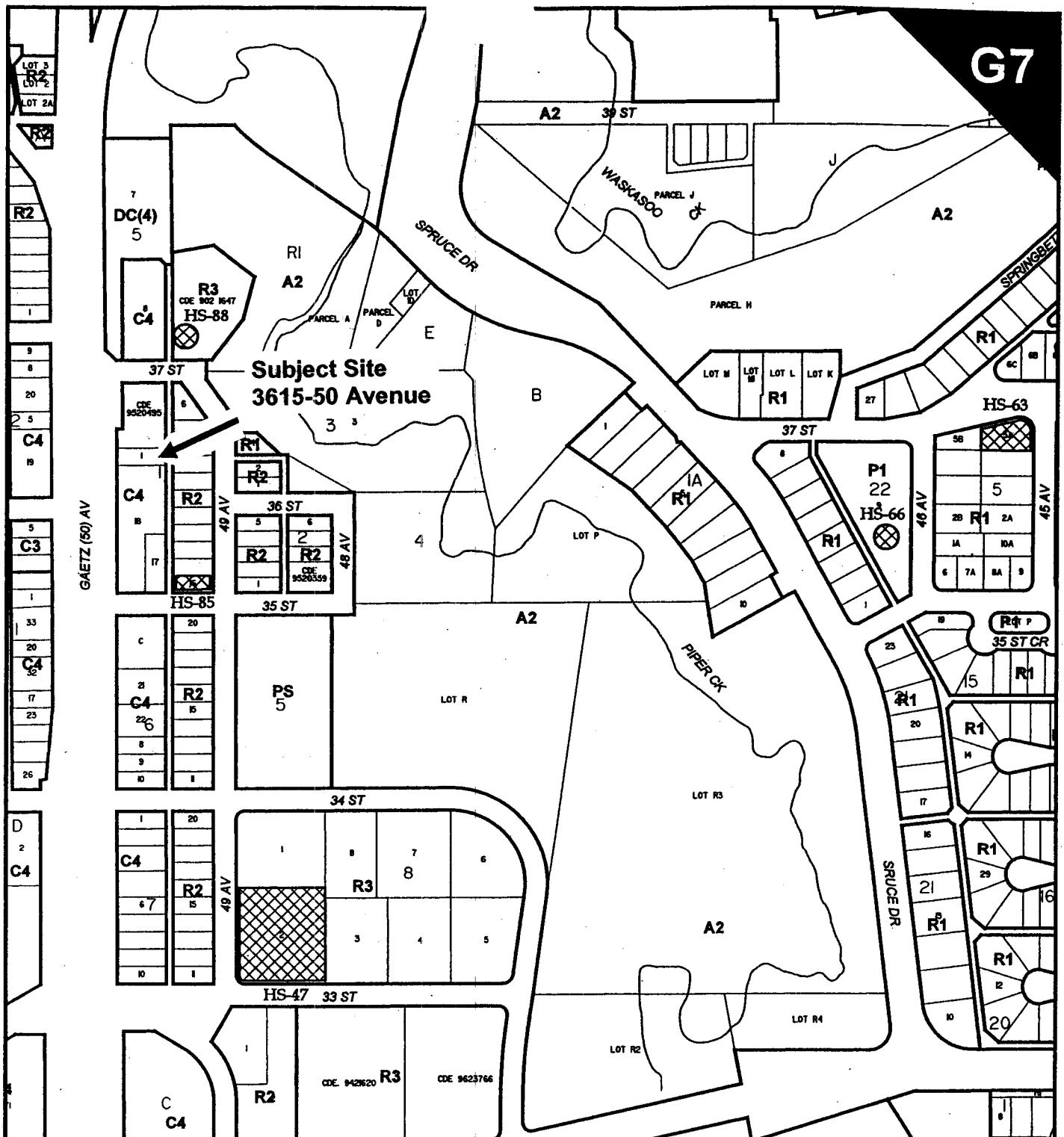
Yours truly,

Joyce Boon
Permits & Licensing Supervisor
INSPECTIONS & LICENSING DEPARTMENT

JB/kb

cc Bryon Jeffers, Director of Development Services
Paul Meyette, Parkland Community Services
Greg Scott, Manager, Inspections & Licensing Dept.
Kelly Kloss, City Clerk

G7



Part Six of the Bylaw
outlines the Land Use
District Definitions

refer to the Index Map
for the Legend



NORTH
Scale 1:5,000

© The City of Red Deer,
Engineering Department

The City of Red Deer

Land Use Bylaw 3156/96

Amendments to NW 1/4 Sec 09

3156 / RR-98 Dec 7, 1998

3156 / D-2000 Mar 27, 2000

3156 / B-2001 Feb 12, 2001

G7

NW 1/4 Sec 09
Twp 38- Rge 27 - W4th

printed on
January 03, 2002

February 08, 2002

Kelly Kloss
City Manager

NessCorp
12 Askin Close
Red Deer, Alberta
T4R 2R7

Re: "The Worx" Hair Salon at 3615 - Gaetz Ave., Red Deer, request
for relaxation of C4 zoning to residential.

Dear Kelly:

As co-owner of Checkmate Centre at 3617 - Gaetz Ave., Red Deer,
it is my wish that this proposal not be given any consideration for
re-zoning or spot zoning. This area should not regress to residential
when this is not a suitable use in C4.

It's unfortunate that this property was purchased with the intent of the
owner residing at this location. Real Estate agents that lobby tenants
in this issue are doing their clients a disservice that affects all the
businesses in the area. I suggest that if the real estate agent and his
client selectively collect signatures from tenants, and not landowners,
then ownership of the above property should revert back to that agent.
Thank you.

Sincerely



Debbie Ness
NessCorp.

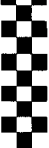
Comments:

We concur with the comments of Parkland Community Planning Services relative to the general incompatibility between residential and commercial uses in the C4 zone. However, one additional thought has come to mind and that is the possibility of treating an owner-occupied suite as an ancillary use in a commercial area in much the same way that we treat a home occupation in a residential area allowing for the unique blend of residential and commercial owners only. The general philosophy accepted in a home occupation in a residential area is that the mixed use is deemed acceptable if specific conditions prevail, particularly that it is for the purposes of the owner only and that there is no intrusion on the use for surrounding owners and tenants of their appropriately zoned property. The question arises as to whether or not the same philosophy can be applied in the C4 zone for owner-occupied premises. Should Council wish to investigate this possibility, we recommend that the motion to deny be moved and then tabled for a period of four to six weeks to allow Parkland Community Planning Services to complete a report for Council's consideration outlining the implications of such a proposal.

In addition we recommend that Parkland Community Planning Services be asked to report back on the possibility of altering the current restrictions in the other commercial zones which require that any residential development be above ground. It may also be possible to give consideration to basement residential development.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager




February 25, 2002

The Dispensary
#F 3617-50 Ave.
Red Deer, Alberta
T4N 3Y5

Kelly Kloss
City Clerk
City of Red Deer
Fax: 346-6195

Re: Application for Residence at 3615-50 Avenue

I wish to register my opposition to this application. A Mr. Len Parsons, a salesperson for Remax approached me in late January stating that the new owner of this property was requesting a temporary residence at this address. He had a petition as such, and I signed the aforementioned petition on that basis only. Upon reading in the Saturday edition of the Red Deer Advocate that the application is for permanent residence I cannot support the application and thus my support on the petition is withdrawn. I would like to enquire as to the tax rate applicable to this place; commercial or residential? Another issue is to the parking in the general area. I feel that approval of this application sets a dangerous precedent; can all of the businesses along 50th Avenue then become residences as well as businesses?



C. Joe Tabler
Owner/Operator
The Dispensary

February 12, 2002

Kelly Kloss
City Manager

David Fabretti
Fabretti Inc. o/a Cappelli Studio
C-3617 50th Ave.
Red Deer, Alberta
T4n 3Y5

Re: "The Worx" hair salon at 3615-Gaetz Ave., Red Deer, request for relaxation of C4 zoning to residential.

Dear Mr. Kloss:

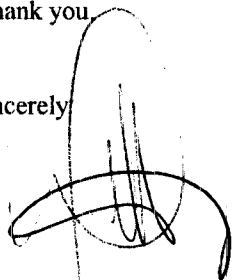
As co-owner of CheckMate Centre at 3617-Gaetz Ave, I strongly oppose any consideration to re-zoning or spot zoning with regards to the above mentioned property.

Gaetz Avenue has been and always will be an extremely strong Commercial Avenue for Red Deer. Any changes to the zoning for that property I feel would have a extremely negative impact to the area. Not to mention the domino effect and complications that would follow such consideration.

Apparently a selective few of the area business people and tenants were asked to sign a petition in support of the new owner of the above mentioned property living there. I was not approached on this matter. It is also been brought to my attention that the realtor involved may have misrepresented the intentions of the petition. If that is the case I would hope that this be used as an example to realtors that this type of conduct will suffer consequences. It is unfortunate that maybe the property was purchased without a clear representation of the zoning but it should be a matter between the realtor and the purchaser, not the City.

Thank you

Sincerely



David Fabretti
Fabretti Inc.

C-3617-50 Avenue
Red Deer, Alberta
T4N 3Y5

Ph: (403) 342-0300
Fx: (403) 340-1600

FILE



Office of the City Clerk

January 31, 2002

Debbie Seely
3615 - 50 Avenue
Red Deer, AB T4N 3Y5

Dear Ms Seely:

I am in receipt of your letter dated January 28, 2002 regarding a request to have a personal residence in the basement of the premises located at 3615 - 50 Avenue, as an ancillary use to a hair salon. Your request *may* be placed on the Red Deer City Council Agenda of *Monday, February 11, 2002*.

Your request has been circulated to City Administration for comments. A copy of the administrative comments will be available to you prior to the Council Meeting and can be picked up at our office on the second floor of City Hall on *Friday, February 8, 2002*.

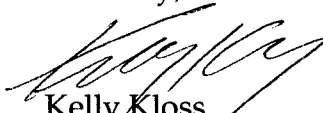
If you wish to present and/or speak at the Council Meeting, please telephone our office on *Friday, February 8, 2002* and we will advise you of the approximate time that Council will be discussing this item. Upon arrival at City Hall, please enter the park side entrance and proceed to the Council Chambers on the second floor.

Your letter will be presented to an open meeting of Council and will be available to the public and media. As well, Council Meetings are open to the general public and are televised on Shaw Cable, Channel 10. Council Meetings commence at 4:30 p.m., adjourn for the supper hour at 6:00 p.m., and reconvene at 7:00 p.m. Council agendas are available to the public and media from the City Clerk's Department.

There is no cost for an initial application to Council for amendments to a Land Use Bylaw. Should Council proceed with the Bylaw amendment, you will be responsible for advertising costs, in the amount of approximately \$400.00, in order to notify the public of the proposed amendment. Bylaw amendments must go through a public hearing process before receiving final approval from Council.

If you have any questions or require further assistance, please do not hesitate to contact me.

Sincerely,



Kelly Kloss
City Clerk

KK/chk



Office of the City Clerk

FILE

February 5, 2002

Debbie Seely
3615 - 50 Avenue
Red Deer, AB T4N 3Y5

Dear Ms Seely:

**Re: Request for a Personal Residence in Basement of Premises
Located at 3615 - 50 Avenue As An Ancillary Use to a Hair Salon
Change of Council Meeting Date**

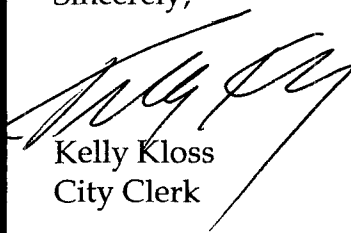
On January 31, 2002, I advised you that the above item may be placed on the Red Deer City Council Agenda of Monday, February 11, 2002.

Unfortunately I need to reschedule the date your request will appear before City Council. This item will now be placed on the Red Deer City Council Agenda of **Monday, February 25, 2002.**

If you wish to present and/or speak at the Council Meeting, or require a copy of the administrative comments, please telephone our office on **Friday, February 22, 2002** and we will advise you of the approximate time that Council will be discussing this item.

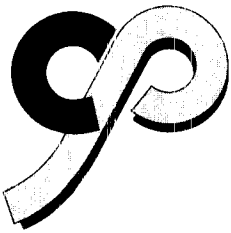
If you have any questions or require further assistance, please do not hesitate to contact me.

Sincerely,



Kelly Kloss
City Clerk

KK/chk



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

Suite 404, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
FAX: (403) 346-1570
e-mail: pcps@pcps.ab.ca

Jeff Graves, City Clerk's Department
City of Red Deer
Box 5008
Red Deer, AB T4N 3T4

February 4, 2002

Dear Jeff,

Re: Personal Residence in Basement of Premises Located at 3615-50 Avenue as an Ancillary Use to Hair Salon

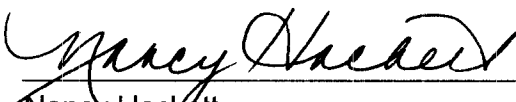
In follow up to our telephone conversation Friday afternoon, I would like to indicate that, given the very short time line, we will be unable to respond to the referral request you sent over with the thorough attention the matter demands by the comment deadline.

As you are aware, our office received a request for comments pertaining the "Personal Residence in Basement of Premises Located at 3615-50 Avenue as an Ancillary Use to Hair Salon" on January 31, 2002 (Thursday). You have asked for comments by today. Due to the complex issues involved in this request (land use district change which could potentially affect every C4 property in the City) this issue will require more than two days to review the applicant's request, make a site visit, research zoning background, review compatible situations, thoroughly consider planning issues and options, and make solid recommendations to Council.

Under the Land Use Bylaw Section 31(5) page 2-11, Council is required to hear requests to amend the bylaw within 36 days of receipt of the request. Our office would like to make comments on this application as we feel there are some significant planning matters to be addressed. We would like to have one week from today to submit our comments. We have discussed working jointly with the Inspections and Licensing Department on this report.

Please advise if this is satisfactory.

Sincerely,


Nancy Hackett

- c. Colleen Jensen, Community Services
Greg Scott/Joyce Boon, Inspections and Licensing

Date: January 31, 2002
To: City Clerk
C: Inspections and Licensing Manager
Principal Planner
From: Emergency Services
Re: **Personal Residence in Basement of Premises located at
3615 – 50 Avenue as an Ancillary Use to Hair Salon**

After review of the above noted proposal this department has no objection, provided all construction meets the Alberta Fire Code.

Recommendation:

It is respectfully recommended to Council that the personal residence in the basement be permitted.



Gordon Stewart, P. Eng.
Fire Chief/Manager

DATE:

JANUARY 30, 2002

TO:

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

FROM:

CITY CLERK

RE:

**PERSONAL RESIDENCE IN BASEMENT OF PREMISES
LOCATED AT 3615 – 50 AVENUE AS AN ANCILLARY USE TO HAIR
SALON**

Please submit comments on the attached to this office by **MONDAY, FEBRUARY 4, 2002**
for the Council Agenda of **MONDAY FEBRUARY 11, 2002** .

Kelly Kloss
City Clerk

☒ **ACKNOWLEDGE**

Council Decision – Monday February 25, 2002

DATE: February 26, 2002

TO: Nancy Hackett, Parkland Community Planning Services
Joyce Boon, Inspections and Licensing

FILE

FROM: City Clerk

RE: Rezoning Request: 3615 – 50 Avenue (Pt. Lot 1, Block 1, Plan 8324 ET)

Reference Report:

Parkland Community Planning Services and Inspections & Licensing, dated February 15, 2002.

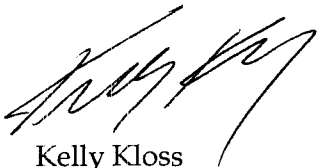
Resolutions:

Resolved that Council of the City of Red Deer having reviewed the correspondence from Debbie Seely, dated January 28, 2002, - re: Rezoning Request, 3615 – 50 Avenue (Pt. Lot 1, Block 1, Plan 8324 ET) and the report from Parkland Community Planning Services, dated February 15, 2002, hereby denies the request for a zoning change to allow a permanent residence in the building currently used as a hair dressing shop.

Report Back to Council: No

Comments/Further Action:

I trust you will be continuing with the notice to the applicant to vacate the residence within this building.



Kelly Kloss
City Clerk

/chk

c Director of Development Services
Community Services Director



Office of the City Clerk

FILE

February 26, 2002

Debbie Seely
3615 - 50 Avenue
Red Deer, AB T4N 3Y5

Dear Ms Seely:

Re: Rezoning Request: 3615 - 50 Avenue (Pt. Lot 1, Block 1, Plan 8324 ET)

At the City of Red Deer's Council meeting held Monday, February 25, 2002, Council gave consideration to your rezoning request to have a personal residence in the basement of the premises located at 3615 - 50 Avenue, as an ancillary use to your hair salon.

As you are aware however, Council did not approve your request as outlined in the following resolution:

Resolved that Council of the City of Red Deer having reviewed the correspondence from Debbie Seely, dated January 28, 2002, - re: Rezoning Request, 3615 - 50 Avenue (Pt. Lot 1, Block 1, Plan 8324 ET) and the report from Parkland Community Planning Services, dated February 15, 2002, hereby denies the request for a zoning change to allow a permanent residence in the building currently used as a hair dressing shop.

As a result, you will now be required to relocate your personal residence. I am aware that the Inspections and Licensing Department has been in contact with you as to a timeline for this relocation.

If you have any questions, please feel free to all me.

Sincerely,


Kelly Kloss
City Clerk

KK/chk

c Parkland Community Planning Services
Inspections & Licensing Manager
The Dispensary
Cappelli Studio

The City of Red Deer

February 12, 2002

Kelly Kloss
City Manager

David Fabretti
Fabretti Inc. o/a Cappelli Studio
C-3617 50th Ave.
Red Deer, Alberta
T4n 3Y5

Re: "The Work" hair salon at 3615-Gaetz Ave., Red Deer, request for relaxation of C4 zoning to residential.

Dear Mr. Kloss:

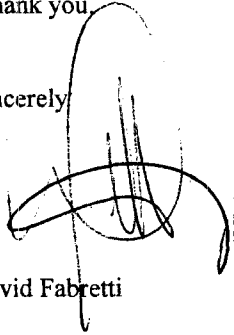
As co-owner of CheckMate Centre at 3617-Gaetz Ave, I strongly oppose any consideration to re-zoning or spot zoning with regards to the above mentioned property.

Gaetz Avenue has been and always will be an extremely strong Commercial Avenue for Red Deer. Any changes to the zoning for that property I feel would have a extremely negative impact to the area. Not to mention the domino effect and complications that would follow such consideration.

Apparently a selective few of the area business people and tenants were asked to sign a petition in support of the new owner of the above mentioned property living there. I was not approached on this matter. It is also been brought to my attention that the realtor involved may have misrepresented the intentions of the petition. If that is the case I would hope that this be used as an example to realtors that this type of conduct will suffer consequences. It is unfortunate that maybe the property was purchased without a clear representation of the zoning but it should be a matter between the realtor and the purchaser, not the City.

Thank you.


Sincerely,



David Fabretti
Fabretti Inc.

C - 3617 - 50 Avenue
Red Deer, Alberta
T4N 3Y5

Ph. (403) 342-6300
Fx. (403) 346-6668



February 25, 2002

The Dispensary
#F 3617-50 Ave.
Red Deer, Alberta
T4N 3Y5

Kelly Kloss
City Clerk
City of Red Deer
Fax: 346-6195

Re: Application for Residence at 3615-50 Avenue

I wish to register my opposition to this application. A Mr. Len Parsons, a salesperson for Remax approached me in late January stating that the new owner of this property was requesting a temporary residence at this address. He had a petition as such, and I signed the aforementioned petition on that basis only. Upon reading in the Saturday edition of the Red Deer Advocate that the application is for permanent residence I cannot support the application and thus my support on the petition is withdrawn. I would like to enquire as to the tax rate applicable to this place; commercial or residential? Another issue is to the parking in the general area. I feel that approval of this application sets a dangerous precedent; can all of the businesses along 50th Avenue then become residences as well as businesses?



C. Joe Tabler
Owner/Operator
The Dispensary

BYLAW NO. 3134/A-2002

Being a bylaw to amend Bylaw No. 3134/95, the Emergency Services Department Fees and Charges Bylaw of the City of Red Deer.

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

Bylaw No. 3134/95 is hereby amended as follows:

- 1 By deleting Schedule "A" in its entirety and replacing same with the attached new Schedule "A".
- 2 By deleting Schedule "B" in its entirety and replacing same with the attached new Schedule "B".
- 3 By deleting Schedule "C" in its entirety and replacing same with the attached new Schedule "C".
- 4 By deleting Schedule "D" in its entirety and replacing same with the attached new Schedule "D".
- 5 By deleting Schedule "E" in its entirety and replacing same with the attached new Schedule "E".

READ A FIRST TIME IN OPEN COUNCIL this day of 2002

READ A SECOND TIME IN OPEN COUNCIL this day of 2002

READ A THIRD TIME IN OPEN COUNCIL this day of 2002

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002

MAYOR

CITY CLERK

SCHEDULE "A"**Fees and Charges for Services Provided Outside
The City Boundaries**

Page 1 of 1

Service**Rate****First Hour**

Pumper and 4 Men	\$550/hr + \$1.75/km
Tanker and 2 Men	\$250/hr + \$1.75/km
Heavy Rescue and 2 Men	\$300/hr + \$1.75/km
Heavy Rescue and 4 Men	\$500/hr + \$1.75/km
Light Rescue and 2 Men	\$250/hr + \$1.75/km
Command Car	\$100/hr + \$1.75/km

All Other Hours

Pumper and 4 Men	\$400/hr
Tanker and 2 Men	\$200/hr
Heavy Rescue and 2 Men	\$250/hr
Heavy Rescue and 4 Men	\$450/hr
Light Rescue and 2 Men	\$200/hr
Command Car	\$100/hr

Charges may also be included for material used (foam, dry chemical, etc.)

SCHEDULE "B"**Fees and Charges to Provincial Government**

Page 1 of 1

Service***Rate***

Responses to Motor Vehicle Accidents and
Fires on Provincial Highways

Alberta Transportation Rates

SCHEDULE "C"

Page 1 of 1

**Fees and Charges to the Public and to
Other City Departments**

<i>Service</i>	<i>Rate</i>
Inspection, including 1 st re-inspection	\$50.00 per man hour or part thereof, plus G.S.T.
2 nd Reinspection	\$30.00 per ½ hour or part thereof, plus G.S.T.
Investigation	\$50.00 per man hour or part thereof, plus G.S.T.
Investigation After Hours	\$100.00 per man hour or part thereof, plus G.S.T.
Patient Care Reports	\$50.00 per report, plus G.S.T.
Fire Occurrence Reports	\$50.00 per report, plus G.S.T.

SCHEDULE "D"**Fees and Charges to the Public and to
Other City Departments**

Page 1 of 2

<i>Service</i>	<i>Rate</i>
Occupant Load Calculation and Certificate	\$50.00 per man per hour or part thereof, plus G.S.T.
Consulting Fees - Architects & Engineers	\$50.00 per man hour or part thereof, plus G.S.T.
File Search - Current Inspection less than 12 months old	\$50.00 per file, plus G.S.T.
File Search - Inspection Required	\$50.00 per man hour or part thereof \$50.00 per file, plus G.S.T.
Hydrant Flow Tests	\$50.00 per man hour or part thereof, plus G.S.T.
Sprinkler Systems Approval - Includes plan check, permit & required inspections	300 to 1525 sq. m \$ 60.00
	1526 to 3050 sq. m \$130.00
	3051 to 6100 sq. m \$200.00
	6101 to 9150 sq. m \$300.00
	9151 to 15250 sq. m \$400.00
	15251 to ----- sq. m \$600.00
Standpipe & Hose Systems Approval - Includes plan check, permit & required inspections	300 to 1525 sq. m \$ 60.00
	1526 to 3050 sq. m \$120.00
	3051 to 6100 sq. m \$180.00
	6101 to 9150 sq. m \$240.00
	9151 to 15250 sq. m \$300.00
	15251 to ----- sq. m \$360.00

SCHEDULE "D"**Fees and Charges to the Public and to
Other City Departments**

Page 2 of 2

Fire Alarm Approval - Includes plan
check, permit & required inspections

300 to 1525	sq. m	\$ 60.00
1526 to 3050	sq. m	\$130.00
3051 to 6100	sq. m	\$200.00
6101 to 9150	sq. m	\$300.00
9151 to 15250	sq. m	\$400.00
15251 to -----	sq. m	\$600.00

Above Ground or Underground Tank
Installation/Removal - Includes plan check,
permit & required inspections

per tank \$100.00

Commencing Work Without Permit

Any work commenced without first obtaining the required permit shall be subject to double the amount set out as a fee for the proposed construction, in addition to any penalty which may be imposed in respect of the contravention, unless prior permission has been obtained from the authority having jurisdiction.

SCHEDULE "E"**Fees and Charges to the Public and
to Other City Departments**

Page 1 of 1

Miscellaneous Items and Services	As approved by the City Manager	
False Alarms due to faulty equipment to be charged to the owner of the premises	First occasion 2 nd & Subsequent Occasions	Warning \$300.00 each
Dangerous Goods Abatement to be charged to the person responsible	As per Schedule A	
Motor Vehicle Accidents (In City) - to be charged to the owner or his agent (Includes response of Pumper &) Rescue Truck)	As per Schedule A	
Fire Training Grounds Rental Rates	As approved by the City Manager	

Item No. 2

BYLAW NO. 3156/B-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map F11" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 1/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 28th day of January 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

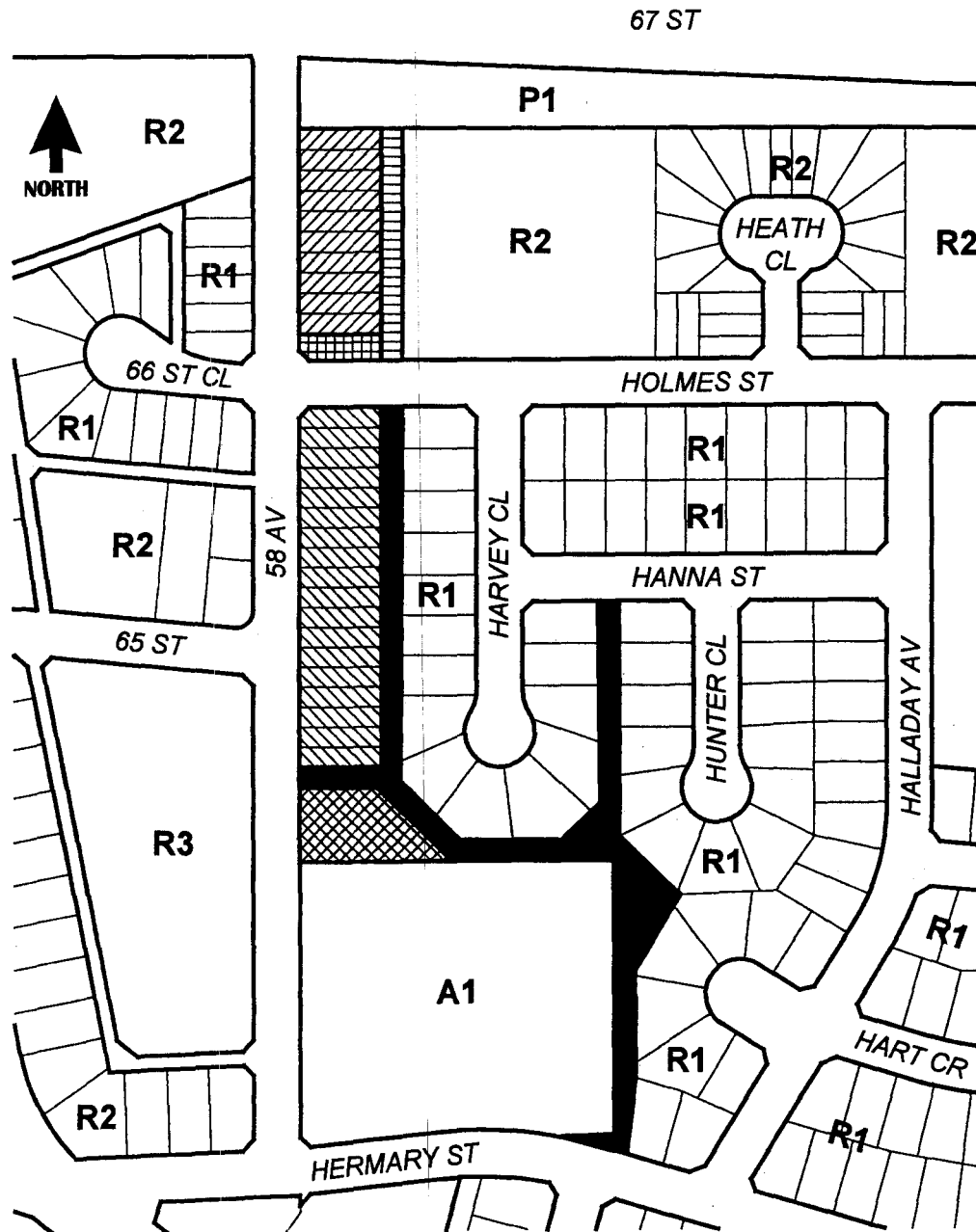
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



Change from :

R1 to R1A	
R1 to R2	
R1 to P1	
R2 to R1	
R2 to R1A	
R2 to P1	

AFFECTED DISTRICTS:

- R1 - Residential (Low Density)
- R1A - Residential (Semi-Detached Dwelling)
- R2 - Residential (Medium Density)
- P1 - Parks & Recreation

MAP No. 1 / 2002

BYLAW No. 3156 / B - 2002

Item No. 3

BYLAW NO. 3156/E-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map F10" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 2/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this day of 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

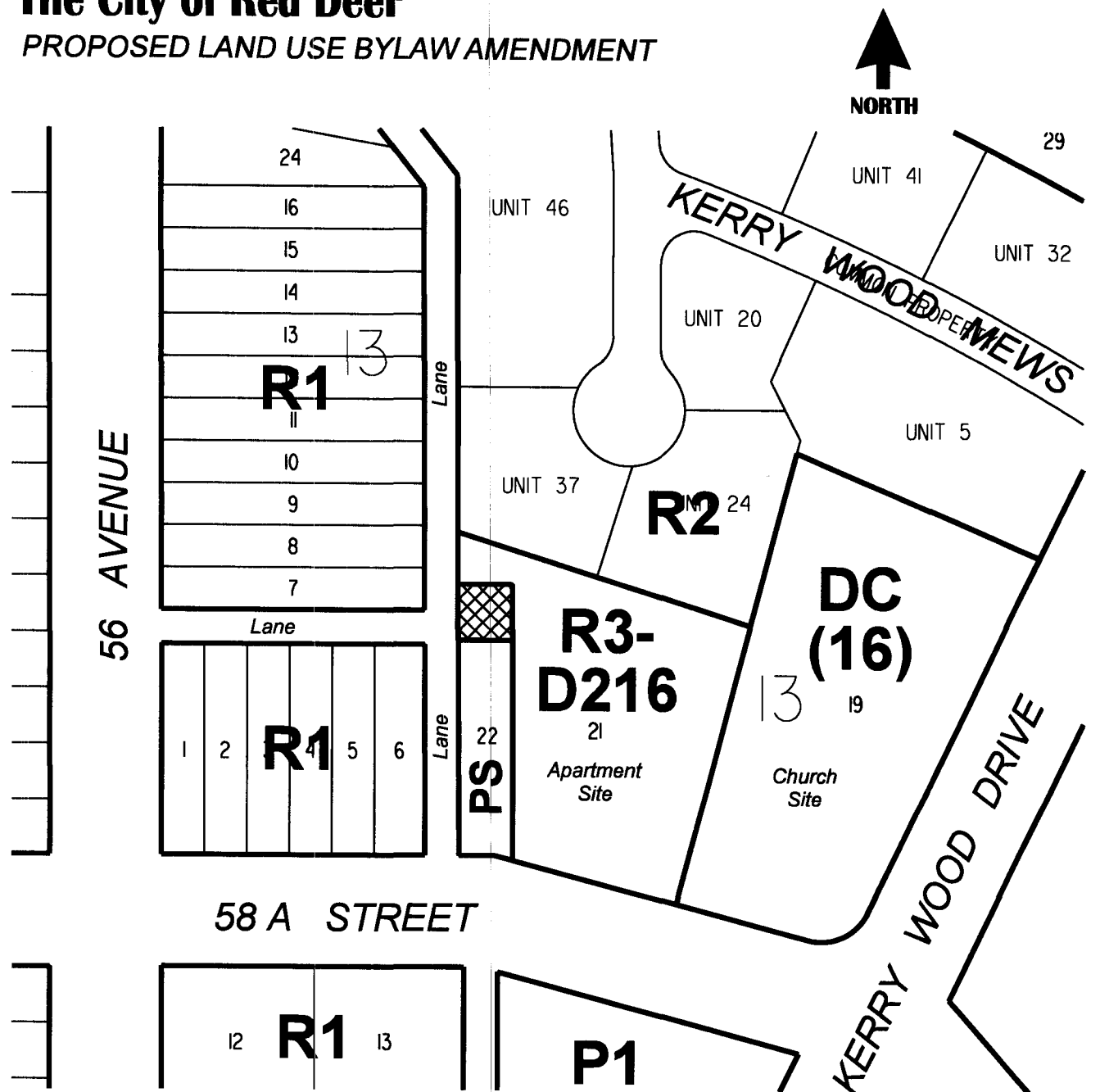
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT




AFFECTED DISTRICTS:

PS - Public Service (Institutional or Governmental)

R3-D216 - Residential (Multiple Family) with a
Density of 216 persons per hectare

Change from :

PS to R3-D216 

MAP No. 2 / 2002

BYLAW No. 3156 / E - 2002