



(4) **REPORTS**

- 1) Recreation, Parks & Culture Manager - Re: Bid Proposal/1998  
Alberta Winter Games .. 11

**DECISION - REPORT ON THE BID PROPOSAL RECEIVED BY COUNCIL AS  
INFORMATION**

- 2) Community Services Director - Re: Public Participation  
Policy .. 13

**DECISION - APPROVED THE PUBLIC PARTICIPATION POLICY**

- 3) Community Services Director - Re: Public Artwork Policy &  
Procedure .. 16

**DECISION - APPROVED THE PUBLIC ART WORK POLICY & PROCEDURE AND  
AGREED THAT THE PUBLIC ART COMMITTEE BE A SUB-COMMITTEE OF THE  
RECREATION, PARKS & CULTURE BOARD**

- 4) City Solicitor - Re: Land Use Bylaw Amendment 2672/K-  
95/Lap Dancing .. 21

**DECISION - BYLAW GIVEN 1ST READING**

- 5) Mayor Surkan - Re: Current Work Plan for the Review of  
Emergency Services in Red Deer, including the provision of E-  
911 Services .. 23

**DECISION - COUNCIL ADVISED OF DELAY IN REVIEW OF EMERGENCY SERVICES  
PENDING CLARIFICATION OF THE PROVINCE'S FUTURE PLANS**

(5) **CORRESPONDENCE**

- 1) Steve A. Tinordi - Re: Speed Bumps in Lane behind 71 Horn Crescent .. 29

**DECISION - AGREED TO INSTALL A SPEED BUMP SIGN POST AT THE EAST EDGE OF THE SPEED BUMP**

- 2) Ashley and Friends Playschool - Re: Invoice for Fire Inspection Services .. 36

**DECISION - REQUEST FOR CANCELLATION OF INVOICE DENIED**

(6) **PETITIONS AND DELEGATIONS**

(7) **NOTICES OF MOTION**

- 1) City Clerk - Re: Councillor J. Dawson/Utility Billing Insert .. 45

**DECISION - AGREED TO ANNUAL INSERT WITH THE UTILITY BILL**

- 2) City Clerk - Re: Councillor L. Watkinson-Zimmer/Location of Sports Hall of Fame .. 51

**DECISION - NOTICE OF MOTION DEFEATED AND COUNCIL REAFFIRMED ITS SUPPORT OF THE HERITAGE RANCH SITE FOR THE ALBERTA SPORTS HALL OF FAME**

(8) **WRITTEN ENQUIRIES**

- 1) Councillor J. Volk - Re: Traffic Control Signals/30 Avenue & Dunlop Street .. 59

**DECISION - AGREED TO DEFER UNTIL FURTHER CORRESPONDENCE FROM THE DEER PARK MERCHANTS ASSOCIATION IN EARLY 1996**

(9) **BYLAWS**

- 1) 2672/K-95 - Land Use Bylaw Amendment/Definitions/Lap Dancing - 1st reading

.. 21

**DECISION - BYLAW GIVEN 1ST READING**

**ADDITIONAL AGENDA**

- 1) Primestock Theatre - Re: Request for Letter of Support from City Council/Safety Codes Council Appeal Hearing/Fire Regulations

**DECISION - DENIED REQUEST FOR LETTER OF SUPPORT REGARDING THE SAFETY CODES COUNCIL APPEAL**

- 2) City Clerk - Re: Appointment to Downtown Planning Committee

**DECISION - APPOINTED JIM WILSON TO FILL THE UNEXPIRED TERM OF RON CHIKMOROFF**

- 3) Sean Bell - Re: Ambulance Bill

**DECISION - DENIED REQUEST TO CANCEL AMBULANCE BILL**

- 4) City Clerk - Re: Environmental Advisory Board/Councillor Alternate Appointment

**DECISION - AGREED TO RESCIND ALTERNATE APPOINTMENT IN ACCORDANCE WITH THE COMMITTEES BYLAW**

**A G E N D A**

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FOR THE REGULAR MEETING OF RED DEER CITY COUNCIL

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL,

**MONDAY, NOVEMBER 20, 1995**

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

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- (1) Confirmation of the Minutes of the Regular Meeting of November 6, 1995

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- (2) **UNFINISHED BUSINESS**

- 1) City Clerk - Re: Partnership with Red Deer College in  
Conducting Surveys .. 1

- (3) **PUBLIC HEARINGS**

- (4) **REPORTS**

- 1) Recreation, Parks & Culture Manager - Re: Bid Proposal/1998  
Alberta Winter Games .. 11
- 2) Community Services Director - Re: Public Participation  
Policy .. 13
- 3) Community Services Director - Re: Public Artwork Policy &  
Procedure .. 16
- 4) City Solicitor - Re: Land Use Bylaw Amendment 2672/K-  
95/Lap Dancing .. 21

5)	Mayor Surkan - Re: Current Work Plan for the Review of Emergency Services in Red Deer, including the provision of E- 911 Services	.. 23
(5)	<b><u>CORRESPONDENCE</u></b>	
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(8)	<b><u>WRITTEN ENQUIRIES</u></b>	
1)	Councillor J. Volk - Re: Traffic Control Signals/30 Avenue & Dunlop Street	.. 59
(9)	<b><u>BYLAWS</u></b>	
1)	2672/K-95 - Land Use Bylaw Amendment/Definitions/Lap Dancing - 1st reading	.. 21 .. 62

Committee of the Whole:

- 1) Committee Appointment
- 2) Legal Opinion
- 3) Personal Matter

## UNFINISHED BUSINESS

NO. 1

**DATE:** November 15, 1995

**TO:** City Council

**FROM:** City Clerk

**RE:** PARTNERSHIP WITH RED DEER COLLEGE IN CONDUCTING SURVEYS

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At the Council Meeting of November 6, 1995, consideration was given to the above topic, and at which meeting the following resolution was introduced:

"RESOLVED that Council of The City of Red Deer, having considered the report from the City Manager dated November 1, 1995, Re: Partnership with Red Deer College in Conducting Surveys, hereby approves said partnership with Red Deer College for the purpose of conducting a public survey, and as presented to Council November 6, 1995."

Prior to voting on the above resolution, the following tabling resolution was passed:

"RESOLVED that Council of The City of Red Deer hereby agrees to table the matter re: Partnership with Red Deer College in Conducting Surveys, for two weeks pending receipt of the survey results from the City of Lethbridge relative to their survey."

This is again submitted for Council's consideration.



KELLY KLOSS  
City Clerk

/fm

# MEMORANDUM

**DATE:** November 1, 1995  
**TO:** Members of Council  
**FROM:** H. Michael C. Day, City Manager  
**RE:** Partnership with Red Deer College in Conducting Surveys

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In our first Strategic Plan we identified the need to undertake a public survey as part of our commitment to being accountable to the public. We are now at the implementation phase of this strategy and have developed an approach that we think is positive for the community and helpful for us on an ongoing basis.

Attached is a proposal from Red Deer College to conduct a survey for us, using original work done in Lethbridge and modifying it to answer some questions unique to our circumstances. As stated in their proposal, our cost would be \$42,765. This compares favourably with the cost to Lethbridge, which was \$48,000 and the cost to St. Albert for its first survey, which was also approximately \$48,000. In addition to the lower price, our survey would have a much larger sample size (1,000) than the other two communities (400-454), which would allow for more complete analysis with a greater degree of accuracy. Council has approved the undertaking of this survey in the Strategic Plan and the funding will be from the 1994 surplus.

The real potential for this partnership is in the development of the capability by Red Deer College to conduct smaller, more focussed surveys for us on an ongoing basis. We expect this need to grow in the light of our strong emphasis on performance measures for the organization.

**RECOMMENDATION:** That Council approve the partnership with the college for the purpose of conducting a public survey.



H. Michael C. Day  
City Manager

**A SURVEY OF CITIZENS' EXPERIENCES AND  
ATTITUDES ON THE QUALITY OF LIFE  
IN THE CITY OF RED DEER**

**A RESEARCH PROPOSAL**

**PREPARED FOR  
THE CITY OF RED DEER  
BY  
RED DEER COLLEGE**

**OCTOBER 1995**

## **1. Introduction**

In the strategic plan approved by Council in December 1994, The City of Red Deer stated its intent to conduct a survey of city residents as one undertaking to ensure its accountability to the public.

Earlier this year, The City of Lethbridge undertook a similar quality of life study employing the research capabilities of the University of Lethbridge. Subsequently, City Manager Michael Day met with representatives of the City of Lethbridge and the University to explore avenues for having a similar study undertaken in Red Deer.

After these discussions in Lethbridge and additional meetings involving representatives of the Red Deer College, it was agreed that the most appropriate use of local resources would have Red Deer College assume responsibility for a Red Deer study based in large part on the Lethbridge model. It was understood that this study would be contingent upon approval by The City of Red Deer and the conclusion of a suitable contract between the City and the Red Deer College.

This proposal presents an overview of the research which Red Deer College would be prepared to undertake if the study is approved by the City of Red Deer.

The quality of life study will provide the City of Red Deer policy makers and administrators with detailed information about the perceptions and opinions of Red Deer City residents on a number of different themes. These themes are described more fully elsewhere in this proposal.

There are also benefits of conducting this study for Red Deer College. This project will provide the College the opportunity to consolidate its research capabilities into the basis for the development of a community research service. The establishment of such a service would allow the College to provide ongoing and effective research services to the community in an efficient and economical fashion. This in turn will be helpful to the City of Red Deer which anticipates a need for more limited surveys on an on-going basis.

In addition, the study will result in the development of a set of methodologies and a database which can be usefully incorporated into student learning both of survey research and of the Red Deer community.

## **2. Research Objectives**

The present study is intended to provide the City of Red Deer with detailed information on Citizens' experiences and perceptions of the quality of life in our community. Information will be generated regarding the physical, social, economic and political environments together with the range of community facilities and services.

To be useful, the information provided by the study must be reliable. The utility of the study will thus be a function of the research methods employed, and in particular to the quality of the sample.

The study will incorporate the most appropriate survey research methods designed to validly measure the perceptions and opinions of Red Deer City residents. The study will utilize a sample which promises to permit the generalization of results to the adult population of Red Deer as whole and to provide a basis for extensive comparative analysis within the sample by key respondent characteristics such as gender, age, occupation, marital status, residential district and length of residence.

The study is also designed to permit a full comparison to the results of the study previously undertaken this year in the City of Lethbridge.

## **3. Research Methodology**

This study will utilize a social survey approach in order to collect information from a random sample of adult Red Deer City residents.

### **Development of the Questionnaire**

The research questionnaire will be modelled on the instrument developed at the University of Lethbridge for the City of Lethbridge Quality of Life Study. Some additional input will be derived from the St. Albert Community survey and the annual All Alberta Surveys undertaken by the University of Alberta.

In the development of the questionnaire, we will be working with the City of Red Deer to incorporate additional items that are of particular interest to the City. We will also include a limited number of questions of special interest to Red Deer College. The questionnaire will be appropriately pre-tested prior to use to ensure validity and reliability of the data collection.

## **Content of The Questionnaire**

The questionnaire will include items dealing with at least the following:

1. Demographics and Background Variables
2. Physical Environment
  - Quality of:
    - Red Deer City Environment
    - Red Deer City Infrastructure
    - Neighbourhood Physical Environment and Infrastructure
3. Economic and Political Environment
  - Experiences & Attitudes Toward Employment
  - Attitudes Toward:
    - Living in the City of Red Deer
    - Red Deer City Economy
    - Red Deer City Political Structure
    - Housing Availability in Red Deer
4. Facilities and Services
  - Attitudes Toward:
    - Health Care Facilities and Services
    - Recreational/Leisure Facilities and Services
    - Cultural Facilities and Services
    - Educational Facilities and Services
    - Shopping/Commercial Facilities and Services
    - Police/Fire/Ambulance Facilities and Services
5. Social Environment
  - Attitudes Toward:
    - Neighbourhood Social Environment
    - Community Safety
    - Community Cohesiveness and Integration
  - Social Networks:
    - Neighbourhood/Family/Friends
    - Social Support Services

## **Sample Design and Selection**

A random sample of 1000 adult City of Red Deer residents will be used for the purposes of this study. This sample will result in a 95 percent confidence level and overall reliability of  $\pm 3$  percent.

Selection of the sample will involve a two-stage process of sampling local residential telephone numbers and sampling within each household contacted.

### **Interview Procedures**

The collection of data will be conducted through telephone interviews. All interviews will be conducted from the Red Deer College using trained telephone interviewers.

The interview process will be appropriately monitored and validated.

### **Data Preparation**

Data will be coded and entered by Office of Institutional Research staff at Red Deer College. All data will be checked for consistency and accuracy.

### **Data Analysis**

The analysis of the data will employ appropriate descriptive and inferential statistics and will utilize the most current version of the SPSS Statistical Package.

Comparisons within the sample will be explored and elaborated. The principal external comparison will be with the Lethbridge data as supplied by the University of Lethbridge.

Data generated by this study will be the property of The City of Red Deer; Red Deer College will retain the right to use the data for legitimate academic purposes.

### **Reporting**

A descriptive and analytical report will be prepared on all findings of the survey.

The presentation of these findings will involve a series of topical reports which will be published over a three-month period commencing April 1996. The sequencing and timeliness of the reports will be determined after consultation with representatives of the City of Red Deer.

## 4. Study Management

The principal researchers on behalf of the Red Deer College will be Tony Skorjanc, Director of Institutional Research, and Dr. Bill Stuebing, Director of Community Research Services.

### Research Time Lines:

- |                                   |   |
|-----------------------------------|---|
| November, 1995                    | <ul style="list-style-type: none"> <li>- Meet with City of Red Deer representatives to review themes and questions to be included in the study.</li> <li>- Confirm strategies for sampling, data collection and analysis</li> <li>- Initial questionnaire development.</li> </ul> |
| December, 1995 -<br>January, 1996 | <ul style="list-style-type: none"> <li>- Generate sample and pretest questionnaire.</li> </ul>  |
| February -<br>March, 1996         | <ul style="list-style-type: none"> <li>- Interviewing and collection of data.</li> <li>- Data preparation (coding, keying, and entering) and cleaning.</li> </ul>   |
| March -<br>May, 1996              | <ul style="list-style-type: none"> <li>- Data Analysis.</li> </ul>  |
| April -<br>June, 1996             | <ul style="list-style-type: none"> <li>- Preparation and submission of reports.</li> </ul>  |

## 5. Costing Summary

1.	University of Lethbridge Questionnaire	\$10,000.00
2.	University of Lethbridge Consultation Fees	3,950.00
3.	Review of Relevant Materials & Questionnaire Development (Estimate based on the addition of approximately 30 new questions.)	800.00
4.	Sampling	1,000.00
5.	Printing Questionnaires	2,800.00
6.	Pre-test Questionnaire	1,200.00
7.	Field Work Training	240.00
8.	Field Work (telephone interviewing)	6,600.00
9.	Field Work Supervision	2,475.00
10.	Data Processing (coding, cleaning & entry)	3,200.00
11.	Data Analysis and Report	9,500.00
12.	Administrative Support & College Overhead	1,000.00
	<b>Total Cost</b>	<b>\$42,765.00</b>

## 6. Payment Schedule

1.	Initial advance upon acceptance of agreement	\$16,550.00
2.	January 2, 1996	13,100.00
3.	March 15, 1996	6,550.00
4.	Upon submission of final report (Approximately June 30, 1996)	6,565.00

**COMMENTS:**

In response to Council's tabling resolution, attached is a copy of the City of Lethbridge's questionnaire. Dr. Stuebing and Tony Skorjanc will be in attendance at the Council meeting to answer any questions that Council has. With respect to the data from Lethbridge, it is being currently analyzed and is not yet available. However, Lethbridge will be happy to share it with us once it is available.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

**FILE**

**DATE: November 21, 1995**  
**TO: City Manager**  
**FROM: City Clerk**  
**RE: PARTNERSHIP WITH RED DEER COLLEGE IN CONDUCTING SURVEYS**

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At the Council Meeting of November 20, 1995, consideration was again given to the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer having considered the report from the City Manager dated November 1, 1995, Re: Partnership With Red Deer College In Conducting Surveys, hereby approves said partnership with Red Deer College for the purpose of conducting a public survey, and as presented to Council November 20, 1995."

At the above noted Council Meeting, members also asked that once Red Deer's survey is prepared, Members of Council receive a Council before the survey is actually conducted.

I trust you will now be proceeding with the steps to solidify this partnership with Red Deer College.



KELLY KLOSS  
City Clerk

/fm

cc. Senior Management Team  
Personnel Manager

NO. 1

**DATE:** November 1, 1995

**TO:** MAYOR  
CITY MANAGER  
CITY COUNCIL  
DIRECTORS  
CITY CLERK  
RECREATION, PARKS & CULTURE BOARD  
MERV PHILLIPS, Bid Red Deer

**FROM:** DON BATCHELOR  
Recreation, Parks & Culture Manager

**RE:** BID PROPOSAL - 1998 ALBERTA WINTER GAMES

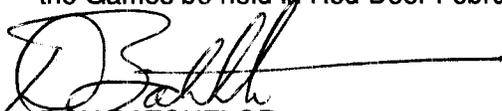
Attached is the Bid Proposal prepared by the Red Deer Bid Committee for the 1998 Alberta Winter Games. The committee members included:

Darolee Bouteiller	Denis Hout	Larry Nault
Art Nichols	Neil Orr	Lyle Rowe
Craig Voy	Bob Wade, Chair	Don Wales
Jerry Tennant (Resource)	Don Batchelor (Resource)	

The Bid Proposal is comprehensive and adheres to the guidelines outlined by the Alberta Sport, Recreation, Parks and Wildlife Foundation. This document was supplemented with two support documents: one included fifty-three (53) letters of support from Red Deer organizations and businesses; and the second, a diagrammatic and text description of all the sport, accommodation and food venues proposed for the 1998 Games in Red Deer. All the above documents were presented to the Alberta Sport, Recreation, Parks and Wildlife Foundation on Monday, October 30th by members of the Red Deer Bid Committee.

The Red Deer bid, along with bids submitted from other Alberta municipalities and districts will be reviewed by the Foundation during the month of November. Members of the Foundation will be touring Red Deer and the venues proposed to host the various sport and cultural events, and the athletic facilities sometime in mid-December. I will ensure that Council is aware of the tour date when we are notified.

I would like to acknowledge the individual and group work of the Red Deer Bid Committee in preparing a very comprehensive bid proposal. This volunteer work involved hours of meetings, telephone calls and contact with various sport, cultural, hospitality, media, school and business organizations in our city. The Committee's enthusiasm has been echoed throughout the Red Deer community. In the process of preparing the Bid, it became evident that the community support and volunteer ethic necessary to hold such a major sporting and cultural event still exists in Red Deer. The Bid is submitted recommending that the Games be held in Red Deer February 12 - 15, 1998.



DON BATCHELOR

:ad  
Att.

- c. Red Deer Bid Committee Members  
Ed Morris, Recreation Development Superintendent  
Jerry Tennant, Community Events & Marketing Programmer

COMMENTS:

The attached report is included for Council's information. We also would like to express our support and thanks to the Bid Committee for the excellent and substantial work they have done in preparing this bid.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

**COUNCIL MEETING OF NOVEMBER 20 , 1995**

**ATTACHMENT TO REPORT ON  
OPEN AGENDA**

**RE: 1998 ALBERTA WINTER GAMES  
BID PROPOSAL**

# **1998 ALBERTA WINTER GAMES BID PROPOSAL**

## **CITY OF RED DEER**



**Prepared by:  
1998 Alberta Winter Games  
Red Deer Bid Committee  
October 1995**





September 20, 1995

Programs Section  
Alberta Sport, Recreation,  
Parks and Wildlife Foundation  
Percy Page Centre  
11759 Groat Road  
Edmonton, AB  
T5M 3K6

Gentlemen/Ladies:

On behalf of The City of Red Deer, I am delighted to add my enthusiastic support for Red Deer's bid to host the 1998 Alberta Winter Games. As winter sports are a big part of our lifestyle here in Central Alberta, we are keen to share our community with each and every one of you.

Our experience in hosting major events is extensive. For example, 1994 was a banner year as we hosted the Labatts Brier, Sun Life Skate Canada, the World Junior Hockey Championships, and the Canadian Senior Baseball Championships. We are undeniably proud that Red Deer's facilities permit us to hold events of this magnitude in true world-class fashion.

Alberta communities have wholeheartedly supported one another in staging such major events by providing everything from additional venues to scores of enthusiastic volunteers. The people of Red Deer have a history of outstanding volunteerism, and I know that the local Organizing Committee will respond with energy and enthusiasm to ensure exciting and stimulating events for athletes and visitors alike.

We welcome the opportunity to be your hosts for this event and look forward to meeting the Selection Committee. I most heartily endorse Red Deer's proposal.

Sincerely,

  
Gail Surkan  
Mayor

/mm

**THE CITY OF RED DEER**

Box 5008, Red Deer, Alberta, Canada T4N 3T4 Telephone: (403) 342-8155 Fax: (403) 346-6195

**1. COMMUNITY SUPPORT**

The City of Red Deer is pleased to submit this bid to host the 1998 Alberta Winter Games. The municipal council has assembled a committee of community minded volunteers to prepare this proposal. The strength of this support is evident in Mayor Surkan's letter to the foundation.

Community support is the key to any event of this magnitude. Our recent successes in hosting the 1994 Labatt Brier and the 1995 World Junior Hockey Championships shows a strong community volunteer base for world class sporting events. Plus, our corporate community, service clubs and cultural groups strongly support Red Deer's bid to host the Games. Please find attached as Appendix I, numerous support letters from the groups mentioned above.

**2. PROVINCIAL, NATIONAL AND INTERNATIONAL EVENTS HOSTED IN RECENT YEARS**

In recent years the Red Deer has hosted several International, National and Provincial events and will have hosted several more before the 1998 Alberta Winter Games. A list of these events includes;

International Events

- 1996 World Junior Curling Championships
- 1996 North American Short-Track Speed-Skating Championships
- 1995 World Junior Hockey Championships
- Red Deer Legion International Peewee Hockey Tournament  
(held annually between Christmas and New Years)

National Events

- 1996 - 2000 Canadian Midget Baseball Championships
- 1996 Canadian Short-Track Speed-Skating Championships
- 1994 Labatt Brier
- 1994 Sun Life Skate Canada
- 1993 Canadian Senior Baseball Championships
- 1991 Canadian Mass Start Speed-Skating Championships

Provincial Events

- 1993 Alberta Special Olympic Summer Games
- 1988 Alberta Winter Games
- 1977 Alberta Summer Games
- 1975 Alberta Summer Games

Numerous Provincial play-offs and championships in several sports including Soccer, Softball, Baseball, Hockey, BMX Racing, Swimming, Track & Field, Basketball, Volleyball, Gymnastics, Figure Skating, Cross-Country Skiing, Skiing and Speed-Skating.

**3. SUGGESTED GAMES FORMAT AND DATES OF GAMES**

The suggested games format for this bid is one shift. The suggested dates for this bid are Thursday February 12, 1998 through Sunday February 15, 1998. These dates would be the first preference to ensure prime conditions for all outdoor competitions. A second choice of dates for this bid are Thursday February 19, 1998 through Sunday February 22, 1998. These dates would be used if more time was required to allow zone play downs to be completed prior to the games. The final choice would be to hold the games Thursday February 26, 1998 through Sunday March 1, 1998 as there would be a significant risk of not being able to ensure adequate conditions for outdoor sports at this time.

**4. INVOLVEMENT WITH AND SUPPORT OF THE ALBERTA SPORT, RECREATION, PARKS AND WILDLIFE FOUNDATION.**

Red Deer's history of involvement with and support of the "Foundation" includes an extensive list of activities and special events. A good representation of the city's involvement with this relationship is listed below;

- Host city for the 1988 Alberta Winter Games
- Host city for the 1977 Alberta Summer Games
- Host city for the 1975 Alberta Summer Games
- Numerous "Sport Outreach" Clinics and Camps
- Red Deer sporting organizations, in cooperation with the Central Alberta Recreation Association (C.A.R.A.) and the "Foundation" have supported Zone Games, Coaching Conferences and Seminars, coaches training (N.C.C.P. courses), and related activities.
- Red Deer is a major supporter of Zone Games, largely due to the City of Red Deer Recreation Parks & Culture Department's involvement in C.A.R.A. and its subsequent commitment to hosting and promoting the Zone Games movement. Red Deer representatives regularly serve on the C.A.R.A. executive and as a result, Red Deer has become a focal point for the Zone games. As part of this role Red Deer houses all signs that are used at each Zone Games.
- Representation by Red Deer and District athletes is very strong at both the zone and provincial levels. Red Deer is always well represented in a wide variety of sport disciplines, both summer and winter.

**5. HOST ORGANIZING COMMITTEE**

Red Deer has demonstrated a tremendous ability to host, organize and manage all levels of special events. Red Deer has gained a significant and well earned reputation of being a very capable total community. A few of Red Deer's past successes include hosting the 1995 World Junior Hockey Championships, the 1994 Sun Life Skate Canada & the 1994 Labatt Brier.

Red Deer is known as a city with a population that embraces volunteerism. This is especially true when it comes time to volunteer for special events. The range of this commitment extends from the regional through major international levels. Red Deer welcomes all kinds of events and activities.

The proposed organization structure for the organizing committee would follow that outlined in Appendix II of the Bid Guidelines for the 1998 Alberta Winter Games, provided by the Alberta Sport, Recreation, Parks and Wildlife Foundation.

**6. SPORTS PROPOSED**

Red Deer is prepared to host the following sports;

- |                        |                                |
|------------------------|--------------------------------|
| • Alpine Skiing        | • Gymnastics                   |
| • Archery              | • Hockey                       |
| • Biathlon             | • Judo                         |
| • Bowling              | • Karate                       |
| • Boxing               | • Rhythmic Sportive Gymnastics |
| • Cross Country Skiing | • Shooting Sports              |
| • Curling              | • Speed Skating                |
| • Diving               | • Squash                       |
| • Fencing              | • Synchronized Swimming        |
| • Figure Skating       | • Wrestling                    |
| • Freestyle Skiing     |                                |

Local clubs and facilities exist for all of these sports as shown in the letters of support from local sport organizations and associations attached in Section 1 of the letters of support.

## **7. FACILITIES AVAILABLE**

Should we receive the Games, contingency plans will be put in place for any sports that may be adversely affected by the weather. This could include anything from a change of venue to making and moving snow.

Red Deer has first class facilities capable of hosting all the sports indicated, including two new high schools, two recently renovated arenas and an 8 sheet curling rink that has just undergone a one million dollar upgrading. While there may be some minor upgrading of indoor and outdoor venues, Red Deer's current winter sports facilities are second to none. No new facilities will be built for the Games.

The list of sport facilities includes;

### **RED DEER ARENA**

This facility has a seating capacity of over 1 500 and an ice surface measuring 200 feet by 85 feet. It has four fully appointed dressing rooms.

### **KINEX ARENA**

A full size ice surface of 200 feet by 85 feet with four excellent dressing rooms and seating capacity of up to 500 persons.

### **KINSMEN COMMUNITY ARENAS**

A twinned arena with one ice surface measuring 85 feet x 185 feet and the other at 85 feet x 200 feet. Each arena has 4 fully appointed dressing rooms and seating capacity of 400 (Arena "A") and 200 (Arena "B").

### **DAWE CENTRE ARENA**

The ice surface measures 185 feet by 85 feet with four high quality dressing rooms and seating capacity of approximately 300.

### **RED DEER CURLING CLUB**

This is a recently upgraded facility; has eight sheets of ice and full amenities.

### **RIVER BEND RECREATION AREA**

The cross country ski potential within River Bend Recreation Area is excellent. Full trail maintenance equipment is on hand and available to guarantee top conditions. The Biathlon would also be held here as it has all the facilities.

### **RIVERSIDE BOWL**

This 24 lane facility features full amenities including a large lounge / viewing area on the second level.

### **RED DEER BOWLADROME**

This 24 lane facility is one of two alternative locations.

### **CANYON SKI HILL**

Considered the best non-mountain facility in Alberta. There are runs as long as 2 600 feet with a 500 foot vertical drop and excellent support facilities. These include a triple chair lift, two t-bars and a handle tow as well as a spacious, modern lodge featuring a lounge, dining room and cafeteria. Freestyle facilities presently exist on site for Aerials, Moguls and Ballet. The skiing conditions can be guaranteed because of high calibre snowmaking and maintenance equipment. The area is illuminated and has electrical timing. Canyon will be the site of alpine and freestyle skiing.

### **RED DEER WESTERNER EXPOSITION FACILITIES**

The Altaplex, a large multi-purpose building, would be suitable for major gatherings as well as a number of sports. This facility has over 115 000 square feet of space, including banquet and meeting rooms and two large pavilions with an average of 36 000 square feet each. The Swiss Chalet is an excellent social facility for moderate size groups. The Westerner grounds are also the site of the Centrum, Red Deer's state of the art arena complex with a seating capacity of over 6000. The Centrum would most likely be the site of opening and closing ceremonies.

### **RED DEER COLLEGE**

The college facilities include two excellent gymnasiums with seating capacities of 1 300 and 700 respectively. The college also houses the Kevin Sirois Fitness Testing and Training Centre, a community project which could be put to effective use for various aspects of the Games, including the potential for sports medicine clinics conducted prior to or during the Games.

### **RED DEER PUBLIC SCHOOL FACILITIES**

The facilities include three top calibre high school gymnasiums and four junior high school gymnasiums. As well as weight training rooms in the high schools.

### **CATHOLIC SCHOOL FACILITIES**

Three additional high school and junior high school gymnasiums are available from this source. Each gymnasium has bleacher seating for approximately 200 with weight rooms available in the high schools.

### **RECREATION CENTRE POOL**

The Recreation Centre Pool has been the focus for aquatic programs in the city for many years. The facility includes a 25 meter pool and a 17 seat whirlpool as well as meeting rooms, concession and saunas. Seating capacity is approximately 200.

### **MICHENER CENTRE POOL**

The Roland Michener Recreation Centre features a 25 meter pool, a zero depth therapeutic pool and a diving tank with one and three meter springboards.

### **SPEEDSKATING OVAL**

The Red Deer Speedskating oval is located in Rotary Recreation Park, adjacent to the Golden Circle Seniors Centre. This is a first class 400 meter facility which is serviced by a skate change and washroom building attached to the Golden Circle.

### **BODY BASICS FITNESS CENTRE**

Body Basics is one of the premiere health and fitness facilities in Red Deer. It features 5 squash courts as well as a weight room, meeting room, shower and change facilities.

### **SUNRISE ARCHERY CLUB**

This newly developed facility features 10 shooting lanes, a viewing gallery, lounge and repair shop. Future additions will include a games area and meeting rooms.

We have examined the list of potential sports and are prepared to host those indicated in the previous section. When the specific sports are known there may be some changes to the designated venues to allow for the most effective hosting of each competition. The proposed assignments of sports to venues is as follows;

### **Facility**

Red Deer Arena  
Kinex Arena  
Kinsmen Community Arenas  
Dawe Centre Arena  
Red Deer Curling Club  
Red Deer Bowladrome  
Riverside Bowl  
Canyon Ski Hill  
River Bend Recreation Area  
Red Deer College  
Lindsay Thurber High School  
Camille J. Lerouge High School  
Hunting Hills High School  
Notre Dame High School  
G.H. Dawe School  
Recreation Centre Pool  
Michener Centre Pool  
Speedskating Oval  
Body Basics Fitness Centre  
Sunset Archery Range  
**Westerner Exposition Assoc. Facilities**  
Stockman Pavilion  
Centrium  
North Pavilion  
Parkland Pavilion

### **Sports**

Figure Skating  
Hockey / Short Track Speedskating  
Ringette  
Hockey  
Curling  
10 Pin Bowling  
5 Pin Bowling  
Freestyle Skiing / Alpine Skiing  
Biathlon / Cross Country Skiing  
Karate  
Boxing  
Fencing  
Judo  
Wrestling  
Rhythmic Gymnastics  
Synchronized Swimming  
Diving  
Speedskating - Long Track  
Squash  
Archery  
  
Shooting  
Hockey / Open & Closing Ceremonies  
Gymnastics  
Table Tennis  
(ceremonies marshalling)

The city also has a number of outstanding cultural facilities that will be home to a variety of events, displays and performances during the Games. Some of these facilities are listed below.

#### **RED DEER COLLEGE**

The Arts Centre at Red Deer College is a state-of-the-art facility designed by renowned architect Arther Erickson. The mainstage theatre has a maximum seating capacity of 589 plus 4 wheelchair spaces, with excellent sight lines and acoustics. The Arts Centre officially opened in the fall of 1986 as part of the Red Deer College campus, and has become a hub of the performing arts in Red Deer.

The Margaret Parsons Theatre and studio and ensemble rooms are other performing venues available at Red Deer College.

#### **MEMORIAL CENTRE & FESTIVAL HALL**

The Memorial Centre auditorium is equipped with extensive electrical services and professional sound and lighting equipment to handle a wide variety of productions. The air conditioned theatre has a permanent seating capacity of 774. The Memorial Centre's colorful history goes back several decades and encompasses hundreds of performances by local and international stars.

Festival Hall is a newly renovated multi-ethnic facility equipped with a kitchen, dance floor and seating for approximately 300. Managed and operated by the Red Deer International Folk Festival Society, with full catering services, Festival Hall has an elegant old and new world appeal.

### **OLD COURT HOUSE COMMUNITY ARTS CENTRE**

The majestic Old Court House located in the heart of Red Deer was built in 1930 and vacated in 1984. However, since then the Allied Arts Council, under lease from the City, has assumed management responsibility of the building as a Community Arts Centre. The facility currently includes a gallery, restaurant, meeting space and studios.

### **KERRY WOOD NATURE CENTRE / GAETZ LAKES SANCTUARY**

Kerry Wood Nature Centre provides the focal point for interpretation of natural history in Waskasoo Park and the Red Deer region. Included in this facility is a permanent exhibit on the area's natural history, a theatre featuring a special audio visual program, the Discovery Room for children, gallery space, a gift shop and meeting space.

### **HERITAGE RANCH**

This 87 hectare natural area is the site for the proposed Alberta Sports Hall of Fame & Museum; the area includes a visitor centre and restaurant, gymkhana area and picnic area and playground.

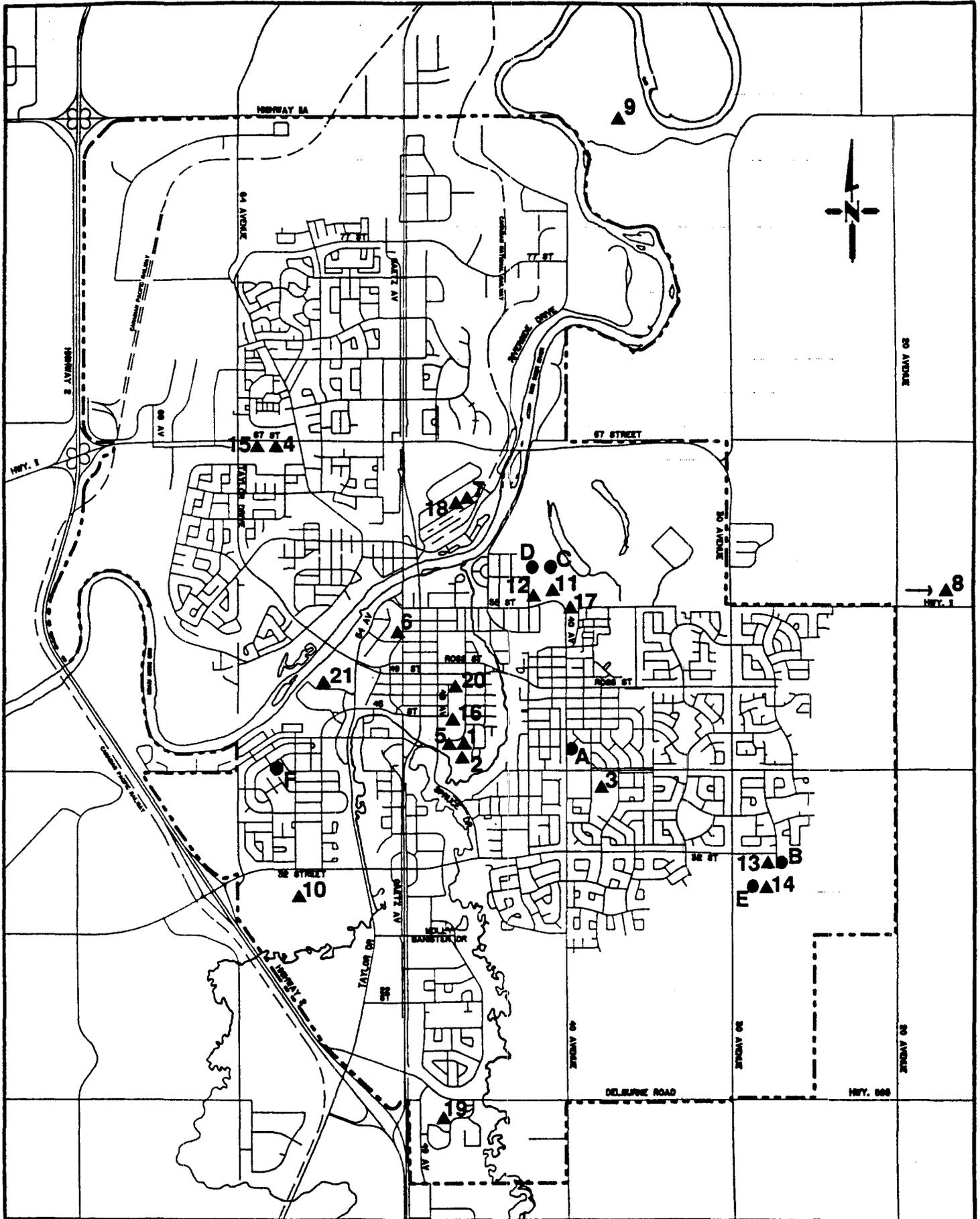
### **RED DEER PUBLIC LIBRARY**

A potential venue for children's programs, author readings, films and art displays, the library is located downtown, adjacent to City Hall Park.

### **GALLERIES**

Various gallery and exhibit spaces not included in the above areas:

- The Recreation Centre Art Gallery
- Red Deer & District Museum
- Red Deer Native Friendship Centre
- Cronquist House Multicultural Centre



**1998 ALBERTA WINTER GAMES - RED DEER  
SPORT & ACCOMMODATION FACILITIES**

## **LEGEND**

### **1998 Alberta Winter Games Sport Venues Accommodation/Food Venues (Athletes)**

#### **Facility**

#### **Sports**

#### **▲ Sport Venues**

1.	Red Deer Arena	Figure Skating
2.	Kinex Arena	Hockey
3.	Kinsmen Community Arenas	Ringette
4.	Dawe Centre Arena	Hockey
5.	Red Deer Curling Club	Curling
6.	Red Deer Bowladrome	10 Pin Bowling
7.	Riverside Bowl	5 Pin Bowling
8.	Canyon Ski Hill	Freestyle Skiing/Alpine Skiing
9.	River Bend Recreation Area	Biathlon/Cross Country Skiing
10.	Red Deer College	Karate
11.	Lindsay Thurber High School	Boxing
12.	Camille J. Lerouge High School	Fencing
13.	Hunting Hills High School	Judo
14.	Notre Dame High School	Wrestling
15.	G.H. Dawe School	Rhythmic Gymnastics
16.	Recreation Centre Pool	Synchronized Swimming
17.	Michener Centre Pool	Diving
18.	Red Deer Gymnastic Association Gym	Gymnastics
19.	Westerner Exposition Association Facilities:	
	- Stockman Pavilion	Archery
	- Centrium	Hockey/Open & Closing Ceremonies
	- North Pavilion	Shooting
	- Parkland Pavilion	Table Tennis (ceremonies marshalling)
20.	Speedskating Oval	Speedskating
21.	Body Basics Fitness Centre	Squash

#### **● Accommodation/Food Venues**

A.	Eastview Community School	Accommodation
B.	Hunting Hills High School	Accommodation & Food
C.	Lindsay Thurber High School	Accommodation & Food
D.	Camille J. Lerouge High School	Accommodation
E.	Notre Dame High School	Accommodation & Food
F.	St. Thomas Aquinas School	Accommodation

**8. FOOD**

The feeding of athletes, coaches and out of town officials would take place at the 3 major high schools utilizing their cafeterias and gyms for the breakfast and evening meals. The lunches would consist of nutritious box lunches to be delivered to the venue locations and the school cafeterias for those not participating at noon hour. The breakfast cost is estimated to be \$5.00 per person for 3 breakfasts each. The lunch cost is estimated to be \$4.00 per person for 3 lunches each. The evening meal cost is estimated at \$9.00 per person for 3 evening meals each. This gives a per diem rate of \$18.00 per day per athlete/coach/official.

**9. ACCOMMODATION**

We plan on housing the athletes and coaches in our school system using both the public and separate school facilities. They were used satisfactorily during the 1988 games and can house the estimated 2500 participants as required. The schools we plan to use are close in proximity and have facilities to feed the participants and out of town officials.

The schools are as follows:

Eastview Community School	28 Rooms plus Gym and Mini Gym
Hunting Hills High School	20 Rooms plus 3 Gyms and cafeteria
Lindsay Thurber High School	56 Rooms plus 3 Gyms and cafeteria
Camille J. Lerouge Collegiate	12 Rooms plus 1 Gym
Notre Dame High School	20 Rooms plus 2 Gyms and cafeteria
St. Thomas Aquinas School	14 Rooms plus 1 Gym

There are other schools available if required but those listed are located close together and will make bussing and feeding easier. All meet the shower and bathroom requirements.

The out of town officials will be housed in hotels and motels in an area that has three different types of facilities. Again this is for the purpose of facilitating easy transportation. The recommended facilities would be;

- The Black Knight Inn - 95 rooms
- Travelodge - 130 rooms
- Renford Inn - 88 rooms.

The city has over 1 500 hotel rooms that could adequately house all spectators, officials and media attending the Games.

**10. TRANSPORTATION**

Red Deer's central location and excellent highway connections provide optimal access from all parts of the province.

Transportation of participants between accommodations and sporting and social venues will be handled by the City of Red Deer Transit Department and Prairie Bus Lines. The movement of participants will be accomplished through the use of a regular shuttle service running every twenty to thirty minutes. Special transportation of dignitaries, officials and athletes will rely on courtesy cars and mini vans. Movement of large numbers of athletes at one time will not be a problem with the number of buses at our disposal.

**11. SPECIAL GROUPS**

We are confident that we can meet the needs of disabled athletes wishing to participate in the games. We have received support from local organizations to help organize competitions in bowling, skiing, and speed skating.

**12. MEDICAL FACILITIES**

Red Deer Regional Hospital is a full service hospital with a 24 hour, 7 day a week emergency room. The hospital has surgical facilities to perform all but cardio, vascular and neuro surgeries. There are 260 acute care beds in service at the hospital.

First aid stations, at each sport and accommodation facility, will be staffed by qualified volunteers. There is also a local network of walk in medical clinics along with physio and massage therapy clinics. Red Deer also has an active St. John's Ambulance brigade which has a history of involvement and support of special events in Red Deer.

**13. PRESS AND COMMUNICATION FACILITIES**

Red Deer has a solid foundation of media support for this bid. The community has two newspapers; The Advocate (a daily) and The Adviser (a weekly); three radio stations, Radio 7, CKGY and Z99-FM; two television stations, RD-TV and Shaw Cable; and news and sports coverage on CTV and ITV through local information teams. All of the media have a long standing commitment to reporting on and promoting community and area sporting events and the 1998 Alberta Winter Games will be no exception. When contacted, local station managers were very enthusiastic about the bid and pledged their personal and corporate support.

In the event Red Deer is awarded the 1998 Games, there are several viable locations, in close proximity to the results centre, where a fully equipped and staffed media centre could be located. Local media personnel have again offered their services in organizing the media centre.

## 14. PROPOSED BUDGET

### I REVENUE

<u>CODE</u>			
01	A	Operating Grant	240000
02	B	Cultural Grant	75000
03	C	Friends of the Games (cash donations)	300000
04	D	Friends of the Games (services & gifts in kind)	100000
05	E	Friends of the Games (fundraising projects)	90000
06	F	Interest Revenue	0
07	G	Admissions (Games passes, Ceremonies)	15000
08	H	Cultural Admissions	5000
09	I	Souvenirs	60000
10	J	Municipal Grants	50000
11	K	Employment Grants	0
12	L	Other Grants	0
13	M	Expenses Recovered	0
14	N	Other	0
		<b>TOTAL</b>	<b><u>935000</u></b>

### II. EXPENDITURES

100	A	Administration	257400
150	B	Volunteers	40000
200	C	Sports	30000
300	D	Culture	100000
400	E	Facilities and Warehouse	50000
500	F	Food	132000
600	G	Accommodation	35000
700	H	Registration and Results	15000
800	I	Protocol	54500
900	J	Transportation	32000
1000	K	Safety and Communication	40500
1100	L	Promotion	60000
1200	M	Friends of the Games	83000
		<b>TOTAL</b>	<b><u>929400</u></b>
		<b>TOTAL</b>	<b><u>5600</u></b>

100	<b>ADMINISTRATION</b>	
101	Finance	1000
102	Insurance	15000
103	Legal Services	400
104	Office Operations	
	personnel-salaries and benefits	200000
	office rent and utilities	3500
	telephone	6000
	printing and stationary	13000
	postage, courier and freight	4500
	office equipment and rentals	1500
	staff travel and expenses	3000
105	Computer Services and Software	1500
106	Admissions	2000
107	Economic Impact Study	0
108	Board and Committee Expenses	2500
	Other	3500
	<b>TOTAL</b>	<b>257400</b>
150	<b>VOLUNTEERS</b> (recruitment, training, ID)	40000
	Other	
	<b>TOTAL</b>	<b>40000</b>
200	<b>SPORTS</b>	
	equipment and equipment rental	25000
	operating expense	5000
	<b>TOTAL</b>	<b>30000</b>
300	<b>CULTURE</b>	
301	Literary Arts	10000
302	Visual Arts	10000
303	Performing Arts	18000
304	Film	7000
305	Ethno Cultural	10000
306	Historical	7000
310	Promotions	7000
311	Administration	13000
	Other	18000
	<b>TOTAL</b>	<b>100000</b>

400	<b>FACILITIES AND WAREHOUSE</b>	
401	Facility Rental	30000
402	Facility Upgrading	1000
403	Facility Development and Construction	4000
404	Portable Facilities	13000
405	Facility Clean-up	1000
406	Warehousing	1000
	Other	
	<b>TOTAL</b>	<b>50000</b>
500	<b>FOOD</b>	
501	Food Centre (Meals)	100000
502	Box Lunches	30000
503	Lunch Distribution	500
504	Concessions	1500
	Other	
	<b>TOTAL</b>	<b>132000</b>
600	<b>ACCOMMODATION</b>	
601	Athletes Village	20000
602	Hotels/Motels	15000
603	Campground	
	Other	
	<b>TOTAL</b>	<b>35000</b>
700	<b>REGISTRATION AND RESULTS</b>	
701	Identification Tags and Supplies	5000
702	Participant Handbook	4000
703	Facility Rental/Upgrading	1000
704	Results	5000
	<b>TOTAL</b>	<b>15000</b>
800	<b>PROTOCOL</b>	
801	Hosts/Hostesses (Uniforms)	5000
802	Hospitality	15000
803	Games Seminar	1000
804	Medals	6500
805	Opening and Closing Ceremonies	20000
806	Directors' Uniforms	3000
	Other	4000
	<b>TOTAL</b>	<b>54500</b>

900	<b>TRANSPORTATION</b>	
901	Internal Busing	24000
902	Courtesy Transportation	2000
904	Parking and Traffic Control	6000
	Other	
	<b>TOTAL</b>	<b>32000</b>
1000	<b>SAFETY AND COMMUNICATIONS</b>	
1001	Security	7500
1002	Communications	5000
1003	Signage	25000
1004	Medical Services	3000
	Other	
	<b>TOTAL</b>	<b>40500</b>
1100	<b>PROMOTIONS</b>	
1101	Publicity	15000
1102	Media Centre and Hospitality	2000
1103	Souvenirs	30000
1104	Souvenir Tabloid	5000
1105	Information Services	1000
1106	Games Records	1000
1107	Education Program	1000
1108	Mascot	5000
	Other	
	<b>TOTAL</b>	<b>60000</b>
1200	<b>FRIENDS OF THE GAMES</b>	
1201	Fundraising Projects	45000
1202	Fundraising Expenses	20000
1203	Sponsor Recognition	18000
	Other	
	<b>TOTAL</b>	<b>83000</b>
	<b>GRAND TOTAL</b>	<b>929400</b>

**15. SUPPORT LETTERS**

The bid committee has received numerous letters of support, as shown below. Additional letters of support that were not received in time to be listed are included in Appendix I.

<u>Organization</u>	<u>Category</u>
Red Deer Catholic Schools	Accommodation
Red Deer Public School District	Accommodation
Alberta Treasury Branches	Business Community Support
Bearden Engineering	Business Community Support
Canadian Western Bank	Business Community Support
CompuSoft	Business Community Support
CopiesNOW	Business Community Support
Cuthbertson Sandal Chartered Accountants	Business Community Support
Earls Stationary	Business Community Support
Eurosport Ltd.	Business Community Support
Outdoor Equipment Company	Business Community Support
Parkland Industries Ltd.	Business Community Support
Parkland Savings & Credit Union	Business Community Support
Phoenix Construction Inc.	Business Community Support
Red Deer Sports World	Business Community Support
Royal Bank	Business Community Support
Sun & Slopes	Business Community Support
The Phone Experts	Business Community Support
Timcon Construction (1988) Ltd.	Business Community Support
Tom Bast Sports	Business Community Support
County Of Red Deer	Civic Support
Alberta Sports Hall of Fame & Museum	Cultural Support
Central Alberta Theatre	Cultural Support
Cultural Charter	Cultural Support
Red Deer and District Museum	Cultural Support
Red Deer College	Cultural Support
Red Deer Community Band Society	Cultural Support
Red Deer Symphony Orchestra	Cultural Support
Waskasoo Park Interpretive Program	Cultural Support
Bid Red Deer	Financial Support
Black Knight Inn	Hospitality
Capri Centre	Hospitality
North Hill Inn	Hospitality
Wildflower Bistro	Hospitality
Shaw Radio Red Deer (CKGY & Z99)	Media Support
Ken Johnson	Personal Support
Victor P. Doerksen	Personal Support
Soroptimist International of Central Alberta	Service Club Support
Telephone Pioneers Of America	Service Club Support
Kiwanis Club Of Red Deer	Service Club/Volunteer Support
Royal Canadian Legion	Service Club/Volunteer Support
Central Alberta Freestyle Ski Club	Sports Support
Parkland Ski Club	Sports Support
Red Deer Boxing Club	Sports Support
Red Deer Central Lions Speed Skating Club	Sports Support
Red Deer Ringette Club	Sports Support
Red Deer Special Olympics	Sports Support
Red Deer Synchronized Swimming Club	Sports Support
Red Deer Fish & Game Archery Club	Sports Support

**16. ADDITIONAL INFORMATION**

Red Deer's population has recently surpassed the 60,000 mark with our most recent census indicating a population of 60,023.

Red Deer has the unique distinction of being almost exactly between Alberta's 2 largest cities, Edmonton and Calgary. Any event hosted by Red Deer provides a springboard for our southern visitors to visit the north and vice versa.

Red Deer has moderate weather in the winter, with average temperatures of -14.9 C on February 26 to -7.2 C on March 2 with an overall average temperature of -14.52 C during the suggested period of the Games.

Red Deer boasts over 1500 rooms of accomodation available in 18 hotels, motels and travelodges in the immediate area. Other towns such as Penhold, Innisfail and Lacombe have available accomodations however, Red Deer's excellent room capacity should be sufficient to host all the visitors here for the Games.

**17. BID COMMITTEE**

Darolee Bouteiller - 4602 - 46 Street, Red Deer Alberta, T4N 1M8 - Tel (403) 341-4971  
Darolee has been a resident of Red Deer since 1982. She has two children and works part time as a book keeper. She also attends classes at Red Deer College as a part time student

Denis Hout - 40 Sherwood Crescent, Red Deer Alberta, T4N 1S8 - Tel (403) 340-0979  
Denis is a local lawyer who has participated in Provincial track and field and hockey along with coaching Special Olympics floor hockey, minor hockey, and amateur baseball. Current activities include volunteer projects, playing hockey and squash. Denis also has experience with federal, provincial and municipal politics as a volunteer campaign supporter.

Larry Nault - 16 Dale Close, Red Deer, Alberta, T4R 2LR - Tel (403) 342-1395  
Larry is a coach with the Red Deer Speed Skating Club and served as Vice-President of Finance and Administration with the Canadian Amateur Speed Skating Association from 1992 to 1994. He was the founder and head coach of the Prince Edward Island Speed Skating Association. He was named Coach of the Year in 1993 for his work coaching powerlifting and speed skating with the Prince Edward Island Special Olympics which he did from 1991 to 1994.

Art Nichols - 65 Oberlin Avenue, Red Deer, Alberta, T4N 4X1 - Tel (403) 346-6248  
Art is a Member of the Red Deer Recreation Parks and Culture board. He is also Umpire in Chief of Alberta for Slo Pitch National. Other volunteer involvements include; Past president of Red Deer Fastball Umpires Association, and VIP Driver for the 1994 Labatt Brier and 1995 World Junior Hockey Championships. He has held numerous volunteer capacities with several sports organizations in the past.

G.N. (Neil) Orr - 310,13 Stanhope Avenue, Red Deer, Alberta, T4N 0B4 - Tel (403) 343-7991  
Neil has served both as a member and on the executive of several service and professional organizations including the Kiwanis Club and the Royal Canadian Legion. He has also coached and refereed minor and junior hockey and football. Current activities include the Elks Lodge, the Royal Canadian Legion and the Masonic Lodge. Neil is a charter member & co-organizer of Red Deer Tom Thumb Hockey Association

Lyle Rowe - 44 Chalmers Close, Red Deer, Alberta, T4P 2Y2 - Tel - (403) 347-1591  
 Lyle has been involved with the Red Deer Terry Fox Run Organizing Committee, since 1993 and was chairman for 1995. He has served on the executive of Better Biking Red Deer Committee since 1989 and Parkland Cross-Country Ski Club in 1988 and 1989. He has seven years of career experience with the City of Red Deer Recreation Parks and Culture Department complemented by six years of retail business experience operating a Red Deer bicycle, ski and sports-wear store.

Craig Voy - 40 Kirkland Drive, Red Deer, Alberta, T4P 3M7 - Tel (403) 343-9580  
 An Information Systems Analyst with 13 years experience in telecommunications, and oil and gas industries. Born and raised in Brandon Manitoba, he volunteered at the local YMCA for six years and at the 1979 Canada Winter Games. He was also a City of Brandon Recreation Department Lifeguard and Swimming instructor for three years. He has coached minor hockey, served on the AGT Provincial Golf Tournament executive and was a director of the Morinville Jets Junior 'B' Hockey Club.

Bob Wade - 70 Robinson Crescent, Red Deer, Alberta, T4P 3N7 - Tel (403) 343-8753  
 Bob has been President of the Red Deer Central Lions Speed Skating Club for 2 years and is Co-Chair for the 1996 Short Track Speed Skating Championships to be held in Red Deer in March & April 1996. In the last seven years Bob has worked at the local and provincial level of amateur speed skating as a coach, executive and organizer. He is also working with the organizing committee of the local PeeWee 'AA' hockey tournament to be held in Red Deer this year.

Don Wales - 133 Wilson Crescent, Red Deer, Alberta, T4N 5V6 - Tel (403) 343-2937

**18. CULTURE AND THE ARTS**

Our cultural community has responded with tremendous enthusiasm towards Red Deer's bid for the Games. Some of the groups have offered to produce and host special events during the Games period Others have offered to schedule their events around the Games so that one of their unique productions will be performed during the Games period.

**19. RED DEER BID COMMITTEE CONTACTS**

Mr. Bob Wade Chairman	70 Robinson Cr. Red Deer, AB T4P 3N7	Ph: 343-8753 (r) 342-9473 (b)
Mr. Larry Nault Vice-Chairman	16 Dale Cl. Red Deer, AB T4R 2L5	Ph: 342-1395 (r) 442-4202 (b)
Don Batchelor Resource	City of Red Deer Recreation, Parks & Culture Dept. Box 5008, Red Deer, AB T4N 3T4	Ph: 342-8165 (b) 347-4636 (fax)
Jerry Tennant Resource	City of Red Deer Recreation, Parks & Culture Dept. Box 5008, Red Deer, AB T4N 3T4	Ph: 342-6100 (b) 342-6073 (fax)

**FILE**

**DATE:** November 21, 1995  
**TO:** Recreation, Parks & Culture Manager  
**FROM:** City Clerk  
**RE:** BID PROPOSAL/1998 ALBERTA WINTER GAMES

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At the Council Meeting of November 20, 1995, your report dated November 1, 1995 concerning the above topic, was received by Council as information.

Thank you for keeping Council informed. We wish you all the best in being successful in your bid to host the 1998 Alberta Winter Games.



KELLY KLOSS  
City Clerk

/fm

NO. 2

CS-4.855

**DATE:** November 8, 1995

**TO:** KELLY KLOSS  
City Clerk

**FROM:** LOWELL R. HODGSON  
Community Services Director

**RE:** PUBLIC PARTICIPATION POLICY

The City's Strategic Plan, approved by City Council on December 19, 1994, called for "The City will adopt a policy for the organization, promoting the principles of public participation.", Strategy 3.1.1.

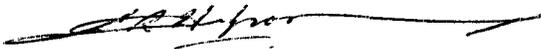
The assignment of this task was given to the Senior Management Team and a commitment was made to prepare a policy for the consideration of City Council by the fourth quarter of 1995. In turn, I was given lead responsibility for this task.

Attached to this memo is a policy prepared for the consideration of City Council when they meet on Monday, November 20, 1995. The intent of this policy is to (1) document a commitment to public participation and (2) to describe how this might be accomplished, while, at the same time, leaving flexibility for circumstances that might not "fit" any prescribed formula.

As a result of this commitment, each division and department has integrated into its Three-Year Business Plan, a section identifying public participation commitments.

### **RECOMMENDATIONS**

THAT Council of The City of Red Deer adopt the Public Participation Policy as submitted November 20, 1995.



LOWELL R. HODGSON

:dmg  
Att.

c Senior Management Team

## **PUBLIC PARTICIPATION POLICY**

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### **PURPOSE STATEMENT**

**WHEREAS**, governance is a partnership of citizens, elected officials and administration, and

**WHEREAS**, there is an ever-growing interest and need by the citizens to know and to participate in decisions that affect them and their community, and

**WHEREAS**, Council of The City of Red Deer is committed to foster and encourage public participation in the business of governance and has documented this in both our Vision 2020 report and our Strategic Plan,

**THEREFORE, BE IT RESOLVED** that Council of The City of Red Deer commit to encourage citizen involvement through various and appropriate public participation processes.

### **POLICY STATEMENT**

Public participation is a systematic process that provides an opportunity for citizens, administrators and elected representatives to share their experience, knowledge and goals, and to combine their energy to create a plan or to develop a course of action. This policy is to ensure that the citizens of Red Deer have that opportunity to be involved in municipal issues and decision making. It is recognized that different situations and different issues require different levels of participation, yet, ultimately, the final decision must always rest with the elected officials. However, whenever and wherever it is practical, citizens who could be directly affected will be advised and given opportunity for input.

Division and Department Business Plans will commit to identifying those issues/decisions for which public input is appropriate, and will devise specific plans for implementation of a public process related to same. Different levels of participation are identified below and the examples of public participation are not exhaustive, nor are they intended to inhibit creativity in seeking new ways of involving the public.

Levels include:

- Information dissemination, awareness building.
  - e.g., press releases, advertisement, signage
- Validation of, or reaction to, a proposed plan or options.
  - e.g., public meeting/open house to present information and invite reaction and to validate a decision already made
- Information sharing, with feedback to be used in developing a course of action.
  - e.g., public meeting/open house, inviting input and discussion leading toward a decision or plan of action
- Joint planning, consultation and problem solving.
  - e.g., public meeting/open house, with an issue simply being placed before the group, with discussion and input leading toward resolution by the group
- Facilitation of self-planning or community development.
  - e.g., City staff serving as facilitators in assisting the community to identify their own issues and develop their own plans

Nothing in this policy prevents direct access by the citizens to Red Deer City Council.

COMMENTS:

We concur with the recommendation of the Community Services Director.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

**FILE**

**DATE: November 21, 1995**  
**TO: Director of Community Services**  
**FROM: City Clerk**  
**RE: PUBLIC PARTICIPATION POLICY**

---

At the Council Meeting of November 20, 1995, consideration was given to your report dated November 8, 1995 concerning the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from the Community Services Director dated November 8, 1995, Re: Public Participation Policy, hereby approves the Public Participation Policy as submitted with the above noted report, and as amended at the November 20, 1995 meeting of Council."

As indicated in the above resolution, the policy was amended as to the second page "Validation of, or reaction to, a proposed plan or options", with the comment following this to read "eg. public meetings/open houses to present information and invite reaction and/or validate a decision already made".

We will now be including this policy in the Council Policy Manual. I trust you will find this satisfactory.



KELLY KLOSS  
City Clerk

/fm

cc. Senior Management Team  
D. Souch

NO. 3

CS-4.883 (Rev.)

**DATE:** November 8, 1995

**TO:** KELLY KLOSS  
City Clerk

**FROM:** LOWELL R. HODGSON  
Community Services Director

**RE:** PUBLIC ARTWORK POLICY

---

At its May 8, 1995 meeting, City Council passed the following resolution:

- "RESOLVED that Council of The City of Red Deer, having considered correspondence from the Towne Centre Association dated April 7, 1995, regarding "Ghosts", hereby directs the administration to develop a policy and approval procedure for Council's consideration with regard to public art projects within the downtown area, with the Towne Centre Association being an active participant with The City in developing said policy and approval procedure, and as presented to Council May 8, 1995."

Since that time, a committee consisting of Lesia Davis (Culture Development Supt., Recreation, Parks & Culture Department), John Ferguson (Executive Director, Towne Centre Association), Paul Meyette (Principal Planner, Parkland Community Planning Services), Hilary Elliot (Dean of Fine Arts, R.D.C.) and myself have met to develop the attached policy and procedure. To do this, we researched public art policies in other Western Canadian cities and we considered the uniqueness of Red Deer with respect to the existing "Ghosts" program.

Detailed procedures, definitions and guidelines will be developed by the Public Art Committee and will be made available with an application form.

### **RECOMMENDATION**

THAT Council of The City of Red Deer adopt the Public Artwork Policy & Procedure, as presented November 20, 1995.

  
LOWELL R. HODGSON

:dmg

Att.

c Lesia Davis, Culture Development Supt.  
Paul Meyette, Parkland Community Planning Services  
John Ferguson, Exec. Dir., Towne Centre Association  
Hilary Elliot, Red Deer College Dean of Fine Arts

## **Public Artwork Policy**

---

**WHEREAS**, The City of Red Deer believes that public art can enhance the quality of life for a community by contributing a healthy, vibrant sense of place, and

**WHEREAS**, The City of Red Deer is committed to planning, which is responsive to the unique aspects of our community, and

**WHEREAS**, The City of Red Deer supports public art of quality and integrity, recognizing freedom of expression, and

**WHEREAS**, the “Ghosts” program of the Towne Centre Association has been launched and is intended to serve as a focal point for public art on public property in downtown Red Deer,

**THEREFORE**, a Public Artwork Policy is hereby developed for The City of Red Deer.

---

### **PURPOSE**

- To establish procedures for the installation of permanent artwork on public property. Artwork on private property in public view is outside the domain of this policy.
- To ensure that permanent public artwork compliments the architecture, site and setting, and existing public art, while respecting artistic freedom.
- To encourage an inclusive and collaborative process in the development of public art that enhances the quality of life for the community.
- To encourage public art of quality and integrity.
- To determine ownership, and maintenance agreements for all permanent art works on public property. \ safety considerations

## Public Artwork Procedures

---

- An application for the installation of permanent art on public property is to be completed on designated forms, available from the City Recreation, Parks & Culture Department, Culture Services Section. Application forms are to be submitted to the Culture Development Superintendent. Installation of non-permanent public artwork shall be part of the Special Events Application.
- Ownership, insurance and maintenance agreements will be part of the application and recommendation procedures.
- A Public Art Committee (PAC) will review all applications for recommendation to the Recreation, Parks & Culture Board.
- All applications for installation of permanent public art must be approved by City Council.
- The Public Art Committee shall be appointed by ~~City Council~~ <sup>the Recreation, Parks & Culture Board</sup> for a two-year term, and will consist of:
  - Culture Development Superintendent of the Recreation, Parks & Culture Department, Chairman
  - General Manager of the Towne Centre Association, when the location for the artwork is downtown
  - Municipal Planner, as designated by Parkland Community Planning Services.
  - Two citizens-at-large, as recommended by the three standing members, one for a two-year term and one for a three-year term the first year, and two-year terms thereafter.
- The application for the installation of permanent public art will be routed to any/all of the following departments, as applicable for comment, prior to the PAC review:
  - Engineering Department
  - Bylaws & Inspections Department
  - Public Works Department
  - Electric, Light & Power Department
  - Emergency Services
  - Recreation, Parks & Culture Department
  - Towne Centre Association (as appropriate)
  - Downtown Planning Committee (as appropriate)
- Detailed procedures, definitions and guidelines will be developed by the Public Art Committee and will be made available with an application form.

RPC -5.793

**DATE:** November 15, 1995

**TO:** KELLY KLOSS  
City Clerk

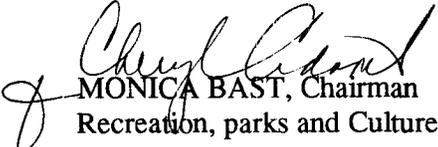
**FROM:** MONICA BAST, Chairman  
Recreation, Parks and Culture Board

**RE:** PUBLIC ARTWORK POLICY

---

The Cultural Advisory Committee and the Recreation, Parks and Culture Board considered the Public Art Policy at their regular meetings in November. The Board passed the following resolution November 14, 1995:

"THAT the Public Artwork Policy for the City of Red Deer be supported and that the Board recommend to City Council that it be approved."

  
MONICA BAST, Chairman  
Recreation, parks and Culture Board

DB:kt

- c. Lowell R. Hodgson, Director of Community Services  
Don Batchelor, Manager, Recreation, Parks and Culture Department  
Lesia Davis, Culture Development Superintendent

COMMENTS:

We concur with the recommendation of the Community Services Director that the proposed Public Artwork Policy be adopted with the following exception:

It is our view the Public Art Committee need not be a Standing Council Committee, particularly since the Committee is not anticipated to have a regular or heavy workload. Our suggestion is for the Public Art Committee be struck as a sub committee of the Recreation, Parks & Culture Board with the same membership as outlined. Its reporting line would be through the Recreation, Parks & Culture Board to Council.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

**FILE**

**DATE: November 21, 1995**  
**TO: Director of Community Services**  
**FROM: City Clerk**  
**RE: PUBLIC ARTWORK POLICY**

---

At the Council Meeting held on November 20, 1995, consideration was given to your report dated November 8, 1995 concerning the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from the Community Services Director dated November 8, 1995, Re: Public Art Work Policy, hereby approves the Public Art Work Policy and Procedure as attached to the above noted report, with the exception that the Public Art Committee be established as a sub-committee of the Recreation, Parks and Culture Board with the same membership as outlined in the proposed policy, and as presented to Council November 20, 1995."

Further to the above resolution, an additional minor modification was made to the fifth point under 'Purpose', to add the words 'safety considerations', after the word 'ownership'.

We will now be including this policy in the Council Policy Manual. I trust you will find this satisfactory.



KELLY KLOSS  
City Clerk

/fm

cc. Parkland Community Planning Services  
Towne Centre Association Manager

NO. 4

**CHAPMAN RIEBEEK**

Barristers, Solicitors

**THOMAS H. CHAPMAN, Q.C.\***  
**NICK P. W. RIEBEEK\***  
**DONALD J. SIMPSON**  
**T. KENT CHAPMAN\***  
**GARY W. WANLESS\***  
**LORNE E. GODDARD**  
**GERI M. CHRISTMAN**  
**ROBERT J. MILLAR**  
**NANCY A. BERGSTROM**

---

\* Denotes Professional Corporation

November 14, 1995

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

**ATTENTION: Mr. Kelly Kloss**  
**City Clerk**

Dear Sir:

**RE: Land Use Bylaw Amendment - Lap Dancing**

I enclose for consideration by Council, a bylaw to amend the Land Use Bylaw respecting "lap dancing".

Yours truly,

  
**THOMAS H. CHAPMAN, Q.C.**  
 THC/vjh  
 Enclosure

208 - 4808 Ross Street  
 Red Deer, Alberta T4N 1X5  
**TELEPHONE (403) 346-6603**  
**TELECOPIER (403) 340-1280**

---

101, 5020 - 50 A Street  
 Sylvan Lake, Alberta T4S 1R2  
**TELEPHONE (403) 887-2024**  
**TELECOPIER (403) 887-2036**

---

**PLEASE REPLY TO RED DEER OFFICE**  
 Your file:  
 Our file: 22,289 THC

COMMENTS:

We have received feedback from the public regarding this issue. As such, the Administration have drafted an amendment to the Land Use Bylaw respecting "lap dancing". We recommend that Council proceed with first reading of the bylaw following which a Public Hearing will be held at the December 18, 1995, Council Meeting. Effectively, what this amendment does is require that any establishment proposing lap dancing must apply to Council to identify a site within the City. As pointed out when Council discussed the issue of Adult Mini-Theatres, we may not legally be able to prohibit such establishments from locating within the City, but we are able to severely restrict the locations in which they can locate.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

**FILE**

**DATE: November 22, 1995**  
**TO: Parkland Community Planning Services**  
**FROM: City Clerk**  
**RE: LAND USE BYLAW AMENDMENT 2672/CC-95**

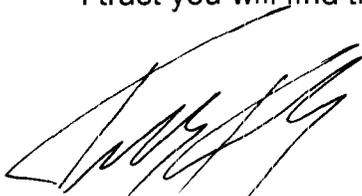
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At the Council Meeting of November 20, 1995 first reading was given to Land Use Bylaw Amendment 2672/CC-95, a copy of which is attached hereto.

Land Use Bylaw Amendment 2672/CC-95 provides for an amendment to the Land Use Bylaw respecting "Lap Dancing".

This office will be advertising for a Public Hearing for this Land Use Bylaw Amendment to be held on Monday, December 18, 1995 at 7:00 p.m., or as soon thereafter as Council may determine.

I trust you will find this satisfactory.



KELLY KLOSS  
City Clerk

KK/fm

attach.

cc. Director of Community Services  
City Solicitor  
Council & Committee Secretary, S. Ladwig

**M E M O R A N D U M**

**DATE:** November 15, 1995

**TO:** Members of Council

**FROM:** Mayor Gail Surkan

**RE: CURRENT WORK PLAN FOR THE REVIEW OF EMERGENCY SERVICES  
IN RED DEER, INCLUDING THE PROVISION OF E-911 SERVICES.**

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As Council is aware, our current business plan for Emergency Services calls for a review of the standards of service in our Emergency Services Department, as well as a review of how some of those services are delivered. The most immediate review process deals specifically with the E-911 service and, in fact, is currently underway with a public meeting planned for late in November.

On October 27th, the Minister of Health announced the formation of a new "Ground Ambulance Services Task Force", to be chaired by MLA Judy Gordon. The Task Force is charged with the responsibility of examining "the role of ambulance services in Alberta's restructured health system" and making recommendations to government on "enhancements in our patient transportation systems."

The Terms of Reference for the Task Force are attached. Clearly they deal with a number of issues which may impact directly on how we manage our ambulance service, both now and in the future. Of particular note are the items that deal with the "funding of ambulance services" and "ambulance dispatching for pre-hospital and inter-hospital trips".

It would appear that the Provincial Government may be open to considering some fundamental changes in the way ambulance and E-911 services are governed and funded in Alberta. If this is so, it is very difficult for us to proceed with detailed planning of our own until these issues are resolved.

The news release regarding the new Task Force identifies "spring, 1996" as the target date for completion of its report. We presume that it may take a number of additional months for the Government to deal with the recommendations and make its direction clear. Until that happens, both I and the Administration feel that it is pointless to proceed with initiatives within Emergency Services, which could be rendered ineffective by the actions of the Provincial Government.

**RECOMMENDATION:** We feel we have little choice but to suspend the exploration of new initiatives in ambulance-related services for at least six months, pending the clarification of the Province's future plans. This will immediately impact the current discussion regarding alternative delivery systems for E-911, including the upcoming public meeting. We recommend that this initiative be put on hold until we are clear on our future role in the provision of this service, as well as the role of the Regional Health Authority.

*Information Bulletin*

---

Edmonton, October 27, 1995

## **Task force to recommend new directions for ground ambulance services in Alberta**

A task force chaired by a Member of the Legislative Assembly will examine the role of ambulance services in Alberta's restructured health system and make recommendations to government on enhancements in our patient transportation systems.

The Ground Ambulance Services Task Force was announced today by Health Minister Shirley McClellan. The task force will be chaired by Judy Gordon, MLA for Lacombe-Stettler. The MLA for Lac La Biche-St. Paul, Paul Langevin, will sit on the task force along with six other Albertans selected because of their knowledge of ambulance issues. (An attached backgrounder provides names and information on the members.)

"As our hospital system changes and as services are delivered in new ways across Alberta, our ground ambulance systems need to be reviewed to ensure they are operating in complementary ways with the rest of the health system," the Minister said. "I believe that continued improvements can be made in patient outcomes through timely, consistent, and effective levels of ambulance service, particularly in rural Alberta."

The Minister noted that most ground ambulance services are operated by municipalities and private contractors. Mrs. McClellan stressed that a key aspect of the task force's work will be to make recommendations on how to improve the linkages among ambulance operators, regional health authorities, municipalities and other stakeholders.

As well, the task force will review funding mechanisms, linkages with the provincially-managed air ambulance system, coordination of services among ambulance operators, development of outcome measures, and dispatch systems. The Minister has asked the task force to report its recommendations and findings to her by the spring of 1996.

In responding to questions about the purpose of another health task force, the Minister said: "I strongly believe that the best decisions on ambulance services can be made only after a full review of the current system and consultation with municipalities, operators, regional health authorities, and other stakeholders." Under Mrs. Gordon's leadership, this task force will work with the Regional Health Authorities, who have already been collaboratively examining patient transportation issues.

.../2

"I look forward to leading a review of our ambulance system so that we can ensure that it

is linked as closely as possible with our restructured health system," said Mrs. Gordon.  
"Ambulance services are a vital link in the continuum of health services to Albertans, and we need to ensure that link is strong and secure."

- 30 -

Media enquiries may be directed to:

Judy Gordon  
MLA, Lacombe-Stettler  
Phone: 427-1807

Gordon Turtle  
Alberta Health  
Phone: 427-7164

*Backgrounder*

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**Membership of Ambulance Services Task Force****Chair: Judy Gordon, MLA Lacombe-Stettler**

Mrs. Gordon has an extensive municipal background, and was one of the members of the 1994 Air Ambulance Review Committee. Mrs. Gordon was the Mayor of Lacombe from 1989 to 1993.

**Paul Langevin, MLA Lac La Biche-St. Paul**

In addition to being the Chairman of the Ambulance Advisory and Appeal Board, Mr. Langevin was the Chairman of the ambulance and hospital boards in St. Paul for many years. He was also Mayor of St. Paul before becoming an MLA.

**George Verheire**

Mr. Verheire is Chairman of the Regional Health Authority Task Force on Ambulance and Patient Transportation. He is a board member of the David Thompson Regional Health Authority, and a former municipal councillor.

**Jan Bruneau**

Ms. Bruneau is a member of the Ambulance Advisory and Appeal Board. She was a board member of the Alberta Children's Hospital in Calgary.

**Tom Sampson**

Mr. Sampson is the Operations Manager with Calgary Emergency Medical Services, an acknowledged leader among ambulance systems in outcome measurement, communications, medical direction, computer assisted dispatching, and total quality management.

**Iris Evans**

She is the former Reeve of Strathcona County, and a member of the 1988 committee that prepared the New Dimensions in Emergency Health Services: an Alberta Solution report.

**Roelof Heinen or designate**

Mr. Heinen is a Councillor with the County of Lethbridge, and was a member of the Health Plan Coordination Project Steering Committee. As President of the Alberta Association of Municipal Districts and Counties, he will represent the AAMDC.

**An elected representative, to be appointed by the Alberta Urban Municipalities Association.**

*Backgrounder*

---

**Terms of Reference**

The mandate of the Ground Ambulance Services Task Force is to ensure that present and future ambulance and emergency health initiatives support health system restructuring at the local, regional and provincial levels. The task force will build upon the comprehensive analysis completed to date by the Regional Health Authority Task Force on Ambulance and Patient Transportation. The task force will make recommendations to the Minister on:

- ▶ funding of ambulance services, including the disparity in payment for in-patient and out-patient transfers by ground and air ambulance. This is particularly an issue for hospitals being converted to community health centres without 24-hour emergency services, and communities without acute care hospitals;
- ▶ the timeliness, responsiveness and coordination among ground ambulance operators in meeting patient care needs;
- ▶ use of local and regional hospitals to admit patients within their respective capabilities;
- ▶ medical involvement in setting patient-care priorities during the dispatching and patient transport processes. This includes the appropriate use of air and ground ambulances, and the role of the dispatch center medical directors;
- ▶ development of outcome measures with respect to patient care, accountability and cost-effectiveness;
- ▶ communication systems throughout the province;
- ▶ ambulance dispatching for pre-hospital and inter-hospital trips;
- ▶ alternate (other than ambulances) patient transport mechanisms.

*Edmonton Journal - Sunday, Oct. 29/95*

## Government task force expected to set ambulance-funding guidelines

**GORDON KENT**  
Journal Staff Writer

Edmonton

A new government task force will probably set ground rules for funding provincial ambulance service, says a member of the group.

With the creation of regional health authorities two years ago and the closure of some hospitals, "there's increased pressure on local municipalities to provide a certain level of service," Iris Evans said Saturday.

Evans, the former reeve of Strathcona County, is one of eight members of a task force on ground ambulance service established Friday by Health Minister Shirley McClellan.

The committee will be chaired by Lacombe-Stettler MLA Judy Gordon.

### THE ISSUES

in late November, said Evans. She expects it will make a report by the time the next budget is unveiled in early 1996.

She's waiting until the task force meets to see exactly what the issues are.

Her feeling is that they will review existing information rather than hold public hearings.

"I have already been forewarned there will be a lot of reading."

There have been numerous studies of ambulance service in the province, and Evans agreed "I suppose you could question" the need for another task force.

"But I think, frankly, if the minister has made that decision, there is the perception at least at the level of the provincial government that something has to be done."

It will look at the role of ambulance services under the restructured health system and recommend ways to improve patient transportation.

The group's first meeting is

BEST ATTAINABLE  
IMAGE

**FILE**

**DATE: November 21, 1995**

**TO: Fire Chief**

**FROM: City Clerk**

**RE: REVIEW OF EMERGENCY SERVICES IN RED DEER, INCLUDING THE  
PROVISION OF E-911 SERVICES**

---

At the Council Meeting of November 20, 1995, consideration was given to correspondence from Mayor Surkan dated November 15, 1995 concerning the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered the report from Mayor Surkan dated November 15, 1995, Re: Current Work Plan For The Review Of Emergency Services In Red Deer Including Provision Of E-911 Services, hereby agrees as follows:

- 1) That the exploration of new initiatives in ambulance related services for The City of Red Deer be suspended pending clarification of the Province of Alberta's future plans in this area;
- 2) That the public meeting scheduled to discuss alternate delivery systems for E-911 be postponed until the Province of Alberta's plans are clarified;

and as presented to Council November 20, 1995."

The preceding is submitted for your information. I trust that when the Provincial government has advised us of their plans, you will be reporting back to Council.

  
KELLY KLOSS  
City Clerk

/fm

cc. Director of Development Services  
I.A.F.F. President

C O R R E S P O N D E N C E

NO. 1

Steve A. Tinordi  
71 Horn Crescent  
Red Deer, Alberta  
T4N 5Y8  
342-7626

October 27, 1995

**Re: Speed bumps in lane****Council members;**

By an order of Council in 1984, speed bumps were placed in the lane directly behind my house. For years these speed bumps have created nothing but problems for me. Cars, in order to avoid the bumps have used my yard and fence to avoid them. Because of this ongoing problem, I moved my fence in 3 feet because of vehicles smashing into it.

A year or so ago, water and sewer had to replace the line that runs down the middle of the alley, and when finished that repair, they repaved the alley. The speed bumps were not replaced until sometime this week. During this period of no speed bumps there has not been any incidents when vehicles have used my property to drive on. In 3 days since they have been in, vehicles have now used my property to avoid them.

I realize that the bumps are put there to slow down traffic but, the speed has not been much of a problem on the paved areas of the lane. The dust created further south down this lane ( south of the alley intersection is not paved ) may be of concern for those residents.

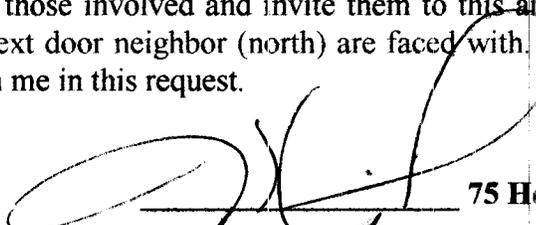
I am asking that Council rescind the order for the speed bumps and/or at least work with me in placing the bumps in a suitable position that all concerned would be happy with. The location of the one directly behind my yard is of great concern. The bump located father north seems to be okay with the other neighbors. I have a beautiful yard, inside and outside of the fences and would like it to remain that way.

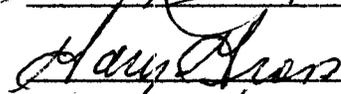
I would gladly meet with those involved and invite them to this area to show them the problems that I and my next door neighbor (north) are faced with. Also, 4 neighbors to the north have agreed with me in this request.

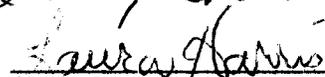
Sincerely yours;



Steve A. Tinordi

  
75 Horn Cres.

  
79 Horn Cres.

  
83 Horn Cres.

DATE: November 14, 1995  
TO: City Clerk  
FROM: Engineering Manager  
RE: SPEED BUMPS IN LANE BEHIND 71 HORN CRESCENT

In June 1984, a petition was submitted by Mr. W. Pogmore of 51 Hammond Crescent and 22 other Highland Green Subdivision residents, for the installation of a walkway through the fence east of Highland Green Shopping Centre.

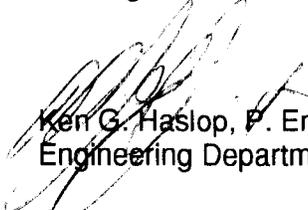
During the consideration of this petition, City Council made the decision to install speed bumps along the paved section of back lane between the Highland Green Shopping Centre and Horn Crescent in an effort to reduce vehicle speeding. Council agreed to leave the fence as is. The Engineering Department recommended against the installation of speed bumps for reasons cited in a past report to Council. Information received at the time from Edmonton, Calgary, and other USA documents confirmed that the effectiveness of the bump was questionable, particularly during the winter, and indeed there was a potential liability arising to the City for the placement of such bumps.

After the installation of the speed bumps in September 1984, Mr. Steve Tinordi expressed concern that vehicles trying to avoid the speed bumps have hit his fence and have driven on his property. This same concern is expressed by Mr. Tinordi in his present letter to Council.

In October 1993, the speed bumps were removed by the Public Works Department due to the repair of the sanitary sewer in the back lane. Repaving of the lane occurred in the spring of 1994, but the re-installation of the speed bumps was not undertaken.

On October 2, 1995, a request was received from Mr. Barry Daniluk of 83 Hammond Crescent for the re-installation of speed bumps and signs to alleviate the speeding problem. When we reviewed our files we discovered the 1984 Resolution of Council and advised the Public Works Department to re-install the bumps and signs; which they did on October 25 of this year.

It appears that some residents like the installation of the above speed bumps to alleviate a speeding problem and others do not. A temporary bump sign post placed right at the east edge of the speed bump should help to keep the vehicles off Mr. Tinordi's property at this location. This post will be permanently installed if Council decides to retain the bumps. In view of the apparent conflict within the neighbourhood, Council direction is respectfully requested.



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

CYL/emg

c.c. Public Works Manager

DATE: November 10, 1995  
TO: City Clerk  
FROM: Public Works Manager

**RE: SPEED BUMPS IN LANE - 71 HORN CRESCENT**

---

We have reviewed Mr. Tinordi's letter. Speed bumps are always an interesting issue.

In 1993, the Public Works Department replaced the sanitary sewer in the lane behind Horn Crescent. This reconstruction required the removal of the existing pavement in the lane. When the sewer work was complete, the lane was repaved. This took place in 1994. The speed bumps were not reinstalled at that time.

In the period from 1994 to the fall of 1995, we have no record of any calls relating to the speed bumps. In October of 1995, we received a call from Ken Haslop, Engineering Department Manager, inquiring about these speed bumps.

We researched the situation and found that, on October 18, 1993, a Commissioner's Order was issued to remove the bump signs and reinstall them when the speed bumps were reinstalled. Our research also showed that Council passed a resolution in 1984 authorizing the installation of the speed bumps. On October 24, 1995 the speed bumps were reinstalled.

The Council policy related to speed bumps is attached.

On October 27, 1995 we received a call from Loretta North of 75 Horn Crescent inquiring about the speed bumps. Ed Svederus explained to her the design of the bumps and the selection of locations. Ms. North supports the installation of speed bumps.

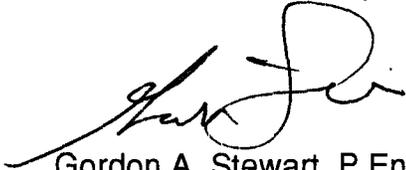
Mr. Tinordi would like to have these speed bumps removed. His main reason is due to people running onto his property.

It is our view that traffic volumes are low and most of the traffic in the lane is generated by the residences on the east side of the lane. In view of this, we do not believe speed bumps are warranted. Other low volume paved lanes do not have speed bumps. Speed bumps can be very dangerous during snow plowing. Although this is a very rare occurrence in lanes, it can happen. As far as we are aware, these are the only speed bumps on a paved City line in the entire City.

November 10, 1995  
City Clerk  
Page 2 of 2

**RECOMMENDATION**

We respectfully recommend to Council that Council rescind the resolution of July 19, 1994 and instruct that the speed bumps be removed.

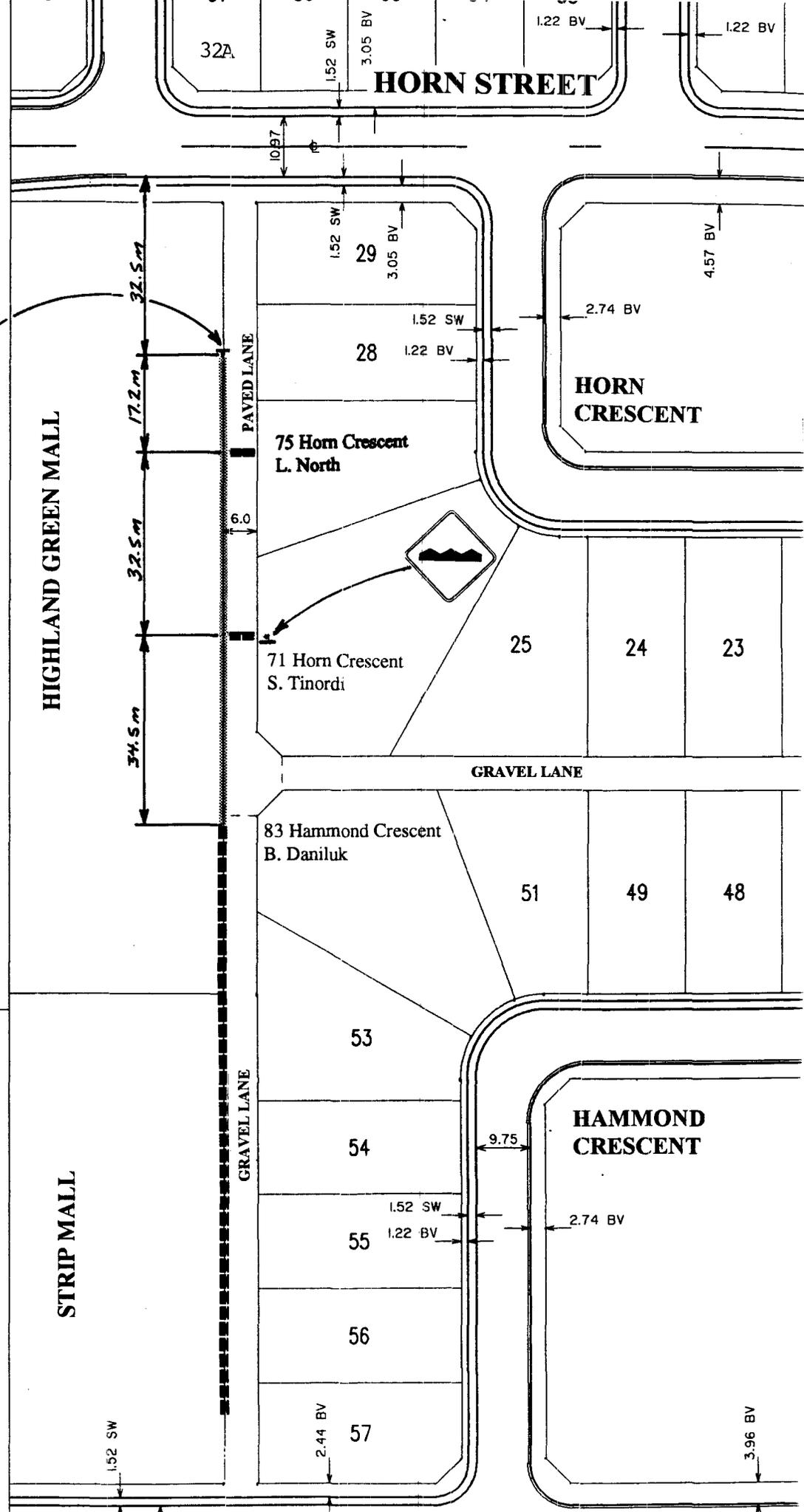
A handwritten signature in black ink, appearing to read "Gordon A. Stewart". The signature is fluid and cursive, with a large initial "G" and "S".

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

/blm

Att.

- c Director of Development Services  
Engineering Department Manager



**LEGEND**

-  Speed Bumps
-  Concrete Barriers
-  Wood Fence

THE CITY OF RED DEER

COUNCIL POLICY MANUAL

Policy Section:  
Engineering

Page:

Policy Subject:  
Use of Speed Bumps

Policy Reference:  
514

Lead Role:  
Engineer

Resolution/Bylaw:  
June 4, 1982

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Purpose

Policy Statement

Due to the potential liability responsibility the City may face and the questionable results of decreasing vehicle speeds at the expense of increased noise and vehicle damage as well as personal injury, the use of speed bumps on city streets will not be considered; but depending on circumstances, bumps may be considered on paved lanes subject to Council approval,

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Cross Reference

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Remarks

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Date of Approval:

Effective Date:

Date of Revision:

June 4, 1982

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REQUEST/INQUIRY RECORD SHEET  
THE CITY OF RED DEER  
ENGINEERING/PUBLIC WORKS DEPARTMENT

TO: Ed

TIME: 9:10

DATE: 95/10/27

FROM: Brenda

REQUESTED BY: Lorette North

ADDRESS: 75 Horn C. PHONE NO. (RES) 346-3516

(BUS) \_\_\_\_\_

NATURE OF CALL/RE: speed bumps in lane

LOCATION: 75 Horn C.

DESCRIPTION: caller appreciates the speed bumps we just put in the lane but she has some concerns with how they were put in

REQUESTED ACTION: please call Ms. North

ACTION TAKEN: I talked to Lorette North with how they were put in one concern was to <sup>open</sup> space in the center of the road, (it is for drainage) How did we arrive at locations advised it was divided in thirds, why were they not higher (small cars would hit them). Lorette was satisfied with answer & supports them being there

BY: Ed S DATE: Oct 29/95

Acted On  Turned Down:  No Need  No Solution  
 No Funds  Contrary to Policy:  Council  Department

White Copy - Return to Originator  
Pink Copy - Retained by Originator

NO. \_\_\_\_\_

COMMENTS:

Evidently, the residents in this area have different views of the effectiveness of the speed bumps. Normally, we do not support the placement of speed bumps in lanes, but given this situation, and the fact that the speed bumps are currently now back in place, we recommend that the solution proposed by the Engineering Department Manager be implemented; that is, the installation of a speed bump sign directly on the edge of the speed bump which is adjacent to Mr. Tinordi's property. This should prevent vehicles from driving onto his property and hopefully will resolve the situation to the mutual satisfaction of all the residents.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

DATE: OCTOBER 30, 1995  
TO: DIRECTOR OF COMMUNITY SERVICES  
DIRECTOR OF CORPORATE SERVICES  
X DIRECTOR OF DEVELOPMENT SERVICES  
CITY ASSESSOR  
E.L. & P. MANAGER  
X ENGINEERING DEPARTMENT MANAGER  
FIRE CHIEF (EMERGENCY SERVICES)  
INFORMATION TECHNOLOGY SERVICES MANAGER  
INSPECTIONS AND LICENSING MANAGER  
LAND AND ECONOMIC DEVELOPMENT MANAGER  
PERSONNEL MANAGER  
X PUBLIC WORKS MANAGER  
R.C.M.P. INSPECTOR  
RECREATION, PARKS & CULTURE MANAGER  
SOCIAL PLANNING MANAGER  
TRANSIT MANAGER  
TREASURY SERVICES MANAGER  
PRINCIPAL PLANNER  
CITY SOLICITOR

**FILE**

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

FROM: CITY CLERK  
RE: SPEED BUMPS IN LANE - 71 HORN CRESCENT

---

Please submit comments on the attached to this office by November 10, 1995 for the Council Agenda of November 20, 1995.

"Jeff Graves"  
Assistant City Clerk



# THE CITY OF RED DEER

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

FILED  
**L&E**

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

October 30, 1995

Steve A. Tinordi  
71 Horn Crescent  
Red Deer, Alberta  
T4N 5Y8

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Dear Sir:

I acknowledge receipt of your letter dated October 27, 1995 re: Speed Bumps in Lane, 71 Horn Crescent.

This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on November 20, 1995.

Your request has been circulated to City administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on November 17, 1995.

In the event you wish to be present at the Council meeting, would you please telephone our office on the Friday, November 17th and we will advise you of the approximate time that Council will be discussing this item. Council meetings begin at 4:30 p.m., and adjourn for the supper hour at 6:00 p.m., reconvening at 7:00 p.m. When arriving at City Hall, please enter City Hall on the park side entrance, and proceed to the second floor Council Chambers.

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

Yours sincerely,

JEFF GRAVES  
Assistant City Clerk

JF/fm



*a delight  
to discover!*

**FILE**

**DATE: November 22, 1995**

**TO: Director of Development Services**

**FROM: City Clerk**

**RE: LETTER FROM STEVE TINORDI - NOVEMBER 21, 1995 - SPEED BUMPS  
IN LANE BEHIND 71 HORN CRESCENT**

---

On Wednesday, November 22, 1995, we received the attached letter from Steve Tinordi dated November 21, 1995, regarding the above topic.

In accordance with Mr. Tinordi's request, we will be copying this letter to the members of Council, however, same will not be placed on a Council Agenda. Mr. Tinordi indicates that he would like this matter resolved outside of Council, however, if a member of Council wishes to bring it back as a reconsideration, he would not be opposed.

This is submitted for your information.

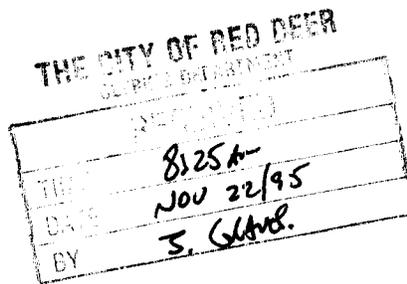


KELLY KLOSS  
City Clerk

KK/fm

cc. Mayor  
Councillors  
City Manager  
Public Works Manager

Steve A. Tinordi  
71 Horn Crescent  
Red Deer, Alberta  
T4N 5Y8



November 21, 1995

**Re:** Further correspondence to Oct. 27, 1995 request and subsequent Council meeting on Nov. 20, 1995

**Open Letter to all Council Members;**

Being a believer in the democratic system, I preface my remarks with this belief as still one that is the most desirable for creating or establishing a true picture for any given situation, provided that there is a sense of fairness.

In dealing with my particular situation, I believe Council has reacted in an unfair manner in the handling of this problem and also bring forward my thoughts as to why I think this.

1. This is the classic "not in my backyard" problem. All my neighbors agree that the speed bumps will slow traffic down, but I hazard to say that they would probably not want one behind their property.

2. I do not believe (as Councilor Schnell voiced) that this problem should have gone before City Council. This problem, can and should have been addressed, at an appropriate level, or until some sense of win/win situation has occurred.

3. Talking about win/win. The alley will have speed bumps and maybe they are needed, but as my letter of Oct. 27 indicated, I would have been happy if the bump, that only I have to deal with, could be placed in a more suitable location. This I believe would have created a win/win solution.

4. In my correspondence received from the City, a letter included contained the remarks of the Engineering Manager. In his comments is the question of whether or not the City would be liable for any damage resulting from the placement. I also now must question about any potential damage. The reason the fence was moved was because of the amount of damage that was happening as a result of the bumps.

5. I firmly believe that the residents in the unpaved part of the lane view the speed in direct comparison to the amount of dust created. To solve their problem and create another is not a win/win answer for any of us.

6. If my fence is moved out to the same line as all others, there is no suitable place to put the sign. I certainly don't want this sign placed on my property, as I believe it to will become a target of someone's in the future. This has already happened before.

7. In the remarks made by the Public Works Manager, a comment made regarding that traffic volumes are low is quite the opposite. The residents who use the lane are very seldom, if ever, speeding or a major user of this alley. As part of some research done by myself. I found that many commercial vehicles as well as private passenger cars and trucks use the alley as a shortcut to beat the lights on Taylor Dr. and to get to the Express foodmart located at the extreme south end. To support my findings, I find it interesting that this alley, gets more attention from the City, in the form of regular grading. Last summer a City grader was in the alley on at least 3 occasions. In comparison with once down the east/west lane or any other alley in the City. To me this indicates a traffic volume above "low" as stated.

8. This alley is hard enough to keep clean as it is because of the uncaring way that the businesses in the mall choose to deal with their GARBAGE.

In summing, I believe this issue can be resolved in a WIN/WIN setting. Because the bump behind my address is the problem, lets deal with it only. If my letter of Oct. 27 is confusing the issue, let me state again, Lets look at placing the bump in a place where both the City and the homeowner are and can live with. I don't think that spacing them another 10 to 15 feet apart is an issue and certainly isn't with the people who use my yard as part of their travel plans. My neighbors, both to the north and south, don't have to live with this problem. I do.

I am asking that Council reconsider this matter and hope if there is any room for a win/win situation to happen, that we can keep everybody happy.

Also, I hope this is the proper forum to re address this issue. If it is not, I certainly apologize and respect any direction needed.

**Thank you and hopefully awaiting a favorable reply;**



**Steve a. Tinordi**



**THE CITY OF RED DEER**

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

FILE No.  
**FILE**  
FAX: (403) 346-6195

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

November 21, 1995

Steve Tinordi  
71 Horn Crescent  
Red Deer, AB T4N 5Y8

Dear Sir:

At the City of Red Deer Council Meeting held on November 20, 1995, consideration was given to your correspondence dated October 27, 1995, Re: Speed Bumps in the Lane Behind 71 Horn Crescent, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Steve Tinordi dated October 27, 1995, Re: Speed Bumps In Land Behind 71 Horn Crescent, hereby agrees as follows:

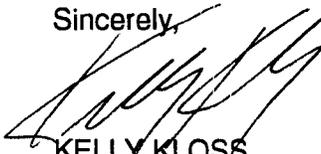
- 1) That the speed bumps in the lane behind 71 Horn Crescent not be removed;
- 2) That a speed bump sign post be placed at the east edge of the speed bump with the cost charged as an overexpenditure to the 1995 Public Works Budget;

and as presented to Council November 20, 1995."

The decision of Council in this instance is submitted for your information. I trust that the above solution will assist in alleviating the use of your property as a detour.

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

Sincerely,



KELLY KLOSS  
City Clerk

/fm

cc. Director of Engineering Services  
Public Works Manager



*a delight  
to discover!*

**FILE**

**DATE: November 21, 1995**  
**TO: Director of Engineering Services**  
**FROM: City Clerk**  
**RE: SPEED BUMPS IN LANE BEHIND 71 HORN CRESCENT**

---

At the Council Meeting of November 20, 1995, consideration was given to the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Steve Tinordi dated October 27, 1995, Re: Speed Bumps In Land Behind 71 Horn Crescent, hereby agrees as follows:

- 1) That the speed bumps in the lane behind 71 Horn Crescent not be removed;
- 2) That a speed bump sign post be placed at the east edge of the speed bump with the cost charged as an overexpenditure to the 1995 Public Works Budget;

and as presented to Council November 20, 1995."

The decision of Council in this instance is submitted for your information and appropriate action. I trust you will now be installing the necessary sign at your earliest convenience.



KELLY KLOSS  
City Clerk

/fm

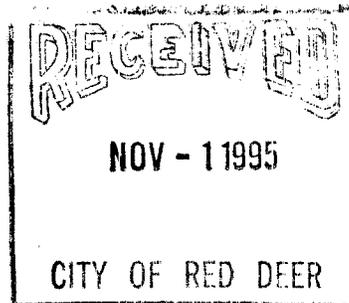
cc. Public Works Manager

NO. 2

# ASHLEY AND FRIENDS PLAYSCHOOL

4762 - 56 st., Red Deer, Ab., T4N 2K3.

City of Red Deer,  
Box 5008,  
Red Deer, Ab.,  
T4N 3T4  
Attn: Mayor and Council



Dear Mayor and Council,

*Our City Fire Department is a crucial aspect needed to help the City of Red Deer maintain a safe environment for all our citizens. So, it is with regret that I am writing to you to voice my rejection and opinion on the validity of the invoice #54691, copy attached, from the City of Red Deer Fire Prevention Bureau.*

*When my employee informed that an inspection had been done on our premises, I contacted the Provincial Children Services that we are required by law to hold a license with, before operating a playschool, to ask why we were not informed of an inspection needed. The department, in turn informed us that they requested no such inspection, as they do their own and only call the fire department in, should they find serious faults in our safety procedures.*

*My next step was approaching the fire department, questioning the source of the fire inspection request. To my surprise, it was due to the City's new bylaw requiring all businesses have fire inspections, at no less \$20.00 minimum per inspection. I must say I am surprised and disappointed that the City is resorting to such measures to gain additional funds and maintaining a promise of no tax increases.*

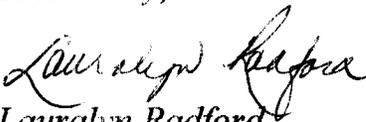
*I want council to understand that, should I had request the inspection, or should I have been required to have a inspection for my provincial licence, I would*

*approve of a fee. I do not however approve of a fee for a service I neither requested nor needed. Should you want to continue these inspections, non-requested, I feel you should take into consideration the business tax I am paying annually. This service should already be included in the taxed amount.*

*This additional charge seems to be the last straw with the battle of the City in competition with private business. I've owned a playschool for 10 years now, but each year it is getting increasinly difficult to maintain , as the City through their various departments, eg. Kerry Wood Nature Centre, the Museum, renting the rink shelters for nominal fees, goes into competition with me. Are these playschools being billed for unrequested fire inspections? Should the City be allowing these groups to operate playschools, when there are private business willing to do so, for the same fee structure?*

*Please reevaluate this bylaw, amend it to include inspections requested only and I would like an exemption from payment of this invoice. I would also ask that the city evaluate the need to be involved in the business of playschools.*

*Yours truly,*

  
*Lauralyn Radford,*  
owner.

THE CITY OF RED DEER



RED DEER, ALBERTA T4N 3T4  
Tel: 342-8224  
Fax: 342-8224

INVOICE 54691 FD

0 8 1 0 0 0  
DATE (YY MM DD)

CUSTOMER NAME

Aswley and Friends Playschool  
#8 7711 - 50 Ave.  
RED DEER, AB  
T4R 1A7

TERMS: Net 30 Days

FOR INFORMATION PURPOSES  
RED DEER IS A MEMBER OF  
THE CANADIAN TOWN AND  
CITY ASSOCIATION  
1000-10000000000000000000

REFERENCE

Fire Inspection at: 2 October 1995

CHARGES

Minimum Invoice for 1995

\$20.00

CITY OF RED DEER SYLAWS 044007  
FEES FOR SERVICE

Inspection	\$40.00 per man hour \$70.00 per 1/2 hour or part thereof + G.S.T.
Reinspection	\$60.00 per man hour \$20.00 per 1/2 hour or part thereof + G.S.T.
Mid-Sem Inspection	\$80.00 per man hour \$40.00 per 1/2 hour or part thereof + G.S.T.

ACCOUNT NUMBER	AMOUNT	ACQUIRED	TAXABLE TOTAL	NON-TAXABLE TOTAL	GOODS & SERVICES TAX	INVOICE AMOUNT
1 - 2307 - 0000 - 880	\$20.00	OLD <input type="checkbox"/> NEW <input checked="" type="checkbox"/> REGRADING <input type="checkbox"/> NON-REPAIR <input checked="" type="checkbox"/> LITENING/DRIBBLING <input type="checkbox"/>	\$20.00		\$ 1.40	\$21.40
4 - 0000 - 0000 - 238	\$ 1.40	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>				\$21.40

READ THE BACK OF THIS INVOICE CAREFULLY

ORGANIZATION DEPT. TO BE SERVED BY  
INVOICE # 00000000000000000000

THE CITY OF RED DEER

INVOICE AMOUNT \$21.40

- AF AIRPORT 342-4199
- B BUILDING - NSP 342-8101
- C CITY CLERKS 342-8102
- CC CITIZEN ASSISTANTS 342-1169
- EL ELECTRIC 342-8224
- EN ENGINEERING 342-8100
- FD FIRE DEPARTMENT 342-8224
- GA GRY GARAGE 342-8224
- GC RIVER BEND COLT 342-5911
- GH G.H. DAWE CENTRE 342-8224
- LF LANDFILL 342-8224
- LT LAND 342-8100
- PW PUBLIC WORKS 342-8100
- RE RECREATION 342-6100
- SS COMMUNITY SERVICES 342-8100
- TC TOURIST CONVENTION 342-8224
- TR TREASURY 342-8224
- TS TRANSIT 342-8224
- TX TAX SEARCH 342-8224

BOX 5008  
RED DEER, ALBERTA T4N 3T4



THE CITY OF RED DEER  
1000-10000000000000000000

TERMS MUST BE RETURNED  
WITH YOUR PAYMENT

INVOICE 54691FD

AS1008  
ACCOUNT #

AMOUNT PAID

PLEASE QUOTE ACCOUNT NO.  
WHEN PAYING BY CHECK

COPY DISTRIBUTION:  
WHITE - CUSTOMER  
YELLOW - TREASURY DEPT  
PINK - ORIGINATING DEPT

**DATE:** November 15, 1995

**TO:** KELLY KLOSS  
City Clerk

**FROM:** LOWELL R. HODGSON  
Community Services Director

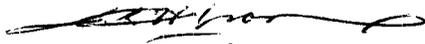
**RE:** ASHLEY & FRIENDS PLAYSCHOOL

---

The Community Services Division is, of course, concerned with public safety, although, we are not involved in any way in regulations and inspections. Thus, we expect response from the Development Services Division with respect to the bylaw and the invoicing question.

The issue raised by Lauralyn Radford concerning unfair competition should be addressed by this division. I can report that the rental of some community shelters for day care operations is at market rate. With the shelters now under the operation of the various community associations, the City has no part in the assessment of these fees. Likewise, the Kerry Wood Nature Centre and the Red Deer & District Museum are operated by arms-length management boards, and we do not interfere with their setting of fees. The programs that they run are in response to expressed community need and are not intended to compete with private business.

Everyone is welcome to either of these centres at any time for self-guided tours. However, if they wish a structured program with a leader, then there is a fee assessed and this is the case in the programs currently being delivered.



LOWELL R. HODGSON

:dmg

c Colleen Jensen, Social Planning Manager

DATE: November 6, 1995  
TO: City Clerk  
FROM: Fire Chief  
RE: ASHLEY & FRIENDS PLAYSCHOOL

---

On a regular basis, our department is notified by Alberta Family and Social Services of licenses which are due to expire within four (4) months on all Social Care facilities in the City of Red Deer.

Prior to 1992, it was a requirement that every Social Care facility have a fire inspection in order to qualify for license renewal.

Changes to the Alberta Day Care Regulation no longer require mandatory inspections, however, where inspections are carried out and violations of the Fire Code are noted, a facility could lose its license for failure to remedy conditions.

Our Quality master Plan which has been approved by Council, and the Safety Codes Act Administrator, requires that fire inspections be conducted on a yearly basis in all Assembly and Institutional facilities.

Bylaw 3134/95 Fees and Services Bylaw specifies a \$40.00 per hour fee for all fire inspections conducted in the City. Under the new Safety Codes Act, the City has qualified as an Accredited Municipality, and can charge a fee for conducting fire inspections.

Had the City chosen not to become an Accredited Municipality under the Act, all types of buildings would be subject to inspection at the whim of the Safety Codes Administrator, who would appoint an Accredited Agency to conduct inspections on his behalf. The fee schedule set for this inspection work allows for the charging of up to \$100.00 per hour per inspection.

The City's fee schedule was set at a rate to recover our costs for service, yet provide stability to all consumers requiring inspection service.

In order for the City to qualify as an Accredited Municipality, all Safety Codes Officers (Inspectors) had to take specialized, costly training, with additional training required in the future. In addition, the City has had to pay application fees of between \$300.00 and \$500.00 per employee to become accredited Safety Codes Officers.

Each Safety Codes Officer must re-qualify for accreditation every five (5) years.

City Clerk  
Page 2  
November 6, 1995

At a time of zero percent tax increases, it is impossible to absorb the additional costs created by the introduction of new legislation, and it becomes necessary to levy a fee to users of some of our services.

For the information of Council, the Ashley and Friends Playschool, according to our records, has been inspected at the following times:

July 23, 1987  
August 26, 1988  
August 11, 1989  
September 14, 1990  
September 8, 1992  
November 16, 1993  
October 3, 1995.

Recommendation:

1. That the Ashley and Friends Playschool not be exempted from paying their invoice for fire inspection services conducted on October 3, 1995.



R. Oscroft  
Fire Chief

RO/dd

c: Director of Community Services  
Director of Development Services

In Replying Please Quote:

RED DEER FIRE DEPARTMENT  
BOX 5008  
RED DEER AB T4N 3T4



Date: 1995/10/30

**DAY CARE PROGRAMS**  
ALBERTA FAMILY AND SOCIAL SERVICES  
From: #501, 5th FLOOR, CENTRE 5010 BUILDING  
5010 - 43 Street  
RED DEER, ALBERTA T4N 6H2

**Subject: Social Care Facilities' License Renewal**

Enclosed are profiles of Social Care Facilities for which licenses will expire within the next four (4) months. As you are now aware, as a result of changes to the Alberta Day Care Regulation, a written inspection report is no longer required prior to a license being renewed. The frequency of inspections is now a decision within your authority. Facility profiles will continue to be forwarded as a courtesy, so that you may schedule your inspections accordingly should you wish to do so.

Licensing officers will continue to forward concerns to the appropriate authority. If you have concerns regarding a specific facility, or your approval has been withdrawn, please contact the Regional Licensing office at least ten (10) working days prior to license expiry so we may take the appropriate action.

If your approval is conditional, please specify the timelines for compliance.

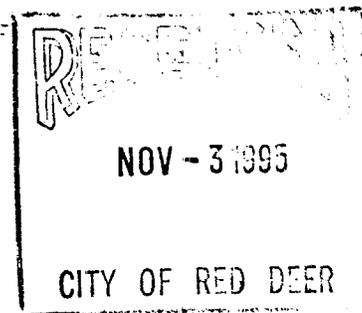
For further information call:

Contact person: LEE WATT

Telephone No.: 340-5338

Licensing Supervisor

Enclosure



# Alberta

SOCIAL SERVICES  
Community Program  
Support Services  
Central Region

43

7:30 AM

23 JULY

Completed 23 Jul 87

343 0551

343-7420

Royal Trust Building, 4814 Ross Street, Red Deer, Alberta, Canada T4N 1X4 403/340-5473

June 30, 1987

Lauralyn Radford & Corinna Andrew  
27 Goodacre Close  
Red Deer, Alberta  
T4P 3A3



Dear Lauralyn & Corinna,

RE: LICENSE RENEWAL - ASHLEY & FRIENDS PLAYSCHOOL  
#8, 7711 - 50 Avenue, Red Deer, Alberta

To expedite the renewal license for the above-named service, please find enclosed two copies of our "Application for Renewal of License" forms.

Please retain one copy for your files and return the second copy to this office no later than August 25, 1987, in order that sufficient time is allowed to process your renewal application prior to the expiry date of the license (SCFL # 6155, September 30, 1987 ).

It is your responsibility to request and arrange for written approval to be received by this office prior to renewal of your license from the following authority(ies):

1. Red Deer Health Unit, 2nd Floor, Provincial Building, 4920 - 51 Street, Red Deer, Alberta T4N 6K8 Phone: 346-7741
2. Mr. D. Kelly, Fire Inspector, Fire Prevention Bureau, Red Deer Fire Dept., P. O. Box 5008, Red Deer, Alberta T4N 3T3 Phone: 346-2776

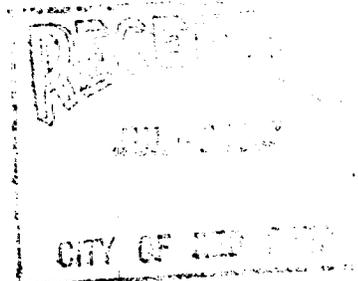
These approvals must be received and verified by this office in accordance to the Social Care Facilities Licensing Act, Section 4:

"No person shall operate a Social Care Facility providing accommodation or care for 4 or more persons unless he/she holds a subsisting license issued by the Director under this Act".

Yours truly,

*Betty Ann Baich*

for A. James Watson  
Licensing Officer  
Red Deer Area Consultation Unit



Encl.  
cc Red Deer Health Unit

cc D. Kelly

cc Frank Harris

COMMENTS:

As pointed out by the Fire Chief our yearly inspections of premises such as Ms. Radford's playschool are now required under our Quality Master Plan approved by the Province. The fees charged are set to recover the costs of that requirement under Provincial legislation. The alternative, as pointed out, is to allow private agencies to be hired through the Province to conduct such inspections on a schedule to be determined by the Province and at an anticipated higher cost. Accordingly, we concur with the recommendations of the Fire Chief that the requirements of the Quality Master Plan be carried out for facilities such as this Playschool and that the invoice to Ashley & Friends Playschool not be cancelled.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

**COUNCIL MEETING OF NOVEMBER 20 , 1995**

**ATTACHMENT TO REPORT ON  
OPEN AGENDA**

**RE: ASHLEY AND FRIENDS PLAYSCHOOL**



FIRE PREVENTION BUREAU

RED DEER FIRE DEPARTMENT

Phone 346-2776

*Jf*

Zone No. \_\_\_\_\_ Time \_\_\_\_\_ Date 26 Aug. 19 58  
 Location 7711 - Gerty Ave. Occupancy \_\_\_\_\_  
 Occupant Aspley & Friends Play school. Phone \_\_\_\_\_  
 Owner/Agent Lynn Radford.  
 Address 27 Goodacre Pl. Red Deer Phone Alta  
 Requirements [REDACTED]

*RE: License Renewal*

*Satisfactory at time of inspection*

**THESE PREMISES WILL BE REINSPECTED**

[REDACTED] within \_\_\_\_\_ days.

This is to certify that on the above date the premises were inspected and found as stated.

Signed *[Signature]*  
 Rank *Fire Insp.*

*[Signature]*  
 Received By





FIRE PREVENTION BUR.

# RED DEER FIRE DEPARTMENT

Phone 346-2776

Zone No. 1 Time \_\_\_\_\_ Date July 23 19 87  
 Location #9 7711 - 50 AVE Occupancy Play School  
 Occupant Ashley & Friends Play School Phone 343 7420  
 Owner/Agent \_\_\_\_\_  
 Address \_\_\_\_\_ Phone 343 - 0551

Requirements of This Order

Dry chemical fire extinguisher to  
have a yearly maintenance check  
and date tagged

Satisfactory at time of inspection  
Oct 30 -87.

The above to be carried out by: Owner  or Occupant  within 14 days.

This is to certify that on the above date the premises were inspected and found as stated.

Laurie Lynn Radford  
 Order Received By

Signed J Marshall  
 Rank Fire Inspector



FIRE PREVENTION BUREAU

# RED DEER FIRE DEPARTMENT

Phone 348-2776

Zone No. \_\_\_\_\_ Time \_\_\_\_\_ Date AUG. 11 19 89

Location #8-7711-50 AVE Occupancy \_\_\_\_\_

Occupant ASHLEY'S FRIENDS PLAY SCHOOL Phone \_\_\_\_\_

Owner/Agent \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Requirements \_\_\_\_\_

*Appears to be satisfactory  
at time of inspection*

**THESE PREMISES WILL BE REINSPECTED** within \_\_\_\_\_ days.

This is to certify that on the above date the premises were inspected and found as stated.

Signed [Signature]

Cecilia Lightbaum  
Received By

Rank Inspector

Page \_\_\_\_\_ of \_\_\_\_\_



# RED DEER FIRE DEPARTMENT

Phone 346-2776

Zone No. \_\_\_\_\_ Time \_\_\_\_\_ Date SEPT. 14 19 90  
 Location #8 7711-50 AVE. Occupancy \_\_\_\_\_  
 Occupant ASHLEY & FRIENDS PLAYSCHOOL Phone 3-7120  
 Owner/Agent \_\_\_\_\_  
 Address \_\_\_\_\_ Phone \_\_\_\_\_  
 Requirements \_\_\_\_\_

OK AT TIME OF INSPECTION

BEST ATTAINABLE  
IMAGE

NOTE: AS PER CONVERSATION, ADDITIONAL  
ORAGE IN MEZZANINE I.E. HOUSEHOLD  
FURNITURE IS ONLY TEMPORARY, THIS AREA  
TO BE USED TO STORE SCHOOL ITEMS.

THESE PREMISES WILL BE RE-INSPECTED AFTER: \_\_\_\_\_ days.

This is to certify that on the above date the premises were inspected and found as stated.

Signed [Signature]

Rank \_\_\_\_\_

Received By \_\_\_\_\_

File # 567  
Zone: 50  
Date: Oct 3/95  
Insp # 1

**FIRE PREVENTION BUREAU**  
RED DEER EMERGENCY SERVICES DEPARTMENT  
BOX 5008 RED DEER, ALBERTA T4N 3T4  
Phone 346-2776 Fax 343-1866



Occupant: Ashley and Eric's Playschool Phone: 343-7420  
Address: #8-2711-50 Ave. Postal Code: T4N 1M7  
Owner/Agent: Nicole Pelletier Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

X - Deficient      S - Appears Satisfactory      N/A - Not Applicable

Portable Extinguishers	<u>S</u> (1)	Emergency Lights/Power	<u>NA</u> (4)	Fire Separations	<u>S</u> (7)
Special Systems	<u>NA</u> (2)	Exit Lights/Signs	<u>NA</u> (5)	Closures & Hardware	<u>S</u> (8)
Standpipe & Hose	<u>NA</u> (3)	F/A System tested	<u>NA</u> (6)	Exits & Access to Exits	<u>S</u> (9)

F/D Access to Bldg	<u>S</u> (10)	Lock Box	Y <u>(N)</u>	Housekeeping General	<u>S</u> (15)
to F/D Connection	<u>NA</u> (11)	Proper Keys	<u>NA</u> (13)	Services Rooms	<u>NA</u> (16)
to F/A Panel	<u>NA</u> (12)	Address Displayed	<u>X</u> (14)	Laundry Rooms	<u>NA</u> (17)

D/G Storage Y (N)  
A/G tanks # \_\_\_\_\_ Size \_\_\_\_\_  
U/G tanks # \_\_\_\_\_ Size \_\_\_\_\_  
Other \_\_\_\_\_

Location / Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Deficiencies to be corrected:

(10) Amend the numerical "8" on your front door. This numerical should be 3" high and have a 1/2" stroke.

Done - Nov 2/95 OK E/pl

These premises will be re-inspected after 30 days.

Signed: [Signature]  
Safety Codes Officer

SCO# 000163

Signed: [Signature]  
Owner/Occupant/Agent

Under Authority of the City of Red Deer Bylaw 3134/95 "Fees and Charges Bylaw" the Owner Agent or Occupant of these premises will be invoiced for this inspection.

54691

2000



FIRE PREVENTION BUREAU

# RED DEER FIRE DEPARTMENT

Phone 346-2776  
Fax 343-1866

Zone No. \_\_\_\_\_ Time \_\_\_\_\_ Date Nov 16 19 93  
Location 8-7711-50 Ave Occupancy B2  
Occupant Ashley and Friends Playschool Phone \_\_\_\_\_  
Owner/Agent \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_

Requirements \_\_\_\_\_  
Everything appeared satisfactory at the  
time of inspection

THESE PREMISES WILL BE RE-INSPECTED AFTER: \_\_\_\_\_ days.

This is to certify that on the above date the premises were inspected and found as stated.

Signed Cam Steward

Rank FIRE INSPECTOR

Left at Front Door  
Received By

owner busy with students

Page 1 of 1





FIRE PREVENTION BUREAU

# RED DEER FIRE DEPARTMENT

Phone 346-2776

Zone No. \_\_\_\_\_ Time \_\_\_\_\_ Date 8 Sept 19 92  
Location #8-7711 Cochrane Ave TYP 1m7 Occupancy \_\_\_\_\_  
Occupant Cochrane & Thimble Place School Phone \_\_\_\_\_  
Owner/Agent Richard Lynn Kuchel  
Address \_\_\_\_\_ Phone 343-0551

Requirements \_\_\_\_\_

satisfactory at time of inspection

THESE PREMISES WILL BE RE-INSPECTED AFTER: \_\_\_\_\_ days.

This is to certify that on the above date the premises were inspected and found as stated.

Signed \_\_\_\_\_

Rank \_\_\_\_\_

Received By \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_

DATE: NOVEMBER 2, 1995

TO: X DIRECTOR OF COMMUNITY SERVICES  
DIRECTOR OF CORPORATE SERVICES  
X DIRECTOR OF DEVELOPMENT SERVICES  
CITY ASSESSOR  
E.L. & P. MANAGER  
ENGINEERING DEPARTMENT MANAGER  
X FIRE CHIEF (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

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

FROM: CITY CLERK  
RE: ASHLEY & FRIENDS PLAYSCHOOL

---

Please submit comments on the attached to this office by November 14, 1995 for the Council Agenda of November 20, 1995.

"Kelly Kloss"  
City Clerk



# THE CITY OF RED DEER

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

FILE No.  
**FILE**  
FAX: (403) 346-6195

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

November 2, 1995

Ashley & Friends Playschool  
4762 - 56 Street  
Red Deer, AB T4N 2K3

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Dear Ms. Radford:

I acknowledge receipt of your letter regarding Business Fire Inspections.

This item will be discussed and possibly a decision made at the Meeting of Red Deer City Council on November 20, 1995.

Your request has been circulated to City administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council meeting, they may be picked up at our office on the second floor of City Hall on November 17, 1995.

In the event you wish to be present at the Council meeting, would you please telephone our office on Friday, November 17th and we will advise you of the approximate time that Council will be discussing this item. Council meetings begin at 4:30 p.m., and adjourn for the supper hour at 6:00 p.m., reconvening at 7:00 p.m. When arriving at City Hall, please enter City Hall on the park side entrance, and proceed to the second floor Council Chambers.

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

Yours sincerely,

KELLY KLOSS  
City Clerk

KK/fm



*a delight  
to discover!*

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

DATE: November 21, 1995  
TO: City Clerk  
FROM: Fire Chief  
RE: INVOICING FOR INSPECTION SERVICES

At the Council meeting of November 20, 1995 when the subject of invoicing for inspection services was discussed, I provided Council with some erroneous information.

To set the record straight, our Department invoices for the initial inspection of a property. If there are deficiencies noted, a Field Order is issued to correct the deficiencies, and a date of reinspection is indicated on the Field Order.

If on the date of reinspection all deficiencies have been corrected, no invoice is forwarded for the reinspection.

Should a third inspection be required to correct deficiencies, then an invoice will be forwarded, or an Order under the Safety Codes Act can be issued.

I apologize for this misinformation to Council.



Robert Oscroft  
Fire Chief

RO/dd

cc. Mayor  
Councillors  
City Manager



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

**FILE** FILE NO.

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

November 21, 1995

Ashley & Friends Playschool  
4762 - 56 Street  
Red Deer, AB T4N 2K3

Attention: Lauralyn Radford

Dear Ms. Radford:

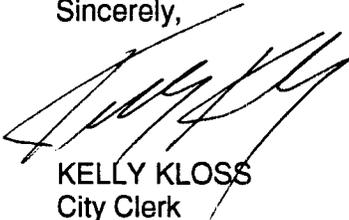
At the City of Red Deer Council Meeting held on November 20, 1995, consideration was given to your correspondence regarding an invoice for Fire Inspection Services, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Ashley and Friends Playschool Re: Request For Cancellation Of Invoice For Fire Inspection Services, hereby agrees that said request be denied, and as presented to Council November 20, 1995."

For your information, I have attached the Administrative Comments which appeared on the Council Agenda.

Although Council did not approve your request, thank you for attending the Council Meeting and voicing your concerns. If you have any questions, or require additional information, please do not hesitate to contact the undersigned.

Sincerely,



KELLY KLOSS  
City Clerk

/fm

attch.

cc. Director of Development Services  
Director of Community Services  
Fire Chief



*a delight  
to discover!*

NOTICES OF MOTIONNO. 1

DATE: November 14, 1995

TO: City Council

FROM: City Clerk

RE: COUNCILLOR JEFFREY DAWSON/NOTICE OF MOTION  
UTILITY BILLING INSERT

---

The following Notice of Motion was submitted at the Council Meeting of November 6, 1995:

"WHEREAS citizens of Red Deer have expressed a lack of involvement in major decisions which City Council must make; and

WHEREAS The City of Red Deer has a process which allows for public input on most issues; and

WHEREAS The City of Red Deer has the ability to communicate with nearly 100% of The City residents through utility billing;

THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CITY OF RED DEER hereby agrees as follows:

- 1) An insertion be developed with one side showing the public what the procedure is for common decisions made by Council (ie: bylaw changes, zoning changes, privatization, major acquisitions, and donations);
- 2) On the opposite side a list be compiled and updated quarterly of items of general concern which are expected to be brought before Council;
- 3) Somewhere on the insertion, indicate instructions for the public to check Friday's daily paper for The City's weekly ads, and where to check City Hall for same information;
- 4) That the above insert be included with each utility bill every three to four months."



Kelly Kloss  
City Clerk

**DATE: November 9, 1995**

**TO: CITY CLERK**

**FROM: PAT SHAW, EXECUTIVE ASSISTANT**

**RE: COUNCILLOR DAWSON'S NOTICE OF MOTION - UTILITY BILL INSERT**

---

Councillor Dawson's Notice of Motion appears to touch on two significant elements - communication with the public and public participation. The City has identified these two areas as important in its long-term strategy.

In December, 1992, City Council passed a resolution requesting the Commissioners (the Mayor and City Manager) "to prepare a report that would lay out a more complete communication strategy which would include a specific role for the Mayor and Commissioner's Office". A Communications Strategy Committee was struck "to develop an effective, lowcost, highly focused Communications Strategy which is supported by City Council and the targeted publics."

On June 7, 1993, Council approved a Communications Strategy for The City of Red Deer which identified certain communication's initiatives, their priority for implementation, the resources to be placed against each initiative and the person(s) responsible for implementation. A copy of the Strategy is attached.

One of our "targeted publics" was the citizens-at-large. The goal developed for this area was "As a corporation we will ensure that the public is well-informed through the provision of timely information on services and activities and through the development of pro-active communication tools which foster a mutual understanding between The City and its citizens regarding significant City issues." Some of the new initiatives which have been implemented in this area, include:

- Public Tabloid - 2-3 publications per year
- "Mainstreet Politics" - scheduled every 3-4 months - Mayor/Councillors set up at the Malls, Farmer's Market to listen to public concerns, discuss emergent issues
- Preparation of low-cost information brochures for the public on programs and services which generate numerous inquiries (e.g., snow removal, permits, cemeteries, procedures for presentations to Council)
- Public participation built into major project planning (those projects which have a substantial impact on the community as a whole)
- City Page in The Advocate redesigned to be more visible under The City's banner with content in "user friendly" language as much as possible and with a regular insertion date
- Regular scheduled annual meetings between Council and the Chamber of Commerce, College, School Boards, Hospital, and the County to discuss issues of mutual concern.

**RE: COUNCILLOR DAWSON'S NOTICE OF MOTION - UTILITY BILL INSERT**

---

The Mayor and City Manager's department has identified Communications as one of its key services and in its 1996-1998 Department Business Plan has established as one of its goals "To manage the Corporate Communications Strategy and to continue to improve our communication with the citizens, other governments, the media and the staff". As steps toward meeting this goal, we will be reviewing the Communications Strategy with each Department for status and action and continuing to look for more effective ways to meet our responsibilities in this area.

While the need for increased public participation in major project planning was initially identified in our Communications Strategy, The City's Strategic Plan adopted in December, 1994, identified as one of its objectives the adoption of "a policy for the organization promoting the principles of public participation". A Public Participation Policy has since been developed and is presented for consideration of Council at this meeting. In addition, a new section called "Public Participation" has been added to the Two Year Budget and requires each Department to identify those projects which will have a substantial impact on the community as a whole and the method of public participation to deal with the issues.

Councillor Dawson's Notice of Motion specifically identifies the need for greater public awareness of the procedure for bringing items to Council, how decisions are made and for availability of a list of items which are expected to be brought before Council. An insert in the utility bill has been suggested as a vehicle for getting this information to the public, with updates on a quarterly basis.

The utility bill insert is a method for Departments to share information on City-related items with the general public. A maximum of three inserts, letter size or smaller, may accompany a utility billing run. The total utility billing cycle is 25,000 of which 23,100 are residential and 1900 are commercial. It takes a full month to complete one billing cycle. A two-sided, letter size (8½" x 11") insert would cost \$1300 per cycle. This cost represents the paper and printing and does not include staff time for document preparation and processing.

The utility bill insert has been used more in the past 12-18 months as a result of an increased effort by City staff to keep the public informed. This increased useage has raised a concern over the amount and type of information which is being attached to the utility bills. We do not want the public to perceive the utility billing as a vehicle for "junk mail" and become complacent about the information which is attached. To this end, we will be carefully monitoring the types of information which are circulated through this medium to ensure its ongoing value as an effective communication tool with the public.

Our Communications Strategy identified the need for information brochures for the public. The City Clerk's department has two brochures currently available on request at the City Clerk's front counter and at the Information Desk on the Main Floor of City Hall to assist the public in making application before Council or in redesignation of property (rezoning). The brochures are entitled "How to Contact a Member of Council and How to Make an Application to Appear Before Council" and "Redesignation of Property - Procedure" and would appear to address the need for public information in these areas. The brochures have not been more widely circulated as they would generally only be of interest to those who have a need to apply.

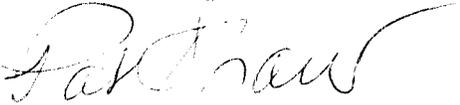
**RE: COUNCILLOR DAWSON'S NOTICE OF MOTION - UTILITY BILL INSERT**

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It should be noted that in an effort to deal with commonly asked questions and needs raised by the public, almost all departments have now developed similar brochures. This points out the wide range of topics on which the public has wanted more information. As part of the process of reviewing our Communications Strategy next Spring, we will be identifying the brochures currently available, what distribution they are given and whether or not they are deemed to be effective in addressing these areas of public need.

In terms of identifying items which are "expected to be brought before Council", this would be very difficult, particularly because most items which appear on Council agenda are dictated by changes within the community which require Council intervention and which are most often generated by a member of the public. Items such as the dates for budget meetings and the organizational meeting of Council are predictable and are currently made public several weeks or months in advance.

I hope this information will assist Council in addressing the Notice of Motion presented by Councillor Dawson at the November 6, 1995 Council Meeting.



PAT SHAW,  
Executive Assistant

Att.

# memo

---

**Date:** November 14, 1995  
**To:** Kelly Kloss  
City Clerk  
**From:** Grant Howell  
Personnel Manager  
**Re:** Notice of Motion - Jeffrey Dawson

---

I understand the City Manager's office is responding to you regarding this Notice of Motion, as the area of public information is part of their accountability.

I do have two comments regarding the notice of motion:

1. The intent is excellent - to provide more opportunities for the public to have input into what happens in the government of their city.
2. Utility bill insertions may not be a good vehicle for providing non-utility oriented information because a "stuffer" has less chance of being read, particularly if "stuffers" are included often. In addition, billings are sent out throughout the month. Therefore, a message to the public would take a full month to reach all recipients.

The need for making available extensive information about The City is recognized in the planning of the Mayor and City Manager's department. It is helpful to see that emphasis reinforced on Council.



Grant Howell  
Personnel Manager

/rg

COMMENTS:

This Notice of Motion brings to the forefront an issue that past Council's have addressed. As can be seen in the report from the administration, steps have been taken to open communication between the City and its residents. The Notice of Motion specifically refers to utilizing a utility billing insert to communicate to the public. This is currently being done for issues of immediate interest to the overall community e.g. election, dog control issues, etc.

While we appreciate and agree with the intent of Councillor Dawson's Notice of Motion regarding communication, we do have 3 practical concerns with the use of the utility bill insert. As has been pointed out by the Administration, any message included on the utility bill will take at least a full month to reach all recipients and, therefore, is not appropriate for current information (e.g. upcoming issues on Council). Secondly, our sense is that the public is beginning to regard utility bill inserts as junk mail, thus reducing the effectiveness of this form of communication. The third practical issue is the cost of insertion, particularly when consideration is also given to the amount of labor involved in developing the inserts.

The attached communications report outlines all of the initiatives that are currently being pursued within the communication strategy. Should Council have additional suggestions, we would be happy to incorporate those wherever possible within the strategy. We believe that the need identified by Councillor Dawson is best met through comprehensive implementation of this broader strategy including all of the vehicles that are noted within it. In the future, some additional strategies may be made possible through the implementation of the new information technology and network system including on line access to City Hall information available either from private or publicly accessible modems.

We, therefore, recommend that Council not pass the proposed Notice of Motion, but request the Administration to review the need for expanded distribution of the types of information noted by Councillor Dawson, and appropriate vehicles for such distribution.

"G. SURKAN"  
Mayor

"M.C. DAY"  
City Manager

**COUNCIL MEETING OF NOVEMBER 20 , 1995**

**ATTACHMENT TO REPORT ON  
OPEN AGENDA**

**RE: NOTICE OF MOTION  
COUNCILLOR DAWSON  
UTILITY BILL INSERT**

DATE: May 31, 1993  
TO: CITY COUNCIL  
FROM: COMMUNICATIONS STRATEGY COMMITTEE  
RE: COMMUNICATIONS STRATEGY FOR THE CITY OF RED DEER

---

## 1. MANDATE

At the Regular Meeting of Council of The City of Red Deer, Monday, December 21, 1992, and on the initiative of a Notice of Motion submitted by Alderman Tim Guilbault, Council passed the following resolution:

*"RESOLVED that Council of The City of Red Deer hereby agrees that the Commissioners prepare a report that would lay out a more complete communication strategy which would include a specific role for the Mayor and Commissioner's Office, and as recommended to Council December 21, 1992 by the Commissioners."*

In order to facilitate the preparation of this report and to maximize the use of available resources, a Communications Strategy Committee, consisting of the following members, was established in early January, 1993:

Mayor Gail Surkan  
Alderman Tim Guilbault  
Director of Community Services, Craig Curtis  
Personnel Manager, Grant Howell  
Executive Assistant, Pat Shaw

## 2. COMMITTEE GOAL

*To develop an effective, low-cost, highly focused Communications Strategy which is supported by City Council and the targeted publics.*

### **3. PROCESS**

#### **3.1 IDENTIFICATION OF PUBLICS**

The first step in the process was to identify the City's publics, which are listed here in random order. The Committee recognizes that the list is not exhaustive.

- Staff
- Media (Electronic and Print)
- Other Levels of Government
  - Provincial
  - Federal
  - County
  - Alberta Cities; Towns and Villages of Central Alberta
- Community
  - Business Organizations
  - Social Groups (CARE, Women's Shelter, Boys and Girls Club)
  - Sports and Cultural Groups
  - Community Associations
  - Special Interest Groups (HUDAC, Realtors, Taxi Drivers, Construction Association, Transit Users, Day Care Users, Youth Groups, Seniors)
  - Service Users
  - Citizens
- Other Public Institutions
  - Hospital
  - Michener
  - School Boards
  - College

#### **3.2 TARGETED PUBLICS**

Recognizing that manpower and financial constraints preclude the development of a comprehensive communications strategy for the City's collective publics, the Committee agreed to target specific groups. The targeted groups were selected by consensus based on a combination of the importance of improved communication with those groups and our ability to undertake specific action within the guidelines of our stated goal. These groups are presented in alphabetical order, with no attempt to rank them in any order of importance.

■ Citizens

■ Government

- Provincial Ministers/Deputies
- MLA's and M.P.
- County of Red Deer
- Other Key Alberta Communities (Central Alberta, Edmonton, Calgary)

■ Media (Electronic and Print)

■ Staff

### 3.3 RESEARCH

Following consensus on the groups to be targeted, the members of the Committee undertook two intensive brainstorming sessions in which they identified a variety of actions which could be taken to improve communications in these areas. Part of this process included identification and analysis of those actions which are already in place, many as a result of the Public Relations Resource Group report presented to City Council and approved on September 5, 1989. While Council did not implement the Committee's major recommendation to hire a Public Information Officer, an Ad Hoc Committee of senior managers and one member of the Corporate Resource Group reviewed the report and identified those actions to improve communications, which could be undertaken at little or no additional cost. These are included with other existing initiatives, later in the report. It is perhaps significant, as well, to note that some of the actions in place have been implemented in the last two to four months.

In addition to the brainstorming sessions, two members of the Committee spent part of a day with staff of the Public Information Department in The City of Calgary, reviewing the various methods they use in communicating with the target publics we identified. Discussions were also held with a representative of Novacor.

## 4. RECOMMENDED ACTIONS TO ENHANCE COMMUNICATION WITH TARGETED PUBLICS

The Committee established an objective for The City of Red Deer to facilitate the enhancement of communications with each of its targeted groups. These objectives are presented in this section along with the identified initiatives or "actions" already in place throughout the organization, and the Committee's recommended "new actions" which we believe will help us achieve our objectives.

- 4.1 **CITIZENS** - *As a corporation we will ensure that the public is well-informed through the provision of timely information on services and activities, and through the development of pro-active communication tools which foster a mutual understanding between the City and its citizens regarding significant City issues.*

■ **Actions in Place**

- Training in public relations skills (Customer Service Training)
- Mayor's Recognition Awards Program
- Volunteer Appreciation Night - Council and several departments
- City Hall/outside departments Open House in conjunction with Municipal Awareness Week
- Information open houses, displays, and public forums convened by Council and departments
- Newspaper notices/advertisements for legal and information items
- Newspaper columns by some departments
- Press conferences/news releases/information bulletins by Mayor and staff
- Provision of public bulletin boards in City facilities, and use of others in the community
- Major initiatives for public input on some projects through questionnaires, public meetings, focus groups, invitation for briefs and open houses
- Civic Election and related forums
- Appearance of Mayor and staff on scheduled radio or television programs
- Presentations by Mayor and staff to community groups and schools
- Communication of information to the public through personal contact, written notices, user guides, brochures, newsletters, utility bill inserts and enquiry telephone lines

■ **Recommended New Actions**

- Place City "tabloid" insert in newspaper (minimum of 3 per annum) - (eg. Budget Overview, Election, Issues and Initiatives, response to questions most often asked by the public)
- Encourage all departments, as appropriate, to prepare low-cost information brochures for the public, on programs and services which generate numerous inquiries (eg. snow removal, permits, cemeteries, garages, procedures for presentations to Council)
- Schedule regular "Mainstreet Politics" - Mayor/Aldermen to periodically set up at the Mall and at the Farmer's Market, involving Staff, as appropriate
- Ensure more assertive and timely response by Council, through the appropriate groups or the media, to emergent issues requiring clarification of the City's position. Criteria shall be established to determine at what point an emergent issue requires action. As part of the strategy we will deal with two emergent issues this year (eg. re-assessment)

- Ensure more assertive and timely response by the staff, through the appropriate groups, to misinformation/misunderstanding in the community, in order to prevent such misinformation/misunderstanding becoming an emergent issue
- Build public participation into major project planning (ie. those projects which have a substantial impact on the community as a whole)
- Encourage better use of Community Cable Network News by all Departments
- Review design/layout and separation of information on City page in the newspaper into "required by law" and "general information/promotion", to draw greater attention to the latter
- Establish regular scheduled annual meetings between Council and the Chamber of Commerce, College, School Boards, Hospital, County to discuss issues of mutual concern
- Review use of logo/slogan - affirm existing policy, or redefine
- Participate in Radio and Television Phone-in Programs on civic issues
- Members of Council and the Staff to be receptive to regular speaking opportunities to communicate information and to illustrate the City's competence and understanding

**4.2 GOVERNMENT** - *As a Corporation we will develop a mutual understanding of issues and initiatives between the City and other governments and establish a position of influence on those issues which impact the City directly.*

**Provincial Ministers/Deputies**

■ **Actions in Place**

- Informal liaison with Ministers/Deputies on an issues basis
- Regular meetings with Deputy Ministers/Assistant Deputy Ministers of some departments (ie. Municipal Affairs, Social Services, Transportation)

■ **Recommended New Actions**

- Mayor to be in regular contact with the Premier and all appropriate Provincial Ministers (annual visit)
- City delegations to meet Ministers in Edmonton to include Aldermanic representation as appropriate (ie. Aldermen with specific committee responsibilities)

## **M.L.A.'s and M.P.**

### **■ Actions in Place**

- Regular informal liaison on an issues basis, by Council and Staff

### **■ Recommended New Actions**

- Mayor/Commissioner to maintain an ongoing, open relationship through telephone contact, regular scheduled informal meetings, and correspondence
- Schedule issue-based meetings with City Council, as required
- Mayor to establish informal liaison with regional M.L.A.'s, as required

## **County of Red Deer #23**

### **■ Actions in Place**

- Formalized County/City Liaison Committee
- Regional Partnership in FCSS and Recreation

### **■ Recommended New Actions**

- Structure 2 - 4 meetings per year of County/City Liaison Committee. City to take initiative in ensuring dates are set and agenda structured jointly with the County
- Establish special task forces structured through the County/City Liaison Committee for issue-based projects
- Mayor/Commissioner to meet with the Reeve and the County Commissioner on a regular, informal basis (diarized)
- Schedule annual meeting between County and City Councils

## **Other Key Alberta Communities (Central Alberta, Edmonton, Calgary)**

### **■ Actions in Place**

- Support/liasion on issues of common interest
- Alberta City Managers' Meeting (twice yearly)
- Central Alberta Mayors' Meetings on issues of common interest (as required)
- Inter-City meetings at Departmental level with other communities, on a regular basis

### **■ Recommended New Actions**

- Mayor, as appropriate, to establish ongoing liaison with other Mayors
- Mayor to identify and meet on issues of common interest
- Participate in co-operative approaches to multi-community issues relevant to the City

- 4.3 **MEDIA (ELECTRONIC AND PRINT)** - *As a corporation we will establish an effective working relationship with the electronic and print media, by interacting with them on a regular and scheduled basis, and by placing a high priority on immediate response to specific media requests.*

■ **Actions in Place**

- Standardized format for press releases and information bulletins
- Guidelines for authorization and preparation of news releases and information bulletins
- Availability of Council agenda on Thursday at 4:00 p.m.
- Regular media session with Mayor on Friday prior to Council meeting (8:30 a.m. - 9:30 a.m.)
- Pro-active release of information to Media by Commissioners' Office and Departments

■ **Recommended New Actions**

- Mayor/Commissioner and Department Heads to place a high priority on response to Media enquiries, and identify staff within the Department who will respond to Media enquiries
- Schedule annual meeting with Media and Council/Staff to discuss communication concerns and seek resolution

- 4.4 **STAFF** - *As a Corporation we will improve the timeliness and completeness of information exchange among staff to assist them to interact knowledgeably with the public and to generate a greater sense of ownership in the organization.*

■ **Actions in Place**

- "Going Around Files" and Summary of Council decisions circulated to staff
- News Releases and Information Bulletins circulated to relevant departments
- Installation and regular use of bulletin boards
- Departmental newsletters in some departments
- Commissioner's Commendation Program
- Civic Employee Recognition Program
- Regular and issue related staff meetings in most departments
- In-service training in some departments and staff orientation for all employees upon commencement of employment
- "Suggestion boxes" in some departments
- Administrative Procedure Manual for the City maintained and updated
- Departmental Policy and Procedure Manuals in many departments
- Opportunities for staff socialization in a number of departments

## ■ Recommended New Actions

- Develop staff tabloid based on City tabloid insert, expanded to include information pertinent to the staff, and circulated to staff prior to the public
- Require all Departments to hold regular staff meetings
- Provide updates on staff orientation to all staff on a timely basis (orientation is currently only done upon commencement of employment). Where appropriate, staff information tours should be arranged
- Initiate "Bureaucracy Buster" blitzes to remove impediments to good communication
- Organize staff information sessions regarding overall City issues
- Encourage the breaking down of barriers between staff groups through informal social gatherings and other initiatives
- Increase inter-departmental assignments
- Complete Organizational Climate Surveys approximately every 12 - 18 months

## 5. RESOURCES AND ASSIGNMENT OF DUTIES

Once the new initiatives had been identified by the Committee, the Mayor and City Commissioner reviewed them in an effort to assess both the human and financial resources necessary for successful implementation of the strategies, and to assign responsibility for the various tasks. This review is attached as Appendix I.

While our goal is to "develop an effective, low-cost, highly focused Communications Strategy which is supported by City Council and the targeted publics", and while we have worked diligently toward this end, it is important for Council to note that there is a cost associated with this strategy. The annual financial implication for implementation of the total strategy, without reference to the human resource costs necessary to undertake the work, is in the order of \$11,000. This figure does not include the one-time cost of \$300 for the climate survey software to facilitate the conduct of organizational climate surveys on a regular basis.

The staff time involved in a number of the initiatives, can be absorbed with little disruption in the existing workload. Several of the major initiatives, however, including the tabloid for the citizens and the staff, the assertive and timely response to emergent issues, and the staff training, collectively constitute a conservative estimate of 80 staff days per year. This does not include the 4 - 6 days staff may be asked to commit to attending the Farmer's Market or Mall with a member of City Council. While we are not requesting an increase in staff to implement these initiatives, Council must recognize that, given the increased demand on staff to do more with less, undertaking these additional commitments will require significant adjustments in work assignments and scheduling in some areas.

It is important for Council to understand that even if this Strategy is accepted, along with its financial and human resource commitments, there will continue to be some overlaps and gaps in the communication process because we do not have an individual dedicated to the overall co-ordination, facilitation, and monitoring of our strategy. As the organization grows and becomes increasingly complex, this may be an issue Council will have to address.

## **6. IMPLEMENTATION**

The Communications Strategy will be implemented in accordance with Council's direction and based on the responsibilities outlined in the "Priority - Resources - Responsibility" chart attached to and forming part of this report.

## **7. ACKNOWLEDGEMENTS**

A number of individuals contributed to the successful completion of this project, assisting us in the research phase and the review of our final document. The Committee would like to thank The City of Calgary and, in particular, Brenda King, Bill Brunton and Hartvig Lauridsen of the Public Information Department, who committed part of a day reviewing and discussing their overall program and some of the specific communications initiatives currently in place. As well, our thanks to Linda Redel of Novacor Chemicals Ltd. for her insights relative to the co-ordination and development of a regular newsletter.

In the testing phase we received excellent co-operation and feedback and want to extend a special "thank you" to the County of Red Deer, the Media and the Staff focus groups for reviewing the report and discussing with members of the Committee, their observations and comments. And finally, our appreciation to the Members of Council, the City Commissioner, Directors and Department Heads for their review and input concerning the report.

## **8. RECOMMENDATIONS**

It is the recommendation of the Communications Strategy Committee that City Council adopt the Communications Strategy as presented to Council at its Regular Meeting held Monday, June 7, 1993, for immediate implementation.

COMMUNICATIONS STRATEGY COMMITTEE  
(1993)  
PRIORITY - RESOURCES - RESPONSIBILITY

Approved by Council - June 7, 1993  
Appendix I - Page 1 of 5

RECOMMENDED NEW ACTIONS	PRIORITY	RESOURCES		RESPONSIBILITY
		HUMAN	FINANCIAL	
<b>A. CITIZENS</b>  1) Place City "tabloid" insert in newspaper (minimum of 3 per annum) - (eg. Budget Overview, Election, Issues and Initiatives, response to questions most often asked by the public)	H	24 staff days per year (8 staff days per tabloid x 3 tabloids, minimum, per year)	\$8,000 per year (3 tabloids per year - editorial, printing and circulation costs)	<ul style="list-style-type: none"> <li>• Mayor and Commissioner (lead role)</li> <li>• All Departments (contributors as and when required)</li> <li>• Editorial Board</li> </ul>
2) Encourage all departments, as appropriate, to prepare low-cost information brochures for the public, on programs and services which generate numerous enquiries (eg. snow removal, permits, cemeteries, garages, procedures for presentations to Council)	H	Minimal	Accommodated within existing departmental budgets	All Departments
3) Schedule regular "Mainstreet Politics" - Mayor/Aldermen to periodically set up at the Mall and at the Farmer's Market, involving Staff, as appropriate	H	4 - 6 sessions per year at Farmer's Market and Mall	\$560 per year (advertising, display costs for 4 sessions)	Mayor and Commissioner
4) Ensure more assertive and timely response by Council, through the appropriate groups or the media, to emergent issues requiring clarification of the City's position. Criteria shall be established to determine at what point an emergent issue requires action. As part of the strategy we will deal with two emergent issues this year (eg. re-assessment)	H	8 staff days per year (est. 2 emergent issues)	\$1500 per year (est. 1 full-page ad)	Mayor and Commissioner
5) Ensure more assertive and timely response by the staff, through the appropriate groups or organizations, to misinformation/misunderstanding in the community, in order to prevent such misinformation/misunderstanding becoming an emergent issue	H	5 staff days per year (est. 2 emergent issues)	N/A	City Commissioner/All Departments

**COMMUNICATIONS STRATEGY COMMITTEE  
(1993)  
PRIORITY - RESOURCES - RESPONSIBILITY**

Approved by Council - June 7, 1993  
Appendix I - Page 2 of 5

RECOMMENDED NEW ACTIONS	PRIORITY	RESOURCES		RESPONSIBILITY
		HUMAN	FINANCIAL	
6) Build public participation into major project planning (ie. those projects which have a substantial impact on the community as a whole)	H	Any incremental costs should be built into project budgets	Accommodated in project budget	Department in charge of project
7) Encourage better use of Community Cable Network News by all Departments	M	Initial effort required to educate staff as to available opportunities	Minimal	All Departments
8) Review design/layout and separation of information on City page in the newspaper into "required by law" and "general information/promotion", to draw greater attention to the latter	M	Minimal	\$500 per year (est.)	City Clerks
9) Establish regular scheduled annual meetings between Council and the Chamber of Commerce, College, School Boards, Hospital, County to discuss issues of mutual concern	M	N/A	N/A	Mayor and Commissioner
10) Review use of logo/slogan - affirm existing policy or redefine	M	N/A	N/A	Task Force
11) Participate in Radio and Television Phone-in Programs on civic issues	M	Minimal	N/A	Mayor and Commissioner/All Departments
12) Members of Council and the Staff to be receptive to regular speaking opportunities to communicate information and to illustrate the City's competence and understanding.	M	10 staff days per year	N/A	Council/All Departments

COMMUNICATIONS STRATEGY COMMITTEE  
(1993)  
PRIORITY - RESOURCES - RESPONSIBILITY

Approved by Council - June 7, 1993  
Appendix I - Page 3 of 5

RECOMMENDED NEW ACTIONS	PRIORITY	RESOURCES		RESPONSIBILITY
		HUMAN	FINANCIAL	
<b>B. GOVERNMENT</b>				
<b>PROVINCIAL MINISTERS/DEPUTIES</b>				
13) Mayor to be in regular contact with the Premier and all appropriate Provincial Ministers (annual visit)	H	N/A	N/A	Mayor and Commissioner
14) City delegations to meet Ministers in Edmonton to include Aldermanic representation as appropriate (ie. Aldermen with specific committee responsibilities)	M	N/A	N/A	Mayor and Commissioner
<b>M.L.A.'s AND M.P.</b>				
15) Mayor/Commissioner to maintain an ongoing, open relationship through telephone contact, regular scheduled informal meetings, and correspondence	H	N/A	N/A	Mayor and Commissioner
16) Schedule issue-based meetings with City Council, as required	H	N/A	N/A	Mayor and Commissioner/City Clerk
17) Mayor to establish informal liaison with regional M.L.A.'s, as required	M	N/A	N/A	Mayor and Commissioner
<b>COUNTY OF RED DEER #23</b>				
18) Structure 2 - 4 meetings per year of County/City Liaison Committee. City to take initiative in ensuring dates are set and agenda structured jointly with the County	H	N/A	N/A	City Clerks
19) Establish special task forces structured through the County/City Liaison Committee for issue-based projects	H	N/A	N/A	City Clerks
20) Mayor/Commissioner to meet with the Reeve and the County Commissioner on a regular, informal basis (diarized)	M	N/A	N/A	Mayor and Commissioner

COMMUNICATIONS STRATEGY COMMITTEE  
(1993)  
PRIORITY - RESOURCES - RESPONSIBILITY

Approved by Council - June 7, 1993  
Appendix I - Page 4 of 5

RECOMMENDED NEW ACTIONS	PRIORITY	RESOURCES		RESPONSIBILITY
		HUMAN	FINANCIAL	
21) Schedule annual meeting between County and City Councils	M	N/A	N/A	Mayor and Commissioner
<b>OTHER KEY ALBERTA COMMUNITIES (CENTRAL ALBERTA, EDMONTON, CALGARY)</b>				
22) Mayor, as appropriate, to establish ongoing liaison with other Mayors	M	N/A	N/A	Mayor and Commissioner
23) Mayor to identify and meet on issues of common interest	M	N/A	N/A	Mayor and Commissioner
24) Participate in co-operative approaches to multi-community issues relevant to the City	M	N/A	N/A	All Departments
<b>C. MEDIA (ELECTRONIC AND PRINT)</b>				
25) Mayor/Commissioner and Department Heads to place a high priority on response to Media enquiries, and identify staff within the Department who will respond to Media enquiries	H	N/A	N/A	Mayor and Commissioner/All Departments
26) Schedule annual meeting with Media and Council/Staff to discuss communication concerns and seek resolution	H	N/A	N/A	Mayor and Commissioner
<b>D. STAFF</b>				
27) Develop staff tabloid based on City tabloid insert, expanded to include information pertinent to the staff, and circulated to staff prior to the public	H	6 staff days per year (2 staff days per tabloid x 3 tabloids, minimum, per year)	Editorial and printing costs included in City tabloid for Citizens	Mayor and Commissioner
28) Require all Departments to hold regular staff meetings	H	N/A	N/A	All Departments
29) Provide updates on staff orientation to all staff on a timely basis (orientation is currently only done upon commencement of employment). Where appropriate, staff information tours should be arranged.	M	15 staff days per year (15 one-half day sessions per year plus one-half day preparation for each)	N/A	Personnel

COMMUNICATIONS STRATEGY COMMITTEE  
(1993)  
PRIORITY - RESOURCES - RESPONSIBILITY

Approved by Council - June 7, 1993  
Appendix I - Page 5 of 5

RECOMMENDED NEW ACTIONS	PRIORITY	RESOURCES		RESPONSIBILITY
		HUMAN	FINANCIAL	
30) Initiate "Bureaucracy Buster" blitzes to remove impediments to good communication	M	Minimal	Minimal	All Departments
31) Organize staff information sessions regarding overall City issues	M	6 staff days per year (3 sessions of 1 day each with 1 day preparation for each)	\$400 (materials) per year	Personnel
32) Encourage the breaking down of barriers between staff groups through informal social gatherings and other initiatives	M	N/A	N/A	All Departments
33) Increase inter-departmental assignments	L	N/A	N/A	All Departments
34) Complete Organizational Climate Surveys, approximately every 12 - 18 months	L	Every 12 - 18 months - 2 weeks staff time for each survey	\$300 (one-time cost for software) plus paper	Personnel

DATE: November 7, 1995

TO: DIRECTOR OF COMMUNITY SERVICES  
DIRECTOR OF CORPORATE SERVICES  
DIRECTOR OF DEVELOPMENT SERVICES  
CITY ASSESSOR  
E.L. & P. MANAGER  
ENGINEERING DEPARTMENT MANAGER  
FIRE CHIEF (EMERGENCY SERVICES)  
INFORMATION TECHNOLOGY SERVICES MANAGER  
INSPECTIONS AND LICENSING MANAGER  
LAND AND ECONOMIC DEVELOPMENT MANAGER  
X 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  
X SENIOR MANAGEMENT TEAM, C/O PAT SHAW

FROM: CITY CLERK

RE: NOTICE OF MOTION/COUNCILLOR DAWSON

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Please submit comments on the attached to this office by November 14, 1995, for the Council Agenda of November 20, 1995.

"Kelly Kloss"  
City Clerk

# THE CITY OF RED DEER

BEST ATTAINABLE  
IMAGE



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HOW TO CONTACT  
A MEMBER OF COUNCIL

HOW TO MAKE AN APPLICATION  
TO APPEAR BEFORE COUNCIL

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CITY CLERK'S DEPARTMENT  
2nd Floor, City Hall  
P. O. Box 5008  
Red Deer, Alberta  
T4N 3T4  
Telephone 342-6182

## **HOW TO CONTACT A MEMBER OF COUNCIL:**

You may write a letter to a Councillor and mail it either to City Hall or to a Councillor's home address. If a Councillor has a fax, you may choose to fax your letter.

If you wish to contact a Councillor by telephone, you may telephone him/her at home or at work. The majority of the Councillors have full-time jobs outside of their duties as a Councillor. If an Councillor is unable to speak with you at the time of your call, please feel free to leave your name and phone number with his or her receptionist, or you may contact the City Clerk's Department and one of our staff will have the Councillor return your telephone call.

The following is a list of the Mayor and Councillors for the term October, 1995 to October, 1998.

### MAYOR

**Gail Surkan**  
The City of Red Deer  
P.O. Box 5008  
Red Deer, Alberta  
T4N 3T4

### PHONE/FAX

342-8155 Bus.  
342-5172 Res.  
346-6195 FAX

### COUNCILLORS

**Jeffrey Dawson**  
43 Nichols Crescent  
Red Deer, Alberta  
T4P 1P5

343-1122 Bus.  
347-8603 Res.  
NO FAX

**Morris Flewwelling**  
4126 - 35 Street  
Red Deer, Alberta  
T4N 0P8

343-6844 Bus.  
346-6317 Res.  
NO FAX

**Bev Hughes**  
16 Allsop Close  
Red Deer, Alberta  
T4R 1A3

343-1881 Bus.  
343-1881 Res.  
343-1881 Fax  
(phone first)

**Bill Hull**  
60 Parsons Close  
Red Deer, Alberta  
T4P 2C8

347-5838 Bus.  
342-4518 Res.  
342-4540 Fax

**Dennis Moffat**  
5134 - 44 Avenue  
Red Deer, Alberta  
T4N 3H8

350-5670 Bus.  
346-6443 Res.  
NO FAX

**Bob Schnell**  
11 Sunnyside Crescent  
Red Deer, Alberta  
T4N 0E8

342-7400 Bus.  
347-2356 Res.  
340-0520 FAX

**Jason Volk**  
191, 4747 - 67 Street  
Red Deer, Alberta  
T4N 6H3

342-2012 Bus.  
346-2887 Bus.  
346-9911 Bus.  
341-6609 Res.  
346-8687 FAX

**Lorna Watkinson-Zimmer**  
36 Anquetel Close  
Red Deer, Alberta  
T4R 1G7

342-7653 Bus.  
347-5136 Res.  
NO FAX

## **HOW TO MAKE AN APPLICATION TO APPEAR BEFORE COUNCIL:**

A citizen, business or organization may write a letter to the

Mayor and City Council  
c/o City Clerk  
P. O. Box 5008  
Red Deer, Alberta  
T4N 3T4

- ▶ on issues **already** scheduled to be heard by Council. (Letters must be received by the City Clerk one week prior to the Council meeting in order to be included in the Council Agenda.)
- ▶ on a **new** issue to be presented to City Council. (Letters received may initially be referred to City Administration for a response. If your concern cannot be addressed by City Administration, it will be placed on a Council Agenda. You will be advised by letter of the date and time of the Council meeting. Letters to be discussed at a "specific" Council meeting must be received before 4:30 p.m., two Wednesdays before the specified Council meeting.)

**YOUR LETTER TO COUNCIL:**

Please include current date, your name, address, telephone number(s) and FAX number. Your letter should outline the details of the matter before Council or to be placed before Council. Attach pertinent documents that may assist City Council in making a decision. In the case of land or buildings, please attach a sketch, map or drawing, noting dimensions where possible. Your letter will then be circulated to pertinent City departments for their comments. Your letter and the administrative comments will then be included in a Council Agenda.

**OBTAINING ADMINISTRATIVE COMMENTS:**

On the Friday prior to the Council meeting at which your item will be discussed, you may obtain a copy of the administrative comments by requesting same at the City Clerk's Office, 2nd Floor, City Hall. Also, if you have not been previously advised, you may ask for the approximate time that Council will be discussing your concern.

**AUDIO VISUAL EQUIPMENT:**

Audio visual equipment is available for use, however, should be requested prior to the Council meeting to ensure its availability. Contact the City Clerk's Department prior to the Council meeting to book the equipment and arrange a time to test it.

**DATE AND TIME OF COUNCIL MEETINGS:**

Council meetings are held every second Monday, at 4:30 p.m. Council recesses for supper at approximately 6:00 p.m. and reconvenes at about 7:00 p.m. You may attend the entire Council meeting, or arrive at the time specified by the City Clerk. Please enter City Hall on the park (west) side. The Commissionaire at the door will direct you to the Council Chambers.

**SPEAKING BEFORE CITY COUNCIL:**

If you have advised the City Clerk that you wish to speak to Council regarding a specific item, you will be invited to come forward to the microphone at the appropriate time. Please begin by stating your name, and if applicable, the name of the company you are representing.

If you have not previously advised the City Clerk that you wish to speak to Council, upon entering the Council Chambers, please let a member of the Administration know of your wishes, and he/she will inform the Mayor on your behalf. Members of the City Administration are seated at the long desk on the right side of the Council Chambers.

The Mayor is the Chairman of the meeting, and should be addressed as follows:

"Your Worship"

When addressing an Councillor, the Chairman should be addressed first, and then the Councillor:

"Your Worship -  
Councillor ....."

Council may wish to ask you questions. Therefore, please remain standing until dismissed by the Mayor.

#### **DECISIONS OF COUNCIL:**

A decision will usually be made at the Council meeting, however, there are occasions when more information is required before Council can make a decision. In that event, the item will then be tabled to a future Council meeting pending receipt of the additional information.

Following the Council meeting, the City Clerk will advise you by letter of the decision made by City Council.

**SOME OF THE APPLICATIONS TO CITY COUNCIL HAVE BEEN:**

1. Requests to prepare Bylaws and Bylaw amendments covering policies, procedures, regulations, developments, activities, land, etc.
2. Requests to purchase City-owned land
3. Operation of City-owned facilities
4. Hosting of major sports activities
5. Requests to cancel invoices or penalties
6. Annual Reports from various City departments and affiliated groups/organizations
7. Funding requests
8. Recycling/City Landfill
9. Police/Fire/Ambulance items
10. Streets/Lanes/Sidewalks/Signs

**PUBLIC HEARINGS:**

All Bylaws must be given three readings. Some Bylaws may be given three readings at one Council meeting, however, any Bylaw affecting land within the municipality must allow for a Public Hearing prior to receiving Second and Third Readings. Public Hearings must be advertised in a local newspaper prior to the date of the Public Hearing.

All Public Hearings are scheduled to begin at 7:00 p.m.

Any person claiming to be affected by a proposed Bylaw shall be heard. Written submissions or petitions regarding a particular Public Hearing must be submitted to the City Clerk no later than 4:30 p.m. on the Monday prior to the date of the Public Hearing.

At the Public Hearing, each speaker is allowed a maximum of 10 minutes.

Following the Public Hearing, the Bylaw may be presented to Council for Second and Third Readings.

**QUESTIONS:**

If you have any questions regarding any aspect of applying to City Council, please telephone:

**MR. KELLY KLOSS**  
the **CITY CLERK** - **342-8134**

or **MR. JEFF GRAVES**  
the **ASSISTANT CITY CLERK** - **342-8136**



CITY  
MANAGER

MAYOR

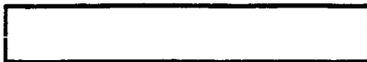
CITY  
SOLICITOR



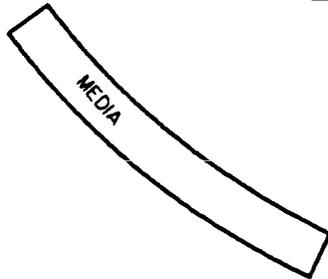
ASSISTANT  
CITY CLERK

CITY CLERK

PODIUM



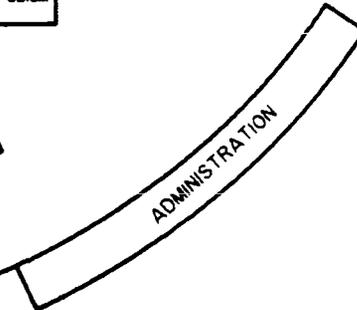
PODIUM



MEDIA



COUNCILLOR



ADMINISTRATION

TV MONITOR

MEMBERS of the PUBLIC

MEMBERS of the PUBLIC

ENTRANCE

COUNCIL

CHAMBERS

**NOTES:**

**THE CITY CLERK'S DEPARTMENT**

**THE CITY OF RED DEER LAND USE BYLAW**

**REDESIGNATION OF PROPERTY**

**PROCEDURE**



**This pamphlet has been prepared to assist citizens of Red Deer who wish to change the existing zoning of a parcel of land in the City.**

**Each parcel of land in the City of Red Deer is designated a specific zone in compliance with The City of Red Deer Land Use Bylaw 2672/80 approved by City Council in 1980. Redesignation of a piece of property is accomplished by means of a Land Use Bylaw *Amendment* which must be approved by City Council.**

**A detailed description of the zoning classifications are available at the City Clerk's Department.**

***Examples of Redesignation:***

**An applicant wishing to construct a duplex or an apartment on a piece of property that is designated R1 - (Residential Low Density - Single Family Dwelling), must apply to City Council to redesignate the property to R1A, R2 or R3 (Multiple Family), whichever the case may be.**

**Similarly, an applicant wishing to construct a commercial development in an industrial district, must apply to City Council for said redesignation from I1 or I2 to C1, C2, C3 or C4, whichever the case may be.**

***Procedure:***

**The procedure to redesignate a piece of property is as follows: (Note: This procedure would also apply to any other type of Land Use Bylaw Amendment):**

- 1. Mail or deliver a letter to the City Clerk's Department, 2nd Floor, City Hall, addressed as follows:**

**(envelope) Mayor & City Council  
The City of Red Deer  
P. O. Box 5008  
Red Deer, Alberta  
T4N 3T4**

**(letter) Dear Mayor & Council:**

**The letter must contain the following information:**

- (a) The name, address and telephone number of the applicant;**
- (b) The municipal and legal address of the site to be redesignated;**
- (c) The current zoning of the site in question;**
- (d) The requested zoning for the site in question;**
- (e) A clear indication of what is proposed for the site in question;**
- (f) Evidence of ownership of the property or written consent to redesignate the property from the owner;**
- (g) Any additional information the applicant wishes Council to be aware of.**

- 2. Upon receipt of the applicant's letter, the City Clerk will determine the date the request will appear before City Council. (Council meetings are held every second Monday, commencing at 4:30 p.m. in the Council Chambers of City Hall.)**

**If the applicant wishes the request to appear at a particular Council meeting, said letter must be received by the City Clerk at least two Wednesdays before said Council meeting.**

- 3. Upon receipt of the applicant's letter, the City Clerk will:**
- (a) Acknowledge receipt of the letter and advise the applicant of the date Council will be considering the request;**
  - (b) Circulate the letter to appropriate City Administration for comments.**
  - (c) Place the letter and the Administrative comments on the appropriate Council Agenda.**

**On the Friday prior to the specified Council meeting, the applicant may attend at the office of the City Clerk and obtain a copy of the Administrative comments from the Council Agenda, and, if the applicant has not been previously advised, may request the approximate time that Council will be discussing the request.**

4. **At the Council meeting, if the applicant wishes to speak to Council regarding the request, the applicant will be asked to come forward to the microphone. At that time, the applicant should state his or her name, and if the applicant is representing a company, he or she should state the name of the company.**

**The Mayor and City Council should be addressed as follows:**

**"Your Worship"**

**If the applicant is addressing a Councillor, the Chair should be addressed first, and then the Councillor, i.e:**

**"Your Worship - Councillor ....."**

5. **At the Council meeting, members of Council will rule on the request for redesignation. If Council approves the request in principle, a Land Use Bylaw Amendment is prepared.**
6. **After the Bylaw has received First Reading, the City Clerk will advise the applicant by letter:**
  - (a) **that the Land Use Bylaw Amendment will now be advertised in two editions of the Red Deer Advocate; and**

- (b) that a deposit to cover the costs of advertising and preparation of the Map, will be required prior to advertising (normally \$450 to \$550); and**
  - (c) the date of the Public Hearing, which will usually be in four weeks' time.**
- 7. The City Clerk will also send a letter by ordinary mail to the owners of the subject site and a letter by ordinary mail to the contiguous property owners, advising of the redesignation and the Public Hearing, giving each an opportunity to voice his or her concerns either by letter and/or at the Public Hearing.**
- 8. Public Hearings are normally held at 7:00 p.m. Any person who feels he or she is affected by the redesignation, including the applicant, may speak.**
- 9. Following the Public Hearing, Council may give the Bylaw Second and Third Reading.**
- 10. Upon passage of the bylaw, the City Clerk will then write a letter to the applicant, forwarding a copy of the Bylaw, and advising the applicant that in order to proceed further with the proposed development, the applicant must apply to the appropriate department(s) in order to receive all necessary permits.**

11. **Once the actual advertising and Map preparation costs are received,**
- (a) **if the costs exceed the deposit, the applicant will be invoiced for the balance, or**
  - (b) **if the actual costs are less than the deposit, a cheque for the difference will be forwarded to the applicant.**

**For more information on the rezoning process, please telephone:**

<b>City Clerk</b>	<b>-</b>	<b>342-8134</b>
<b>Assistant City Clerk</b>	<b>-</b>	<b>342-8136</b>

**If you wish to discuss the format or merits of the rezoning, please contact:**

**Parkland Community Planning Services  
Suite 500, 4808 Ross Street  
Telephone 343-3394**

**DATE: November 22, 1995**  
**TO: Director of Corporate Services**  
**FROM: City Clerk**

**FILE**

**RE: COUNCILLOR DAWSON'S NOTICE OF MOTION - UTILITY BILL  
INSERT/ADDITION TO 1996 BUDGET**

---

At the Council Meeting of November 20, 1995 the following resolution was passed with regard to the above topic:

"WHEREAS citizens of Red Deer have expressed a lack of information in major decisions which City Council must make; and

WHEREAS The City of Red Deer has a process which allows for public input on most issues; and

WHEREAS The City of Red Deer has the ability to communicate with nearly 100% of The City residents through utility billing;

THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CITY OF RED DEER hereby agrees as follows:

- 1) An insertion be developed showing the public what the procedure is for common decisions made by Council (ie: bylaw changes, zoning changes, privatization, major acquisitions, and donations);
- 2) Somewhere on the insertion, indicate instructions for the public to check Friday's daily paper for The City's weekly ads, and where to check City Hall for same information;
- 3) That the above insert be included with each utility bill annually with an approximate time table of the 'Mainstreet Politics' program."

At the above noted Council Meeting, members were informed that the cost of this utility bill insert would be \$1300.00 per insertion. As Council has now approved said insert, I ask that you add to City Council's 1996 budget \$1300.00 to accommodate same.

If you have any questions please do not hesitate to call.

  
KELLY KLOSS  
City Clerk

cc. City Manager  
Assistant City Clerk

**FILE**

**DATE: November 22, 1995**

**TO: Pat Shaw, Executive Assistant**

**FROM: City Clerk**

**RE: COUNCILLOR DAWSON'S NOTICE OF MOTION - UTILITY BILL INSERT**

---

At the Council Meeting of November 20, 1995 the following resolution was passed with regard to the above topic:

"WHEREAS citizens of Red Deer have expressed a lack of information in major decisions which City Council must make; and

WHEREAS The City of Red Deer has a process which allows for public input on most issues; and

WHEREAS The City of Red Deer has the ability to communicate with nearly 100% of The City residents through utility billing;

THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CITY OF RED DEER hereby agrees as follows:

- 1) An insertion be developed showing the public what the procedure is for common decisions made by Council (ie: bylaw changes, zoning changes, privatization, major acquisitions, and donations);
- 2) Somewhere on the insertion, indicate instructions for the public to check Friday's daily paper for The City's weekly ads, and where to check City Hall for same information;
- 3) That the above insert be included with each utility bill annually with an approximate time table of the 'Mainstreet Politics' program."

It is my suggestion that we get together in the new year and consider the content of this utility insert and the time of its release .



KELLY KLOSS  
City Clerk  
KK/fm

cc. Mayor Surkan

Dec 4/95  
67 Harris Lane  
R.D.  
741212

City Council

I am writing to say how much we are  
against your \$42,000 survey. Frankson  
& Dennis Moffat and Jason Clark.

With 1000 surveys being done, and  
the time & road where it was to be  
approx. 12h. that's quite a cost - \$42 to take  
to someone for 12hrs. I could handle that.

Even a survey included when we  
voted, would likely have given you  
a better overall opinion. Perhaps it would  
be a success, but I'm sure it would be.

Look around at all the social pro-  
grams, clubs, etc. that would greatly  
have benefitted from \$42,000. It is  
this type of spending that R.D. citizens  
will remember in the next election.

Keith & Linda Jordan

DEC - 8 1995  
CITY OF ...

cc Mayor  
Council 95/12/08  
FK

Soren S Paulsen  
4024 39th Street  
Red Deer AB T4N0Y9

Dec 4, 1995

Council

file

Joe the Mayor and City Council  
City of Red Deer

Re: Proposed Quality of Life Study

I have discussed the above with many city residents. Not one have indicated support and nearly all have expressed anger at what they feel is an unnecessary expense and a waste of taxpayers money.

I have been a resident and ratepayer in Red Deer for 40 years and I am disgusted with City Council's decision to conduct above study.

\$13000 might be needed for snow removal or repairing broken water mains

S. Paulsen

Copied 9/5/12/05  
4K

DEC - 4 1995

CITY OF RED DEER

10050  
Council  
Nov.



**DATE: November 9, 1995**  
**TO: Pat Shaw**  
**FROM: Assistant City Clerk**  
**RE: PUBLIC OPINION SURVEY**

---

Information we would like to get from the public:

- 1) Do the public know:
  - when Council meets
  - do they watch Shaw Cable Council coverage
  - how do they get information on Council decisions, ie. newspaper, radio, tv, other
  - do they know how to contact councillors or Council on specific issues
  - do they know where the City's legal ads appear
  - do they get the Advocate all week, Sundays, Fridays
  
- 2) Do the public want more information on Council matters
  - would they use technology for information access, ie. computers, internet
  
- 3) Page 9 question 7
  - did they vote in the 1995 Municipal Election. If no, did they know where to vote, or had no information

Some ideas.



**JEFF GRAVES**  
Assistant City Clerk

/fm

*Kelly Kloss*

**DATE: October 25, 1995**

**TO: DIRECTORS AND DEPARTMENT MANAGERS**

**FROM: PAT SHAW, EXECUTIVE ASSISTANT**

**RE: PUBLIC OPINION SURVEY - LETHBRIDGE SURVEY INSTRUMENT**

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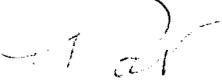
The Senior Management Team will be submitting a proposal to City Council on November 6, 1995, for approval of a partnership with Red Deer College to undertake a public opinion survey. The College will use a survey instrument from the City of Lethbridge as the basis for the survey in Red Deer. A copy of the Lethbridge survey is attached.

In developing performance measures for your Department it is possible that you have identified the public opinion survey as one of the "data sources/collection mechanisms" to allow you to measure outcomes.

**It would be appreciated if you would review the Lethbridge Survey Instrument to identify areas where the survey does not meet your need as a data source. Please do not try to word the appropriate question, but merely give us an idea of what information you would like to get from the public that is not already covered.**

If Council approves the proposal on November 6, 1995, we would like to get moving on the project in an effort to undertake the survey early in the new year. There is a great deal of preparatory work to be done. **For this reason, we would appreciate a response from you not later than November 8, 1995.** If I do not hear from you by the 8th, I will assume that you are satisfied with the survey document, as it stands.

Thanks for your help!

  
PAT SHAW

pms  
Att.



REGIONAL CENTRE  
FOR HEALTH PROMOTION  
AND COMMUNITY STUDIES

The  
University of  
Lethbridge

4401 University Drive  
Lethbridge, Alberta, Canada  
T1K 3M4  
Phone (403) 382-7152  
FAX (403) 329-2668  
EMAIL: Scott@hg.uleth.ca

October 5, 1995

Tony Skorjanc, Research Analyst  
Red Deer College  
Box 5005  
Red Deer, AB T4N 5H5

Dear Tony,

RE: Survey

As discussed with Dr. Dave Brown attached are the requested survey forms.

Should you have any questions or concerns please do not hesitate to contact the undersigned.

Sincerely,

*Linda Crump*

for: Dave Brown, PhD  
Dept of Sociology  
Executive Committee member - RCHPCS

DB/lrc

Attachment



SURVEY CODE # \_\_\_\_\_

Phone # \_\_\_\_\_

Address \_\_\_\_\_

**Call Record**

Date Day/Month	Day of the Week	Time (Use 24 hr Clock)	Result (see codes)	Messages

**Day of Week**

- M (Monday)
- TU (Tuesday)
- W (Wednesday)
- TH (Thursday)
- F (Friday)
- SA (Saturday)
- SU (Sunday)

**Result codes**

- NA= No Answer/not home
- WR= Will Return (when)
- BA=Broken appointment
- REF= Refused(when, why, at what point, Male or female)
- IC= Interview Completed
- PIC= Partially Completed
- WN= Wrong number
- DISC= Disconnect
- NN= Not accessible
- TAM= Telephone Answering Machine

**Part 1: Demographics**

SURVEY CODE \_\_\_\_\_

I'd like to start by asking some questions about you and your household.

1. What is your

a. age?

b. occupation?

How many other persons live in your household?

What is their

a. relationship to you?

b. age?

c. occupation?

Member	Sex (Circle)	Relationship (see codes)	Age in years (if under 1 code as 00)	Occupation (write in, be specific)
1.	M <sub>(1)</sub> / F <sub>(2)</sub>	<u>01</u>	_____	_____
2.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
3.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
4.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
5.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
6.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
7.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
8.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
9.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
10.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____

**(Confirm)**    \_\_\_\_\_ Total number of persons in household including respondent**IF SINGLE PERSON HOUSEHOLD ASK:**

2. What is your current marital status? (Read)

married but not living with spouse	2
divorced	3
separated	4
widowed	5
never married	1
no response	7

3. In what area of the city do you currently reside?

Southside	1
Northside	2
Westside	3
Other (specify) _____	
no response	7

4. Do you own or rent your residence?

own	1
rent	2
other (specify) _____	
no response	7

5. In what type of building do you live?

single house	1
semi-detached/double house, duplex (side-by-side or one above the other)	2
row/town house	3
apartment/suite	4
mobile home	5
other (specify) _____	
no response	7

6. How long have you lived in this residence?      \_\_\_ \_\_\_ years and \_\_\_ \_\_\_ months

7. How long have you lived in the City of Lethbridge?      \_\_\_ \_\_\_ years and \_\_\_ \_\_\_ months

8. As an adult have you lived in a city other than Lethbridge?      Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**probe:** Calgary, Edmonton, Red Deer, Vancouver

**IF YES,** In what other city/cities have you lived?

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9. What is the highest level of education you have completed?

No schooling	01
Elementary	02
Junior High	03
High School	04
Some College	05
College or Technical	06
Some University	07
Bachelor's degree	08
Professional degree	09
Master's degree	10
Doctorate	11
no response	77

10. For statistical purposes only, I need to ask about your household's income. Which of the following categories best describes the total combined income of all the members of this household for 1994 before taxes and deductions?

Under \$10 000	1
\$10 000 to \$19 000	2
\$20 000 to \$29 000	3
\$30 000 to \$49 000	4
\$50 000 to \$69 000	5
\$70 000 or more	6
no response	7

11. How would you describe your ethnic identity? **probe:** Dutch, Japanese, Canadian, Aboriginal

---

## **Part 2: Physical Environment**

Now, I would like to ask you some questions about what you think of the **environment** in Lethbridge. Please answer on a scale of 1 to 5 with 1 being very poor and 5 being excellent.

1. For **the city as a whole**, how would you rate **the quality** of each of the following:

a. The air? **probe:** clean, healthy

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

b. The water? **probe:** the taste, the clarity

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

c. The garbage removal? **probe:** frequency, reliability

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

d. The recycling program? **probe:** the green bins at the malls (not blue box pick up)

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

e. The greenery of the city? **probe:** grass boulevards, trees, shrubs

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

f. The snow removal? **probe:** frequency and reliability

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

g. The condition of the roads in the city?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

h. The flow of traffic in Lethbridge?

**probe:** traffic congestion, ease of movement

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

i. The Lethbridge transit system?

**probe:** frequency, reliability of buses

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

j. The availability of parking in the city?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

k. The quality of the pathways in the city?

**probe:** footpaths, sidewalks, bike paths if any

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

l. Children's public playgrounds?

**probe:** publicly accessible areas with children's play equipment

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

m. The quality of city parks?

**probe:** Pavan Park, Nicholas Sheran Park, Henderson Lake Park

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

n. The availability of natural, undeveloped space in Lethbridge?

**probe:** Alexander Wilderness Area

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

o. Overall, how would you rate the quality of Lethbridge's environment?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

Now, think about the physical conditions of your own **neighbourhood**. Please answer on a scale of 1 to 5, with 1 being very poor and 5 being excellent.

2. How do you feel about:

a. The greenery of your own neighbourhood? **probe:** grass boulevards, trees, shrubs

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

b. The condition of the streets in your neighbourhood?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

c. The quality of the pathways in your neighbourhood?

**probe:** footpaths, sidewalks, bike paths if any

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

d. The quality of children's public playgrounds in your neighbourhood?

**probe:** publicly accessible areas with children's play equipment

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

3. With 1 being very uncomfortable and 5 being very comfortable, how comfortable are you with the traffic flow in your own neighbourhood?

1	2	3	4	5	6 (don't know)
very uncomfortable				very comfortable	7 (no response)
					9 (missing)

**If uncomfortable,** Could you tell me the reasons you are uncomfortable? \_\_\_\_\_

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---



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4. How comfortable are you with the level of noise in your neighbourhood?

1	2	3	4	5	6 (don't know)
very uncomfortable				very comfortable	7 (no response)
					9 (missing)

**If uncomfortable,** Could you tell me the reasons you are uncomfortable? \_\_\_\_\_

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5. With 1 being very poor and 5 being excellent, how would you rate the overall appearance of your neighbourhood?

**probe:** housing, streets

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

**If poor,** Could you tell me the reasons for your neighbourhood's poor appearance? \_\_\_\_\_

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### **Part 3: Economic and Political Environments**

Now I would like to ask you to focus on the Economy in Lethbridge. You can answer yes or no to these questions.

1. First, would you say that you are optimistic about the job market in Lethbridge?

Yes<sub>(1)</sub> No<sub>(2)</sub> Mixed<sub>(3)</sub> Dk<sub>(6)</sub>

**probe:** employment opportunities for Lethbridge residents

**If No or Mixed:** What are your reasons for not being optimistic?

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#### **IF NOT EMPLOYED, GO TO QUESTION 4**

2. Do you expect that your (or your spouse's) employment will keep you in Lethbridge?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

3. If you had to change jobs would you still prefer  
to stay in Lethbridge?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**If no,** What are your reasons for preferring to leave Lethbridge?

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**If yes,** What are your reasons for preferring to stay in Lethbridge?

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>4. Do you have any plans to move away from  
Lethbridge in the next five years?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**If yes,** What are your reasons for moving?

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5. Do you expect to still be living in this  
residence five years from now?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**IF NO:**

a. What type of residence would you move to?

Single house	1
Semi-detached/double house, duplex (side-by-side or one above the other)	2
Row/town house	3
Apartment/suite	4
Mobile home	5
Other (specify) _____	
no response	7

b. What area of Lethbridge would you move to?

Southside	1
Northside	2
Westside	3
Other (specify) _____	
no response	7

6. Are you involved in municipal politics? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>  
**probe:** as a candidate, campaign worker,  
 political forum organizer or participant

7. Do you plan to vote in the October  
 municipal election? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>  
**probe:** to elect Lethbridge  
 City Council and Mayor

For these next statements, please tell me how much you agree with each statement on a scale of 1 to 5,  
 with 1 being strongly disagree and 5 being strongly agree.

8. There are enough employment retraining opportunities in Lethbridge for those who require them.  
**probe:** programs for people who are unemployed or on social assistance

1	2	3	4	5	6 (don't know)
Strongly				Strongly	7 (no response)
Disagree				Agree	9 (missing)

9. There are enough job opportunities for young people in Lethbridge.  
**probe:** new graduates, high school and post secondary

1	2	3	4	5	6 (don't know)
Strongly				Strongly	7 (no response)
Disagree				Agree	9 (missing)

10. Lethbridge is 'better off' than other cities in Alberta.  
**probe:** more prosperous

1	2	3	4	5	6 (don't know)
Strongly				Strongly	7 (no response)
Disagree				Agree	9 (missing)

11. Lethbridge City Council members are easy to talk to.

1	2	3	4	5	6 (don't know)
Strongly				Strongly	7 (no response)
Disagree				Agree	9 (missing)

Remember, 1 is strongly disagree and 5 is strongly agree.

12. You stay informed about municipal political issues.

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

13. City Council addresses the issues that concern you.

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

14. You can influence the decisions made by City Council.

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

15. City of Lethbridge staff are courteous when dealing with the public.

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

16. Lethbridge has strong community leadership.

**probe:** people who take charge and get things done

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

17. The downtown area is important to the city's economy.

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

18. The community college is important to the economy of Lethbridge.

**probe:** employment and economic spin-offs

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

19. The university is important to the economy of Lethbridge.

**probe:** employment and economic spin-offs

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

20. The housing market offers people enough home ownership choices.

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

21. The housing market offers enough home rental choices.

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

22. Lethbridge offers adequate housing for low income families.

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

23. Lethbridge offers adequate shopping opportunities.

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

24. Lethbridge provides people with a variety of cultural activities.

**probe:** art galleries, music, live theatre

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

## **Part 4: Facilities and Services**

For the final half of the survey, I would like to ask you some questions about some of the **facilities and services** available in Lethbridge.

First, I'd like to know what you think about some of our **healthcare** facilities. Please answer on a scale of 1 to 5, with 1 being very dissatisfied and 5 being very satisfied.

1. How satisfied are you with **the quality** of each of the following:

a. hospitals?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

b. doctors' clinics?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

c. nursing homes?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

d. other health care facilities?

**probe:** dentist's clinics, physical therapy facilities

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

2. How satisfied are you with each of the following health care **services**?

a. home care services?

**probe:** in home nursing care

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

b. disabled services?

**probe:** Handi-bus, in-home life skills services

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

c. senior citizens' services?      **probe:** Meals on Wheels, day therapy

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

d. mental health services?      **probe:** Alberta Mental Health, Canadian Mental Health Association

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

Next, let's talk about facilities for leisure activities.

3. On a scale of 1 to 5, with 1 being very dissatisfied and 5 being very satisfied, how satisfied are you with the quality of the following:

a. outdoor pools?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

b. indoor pools?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

c. baseball diamonds?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

d. golf courses?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

e. outdoor soccer fields?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

f. indoor soccer fields?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

g. ice arenas?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

h. curling rinks?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

i. movie theaters?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

j. restaurants?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

k. live performance theatres?

**probe:** Yates Memorial Centre, Sportsplex

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

l. museums?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

m. the Lethbridge Public Library?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

n. the Helen Schuler Nature Centre?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

o. the Bowman Arts Centre?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

p. art galleries?

**probe:** Southern Alberta Art Gallery, University of Lethbridge

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

Now, let's think about **education** in Lethbridge.

4. On a scale of 1 to 5, with 1 being very poor and 5 being excellent, how would you rate the quality of the education students receive in each of the following?

a. Facilities for preschool children?

**probe:** day care, Montessori school, play schools

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

b. Elementary schools?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

c. Junior high schools?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

d. High schools?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

e. Lethbridge Community College?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

f. University of Lethbridge?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

## **Part 5: Social Environment**

I'd now like to turn to your **Social Environment** , beginning with your neighbourhood.

1. Does your neighbourhood have a name? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**If yes:** What do you call your neighbourhood? (Write in, be specific and do not prompt)

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2. Does your neighbourhood have its own neighbourhood association? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**If yes:** What is the association's name? (Write in, be specific and do not prompt)

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3. Does your neighborhood have:

a. Neighbourhood Watch?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

b. Block Parents?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

c. Any other community organizations? (specify) \_\_\_\_\_

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**IF NO, GO TO QUESTION 5**

4. Are you a member of any of these organizations? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**If yes,** Which ones?

a. Neighbourhood Watch<sub>(1)</sub>

b. Block Parents<sub>(2)</sub>

c. Any other community organizations? (specify) \_\_\_\_\_

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>5. Do you feel you fit in your neighbourhood?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**probe:** belong

**If no,** What makes you feel like you don't fit?

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6. Would you say that your neighbourhood

is a good place to raise a family?

Yes<sub>(1)</sub> No<sub>(2)</sub> Mixed<sub>(3)</sub> Dk<sub>(8)</sub>

**If no or mixed,** What makes your neighbourhood not a good place to raise a family?

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7. On a scale of 1 to 5, with 1 being very dissatisfied and 5 being very satisfied, overall, how satisfied are you with the neighbourhood you live in now?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

**If dissatisfied,** What makes you dissatisfied? \_\_\_\_\_

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**If satisfied,** What makes you satisfied? \_\_\_\_\_

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Now, I want to ask you some questions about **how safe** you feel in your neighborhood and the city.

8. Are you concerned about property crime in  
your neighborhood? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>  
**probe:** break-ins, theft
9. Are you concerned about violent crime in  
your neighbourhood? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>  
**probe:** physical assault
10. Are you concerned about traffic safety  
in your neighbourhood? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>  
**probe:** accidents involving vehicles and/or pedestrians
11. Are you concerned about property crime  
elsewhere in Lethbridge? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>
12. Are you concerned about violent crime  
elsewhere in Lethbridge? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>
13. Are you concerned about traffic safety  
elsewhere in Lethbridge? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>
14. On a scale of 1 to 5, with 1 being very unsafe and 5 being very safe, how safe do you feel walking at night in your neighbourhood?
- |             |   |   |   |           |                 |
|-------------|---|---|---|-----------|-----------------|
| 1           | 2 | 3 | 4 | 5         | 6 (don't know)  |
| very unsafe |   |   |   | very safe | 7 (no response) |
|             |   |   |   |           | 9 (missing)     |
15. How safe do you feel walking at night elsewhere in Lethbridge?
- |             |   |   |   |           |                 |
|-------------|---|---|---|-----------|-----------------|
| 1           | 2 | 3 | 4 | 5         | 6 (don't know)  |
| very unsafe |   |   |   | very safe | 7 (no response) |
|             |   |   |   |           | 9 (missing)     |
16. Overall, on a scale of 1 to 5, 1 being not at all confident and 5 being very confident, how confident are you in the City Police?
- probe:** their ability to respond quickly, to deal fairly with citizen concerns and to apprehend criminals
- |                      |   |   |   |                |                 |
|----------------------|---|---|---|----------------|-----------------|
| 1                    | 2 | 3 | 4 | 5              | 6 (don't know)  |
| not at all confident |   |   |   | very confident | 7 (no response) |
|                      |   |   |   |                | 9 (missing)     |

17. Overall, how confident are you in the city's ambulance service?

**probe:** their ability to respond quickly and to deal effectively with medical emergencies

1	2	3	4	5	6 (don't know)
not at all				very	7 (no response)
confident				confident	9 (missing)

18. Overall, how confident are you in the City Fire Department?

**probe:** their ability to respond quickly, to deal effectively with citizen concerns and to develop effective fire prevention programs

1	2	3	4	5	6 (don't know)
not at all				very	7 (no response)
confident				confident	9 (missing)

**Part 6: Social Networks**

Now I'd like to ask you some questions about your **Social Networks**. Once again, please answer these on a 5 point scale. For these questions, 1 is never, 2 is yearly, 3 is monthly, 4 is weekly and 5 is daily.

1. How often do you socialize with your neighbours?

1	2	3	4	5	6 (don't know)
never	yearly	monthly	weekly	daily	7 (no response)
					9 (missing)

2. How often do you assist any of your neighbours?

1	2	3	4	5	6 (don't know)
never	yearly	monthly	weekly	daily	7 (no response)
					9 (missing)

3. How often do any of your neighbours assist you?

1	2	3	4	5	6 (don't know)
never	yearly	monthly	weekly	daily	7 (no response)
					9 (missing)

**If yearly or more frequent for 2 or 3, What kind of assistance is provided?**

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4. Do you have relatives in the city? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

b. If yes, How often do you socialize with them?

1	2	3	4	5	6 (don't know)
never	yearly	monthly	weekly	daily	7 (no response)
					9 (missing)

5. How often do you socialize with friends in Lethbridge?

1	2	3	4	5	6 (don't know)
never	yearly	monthly	weekly	daily	7 (no response)
					9 (missing)

6. With 1 being very unfriendly and 5 being very friendly, overall, how 'friendly' would you say the people in Lethbridge are?

1	2	3	4	5	6 (don't know)
very unfriendly				very friendly	7 (no response)
					9 (missing)

7. With 1 being strongly disagree and 5 being strongly agree, do you think there are adequate social support services in Lethbridge for people who require them?

**probe:** Samaritans, Salvation Army, Food Bank

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

8. In times of personal difficulty, how often do you get the support you need from people you know in Lethbridge? Never, some of the time, or always?

1	2	3	6 (don't know)
never	some of the time	always	7 (no response)
			9 (missing)

9. Other than the neighbourhood organizations mentioned earlier, do you volunteer for any community service organizations in Lethbridge?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**probe:** Canadian Cancer Society, Girl Guides, Lethbridge Soccer Association

**If yes,** How many community service organizations do you participate in? \_\_\_\_

10. Do you participate in an organized religion?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**probe:** regular attendance at religious services, volunteering

11. Do you participate in any social clubs?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**probe:** Canadian Polish Association, Nord-Bridge Senior Centre, Lethbridge Singles Club

**If yes,** How many social clubs do you participate in? \_\_\_\_ club(s).

12. Overall, would you say that Lethbridge is a good place to raise a family?

Yes<sub>(1)</sub> No<sub>(2)</sub> Mixed<sub>(3)</sub> Dk<sub>(6)</sub>

**If yes or mixed**, what makes Lethbridge a good place to raise a family?

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**If no or mixed**, what makes Lethbridge not a good place to raise a family?

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**Conclusion**

I have just three final questions for you now.

1. I would like you to imagine for a moment living in the ideal community.

**[pause]**. On a scale of 1 to 5, with 1 being not at all and 5 being very close, how does Lethbridge fit that image?

1	2	3	4	5	6 (don't know)
not at				very	7 (no response)
all				close	9 (missing)

2. Would you recommend Lethbridge to others as a place to live?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

3. We will be bringing some people from the community together to discuss the results from this survey. Would you be willing to participate in this process?

**If yes**, It will take several weeks to compile the results of the survey and we will need to contact you to see if you are still able to participate at that time. Could we have your name and telephone number so you can be contacted? [record name, telephone number, and address on the focus group contact list]

• Thank you for taking the time to answer these questions. Your answers are very important to the City of Lethbridge. Again your answers are confidential. If you still feel you have any questions about the survey, please contact the City of Lethbridge Leisure and Human Services department at 320-3020.

## THIS IS TO BE COMPLETED BY THE INTERVIEWER

## 1. Quality of the information gathered:

high quality	1
adequate	2
questionable	3

## 2. Respondent's Cooperation:

cooperative	1
indifferent	2
uncooperative	3

## 3. Main Interview Interferences (circle all that apply):

alcohol/drugs	01
language	02
age	03
illness/hearing problem	04
noise	05
presence of spouse/partner	06
presence of children	07
presence of others	08
phone calls	09
none	10
line problem	11
other (specify) _____	12

## 4. Comments:

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(Interviewer's signature)

NO. 2

DATE: November 15, 1995  
TO: City Council  
FROM: City Clerk  
RE: COUNCILLOR LORNA WATKINSON-ZIMMER/NOTICE OF MOTION  
LOCATION OF SPORTS HALL OF FAME

---

The following Notice of Motion was submitted at the Council Meeting of November 6, 1995:

"WHEREAS Council has approved the location of the Sports Hall of Fame to be at the Heritage Ranch;

AND WHEREAS concern has been expressed by residents in Red Deer;

NOW THEREFORE BE IT RESOLVED that Council of The City of Red Deer hereby directs the Administration to coordinate a meeting of all groups with a vested interest in the Sports Hall of Fame in order to address the following issues:

1. Is there a more appropriate site for the Hall of Fame that would not impact Heritage Ranch lands that would be acceptable to the Alberta Sports Council (Alberta Recreation Sport Wildlife Foundation)?
2. Should the upper pasture land at Heritage Ranch be designated wildlife habitat and used as pasture land for horses and for wildlife that finds a home there?
3. What steps should be taken to ensure the public are advised of changes in usage of land within the City Park System so as to minimize the kinds of public confrontation which arose in the past year?"



Kelly Kloss  
City Clerk

KK/ds

**DATE: November 16, 1995**

**TO: KELLY KLOSS  
City Clerk**

**FROM: LOWELL R. HODGSON  
Community Services Director**

**RE: NOTICE OF MOTION - COUNCILLOR WATKINSON-ZIMMER:  
ALBERTA SPORTS HALL OF FAME & MUSEUM**

---

The following information is provided to City Council in response to the Notice of Motion from Councillor Watkinson-Zimmer regarding the Alberta Sports Hall of Fame & Museum and the equestrian service at Heritage Ranch.

1. As noted in my previous report, the foundation selected Red Deer and this site because of its provincial significance, and because of its visibility from Highway 2. We offered this site because we saw this facility as a tourist generator and one that would be compatible with our urban park and this entry to our city.

During the discussion when the Notice of Motion was presented, the matter of the equestrian subsidy was raised and I, therefore, share the following information with respect to that issue.

- In April 1994, the provincial government unilaterally reduced their grant in support of urban parks by \$200,000. With zero percent budget guidelines from the City, we had to absorb this lost revenue by a combination of service level adjustments, increasing fees and charges, and reducing staff levels. We accomplished this through the following methods.
  - The subsidy for the Bower Ponds Concessionaire for caretaking services was eliminated. Since the opening of this facility in 1984, we paid the concessionaire to provide building caretaking services. We now require the concessionaire to provide this service and they still pay the City 16% of their gross income from that facility.
  - Sixteen community shelters were turned back to the community associations to operate with a small (\$3,000) grant from the City. The savings for the City through this initiative is approximately \$50,000 annually.
  - We turned the lawnbowling green operation over to the club, requiring them to maintain it. This resulted in saving the City approximately \$11,000 annually.

.../2

City Clerk

Page 2

November 16, 1995

Notice of Motion: Councillor Watkinson-Zimmer

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- The Memorial Centre Auditorium was leased to Central Alberta Theatre to operate, resulting in an annual saving to the City of approximately \$50,000.
- We eliminated the Supervised Summer Playground Program, a service that had been provided for in excess of thirty years. The annual saving for the City is approximately \$28,000.
- Since 1993, 8.5 FTE staff positions have been lost through these and other cuts. Fees and charges for all recreation and culture services, with the exception of general admissions to swimming and skating, have increased approximately 3% annually.

It is for the reasons stated above that I support the earlier decision of City Council to eliminate the equestrian subsidy at Heritage Ranch. With the other cuts made necessary due to fewer resources, it seems reasonable that this service can be modified as well. Bid proposals for Heritage Ranch close November 17<sup>th</sup>, and it is our expectation that some proposals will include an equestrian service, although, perhaps modified, but with no subsidy expectation.

2. The upper pasture land at Heritage Ranch is now the subject of a proposal call. Once proposals are received (November 17<sup>th</sup>), they will be assembled and presented to a public meeting on November 29<sup>th</sup>, and then to the Recreation, Parks & Culture Board Meeting on December 12<sup>th</sup>. The board's recommendation to City Council will follow that meeting.

The 1982 Development Plan for this facility states:

"The heavily wooded escarpment area and the forested areas along the river are proposed for conservation purposes in the Master Plan. It is proposed that these areas be retained primarily as a wildlife habitat with minimal trail development along the river, and no access along the escarpment. The escarpment divides the property into a distinct upper and lower level; both of which include open areas, which are suitable for the development of recreation facilities."

3. There is a policy in place if land use changes require a change in zoning. Public advertising takes place and a hearing is held with City Council. If substantive change is contemplated, even within existing zoning, the Recreation, Parks & Culture Board is consulted if it involves parkland, and a recommendation is made by the board to City Council. In the case of the Sports Hall of Fame & Museum, this project was strongly endorsed for this site by the Recreation, Parks & Culture Board.

  
LOWELL R. HODGSON

:dmg

Att.

**DATE:** October 18, 1995

**TO:** KELLY KLOSS  
City Clerk

**FROM:** LOWELL R. HODGSON  
Community Services Director

**RE:** HERITAGE RANCH and  
ALBERTA SPORTS HALL OF FAME & MUSEUM

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The purpose of this report is to document the history of this development. It can be traced as follows:

- In 1975, the Red Deer Regional Planning Commission completed a study of the Red Deer River Valley, entitled, "Red Deer Corridor Park: An Integral Part of a Regional Recreation Plan". This report recommended that a corridor park be established along the Red Deer River in order to preserve the environment of the river valley, and to provide for the future recreational needs of the population. This plan was adopted by City Council and the Councils of the Counties of Red Deer and Lacombe in early 1975.
- In July 1979, in an attempt to preserve these lands (Heritage Ranch), which were being contemplated for an upscale housing project, this plan was presented to the Province for consideration. At that meeting, the Hon. Peter Trynchy informed the Red Deer delegation of his intention to expand the Urban Parks Program beyond Edmonton and Calgary to include five other Alberta cities, including Red Deer. By the end of 1980, The City entered into an agreement with the Province to develop an urban park, closely following the 1975 plan.
- By April 1982, we completed a Master Plan for Waskasoo Park, **incorporating very significant public input**. This plan, of course, included the Hoopfer farm, which was to become known as Heritage Ranch.
- Prior to this acquisition into park inventory, this 220-acre site was farmland. The master plan committed to protect the escarpment and bottom lands and to restrict development to the upper pasture lands, farm building site and road allowance, or approximately 32 acres of this entire site. Indeed, very significant land was set aside and protected from development (approximately 90% of the site). What is provided for the Alberta Sports Hall of Fame & Museum is two acres of this 32-acre site and, thus, the impact of this development on this site is very small.
- In the summer of 1990, the Alberta Sport Council held a provincial competition to find a permanent site for the Alberta Sports Hall of Fame & Museum. Communities across the province were invited to submit proposals and Red Deer offered two serviced sites (here, at Heritage Ranch, or in front of Westerner Park). The Alberta Sport Council chose this site and awarded the facility to be located here. We then entered into a 50-year lease agreement for this two-acre parcel.

If consideration is given to move this facility from this site at Heritage Ranch, the Alberta Sport, Recreation, Parks & Wildlife Foundation may re-open the competition, as, indeed, this site won the competition based on its visibility across from Highway 2.

Very significant press coverage was given to our winning bid.

- **Red Deer Advocate headline from May 30, 1992:**

“Hall of Fame finds home in Red Deer. Best bid for sports museum.”

- **Red Deer Advocate editorial dated June 2, 1992:**

“Having the Alberta Sports Hall of Fame & Museum land a permanent home will be a boost to sports in Alberta. Having it land in Red Deer will more than double that boost by providing a visible stopping place for tourists, at a place that will do the hall and sports archives proud.

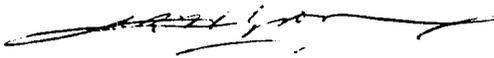
With the investment of two acres of serviced land, The City of Red Deer has opened the door to a windfall of benefits. The site, at Heritage Ranch on Highway 2, will become a major entry point into our city for tourists . . . . . The citizens of Red Deer should be proud of the foresight of Mayor Bob McGhee in promoting the land offer to seal our bid for the site.”

On December 20, 1992, the Red Deer Advocate headline announced the fundraising campaign that would soon begin, and the story included an architect’s drawing of the planned facility. Excellent and supportive coverage by the media has continued and a model of the building has been circulated throughout the city and across the province for the past year-and-a-half. There has been no public opposition to this plan until recently, when we cancelled the equestrian contract and indicated that we would be inviting proposals for development and use of the upper lands of Heritage Ranch.

- The Alberta Sports Hall of Fame & Museum site is a considerable distance from any escarpment (100 metres). This should not, therefore, be seen as infringing on the escarpment as the existing Heritage Ranch buildings are only 25 metres from the escarpment. These were built with the full support of user groups, **including naturalists**. This Hall of Fame facility has been sensitively planned and sited to preserve parkland, enhance other facilities at Heritage Ranch, and to give the best exposure possible to this provincial facility.

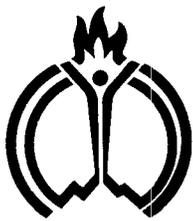
- Fundraising for this facility has surpassed \$800,000. Those who have given to this project have given to a plan they saw, including both an architect's concept plan and model and a site plan. In fairness to those who have contributed, they, too, would need to be given the opportunity to reconsider their commitment if the facility were to be moved and/or redesigned.
- Access and traffic to the Alberta Sports Hall of Fame & Museum seems to be an issue with at least some of the objectors. Council and the committee, however, should be reminded that, prior to the construction of the 32<sup>nd</sup> Street overpass, the plan was to have that overpass at this site, which would have impacted Heritage Ranch a great deal more than our current plans. Prior to closing the access to Highway 2 at this site in 1983, there was an average of 5,162 cars, trucks and buses a day using Riverview Park Road. Our most recent count is in 1993, with 561 users, or about 10% of what was there before. It would seem that this is not a real issue.

The above is provided for the information of City Council.



LOWELL R. HODGSON

:dmg



Alberta Sports  
Hall of Fame & Museum

Fund Raising Committee  
Bob McGhee, Chairman  
Lowell Hodgson, Vice Chairman  
Paul Bill  
Morris Flewwelling  
Kathie Hankins  
Wendy Martindale  
Hugh McPherson  
Don Moore  
Al Poole

502, 4920 – 51 Street Red Deer, Alberta, Canada T4N 6K8 Telephone: (403) 341-8614 Facsimile: (403) 341-8619

November 15, 1995

Memorandum

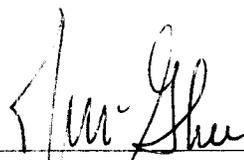
To: Kelly Kloss  
City Clerk

From: Robert J. McGhee  
Chairman

Re: Heritage Ranch and  
Alberta Sports Hall of Fame & Museum

Please be advised that the Alberta Sports Hall of Fame & Museum Fund Raising Committee reaffirmed their commitment to the Heritage Ranch location for the Alberta Sports Hall of Fame & Museum at their meeting of November 14, 1995.

***Be it resolved that the two acres of land located at Heritage Ranch is the chosen site of the Alberta Sports Hall of Fame & Museum in Central Alberta.***

  
\_\_\_\_\_  
Robert J. McGhee



Alberta  
Sport Recreation  
Parks & Wildlife  
Foundation



RED DEER



NOVA

**COMMENTS.**

Councillor Watkinson-Zimmer's Notice of Motion raises three issues.

The issue of the location of the proposed Sport Hall of Fame has already been dealt with through a prior Council decision with public input. Any undertaking to alter that decision will need the strong support of this Council in light of the legal obligations and clear expectations that have been created by the earlier decision. We cannot recommend this course of action, particularly since we do not anticipate the facility to negatively impact Heritage Ranch lands. As has been noted by the Administration in prior reports, the site in question represents a very minimal part of the total Heritage Ranch site and is included in the lands identified in the Master Plan for Waskasoo Park as "suitable for the development of recreation facilities." We note that many of the public comments received regarding this issue, including those reflected in the public petition, seemed to be based on the belief that the development of the Sports Hall of Fame would preclude the ongoing operation of an equestrian facility at Heritage Ranch. This is, in fact, not true.

The second issue deals with the future use of the upper pasture lands at Heritage Ranch. Council is aware that there is currently a call for proposals for future use of these lands and that a number of the anticipated proposals may, in fact, provide for an ongoing equestrian operation utilizing the pasture lands. Councillor Watkinson-Zimmer's request for a meeting of stakeholders to deal with this issue will in fact be met through the normal process of public review of all of the submitted proposals, along with the input of the Recreation, Parks and Culture Board. We recommend that Council allow that process to proceed as planned.

The third issue deals with the process used to seek public input when changes are proposed within the Park system. As pointed out in the attached report from the Director of Community Services, that process is already in place. We recommend that Council continue to utilize and reinforce the current process, as we note it provides for input from both the public at large and the Recreation, Parks and Culture Board.

"Gail Surkan"  
Mayor

"H.M.C. Day"  
City Manager

**FILE**

**DATE: November 21, 1995**

**TO: Director of Community Services**

**FROM: City Clerk**

**RE: NOTICE OF MOTION - COUNCILLOR WATKINSON-ZIMMER: ALBERTA SPORTS HALL OF FAME AND MUSEUM**

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At the Council Meeting of November 20, 1995, consideration was given to the following Motion, concerning the above topic, however same was **defeated**:

"WHEREAS Council has approved the location of the Sports Hall of Fame to be at the Heritage Ranch;

AND WHEREAS concern has been expressed by residents in Red Deer;

NOW THEREFORE BE IT RESOLVED that Council of The City of Red Deer hereby directs the Administration to coordinate a meeting of all groups with a vested interest in the Sports Hall of Fame in order to address the following issues:

- 1) Is there a more appropriate site for the Hall of Fame that would not impact Heritage Ranch lands that would be acceptable to the Alberta Sports Council (Alberta Recreation Sport Wildlife Foundation)?
- 2) Should the upper pasture land at Heritage Ranch be designated wildlife habitat and used as pasture land for horses and for wildlife that finds a home there?
- 3) What steps should be taken to ensure the public are advised of changes in usage of land within the City Park System so as to minimize the kinds of public confrontation which arose in the past year?"

Subsequent to the above resolution being defeated, the following resolution was introduced and passed:

"RESOLVED that Council of The City of Red Deer reaffirms its support of the site for the Alberta Sports Hall of Fame and Museum to be located at Heritage Ranch as previously approved by the Council of The City of Red Deer in its resolutions of August 6, 1991 which agreed to the location at Heritage Ranch, and October 13, 1992 which approved the Lease Agreement with the Alberta Sport Council."

.../2

Director of Community Services

November 21, 1995

Page 2

The decision of Council in this instance is submitted for your information. I ask that you advise the Alberta Recreation, Sport and Wildlife Foundation of Council's decision in this regard.



KELLY KLOSS  
City Clerk

/fm

cc. Recreation, Parks & Culture Manager  
Red Deer Visitor & Convention Bureau



# THE CITY OF RED DEER

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

FILE No.  
**FILE**  
FAX: (403) 346-6195

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

November 21, 1995

Alberta Sports Hall of Fame and Museum  
Fundraising Committee  
502, 4920 - 51 Street  
Red Deer, AB T4N 6K8

Attention: Robert J. McGhee

Dear Bob:

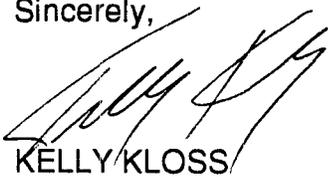
At The City of Red Deer Council Meeting held on November 20, 1995, consideration was again given to the location of the Alberta Sports Hall of Fame and Museum, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer reaffirms its support of the site for the Alberta Sports Hall of Fame and Museum to be located at Heritage Ranch as previously approved by the Council of The City of Red Deer in its resolutions of August 6, 1991 which agreed to the location at Heritage Ranch, and October 13, 1992 which approved the Lease Agreement with the Alberta Sport Council."

I trust that the preceding will now put this issue to rest, and that the community will now rally to see the Sports Hall of Fame erected as soon as possible.

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

Sincerely,



KELLY KLOSS  
City Clerk

/fm

cc. Director of Community Services  
Recreation, Parks & Culture Manager



*a delight  
to discover!*



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

FILE No.  
**FILE**

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

November 21, 1995

Red Deer River Naturalists  
P.O. Box 785  
Red Deer, AB T4N 5H2

Attention: Michael O'Brien & Joan Hepburn

Dear Sir & Madam:

RE: LOCATION OF ALBERTA SPORTS HALL OF FAME AND MUSEUM

At The City of Red Deer Council Meeting held on November 20, 1995, consideration was again given to the above topic with the following Notice of Motion being submitted by Councillor Lorna Watkinson-Zimmer, however, same was **defeated**:

"WHEREAS Council has approved the location of the Sports Hall of Fame to be at the Heritage Ranch;

AND WHEREAS concern has been expressed by residents in Red Deer;

NOW THEREFORE BE IT RESOLVED that Council of The City of Red Deer hereby directs the Administration to coordinate a meeting of all groups with a vested interest in the Sports Hall of Fame in order to address the following issues:

- 1) Is there a more appropriate site for the Hall of Fame that would not impact Heritage Ranch lands that would be acceptable to the Alberta Sports Council (Alberta Recreation Sport Wildlife Foundation)?
- 2) Should the upper pasture land at Heritage Ranch be designated wildlife habitat and used as pasture land for horses and for wildlife that finds a home there?
- 3) What steps should be taken to ensure the public are advised of changes in usage of land within the City Park System so as to minimize the kinds of public confrontation which arose in the past year?"

.../2



*a delight  
to discover!*

Red Deer River Naturalists  
November 21, 1995  
Page 2

Subsequent to the above resolution, the following resolution was introduced and passed, reaffirming the location of the Alberta Sports Hall of Fame:

"RESOLVED that Council of The City of Red Deer reaffirms its support of the site for the Alberta Sports Hall of Fame and Museum to be located at Heritage Ranch as previously approved by the Council of The City of Red Deer in its resolutions of August 6, 1991 which agreed to the location at Heritage Ranch, and October 13, 1992 which approved the Lease Agreement with the Alberta Sport Council."

With this issue now laid to rest, we will be focussing on the Recreational Use Proposal Call for a portion of the Heritage Ranch site, as I previously alluded to in my correspondence, to you, dated October 12, 1995.

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

Sincerely,



KELLY KLOSS  
City Clerk

/fm

cc. Director of Community Services  
Recreation, Parks & Culture Manager



# THE CITY OF RED DEER

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

FILE No.  
**FILE**  
FAX: (403) 346-6195

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

November 21, 1995

Colleen Weir  
35 Warwick Drive  
Red Deer, AB T4N 6L4

Dear Mrs. Weir:

RE: LOCATION OF ALBERTA SPORTS HALL OF FAME AND MUSEUM

At The City of Red Deer Council Meeting held on November 20, 1995, consideration was again given to the above topic with the following Notice of Motion being submitted by Councillor Lorna Watkinson-Zimmer, however, same was **defeated**:

"WHEREAS Council has approved the location of the Sports Hall of Fame to be at the Heritage Ranch;

AND WHEREAS concern has been expressed by residents in Red Deer;

NOW THEREFORE BE IT RESOLVED that Council of The City of Red Deer hereby directs the Administration to coordinate a meeting of all groups with a vested interest in the Sports Hall of Fame in order to address the following issues:

- 1) Is there a more appropriate site for the Hall of Fame that would not impact Heritage Ranch lands that would be acceptable to the Alberta Sports Council (Alberta Recreation Sport Wildlife Foundation)?
- 2) Should the upper pasture land at Heritage Ranch be designated wildlife habitat and used as pasture land for horses and for wildlife that finds a home there?
- 3) What steps should be taken to ensure the public are advised of changes in usage of land within the City Park System so as to minimize the kinds of public confrontation which arose in the past year?"

.../2



*a delight  
to discover!*

Colleen Weir  
November 21, 1995  
Page 2

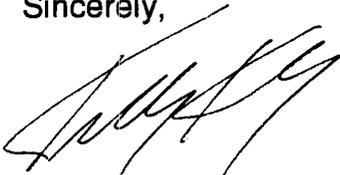
Subsequent to the above resolution, the following resolution was introduced and passed, reaffirming the location of the Alberta Sports Hall of Fame:

"RESOLVED that Council of The City of Red Deer reaffirms its support of the site for the Alberta Sports Hall of Fame and Museum to be located at Heritage Ranch as previously approved by the Council of The City of Red Deer in its resolutions of August 6, 1991 which agreed to the location at Heritage Ranch, and October 13, 1992 which approved the Lease Agreement with the Alberta Sport Council."

With this issue now laid to rest, we will be focussing on the Recreational Use Proposal Call for a portion of the Heritage Ranch site, as I previously alluded to in my correspondence, to you, dated October 12, 1995.

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

Sincerely,



KELLY KLOSS  
City Clerk

/fm

cc. Director of Community Services  
Recreation, Parks & Culture Manager

WRITTEN ENQUIRIESNO. 1

DATE: November 14, 1995  
TO: City Council  
FROM: City Clerk  
RE: WRITTEN ENQUIRY - COUNCILLOR JASON VOLK  
TRAFFIC CONTROL SIGNALS 30 AVENUE & DUNLOP STREET

---

---

The following written enquiry was submitted at the Council meeting of November 6, 1995.

"Currently the intersection of 30 Avenue and Dunlop Street is an all turns intersection with no traffic control signals.

As a result of:

1. A serious accident at this location;
2. Concerns expressed by the community;
3. The increasing traffic at this intersection;

I request that the administration review the necessity and cost of installing full traffic signals at the intersection of 30 Avenue and Dunlop Street with a report being brought back for Council's consideration."



Kelly Kloss  
City Clerk

KK/ds

DATE: November 14, 1995

TO: City Clerk

FROM: Engineering Department Manager

**RE: WRITTEN INQUIRY- COUNCILLOR VOLK  
TRAFFIC CONTROL AT 30 AVENUE AND DUNLOP STREET**

---

Recently we have received a public request for the installation of traffic signals at the 30 Avenue and Dunlop Street intersection. The complainant indicated the worst time to cross 30 Avenue is between 3:30 p.m. and 6:00 p.m. In response to this inquiry, we have completed six investigations and the results are summarized as follows:

1. We checked with the Holy Family School about the usage of this intersection by their students. The School indicated that most of their students are from east of 30 Avenue and, therefore, do not cross 30 Avenue at this intersection. Furthermore, 90% of their students stay at school for lunch.
2. On October 5, 1995, we observed the operation of the intersection at 3:30 p.m. and found that all traffic was clearing with no problem.
3. On October 12, 1995, we observed the intersection at 12 noon and found that all traffic was clearing with no problem.
4. On November 7, 1995, we observed the intersection between 4:35 p.m. and 5:30 p.m. Again, all traffic was observed to clear the intersection with no problem. The delay of the 36 vehicles approaching the intersection from the east was recorded. During this evening peak hour, on average, a vehicle only needed to wait for 18 seconds before crossing 30 Avenue. The vehicle that waited longest stopped for 66 seconds before crossing in a safe gap.

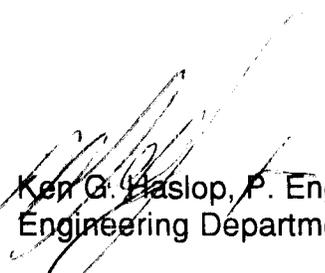
The red lights for cross street traffic on a major arterial road frequently last for around 60 seconds. If a signal is installed, most vehicles exiting from Dunlop Street would likely have to wait in front of the red light for an average of 30 seconds before crossing. In comparing with the present average waiting time of 18 seconds, Dunlop Street motorists would likely find the signals would not provide any improvements in safety or efficiency.

City Clerk  
 Page 2  
 November 14, 1995

5. Since City Transit buses use this intersection, we have asked for feedback from the bus drivers. The Transit Department indicated that "Dunlop Street and 30 Avenue can be a problem on occasion. However, the problem is much less than that of the Rollis Street and 30 Avenue intersection. The Transit Department indicates that it is not bad enough to warrant signals."
6. The cost of installing signals at the 30 Avenue and Dunlop Street intersection is estimated to be in the order of \$90,000. The cost of conducting a complete signal warrant analysis is around \$500.

### **RECOMMENDATION**

Based on the information presented, we respectfully recommend no signals be installed at this intersection at this time. With continued development in this area, traffic will continue to increase. A signal may be warranted in the next five years. Council may direct the signalization of the 30 Avenue and Dunlop Street intersection be tentatively scheduled for Year 2001 in the City's Five Year Capital Budget Plan, and that the signal be installed subject to meeting the City's signal warrant at that time. We will of course continue to monitor the intersection from time to time.

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

CYL/emg  
 c.c. E. L. & P. Manager

### **COMMENTS:**

We concur with the recommendation of the Engineering Department Manager.

"G. SURKAN"  
 Mayor

"M.C. DAY"  
 City Manager

DEER PARK MERCHANTS' ASSOCIATION

C/O 5118 - 47 AVENUE  
RED DEER, ALBERTA  
T4N 3P7

Submitted To City Council

Date: Nov 20/95

November 16, 1995

Mr. Kelly Kloss  
City Clerk  
City of Red Deer

RE: TRAFFIC CONTROL DUNLOP AND 30TH AVENUE

The Deer Park Merchants' Association have made a request to the City of Red Deer to have a representative present at our next regular meeting scheduled for January 24, 1996 to discuss the future plans for traffic control at the above intersection. Coincidentally, as a result of another unrelated enquiry, City Council is to review a recommendation on this matter at next weeks meeting.

We are requesting that Council table the recommendation until our Merchants' Association has had an opportunity to consider same as noted above.

Thanking you in advance for your co-operation.

*C. Palm, for*

Barry Manovich  
SECRETARY-TREASURER  
DEER PARK MERCHANTS' ASSOCIATION

DATE: November 7, 1995

TO:

- DIRECTOR OF COMMUNITY SERVICES
- DIRECTOR OF CORPORATE SERVICES
- X DIRECTOR OF DEVELOPMENT SERVICES
- CITY ASSESSOR
- X E.L. & P. MANAGER
- X ENGINEERING DEPARTMENT MANAGER
- FIRE CHIEF (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

BACK UP INFORMATION  
NOT SUBMITTED TO COUNCIL

FROM: CITY CLERK

RE: WRITTEN ENQUIRY - COUNCILLOR VOLK  
TRAFFIC CONTROL AT 30 AVENUE AND DUNLOP STREET

---

Please submit comments on the attached to this office by November 14, 1995, for the Council Agenda of November 20, 1995.

"Kelly Kloss"  
City Clerk



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

**FILE** FILE NO.

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

November 22, 1995

Deer Park Merchant's Association  
c/o 5118 47 Avenue  
Red Deer, AB T4N 3P7

Attention: Barry Manovich, Secretary/Treasurer

Dear Sir:

At The City of Red Deer Council Meeting held on November 20, 1995, consideration was given to a written enquiry submitted by Councillor Volk regarding traffic control signals at 30th Avenue and Dunlop Street. In addition, Council considered your letter dated November 16, 1995 also concerning this issue.

As a result of your letter, Council agreed that no action be taken on this matter until such time as the Deer Park Merchant's Association have reviewed same. For your information, I have enclosed a copy of the enquiry and the comments from the City's Engineering Department. Once you have had an opportunity to consider this with your membership, I would ask that you provide this office with a copy of the Association's recommendations. Council will then again consider this topic at a future meeting.

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

Sincerely,

KELLY KLOSS  
City Clerk

KK/fm

attch.

cc. Director of Engineering Services



*a delight  
to discover!*

**FILE**

**DATE: November 22, 1995**

**TO: Director of Engineering Services**

**FROM: City Clerk**

**RE: WRITTEN ENQUIRY/COUNCILLOR VOLK - TRAFFIC CONTROL AT 30TH AVENUE AND DUNLOP STREET**

---

At the Council Meeting of November 20, 1995, consideration was given to the above noted written enquiry and the response from the Engineering Department. In addition, Council considered a letter from the Deer Park Merchant's Association, a copy of which is attached hereto, requesting that Council table any recommendation regarding this issue until the Merchant's Association has had an opportunity to consider same.

As a result of the correspondence from the Deer Park Merchant's Association, Council agreed to receive the written enquiry as information at this time to allow the Deer Park Merchant's Association an opportunity to consider the installation of traffic control signals at 30th Avenue and Dunlop Street.

I'll be forwarding a copy of the written enquiry and the comments from the Engineering Department to the Deer Park Merchant's Association, with the request that they respond back to this office with their recommendations.

I trust you will find this satisfactory.



KELLY KLOSS  
City Clerk

KK/fm

attch.

cc. E.L. & P. Manager

**BYLAW NO. 2672/K-95**

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

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

Bylaw No. 2672/80 is hereby amended as follows:

1 By adding to section 1.2.2 the following definition:

"Lap dancing" means a live performance by a nude or partially nude person, the main feature of which is the performance or simulated performance of sexual acts with another person or the touching of another person in any way during such performance."

2 By deleting from section 1.2.2 the definition of "Commercial Entertainment Facility" and substituting in its place the following:

"Commercial Entertainment Facility" means an enclosed facility in which:

- a) a fee is charged to the public for the provision of a performance; or
- b) a minimum fee is charged for admission to the facility or for the sale of any item, food, or beverage therein, which includes the provision of a performance.

and, without limiting the generality of the foregoing, may include facilities for movies, live theatres, and dancing, but does not include an adult mini theatre or a facility in which lap dancing is performed."

3 By adding to section 1.2.2. the following definition:

"Facility or Premises" includes a building, part of a building, a group of buildings or a site."

4 By amending the definition of "Personal Services" in section 1.2.2 by inserting the words "or a facility in which lap dancing is performed" immediately following the words "adult mini-theatres".

5 By amending section 5.2.7 by inserting the words "or a facility in which lap dancing is performed" immediately following the words "an adult mini-theatre".



BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

**DATE: July 10, 1995**  
**TO: MAYOR GAIL SURKAN**  
**FROM: LESIA DAVIS**  
**Culture Development Superintendent**  
**RE: IDEA BANK AWARDS '95**  
**OCTOBER 10, 1995 CITY COUNCIL MEETING**

Further to our telephone conversation of June 26th, thank you for agreeing to be one of our three jurors.

I am also confirming our request to hold the presentation of the Idea Bank awards during, immediately prior to, or immediately following the regular City Council meeting of October 10th. We feel this is especially appropriate this year with the focus on ideas for downtown and the City's support of both the Downtown Concept Plan and of the Idea Bank. Could you please let me know, at your earliest convenience, if this will be possible.

With respect to the jurying, our application deadline for ideas is September 30th. Therefore, we anticipate the jurying to take place the first week in October. Howard Janzen and Toby Lampard will be the other two jurors. I will be in contact with further details closer to the end of September.

Thank you for your support of this civic project which we feel provides opportunity for community participation in the quality of life of downtown Red Deer.



LESIA DAVIS

LD:lb

*Scheduled 4:30  
don't put on actual  
Agenda ~~notes~~ Nov 20/95*

**FILE**

**DATE: November 1, 1995**

**TO: Mayor  
Councillors  
City Manager**

**FROM: City Clerk**

**RE: MEETING WITH RED DEER CHAMBER OF COMMERCE - MONDAY,  
DECEMBER 11, 1995 - 4:00 PM - BLACK KNIGHT INN**

---

As you are aware, a meeting has been set between the Red Deer Chamber of Commerce and City Council as noted above. Following this meeting, there will be a short reception.

This is a reminder only.



**KELLY KLOSS**  
City Clerk

/fm

## **ADDITIONAL AGENDA**

---

FOR THE **REGULAR MEETING** OF RED DEER  
CITY COUNCIL TO BE HELD ON MONDAY, NOVEMBER 6, 1995,  
IN THE COUNCIL CHAMBERS OF CITY HALL,  
RED DEER, COMMENCING AT 4:30 P.M.

---

- 1) Red Deer Visitor & Convention Bureau - Re: Alberta Sports  
Hall of Fame and Museum Location at Heritage Ranch . . . 1
- 2) City Manager - Re: Partnership with Red Deer College in  
Conducting Surveys . . . 2

NO. 1



**Memorandum**

**To:** City Council

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

**Date:** November 1, 1995

**Subject:** Alberta Sports Hall of Fame and Museum Location at Heritage Ranch

---

At the recent meeting of the Board of Directors of the Red Deer Visitor and Convention Bureau, the following resolution was approved:

The Red Deer Visitor and Convention Bureau reaffirms its support for the location of the Alberta Sports Hall of Fame and Museum at Heritage Ranch.

The Visitor Bureau was involved in the development and presentation of the original proposal to bring the Hall of Fame to Red Deer, and in the development of the conceptual design for the building. Last fall we welcomed the Sports Hall of Fame to its temporary location in Red Deer. Staff and volunteers from the Visitor Bureau play an active role in the fundraising campaign. We look forward with great eagerness to having the Sports Hall of Fame and Museum as our neighbour at Heritage Ranch.

The Visitor Bureau supports the development of the Museum at Heritage Ranch because of its potential to attract visitors to Red Deer. We are confident that the development of this highly visible provincial attraction will encourage people to stop here. We are also confident that, when they do stop, we can convince them to explore Red Deer further, either during that visit or a future one.

RED DEER VISITOR AND CONVENTION BUREAU  
VISITOR INFORMATION CENTRE, HERITAGE RANCH

P. O. BOX 5008, RED DEER, ALBERTA T4N 3T4  
TEL: (403) 346-0180 FAX (403) 346-5081

NO. 2**M E M O R A N D U M**

**DATE:** November 1, 1995  
**TO:** Members of Council  
**FROM:** H. Michael C. Day, City Manager  
**RE:** **Partnership with Red Deer College in Conducting Surveys**

---

In our first Strategic Plan we identified the need to undertake a public survey as part of our commitment to being accountable to the public. We are now at the implementation phase of this strategy and have developed an approach that we think is positive for the community and helpful for us on an ongoing basis.

Attached is a proposal from Red Deer College to conduct a survey for us, using original work done in Lethbridge and modifying it to answer some questions unique to our circumstances. As stated in their proposal, our cost would be \$42,765. This compares favourably with the cost to Lethbridge, which was \$48,000 and the cost to St. Albert for its first survey, which was also approximately \$48,000. In addition to the lower price, our survey would have a much larger sample size (1,000) than the other two communities (400-454), which would allow for more complete analysis with a greater degree of accuracy. Council has approved the undertaking of this survey in the Strategic Plan and the funding will be from the 1994 surplus.

The real potential for this partnership is in the development of the capability by Red Deer College to conduct smaller, more focussed surveys for us on an ongoing basis. We expect this need to grow in the light of our strong emphasis on performance measures for the organization.

**RECOMMENDATION:** That Council approve the partnership with the college for the purpose of conducting a public survey.



H. Michael C. Day  
City Manager

**A SURVEY OF CITIZENS' EXPERIENCES AND  
ATTITUDES ON THE QUALITY OF LIFE  
IN THE CITY OF RED DEER**

**A RESEARCH PROPOSAL**

**PREPARED FOR  
THE CITY OF RED DEER  
BY  
RED DEER COLLEGE**

**OCTOBER 1995**

## **1. Introduction**

In the strategic plan approved by Council in December 1994, The City of Red Deer stated its intent to conduct a survey of city residents as one undertaking to ensure its accountability to the public.

Earlier this year, The City of Lethbridge undertook a similar quality of life study employing the research capabilities of the University of Lethbridge. Subsequently, City Manager Michael Day met with representatives of the City of Lethbridge and the University to explore avenues for having a similar study undertaken in Red Deer.

After these discussions in Lethbridge and additional meetings involving representatives of the Red Deer College, it was agreed that the most appropriate use of local resources would have Red Deer College assume responsibility for a Red Deer study based in large part on the Lethbridge model. It was understood that this study would be contingent upon approval by The City of Red Deer and the conclusion of a suitable contract between the City and the Red Deer College.

This proposal presents an overview of the research which Red Deer College would be prepared to undertake if the study is approved by the City of Red Deer.

The quality of life study will provide the City of Red Deer policy makers and administrators with detailed information about the perceptions and opinions of Red Deer City residents on a number of different themes. These themes are described more fully elsewhere in this proposal.

There are also benefits of conducting this study for Red Deer College. This project will provide the College the opportunity to consolidate its research capabilities into the basis for the development of a community research service. The establishment of such a service would allow the College to provide ongoing and effective research services to the community in an efficient and economical fashion. This in turn will be helpful to the City of Red Deer which anticipates a need for more limited surveys on an on-going basis.

In addition, the study will result in the development of a set of methodologies and a database which can be usefully incorporated into student learning both of survey research and of the Red Deer community.

## **2. Research Objectives**

The present study is intended to provide the City of Red Deer with detailed information on Citizens' experiences and perceptions of the quality of life in our community. Information will be generated regarding the physical, social, economic and political environments together with the range of community facilities and services.

To be useful, the information provided by the study must be reliable. The utility of the study will thus be a function of the research methods employed, and in particular to the quality of the sample.

The study will incorporate the most appropriate survey research methods designed to validly measure the perceptions and opinions of Red Deer City residents. The study will utilize a sample which promises to permit the generalization of results to the adult population of Red Deer as whole and to provide a basis for extensive comparative analysis within the sample by key respondent characteristics such as gender, age, occupation, marital status, residential district and length of residence.

The study is also designed to permit a full comparison to the results of the study previously undertaken this year in the City of Lethbridge.

## **3. Research Methodology**

This study will utilize a social survey approach in order to collect information from a random sample of adult Red Deer City residents.

### **Development of the Questionnaire**

The research questionnaire will be modelled on the instrument developed at the University of Lethbridge for the City of Lethbridge Quality of Life Study. Some additional input will be derived from the St. Albert Community survey and the annual All Alberta Surveys undertaken by the University of Alberta.

In the development of the questionnaire, we will be working with the City of Red Deer to incorporate additional items that are of particular interest to the City. We will also include a limited number of questions of special interest to Red Deer College. The questionnaire will be appropriately pre-tested prior to use to ensure validity and reliability of the data collection.

## **Content of The Questionnaire**

The questionnaire will include items dealing with at least the following:

1. Demographics and Background Variables
2. Physical Environment
  - Quality of:
    - Red Deer City Environment
    - Red Deer City Infrastructure
    - Neighbourhood Physical Environment and Infrastructure
3. Economic and Political Environment
  - Experiences & Attitudes Toward Employment
  - Attitudes Toward:
    - Living in the City of Red Deer
    - Red Deer City Economy
    - Red Deer City Political Structure
    - Housing Availability in Red Deer
4. Facilities and Services
  - Attitudes Toward:
    - Health Care Facilities and Services
    - Recreational/Leisure Facilities and Services
    - Cultural Facilities and Services
    - Educational Facilities and Services
    - Shopping/Commercial Facilities and Services
    - Police/Fire/Ambulance Facilities and Services
5. Social Environment
  - Attitudes Toward:
    - Neighbourhood Social Environment
    - Community Safety
    - Community Cohesiveness and Integration
  - Social Networks:
    - Neighbourhood/Family/Friends
    - Social Support Services

## **Sample Design and Selection**

A random sample of 1000 adult City of Red Deer residents will be used for the purposes of this study. This sample will result in a 95 percent confidence level and overall reliability of  $\pm 3$  percent.

Selection of the sample will involve a two-stage process of sampling local residential telephone numbers and sampling within each household contacted.

### **Interview Procedures**

The collection of data will be conducted through telephone interviews. All interviews will be conducted from the Red Deer College using trained telephone interviewers.

The interview process will be appropriately monitored and validated.

### **Data Preparation**

Data will be coded and entered by Office of Institutional Research staff at Red Deer College. All data will be checked for consistency and accuracy.

### **Data Analysis**

The analysis of the data will employ appropriate descriptive and inferential statistics and will utilize the most current version of the SPSS Statistical Package.

Comparisons within the sample will be explored and elaborated. The principal external comparison will be with the Lethbridge data as supplied by the University of Lethbridge.

Data generated by this study will be the property of The City of Red Deer; Red Deer College will retain the right to use the data for legitimate academic purposes.

### **Reporting**

A descriptive and analytical report will be prepared on all findings of the survey.

The presentation of these findings will involve a series of topical reports which will be published over a three-month period commencing April 1996. The sequencing and timeliness of the reports will be determined after consultation with representatives of the City of Red Deer.

## 4. Study Management

The principal researchers on behalf of the Red Deer College will be Tony Skorjanc, Director of Institutional Research, and Dr. Bill Stuebing, Director of Community Research Services.

### Research Time Lines:

- |                                   |   |
|-----------------------------------|---|
| November, 1995                    | <ul style="list-style-type: none"> <li>- Meet with City of Red Deer representatives to review themes and questions to be included in the study.</li> <li>- Confirm strategies for sampling, data collection and analysis</li> <li>- Initial questionnaire development.</li> </ul> |
| December, 1995 -<br>January, 1996 | <ul style="list-style-type: none"> <li>- Generate sample and pretest questionnaire.</li> </ul>  |
| February -<br>March, 1996         | <ul style="list-style-type: none"> <li>- Interviewing and collection of data.</li> <li>- Data preparation (coding, keying, and entering) and cleaning.</li> </ul>   |
| March -<br>May, 1996              | <ul style="list-style-type: none"> <li>- Data Analysis.</li> </ul>  |
| April -<br>June, 1996             | <ul style="list-style-type: none"> <li>- Preparation and submission of reports.</li> </ul>  |

## 5. Costing Summary

1.	University of Lethbridge Questionnaire	\$10,000.00
2.	University of Lethbridge Consultation Fees	3,950.00
3.	Review of Relevant Materials & Questionnaire Development (Estimate based on the addition of approximately 30 new questions.)	800.00
4.	Sampling	1,000.00
5.	Printing Questionnaires	2,800.00
6.	Pre-test Questionnaire	1,200.00
7.	Field Work Training	240.00
8.	Field Work (telephone interviewing)	6,600.00
9.	Field Work Supervision	2,475.00
10.	Data Processing (coding, cleaning & entry)	3,200.00
11.	Data Analysis and Report	9,500.00
12.	Administrative Support & College Overhead	1,000.00
	<b>Total Cost</b>	<b>\$42,765.00</b>

## 6. Payment Schedule

1.	Initial advance upon acceptance of agreement	\$16,550.00
2.	January 2, 1996	13,100.00
3.	March 15, 1996	6,550.00
4.	Upon submission of final report (Approximately June 30, 1996)	6,565.00

**COUNCIL MEETING OF NOVEMBER 20 , 1995**

**ATTACHMENT TO REPORT ON  
OPEN AGENDA**

**RE: PARTNERSHIP WITH RED DEER  
COLLEGE IN CONDUCTING SURVEYS**



REGIONAL CENTRE  
FOR HEALTH PROMOTION  
AND COMMUNITY STUDIES

The  
University of  
Lethbridge

4401 University Drive  
Lethbridge, Alberta, Canada  
T1K 3M4  
Phone (403) 382-7152  
FAX (403) 329-2668  
EMAIL: Scott@ng.uleth.ca

October 5, 1995

Tony Skorjanc, Research Analyst  
Red Deer College  
Box 5005  
Red Deer, AB T4N 5H5

Dear Tony,

RE: Survey

As discussed with Dr. Dave Brown attached are the requested survey forms.

Should you have any questions or concerns please do not hesitate to contact the undersigned.

Sincerely,

for:

Dave Brown, PhD  
Dept of Sociology  
Executive Committee member - RCHPCS

DB/lrc

Attachment



SURVEY CODE # \_\_\_\_\_

Phone # \_\_\_\_\_

Address \_\_\_\_\_

**Call Record**

Date Day/Month	Day of the Week	Time (Use 24 hr Clock)	Result (see codes)	Messages

**Day of Week**

- M (Monday)
- TU (Tuesday)
- W (Wednesday)
- TH (Thursday)
- F (Friday)
- SA (Saturday)
- SU (Sunday)

**Result codes**

- NA= No Answer/not home
- WR= Will Return (when)
- BA=Broken appointment
- REF= Refused(when, why, at what point, Male or female)
- IC= Interview Completed
- PIC= Partially Completed
- WN= Wrong number
- DISC= Disconnect
- NN= Not accessible
- TAM= Telephone Answering Machine

**Part 1: Demographics**

SURVEY CODE \_\_\_\_\_

I'd like to start by asking some questions about you and your household.

1. What is your

- a. age?
- b. occupation?

How many other persons live in your household?

What is their

- a. relationship to you?
- b. age?
- c. occupation?

Member	Sex (Circle)	Relationship (see codes)	Age in years (if under 1 code as 00)	Occupation (write in, be specific)
1.	M <sub>(1)</sub> / F <sub>(2)</sub>	01	_____	_____
2.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
3.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
4.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
5.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
6.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
7.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
8.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
9.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____
10.	M <sub>(1)</sub> / F <sub>(2)</sub>	_____	_____	_____

(Confirm) \_\_\_\_\_ Total number of persons in household including respondent

**IF SINGLE PERSON HOUSEHOLD ASK:**

2. What is your current marital status? (Read)

- married but not living with spouse 2
- divorced 3
- separated 4
- widowed 5
- never married 1
- no response 7

3. In what area of the city do you currently reside?

Southside	1
Northside	2
Westside	3
Other (specify) _____	
no response	7

4. Do you own or rent your residence?

own	1
rent	2
other (specify) _____	
no response	7

5. In what type of building do you live?

single house	1
semi-detached/double house, duplex (side-by-side or one above the other)	2
row/town house	3
apartment/suite	4
mobile home	5
other (specify) _____	
no response	7

6. How long have you lived in this residence?                   \_\_ \_\_ years and \_\_ \_\_ months

7. How long have you lived in the City of Lethbridge?                   \_\_ \_\_ years and \_\_ \_\_ months

8. As an adult have you lived in a city other than Lethbridge?                   Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**probe:** Calgary, Edmonton, Red Deer, Vancouver

**IF YES,** In what other city/cities have you lived?

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9. What is the highest level of education you have completed?

No schooling	01
Elementary	02
Junior High	03
High School	04
Some College	05
College or Technical	06
Some University	07
Bachelor's degree	08
Professional degree	09
Master's degree	10
Doctorate	11
no response	77

10. For statistical purposes only, I need to ask about your household's income. Which of the following categories best describes the total combined income of all the members of this household for 1994 before taxes and deductions?

Under \$10 000	1
\$10 000 to \$19 000	2
\$20 000 to \$29 000	3
\$30 000 to \$49 000	4
\$50 000 to \$69 000	5
\$70 000 or more	6
no response	7

11. How would you describe your ethnic identity? **probe:** Dutch, Japanese, Canadian, Aboriginal

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## **Part 2: Physical Environment**

Now, I would like to ask you some questions about what you think of the **environment** in Lethbridge. Please answer on a scale of 1 to 5 with 1 being very poor and 5 being excellent.

1. For **the city as a whole**, how would you rate **the quality** of each of the following:

a. The air? **probe:** clean, healthy

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

b. The water? **probe:** the taste, the clarity

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

c. The garbage removal? **probe:** frequency, reliability

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

d. The recycling program? **probe:** the green bins at the malls (not blue box pick up)

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

e. The greenery of the city? **probe:** grass boulevards, trees, shrubs

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

f. The snow removal? **probe:** frequency and reliability

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

g. The condition of the roads in the city?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

h. The flow of traffic in Lethbridge?

**probe:** traffic congestion, ease of movement

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

i. The Lethbridge transit system?

**probe:** frequency, reliability of buses

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

j. The availability of parking in the city?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

k. The quality of the pathways in the city?

**probe:** footpaths, sidewalks, bike paths if any

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

l. Children's public playgrounds?

**probe:** publicly accessible areas with children's play equipment

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

m. The quality of city parks?

**probe:** Pavan Park, Nicholas Sheran Park, Henderson Lake Park

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

n. The availability of natural, undeveloped space in Lethbridge?

**probe:** Alexander Wilderness Area

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

o. Overall, how would you rate the quality of Lethbridge's environment?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

Now, think about the physical conditions of your own **neighbourhood**. Please answer on a scale of 1 to 5, with 1 being very poor and 5 being excellent.

2. How do you feel about:

a. The greenery of your own neighbourhood? **probe:** grass boulevards, trees, shrubs

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

b. The condition of the streets in your neighbourhood?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

c. The quality of the pathways in your neighbourhood?

**probe:** footpaths, sidewalks, bike paths if any

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

d. The quality of children's public playgrounds in your neighbourhood?

**probe:** publicly accessible areas with children's play equipment

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

3. With 1 being very uncomfortable and 5 being very comfortable, how comfortable are you with the traffic flow in your own neighbourhood?

1	2	3	4	5	6 (don't know)
very uncomfortable				very comfortable	7 (no response)
					9 (missing)

**If uncomfortable,** Could you tell me the reasons you are uncomfortable? \_\_\_\_\_

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4. How comfortable are you with the level of noise in your neighbourhood?

1	2	3	4	5	6 (don't know)
very uncomfortable				very comfortable	7 (no response)
					9 (missing)

**If uncomfortable,** Could you tell me the reasons you are uncomfortable? \_\_\_\_\_

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5. With 1 being very poor and 5 being excellent, how would you rate the overall appearance of your neighbourhood?

**probe:** housing, streets

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

**If poor,** Could you tell me the reasons for your neighbourhood's poor appearance? \_\_\_\_\_

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### **Part 3: Economic and Political Environments**

Now I would like to ask you to focus on the **Economy** in Lethbridge. You can answer yes or no to these questions.

1. First, would you say that you are optimistic about the job market in Lethbridge?

Yes<sub>(1)</sub> No<sub>(2)</sub> Mixed<sub>(3)</sub> Dk<sub>(6)</sub>

**probe:** employment opportunities for Lethbridge residents

**If No or Mixed:** What are your reasons for not being optimistic?

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**IF NOT EMPLOYED, GO TO QUESTION 4**

2. Do you expect that your (or your spouse's) employment will keep you in Lethbridge?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

3. If you had to change jobs would you still prefer to stay in Lethbridge?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**If no,** What are your reasons for preferring to leave Lethbridge?

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**If yes,** What are your reasons for preferring to stay in Lethbridge?

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>4. Do you have any plans to move away from Lethbridge in the next five years?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**If yes,** What are your reasons for moving?

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5. Do you expect to still be living in this residence five years from now?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**IF NO:**

a. What type of residence would you move to?

Single house	1
Semi-detached/double house, duplex (side-by-side or one above the other)	2
Row/town house	3
Apartment/suite	4
Mobile home	5
Other (specify) _____	
no response	7

b. What area of Lethbridge would you move to?

Southside	1
Northside	2
Westside	3
Other (specify) _____	
no response	7

6. Are you involved in municipal politics? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>  
**probe:** as a candidate, campaign worker,  
 political forum organizer or participant

7. Do you plan to vote in the October  
 municipal election? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>  
**probe:** to elect Lethbridge  
 City Council and Mayor

For these next statements, please tell me how much you agree with each statement on a scale of 1 to 5,  
 with 1 being strongly disagree and 5 being strongly agree.

8. There are enough employment retraining opportunities in Lethbridge for those who require them.  
**probe:** programs for people who are unemployed or on social assistance

1	2	3	4	5	6 (don't know)
Strongly				Strongly	7 (no response)
Disagree				Agree	9 (missing)

9. There are enough job opportunities for young people in Lethbridge.  
**probe:** new graduates, high school and post secondary

1	2	3	4	5	6 (don't know)
Strongly				Strongly	7 (no response)
Disagree				Agree	9 (missing)

10. Lethbridge is 'better off' than other cities in Alberta.  
**probe:** more prosperous

1	2	3	4	5	6 (don't know)
Strongly				Strongly	7 (no response)
Disagree				Agree	9 (missing)

11. Lethbridge City Council members are easy to talk to.

1	2	3	4	5	6 (don't know)
Strongly				Strongly	7 (no response)
Disagree				Agree	9 (missing)

Remember, 1 is strongly disagree and 5 is strongly agree.

12. You stay informed about municipal political issues.

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

13. City Council addresses the issues that concern you.

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

14. You can influence the decisions made by City Council.

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

15. City of Lethbridge staff are courteous when dealing with the public.

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

16. Lethbridge has strong community leadership.

**probe:** people who take charge and get things done

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

17. The downtown area is important to the city's economy.

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

18. The community college is important to the economy of Lethbridge.

**probe:** employment and economic spin-offs

1	2	3	4	5	6 (don't know)
Strongly Disagree				Strongly Agree	7 (no response)
					9 (missing)

19. The university is important to the economy of Lethbridge.

**probe:** employment and economic spin-offs

1	2	3	4	5	6 (don't know)
Strongly				Strongly	7 (no response)
Disagree				Agree	9 (missing)

20. The housing market offers people enough home ownership choices.

1	2	3	4	5	6 (don't know)
Strongly				Strongly	7 (no response)
Disagree				Agree	9 (missing)

21. The housing market offers enough home rental choices.

1	2	3	4	5	6 (don't know)
Strongly				Strongly	7 (no response)
Disagree				Agree	9 (missing)

22. Lethbridge offers adequate housing for low income families.

1	2	3	4	5	6 (don't know)
Strongly				Strongly	7 (no response)
Disagree				Agree	9 (missing)

23. Lethbridge offers adequate shopping opportunities.

1	2	3	4	5	6 (don't know)
Strongly				Strongly	7 (no response)
Disagree				Agree	9 (missing)

24. Lethbridge provides people with a variety of cultural activities.

**probe:** art galleries, music, live theatre

1	2	3	4	5	6 (don't know)
Strongly				Strongly	7 (no response)
Disagree				Agree	9 (missing)

## **Part 4: Facilities and Services**

For the final half of the survey, I would like to ask you some questions about some of the **facilities and services** available in Lethbridge.

First, I'd like to know what you think about some of our **healthcare** facilities. Please answer on a scale of 1 to 5, with 1 being very dissatisfied and 5 being very satisfied.

1. How satisfied are you with the quality of each of the following:

a. hospitals?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

b. doctors' clinics?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

c. nursing homes?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

d. other health care facilities?

**probe:** dentist's clinics, physical therapy facilities

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

2. How satisfied are you with each of the following health care **services**?

a. home care services?

**probe:** in home nursing care

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

b. disabled services?

**probe:** Handi-bus, in-home life skills services

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

c. senior citizens' services?      **probe:** Meals on Wheels, day therapy

1								
very dissatisfied	2	3	4	5	very satisfied	6 (don't know)	7 (no response)	9 (missing)

d. mental health services?      **probe:** Alberta Mental Health, Canadian Mental Health Association

1								
very dissatisfied	2	3	4	5	very satisfied	6 (don't know)	7 (no response)	9 (missing)

Next, let's talk about facilities for leisure activities.

3. On a scale of 1 to 5, with 1 being very dissatisfied and 5 being very satisfied, how satisfied are you with the quality of the following:

a. outdoor pools?

1								
very dissatisfied	2	3	4	5	very satisfied	6 (don't know)	7 (no response)	9 (missing)

b. indoor pools?

1								
very dissatisfied	2	3	4	5	very satisfied	6 (don't know)	7 (no response)	9 (missing)

c. baseball diamonds?

1								
very dissatisfied	2	3	4	5	very satisfied	6 (don't know)	7 (no response)	9 (missing)

d. golf courses?

1								
very dissatisfied	2	3	4	5	very satisfied	6 (don't know)	7 (no response)	9 (missing)

e. outdoor soccer fields?

1								
very dissatisfied	2	3	4	5	very satisfied	6 (don't know)	7 (no response)	9 (missing)

f. indoor soccer fields?

1								
very dissatisfied	2	3	4	5	very satisfied	6 (don't know)	7 (no response)	9 (missing)

g. ice arenas?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

h. curling rinks?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

i. movie theaters?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

j. restaurants?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

k. live performance theatres?

**probe:** Yates Memorial Centre, Sportsplex

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

l. museums?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

m. the Lethbridge Public Library?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

n. the Helen Schuler Nature Centre?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

o. the Bowman Arts Centre?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

p. art galleries?

**probe:** Southern Alberta Art Gallery, University of Lethbridge

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

Now, let's think about **education** in Lethbridge.

4. On a scale of 1 to 5, with 1 being very poor and 5 being excellent, how would you rate the quality of the education students receive in each of the following?

a. Facilities for preschool children?

**probe:** day care, Montessori school, play schools

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

b. Elementary schools?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

c. Junior high schools?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

d. High schools?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

e. Lethbridge Community College?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

f. University of Lethbridge?

1	2	3	4	5	6 (don't know)
very poor				excellent	7 (no response)
					9 (missing)

## **Part 5: Social Environment**

I'd now like to turn to your **Social Environment** , beginning with your neighbourhood.

1. Does your neighbourhood have a name? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**If yes:** What do you call your neighbourhood? (Write in, be specific and do not prompt)

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2. Does your neighbourhood have its own neighbourhood association? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**If yes:** What is the association's name? (Write in, be specific and do not prompt)

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3. Does your neighborhood have:

a. Neighbourhood Watch?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

b. Block Parents?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

c. Any other community organizations? (specify)\_\_\_\_\_

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**IF NO, GO TO QUESTION 5**

4. Are you a member of any of these organizations? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**If yes,** Which ones?

a. Neighbourhood Watch<sub>(1)</sub>

b. Block Parents<sub>(2)</sub>

c. Any other community organizations? (specify)\_\_\_\_\_

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> 5. Do you feel you fit in your neighbourhood?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**probe:** belong

**If no,** What makes you feel like you don't fit?

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6. Would you say that your neighbourhood

is a good place to raise a family?

Yes<sub>(1)</sub> No<sub>(2)</sub> Mixed<sub>(3)</sub> Dk<sub>(8)</sub>

**If no or mixed,** What makes your neighbourhood not a good place to raise a family?

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7. On a scale of 1 to 5, with 1 being very dissatisfied and 5 being very satisfied, overall, how satisfied are you with the neighbourhood you live in now?

1	2	3	4	5	6 (don't know)
very				very	7 (no response)
dissatisfied				satisfied	9 (missing)

**If dissatisfied,** What makes you dissatisfied?\_\_\_\_\_

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**If satisfied,** What makes you satisfied?\_\_\_\_\_

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Now, I want to ask you some questions about **how safe** you feel in your neighborhood and the city.

8. Are you concerned about property crime in  
your neighborhood? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>  
**probe:** break-ins, theft

9. Are you concerned about violent crime in  
your neighbourhood? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>  
**probe:** physical assault

10. Are you concerned about traffic safety  
in your neighbourhood? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>  
**probe:** accidents involving vehicles and/or pedestrians

11. Are you concerned about property crime  
elsewhere in Lethbridge? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

12. Are you concerned about violent crime  
elsewhere in Lethbridge? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

13. Are you concerned about traffic safety  
elsewhere in Lethbridge? Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

14. On a scale of 1 to 5, with 1 being very unsafe and 5 being very safe, how safe do you feel walking at night in your neighbourhood?

1	2	3	4	5	6 (don't know)
very unsafe				very safe	7 (no response)
					9 (missing)

15. How safe do you feel walking at night elsewhere in Lethbridge?

1	2	3	4	5	6 (don't know)
very unsafe				very safe	7 (no response)
					9 (missing)

16. Overall, on a scale of 1 to 5, 1 being not at all confident and 5 being very confident, how confident are you in the City Police?

**probe:** their ability to respond quickly, to deal fairly with citizen concerns and to apprehend criminals

1	2	3	4	5	6 (don't know)
not at all confident				very confident	7 (no response)
					9 (missing)

17. Overall, how confident are you in the city's ambulance service?

**probe:** their ability to respond quickly and to deal effectively with medical emergencies

1	2	3	4	5	6 (don't know)
not at all				very	7 (no response)
confident				confident	9 (missing)

18. Overall, how confident are you in the City Fire Department?

**probe:** their ability to respond quickly, to deal effectively with citizen concerns and to develop effective fire prevention programs

1	2	3	4	5	6 (don't know)
not at all				very	7 (no response)
confident				confident	9 (missing)

**Part 6: Social Networks**

Now I'd like to ask you some questions about your **Social Networks**. Once again, please answer these on a 5 point scale. For these questions, 1 is never, 2 is yearly, 3 is monthly, 4 is weekly and 5 is daily.

1. How often do you socialize with your neighbours?

1	2	3	4	5	6 (don't know)
never	yearly	monthly	weekly	daily	7 (no response)
					9 (missing)

2. How often do you assist any of your neighbours?

1	2	3	4	5	6 (don't know)
never	yearly	monthly	weekly	daily	7 (no response)
					9 (missing)

3. How often do any of your neighbours assist you?

1	2	3	4	5	6 (don't know)
never	yearly	monthly	weekly	daily	7 (no response)
					9 (missing)

**If yearly or more frequent for 2 or 3, What kind of assistance is provided?**

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4. Do you have relatives in the city?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

b. If yes, How often do you socialize with them?

1 never	2 yearly	3 monthly	4 weekly	5 daily	6 (don't know) 7 (no response) 9 (missing)
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5. How often do you socialize with friends in Lethbridge?

1 never	2 yearly	3 monthly	4 weekly	5 daily	6 (don't know) 7 (no response) 9 (missing)
------------	-------------	--------------	-------------	------------	--

6. With 1 being very unfriendly and 5 being very friendly, overall, how 'friendly' would you say the people in Lethbridge are?

1 very unfriendly	2	3	4	5 very friendly	6 (don't know) 7 (no response) 9 (missing)
-------------------------	---	---	---	-----------------------	--

7. With 1 being strongly disagree and 5 being strongly agree, do you think there are adequate social support services in Lethbridge for people who require them?

**probe:** Samaritans, Salvation Army, Food Bank

1 Strongly Disagree	2	3	4	5 Strongly Agree	6 (don't know) 7 (no response) 9 (missing)
---------------------------	---	---	---	------------------------	--

8. In times of personal difficulty, how often do you get the support you need from people you know in Lethbridge? Never, some of the time, or always?

1 never	2 some of the time	3 always	6 (don't know) 7 (no response) 9 (missing)
------------	-----------------------	-------------	--

9. Other than the neighbourhood organizations mentioned earlier, do you volunteer for any community service organizations in Lethbridge?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**probe:** Canadian Cancer Society, Girl Guides, Lethbridge Soccer Association

If yes, How many community service organizations do you participate in? \_\_\_ \_\_\_

10. Do you participate in an organized religion?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**probe:** regular attendance at religious services, volunteering

11. Do you participate in any social clubs?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

**probe:** Canadian Polish Association, Nord-Bridge Senior Centre, Lethbridge Singles Club

If yes, How many social clubs do you participate in? \_\_\_ \_\_\_ club(s).

12. Overall, would you say that Lethbridge is a good place to raise a family?

Yes<sub>(1)</sub> No<sub>(2)</sub> Mixed<sub>(3)</sub> Dk<sub>(6)</sub>

**If yes or mixed, what makes Lethbridge a good place to raise a family?**

---



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**If no or mixed, what makes Lethbridge not a good place to raise a family?**

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**Conclusion**

I have just three final questions for you now.

1. I would like you to imagine for a moment living in the ideal community.

**[pause]**. On a scale of 1 to 5, with 1 being not at all and 5 being very close, how does Lethbridge fit that image?

1	2	3	4	5	6 (don't know)
not at all				very close	7 (no response)
					9 (missing)

2. Would you recommend Lethbridge to others as a place to live?

Yes<sub>(1)</sub> No<sub>(2)</sub> Dk<sub>(6)</sub>

3. We will be bringing some people from the community together to discuss the results from this survey. Would you be willing to participate in this process?

**If yes,** It will take several weeks to compile the results of the survey and we will need to contact you to see if you are still able to participate at that time. Could we have your name and telephone number so you can be contacted? [record name, telephone number, and address on the focus group contact list]

• Thank you for taking the time to answer these questions. Your answers are very important to the City of Lethbridge. Again your answers are confidential. If you still feel you have any questions about the survey, please contact the City of Lethbridge Leisure and Human Services department at 320-3020.

## THIS IS TO BE COMPLETED BY THE INTERVIEWER

## 1. Quality of the information gathered:

high quality	1
adequate	2
questionable	3

## 2. Respondent's Cooperation:

cooperative	1
indifferent	2
uncooperative	3

## 3. Main Interview Interferences (circle all that apply):

alcohol/drugs	01
language	02
age	03
illness/hearing problem	04
noise	05
presence of spouse/partner	06
presence of children	07
presence of others	08
phone calls	09
none	10
line problem	11
other (specify) _____	12

## 4. Comments:

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(Interviewer's signature)

## **ADDITIONAL AGENDA**

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FOR THE **REGULAR MEETING** OF RED DEER  
CITY COUNCIL TO BE HELD ON **MONDAY, NOVEMBER 20, 1995,**  
IN THE COUNCIL CHAMBERS OF CITY HALL,  
RED DEER, COMMENCING AT 4:30 P.M.

---

- 1) Prime Stock Theatre - Re: Request for Letter of Support from  
City Council/Safety Codes Council Appeal Hearing November  
24, 1995/Fire Regulations

.. 1



NO. 1

Box 21043  
Red Deer, Alberta

T1T 2V1

(403) 342-4711

(403) 342-5013

**Date: November 16, 1995****To: Red Deer City Council****From: Prime Stock Theatre****Re: Safety Codes Council Appeal Hearing November 24, 1995**

Dear Council,

Prime Stock Theatre was officially closed by the Red Deer Fire Marshal on November 2, 1995 because we do not have a sprinkler system in our building. This meant that we did not comply with the requirements of Section 3.3.2.13. of the Alberta Building Code 1990.

We appealed to the Safety Codes Council for a stay in the order until an Appeal could be heard. The Stay was approved Tuesday, November 7, 1995. Our appeal date has been set for Friday, November 24, 1995, at the Black Knight Inn in Red Deer.

Prime Stock Theatre requests a letter of support from City Council to state the City's interest in seeing Prime Stock Theatre remain open in Red Deer. Over the past week Prime Stock's staff have been compiling information that shows that Prime Stock offers the same or similar fire safety measures as other small, professional theatres in Alberta. For example, the following Edmonton and Calgary theatres offer neither a sprinkler system nor a fire curtain (both have been suggested for Prime Stock Theatre): Polaris Theatre, Network Theatre, Catalyst Theatre, Phoenix Theatre, and Loose Moose Theatre. We are continuing to compile data on other theatres as well.

This is a critical issue for Prime Stock Theatre as the renovations to the building suggested by the Fire Marshal have been estimated at over \$10,000.00, a cost our landlord is not willing to consider. A move for Prime Stock Theatre will cause a severe upset in our season as we are slated to open with *The Other Side of the Pole* on December 7, 1995. To complicate matters further, there are few rental spaces available in downtown Red Deer that are presently sprinklered.

A letter of support from Council will help to convey the importance of Prime Stock Theatre remaining in Red Deer. We believe that there is a strong precedent for allowing Prime Stock Theatre to remain open without a sprinkler system, and we are very interested and committed to negotiating a practical and safe fire protection agreement.

Thank you for your support. If you have any questions please do not hesitate to contact us at 342-4711, or fax us at 342-5013.

Yours truly,  
PRIME STOCK THEATRE CO. SOC.



Kathleen Lindsay / Publicity & Marketing Director

*Prime Stock Theatre is a Registered Charitable Organization*

COMMENTS:

Due to the late submission of this item of correspondence, administrative comments will not be available for Council until the Monday Council Meeting.

"G. SURKAN"  
Mayor

# CHAPMAN RIEBEEK

Barristers, Solicitors

THOMAS H. CHAPMAN, Q.C.\*  
NICK P. W. RIEBEEK\*  
DONALD J. SIMPSON  
T. KENT CHAPMAN\*  
GARY W. WANLESS\*  
LORNE E. GODDARD  
GERI M. CHRISTMAN  
ROBERT J. MILLAR  
NANCY A. BERGSTROM

208 - 4808 Ross Street  
Red Deer, Alberta T4N 1X5  
TELEPHONE (403) 346-6603  
TELECOPIER (403) 340-1280

5020 - 50 A Street, Suite 101  
Sylvan Lake, Alberta T4S 1R2  
TELEPHONE (403) 887-2024  
TELECOPIER (403) 887-2036

\* Denotes Professional Corporation

REPLY TO RED DEER OFFICE  
Your file:  
Our file: GEN 11/95 THC

November 20, 1995

**\*\* CONFIDENTIAL \*\***

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

**BACKUP INFORMATION  
SUBMITTED TO COUNCIL**

**ATTENTION: The Mayor and  
Members of Council**

**Submitted To City Council**

Date: Nov 20/95

Dear Madame(s)/Sir(s):

**RE: PRIME STOCK THEATRE**

I have reviewed the correspondence from Prime Stock Theatre directed to City Council and have the following comments:

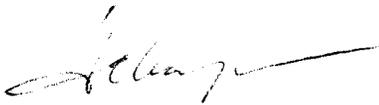
1. If Prime Stock Theatre had made the appropriate applications for building permits as required by Municipal and Provincial law, which was their responsibility, they would have been advised of the cost of required sprinkler system and could have made their decisions accordingly at that time.
2. Under the *Safety Codes Act*, a Municipal Council does not have the authority to pass any bylaw which regulates any matter which is regulated under the *Safety Codes Act*. It is my understanding that the thrust of the *Safety Codes Act* is to ensure that appropriate safety standards for places of public assembly and other buildings are uniform throughout the Province of Alberta.
3. It may be unwise for Council to participate in the appeal process of any organization which finds itself in a similar situation. The Province has established an appeal council

under the *Safety Codes Act* , which is the proper authority to deal with these matters. If Council submits correspondence to this appeal body, which can be construed by the appeal body or by members of the public as supporting a relaxation, and a subsequent injury to persons or loss of life occurs as a result of a fire in the premises, Council may be faced with some uncomfortable questions.

4. If Council is prepared to suggest a relaxation for one type of premises which requires sprinklers, it may find itself in a difficult position in front of the appeal council if it is insisting on sprinklers on premises which are being developed by another developer.

Accordingly, it would be my recommendation that Council refuse this request.

Yours truly,



**THOMAS H. CHAPMAN, Q.C.**  
THC/vjh

**Submitted To City Council**

DATE: November 17, 1995

Date: Nov 20/95

TO: City Clerk

FROM: Fire Chief

RE: PRIMESTOCK THEATRE  
SAFETY CODES COUNCIL APPEAL HEARING, NOV. 24, 1995

---

Primestock Theatre is requesting a letter from the City in support of their Appeal Hearing in Red Deer, November 24, 1995.

It is their intent to argue that a precedent has been set in Edmonton and Calgary that has allowed theatre groups there to operate in non-compliance with the requirements of the Alberta Building Code, and that with Council's support, they would be able to operate their theatre in Red Deer, also in non-compliance with the Alberta Building Code.

The Primestock Theatre previously operated in the Old Kresge Building, which is a sprinklered structure. They then moved their operations to a building at 5114-48 Street, an unsprinklered premises.

On September 14, 1995, Primestock Theatre applied for an Occupancy Permit to allow them to operate from the new premises.

Safety Codes officers from the Building Department and Emergency Services Department visited the facilities for the purpose of inspection on four occasions, however, in each case, the facility was locked up.

On October 31, 1995, the Safety Codes Officers were finally able to enter the facilities to conduct an inspection in order to issue an occupancy Permit. Some minor deficiencies were noted, however a major deficiency was noted, that being the lack of a sprinkler system, as required by the Alberta Building Code Section 3.3.2.13(1990). As a result, the inspectors were unable to issue an Occupancy Permit.

As these events occurred just prior to the Theatre group's anticipated opening performance of a new show, the Emergency Services Safety Codes Officer issued an Order under the Safety Codes Act prohibiting viewing audiences from the premises until an Occupancy Permit had been obtained.

On serving the Order November 1, 1995, the Safety Codes Officer advised the Company of their right of appeal and the process for Staying the Order, in order for the Company to open their performances prior to a hearing being held by the Building Technical Council on the appeal. The appeal will be held Friday, November 24, 1995 at 1:00 p.m. in Salon B, Black Knight Inn.

City Clerk  
Page 2  
November 17, 1995

For the information of Council, the requirements for sprinklering of theatre stages and ancillary spaces has been a requirement of the Building Code for many years. This requirement was placed in the National Building Code many years ago at the request of Building and Fire Officials, and many municipalities, as the result of numerous disastrous fires that had occurred in theatrical establishments, and caused from intense lighting requirements and combustible lightweight stage props etc.

The Alberta Uniform Building Code is a Provincial Statute, and is administered by the City of Red Deer as an accredited agency under the Safety Codes Act.

If Council were to intercede in the appeal process in this instance, it would open the door to numerous interest groups to appeal Orders to City Council instead of the regulated appeal routes provided by the Safety Codes Act.

In hearing this appeal, the Building Technical Committee have a number of options available to them:

- they may uphold the Order
- they may vary the Order
- they may overturn the Order

In this case, the jurisdiction in administering the appeal process is a Provincial one.

Recommendation:

1. That Council do not intervene in the appeal process as has been requested by the Primestock Theatre Company.

Respectfully submitted,



Robert Oscroft  
Fire Chief

RO/dd



**Quality Service  
Through  
Partnerships**

Client Services Division  
Technical Services

705, 10808 - 99 Avenue  
Edmonton, Alberta  
Canada T5K 0G5

Telephone 403/427-8285  
Fax 403/422-3562

November 13, 1995

Kate Kinsella  
Prime Stock Theatre Company  
5114 - 48 Street  
RED DEER, AB T4N 1T2

Dear Kate Kinsella:

↑↑↑↑↑↑					
FEED DOCUMENT THIS DIRECTION					
<b>IMPORTANT FAX MESSAGE</b>					
TO	DALE KELLY				
COMPANY	RED DEER FIRE DEPARTMENT				
FAX NO.	(403) 343 1866				
FROM	CHRIS TIE				
NO. OF PAGES	2				
RE	PRIME STOCK ORDER				

**Re: Review of an Order issued pursuant to Section 45(5) of the Safety Codes Act**

In response to the request made by telephone on November 1, 1995, I have reviewed the order issued by the City of Red Deer on November 1, 1995, against the tenant of the property located at 5114 - 48 Street, Red Deer, Alberta.

I find that there are no grounds to, by order, revoke or vary the original order of the safety codes officer. The following comments are provided concerning your request.

The validity of the order has not been challenged, therefore, it must be presumed all parties agree that Article 3.3.2.13. of the Alberta Building Code applies to the occupancy of the building by the Prime Stock Theatre Company Society.

This matter may still be appealed to the Safety Codes Council in accordance with the by-laws of the Council. An application to appeal must be received within 30 days<sup>1</sup> of the order being served, please refer to the instructions contained in the order.

Should any additional information be required in regard to the review of this order please contact the undersigned and I will be pleased to assist.

1. The original of this letter has been sent by mail. A copy was also sent by FAX on November 13, 1995, to the City of Red Deer, Fire Prevention Bureau at (403) 343-1866. No FAX number has been provided for the Prime Stock Theatre Company Society.

- 2 -

Sincerely,

A handwritten signature in black ink, appearing to read "Chris M. Tye". The signature is enclosed within a large, hand-drawn oval shape.

**Chris M. Tye**  
Administrator, Building & Fire

c.c. Dale Kelly, Safety Codes Officer, City of Red Deer, Fire Prevention Bureau  
Coordinator of Appeals, Safety Codes Council (+ attachments)

**SAFETY CODES COUNCIL**

10808 - 99 Avenue, Edmonton, Alberta, Canada, T5K 0G5

Tel: (403) 427-8523 Fax: (403) 422-3562

November 15, 1995

File # 4256

Kate Kinsella, Business Manager  
Thomas Usher, Artistic Director  
Prime Stock Theatre Company  
P.O. Box 21043  
RED DEER, AB T4R 2M1

Dear Ms. Kinsella &amp; Mr. Usher:

**Re: Appeal Hearing Pertaining to Prime Stock Theatre Company  
Located at 5114 - 48 Street, Red Deer, Alberta**

The Building Technical Council has been notified of your appeal.

As agreed, this letter will confirm the hearing will be held on Friday, November 24, 1995 commencing at 1:00 pm in Salon B of the Black Knight Inn, 2929 - 50 Avenue, Red Deer. Please confirm, in writing (by fax), no later than November 21, 1995 of your attendance at this appeal.

Failure to provide written confirmation may result in the Council considering your appeal to be abandoned.

You may wish to provide the Building Technical Council a written brief of supporting arguments. The brief may include a statement of issue and any other documentation to substantiate arguments that you wish the Council to consider. For more information on what you may wish to include in the brief, please refer to the attached outline. You are requested to provide seven copies of any written material that you wish Council to review. Any material you wish Council to consider should be brought directly to the hearing.

Any material submitted to Council as evidence in support of your appeal will be retained.

Please contact the undersigned at (403) 427-8265 if you should require any further information, clarification or assistance.

Yours truly,

Dalene Roth  
Coordinator of Appeals

Attachment

cc: — Dale Kelly, Safety Codes Officer, City of Red Deer  
Dave Mosen, Chair, Building Technical Council

### Appeal Hearing Brief Preparation Guideline

1. Any written material presented to the Council should have seven copies provided for distribution as follows:
  - a) one for each member of the Council (4)
  - b) one for the respondent
  - c) one for the appellant
  - d) one for submission as evidence.
2. All material submitted to Council as evidence is retained.
3. The following is provided as a basic guideline of what you may wish to include in a brief for the Council.

Appellant	Respondent
a) photographs* and/or video tape** of equipment, building, property and/or area in question, if applicable	a) referenced material or documents (i.e. regulations, codes)
b) blueprints/diagrams, if applicable	b) blueprints/diagrams, if applicable
c) written descriptive brief	c) photographs* and/or video tape** of equipment, building, property and/or area in question, if applicable
d) proof of ownership or involvement in property, if applicable	d) written descriptive brief
e) other evidence that may be relevant to the appeal	e) inspection history outlining present and past violations, if applicable
	g) other relevant evidence

Supporting material other than that listed above may be included in the brief.

#### PLEASE NOTE:

- A. A written or verbal statement of issue is a statement of what you are contesting.
- B. You have the right to have legal counsel accompany you and/or represent you at the appeal.
- C. You may bring witnesses to support your case during the appeal.
- D. Please do not discuss the appeal with any member of Council prior to the hearing date. All information and inquiries about assistance in matters of the appeal should be directed to the Coordinator of Appeals.
- E. Please wait outside the hearing room on the day of the appeal hearing until invited to enter.
- F. You will receive a copy of the final written order with the reasons for the decision by registered mail. If you need further assistance or information, please contact the Coordinator of Appeals.

\* Photographs require only one copy which shall be included in the copy of the brief submitted as evidence.

\*\* Please contact the Coordinator of Appeals if you wish to use a video tape in your presentation and video display equipment will be provided.

**SAFETY CODES COUNCIL**

10808 - 99 Avenue, Edmonton, Alberta, Canada, T5K 0G5

Tel: (403) 427-8523 Fax: (403) 422-3562

November 6, 1995

**Kate Kinsella, Business Manager**  
**Thomas Usher, Artistic Director**  
**Prime Stock Theatre Company**  
**P.O. Box 21043**  
**RED DEER, AB T4R 2M1**

Dear Ms. Kinsella &amp; Mr. Usher:

**Re: Stay of an Order**

In response to your written request for a stay of the Order dated November 1, 1995 issued by the City of Red Deer please find the following.

In accordance with Section 50 of the Safety Codes Act a stay is granted regarding the attached Order until such time as the matter is dealt with at an appeal hearing.

Yours truly,

**D.O. Monsen, Chair**  
**Building Technical Council**

Attachment

cc: **Dale Kelly, Safety Codes Officer**  
**City of Red Deer**



# THE CITY OF RED DEER

P. O. BOX 6008, RED DEER, ALBERTA T4N 3T4

FILE No.

Fire Department 346-5511 Fax 343-1866

Fire Prevention Bureau (403) 346-2776

## "ORDER"

(Pursuant To Section 45(1) a, SAFETY CODES ACT, Chapter S-0.5

DATE: November 1, 1995

TO: Prime Stock Theatre Company Society  
Attn: Kate Kinsella

HAVING INSPECTED THE BUILDING, STRUCTURE OR PLACE ON  
October 31 1995

LOCATED AT 5114 - 48 Street  
Red Deer, Alberta

I FIND THAT: the theatre company has occupied a building that does not comply to the requirements of Section 3.3.2.13 Alberta Building Code 1990.

YOU ARE HEREBY ORDERED TO: provide fire protection as required by Section 3.3.2.13 Alberta Building Code 1990 (attached). No viewing audiences shall be permitted until the City of Red Deer has issued the occupancy permit.

TO BE COMPLETED ON OR BEFORE admitting a viewing audience

Dale Kelly S000164 D. Kelly  
Safety Codes Officer - Fire Discipline  
Building Discipline

### ACKNOWLEDGEMENT OF SERVICE

I HEREBY ACKNOWLEDGE RECEIPT OF THE ABOVE NOTED ORDER THIS  
1st DAY OF NOVEMBER 19 95 AT 13:30 HOURS AT  
RED DEER, ALBERTA.

(SIGNED) Kate Kinsella  
OWNER AND/OR OCCUPIER

SAFETY CODES  
COUNCIL  
ADVISEMENT OF OFFENCE (SEE REVERSE SIDE)  
NOV 06 1995

### 3.3.2.13. Stages for Theatrical Performances

(1) Stages for theatrical performances and ancillary spaces, such as workshops, dressing rooms and storage areas, shall be sprinklered.

(2) A fire separation with a fire-resistance rating of not less than 1 h shall be provided between every stage for theatrical performances and ancillary spaces, such as workshops, dressing rooms and storage areas.

(3) Every stage for theatrical performances and ancillary spaces, such as workshops, dressing rooms and storage areas, shall be separated from the seating space by a fire separation having a fire-resistance rating of not less than 1 h, except for a proscenium opening which shall be protected with

- (a) a sprinkler deluge system conforming to the requirements of paragraph 4-4.20 of NFPA 13 "Standard for the Installation of Sprinkler Systems,"
- (b) an unframed fire curtain when the opening is not more than 20 m wide, or
- (c) a semi-rigid fire curtain when the opening is more than 20 m wide.

(4) Every fire curtain required by Sentence (3) shall be of a type acceptable to the authority having jurisdiction and designed to close

- (a) automatically by heat-actuated devices,
- (b) automatically upon the actuation of the sprinkler system,
- (c) automatically upon actuation of the fire alarm system, and
- (d) manually by remote control devices located at the curtain control panel and at each side of the stage.

(5) Not less than 2 vents for the purpose of venting fire and smoke to the outside of a building shall be provided above every stage designed for theatrical performances and shall

- (a) have an aggregate area of not less than one eighth of the area of the stage behind the proscenium opening, and
- (b) be arranged to open automatically by means of
  - (i) heat-actuated devices, or
  - (ii) actuation of the sprinkler system.

# Fire rules douse theatre group

□ *No sprinklers, no show*

By PENNY CASTER  
Advocate staff

A dejected group of actors and crew were forced to bow out before the opening night curtain could rise Thursday when Prime Stock Theatre failed to meet fire code regulations.

About three hours before the scheduled 8 p.m. start of the thriller *Angel of Death*, a city fire inspector delivered the bad news that the show could not go on unless a sprinkler system was installed at the theatre's downtown premises.

The decision followed a frantic afternoon of phone calls back and forth to fire officials in Edmonton by the local inspector, said theatre founder Thomas Usher.

Prime Stock's business manager, Kate Kinsella, applauded the 11th hour attempt to find a resolution.

"They gave it their best effort, but they still couldn't see their way to allowing us a viewing audience in the building without a sprinkler system."

Under the Alberta Building Code, any theatrical facility must be protected by a sprinkler system, said Ken Webster, chief safety codes officer with the the Red Deer Fire Department.

"We have a responsibility to the community and we can't just look the other way on stuff like this," said Webster.

"The whole thing stems from the fact that the theatre group didn't make inquiries as to the suitability of the building before they started their project," he said.

Usher and Kinsella are now scrambling to find an alternative site with the goal of opening Tuesday.

Following the closure, as many ticket holders as could be reached were contacted to save them a wasted trip to the theatre.

In anticipation the show might be closed, the planned opening night fund-raising dinner was cancelled Monday.

Sitting in the empty theatre with Kinsella, Usher said he didn't blame anyone for the first-night tragedy.

**'We have a responsibility to the community and we can't just look the other way on stuff like this.'** *Ju 1/20/38*

— Fire official Ken Webster

He said theatres are traditionally considered a high fire risk partly because they need an enormous amount of lighting, both on-stage and backstage.

Installing sprinklers would cost a minimum of \$5,000 to \$7,000, said Usher, an amount which is out of the question for the group.

Prime Stock opened for business last December and found a temporary home at the former Kresge's store downtown. It was equipped with sprinklers.

The company hoped it had found more long-term quarters when it rented the former Homespun Gallery for its second season but didn't realize the sprinkler problem until after moving in.

One show, *When Girls Collide*, has already run at the current premises.

The closure is a huge blow to the struggling theatre company.

"It's putting us on the cusp," said Usher, who hopes to receive some provincial arts funding next month.

"On top of closing tonight, we can't pay our actors," said Kinsella.

The box office receipts were to be used for that purpose.

Despite their empty pockets, the cast is sticking around and was full of hope Thursday night.

As Usher and Kinsella talked, cast members watched actor Carole Adilman turn over tarot cards, something she was to do in her role in the play.

"It tells me there is a tremendous demonstration of love and companionship in this theatre," she said.

"All the harmony cards came up. We are taking all the right steps for the show to go on, and the show will go on."

*Sum  
Nov. 05 1978*

# Theatre appeals fire code closure

**By Advocate staff**

Prime Stock Theatre has appealed the order that shut down their latest production on its opening night because of fire code infractions.

Kate Kinsella, the group's business manager, said Friday a benefactor had loaned the cash-strapped company the \$500 that must accompany appeals.

But the package was delivered to the city's coordinator of appeals too late to get a response before Monday.

"We hope they will take us seriously and put a stop on the order to allow us to open Tuesday night," said Kinsella.

Angel of Death was scheduled to open Thursday night, but last minute attempts to resolve the fire code problem -- no sprinklers in the theatre's downtown premises -- failed.

Prime Stock has struggled financially since it opened in Red Deer a year ago.

Originally the theatre rented space in the former Kresge's building, where sprinklers were already installed.

The company's new rented quarters are in the former Homespun Gallery.

One play has already run there.

The theatre seats 120.

## Cards of Thanks *Nov 9A5*

### KUBASEK

A thank you to everyone who helped Tom when he had an accident, Oct. 22 in Kin Canyon. A special thanks to the young lads, one who stayed with him, the other who went for help and the young couple who took him to emergency. Thank you for the special care given by the doctors and nurses in ER and the EMT's during the trip to the Foothills. Tom, Helen, Joe, Tim and Anthony.



FAX  
NOV. 16/95

**S**  
P.O. Box 21043  
Red Deer, Alberta  
T4R 2M1  
Tel. (403) 342-4711  
Fax (403) 342-5013

**Date: November 16, 1995**  
**To: Red Deer City Council**  
**From: Prime Stock Theatre**  
**Re: Safety Codes Council Appeal Hearing November 24, 1995**

---

Dear Council,

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A letter of support from Council will help to convey the importance of Prime Stock Theatre remaining in Red Deer. We believe that there is a strong precedent for allowing Prime Stock Theatre to remain open without a sprinkler system, and we are very interested and committed to negotiating a practical and safe fire protection agreement.

Thank you for your support. If you have any questions please do not hesitate to contact us at 342-4711, or fax us at 342-5013.

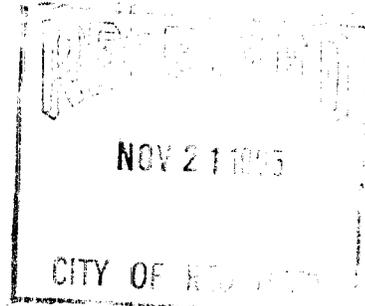
Yours truly,  
PRIME STOCK THEATRE CO. SOC.



---

Kathleen Lindsay / Publicity & Marketing Director

*Prime Stock Theatre is a Registered Charitable Organization*





## THE CITY OF RED DEER

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

FAX: (403) 346-6195

**FILE**

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

November 21, 1995

Prime Stock Theatre Company  
P.O. Box 21043  
Red Deer, AB T4R 2M1

Attention: Kathleen Lindsay

Dear Ms. Lindsay:

At the City of Red Deer Council Meeting held on November 20, 1995, consideration was given to your correspondence dated November 16, 1995, Re: Safety Codes Council Appeal Hearing, November 24, 1995, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Prime Stock Theatre dated November 16, 1995, Re: Safety Codes Council Appeal Hearing, November 24, 1995, hereby agrees that Council not intervene in said appeal process and no opinion given, either for or against, Prime Stock Theatre's appeal, and as presented to Council November 20, 1995."

The decision of Council in this instance is submitted for your information. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,

KELLY KLOSS  
City Clerk

/fm

cc. Director of Development Services  
Fire Chief



*a delight  
to discover!*

**FILE**

**DATE:** November 21, 1995  
**TO:** Mayor Surkan  
**FROM:** City Clerk  
**RE:** PRIME STOCK THEATRE COMPANY/SAFETY CODES COUNCIL APPEAL HEARING, NOVEMBER 24, 1995

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At the Council Meeting of November 20, 1995, consideration was given to correspondence from Prime Stock Theatre, dated November 16, 1995 concerning the above topic, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Prime Stock Theatre dated November 16, 1995, Re: Safety Codes Council Appeal Hearing, November 24, 1995, hereby agrees that Council not intervene in said appeal process and no opinion given, either for or against, Prime Stock Theatre's appeal, and as presented to Council November 20, 1995."

At this Council Meeting, Kathleen Lindsay, the Publicity and Marketing Director for Prime Stock, did request a letter from The City generally supporting the operation of Prime Stock Theatre in Red Deer, with no reference to their Safety Codes Council Appeal. At this meeting you indicated that you would be willing to provide such a letter to Prime Stock Theatre.

This memo is a reminder for that proposed letter. Should you wish this office to draft same, please advise.



KELLY KLOSS  
City Clerk

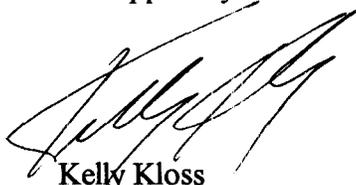
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DATE: NOVEMBER 30, 1995  
TO: COUNCILLORS  
FROM: CITY CLERK  
RE: PRIME STOCK THEATRE - APPEAL

---

Attached for your information is the decision of the Safety Codes Council relative to Prime Stock Theatre's appeal of the Fire Department's order concerning the property at 5114-48 Street.

The appeal by Prime Stock was denied and the order of the Fire Department upheld.



Kelly Kloss  
City Clerk



***SAFETY CODES COUNCIL***

10808 - 99 Avenue, Edmonton, Alberta, Canada, T5K 0G5  
Tel: (403) 427-8523 Fax: (403) 422-3562

**COUNCIL ORDER # 4256**

**ORDER**

**BEFORE THE BUILDING TECHNICAL COUNCIL**

**IN THE MATTER** of the Safety Codes Act, Statutes of Alberta 1991, Chapter S-0.5.

**AND IN THE MATTER** of the Order dated November 1, 1995 issued by the City of Red Deer against Prime Stock Theatre Company.

**BETWEEN:**

Prime Stock Theatre Company Appellant

**AND:**

City of Red Deer Respondent

**UPON REVIEWING** the Order dated November 1, 1995 issued by the City of Red Deer against Prime Stock Theatre Company **AND UPON HEARING** the Appellant or his representative and the Respondent or his representative, **THIS COUNCIL ORDERS THAT** the Order is Confirmed.

**FINDINGS OF FACT**

1. The building is not sprinklered.
2. No fire separations have been provided between the stage and ancillary spaces.
3. No fire separation or other form of protection has been provided between the stage and the viewing audience.
4. No fire curtain has been provided.
5. No roof vents have been provided.

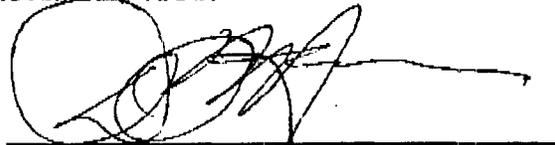
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- 2 -

### REASONS

1. The facility did not meet any of the requirements of Article 3.3.1.13. of the Alberta Building Code 1990.
2. The appellant did not propose any viable alternatives.
3. Number of performances per year could not be considered to fall into the class of occasional use.
4. Under Sentence 1.2.2.1.(6) of the Alberta Building Code 1990 the Authority having Jurisdiction did not state there was any alternate solution acceptable to them.

DATED at Edmonton, Alberta, this 28th day of November, 1995.



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D.O. Monsen, Chair  
Building Technical Council



## SAFETY CODES COUNCIL

10808 - 99 Avenue, Edmonton, Alberta, Canada, T5K 0G5

Tel: (403) 427-8523 Fax: (403) 422-3562

### DOUBLE REGISTERED

November 29, 1995

File # 4256

Kate Kinsella, Business Manager  
 Thomas Usher, Artistic Director  
 Prime Stock Theatre Company  
 P.O. Box 21043  
 RED DEER, AB T4R 2M1

Dear Ms. Kinsella & Mr. Usher:

**Re: Appeal Hearing Pertaining to Prime Stock Theatre Company  
 Located at 5114 - 48 Street, Red Deer, Alberta**

Attached is the Building Technical Council's decision, Order No. 4256, dated November 28, 1995.

This Order was made pursuant to the authority vested in the Safety Codes Council by Section 48(2) of the Safety Codes Act, Statutes of Alberta 1991, Chapter S-0.5.

An Order of the Building Technical Council is based solely on the merits of the evidence presented during the appeal hearing and is not considered as precedent setting.

If you wish to appeal the decision (Order) of the Building Technical Council on a question of law or jurisdiction, you may do so by filing an originating notice with the Clerk of the Court of Queen's Bench and by serving a copy of that notice on the Council within 30 days after the date of receipt of the Council's decision. It is important to note that an appeal to the Court **does not** operate as a stay of the Order of the Council except so far as a judge of the Court of Queen's Bench directs. The appeal sections of the Safety Codes Act have been provided on the reverse side of this letter.

Yours truly,

Dalene Roth  
 Coordinator of Appeals

#### Attachments

cc: D.O. Monsen, Chair, Building Technical Council  
 Mr. Dale Kelly, City of Red Deer

↑↑↑↑↑↑	
FEED DOCUMENT THIS DIRECTION	
<b>IMPORTANT FAX MESSAGE</b>	
TO	<u>Dale Kelly</u>
COMPANY	<u>City of Red Deer</u>
FAX NO.	<u>343 1866</u>
FROM	<u>Safety Codes Council</u>
NO OF PAGES	<u>4</u>
RE	_____

## **SAFETY CODES ACT**

### **Appeal to Court**

**49(1)** An appeal lies from an order of the Council to the Court of Queen's Bench only on a question of law or jurisdiction.

**(2)** An appeal under this section may be commenced within 30 days after receipt of service of the Council's decision

- (a)** by filing an originating notice with the clerk of the Court, and
- (b)** by serving a copy of the originating notice
  - (i)** on the Council if the appellant is the person to whom the order under appeal is directed, or
  - (ii)** on the Council and on the person to whom the order under appeal is directed if the appellant is an Administrator or an accredited municipality.

**(3)** The Court may, on application either before or after the time referred to in subsection (2), extend that time if it considers it appropriate to do so.

**(4)** The Court may, in respect of an appeal under subsection (2),

- (a)** determine the issues to be resolved on the appeal, and
- (b)** limit the evidence to be submitted by the Council to a copy of the Council's decision certified by the person who was the chair when the appeal was heard and those materials necessary for the disposition of those issues.

**(5)** On hearing the appeal, the Court may confirm, revoke or vary the order of the Council.

### **Stay pending appeal**

**50(1)** An appeal taken under section 46 or 47 does not operate as a stay of the order, suspension or cancellation appealed from unless a person who may chair the Council, on receipt of a written application, so directs.

**(2)** An appeal taken under section 49 does not operate as a stay of the order of the Council unless a judge of the Court of Queen's Bench so directs.

**(3)** A stay directed under this section may include terms and conditions and shall be in writing.