

**FILE**

**DATE:** October 22, 1996  
**TO:** All Departments  
**FROM:** City Clerk  
**RE:** PLEASE POST FOR THE INFORMATION OF ALL EMPLOYEES

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***SUMMARY OF DECISIONS***

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

***MONDAY, OCTOBER 21, 1996***

COMMENCING AT ***7:00 P.M.***

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- (1) Confirmation of the Minutes of the Regular Meeting of October 7, 1996

**DECISION - Approved as transcribed**

PAGE #

- (2) **UNFINISHED BUSINESS**

1. Director of Community Services - Re: Lease of Parkland -  
Proposed Council Policy

.. 1

**DECISION - Approved proposed Council Policy regarding  
the lease of City-owned parkland**

(3) **PUBLIC HEARINGS**

1. City Clerk - Re: Land Use Bylaw Amendments: . . 22
  - (a) 3156/L-96 / Redesignation of a Portion of Southeast Corner of Anders East Subdivision Phase 5B (SE ¼ 10-38-27-4) from A1 (Future Urban Development) District to R1 (Residential Low Density) District / Four Single Family Lots to be Developed (See Bylaw Section For Readings)
  - (b) 3156/M-96 / Redesignation of a 1.876 hectare (4.64 acre) Central East Portion of Melcor Deer Park Phase 7A (SW ¼ 14-38-27-4) from A1 (Future Urban Development) District to R1 (Residential Low Density) District / 28 Single Family Dwellings

(4) **REPORTS**

1. Parkland Community Planning Services and Inspections and Licensing Manager - Re: Elevated Residential Areas (Walk-Out Basements) / Residential Building Height Restrictions . . 33

**DECISION - Approved recommendations as outlined in the report**

2. Recreation, Parks and Culture Board - Re: Swimming Pool Admission Fees / Change in Fees for Infants Using Pools and Arenas with Parents . . 44

**DECISION - Approved revision to the children's admission fees for swimming and skating. Children three and under will be admitted free**

3. Inspections and Licensing Manager - Re: Kevin McIntosh /#146 Greig Drive) / Unsightly Premises . . 50

**DECISION - Denied request to overturn decision of the Building Inspection Department**

4. Principal Planner - Re: Proposed Council Policy: Michener Centre Outline Plan Guidelines . . 55

**DECISION - Approved proposed Council Policy: Michener Centre Outline Plan Guidelines. Policy will however, not be included in the Council Policy Manual**

5. Land and Economic Development Manager - Re: Alberta Transportation and Utilities Offer to Purchase Weigh Scale Location - Edgar Industrial Park . . 69

**DECISION - Offer to purchase from Alberta Transportation and Utilities for weigh scale location in Edgar Industrial Park, was approved**

6. Director of Community Services - Re: Accessible Taxi Task Force Report . . 74

**DECISION - Agreed that the recommendations in the report be considered during the 1997 review of Social Programs, that alternative uses for funding be identified and that the Red Deer Action Group develop standards, rules and regulations for the operation of accessible taxis**

(5) **CORRESPONDENCE**

1. Robert Belzerowski - Re: Lots 1-5, Block 8, Plan 2376 AI and Road Plan 2376 AI: . . 100

- (a) Proposed Subdivision

**DECISION - Approved subject to conditions**

- (b) Land Exchange

**DECISION - Approved subject to conditions**

- (c) Road Closure Bylaw 3179/96  
(See Bylaw Section for Readings)

- (d) Land Use Bylaw Amendment 3156/O-96  
(See Bylaw Section for Readings)

2. Peter Rombouts "et al" - Re: Request To Pave West Park Junior High School Parking Lot / Dust Control . . 112

**DECISION - Agreed that the City resolve the dust problem at a cost of no more that \$3000.00**

3. Katherine-Jo Deck - Re: Utility Deposit / Request for Refund . . 119

**DECISION - Agreed to reduce utility deposit to \$150.00**

(6) **PETITIONS AND DELEGATIONS**

(7) **NOTICES OF MOTION**

(8) **WRITTEN INQUIRIES**

(9) **BYLAWS**

1. 3156/L-96 - Re: Land Use Bylaw Amendment / Redesignation of a Portion of Southeast Corner of Anders East Subdivision Phase 5B (SE ¼ 10-38-27-4) from A1 (Future Urban Development) District to R1 (Residential Low Density) District / Four Single Family Lots to be Developed - 2<sup>nd</sup> and 3<sup>rd</sup> Readings . . 22

**DECISION - Bylaw given 2<sup>nd</sup> and 3<sup>rd</sup> readings**

2. 3156/M-96 - Re: Land Use Bylaw Amendment / Redesignation of a 1.876 hectare (4.64 acre) Central East Portion of Melcor Deer Park Phase 7A (SW ¼ 14-38-27-4) from A1 (Future Urban Development) District to R1 (Residential Low Density) District / 28 Single Family Dwellings - 2<sup>nd</sup> and 3<sup>rd</sup> Readings . . 22

**DECISION - Bylaw given 2<sup>nd</sup> and 3<sup>rd</sup> readings**

3. 3156/O-96 - Re: Land Use Bylaw Amendment / Lots 1-5, Block 8, Plan 2376 AI / Proposed Subdivision and Rezoning / Southeast Corner of Highland Green Estates from Road to R2 (Residential Medium Density) District and A2 (Environmental Preservation) District / Land Exchange - Robert Belzerowski - 1<sup>st</sup> Reading .. 100  
.. 121

**DECISION - Bylaw given 1<sup>st</sup> reading**

4. 3179/96 - Re: Road Closure Bylaw / Road Plan 2376 AI / Proposed Subdivision and Rezoning / Land Exchange - Robert Belzerowski - 1<sup>st</sup> Reading .. 100  
.. 123

**DECISION - Bylaw given 1<sup>st</sup> reading**

# **A G E N D A**

\*\*\*\*\*

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  - (a) Proposed Subdivision
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(See Bylaw Section for Readings)
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**DATE:** September 26, 1996

**TO:** KELLY KLOSS  
City Clerk

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

**RE:** LEASE OF PARKLAND - PROPOSED POLICY

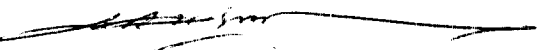
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For the past several months now a committee involving myself, Don Batchelor, Paul Meyette and Al Scott have been working towards the development of a policy that would respond to the requests for lease of City-owned land by non-profit community services organizations. In developing the policy, we contacted several Western Canadian cities in order to benefit from their experience, and we eventually developed the policy that has now been supported by the Recreation, Parks & Culture Board and the Environmental Advisory Board. In addition to this, we asked one or two organizations that might wish to lease land if such a policy would meet their needs.

The purpose for this policy is to help us deal more consistently with requests to lease parkland and, while not wanting to impose unnecessary restrictions, we at the same time want to be absolutely certain that these lands are used for the general public's good, and that any leased use is compatible in that area.

#### RECOMMENDATION

That Council of the City of Red Deer approve the Leasing and License to Occupy Parkland Policy as presented to Council October 7, 1996, and supported by the Recreation, Parks & Culture Board and the Environmental Advisory Board.



LOWELL R. HODGSON

:ad

- c. Don Batchelor, Recreation, Parks & Culture Manager  
Paul Meyette, Principal Planner, P.C.P.S.  
Alan Scott, Land & Economic Development Manager

**DATE:** September 26, 1996

**TO:** KELLY KLOSS  
City Clerk

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

**RE:** PROPOSED PARKLAND LEASE AND LICENSE TO OCCUPY POLICY

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The Recreation, Parks & Culture Board considered the above report from the Recreation, Parks & Culture Manager at their regular meeting of September 10, 1996, at which time they passed the following resolution:

"That the Recreation, Parks & Culture Board support and recommend to City Council that the Leasing & License to Occupy Parkland Policy be approved."

*for*   
MONICA BAST

:ad

Att.

**DATE:** September 25, 1996

**TO:** KELLY KLOSS  
City Clerk

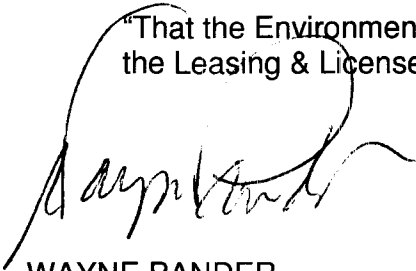
**FROM:** WAYNE PANDER, Chairman  
Environmental Advisory Board

**RE:** PROPOSED PARKLAND LEASE AND LICENSE TO OCCUPY POLICY

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The Environmental Advisory Board considered the above report from the Recreation, Parks & Culture Manager at their regular meeting of September 24, 1996, at which time they passed the following resolution:

"That the Environmental Advisory Board support and recommend to City Council that the Leasing & License to Occupy Parkland Policy be approved."

A handwritten signature in black ink, appearing to read 'Wayne Pander', is written over the printed name.

WAYNE PANDER

:ad

Att.

**DATE:** September 4, 1996

**TO:** RECREATION, PARKS & CULTURE BOARD  
ENVIRONMENTAL ADVISORY BOARD

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

**RE:** LEASE OF PARKLAND - PROPOSED POLICY

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City Council has been approached several times over the past few years by sport organizations, cultural groups and agencies to lease parkland for a variety of uses. In considering a request from the Red Deer Gymnastics Club to lease some parkland for the purposes of developing an indoor gymnastics facility, City Council passed the following resolution on February 2, 1996:

"THAT a comprehensive policy be developed to deal with requests from non-profit organizations, sport groups and agencies requesting the lease of City-owned lands including parkland for the purposes of developing and operating community facilities and, furthermore, that this policy be approved by City Council prior to considering any lease or sale requests of City-owned lands. In addition, included in the development of this policy, a review is to be undertaken of lands that are potentially available in Red Deer for this purpose."

The attached proposed policy is prepared based on some precedence set in Red Deer, as well as policies that do exist in Calgary and Edmonton. Preliminary drafts of this policy have been reviewed and revised based on comments received from the following:

- City Solicitor
- Land & Economic Development Manager
- Parkland Community Planning Services
- City Assessor
- Director of Corporate Services
- Director of Community Services
- 2 Red Deer Sport Organizations.

It is the intent of this policy to provide some direction to applicants and City administration in dealing consistently with requests to lease parkland. The proposed policy is realistic and feasible without unduly imposing unnecessary restrictions on applicants, while ensuring the general public good is retained at all times. City Council can then consider all lease requests in light of this policy, ensuring that there is consistency and equity in all lease requests. Lease requests that are approved by City Council would have an appropriate lease agreement prepared by the City Solicitor, using the regulations and conditions outlined in this policy.

Recreation, Parks & Culture Board - Environmental Advisory Board

Page 2

September 4, 1996

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There are a significant number of leases which will be grandfathered, where this policy shall not apply until mutually re-negotiated (e.g., 15 community associations, Central Alberta Theatre - Memorial Centre, Red Deer Curling Club, BMX Club, Allied Arts Council - Old Court House, etc.).

Some sections of this proposed policy include:

- Leases applicable to this policy are for non-profit groups or other enterprises that propose only recreational or related facilities and services.
- Net capital/operating costs of the City will not be adversely affected.
- "Leases" will be considered where major developments and improvements are intended, whereas a "License to Occupy" will be considered for short term, temporary use of parkland.
- The review of all applications require recommendations by appropriate City departments, agencies and advisory boards to City Council.
- An application to lease parkland will be publicly advertised.
- The applicability of municipal taxation has been questioned in the past on leases; Section 362 of the Municipal Government Act (1994) and Regulation 125/95 of the Non-Profit Organization Tax Exemption Regulation does give the City discretion on determining taxation.

A review of City parkland that might be suitable to lease cannot be effectively completed because of the many variables and site requirements of each lease application. Alternatively, the Land Use Bylaw has been used as a guide, whereas the proposed policy stipulates which parkland designations might be appropriate for some uses and others not. The merits of each application have to be considered in relation to the land classification of the proposed lease area and the details contained in this policy.

RECOMMENDATION

That the Environmental Advisory Board support and recommend to City Council that the Leasing and License to Occupy City-Owned Policy be approved.



DON BATCHELOR

:ad

Att.



**THE CITY OF RED DEER  
COUNCIL POLICY MANUAL**

**POLICY NO.**

**(To be Assigned)**

**Page 1 of 15**

**TITLE:**

**Leasing & License To Occupy  
City-Owned Parkland Policy**

**Date of Approval:**

**SECTION:**

**Community Services  
(Recreation, Parks and Culture)**

**Dates of Revision:**

---

**POLICY STATEMENT**

**A. PURPOSE**

1. The City of Red Deer:
  - (a) has the responsibility to hold public lands in trust and ensure public accessibility to these lands, including the protection of certain lands that are considered environmentally sensitive;
  - (b) is committed, through the Community Services Master Plan, to the development of partnerships with non-profit recreational, cultural and community agencies in the provision of programs, services and facilities;
  - (c) has some existing leases of City-owned parkland and needs consistency in dealing with future requests for land leases.
2. This policy and procedure outlines the guidelines for the possible leasing or issuing of a license to occupy City-owned lands, including some parkland, to non-profit recreational, cultural and community organizations to provide services that are considered beneficial to the City of Red Deer and to Red Deer residents. Generally, City-owned parkland is for the enjoyment of all residents without encumbrances or restrictions. Lease requests may only be considered on the merits of each proposal if all sections of this policy are complied with.



**THE CITY OF RED DEER  
COUNCIL POLICY MANUAL**

**POLICY NO.**

**(To be Assigned)**

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(Recreation, Parks and Culture)**

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3. Proposals for the sale/acquisition of parkland is not dealt with in this policy. Parkland will not be sold or exchanged except for exceptional circumstances where equal or greater amounts of parkland can be acquired/developed through the sale or exchange of said parkland. Development and/or acquisition proposals for parkland are not generally supported or encouraged, however, proposals may be considered by the Recreation, Parks and Culture Board for recommendation to City Council. All proposals for the possible sale of parkland shall be considered in accordance with existing City Council policy.

**B. GENERAL CONDITIONS**

1. The City of Red Deer will consider entering into agreements to lease or license public parkland to non-profit recreational, cultural and community organizations only for the purposes of development, operation and maintenance of parkland or related recreation, parks and/or culture facilities and services.
2. Proposals to lease City-owned parkland to non-profit recreational, cultural and community organizations will only be considered if the organization can clearly demonstrate that the services to the public will at least be retained or increased and the total net operating and capital costs to The City of Red Deer will not be adversely affected by the lease.
3. All recreational, cultural and community organizations applying to lease City-owned parkland must make available use of the land/facility to all persons without discrimination. Fees charged by a lessee of parkland must be reasonable and at such a level which would not unduly restrict public use.



**THE CITY OF RED DEER  
COUNCIL POLICY MANUAL**

**POLICY NO.**

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(Recreation, Parks and Culture)**

**Dates of Revision:**

4. Recreational, cultural and community organizations shall be an incorporated, non-profit organization, whose mandate includes the promotion and encouragement of recreation, parks or cultural services.
5. (a) As a general rule, the types of uses that will not be considered for the lease or license of parkland include:
  - (i) commercial operations;
  - (ii) private clubs;
  - (iii) industrial, commercial or residential uses.
- (b) Under extraordinary circumstances, and as approved by the Recreation, Parks and Culture Board and City Council, private enterprise, concessionaires, and operators may be considered for the lease or license of parkland if they provide an auxiliary or support service to the parkland or facility.
6. Leases will only be considered for parkland or facilities on parkland that would complement existing services and facilities in the city, and where the intended use is consistent with the values, goals and recommendations contained in the Community Services Master Plan.





**THE CITY OF RED DEER  
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(Recreation, Parks and Culture)**

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7. Leases or Licenses to Occupy shall be considered to organizations subject to the following:

(a) Leases

- (i) leases may be considered for long term improvements, uses and development of parkland requiring on-going operations and management by the leasee;
- (ii) all lease requests will be publicly advertised and posted on-site (applicable to municipal reserve and all non-reserve parkland);
- (iii) Municipal Reserve parcels being leased will not have the "MR" designation removed; except in those instances where significant improvements/ developments will take place requiring the leasee to obtain funding assistance from a financial institution, in these instances, the leased parkland cannot be used as security to obtain financial assistance;
- (iv) leases shall provide the opportunity of a minimum of 50% of the total time available in the facility for general public use (proportional distribution of public time must be provided in both prime and non-prime times and all days of the week).



**THE CITY OF RED DEER  
COUNCIL POLICY MANUAL**

**POLICY NO.**

***(To be Assigned)***

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City-Owned Parkland Policy***

***Date of Approval:***

**SECTION:**

***Community Services  
(Recreation, Parks and Culture)***

***Dates of Revision:***

(b) License to Occupy

- (i) Licenses to Occupy may be considered for short-term use of parkland requiring no significant improvements, operations or maintenance;
- (ii) requests to obtain a License to Occupy will not be advertised;
- (iii) Municipal Reserve "MR" and non-reserve parkland may be considered for a License to Occupy.

- 8. Parkland shall be considered all those lands as outlined in The City of Red Deer's Land Use Bylaw, and the Parks & Public Facilities Bylaw.
- 9. Consideration of leasing parkland shall comply with the Municipal Government Act, which requires public advertising of proposed lease areas on municipal or environmental reserve as part of the review process by City Council.

**C. EXCLUSIONS AND SCHEDULES**

- 1. Leases issued for purposes of development and site improvements must have construction commence within twelve (12) months of the signing of the lease unless otherwise negotiated.



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(Recreation, Parks and Culture)**

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2. The term of licenses and leases may vary dependent on the organization, the extent of improvements proposed and the services to be provided. Generally, leases should not exceed fifteen (15) years in length. Significant capital and operational investments and mortgaging requirements proposed by an applicant will be taken into consideration when determining the term of a lease.
3. This policy does not apply to golf courses and curling clubs because of the significant capital associated with these facilities and their ability to generate revenues. Parkland lease requests for golf course and curling facilities will be considered on their own merit and criteria that will be established at that time by the Recreation, Parks & Culture Board and City Council.
4. This policy does not apply to all existing leases and contracts; existing leases and respective renewals will be grandfathered and deemed to comply with this policy.
5. Leases and Licenses to Occupy cannot be assigned to another party without the written approval of City Council.

**D. AUXILIARY USES**

The following auxiliary uses are considered appropriate activities, however, they may be taxable if they compete with another business or involve the catering of events off-site from the lease area:

- (a) sale of goods, services, foods, beverages that cater to users/patrons of that facility;



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(Recreation, Parks and Culture)**

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- (b) cater to special events on-site.

**E. LEASE/RATES RENEWALS**

1. Lease of parkland without the construction of a building shall be set at a minimum of \$100/acre/year or portion thereof or as recommended by the Recreation, Parks & Culture Board.
2. Lease of parkland with an existing building or improvements owned and provided by The City of Red Deer may include rental rates that take into account:
  - (a) public services provided;
  - (b) assessed value of the buildings and improvements;
  - (c) operational/maintenance costs of the facility;
  - (d) potential for revenue generation;
  - (e) financial assistance provided to the organization by The City of Red Deer;
  - (f) preparation and administration of the lease;
  - (g) market value of the land contained in the proposed lease area.



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3. Lease of parkland without a building or capital improvements whereby the lessee intends to construct a building(s) or improvements shall be a minimum of \$200/acre/year, or as recommended by the Recreation, Parks & Culture Board and shall take into consideration the seven points outlined in #2 above.
4. Renewals and repetitive extensions of leases may be considered for a term not to exceed 50% of the original term (consent will not unreasonably be withheld) and shall take into consideration:
  - (a) bylaws and objectives of the organization;
  - (b) membership and public use statistics of the facilities and services;
  - (c) rates and fee schedule;
  - (d) financial statements;
  - (e) business plan;
  - (f) long-term goals and objectives.



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**Community Services  
(Recreation, Parks and Culture)**

**Dates of Revision:**

5. Ongoing activities of recreational, cultural and community non-profit organizations will be monitored by the Director of Community Services, or designate, to ensure that parkland and facilities are being maintained in accordance with established standards, that the financial status of the organization remains solid, and that activities associated with the organization and the land remain compatible with the intent of the agreement. All leases will include a cancellation clause which may be exercised by The City of Red Deer if the leasee does not comply with the terms and conditions of the lease.
6. The preparation and legal costs incurred by The City of Red Deer in drafting/finalizing approved lease agreements shall be the responsibility of the applicant.

**F. ELIGIBILITY AND APPROVAL**

1. Non-profit recreational, cultural or community organizations wishing to lease City parkland must make a formal application to the Director of Community Services and shall include the following information:
  - (a) A copy of the organization's certificate of incorporation;
  - (b) An outline of the organization's intent for use of the land;
  - (c) A copy of all objectives, bylaws and mandate for the organization;
  - (d) Confirmation from Consumer and Corporate Affairs of the income tax status of the organization;



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(Recreation, Parks and Culture)**

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- (e) Specific site plan showing the area proposed for lease and use;
- (f) Conceptual plans of all proposed site development and/or improvements;
- (g) Financial status of organization;
- (h) 5-Year Business Plan including proposed operational expenses and revenues;
- (i) Statement of justification of need for land/facility and projected community use and support;
- (j) Proposed fee and operational schedule;
- (k) Capital project costs and all funding sources must be identified, all mortgaging requirements shall be indicated and generally should not exceed 30% of the total project cost.
- (l) A plan and cost estimate for the removal of facilities and restoration of the leased area to the original site condition upon termination of the agreement (to be considered at the discretion of The City of Red Deer).



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(Recreation, Parks and Culture)**

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2. Requests for a License to Occupy parkland must make a submission to the Director of Community Services and should include the following:
  - (a) outline of the intent for use of the land;
  - (b) specific site plan showing the license area and use;
  - (c) statement of need for the license and impact on the community;
  - (d) proposed start and termination date for the license.
3. All applications for the lease or license of City parkland or amendments of existing agreements will be reviewed by the Recreation, Parks and Culture Board and other boards and committees, as appropriate, to make recommendations to City Council.
4. In considering the lease of City parkland, the City Administration will include a review of the compatibility of the intended use with the surrounding area, existing land uses, possible municipal taxation or exemption and traffic/parking generation. When deemed necessary by The City of Red Deer, a public meeting must be held by the proposed organization to present the proposed lease to the community.
5. Generally speaking, City parkland is not available for lease or license, however, if the criteria set out in this policy is met, the following lands as identified in The City of Red Deer's Land Use Bylaw may be potentially considered for lease/license:





**THE CITY OF RED DEER  
COUNCIL POLICY MANUAL**

**POLICY NO.**

**(To be Assigned)**

**Page 12 of 15**

**TITLE:**

**Leasing & License To Occupy  
City-Owned Parkland Policy**

**Date of Approval:**

**SECTION:**

**Community Services  
(Recreation, Parks and Culture)**

**Dates of Revision:**

- (a) (A1) Future Urban Development District - may be considered pending the length of term and compatibility with the long-term intent of the land as may be identified in an area structure plan.
- (b) (A2) Environmental Preservation District - if designated as E.R. - Environmental Reserve (in accordance with the Province of Alberta Planning Act) it will not be considered for lease.
- (c) (P1) Parks & Recreation District - leases may be considered within this district; if the land is designated M.R. - Municipal Reserve (in accordance with the Municipal Government Act) the parkland must firstly be advertised for lease and a public meeting held.
- (d) (PS) Public Service District - leases may be considered within this district. Consideration to lease land in this category must firstly be advertised for sale or lease and a public meeting held.
- (e) (HP) Historical Preservation District - leases are generally not supported in this district except where the lessee's objectives and mandate is for the perpetual preservation of historic resources.



**THE CITY OF RED DEER  
COUNCIL POLICY MANUAL**

**POLICY NO.**

**(To be Assigned)**

**Page 13 of 15**

**TITLE:**

**Leasing & License To Occupy  
City-Owned Parkland Policy**

**Date of Approval:**

**SECTION:**

**Community Services  
(Recreation, Parks and Culture)**

**Dates of Revision:**

- (f) Other Land Use Designations - City land in residential, commercial and industrial areas are generally not considered appropriate for lease to organizations, appreciating, however, that there may be exceptions where the intended recreational, cultural or community use is compatible with the use in the area.
6. Preferential consideration may be given to requests to lease City parkland that demonstrate the following criteria in addition to the details provided in Sections 1 & 2 of Eligibility and Approval:
- (a) a multi-use facility;
  - (b) a partnership of more than one organization or agency;
  - (c) a timely development consistent with existing utility services, development sequences, land uses and development plans of The City of Red Deer;
  - (d) a facilitative agreement with The City of Red Deer for the delivery of recreational, parks, cultural or community services that are considered beyond the basic needs as identified in the Strategic Plan and the Community Services Master Plan.



**THE CITY OF RED DEER  
COUNCIL POLICY MANUAL**

**POLICY NO.**

**(To be Assigned)**

**Page 14 of 15**

**TITLE:**

**Leasing & License To Occupy  
City-Owned Parkland Policy**

**Date of Approval:**

**SECTION:**

**Community Services  
(Recreation, Parks and Culture)**

**Dates of Revision:**

---

**G. CONDITIONS OF AGREEMENT**

1. An irrevocable letter of credit or other acceptable instrument of compensation and security is required to cover the loss of continued operation of the facility or open space if the organization becomes insolvent or does not perform the conditions outlined in the lease. The amount and duration of the instrument of compensation/security will be negotiated at the time of finalizing the agreement.
2. Where agreements include a commitment from The City of Red Deer to fund 30% or more of capital project costs or operation of the project/facility, The City of Red Deer should have a minimum of one director appointed to the board of directors. (The actual number of City representatives on a non-profit board of directors will be proportionate to the amount of City funding provided.) Where no City contribution is required, no representation on the board is required.
3. Potential revenue projections will be considered at the time of signing an agreement. A revenue-sharing formula for all net profits may be predetermined as a requirement of the agreement.
4. Upon expiration or termination of an agreement, all improvements shall be removed from the leased lands and the leased area restored to the original site condition except in those instances where approved by City Council. At the discretion of City Council and upon the termination of a lease, all improvements on the leased land may become the property of The City of Red Deer. In any dispute related to any matter contained in the lease, City Council shall make the final determination.
5. All or a portion of a lease by a non-profit organization may be subject to taxation if:



**THE CITY OF RED DEER  
COUNCIL POLICY MANUAL**

**POLICY NO.**

***(To be Assigned)***

***Page 15 of 15***

**TITLE:**

***Leasing & License To Occupy  
City-Owned Parkland Policy***

***Date of Approval:***

**SECTION:**

***Community Services  
(Recreation, Parks and Culture)***

***Dates of Revision:***

- 
- (a) revenues exceed annual operating costs;
  - (b) the property/facility is used for a business that competes with any other business.
- 6. All utility costs, servicing, license, permits and ongoing repairs and operations would be the responsibility of the lessee.
  - 7. General liability insurance must be obtained by the lessee in an amount not less than \$1 million, listing The City of Red Deer as an additional named insured related to the operation of the organizations in City owned land.
  - 8. All appeals/proposals for improvements, developments, changes in use and facility construction on City-owned parkland leased to a non-profit organization must first be reviewed and approved by the appropriate City departments, the Recreation, Parks & Culture Board and City Council.

**COMMENTS:**

We concur with the recommendations of the Director of Community Services. We recommend Council approve the policy, as outlined, which results from a significant and commendable effort by the staff involved.

"G. D. SURKAN"  
Mayor

"H. M. C. DAY"  
City Manager

**DATE:** October 22, 1996

**TO:** Director of Community Services

**FROM:** City Clerk

**RE:** LEASE OF PARKLAND - PROPOSED POLICY

**FILE**

At the Council Meeting of October 21, 1996, consideration was given to your report dated September 26, 1996 concerning the above, and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Director of Community Services dated September 26, 1996 re: Lease of Parkland - Proposed Policy, hereby approves the policy entitled 'Leasing and License To Occupy City-Owned Parkland Policy', subject to the following amendments:

1. The following words be added to the end of clause B.5.(b):  
  
    'and the lease does not provide a competitive advantage to the lessor vis-a-vis a private sector operator';
2. The following subsection (m) be added to clause F.1:  
  
    '(m) A profile of users of the site/facility'.

Council further agrees that said policy, as amended, be included in the Council Policy Manual."

For your information, I have attached a copy of the proposed policy as it will appear in the Council Policy Manual.

Trusting you will find this satisfactory.

  
Kelly Kloss  
City Clerk

KK/clr  
attchs.

- c   Recreation, Parks and Culture Manager  
     Land and Economic Development Manager  
     Principal Planner  
     Recreation, Parks and Culture Board  
     Environmental Advisory Board  
     C. Rausch, Council Policy Manual

**Item No. 1 Public Hearings****DATE: October 10, 1996****TO: City Council****FROM: City Clerk****RE: LAND USE BYLAW AMENDMENTS 3156/L-96 AND 3156/M-96**

---


Public Hearings have been advertised for the above noted Land Use Bylaw Amendments to be held on October 21, 1996 at 7:00 p.m.

Land Use Bylaw Amendment 3156/L-96 provides for the redesignation of a portion of the southeast corner of the Anders East Subdivision Phase 5B (SE ¼ 10-38-27-4) from A1 (Future Urban Development) District to R1 (Residential Low Density) District. Provided for are four single family lots to be developed with six previously approved but unregistered lots to the north.

Land Use Bylaw Amendment 3156/M-96 provides for the redesignation of a 1.876 ha (4.64 acres) parcel of the central east portion of Melcor Deer Park Phase 7A (SW ¼ 14-38-27-4) from A1 (Future Urban Development) District to R1 (Residential Low Density) District, to accommodate 28 single family dwellings.

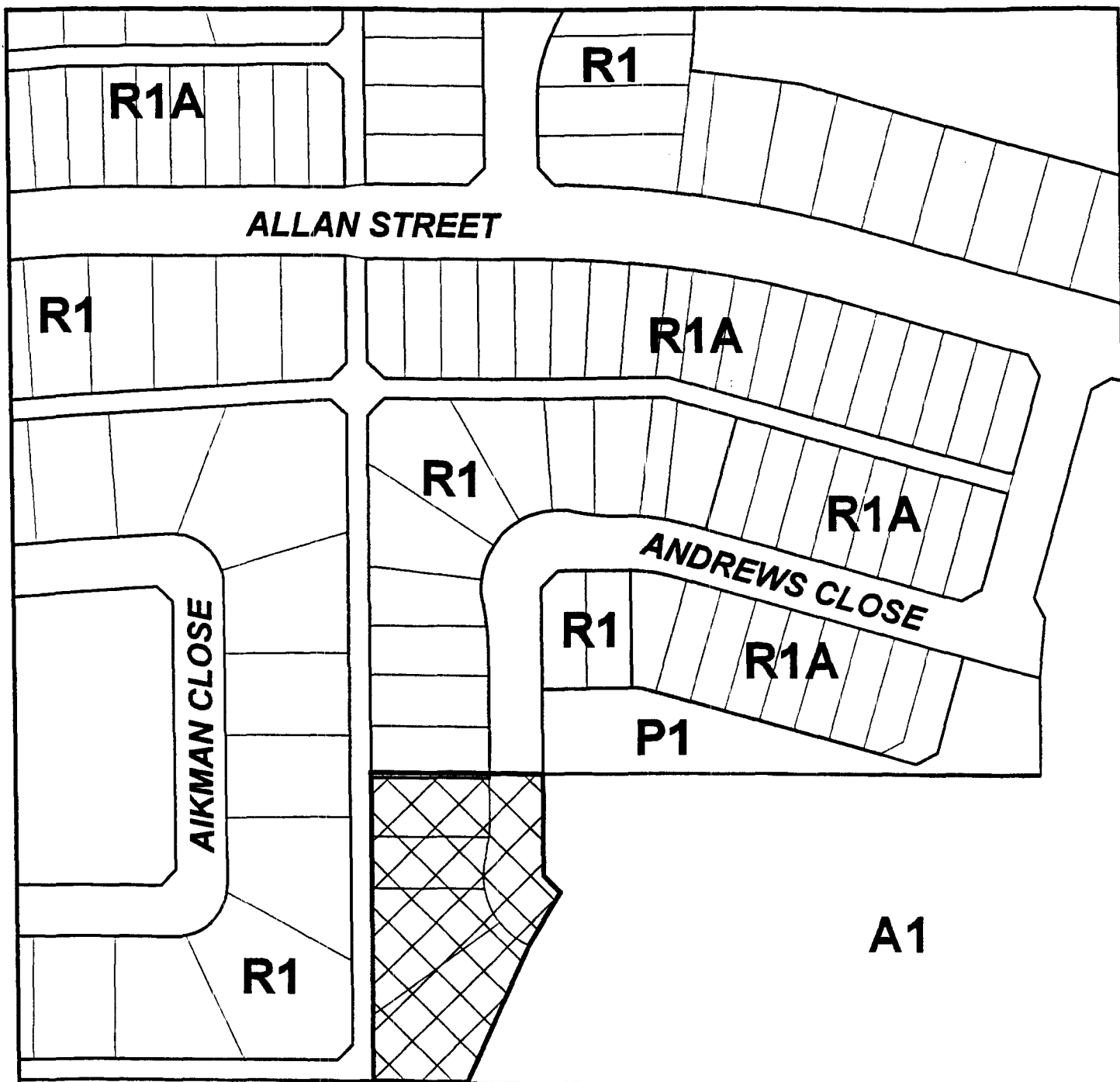
**RECOMMENDATION**

That following the Public Hearings, Land Use Bylaw Amendments 3156/L-96 and 3156/M-96 may be given 2<sup>nd</sup> and 3<sup>rd</sup> readings.



Kelly Kloss  
City Clerk

KK/clr



# ANDERS PARK

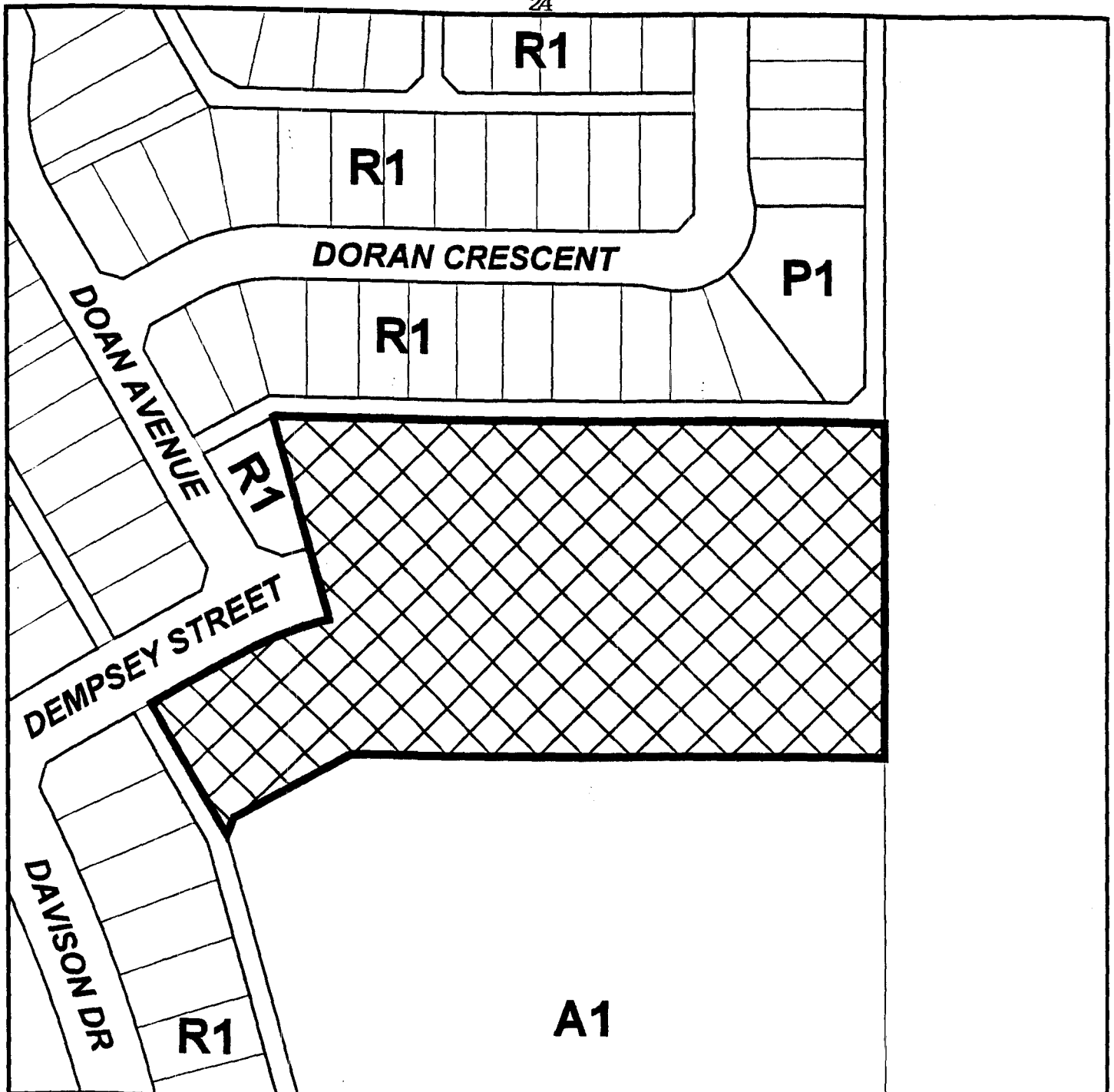
Change from A1 to R1



**Bylaw No. - 3156 / L-96**  
**Map No. 9 / 96**

**September 17, 1996**





# DEER PARK

Change from A1 to R1



Bylaw No. - 3156 / M-96  
Map No. 10 / 96

*September 17, 1996*

123 Davison Drive  
Red Deer, AB  
T4R 2E8

October 7, 1996

The Council of the City of Red Deer  
P.O. Box 5008  
Red Deer, AB  
T4N 3T4

To the Mayor and Council:

**Re: Proposed Amending Bylaw 3156/M-96: Melcor Deer Park Phase 7A**

We have been advised by Mr. Frank Wong of Parkland Community Planning Services, that Council will soon make a decision regarding redesignation of Phase 7A, Deer Park from A1 to R1. We wish to advise you of our concerns regarding the proposed Outline Plan Subdivision for Phase 7A.

When we purchased our lot on Davison Drive from Melcor Developments over 6 years ago, we were led to believe by the developer, that Davison Drive and all undeveloped land east of Davison Drive was to be developed as an upscale subdivision, with single family, larger than average lots and houses, as well as strict architectural controls. As Phases 5 and 6 have been developed, we have seen many changes to the original Outline Plan. The Outline Plan we were shown when we purchased our lot, has certainly NOT been followed for any phase of this subdivision: lot sizes have decreased drastically and population density has greatly increased as a result.

For example, most lots on Davison Drive have frontage widths of 16.66M (54.66 feet). In Phase 6, Doran Crescent, most lot sizes range from 14.41M (47.28 feet) to 14.63M (48.00 feet). On Doan Avenue, many lots are 13.50M (44.29 feet) to 14.25M (46.75 feet).

For Phase 7A, the 1990 Outline Plan Subdivision created 21 lots. In the current proposed Outline Plan for Phase 7A, the number of lots has increased to 28, with the majority of those lots having frontage widths of 12.80M (41.99 feet) or less. This lot size is definitely at the low end of requirements for single family housing and is unacceptable for a subdivision which we were led to believe would be above average.

- 2 -

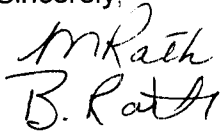
Smaller homes on smaller lots would NOT be compatible with the existing housing in this subdivision. There is also the concern that architectural controls (Melcor Developments controls for this Deer Park Subdivision), such as minimum house sizes and mandatory double front-drive attached garages, would not be met if these smaller lots are allowed.

We believe the developer has an obligation to develop Phase 7A and all remaining phases, with lot sizes, house sizes and architectural controls that are consistent with existing development in this Deer Park Subdivision. It is quite unbelievable that the Outline Plan for this subdivision is constantly being changed by the developer, with the apparent aim being to reduce lot sizes smaller and smaller as each phase is developed.

We suggest that the Outline Plan for Deer Park Subdivision last amended by Council June 20, 1994 and showing 22 lots in Phase 7A, be used for development of Phase 7A. All development in Phase 7A must also meet all architectural controls, including minimum house sizes, double front-drive attached garages, and houses that meet the same quality of development as that of adjacent earlier phases in this subdivision.

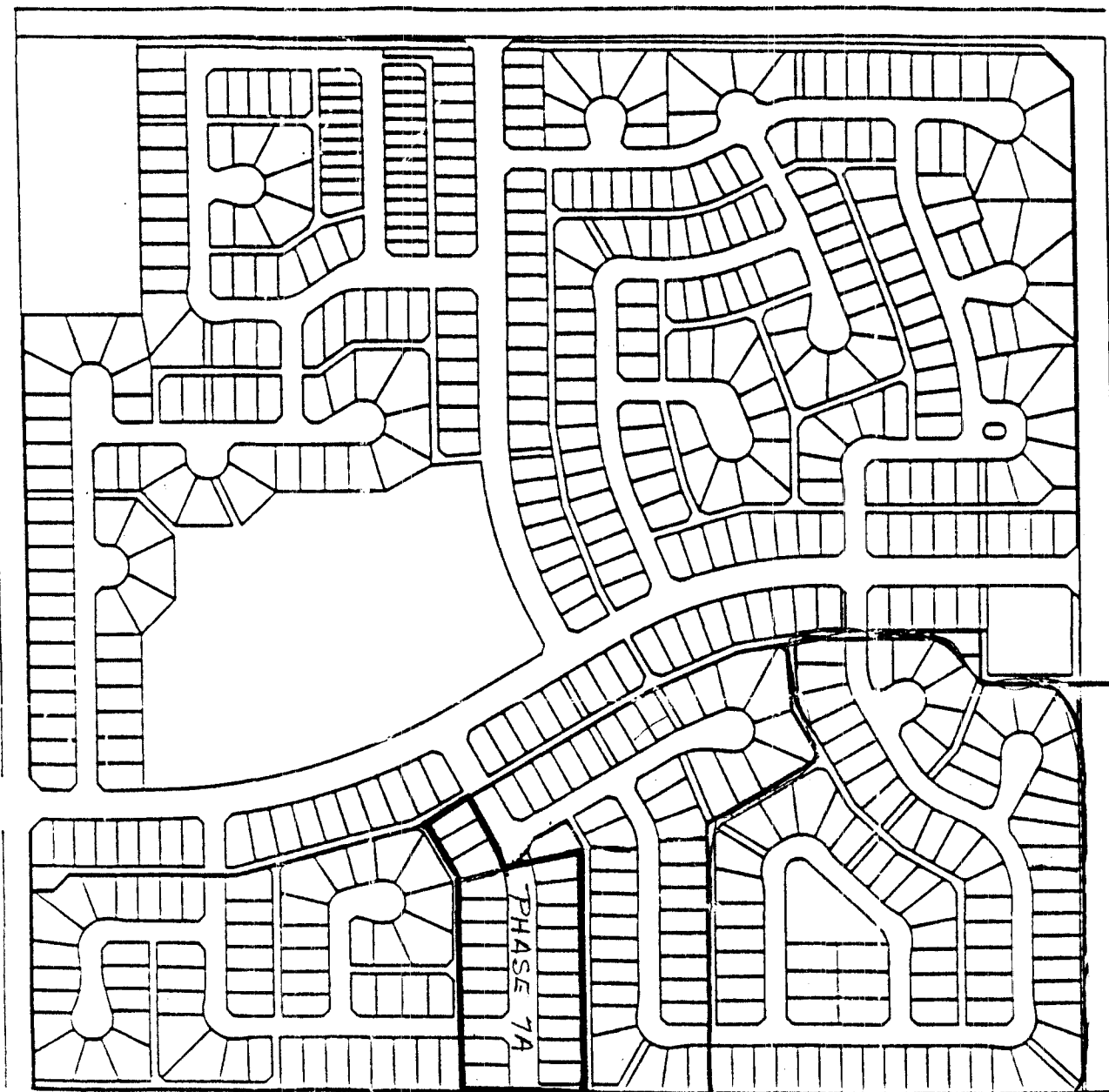
We are not opposed to rezoning Phase 7A from A1 to R1 (Single Family Residential), however, we trust that the concerns of Deer Park homeowners will be addressed before a decision is made on the rezoning change of Phase 7A.

Sincerely,

A handwritten signature in cursive script, appearing to read "B. Rath".

Benjamin & Mable Rath  
(340-0182)

Enclosures



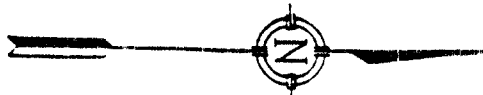
PHASE 7

PHASE 6

PHASE 5

REVISED AS OF MARCH 19.1990

PHASE 7A - 21 LOTS



DEERPARK

EXISTING OUTLINE PLAN





## SUMMARY OF ARCHITECTURAL CONTROLS

- Objective:
- to create a subdivision which is a showcase for Home Owners, Builders and the Developer, one which will appreciate with time.
  - this is to be achieved by individuality in design and architectural features while maintaining compatibility with neighboring homes.

### 1. House Design:

- a) Minimum House Sizes (main floor dimensions)
- |                     |   |
|---------------------|---|
| Bungalow & Bi-Level | - 1200 sq.ft.                           |
|                     | - 1400 sq.ft. estate lots               |
| Split Level         | - 1200 sq.ft. (two levels)              |
|                     | - 1600sq.ft. (three levels) estate lots |
| Two Storey          | - 1800 sq.ft. (total)                   |

b) Siting

- corner lots to have the lowest roof elevations.
- all setbacks and offsets in accordance with City Landuse bylaws and approved setback plan.

c) Plans

- Builder to submit plot plan showing TOJ and LTF elevations.
- finished front and rear grades are to be shown and must adhere to building grade plan.
- should a deviation in building grade plan occur, the Builder would be responsible for the construction of any retaining wall(s).

d) Building

- similar designs in close proximity (5 houses either side and across street) must use different windows, trim and roof design.
- roof elevations should follow gradual transitions from house to house.
- double front drive attached garages are required on each lot. Corner lots may have access from side street providing to City of Red Deer is prepared to approve same.

DEER PARK VILLAGE by Melcor Developments Ltd

# DEER PARK VILLAGE by Melcor Developments Ltd

- a footing check must be requested by the Builder, the elevation check is to be done by the Developer's surveyor at the Developer's cost. No footings are to be poured until the check verifies that the elevation is in accordance with that shown on the Architectural Approval Form.
- the Builder is to construct any aprons or depressed crossing to City specifications.
- the construction of the driveways and aprons is to be done in conjunction with house construction.

## e) Exterior

- pre-finished aluminum, steel, vinyl & stucco are acceptable siding materials.
- diagonal siding not allowed.
- brick or stone accents are required on each house and must be returned on the adjacent wall(s) a minimum of 2 courses or 16 in. (no false fronts).
- "California sculptured stucco" may be used as an alternate exterior finish, subject to DPACC approval.
- house colour selections to provide for Blended Colour Schemes, i.e. white/light grey, light yellow/white, beige/white, beige/medium brown, etc.
- contrasting colours are not allowed, i.e. white/black, white/red, white/dark brown etc.
- black roofing, trim or walls not allowed
- brick or stone colours to co-ordinate with siding and trim colours.
- roof colours are to complement house colours.
- garage door colours to complement house colours. i.e. Rawhide compliments brown and beige colour range.
- polished brass house numbers of the specified size and style are to be installed by the builder.

## 2. Deposit:

- \$1,000.00 for architectural controls and utility protection.
- refundable if controls are met, lot grading is proven correct by mandatory ALS certificate (at Builders expense) and there is no utility damage.



DEER PARK VILLAGE by Melcor Developments Ltd

3. Landscaping: (supplied by the Developer)
  - 2 trees per lot, one tree to be located in front yard.
4. Deer Park Architectural Control Committee (DPACC):
  - all plans and design review forms showing materials, colours, grades, etc. are to be submitted to the DPACC for approval at least one week prior to the date a City Building Permit is applied for.
  - the DPACC reserves the right to require alterations to design, material and/or colour as deemed necessary.

**DATE:** October 22, 1996

**TO:** Principal Planner

**FROM:** City Clerk

**RE:** ***LAND USE BYLAW AMENDMENTS 3156/L-96 (ANDERS EAST  
PHASE 5B) AND 3156/M-96 (MELCOR DEER PARK PHASE 7A)***

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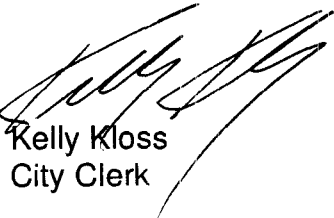
**FILE**

At the Council Meeting of October 21, 1996, Public Hearings were held with respect to the above. Following the Public Hearings, second and third readings were given to Land Use Bylaw Amendments 3156/L-96 and 3156/M-96, copies of which are attached hereto.

Land Use Bylaw Amendment 3156/L-96 provides for the redesignation of a portion of the southeast corner of Anders East Subdivision Phase 5B (SE ¼ 10-38-27-4) from A1 District to R1 District. Provided for are four single family lots to be developed with six previously approved, but unregistered, lots to the North.

Land Use Bylaw Amendment 3156/M-96 provides for the redesignation of a 1.876 ha (4.64 acre) parcel of the central east portion of Melcor Deer Park Phase 7A (SW ¼ 14-38-27-4) from A1 District to R1 District to accommodate 28 single family dwellings.

This office will now update the consolidated copy of the Land Use Bylaw in accordance with the above.



Kelly Kloss  
City Clerk

KK/clr  
attchs.

- c Director of Community Services
- Director of Development Services
- Inspections and Licensing Manager
- City Assessor
- Land and Economic Development Manager
- Council and Committee Secretary, S. Ladwig
- Tony Woods
- C. Rausch

**BYLAW NO. 3156/M-96**

Being a Bylaw to amend Bylaw No. 3156/96, 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:

- 1 The "Use District Map" as referred to in Section 5 is hereby amended in accordance with the Use District Map No. 10/96 attached hereto and forming part of the Bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 23 day of September A.D. 1996.

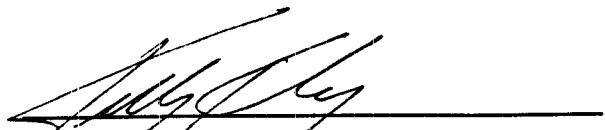
READ A SECOND TIME IN OPEN COUNCIL this 21 day of October A.D. 1996.

READ A THIRD TIME IN OPEN COUNCIL this 21 day of October A.D. 1996.

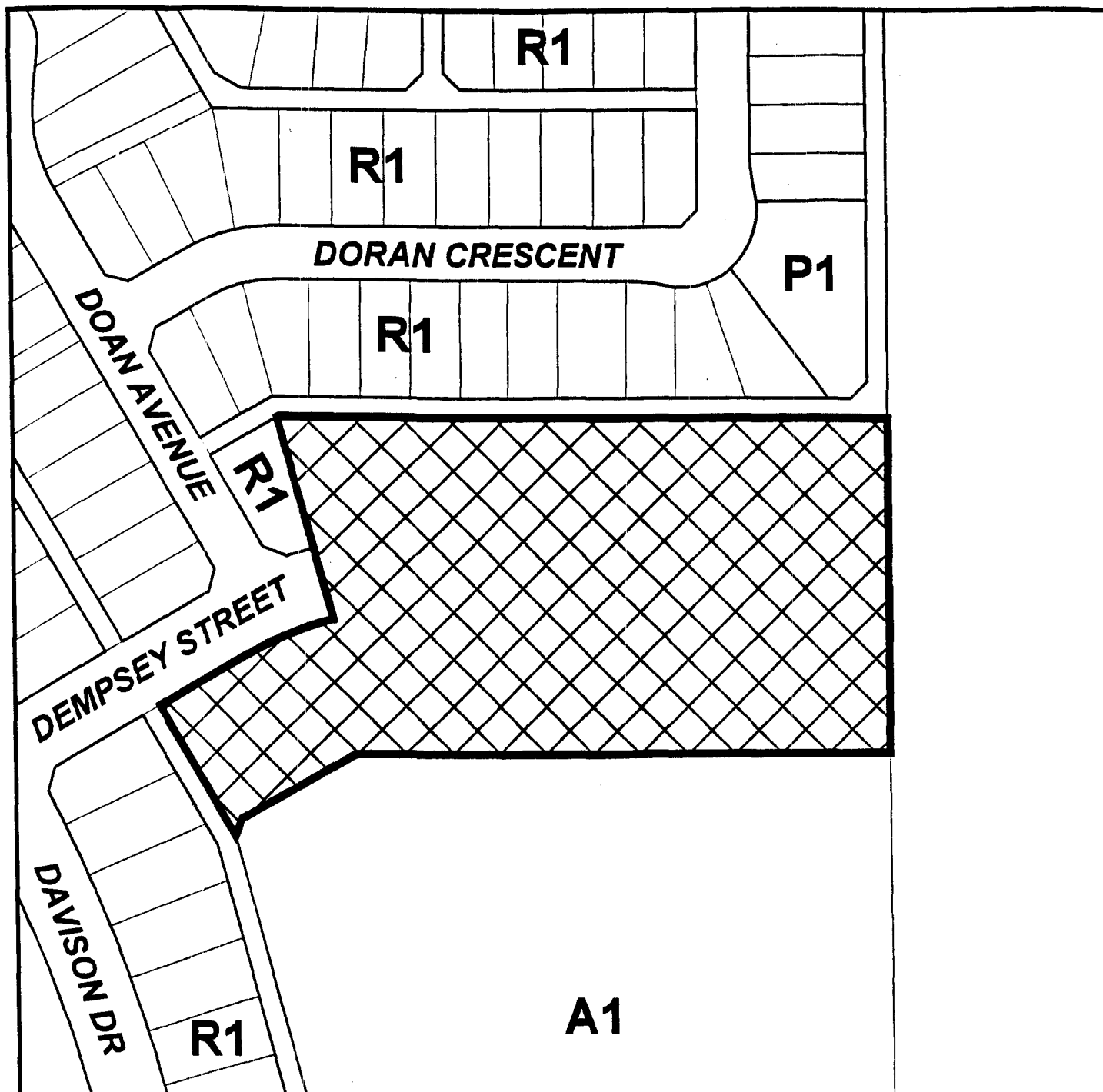
AND SIGNED BY THE MAYOR AND CITY CLERK this 21 day of October A.D. 1996.



MAYOR



CITY CLERK



# DEER PARK

Change from A1 to R1



Bylaw No. - 3156 / M-96  
Map No. 10 / 96

**September 17, 1996**

**BYLAW NO. 3156/L-96**

Being a Bylaw to amend Bylaw No. 3156/96, 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:

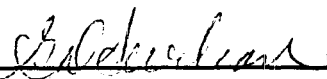
- 1 The "Use District Map" as referred to in Section 5 is hereby amended in accordance with the Use District Map No. 9/96 attached hereto and forming part of the Bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 23 day of September A.D. 1996.

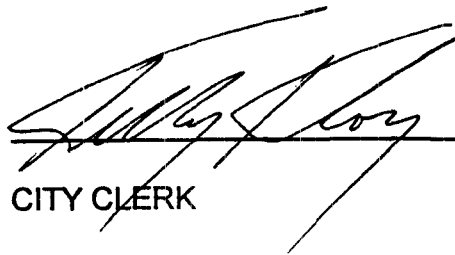
READ A SECOND TIME IN OPEN COUNCIL this 21 day of October A.D. 1996.

READ A THIRD TIME IN OPEN COUNCIL this 21 day of October A.D. 1996.

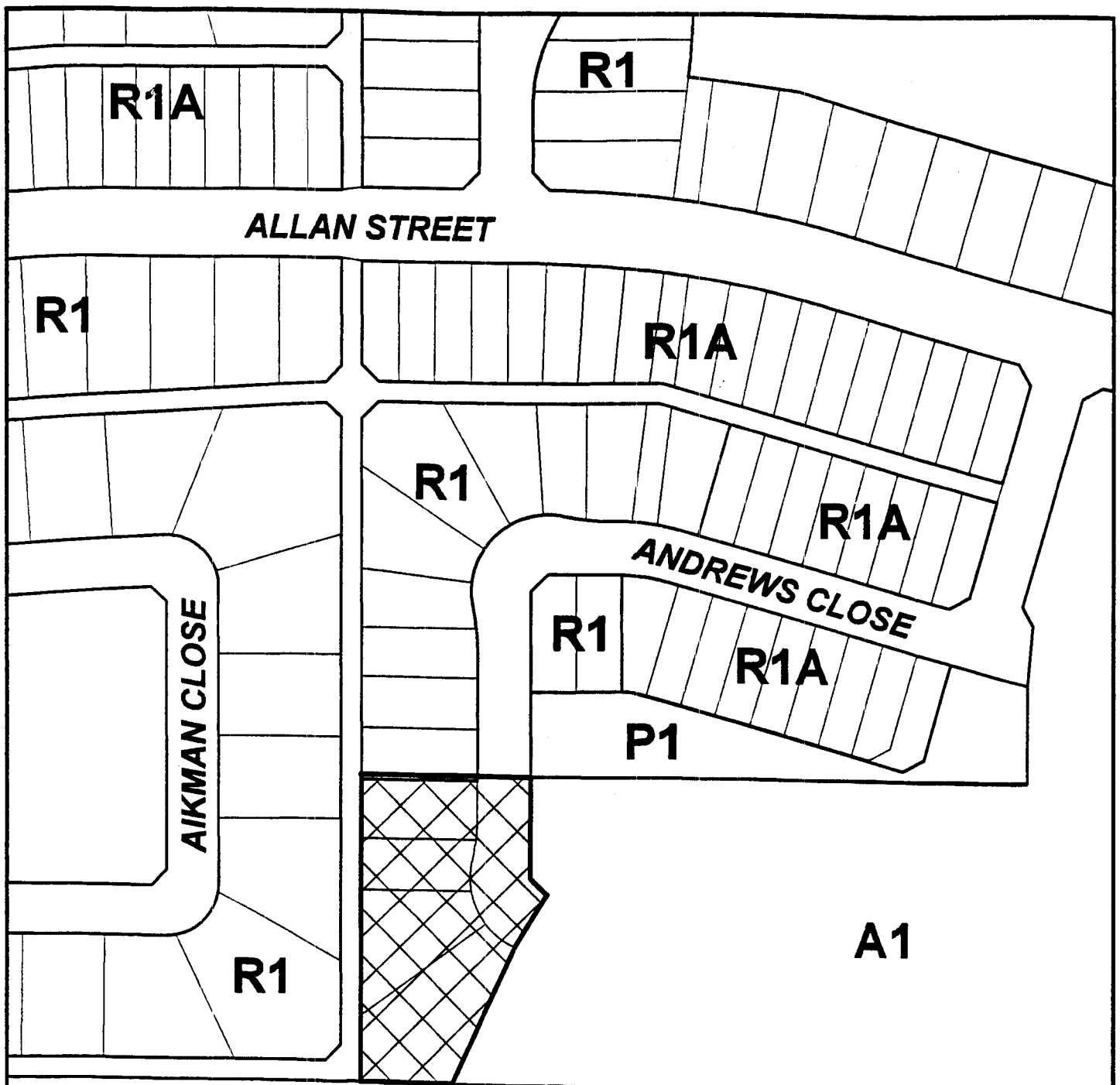
AND SIGNED BY THE MAYOR AND CITY CLERK this 21 day of October A.D. 1996.



MAYOR



CITY CLERK



# ANDERS PARK

Change from A1 to R1



*Bylaw No. - 3156 / L-96*  
*Map No. 9 / 96*

*September 17, 1996*

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

**FILE**

October 22, 1996

Melcor Developments Ltd.  
400, 4808 Ross Street  
Red Deer, AB T4N 1X5

Att: Fred Lebedoff

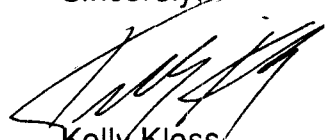
Dear Sir:

**RE: LAND USE BYLAW AMENDMENTS 3156/L-96 (ANDERS EAST  
PHASE 5B) AND 3156/M-96 (MELCOR DEER PARK PHASE 7A)**

At the City of Red Deer's Council Meeting held October 21, 1996, Public Hearings were held with respect to the above. Following the Public Hearings, second and third readings were given to Land Use Bylaw Amendments 3156/L-96 and 3156/M-96, copies of which are attached hereto.

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

Sincerely,



Kelly Kloss  
City Clerk

KK/clr  
attchs.

c Principal Planner  
S. Ladwig, Council and Committee Secretary  
C. Rausch

*a delight  
to discover!*



**MELCOR DEVELOPMENTS LTD.**

Submitted To City Council

Date: Oct 21/96

18 October 1996

**CITY OF RED DEER**  
Box 5008  
Red Deer, Alberta  
T4N 3T4

HAND DELIVERED

Attention: Mayor and Council

Your Worship and Council:

**Re: Proposed Bylaw Amendment 3156/M-96**  
**DeerPark Phase 7-A**

On October 21, 1996 the above bylaw will be presented to Council for a public hearing and second and third reading that would amend the rezoning to permit single family residences to be developed in our DeerPark subdivision Phase 7A.

On October 17, 1996 I received a copy of a letter dated October 7, 1996 from Mr. & Mrs. Benjamin Rath. I would like to comment on the issues raised in that correspondence.

Firstly, I have never indicated to Mr. & Mrs. Rath that the area east of Davison Drive would be developed as an "upscale subdivision" with single family homes on larger than average lots.

The market demands in DeerPark indicate the need for the mid-range product mix ranging in price from \$140,000. - \$200,000. for single family residences.

I am not sure why there is a feeling that the architectural controls and guidelines will be compromised. Our intention is to require all homes constructed in Phase 7A to be a minimum size of 1,200 square feet with double attached garages. This is totally consistent with all "non-estate" areas in DeerPark.

As far as the lot widths, all proposed lots exceed the City of Red Deer established standards. No building frontage widths are less than 42 feet. The City standard is 12 metres (or 40 feet).





Proposed Bylaw Amendment 3156/M-96  
DeerPark Phase 7-A  
Page 2

It should be noted that several lots have been approved by Council in the Kentwood subdivision that are substantially less than 12 metres in width.

For Council's information I personally met Mr. & Mrs. Rath on October 18, 1996 to discuss their concerns.

Yours truly,  
MELCOR DEVELOPMENTS LTD.

A large, stylized handwritten signature in black ink, appearing to be "Fred L. Lebedoff".

Fred L. Lebedoff, R.E.T.  
Red Deer Regional Manager  
FL\*tj

THE CITY OF RED DEER  
CLERK'S DEPARTMENT

RECEIVED	
TIME	2:40 pm
DATE	Oct 18/96
BY	[Signature]

# MEMO

DATE:            15 October 1996

File:height.cou

TO:             CITY COUNCIL

FROM:          TONY LINDHOUT, PARKLAND COMMUNITY PLANNING SERVICES (PCPS)  
RYAN STRADER, INSPECTIONS & LICENSING MANAGER

RE:             ELEVATED RESIDENTIAL AREAS (WALKOUT BASEMENTS)  
RESIDENTIAL BUILDING HEIGHT RESTRICTIONS

---

On May 6, 1996 City Council gave consideration to a joint report from Parkland Community Planning Services (PCPS) and the Inspections and Licensing Manager, **Re: Residential Building Height Restrictions (walkout basements) - Proposed Land Use Bylaw Amendment 3156/D-96**. This amendment would have limited the height of any walkout basement residence constructed on an elevated site to a maximum of two storeys at the back based on grade being redefined as the lowest level of finished ground adjoining a building. Any variation from this would have required a relaxation from MPC. Council agreed not to consider first reading of Land Use Bylaw Amendment 3156/D-96 and referred this matter to the Administration and PCPS in order to obtain input from the development industry and to seek a solution on the issue of building heights. Furthermore, once a solution has been formulated, public input is to be sought before reporting back to Council.

City administrative and development industry representatives formed an ad-hoc committee which has met several times during the past few months to study the issue of residential building heights on artificially created elevated areas. After much discussion on various approaches to this subject, one solution was formulated and then presented to the public at a community meeting held on the evening of September 18th, 1996.

Attached herewith is the final report which has been endorsed by the building industry, the Inspections & Licensing Department, Parkland Community Planning Services and the City's Municipal Planning Commission.

## **Recommendation**

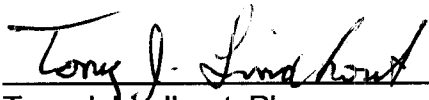
In order to address the height issue of 2 storey homes on artificially created elevated areas, include a process that allows for the pre-identification of elevated building sites and assures adequate public input for any applicable adjacent/adjoining landowners, the ad-hoc Committee recommends to City Council that the wording of Section 3.1.1 of its Planning and Subdivision Guidelines document be amended as follows (additions shown in ***bold and italic text***):

The outline plan must be submitted in a standard (8.5 x 11 inch) format and show in detail the type, size, and location of all land use, the transportation network, the location and size of neighbourhood facilities such as schools and parks, the location of day care centres, social care

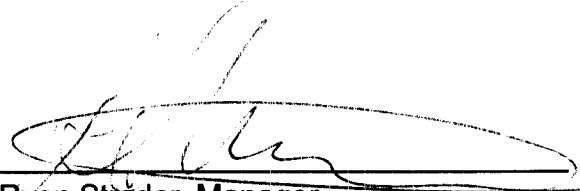
facilities, church sites **and artificially elevated areas designed to accommodate two storey homes with walkout basements**, the staging of development, and conceptual servicing design. Each outline plan must reflect a full and integrated range of housing types of various densities (single family, duplex and multiple family) to service the housing market. Each outline plan should have consideration for any existing adjacent residential development by planning a similar style of housing where the properties adjoin. **The Outline Plan shall not permit two storey homes with walkout basements on elevated areas to be located adjacent to any existing residential neighbourhood established at normal grade levels unless:**

- i) consensus is obtained from adjacent landowners, or**
- ii) there are no alternative engineering solutions related to shallow utility servicing and the views of all adjacent landowners have been obtained.**

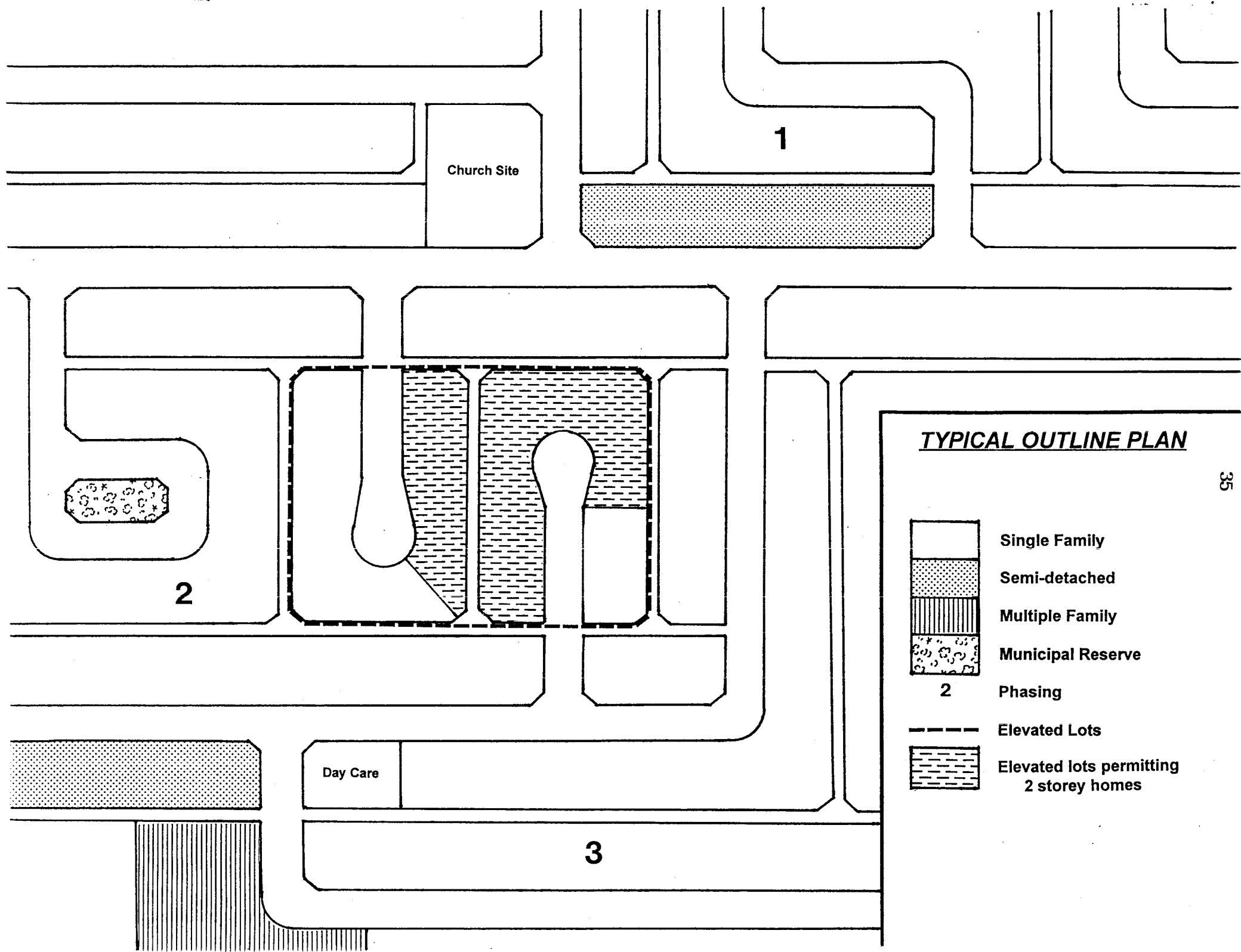
The above proposal will allow the Outline Plan process to be used as the pre-development planning tool to identify the location of any future artificially elevated area that may permit the construction of 2 storey dwellings. See the attached "typical outline plan" for an illustration of how this would actually be shown in an Outline Plan. Unless these raised building sites are so identified, the construction thereon of any 2 storey home would be prohibited.



Tony J. Lindhout, Planner  
Parkland Community Planning Services



Ryan Strader, Manager  
Inspections & Licensing Department



## **REPORT ON ELEVATED RESIDENTIAL AREAS WALKOUT BASEMENT DEVELOPMENTS**

### **(RESIDENTIAL BUILDING HEIGHT RESTRICTIONS)**

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#### **Background Information**

City Council has from time to time dealt with the issue of the height of residential building structures. In the past the City has received complaints from home owners who have opposed the construction of multi-storey residences in areas that contain higher grade levels than the developed surrounding or adjoining area(s). An elevated area may occur naturally, may be artificially created by a developer in the way a subdivision is graded, or may be the result of shallow utility infrastructure which forces development to occur at a higher finished grade level.

Currently the height of a residential structure in the City is controlled under the Land Use Bylaw which states that the maximum building height is to be "two storeys with a maximum of 10 metres measured from the average of the lot grade". "Grade" is defined as the lowest level of finished ground elevation adjoining a building at any exterior walls however, when there is a difference in grade level between the front and rear of a lot, the 10 metre maximum height is measured from the average of the lot grade. This average would be located somewhere mid-way between the different front and rear elevations. See Appendix A for an illustration of these terms.

In order to address past concerns related to the height issue of 2 storey homes on elevated areas in both the Deer Park and Anders East subdivisions, certain lots have been restricted to only single storey dwellings through the Outline Plan process. These Outline Plan height restrictions were developed in response to neighbourhood concerns. This solution appears to have resolved each specific neighbourhood's concern however, the mitigation process was very time consuming and lengthy for all involved. It should be noted that historically, the Land Use Bylaw is the document that governs and regulates development, while the Outline Plan is a land use planning tool not intended to contain development regulations.

Without an overall comprehensive approach and understanding by both the City and the development industry to resolve this development issue, the potential is very real that in the future this height issue will surface again in a developing new neighbourhood. Pursuant to the direction given by City Council that this matter be further investigated by both development industry and City administrative personnel, the following ad-hoc committee was formed:

- Martin Broks, Al Terra Engineering
- Phil Neufeld, Trueline Construction
- Hugh MacBeth, Mason Martin Homes
- Gordon Bontje, Laebon Developments
- Fred Lebedoff, Melcor Developments
- Ryan Strader, Inspections & Licensing Department
- Tony Lindhout, Parkland Community Planning Services

### **Ad-Hoc Committee Findings and Observations**

Two storey homes with walkout basements are not a new phenomenon to the building industry nor within the province. Homes with walkout basements were being built twenty-five years ago, particularly in rural areas as well as the larger urban centres. Although not an issue in Red Deer until recently, the City has had homes with walkout basements for many years. Initially they were only located along escarpment areas in the Michener Hill, Grandview and Pines neighbourhoods. Generally speaking these developments had been located in low density residential neighbourhoods with the walk out basement being constructed out on the escarpment and thereby not impacting any adjoining properties. While some walkout basement homes have been constructed within conventional City neighbourhoods (i.e. Deer Park Estates, Morrisroe, etc.) it is only recently that artificially raised elevated areas have been created to specifically allow for the grouping and clustering of homes containing walkout basements.

It was concluded that it is only the traditional two storey home having a walkout basement that has created the height related controversy surrounding development on elevated areas. There is no need to identify or apply any restrictions to those areas designed for only one storey homes with a walkout basement.

There is a need to address the question of “what is the real issue”? Is it building height; is it privacy; or does it have to do with land values? It was acknowledged that the concern is more one of “sensitivity” regarding the interface of new development on elevated areas versus existing development built at normal grade levels and in particular, the perceived impact upon these adjoining developed properties. It was noted that very few complaints have been received by the City regarding the construction of multi-storey apartment buildings in or near conventional single family developments. In many cases these larger, taller structures are located adjacent to conventional residences in situations that puts the apartment building and single family residence no further apart than two normal residences separated by a lane. How would this situation really be any different than two residences each built with a different number of floors backing against one another and separated by a lane?

It was felt that the privacy arguments relating to the differing heights of residential structures are not valid. Two storey homes have been built next to single storey homes throughout the city for many years without any problems. These homes could be as close as 10 - 15 feet of each other. In the case of walkout basements, the objection generally comes from an adjoining resident located behind, or across the lane, from the walkout structure. The separation distance between these homes would generally be at least 80 feet. It was also suggested that because homes with walkout basements are located higher than some of the surrounding homes, that it is those who live in the walkout basement homes who in fact are subjected to less privacy.

It was acknowledged that there is a need to better integrate new developing neighbourhoods with the existing development in current neighbourhoods so that the scale and character of the overall residential area does not change abruptly. Residents who have backed onto an open field for many years need some assurance that when new development does occur, it is compatible from an

aesthetics point of view with the existing neighbourhood.

The present City Land Use Bylaw works well and there is no need to create additional regulation. The development approval process regarding residential construction needs to be kept straight forward with an application being made to MPC only in situations requiring approval of discretionary uses or relaxation of existing development standards (i.e. yards, height, floor area, site coverage, etc.). It is appropriate that the Land Use Bylaw dictates the location of various housing types (i.e. detached, duplex, multiple family, etc.) through zoning, but the building industry is strongly opposed to MPC being used for the determination and approval of housing styles (one/two storey, bi-level, 4 level splits, etc.). The City's Land Use Bylaw is consistent with other urban land use bylaws in the province in so far as the approach taken regarding residential building height restrictions. See Appendix B for a comparison of building height regulations in various urban centres.

Following considerable discussion of the above observations, the Committee concluded that the existing building height regulations as contained in the City's Land Use Bylaw not be altered. The existing 10 m height restriction is reasonable and the existing definition of "grade" is acceptable by the building industry. The following three solutions were considered as possible approaches to deal with the more specific issue of walkout basements as it relates to two storey residential structures:

- Continue to use the Outline Plan process to indicate areas that could be developed with walkout basements and/or restricted to single storey developments. The information that needs to be shown in the Outline Plan requires amendment to include the identification of elevated areas for the construction of two storey residences with walkout basements.
- Increase the lot depths of those parcels designed to accommodate walkout basements. This would then add additional space to the rear yard and increase the rear separation distance between homes.
- Amendment to the Land Use Bylaw whereby special residential sub-zones (i.e. R1-W, R2-W, etc.) would be created for those areas in which walkout basements could be built. The benefit of this approach is that these special areas would be clearly visible on the Land Use District maps. This way, areas for potential walkout basement development are pre-identified.

### **Proposed Solution Recommended by Ad-Hoc Committee**

The Committee concluded that the Outline Plan process would be the best solution to govern the location and development of 2 storey homes containing walkout basements. Therefore, the following change is proposed to the City's Planning and Subdivision Guidelines document:

Section 3.1.1 regarding the content of Outline Plans currently reads as follows:

The outline plan must be submitted in a standard (8.5 x 11 inch) format and show in detail the type, size, and location of all land use, the transportation network, the location and size of neighbourhood facilities such as schools and parks, the location of day care centres, social care facilities and church sites, the staging of development, and conceptual servicing design. Each outline plan must reflect a full and integrated range of housing types of various densities (single family, duplex and multiple family) to service the housing market. Each outline plan should have consideration for any existing adjacent residential development by planning a similar style of housing where the properties adjoin.

It is proposed that Section 3.1.1 be reworded as follows to address walkout basement developments:

The outline plan must be submitted in a standard (8.5 x 11 inch) format and show in detail the type, size, and location of all land use, the transportation network, the location and size of neighbourhood facilities such as schools and parks, the location of day care centres, social care facilities, church sites **and artificially elevated areas designed to accommodate two storey homes with walkout basements**, the staging of development, and conceptual servicing design. Each outline plan must reflect a full and integrated range of housing types of various densities (single family, duplex and multiple family) to service the housing market. Each outline plan should have consideration for any existing adjacent residential development by planning a similar style of housing where the properties adjoin. ***The Outline Plan shall not permit two storey homes with walkout basements on elevated areas to be located adjacent to any existing residential neighbourhood established at normal grade levels unless:***

- i) consensus is obtained from adjacent landowners, or***
- ii) there are no alternative engineering solutions related to shallow utility servicing and the views of all adjacent landowners have been obtained.***

The Committee's rationale for proposing the above noted Outline Plan amendment are:

1. The current 10 m height restriction in Land Use Bylaw works well and is consistent with other Alberta municipalities therefore, no additional regulation through the Land Use Bylaw is warranted nor desired.
2. It is important to pre-identify elevated areas that could be developed with 2 storey homes with walkout basement developments through the outline plan adoption or amendment process. By limiting the location of these elevated areas to sites that are currently not adjacent to any existing conventional residential developments (unless an engineering constraint exists or the views of adjacent landowners have been considered), the potential differing height conflict with existing adjoining development should be greatly reduced if not eliminated. As it is only the traditional 2 storey home having a walkout basement that has the potential to create the height variation with adjoining lower developments, there is no need to identify nor apply any restrictions to areas designed for one storey homes with walkout basements.



Elevated Residential Areas  
Walkout Basement Developments  
Page 5

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Builders and developers ideally would wish to have all elevated areas identified before there are any adjoining landowners in the vicinity in order to avoid unnecessary controversy. The development industry acknowledges that they must pre-determine and pre-plan for these special walkout basement locations much earlier in the development process compared to the current after-the-fact approach that has created the controversy surrounding the issue of walkout basements. Unless an elevated area is pre-identified through the Outline Plan adoption or amendment process, raised sites allowing for the construction of 2 storey homes with a walkout basement would be prohibited.

If elevated areas are not identified in the preparation of the initial Outline Plan, the development industry is quite prepared to go through the Outline Plan amendment process prior to, or during the subdivision application stage in order to identify these special areas for walkout basements. Both the Outline Plan adoption and amendment process includes a public meeting component which would facilitate, if applicable, input by any adjoining property owners. This way City Council would have prior knowledge of any community opposition to such an amendment.

**Public Meeting**

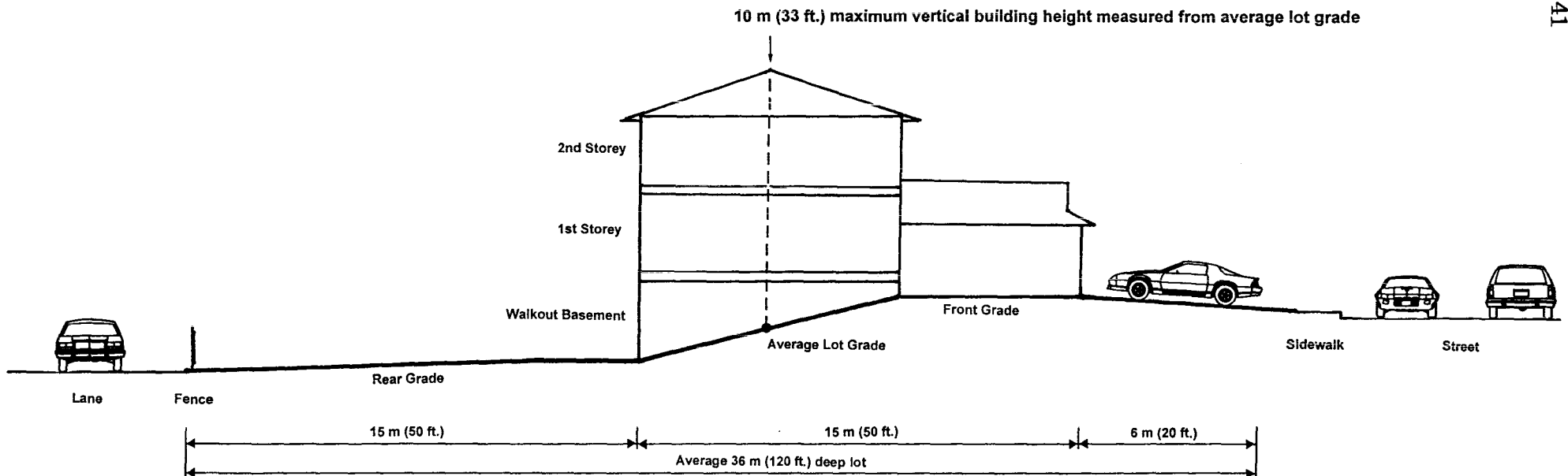
Members of the ad-hoc Committee hosted a public meeting on September 18, 1996 at the Red Deer Public Library. This meeting was advertised in the Red Deer Advocate on the City's public notice page the two consecutive Fridays prior to the meeting. Also, all those citizens whose names were on file concerning specific past walkout basement controversies were notified of the meeting by letter.

Public response to the meeting was poor as, other than City staff/committee members, only 4 persons from the community were in attendance. Those in attendance appreciated the fact that the City is trying to resolve the types of conflicts that have surrounded past walkout basement developments. They agreed with the need to pre-identify elevated areas for 2 storey homes containing walkout basement developments and strongly supported the concept of public involvement as contained in the Outline Plan process. **No objections were indicated or received to the proposal to use the Outline Plan as the mechanism to govern the location and development of 2 storey homes with walkout basements on artificially created elevated areas.**

## APPENDIX A

### CROSS- SECTION

#### TYPICAL 2 STOREY HOME WITH WALKOUT BASEMENT



**APPENDIX B****SUMMARY OF RESIDENTIAL BUILDING HEIGHT RESTRICTIONS**

<b>MUNICIPALITY</b>	<b>MAXIMUM HEIGHT</b>	<b>DEFINITION OF GRADE</b>	<b>IS A CONVENTIONAL 2 STOREY STRUCTURE WITH WALKOUT BASEMENT CONSIDERED A 3 STOREY BUILDING?</b>
<b>Edmonton</b>	shall not exceed 10 m nor 2.5 storeys as measured at grade	average level of finished site elevation	No - because walk out basement is not considered a storey due to definition of floor as it relates to grade
<b>Calgary</b>	R1A - 9 m (smaller lot single family)	recently amended from 10 m to curtail 3 storey walkouts	
	all other districts - 10 m	3 storey walk outs (from rear) are only permitted if the max. height (measured from rear elevation to roof edge) is not exceeded (most would comply) also, as lot elevation increases towards front, no point of the roof is to exceed max. height - in other words, the max. height of the roof line must follow back to front slope of lot. Due to length of relaxation and appeal process, most builders will, if necessary, modify the roof system to comply with bylaw.	
<b>Lethbridge</b>	8.5 m or 2.5 storeys measured at grade	average elevation of finished ground surface adjacent to building	No - because basement is not considered a storey due to definition of floor as it relates to grade
<b>Medicine Hat</b>	2 storeys	average elevation of finished ground adjacent to building	No - because walkout basement would normally not be considered a storey
<b>Leduc</b>	not to exceed 10 m nor 2.5 storeys as measured at grade	average elevation of the ground for each face of the building	No - because walkout basement is not considered a storey due to the definition of floor as it relates to grade
<b>Red Deer</b>	not to exceed 2 storeys with a maximum of 10 m measured from the average of lot grade	lowest level of finished ground elevation adjoining a building at any exterior wall	No - because walkout basement is not considered a storey due to maximum height being measured from average grade

DATE: OCTOBER 15, 1996

TO: CITY COUNCIL

FROM: MUNICIPAL PLANNING COMMISSION

RE: **REPORT OF PARKLAND COMMUNITY PLANNING SERVICES AND  
INSPECTIONS & LICENSING MANAGER DATED OCTOBER 8, 1996  
ELEVATED RESIDENTIAL AREAS (WALKOUT BASEMENTS)  
RESIDENTIAL BUILDING HEIGHT RESTRICTIONS**

---

At the October 15, 1996 meeting of the Municipal Planning Commission, consideration was given to the above report, following which the resolution as noted hereunder was passed endorsing the recommendation of the Ad Hoc Committee:

“THAT the Municipal Planning Commission endorse the proposed recommendation of the Ad Hoc Committee regarding Walkout Basement Developments, Residential Building Height Restrictions as presented to the Commission in a report dated October 8, 1996 from the Parkland Community Planning Services and Inspections & Licensing Manager.”

Respectfully submitted,



SANDRA LADWIG  
Secretary  
Municipal Planning Commission

**DATE:** October 22, 1996

**TO:** Tony Lindhout, Parkland Community Planning Services  
Ryan Strader, Inspections and Licensing Manager

**FROM:** City Clerk

**RE:** ***ELEVATED RESIDENTIAL AREAS (WALKOUT BASEMENTS) /  
RESIDENTIAL BUILDING HEIGHT RESTRICTIONS***

---

At the Council Meeting of October 21, 1996, consideration was given to your report dated October 15, 1996, concerning the above. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from Parkland Community Planning Services and the Inspections and Licensing Manager dated October 15, 1996, re: Elevated Residential Areas (Walkout Basements) / Residential Building Height Restrictions, hereby approves the recommendations as outlined in the above noted report and as submitted to Council October 21, 1996."

The decision of Council in this instance is submitted for your information and appropriate action. On behalf of Council, please accept their thanks to the Ad Hoc Committee for their work in developing these guidelines.



Kelly Kloss  
City Clerk

KK/clr

c Director of Community Services  
Director of Development Services  
Inspections and Licensing Manager  
Land and Economic Development Manager  
Municipal Planning Commission

Martin Broks, Al Terra Engineering  
Phil Neufeld, Trueline Construction  
Hugh MacBeth, Mason Martin Homes  
Gordon Bontje, Laebon Developments  
Fred Lebedoff, Melcor Developments

**FILE**

Item No. 2

RPC - 6.325

**DATE:** October 10, 1996

**TO:** KELLY KLOSS  
City Clerk


**FROM:** JAMIE McNAMARA, A/Chairman  
Recreation, Parks & Culture Board

**RE:** SWIMMING POOL ADMISSION FEES

---

The Recreation, Parks & Culture Board considered a report at their regular meeting of October 8, 1996, regarding fees for infants using pools and arenas with their parents. The Board passed the following resolution based on the report submitted by the Recreation Facilities Superintendent and the Department Manager:

"That the Recreation, Parks & Culture Board support and recommend to City Council that they approve a revision to the child's admission fee for swimming pools and skating in the Recreation, Parks & Culture Department Fees & Charges Policy, as outlined in the October 2, 1996 letter to the Board, that recommends children under the age of three (3) years old be admitted free."



JAMIE McNAMARA

:ad

Att.

c. Lowell R. Hodgson, Director of Community Services  
Mrs. Judy Kuz

# memo

**FILE NO.** RPC-43600

**DATE:** October 2, 1996

**TO:** RECREATION, PARKS & CULTURE BOARD

**SUBJECT:** **SWIMMING POOL ADMISSION FEES**

---

Attached is a letter from Jody Kuz protesting the admission fees at the City pools. Ms. Kuz would like us to revise our Fees & Charges policy to admit children under two years free and to introduce a monthly swim pass.

At the present time, our fee structure is as follows:

- Single Admission - Child, Student, Senior, Adult and Family
- Punch Card (10 swims) - Child, Student, Senior and Adult
- Swim Pass (4-month) - Child, Student, Senior, Adult and Family
- Swim Pass (12-month) - Child, Student, senior, Adult and Family

\* Children, regardless of age, are charged the child admission.

A survey of pool admission fees, undertaken by Shirley Armitage, is attached. Of the thirteen communities surveyed, you will note that preschool children under three are admitted free in three communities; in five communities, children under the age of six are admitted free of charge, and in three communities, all preschool children are charged a nominal fee of \$1.00 or less. Including Red Deer, nine communities charge preschool customers an admission fee. The categories of swim passes offered by the thirteen communities vary. Every community offers an annual swim pass except for the Town of Ponoka. Some communities offer nine-month passes, six-month passes, three-month passes, two-month passes (during the summer), and two communities offer a one-month pass. It is interesting to note that Red Deer is the only community offering a four-month pass.

We feel we have a sufficient variety of punch cards and swim passes; however, we should consider revising the single admission fee for preschoolers. We could consider a reduced rate for all preschoolers or consider free admission for children under the age of three. Three and older would pay the normal child's admission fee. The rationale for selecting age three as the age to begin charging is because this is the age when unparented lessons begin. We are not in favor of allowing all preschool children free admission as our pool revenues would be affected in an adverse manner.

.../2

## MEMO TO RECREATION, PARKS AND CULTURE BOARD

October 2, 1996

File RPC-43600

Page 2

Discussions with the Recreation Centre Operator, life guards, Aquatic Supervisor and cashiers support a revision to single admissions for children and they confirm that our variety of punch cards and passes are satisfactory.

The staff facility operator at the Dawe Centre and at Michener Centre are in favor of the proposed changes to the child's admission fee and they are satisfied with the present punch card and pass structure.

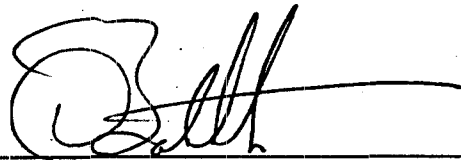
If approved, the child's admission fee for public skating would also be revised accordingly.

**RECOMMENDATION:**

**That the Recreation, Parks and Culture Board support and recommend to City Council that they approve a revision to the child's admission fee for swimming and skating in the Department's Fees & Charges Policy, as outlined in the October 2, 1996 letter to the Board.**



Harold Jeske,  
Recreation & Culture  
Facilities Superintendent



Don Batchelor,  
Recreation, Parks & Culture  
Department Manager

/ns

Att.

- c. Dennis O'Brien, Dawe Centre Pool  
Dick Feser, Michener Centre



## GENERAL ADMISSIONS

	Pre-school	Child	Student	Senior	Adult	Family
Wetaskiwin - Aboussafy Centre ✓	\$1.00	\$2.00	\$2.50	\$2.25	\$3.25	\$7.00
Medicine Hat - Crestwood Pool ✓	Free	\$1.40	\$2.00	\$2.15	\$2.50	\$5.50
Hinton Pool 0-2	\$1.00	\$2.25	\$2.75	\$2.75	\$3.75	\$8.25
Leduc - Black Gold Centre ✓	\$1.00	\$2.00	\$2.25	\$2.50	\$3.25	\$7.25
Lloydminster Pool ✓	\$ . 50	\$1.50	\$2.50	\$2.50	\$4.00	\$10.00
Spruce Grove ✓		\$1.85	\$2.50	\$1.85	\$3.00	\$5.00
Ponoka Aquaplex ✓	Free	\$2.00	\$2.00		\$2.75	\$7.00
Three Hills Aquatic Centre ✓	Free	\$2.00	\$2.00	\$2.00	\$3.00	\$7.25
Camrose ✓		\$1.00	\$2.50		\$3.00	\$6.50
St. Albert 0-2	\$1.00	\$2.00	\$2.00	\$2.00	\$3.00	\$8.75
Lacombe ✓	Free	\$2.00	\$2.50	\$2.50	\$3.25	\$8.50
Red Deer		\$1.75	\$2.25	\$2.50	\$3.25	\$8.25
Strathcona County 0-2	N/A	\$2.60	\$3.40	\$3.00	\$4.20	\$9.00
Rocky Mountain House ✓	Free	\$2.00	\$2.00	\$2.00	\$3.00	\$7.00

September 3, 1996

Monica Bast, Chairperson  
Recreation, Parks & Culture Board  
5577-49 A Ave.  
Red Deer, A.B.  
T4N 3X6

**RE: SWIMMING POOL FEES - RED DEER**

Dear Ms. Bast:

I am writing this letter to protest the swimming pool fees charged by the City of Red Deer.

I have an infant daughter with whom my husband and I like to swim but I have great difficulty with the cost to do so. The airlines let children under two years of age fly for free, but the City of Red Deer must charge for their service to this age group?

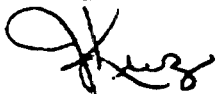
I have stated my concerns to Don Bachelor and he suggested I use the 10 swim punch card as a monthly pass. To my family of three this would cost \$66 for 10 swims. I feel this is very expensive compared to the 4 month family pass @ \$100. The 4 month pass is economical but does not meet the needs of many families either, i.e. those who have vacation plans, children in summer camp, or to whom weather is a factor for its use.

I am suggesting a reasonably priced monthly pass for families, adults, and children, and that children under the age of 2 years swim free.

The City of Red Deer justifies the spending of taxpayer dollars on single interest groups very frequently. How about subsidizing something that will be of benefit to the total population for a change, especially when our children will be the direct recipients.

I would be more than willing to appear before the board to voice my concerns if requested.

Yours truly,



Jody Kuz, B.N.  
303-13 Stanhope St.  
Red Deer, A.B.  
T4N 0B7

c.c. Gail Surkan, Mayor, City of Red Deer  
Jason Volk, Councillor, City of Red Deer  
Don Bachelor, Manager, Recreation, Parks & Culture

2.8

**COMMENTS:**

I concur with the recommendations of the Recreation, Parks and Culture Board.

"H. M. C. DAY"  
City Manager

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

**FILE**

October 22, 1996

Ms. Jody Kuz  
303, 13 Stanhope Street  
Red Deer, AB T4N 0B7

Dear Ms. Kuz:

At the City of Red Deer's Council Meeting held Monday, October 21, 1996, consideration was given to your letter dated September 3, 1996, concerning swimming pool fees charged by the City of Red Deer. At that meeting, the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Recreation, Parks and Culture Board dated October 10, 1996 re: Swimming Pool Admission Fees, hereby approves a revision to the child's admission fees for swimming pools and skating in the Recreation, Parks and Culture Department Fees and Charges Policy, to provide free admission to children under the age of three, and as presented to Council October 21, 1996."

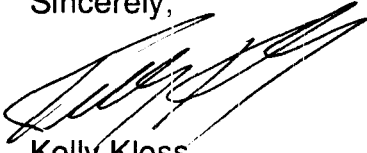
As can be seen, Council addressed your request concerning free admission for younger children, however, did not implement a monthly pass for families, adults and children. Council, did, however, request the Recreation, Parks and Culture Department to further investigate the feasibility of offering monthly passes.

*a delight  
to discover!*

Ms. Jody Kuz  
October 22, 1996  
Page 2

On behalf of Council, please accept their thanks for bringing this matter to their attention. If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,

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

Kelly Kloss  
City Clerk

KK/clr

c      Director of Community Services  
         Recreation, Parks and Culture Manager

**DATE:** October 22, 1996  
**TO:** Recreation, Parks and Culture Board  
**FROM:** City Clerk  
**RE:** **SWIMMING POOL ADMISSION FEES**

**FILE**

At the Council Meeting held October 21, 1996, consideration was given to your report dated October 10, 1996, concerning the above. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Recreation, Parks and Culture Board dated October 10, 1996 re: Swimming Pool Admission Fees, hereby approves a revision to the child's admission fees for swimming pools and skating in the Recreation, Parks and Culture Department Fees and Charges Policy, to provide free admission to children under the age of three, and as presented to Council October 21, 1996."

By way of a copy of this memo, I will be asking the Recreation, Parks and Culture Manager to update the Department's Fees and Charges Policy, in accordance with the above resolution.



Kelly Kloss  
City Clerk

KK/clr

c Director of Community Services  
Recreation, Parks and Culture Manager

**DATE:** October 22, 1996

**TO:** Director of Community Services

**FROM:** City Clerk

**RE:** SWIMMING POOL ADMISSION FEES / MONTHLY PASSES

**FILE**

At the City of Red Deer's Council Meeting held October 21, 1996, the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Recreation, Parks and Culture Board dated October 10, 1996 re: Swimming Pool Admission Fees, hereby approves a revision to the child's admission fees for swimming pools and skating in the Recreation, Parks and Culture Department Fees and Charges Policy, to provide free admission to children under the age of three, and as presented to Council October 21, 1996."

Informally, Council discussed the possibility of offering monthly passes for families, adults and children. In this regard, it is requested that your department investigate the feasibility of offering such passes.

I trust you will be reviewing the above, and in due course, reporting back to Council through the Recreation, Parks and Culture Board.



Kelly Kloss  
City Clerk

KK/clr

c Recreation, Parks and Culture Manager

Item No. 3

MEMO

---

**Date:** October 08, 1996 **File No. 6-619**

**To:** KELLY KLOSS  
City Clerk

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

**RE:** MR. KEVIN MCINTOSH - 146 GREIG DRIVE

---

We have the following comments for Council's consideration concerning the above referenced.

The attached letter (Appendix A) from Mr. McIntosh is requesting that the order dated September 24, 1996, (Appendix B) be set aside. This procedure is outlined in the Municipal Government Act Section 547, which deals with unsightly properties.

A complaint was received by our office August 19, 1996, concerning the condition of Mr. McIntosh's property. Letters were sent to Mr. McIntosh on August 26, 1996 and September 11, 1996, requesting that the property be cleaned up, however the condition of the property did not change, therefore the September 24<sup>th</sup> letter was issued.

Mr. McIntosh makes several other points in his letter to which we have the following comments.

- *Our letters should have been sent by registered mail.*

We have found some people will not accept registered mail, or will not make the effort to go to the postal outlet to pick up registered mail.

- *We should not have entered his property.*

The first two inspections were completed from the street. The final inspection to obtain the enclosed pictures, did not involve opening gates or doors. Mr. McIntosh has his right to privacy, however his neighbors have a right to expect Mr. McIntosh to maintain his property at a reasonable standards.



CITY CLERK - Mr. Kevin McIntosh  
October 8, 1996  
Page 2

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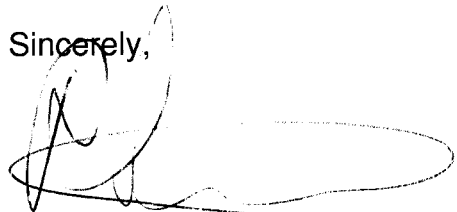
- *Mr. McIntosh was threatened when he called City Hall.*

At this point there were few alternatives, either the site was cleaned up by Mr. McIntosh or the City, or an appeal filed with Council. This was not a threat, merely explaining the options open to him.

**Recommendation:** a) That the September 24, 1996 order be upheld; b) there be no change to the policy for dealing with property complaints.

This year alone, we have dealt with approximately 300 complaints, with 250 letters being sent out. Of these complaints, only 6 have resulted in orders being sent, and only 2 of these resulted in the City having to do the cleanup.

Sincerely,



R. STRADER  
Inspections and Licensing Department

RS:yd

Att.

RECEIVED	
TIME	
DATE	Oct 1/96
BY	

To whom it may concern:

I am the owner of a property in Red Deer. For most of the year I work out of town. While I'm away, I have tenants look after my place. Sometime this summer I was sent a letter regarding the weeds on the backside of the house. I didn't see this letter because I was out of town. I got back into town to find a secondary letter saying that the city would be coming to clean these weeds up.

I have two concerns that I would like to bring up. The first one is the letter. The two letters sent to me should have been sent by registered mail. This would insure that I ~~would~~ and other people in my situation receive these documents personally. The second concern I have is that the inspector violated my privacy by coming onto my property with out my knowledge or permission. I called the building inspection department to complain, but all the young lady could say was that there was a law that ~~allowed~~ <sup>allowed</sup> her to enter my property at will. She also threatened me with the idea that ~~if~~ if I didn't do what she said she would send in the city and charge the bill to me.

The front and back yard of my property are well into the acceptable range of accept~~ance~~ance. The weeds of the side of my house are not ~~visible~~ visible from the front of the property and winter will be here in no time at all. If you have any questions or concerns please feel free to contact me (and only me) at H-340-3091 or leave a message at W 5669-9222

Kevin McIntosh  
146 Greig drive  
Red Deer, Alta  
T4P 2N5

September 24, 1996

Kevin V. McIntosh  
146 Greig Drive  
Red Deer, Alberta  
T4P 2N5

Dear Sir:

**RE: 146 GREIG DRIVE  
LOT 36, BLOCK 4, PLAN 792-2367**

---

The above referenced site was re-inspected, September 23, and it was noted that there is no change in the condition of the property from our letters of August 26 and September 11, 1996.

Under provision of the Municipal Government Act, we are advising that The City will be taking the necessary action to have the site restored to City standards and all costs charged as taxes against the property (Section 546). This action will commence on Friday, October 4, 1996, unless you file an appeal with City Council prior to that date.

If you require clarification, please contact our department at 342-8190. Your prompt attention to this matter would be appreciated.

Yours truly,

R. Strader  
Bylaws and Inspections Manager  
BUILDING INSPECTION DEPARTMENT

*Appealed to Council  
9/6/01*

RS/vs

c. Public Works Department

***COMMENTS:***

I concur with the recommendations of the Inspections and Licensing Manager.

"H. M. C. DAY"  
City Manager



# THE CITY OF RED DEER

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

FAX: (403) 346-6195

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

October 9, 1996

Kevin McIntosh  
146 Greig Drive  
Red Deer, AB T4P 2N5

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Dear Mr. McIntosh:

I am in receipt of your letter re: 146 Greig Drive.

This item will be discussed and possibly a decision made at the meeting of Red Deer City Council on October 21, 1996.

Your request has been circulated to City administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council Meeting, they may be picked up at our office on the second floor of City Hall on Friday, October 18, 1996.

In the event you wish to be present and/or speak at the Council Meeting, would you please telephone our office on Friday, October 18, 1996, 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 at the park side entrance and proceed to the Council Chambers on the second floor.

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

Sincerely,

KELLY KLOSS  
City Clerk

KK/lb



*a delight  
to discover!*

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

**FILE**

October 23, 1996

Mr. Kevin V. McIntosh  
146 Greig Drive  
Red Deer, AB T4P 2N5

Dear Sir:

**RE: 146 GREIG DRIVE (LOT 36, BLOCK 4, PLAN 792-2367)**

At the City of Red Deer's Council Meeting held October 21, 1996, consideration was given to your letter, appealing the decision of the Building Inspections Department dated September 24, 1996, a copy of which is attached.

The following resolution was passed at this meeting:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Kevin McIntosh, re: Request to Overturn Decision of Building Inspections Department dated September 24, 1996, re: #146 Greig Drive (Lot 36, Block 4, Plan 792-2367) / Unsightly Premises, hereby agrees that said request be denied and as presented to Council October 21, 1996."

Council has upheld the Order of the Building Inspections Department of September 24, 1996 to have the City take the necessary action to have the site, described as #146 Greig Drive (Lot 36, Block 4, Plan 792-2367), restored to City standards. All costs will be charged as taxes against the property. This action will now commence on Friday November 1, 1996.



*a delight  
to discover!*

Mr. Kevin V. McIntosh  
October 23, 1996  
Page 2

Your prompt attention to this matter would be appreciated.

Sincerely,

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

Kelly Kloss  
City Clerk

KK/clr  
attchs.

c     Director of Development Services  
         Inspections and Licensing Manager  
         Public Works Manager

**DATE:** October 22, 1996

**TO:** Inspections and Licensing Manager


**FROM:** City Clerk

**RE: MR. KEVIN MCINTOSH - 146 GREIG DRIVE, UNSIGHTLY PREMISES**

At the Council Meeting of October 21, 1996, consideration was given to your report dated October 8, 1996, concerning the above and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Kevin McIntosh, re: Request to Overturn Decision of Building Inspections Department dated September 24, 1996, re: #146 Greig Drive (Lot 36, Block 4, Plan 792-2367) / Unsightly Premises, hereby agrees that said request be denied and as presented to Council October 21, 1996."

This office will now be corresponding with Kevin McIntosh and advising him that he is required to comply with the Order of September 24, 1996.

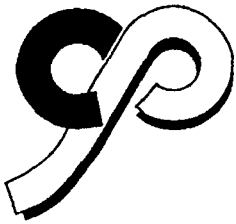


Kelly Kloss  
City Clerk

KK/clr

**FILE**





**PARKLAND  
COMMUNITY  
PLANNING  
SERVICES**

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

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

**DATE:** 20 September 1996

**TO:** City Council

**FROM:** Paul Meyette, Principal Planner

**RE:** Proposed Council Policy: Michener Centre Outline Plan Guidelines

The Michener Centre Outline Plan Guidelines are enclosed for your review. It is proposed that these guidelines will be adopted as a Council policy.

### WHAT IS THE PURPOSE OF THESE GUIDELINES -

- to protect the environmental integrity of the Gaetz Lakes Sanctuary,
- to preserve and enhance unique environmental features on the Michener Centre lands, and
- to provide guidelines for the development of a comprehensive outline plan.

### WHY WERE THESE GUIDELINES DEVELOPED -

- due to the potential for development of some of the existing Michener Centre lands. Although no decision has been made to develop any portion of the Michener Centre lands, it is felt that these guidelines, developed in advance of any development proposals, will allow potential developers to be aware of City expectations regarding this site.

### WHO DEVELOPED THESE GUIDELINES -

- The Committee which developed these guidelines was comprised of the following people:

Wayne Pander	representing	Environmental Advisory Board
Bob Greig	representing	Michener Centre
Rod Trentham	representing	Citizen's Action Group for the Environment
Janet Coatham	representing	Environmental Advisory Board
Don Gerlinsky	representing	Alberta Public Works
Michael O'Brien	representing	Red Deer River Naturalists
Don Batchelor	representing	Recreation, Parks and Culture Manager
Morris Flewwelling	representing	Normandeau Natural and Cultural History Society
Paul Meyette	representing	Parkland Community Planning Services

with the assistance of Tom Warder, Streets and Utilities Engineer

## PLANNING PROCESS

- 1994 - Development of these guidelines by the Ad Hoc Committee
- 1995 - 1996 - Review by Alberta Public Works, Edmonton
- April, 1996 - Review by City Departments
- May/June 1996 - Review by - Gaetz Lakes Sanctuary Committee  
Normandeau Advisory Board  
Environmental Advisory Board  
Heritage Preservation Committee  
Red Deer River Naturalists  
Citizen's Action Group for the Environment  
Clearview Community Association
- July/September 1996- Discussions related to the Safety City location; amendments to address any concerns.

## RECOMMENDATION

It is recommended that Council adopt these guidelines as Council policy.



Paul Meyette, ACP, MCIP  
Principal Planner

PM/sdd

## MICHENER CENTRE OUTLINE PLAN GUIDELINES

### INTRODUCTION

Prior to any development or subdivision, the City will require an Outline Plan to be developed for each of the four parcels noted below. The purpose of these guidelines is to identify issues and conditions under which any outline plan would be prepared. These guidelines are intended to ensure protection of the environmental integrity of the Gaetz Lakes Sanctuary, to preserve and enhance unique environmental features on the Michener Centre lands, and to identify potential land uses. The Outline Plan is expected to deal with these issues on a more comprehensive basis than these guidelines. The guidelines deal with four distinct areas of the Michener site which could be developed independently of each other.

- |               |  |
|---------------|--|
| <b>Area 1</b> | The triangular parcel of land south of 67 Street and on the east boundary of the Gaetz Lakes Sanctuary |
| <b>Area 2</b> | The rectangular parcel of land west of Clearview and north of Ross Street                              |
| <b>Area 3</b> | The rectangular parcel of land surrounding the Gaetz House   |
| <b>Area 4</b> | The quarter section west of 30 Avenue and south of 67 Street.  |

The attached map identifies each of these areas

### OUTLINE PLAN GUIDELINES

<b>AREA 1</b>	The triangular parcel of land south of 67 Street and on the east boundary of the Gaetz Lakes Sanctuary
---------------	--

1. In terms of any development on this site, the following factors shall be addressed in an Outline Plan prior to development or subdivision.
  - (a) **Slope Stability** - The developer shall be required to do a hydro geotechnical evaluation to assess the slope stability; information regarding both ground water movement and the effect of lawn sprinkling is necessary to determine its effect upon slope stability and sanctuary water levels. A preliminary setback of 100 metres from the slope is required; the width of the setback may be varied on the basis of the geotechnical evaluation but in no circumstances shall the setback be less than fifty metres.
  - (b) **Protection of Gaetz Lakes** - The developer shall be required to design the subdivision to ensure that the Gaetz Lakes is protected from any negative impacts (for example, no trails or walkways which would directly access the escarpment). Fencing of the sanctuary site is to be undertaken; the design and cost will be negotiated between the City and the respective developer.

- (c) **Wildlife Corridor** - The developer shall be required to preserve the existing wildlife corridor along the top of the slope. This could be accommodated in the minimum fifty metre setback.
- (d) **Land Use** - In addition to existing agricultural use, the only land uses permitted on this site are institutional uses related to the delivery of Michener Centre services or residential uses.

<b>AREA 2</b>	<b>The rectangular parcel of land west of Clearview and north of Ross Street</b>
---------------	--

1. In terms of any development on this site, the following factors shall be addressed in an Outline Plan prior to development or subdivision:
  - (a) **Protection of the Drainage Course** - The developer shall be required to maintain and protect both the drainage course and the tree stand on the north side of the site.
  - (b) **Protection of Gaetz Lakes** - The developer shall be required to design the subdivision to ensure that the Gaetz Lakes is protected from any negative impacts.
  - (c) **Constructed Wetlands** - It is required that surface storm water from this subdivision be channelled into the existing creek channel and that the existing creek channel be enhanced so that it will function as a constructed wetland. The constructed wetland will be designed to treat the storm water to remove any substances which are harmful to the Gaetz Lakes Sanctuary. Subject to the recommendations of the Gaetz Lakes Sanctuary Master Plan, the naturally treated storm water will flow through to Gaetz Lakes. The possibility of an overflow connection to the storm sewer should be investigated; construction of this connection will be required if technical studies indicate that it is needed to protect the water quality entering Gaetz Lakes.
  - (d) **Geotechnical Evaluation** - The developer shall conduct a geotechnical evaluation on the Gaetz Creek bank.
  - (e) **Land Use** - The only land use permitted on this site are institutional uses related to the delivery of Michener Centre services or residential uses.

<b>AREA 3</b>	<b>The rectangular parcel of land surrounding the Gaetz House.</b>
---------------	--

1. In terms of any development on this site, the following factors shall be addressed in an Outline Plan prior to a development or subdivision.
  - (a) **Slope Stability** - The developer shall be required to do a hydro geotechnical evaluation to assess the slope stability; information regarding ground water movement is necessary to determine its effect upon slope stability. A preliminary setback of 100 metres from the slope is required; the width of the setback may be varied on the basis of the geotechnical evaluation but in no circumstances shall the setback be less than fifty metres.

- (b) **Protection of Gaetz Lakes** - The developer shall be required to design the subdivision to ensure that the Gaetz Lakes is protected from any negative impacts (for example, no trails or walkways which would directly access the escarpment). Fencing of the sanctuary site is to be undertaken; the design and cost will be negotiated between the City and the respective developer.
- (c) **Wildlife Corridor** - The developer shall be required to preserve the wildlife corridor along the top of the slope. This could be accommodated in the minimum fifty metre setback.
- (d) **Historic Integrity of the Gaetz House** - The developer shall ensure that the development design preserves the historic integrity of the Gaetz House.
- (e) **Land Use** - The only land uses permitted on this site are institutional uses related to the delivery of Michener Centre services or residential uses.

<b>AREA 4</b>	The quarter section west of 30 Avenue and south of 67 Street.
---------------	---

1. In terms of any development on this site, the following factors shall be addressed in an Outline Plan prior to development or subdivision.
  - (a) **Slope Stability** - The developer shall be required to do a hydro geotechnical evaluation to assess the slope stability; information regarding both ground water movement and the effect of lawn sprinkling is necessary to determine its effect upon slope stability and sanctuary water levels. A preliminary setback of 100 metres from the slope is required: the width of the setback may be varied on the basis of the geotechnical evaluation but in no circumstances shall the setback be less than fifty metres.
  - (b) **Protection of Gaetz Lakes** - The developer shall be required to design the subdivision to ensure that the Gaetz Lakes are protected from any negative impacts (for example, no trails or walkways which would directly access the escarpment). Fencing of the sanctuary site is to be undertaken; the design and cost will be negotiated between the City and the respective developer.
  - (c) **Wildlife Corridor** - The developer shall be required to preserve the wildlife corridor along the top of the slope. This could be accommodated in the minimum fifty metre setback.
  - (d) **Constructed Wetlands** - The developer shall be required to investigate the use of a wetland to treat the storm water in this area. It is intended that the constructed wetland treat storm water from this subdivision and that the subdivision be designed to feed storm water into the constructed wetland. The constructed wetland shall be located at the site of the existing north wetland.
  - (e) **Preservation of Trees** - The linear stands of trees which extend from the two existing wetlands shall be preserved and integrated into the subdivision design.

- (f) **Municipal Reserve** - Dedication of municipal reserve will be required at the east boundary of the site to preserve an existing tree stand located west of 30 Avenue.
- (g) **Land Use** - In addition to existing agricultural use, the land uses permitted on this site are residential, institutional uses; and possibly commercial use; the existing Deerhome site could be considered for a commercial use such as a hotel or conference centre.

- Note:**
- 1. Ground water levels are high on this site.
  - 2. There appears to be a natural ground water flow from the north wetland to Gaetz Lakes. Any ground water flows should be maintained.

<b>All Areas:</b>
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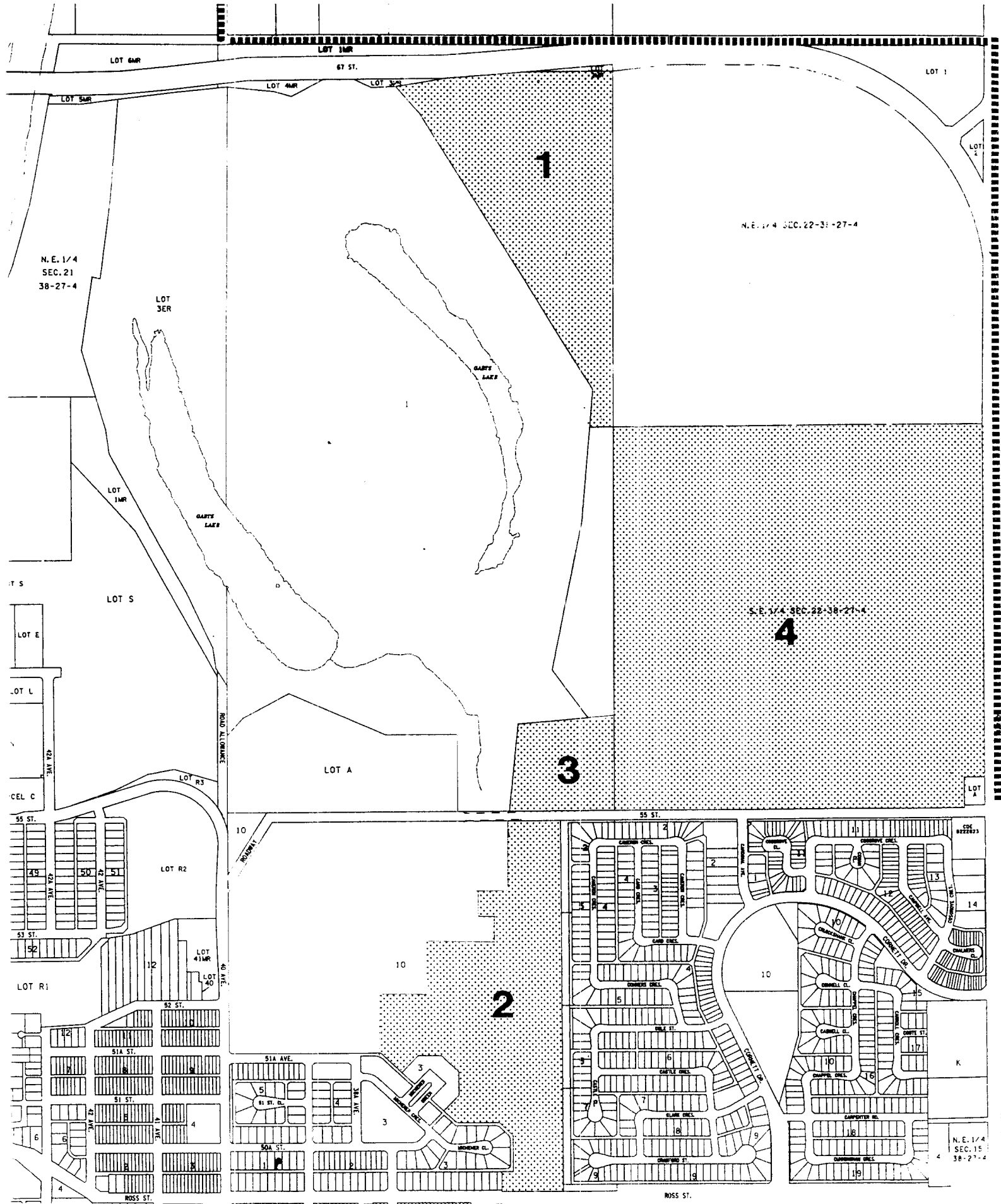
- 1. A trail system should be constructed to connect with existing pathways in upper McKenzie Trail and with the Michener Centre Trail System.
- 2. Any Outline Plan shall be prepared in accordance with the Subdivision and Development Guidelines.

## PROCESS FOR OUTLINE PLAN APPROVAL

Any proposed Outline Plan will be submitted to the following agencies for comment prior to being submitted to City Council:

- 1. Gaetz Lakes Sanctuary Committee
- 2. Normandeau Advisory Board
- 3. Environmental Advisory Board
- 4. Heritage Preservation Committee
- 5. Red Deer River Naturalists
- 6. Citizen's Action Group for the Environment
- 7. Alberta Public Works
- 8. Michener Centre

The Outline Plan must be adopted by Council prior to any development or subdivision being considered.



**DATE:** July 5, 1996

**TO:** KELLY KLOSS  
City Clerk

**FROM:** SANDRA KOOP, Acting Chairman  
Environmental Advisory Board

**RE:** MICHENER CENTRE OUTLINE PLAN GUIDELINES

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The Environmental Advisory Board considered the guidelines for the development of the Michener Centre area during their special meeting of July 4, 1996, at which time the following resolution was passed:

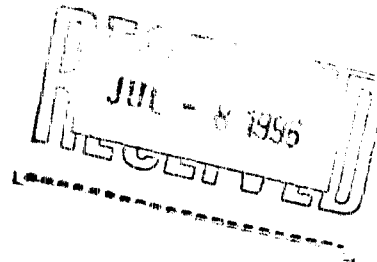
"That the Environmental Advisory Board support and recommend to City Council that the Michener Centre Outline Plan Guidelines be approved."

*for Sandra Koop*  
SANDRA KOOP

DB\ad

Att.

- c. Paul Meyette, Principal Planner, P.C.P.S.  
Lowell R. Hodgson, Community Services Director





# Red Deer River Naturalists

P.O. BOX 785, RED DEER, ALBERTA, T4N 5H2

ANSWERING PHONE: 347-8200

To: Paul Meyette, Principal Planner, Parkland Community  
Planning Services

From: President, Red Deer River Naturalists

Date: June 15, 1996

Re: MICHENER CENTRE OUTLINE PLAN GUIDELINES

Thank you for the opportunity to comment on the above guidelines.

It is noted and appreciated that the first listed "purpose of these guidelines" in your Memorandum is "to protect the environmental integrity of the Gaetz Lakes Sanctuary". We agree fully that this should be the case.

We note, however, that whereas "Protection of Gaetz Lakes" is a specific heading with particular details in the terms of development for areas 1, 3, and 4 that this heading is absent for area 2.

It is our opinion that in the Area 2 description, section (b) Constructed Wetlands - is especially pertinent to the protection of Gaetz Lakes. Therefore, it would seem appropriate to identify this section as "Protection of Gaetz Lakes" and only prudent to state that "the developer shall be required to construct a wetland to treat storm water in the area" rather than just be required to "investigate" a constructed wetland. Further in that same section it seems self evident that an overflow connection to the storm sewer must be constructed for the safety of the Gaetz Lakes. To indicate that it should be "investigated" seems to hold out an inappropriate loophole which would lure some developers to pursue as a cost saving item.

We would ask therefore that it be made clearer that the constructed wetland and an overflow to the storm sewer be requirements designed to protect the Gaetz Lakes.

Thank you.

*Jean E. Hepburn*



P.S.

Some informal points with regards to making sure developers are aware of certain things regarding Area 4 (d) Constructed Wetlands:

We believe it is important to recognize that a storm water diversion system be planned for that would assure the following 2 things:

1. an overflow water outlet from the existing wetland should be planned for in the event that storm water from the subdivision might cause the expansion of the wetland boundaries and threaten property;
2. a bypass system would be necessary both going into the constructed wetland and again between it and the existing slough. This would safeguard both the constructed and natural wetlands from infusions of contaminated water they could not handle, such as in early spring before plant growth begins. Natural wetlands subjected to high levels of unnatural contaminants (such as those coming from a subdivision parking lots and yard or garden chemical use) will eventually become unhealthy and may be destroyed.

We would also point out that the constructed wetland in this area might consist of flood tolerant trees and bushes rather than water plants. They could be transplanted into a depression that would allow them to be flooded by storm water. This might be quite a visually attractive option for this area which already has the natural wetland, as well as act as a reservoir and sediment trap for the stormwater.

The overflows and diversions from the wetlands could be directed to the storm sewer system, but an alternative should be investigated. This overflow water could travel on the surface to the river or alternatively to Gaetz Lakes via a narrow series of terraced, shallow, cat tail and reed ponds along 67th Street and beside an earth berm that will probably be constructed as a noise barrier for the eventual residents of the subdivision immediately north of area 4. A half mile of red winged black bird habitat could be a decided asset to the city.

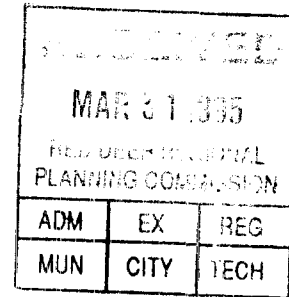
These terraced ponds could work in conjunction with other constructed wetlands designed to treat additional storm water in the areas to the east of those presently under discussion.

Thank you.

# Normandeau Cultural and Natural History Society

Box 800  
Red Deer, Alberta T4N 5H2  
Ph.: (403) 343-6844  
Fax.: (403) 342-6644

March 28, 1995



- Kerry Wood  
Nature Centre

Mr. Paul Meyette, Principal Planner  
City Section  
Red Deer Regional Planning Commission  
#500, 4808 Ross Street  
Red Deer, Alberta T4N 1X5

- Gaetz Lake  
Sanctuary

- Allen Bungalow

Dear Paul,

- Fort Normandeau

## **RE: MICHENER CENTRE DEVELOPMENT GUIDELINES**

- Red Deer &  
District Museum

Thank you for your letter of December 9, 1994 with the draft copy of the above document attached. They have been reviewed by Jim Robertson, Head, Waskasoo Park Interpretive Program, and me.

- Heritage Square

We are pleased with the document as it stands in draft form.

- Historical  
Preservation  
Committee

We are particularly pleased with the proposals to safeguard the bank stability and the integrity of the Gaetz Lakes Sanctuary in the escarpment areas marked #1 and to the west of area #4. We are also pleased to note the recognition of the heritage status of the J. J. Gaetz Residence (Willow Villa) in area #3.

We trust the errors in the map numbering are merely technical and will be corrected. Perhaps the most important aspect of the development of the guidelines was that all of the stakeholders were involved from the inception in a site visit and discussions following.

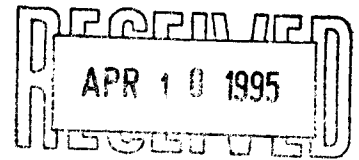
Yours truly,

Morris Flewwelling  
Director of Museums

cc: Gerry Phillips, Chairman of the Normandeau Board  
Ron Bjorge, Gaetz Lakes Sanctuary Committee

# Normandeau Cultural and Natural History Society

Box 800  
Red Deer, Alberta T4N 5H2  
Ph.: (403) 343-6844  
Fax.: (403) 342-6644



April 6, 1995

- Kerry Wood  
Nature Centre

- Gaetz Lake  
Sanctuary

- Allen Bungalow

- Fort Normandeau

- Red Deer &  
District Museum

- Heritage Square

- Historical  
Preservation  
Committee

Mr. P. Meyette, Chair  
ad hoc Michener Land Development Guidelines Committee  
Parkland Community Planning Services  
#500, 4808 Ross Street  
Red Deer, Alberta T4N 1X5

Dear Paul,

## **RE: MICHENER LAND DEVELOPMENT GUIDELINES**

Thank you for your letter of December 9, 1994 inviting response from the Heritage Preservation Committee to the proposed guidelines.

We appreciate the opportunity to comment. Of particular interest to the Heritage Preservation Committee are:

- Area #1 - the protection of the escarpment east of Gaetz Lakes Sanctuary
- Area #2 - protection of the drainage basin of Gaetz Creek which flows into Gaetz Lakes in the Sanctuary
- Area #3 - protection of Willow Villa (J.J. Gaetz House)
- Area #4 - protection of the extensive wetlands

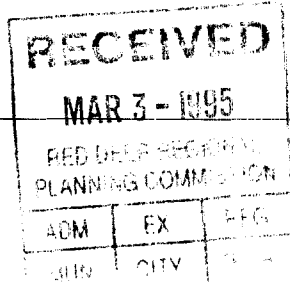
Following discussion the following motion was passed:

"**THAT** the Heritage Preservation Committee accept the document entitled **Proposed Michener Land Development Guidelines** and would request that any and all development proposals be subject to review by the Heritage Preservation Committee.

Thank you.

Yours truly,

Morris Flewwelling, Secretary  
Heritage Preservation Committee  
MF/er



#404, First Red Deer Place  
 4911 - 51 Street  
 Red Deer, Alberta  
 T4N 6V4

Our file: 5075

February 28, 1995

Mr. Paul Meyette  
 Planning Commission  
 2830 Bremner Avenue  
 Red Deer, Alberta  
 T4R 1M9

Dear Mr. Meyette:

**Re: Proposed Michener Centre Development Guidelines**

Initiatives to preserve the integrity of the Gaetz Lake Sanctuary are appreciated. Specific comments are included on the attached. Any further comments will be submitted as they become available. Our committee wishes to be kept informed of progress related to Michener Centre Development Guidelines and related matters.

Sincerely,

Ron Bjorge, Chair  
 Gaetz Lake Sanctuary Committee

RB/jh



**COMMENTS:**

I concur with the recommendations of Parkland Community Planning Services and commend all the groups who participated in preparation of these guidelines.

While recommending that Council adopt these guidelines, I suggest that, as they apply to one specific area, they not be formally incorporated into the Council Policy Manual, which is intended to contain policies which apply to a wide range of situations.

"H. M. C. DAY"  
City Manager

**DATE:**       **October 22, 1996**

**TO:**           **Principal Planner**

**FROM:**       **City Clerk**

**RE:**           **MICHENER CENTRE OUTLINE PLAN GUIDELINES**


**FILE**

At the Council Meeting of October 21, 1996, consideration was given to your report dated September 20, 1996, concerning the above. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Principal Planner dated September 20, 1996 re: Proposed Council Policy: Michener Centre Outline Plan Guidelines, hereby approves said guidelines subject to clause 1 on page 4 of the Guidelines, under the title 'All Areas', being amended by substituting the word 'shall' for the word 'should', and as presented to Council on October 21, 1996."

The decision of Council in this instance is submitted for your information and appropriate action. Please note that although the above policy was approved, it will not be included as part of the Council Policy Manual.

On behalf of Council, please accept their thanks to you and the Committee for the comprehensive efforts in developing these guidelines.



Kelly Kloss  
City Clerk

KK/clr

c     Director of Community Services  
      Director of Development Services  
      Land and Economic Development Manager  
      Inspections and Licensing Manager  
      Recreation, Parks and Culture Manager  
      Environmental Advisory Board  
      Normandeau Cultural and Natural History Society  
      Red Deer River Naturalists, c/o Michael O'Brien  
      Citizens Action Group for the Environment, c/o Rod Trentham  
      Michener Centre, c/o Bob Greig  
      Alberta Public Works, c/o Don Gerlinsky

Item No. 5

DATE: October 15, 1996

TO: Kelly Kloss, City Clerk

FROM: Alan Scott, Land and Economic Development Manager

RE: **ALBERTA TRANSPORTATION AND UTILITIES  
OFFER TO PURCHASE WEIGH SCALE LOCATION  
EDGAR INDUSTRIAL PARK**

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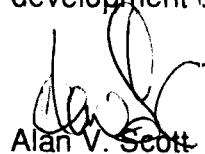
With the construction of Highway 2A north of the city, Alberta Transportation will be closing the weigh scale site in that area and, as a result, are endeavouring to secure a new site. They have held discussions with the City, relative to a site in Edgar Industrial Park. We have identified a location, as indicated on the attached map, which would serve the needs of Alberta Transportation, and also provide a site which would be very useful to truckers operating within the city who may be concerned about overweight loads. Access to the site would be available through Edgar Industrial Drive, which has now been extended south, to provide a connection to 67 Street. In addition, the City is currently negotiating with Alberta Transportation for a "right-in/right-out" connection at 76 Street with Highway 2. The site is located midway between 67 Street and the proposed 76 Street connection.

Alberta Transportation and Utilities is offering to buy the 1.2 acres site for One Dollar, with Alberta Transportation and Utilities being responsible for all costs related to the subdivision of the site and its subsequent development. A condition attached to the sale would be that if at any time in the future, the weigh scale site ceases operation, Alberta Transportation and Utilities would transfer the site back to the ownership of the City at no cost to the City of Red Deer.

#### **RECOMMENDATION**

We feel there are some positive advantages to the City in having this weigh scale site located in Edgar Industrial Park. Truckers will be encouraged to utilize the facility to ensure that they are not carrying overweight loads on city streets. While the offer is for only One Dollar - far below market value for unserviced land - the transaction should be considered as a long term lease, because in the event the site is no longer required for a weigh scale, the land would be returned to the ownership of the City of Red Deer at no cost.

We would recommend the sale of the land to Alberta Transportation and Utilities for the development of a weigh scale site for the purchase of One Dollar.



Alan V. Scott

AVS/mm  
Att.



## OFFER TO SELL

TRANSPORTATION  
AND UTILITIES

Edgar

962 136 752 and

Highway No. Industrial Drive

C. of T. No. 962 136 752 ± 1

File No. \_\_\_\_\_

I/we City of Red Deer

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

in the Province of Alberta, \_\_\_\_\_, for the consideration  
(occupation)

hereinafter mentioned do hereby, for myself, my heirs, executors, administrators and assigns, grant to Her Majesty the Queen in right of the Province of Alberta, as represented by the Minister of Transportation and Utilities ("the Minister"), the right to enter by his engineers, surveyors, workers or agents upon a portion ("the lands") of the following land;

*West Half of Section Thirty (30)  
Township Thirty-Eight (38)  
Range Twenty-Seven (27)  
West of the Fourth Meridian (W4M)*

for the purpose of the survey and construction of a Weigh Scales Site upon or across the lands, and to take upon the lands for that purpose all necessary workers, construction material and equipment; and I/we hereby offer to sell and to surrender, grant and release to the Minister the lands, which are to be determined by a legal survey, as necessary for the construction; estimated to be 1.2 acres, more or less. The survey will be undertaken by the Minister. The lands are approximately as shown shaded on the plan attached hereto which forms part of this agreement.

In consideration of the foregoing I am/we are to receive the total sum of \$ 1.00 in full settlement thereof and for all damages arising therefrom. This sum is made up as follows:

Land: Right of Way (Approx. <u>1.2</u> acs.)	\$ <u>1.00</u>
Cutoff (Approx. _____ acs.)	\$ _____
Damages: _____	\$ _____
_____	\$ _____
TOTAL	\$ <u>1.00</u>

ADDITIONAL PROVISIONS:

*Receipt of which is hereby acknowledged*

*It is hereby agreed and understood that if ever the weigh scale site ceases operating for any extended length of time Alberta Transportation and Utilities agrees to transfer the site back to the ownership of the City of Red Deer at no cost to the City of Red Deer.*

I/we undertake to hold this offer of sale open to the Minister for a maximum of Sixty (60) days. Unless otherwise provided in this agreement, I/we hereby undertake and agree to deliver up full and vacant possession of the lands, and any premises thereon, within 7 days of the mailing of the acceptance of this offer by the Minister or his designate. Any access provided to a Primary Highway is subject to the Public Highways Development Act.

IN WITNESS WHEREOF I/we have hereunto subscribed my/our name this \_\_\_\_\_ day of \_\_\_\_\_, 19 96.

WITNESS

SIGNATURE

City of Red Deer

Recommended For Approval

APPROVED AS TO  
FORM & CONTENT

Regional Property Manager

Date

Regional Director

Date

Highway 11

Highway 2

71  
To Highway 11A

76 STREET

EDGAR INDUSTRIAL DRIVE

CP RAIL

67 STREET

2-2

August 2, 1996

Mr. Rob Penny, Regional Director  
Alberta Transportation and Utilities  
404-4920-51 Street  
Red Deer, Alberta T4N 6K8

Dear Rob:

**RE: PROPOSED WEIGH SCALE SITE IN EDGAR INDUSTRIAL PARK**

In accordance with our meeting in your office June 25, 1996, we have revised both the weigh scale site and the preliminary access to Highway 2 concept plans and attach the same herewith. The weigh scale site has been approved by our City Subdivision Development Committee, but still requires the approval of City Council for sale and rezoning.

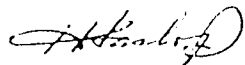
It is now in order for the Province to submit a "draft" site purchase and weigh scale construction and operation agreement as per our previous discussions, for further consideration by the City. Once we have a mutually acceptable agreement, we will proceed with the rezoning application.

The construction of Edgar Industrial Drive is nearing completion. If we have an authorized agreement prior to September 30, 1996, we may be able to strip the weigh scale site and prelevel prior to the end of the construction season. In all probability though, actual site improvements would not be possible until spring 1997.

With regard to the proposed Highway 2 access, we will be budgeting for a full functional design study and detailed project design in 1997. As per our recent discussions, construction would not likely occur prior to 1998.

We trust you will find this in order and should you have any questions please give me a call at 342-8158 or Al Scott, at 342-8105.

Yours truly,



Ken G. Haslop P. Eng.  
Engineering Department Manager

KGH/emg

Att.

- c. Al Scott, Land and Economic Development Manager
- c. Al Roth, E. L. & P. Manager
- c. Paul Meyette, Principle Planner

**COMMENTS:**

We concur with the recommendations of the Land and Economic Development Manager that there are benefits to the City in making this property available to the Province. We recommend that Council either approve the sale of the property for \$1.00, with the conditions outlined, or approve entering into a long term lease for \$1.00 per annum, whichever proves administratively simplest.

"G. D. SURKAN"  
Mayor

"H. M. C. DAY"  
City Manager

**DATE:** October 22, 1996

**TO:** Land and Economic Development Manager

**FROM:** City Clerk

**RE:** **ALBERTA TRANSPORTATION AND UTILITIES - OFFER TO  
PURCHASE WEIGH SCALE LOCATION / EDGAR INDUSTRIAL  
PARK**

---

At the Council Meeting of October 21, 1996, consideration was given to your report dated October 15, 1996, concerning the above. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Land and Economic Development Manager dated October 15, 1996, re: Alberta Transportation and Utilities Offer To Purchase Weigh Scale Location Edgar Industrial Park, hereby authorizes the Land and Economic Development Manager to proceed with the sale or lease of a portion of the West half of Section 30-38-27-W4, to Alberta Transportation for the purpose of a weigh scale location, subject to the conditions outlined in the above noted report, and as presented to Council October 21, 1996."

With regard to the above sale, the City Solicitor will be advising your office as to whether, in accordance with Section 70 of the Municipal Government Act, you will be required to advertise the sale or lease of this property. Once you have received the Solicitor's opinion, I trust you will take the appropriate action.



Kelly Kloss  
City Clerk

KK/clr

c Director of Development Services  
City Solicitor

**FILE**

Item No. 6

CS - 6.101

**DATE:** October 15, 1996

**TO:** KELLY KLOSS  
City Clerk

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

**RE:** ACCESSIBLE TAXI TASK FORCE REPORT

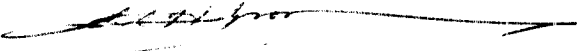
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For several years now, considerable time and energy have gone towards the discussion of transportation needs for persons with disabilities. Good progress has been made within the Transit Department through the purchase of low-floor buses, through the Red Deer Action Group with increased hours of service, and through the taxi industry by their provision of one accessible taxi.

Alberta Transportation and Utilities initiated a review this year related to accessible taxi service focusing on the communities of Edmonton, Barrhead and Red Deer. However, anticipated financial support was eliminated when Provincial budgets were reduced.

An Accessible Taxi Task Force for Red Deer continued to consider this Report and to mold it to Red Deer's needs and economic realities. The attached Report from the Transportation Advisory Board recommends that the Accessible Taxi Task Force Report be accepted as amended, and that a second accessible vehicle be purchased by the City each year to be turned over to the Red Deer Action Group, with them leasing it to a taxi company for operation, thus providing 24-hour service to the disabled.

I am supportive of this recommendation, understanding that the budget for this expenditure will need to be considered during budget debate and, thus, approval of this Report is in principle, with the financial implications of it to be considered at budget time.



LOWELL R. HODGSON

:ad

Atts.

**DATE:** October 16, 1996

**TO:** KELLY KLOSS  
City Clerk

**FROM:** FRANCES CRAIGIE, Chair  
Transportation Advisory Board

**RE:** ACCESSIBLE TAXI TASK FORCE REPORT

---

The Transportation Advisory Board considered the Accessible Taxi Task Force Report at their September 26, 1996, meeting, in conjunction with a letter from Social Planning Department Administration. Both are attached for your reference.

You will recall that the Accessible Taxi Task Force was formed in spring of 1996 to explore future directions for Red Deer regarding accessible taxis. Work was initiated as a result of a Provincial Action Plan prepared by Alberta Transportation and Utilities Policy Development Branch, in which Red Deer was specifically studied. Initially, there was some suggestion of provincial funding to be utilized for an accessible taxi project, however, provincial reductions eliminated this potential. As the decision was made to proceed anyway, it was clear that any recommendations that would be made would relate specifically to transportation needs. Council would need to deal with relating these needs to other priorities.

The vehicles, as suggested by the Task Force, which would be used as accessible taxis, would be mini-vans which have been converted to be handicapped accessible. These vehicles are smaller, and more economical to run, than those currently used by the Red Deer Action Group. They are appropriate for use as taxis, however, in that there are few trips which would require the transporting of more than one wheelchair.

The Transportation Advisory Board believes the availability of a viable accessible taxi service would benefit the community, allowing those people with disabilities the option of 24-hour, seven day/week, user pay service. It was also felt that maintaining The City's relationship with the Red Deer Action Group, and subsequently having them work with the taxi companies, reflects the direction already approved by Council in previous reports. This is clearly outlined in the memo from the Social Planning Department.

As also noted in the memo from the Social Planning Department, it has been the finding in other communities (such as Medicine Hat) that for a population the size of Red Deer's, there should be three accessible taxis available to provide service. The intent of the recommendations in the report would be for The City to purchase one accessible taxi per year so that by "year three" there would be three on the road. Because the mini-vans, when used as taxis, only have a 3 - 4 year life span, the purchase of one accessible taxi/year would be an ongoing commitment. The vehicles will cost approximately \$45,000 each including conversion.

..../2

Kelly Kloss  
 October 15, 1996  
 Page 2

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In order to fund the purchase of the accessible taxis, the Task Force recommends that \$30,000 be allocated from City revenues and \$15,000 be an interest-bearing loan. Again, as explained in the memo from Social Planning, the \$30,000 could be accessed from Alberta Cities Partnership money, however, these dollars are limited and are committed to other transportation services such as roads and low floor buses. As Council determines priorities, this will be a consideration. Council must also note that there is currently a commitment to replace an Action Bus (a ¾ ton converted van) each year using Alberta Cities Partnership money (75%) and community matching money (25%).

At the Transportation Advisory Board meeting the Accessible Taxi Task Force Report (as attached) was accepted as submitted. Several amendments were subsequently made based on discussion related to the letter from the Social Planning Department. The amended report was approved with the following resolution:

*"That the Transportation Advisory Board, having considered the Accessible Taxi Task Force Report dated September 1996 and the report from the Social Planning Manager and the Projects Supervisor dated September 18, 1996, hereby agree that the recommendations, as amended, be forwarded to City Council for consideration."*

A revised page of recommendations is attached for your reference.

#### **RECOMMENDATION:**

That Council for the City of Red Deer approve the Accessible Taxi Task Force Report as amended; and therefore approve that a second accessible vehicle in the form of a converted mini-van be purchased by The City each year and turned over to the Red Deer Action Group with the expectation that it be leased to a taxi company for operation, to provide 24-hour, on demand, user pay service. Funding for the purchase of the vehicle would be in the form of a \$30,000 City allocation and a \$15,000 interest-bearing loan.

FRANCES CRAIGIE, Chair  
 Transportation Advisory Board

:kt  
 Enc.

- c. Lowell R. Hodgson, Director of Community Services  
 Reni Buchholz, Chair, Citizens Action Group  
 Howard Maki, Executive Director, Citizens Action Group



## Recommendations

- That City Transit, Citizens Action Bus, and Accessible Taxi services co-exist in the community with the Transportation Advisory Board monitoring and facilitating the evolution and meshing of services.
- That The City initially purchase vehicles to be used as Accessible Taxis and lease these vehicles back to the ~~taxi company~~ **Red Deer Action Group**; vehicles would be purchased at the rate of one (1) new vehicle each year, requiring a commitment of (approximately) \$30,000 grant and a \$15,000 interest-bearing loan. *Notes: The life expectancy of vehicles is 3 - 4 years, based on other communities' experience. A lease back amount of \$500.00 per month per vehicle has been suggested.*
- That The City of Red Deer and the Transportation Advisory Board pursue partnerships with the Federal Government, Provincial Government, Corporate sector, other communities, and community donations to defray the cost of the vehicles.
- That the Taxi Company assume total responsibility for operating costs and operating revenues.
- That no action be taken to develop subsidies and that the Taxi Company review and take concerns to the Taxi Commission.
- That by-laws read that Accessible Taxi meters be started upon arrival at pick-up and shut off at destination.
- That by-laws read "training required to the level of provincial recommendations, i.e., the Provincial Manual - A Guide for Drivers of Seniors and Persons with Disabilities (Alberta Transportation and Utilities), or subsequent driver training manuals."
- That The City of Red Deer and Accessible Taxi operators comply with enforced federal and provincial regulations and adopt, as much as possible, any recommendations regarding vehicles, restraints and mobility devices.
- That the Taxi Company and **Red Deer Action Group** bring proposals to The City **via the Transportation Advisory Board** with specifics of vehicles and equipment recommended, meeting all standards and regulations, as well as by-laws and policies which implement service standards.
- That the Transportation Advisory Board initiate activities to enhance community awareness of accessible taxi service, considering partnerships in this activity.

\* **Note amendments in bold**

**DATE:** September 18, 1996

**TO:** TRANSPORTATION ADVISORY BOARD

**FROM:** COLLEEN JENSEN, Social Planning Manager  
BARBARA JEFFREY, Projects Supervisor

**RE:** ACCESSIBLE TAXI TASK FORCE REPORT

---

### **BACKGROUND**

The delivery of transportation services, to individuals who have difficulty using regular modes of transportation, has been the subject of several studies in Red Deer since 1990.

- The first study in March 1993 was entitled *Accessible Transportation for Communities in the Red Deer Area*. The general direction recommended was that Red Deer should adopt a "family of services", which would have a continuum of low floor buses, community buses, accessible taxis and door to door service provided by an organization such as the Red Deer Action Group. The establishment of the Special Advisory Transportation Board also resulted as a follow-up to this report.
- A second report was completed in April of 1995 entitled *The Review of Delivery of Special Transportation Services in Red Deer*. This report's key recommendations were:
  - that The City continue to contract with the Red Deer Action Group to provide our special transportation service. This was based on the high satisfaction expressed by users and also on the long standing positive relationship between The City and the Action Group.
  - that The City and the Action Group work cooperatively with the private taxi companies and other partners to address evening and weekend service beyond those of the citizens Action Bus; and further that the taxi industry be encouraged, on a cost recovery basis, to provide accessible service.
  - The move from a Special Transportation Advisory Board to a Transportation Advisory Board also was an outcome, again reflecting the need to move to a broader spectrum of service.
- In early 1995 Alberta Transportation and Utilities Policy Development Branch contracted a review of issues affecting the establishment of accessible taxis in communities within the province. Red Deer was one focus community. A Provincial Action Plan was prepared, with the initial suggestion that some provincial funding support was likely. In November 1995 Council, via the Transportation Advisory Board, established an Accessible Taxi Task Force to explore directions in Red Deer. Early in the process, provincial reductions eliminated the potential for funding support. The decision was made to proceed anyway. It was also clearly understood that any recommendations made would relate specifically to special transportation needs, acknowledging that Council would have to deal with relating these recommendations to other priorities. The result is the third study as attached.
- In The City of Red Deer Strategic Plan (approved June 1996) recognition is given to the fact that all citizens of Red Deer must have the opportunity to participate in programs and

decision making to ensure a high quality of life. Under the focus area on Community Development, the Quality of Life long-term goal is: "Ensure opportunities are available for all citizens to enjoy a high quality of life". One related strategy is to "maintain an effective public transportation system to respond to the needs of the community". Persons with disabilities depend on special transportation to allow their participation.

## **THE ACCESSIBLE TAXI REPORT**

The Accessible Taxi Report explores issues, in conjunction with stakeholders, and, as part of a planning process, makes a series of recommendations. The recommendations are based on the premise, as substantiated by stakeholders, that there is a need for accessible taxi service in Red Deer. The Red Deer Action Group already uses the one accessible taxi for overflow trips, especially when scheduling emergent medical appointments. Persons who must use a wheelchair at all times have a need for 24 hour on-demand service. The Citizens Action Bus does not operate on Sunday or on Monday, Tuesday and Wednesday evenings. Saturday service is reduced. Without accessible taxis, people cannot leave their homes after Citizens Action Bus hours.

The primary recommendation is that "The City purchase vehicles to be used as Accessible Taxis and lease these vehicles back to a taxi company" (see page 9 of Report). This could be achieved by purchasing one vehicle/year requiring an approximate commitment of \$30,000 grant and a \$15,000 interest bearing loan. The loan could be paid back through leasing revenue. It is the finding of other communities that for a population the size of Red Deer's, there should be three accessible taxis available to provide service. Given that vehicles only have a three to four year life span, this would be an ongoing commitment.

There is potential that Alberta Cities Partnership money could be utilized for the \$30,000, however, these dollars are limited and are committed for other transportation services such as roads and purchase of buses. As decisions are made, Council must also be aware that there is also a commitment to replace one Action Bus each year using Alberta Cities Partnership money (75%) and community matching money (25%).

## **A FURTHER OPTION**

In reviewing the Accessible Taxi Report, particularly in light of the recommendations from the second study (The Review of Delivery of Special Transportation Services in Red Deer), a further option has come to mind, as follows:

- The City purchase one accessible vehicle/year and turn this vehicle over to the Red Deer Action Group, with the understanding that they will lease it to a taxi company to operate. The purchase of this vehicle would be in addition to the one already being purchased yearly for operation by the Action Group. Rationale for proceeding in this manner is:
  - The City will continue to work through the Red Deer Action Group as suggested in the second report.
  - The City, in working through the Action Group, will only need to monitor one agreement and also will have concerns addressed via this arms-length arrangement.
  - In requiring the Action Group to lease the vehicle to a taxi company, a partnership would be fostered. This too was also a recommendation in the second report.

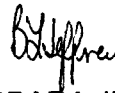
- The Action Group already has service standards and training programs in place. In leasing to a taxi company these service and training standards, can form part of the expectations in the agreement between the Action Group and the taxi company.
- The Community Services Master Plan (May 1996) supports the arms-length delivery of special transportation in its five-year focus: "to **facilitate** the appropriate delivery of transportation services to citizens of Red Deer who cannot use regular transportation with dignity because of a disability or physical need".

### **RECOMMENDATION**

THAT the Transportation Advisory Board recommend to Council for the City of Red Deer that a second accessible vehicle be purchased by The City of Red Deer and turned over to the Red Deer Action Group, with the expectation that it be leased to a taxi company for operation, to provide 24 hour, on demand, user pay service.



**COLLEEN JENSEN**  
Social Planning Manager



**BARBARA JEFFREY**  
Projects Supervisor

:kt  
Enc.

**Accessible Taxi Task Force**

**Report**

**To**  
**The City of Red Deer**  
**Transportation Advisory Board**

**September 1996**

**prepared by: Wendy Klassen**  
**WB Consultants**

## **Table of Contents**

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### **Appendices:**

<b>I</b>	<b>Accessible Taxi Task Force Members</b>
<b>II</b>	<b>Reports and Documents</b>
<b>III</b>	<b>Recommendations from: Delivery of Special Transportation Services in Red Deer (April 1995)</b>

## **Executive Summary**

Alberta Transportation and Utilities Policy Development Branch initiated a review of issues related to accessible taxis in Alberta communities, focusing on Edmonton, Red Deer and Barrhead with the goal of producing action plans relevant to Alberta communities.

In response to the Action Plan developed in November 1995, City Council via the Transportation Advisory Board established the Accessible Taxi Task Force (Spring of 1996). In addition to the expectations of the Provincial Action Plan, it appears appropriate that this Task Force follow-up on the work of the Special Transportation Advisory Board (Review of the Delivery of Special Transportation Services in Red Deer, April 1995).

The Task Force reviewed the issues and options from a long-term perspective with the intent of developing recommendations to the Transportation Advisory Board and City Council. They recognized that they were dealing with the question in isolation from the complexities of City operations and issues. The Task Force affirmed the need for such services, reviewed the experiences and options in the Red Deer community, and reviewed documentation from other communities.

When City Council convened the Accessible Taxi Task Force, Alberta Transportation and Utilities expected to be able to give direct assistance in the purchase of vehicles for accessible taxi projects. Funding reductions to departments within the Provincial Government eliminated that possibility. The Accessible Taxi Task Force proceeded with the review, realizing they would need to examine the financial issues differently. Council was notified of this change in July 1996.

Capital costs of the service require public sector involvement. No municipality has been able to offer the service without assistance of municipal or provincial dollars, either for capital or operational subsidy.

The Task Force therefore agreed that the municipality needs to be involved in direct funding/ financing, initially, while pursuing funding partnerships for the long-term.

## Introduction

This report is the product of the work done by the Accessible Taxi Task Force (see Appendix I) established in the Spring of 1996 by City Council via the Transportation Advisory Board in response to the Action Plans outlined in the Alberta Accessible Taxi Action Plan Project Report, November 1995.

"Alberta Transportation and Utilities, Policy Development Branch, requested that TRANS-OP Consulting Services conduct a review of the issues affecting the establishment of accessible taxis in communities within the province of Alberta, and examine opportunities to encourage the long-term viability of this service. The primary focus of this review was to examine the City of Edmonton, the City of Red Deer, and the Town and County of Barrhead. The purpose of doing so was to consider communities of different sizes with the goal of producing action plans which would have relevance to as many Alberta communities as possible." <sup>1</sup>

The issue is not new to this community or to City Council. In August of 1994, City Council requested that the Social Planning Department and The Special Transportation Advisory Board develop a report and recommendations to Council regarding the "delivery of special transportation services and the appropriate relationship to the private sector". This report was completed in April 1995.

With membership representing the various stakeholders, the Accessible Taxi Task Force met to discuss the issues and develop a planning process. Wendy Klassen of WB Consultants was contracted with funds from Alberta Transportation and Utilities to facilitate a planning process which would develop recommendations from the complex issues and to draft the report to the Transportation Advisory Board and City Council.

The review of the issues included an examination of the activities of other communities in Alberta, and elsewhere in Canada (see Appendix II). It is clear that while response to the need reflects the unique characteristics of each community, the basic issues and options are common to all.

By participating in the Action Plan developed by the Alberta Accessible Taxi Action Plan Project, the Transportation Advisory Board and City Council are not obligated to accept or implement the recommendations. However, after serious review, the Task Force is convinced that the community of Red Deer and its municipal government have the capacity to respond to this significant need.

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<sup>1</sup> Alberta Accessible Taxi Action Plan Project; TRANS-OP Consulting Services for Alberta Transportation and Utilities, November 1995.



## The Need: Why Accessible Taxi?

In considering the recommendations submitted by the Task Force, it is important to review the needs and dynamics of life for disabled citizens in our community, in today's society.

- The expectation of full participation of disabled citizens in the community has become universally accepted and the objective of policy development at all levels of government.
- We have achieved an understanding that participation involves maximizing opportunity for independent living, control over one's life, with dignity.
- The City of Red Deer in its Strategic Plan has repeatedly expressed a commitment to facilitate and support quality of life for its citizens.
- From the perspectives of a philosophical value base and economic motives, policy-makers are moving to deinstitutionalize health and personal care services, allowing individuals to return to or remain in a home in the community. Program support and funding is directed to developing and enhancing self-reliance. This, in combination with the aging of the population will significantly affect the number of people with physical limitations living independently in the community.
- There is recognition that an individual's ability to utilize existing community services and opportunities reduces the need for concentrated and duplicated services of special populations.
- **Independent living and participation are not possible if disabled citizens do not have *transportation to access the community*. Self-reliance and control of one's life are only possible when options and equitable opportunity exist.**
- "In recent years, equitable access to transportation services for people with disabilities has been a major policy objective across Canada" (TRANS-OP) <sup>2</sup>

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<sup>2</sup> Alberta Accessible Taxi Action Plan Project; TRANS-OP Consulting Services for Alberta Transportation and Utilities, November 1995.

- From an article, *Setting the Standard in Breaking Down The Barriers* published by Alberta Transportation and Utilities in 1994: "Another milestone has been achieved in barrier free transportation. Alberta Transportation and Utilities has implemented a policy that encourages cities to make at least 10 per cent of their bus fleet low floor buses. In fact, the Alberta Cities Transportation Partnership will now only cost share on bus purchases that are low floor buses (until the 10 per cent level is reached)."
- Discussion of equitable access to transportation describes a "family of services" including Special Transportation, Transit, and Accessible Taxi.
- Two national studies conducted by Statistics Canada, the Canadian Health and Disability Survey and the Health and Activity Limitations Survey, confirm that Canada's disabled population has a significant need for more and better accessible transportation services. "The studies have produced two findings which are particularly important to the review of the need for accessible taxi services. Firstly they found that *those who need special transportation are significantly more likely to use even conventional taxi service* than individuals who can drive a private vehicle. (3.1 trips per month compared to 1.4 trips per month). They also found that "among *Canadians with annual incomes between \$5000 and \$10,000, taxi use is relatively heavy* (about 1.9 trips per month) as compared to the general population (1.4 trips per month)".<sup>3</sup>
- In Red Deer the family of services includes the range of service in that there are accessible buses, specialized transportation, and one accessible taxi. The Review of Delivery of Special Transportation Services in Red Deer completed by the Special Transportation Advisory Board for City Council in April 1995 states: "*Any discussion of special transportation must also take into consideration that the number of persons who have significant difficulty is using transportation services, including persons with disabilities and seniors, is expected to grow dramatically over the next decade and beyond. Providing such persons with full access to transport services is both a matter of equity, and of permitting them to contribute to society to their fullest potential.*"

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<sup>3</sup> Ottawa Accessible Taxi Demonstration Project; Abt Associates of Canada for Vehicle Technology Office, Transportation Technology and Energy Branch, Ministry of Transportation of Ontario, June 1992.

The report recommends that:

- *"That the City of Red Deer continue to contract with the Red Deer Action Group for the Physically Disabled, an arms-length society, to offer special transportation services in Red Deer."*
- *"That the City and Red Deer Action Group work cooperatively with private taxi companies, which own accessible vehicles, so that evening and weekend service can be available to the disabled beyond the hours of operation of the Citizen Action Bus"*
- *"That the Red Deer Action Group explore partnerships with the private sector that would increase after hours service for persons with disabilities"*
- *"That the taxi industry be encouraged to provide, on a cost recovery basis, accessible service for those persons who can afford to pay."*

## Summary of Issues and Options:

### I. Role of Transportation Providers - the Family of Services

**Current providers:** City Transit; Citizen Action Bus; Associated Cab Accessible Taxi

*Note: Michener Centre and The Red Deer Regional Hospital both operate special transportation vehicles for their own purposes and were invited to participate in previous discussions.*

#### Current roles:

- **City Transit** operates buses accessible to wheelchairs with the goal of all buses being accessible. The service is limited to "curb to curb" service.
- **Citizen Action Bus** provides accessible, scheduled special transportation for the disabled, door to door, with assistance, if necessary.
- **The Accessible Taxi** provides the same service available to the general public, ie. independent, individual, on-demand, 24-hour service, as well as service for the "overload" of special transportation. It is also available for out-of-town trips.

#### Options:

- City Transit operate all services
- Citizen Action Bus operate specialized service and accessible taxi
- Taxi Company operate specialized service and accessible taxi
- Providers continue to operate the service they have experience and resources to offer, with cooperation and coordination to ensure effective public service.

## II. Economics of Providing Accessible Taxi

### Capital Costs

#### Costs:

- Variation in costs between accessible taxi and regular taxi is estimated to be as much as \$35,000.00.
- Life expectancy for use as accessible taxi is considerably less than conventional taxi.

#### Funding:

- **Federal:** No specific funding exists for Accessible Taxi programs at this point. There have been rumours of additional Infrastructure funding forthcoming. The question has been raised whether these funds could be used for Accessible Taxis.
- **Provincial:** At this time, no specific funding for Accessible taxi programs exist. The Province does provide Alberta Cities Partnership funding.
- **Municipal:** In any given year, the Alberta Cities Partnership funds are fully allocated to designated projects, but it is clear that if an accessible taxi service is to exist the Municipality will have to make a commitment to provide capital funding in the immediate future.
- **Taxi Companies:** Taxi Companies are unable to manage the capital costs alone. Limitations to revenue generation for accessible taxi prohibit the company from obtaining return on investment even at the level of costs of a conventional taxi.
- **Community (donations):** Some funds may be available from this source although Service Clubs have indicated they no longer have the ability to raise the significant dollars required for this one project. Concerns have also been raised by Service Clubs regarding fund raising that benefits private business (ie. taxi companies). Other donations could be solicited, but some organization needs to take responsibility for managing the fund raising.
- **Corporate:** Corporate funding may be available. Again, some organization will need to take the responsibility to develop awareness, approach and solicit support.
- **Other Communities:** Some local towns and counties in the area may choose to participate in the funding to ensure accessible taxi service for their disabled residents.
- **Partnerships:** In the long-term, partnerships may be developed between potential funding sources to ensure both replacement and increased fleet size to meet the need.
- **Wild Rose Foundation** may be approached regarding purchase of a vehicle if the Red Deer Action Group's long-term plans do not also include approaching Wild Rose for a vehicle. (Wild Rose paid for a Citizen Action Bus in 1992.)

### **Operating Costs/Revenues:**

- ***Operating costs*** are significantly higher for accessible taxis compared to conventional units: - fuel consumption; maintenance and repair costs of brake linings, fuel pumps, transmissions.
- ***Operating revenues:*** Limitations to revenue generation include utilization rates, need for passenger assistance, longer boarding times, need to drive more slowly, more administrative support. As well, deadheading time is increased resulting in fewer trips per shift and therefore reduced revenues. However, many passengers with disabilities travel outside heavy business traffic, providing customers at slower times for the taxi industry.
- Several ***subsidy options*** could be developed and have been attempted by other communities, including user-side and operator subsidies. Subsidy programs all have administrative costs, and vary in the degree of effectiveness and acceptability.
- ***Other revenue potential*** exists for the accessible taxi operator including Special Transportation overflow, corporate service contracts (businesses paying for transportation to bring disabled to their business), and the expansion of community partnerships (eg. churches and service clubs).

### **III. Logistical/Administrative Issues**

Once major issues of "Role of Service Providers" and "Economics" have been decided, a number of logistical or administrative issues can be considered.

- ***Driver Expectations:*** Taxi drivers need clear definitions of their role in providing assistance to disabled passengers. Insurance coverage outside the vehicle is an issue. Starting the meter (revenue loss) is also an issue.
- ***Driver Training:*** Accessible taxi drivers require training to provide service to the disabled. This can add costs for the taxi operator. A Provincial manual exists.
- ***Lease Agreements:*** If the purchaser of the vehicle (funder of capital costs) is different from the operator, effective operating contracts or lease agreements must be developed.
- ***Standards and Regulations:*** A Municipality can accept Federal and Provincial Standards and Regulations. It can also incorporate service standards into by-laws and contracts (eg. maintenance standards, priority for disabled, time commitments), but must find mechanisms to ensure appropriate service standards are being met, as has been publicly accepted and expected through Citizen Action Bus service.
- ***Vehicles & Equipment:*** A number of options for vehicles and features are available. Decisions are required regarding who investigates the options and the process for decisions.

## Recommendations

- That City Transit, Citizen Action Bus, and Accessible Taxi services co-exist in the community with the Transportation Advisory Board monitoring and facilitating the evolution and meshing of services.
- That the City initially purchase vehicles to be used as Accessible Taxis and lease these vehicles back to the taxi company; vehicles would be purchased at the rate of one (1) new vehicle each year, requiring a commitment of (approximately) \$30,000 grant and a \$15,000 interest-bearing loan. *Notes: The life expectancy of vehicles is 3-4 years, based on other communities' experience. A lease back amount of \$500.00 per month per vehicle has been suggested.*
- That the City of Red Deer and the Transportation Advisory Board pursue partnerships with the Federal Government, Provincial Government, Corporate sector, other communities, and community donations to defray the cost of the vehicles.
- That the Taxi Company assume total responsibility for operating costs and operating revenues.
- That no action be taken to develop subsidies and that the Taxi Company review and take concerns to the Taxi Commission.
- That by-laws read that Accessible Taxi meters be started upon arrival at pick-up and shut off at destination.
- That by-laws read "training required to the level of provincial recommendations ie. the Provincial Manual - A Guide for Drivers of Seniors and Persons with Disabilities (Alberta Transportation and Utilities), or subsequent driver training manuals."
- That the City of Red Deer and Accessible Taxi operators comply with enforced federal and provincial regulations and adopt, as much as possible, any recommendations regarding vehicles, restraints and mobility devices.
- That the Taxi Company bring proposals to the City with specifics of vehicles and equipment recommended, meeting all standards and regulations, as well as by-laws and policies which implement service standards.
- That the Transportation Advisory Board initiate activities to enhance community awareness of accessible taxi service, considering partnerships in this activity.

## **Appendix I**

### **Accessible Taxi Task Force Members**



## **Accessible Taxi Task Force Members**

**Chairperson, Frances Craigie** - Chairperson of the Transportation Advisory Board

**Councillor Jeffrey Dawson** - City Council Member to Transportation Advisory Board

**Rene Buchholz** - Chairperson, Red Deer Action Group for the Physically Disabled and representative of that Group to the Transportation Advisory Board

**Wayne Boyd** - Associated Taxi

**Eldon (Don) Miller** - Member, Transportation Advisory Board

**Darren Kuz** - Member, Taxi Commission

**Sheryll Bowey** - Councillor, Town of Sylvan Lake, representing interests of communities outside of the City of Red Deer

## **Appendix II**

### **Reports and Documents**

## Reports and Documents

1. Alberta Accessible Taxi Action Plan Project; TRANS-OP Consulting Services for Alberta Transportation and Utilities, November 1995
2. Alberta Accessible Taxi Workshop, Background Notes; Alberta Department of Transportation and Utilities, Policy Development Branch, February 2, 1995
3. Barrhead Accessible Taxi Demonstration Project Final Report, June 1, 1995
4. Citizen Action Bus Questionnaire Survey Summary
5. Delivery of Special Transportation Services in Red Deer; Review completed by the Special Transportation Advisory Board for City Council, April 1995
6. Contract: City of Medicine Hat and Deluxe Central Taxi, April 1992  
  
Medicine Hat Accessible Taxi Demonstration Project: Interim Report; Humanite Services Planning Ltd., May 1993  
  
Proposal to Alberta Transportation and Utilities; City of Medicine Hat, April 6, 1995  
  
Drivers' Meeting Notes, Central Deluxe Taxi; Medicine Hat (April 1996)
7. Ottawa Accessible Taxi Demonstration Project; Abt Associates of Canada for Vehicle Technology Office, Transportation Technology and Energy Branch, Ministry of Transportation of Ontario, June 1992

## **Appendix III**

**Recommendations: Delivery of Special Transportation  
Services in Red Deer  
(April 1995)**

## VII. RECOMMENDATIONS TO CITY COUNCIL

1. That the City of Red Deer continue to contract with the Red Deer Action Group for the Physically Disabled, an arms-length society, to offer special transportation services in Red Deer.

The Red Deer Action Group:

- ▶ initiated the program in 1977
- ▶ has a proven track record in offering reliable, consistent service for persons with disabilities
- ▶ has members who have first hand knowledge of the services needed by persons with disabilities
- ▶ provides volunteer commitment to the service
- ▶ can solicit funding from service clubs to provide the 25% matching for the Alberta Cities Partnership Grant
- ▶ owns the seven accessible vehicles presently in service

2. That the Red Deer Action Group for the Physically Disabled offer increased hours of service to meet the needs of the community (up to 1,500 hours) with the same City funding as provided in 1995, to meet increased demand and extended evening and weekend service.

The Red Deer Action Group would have the option of:

- ▶ exploring a partnership with Prairie Bus Lines to provide drivers and dispatch
- ▶ reducing the expenses of the transportation services
- ▶ asking for proposals from a wider representation of the private sector

3. That the Red Deer Action Group explore partnerships with the private sector that would increase after hours service for persons with disabilities.

Associated Taxi has suggested that they lease one vehicle from the Red Deer Action Group (either full time or after Citizen's Action Bus hours) to provide back-up to their accessible taxi. Although funds would be generated from the lease, the vehicle's life span would be shortened considerably. The vehicle would also make out-of-town trips, making it less available. The advantages and disadvantages need to be explored in more depth.

4. That the taxi industry be encouraged to provide, on a cost recovery basis, accessible service for those persons who can afford to pay.

Taxi companies will always be able to better supply service on demand at any hour of the day or night. Some patrons will have the money to pay for that service or use their limited funds to pay for the freedom because transportation is their priority. As the proportion of seniors and persons with disabilities increases, the demand will increase.

5. That City Council review the feasibility of establishing a Transportation Advisory Board to address both regular and special transportation issues and provide a continuum or family of services in Red Deer.

Presentations to the Special Transportation Advisory Board have proven that persons concerned about transportation for persons with disabilities see transit as part of the continuum of service. A public transit system, in the 1990's, should consider being able to offer its services to all citizens. Red Deer Transit has been progressive in purchasing low floor buses and using them on a route to maximize the use for persons with mobility devices. Federal and provincial government funding is requiring that more transit vehicles be accessible. The Special Transportation Advisory Board could become a Transportation Advisory Board with representation from persons with disabilities, seniors, students and persons with low incomes. All decisions regarding the future of public transportation would be considered by the board. Edmonton is currently working successfully with this model.

**COMMENTS:**

As Council is aware, we will be undertaking a major review of all social programs within the Social Planning Department in 1997.

We recommend that this proposal be given consideration during that review, along with other possible alternative uses of the proposed contribution within the handicapped transportation system. One alternative for example might be a direct contribution to provide for expanded hours under the existing Action Bus Program. In addition, the interim period of time would allow the Red Deer Action Group to develop appropriate rules and regulations for the operation of these taxis and to invite proposals from the taxi companies in the event that Council were to approve the expenditure.

"G. D. SURKAN"  
Mayor

"H. M. C. DAY"  
City Manager

**FILE**

**DATE:** October 22, 1996

**TO:** Transportation Advisory Board

**FROM:** City Clerk

**RE: ACCESSIBLE TAXI TASK FORCE REPORT**

At the Council Meeting of October 21, 1996, consideration was given to your report dated October 16, 1996, concerning the above. The following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Transportation Advisory Board dated October 16, 1996, re: Accessible Taxi Task Force Report, hereby agrees as follows:

1. That the recommendations outlined in the Accessible Taxi Task Force Report, be considered during the review in 1997 of all social programs within the Social Planning Department;
2. That other possible alternative uses for the allocation of additional funding relative to accessible taxi service be identified, e.g. expansion of Action Bus Program hours;
3. That the Red Deer Action Group develop appropriate standards, rules and regulations for the operation of accessible taxis and invite proposals from the taxi companies to provide this service,

and as presented to Council October 21, 1996."


On behalf of Council, please accept their thanks to the Transportation Advisory Board and the Accessible Taxi Task Force members, for their efforts in the compilation of this report.

By way of a copy of this memo, I will be asking the Social Planning Department to follow-up with the three directives outlined in the above resolution.



Transportation Advisory Board  
October 22, 1996  
Page 2

I look forward to a future report to Council in due course.



Kelly Kloss  
City Clerk

KK/clr

- c Director of Community Services  
Social Planning Manager  
Howard Maki, Executive Director Citizen's Action Group  
Wayne Boyd, Associated Taxi  
Taxi Commission  
Councillor Sheryll Bowey, Town of Sylvan Lake

Item No. 1

Correspondence

*Snell & Oslund Surveys (1979) Ltd.*

LAND SURVEYORS AND PROFESSIONAL ENGINEERS

PHONE: (403) 342-1255

FAX: (403) 343-7025

G. OSLUND, A.L.S., P.ENG.

G. B. R. ROSS, A.L.S.

D. VANDENBRINK, A.L.S., P.ENG.

P.O. BOX 610

#2, 5128 - 52 STREET

RED DEER, ALBERTA T4N 5G6

October 4, 1996,

File 599-002

City of Red Deer,  
Box 5008,  
RED DEER, AB.  
T4N 3T4

ATTENTION: CITY CLERK

Dear Sir:

Re: Proposed subdivision and re-zoning - Robert Belzerowski  
Lots 1 -5, Block 8, Plan 2376 AI and Road, Plan 2376 AI

Further to the above named subdivision, we respectfully request the following:

## 1. Road Closure for:

All that portion of road, Plan 2376 AI lying  
adjacent to the West boundaries of Lots 1-5,  
inclusive, Block 8, Plan 2376 AI

## 2. Redesignation of said road to R2 and A2 as shown on the enclosed plan.

I trust that the above is the information you require to proceed with redesignation and road closure. Thank you for your attention to this matter.

Yours truly,



Dirk VandenBrink, A.L.S., P.Eng.

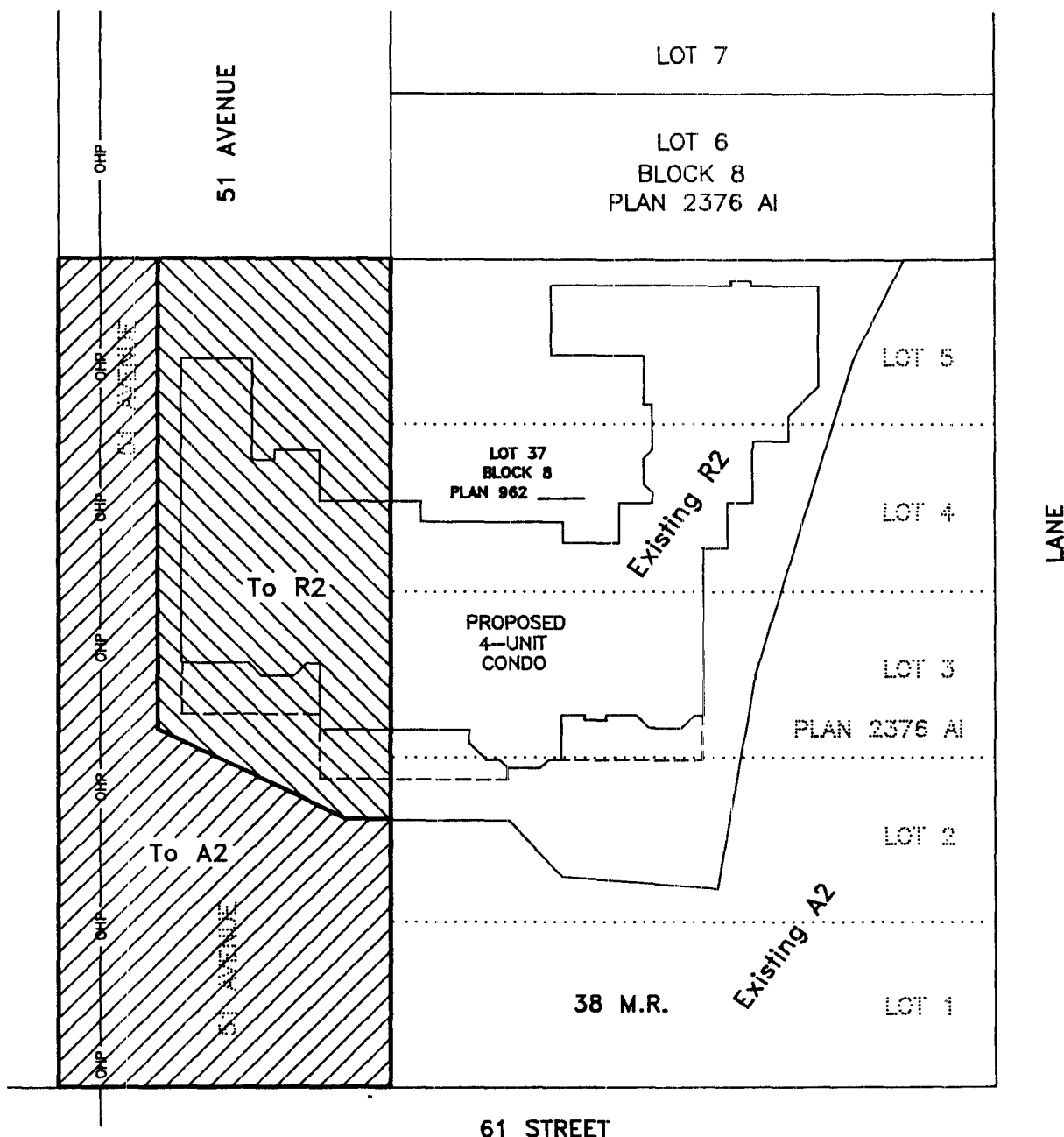
DV:lt

Encl.

c.c. City of Red Deer, ATTN: Peter Robinson

c.c. Parkland Community Planning Services, ATTN: Paul Mayette

CONDO PLAN  
PLAN 942 3025



61 STREET

## RED DEER

SKETCH SHOWING PROPOSED  
CHANGES TO ZONING  
IN

LOTS 1-5 (Inclusive), BLOCK 8, PLAN 2376 A.I.  
& ROAD, PLAN 2376 A.I.

SCALE = 1: 400

BY: DIRK VANDENBRINK A.L.S.

0 4 8 16 24 32 40 Metres

### AREA SUMMARY:

AREA REQUIRED FOR ROAD CLOSURE  
OUTLINED THUS  
AND CONTAINS 1.01 ha.

AREA REQUIRED TO BE R2 = 0.045 ha.

AREA REQUIRED TO BE A2 = 0.056 ha.

SNELL & OSUND SURVEYS (1979) LTD.  
RED DEER ~ ROCKY MOUNTAIN HOUSE  
PHONE: (403) 342-1255 OCTOBER 4, 1996  
JOB No.: 599-002

DATE: October 10, 1996

TO: Kelly Kloss, City Clerk

FROM: Alan Scott, Land and Economic Development Manager

RE: **LAND EXCHANGE BETWEEN THE CITY OF RED DEER  
AND ROBERT BELZEROWSKI  
(AS PER ATTACHED DRAWING)**

---

To facilitate a development project by Robert Belzerowski, south of the Wedgewood Apartments, a land exchange has been agreed to, in principle, which involves the escarpment area at the east end of Lots 3 to 5, south and east of Lot 2, and all of Lot 1, consisting of 10,117.71 sq. ft. This would be in exchange for a part of 51 Avenue, containing 4843.58 sq. ft., which would be subject to a road closure.

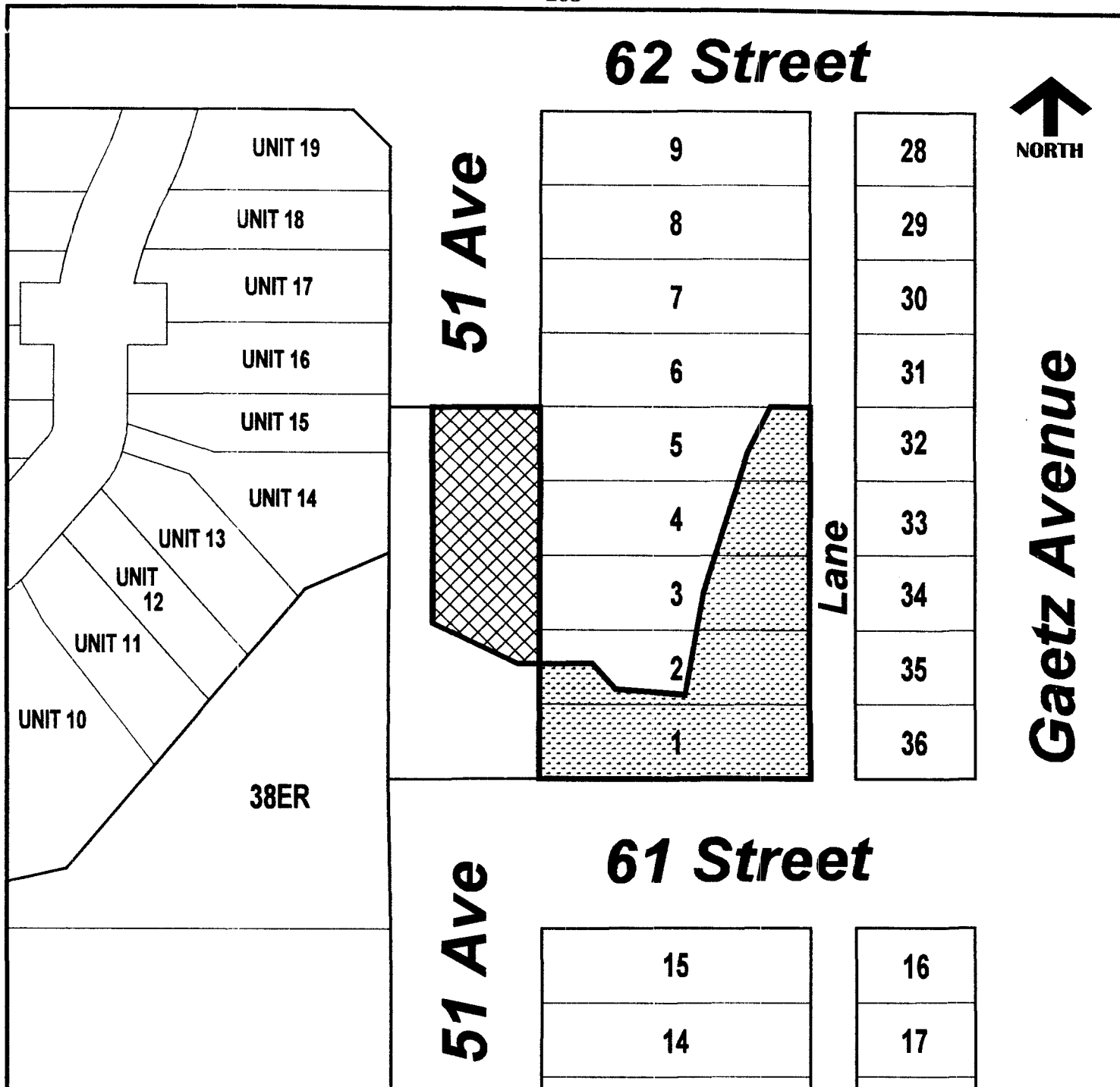
#### **RECOMMENDATION**

We recommend that Red Deer City Council approve the land exchange, subject to the following conditions:

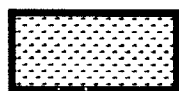
1. Approval by all authorities for the 51 Avenue partial Road Closure Bylaw.
2. Approval by all authorities of the redesignation of 51 Avenue, which is subject to the road closure, to A2 and R2 zoning.
3. A development agreement satisfactory to the Engineering Department, with special attention to the storm and sanitary lines.
4. The lands to be exchanged are valued equally, therefore there will be no additional compensation.
5. All costs including advertising, survey (application, subdivision and consolidation), and land transfer registrations to be the responsibility of Robert Belzerowski.
6. Parkland Savings and Credit Union signing a General Release.
7. An agreement satisfactory to the City Solicitor.

  
Alan V. Scott

PAR/mm



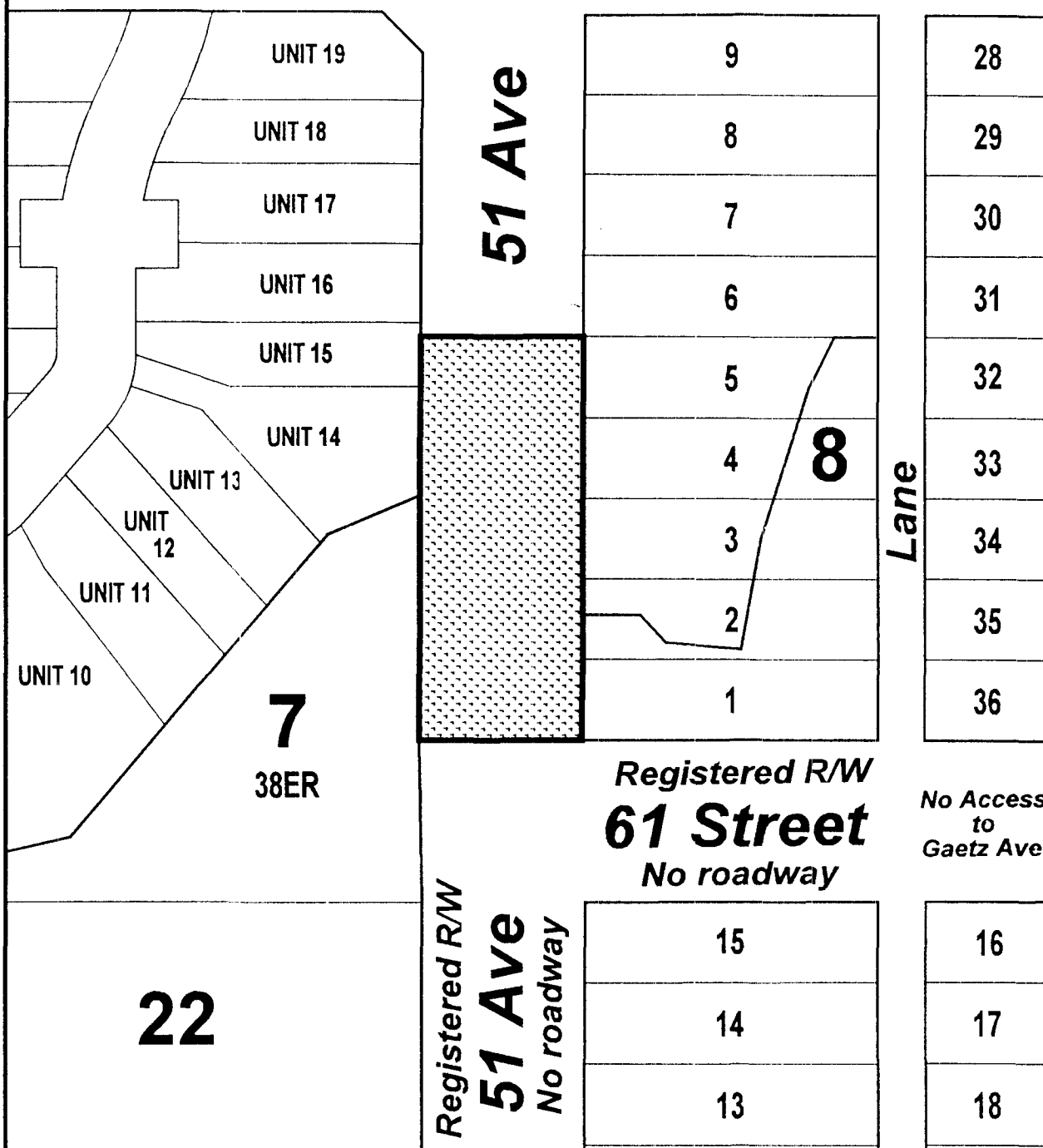
# Land exchange between The City of Red Deer and Anna & Robert Belzerowski



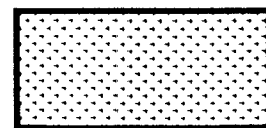
***Area of Lot 38 MR (escarpment)  
from Lots 1-5 = 0.094 ha.***

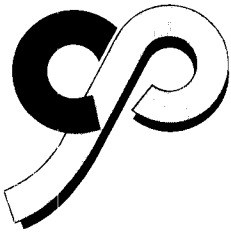


***Area of Lot 37 from road = 0.045 ha.***

**62 Street****Gaetz Avenue**

**Proposed Road Closure**  
**Bylaw 3179 / 96**





**PARKLAND  
COMMUNITY  
PLANNING  
SERVICES**

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

Date: October 11, 1996

To: City Council

From: Frank Wong, Planning Assistant

Re: Land Use Bylaw Amendment 3156/O-96  
Portion Of Road Adjacent To Lots 1 - 5, Block 8, Plan 2376 A.I.  
South East Corner of Highland Green Estates  
Anna Belzerowski and Bob Belzerowski

The Belzerowskis presently have titles to Lots 1 - 5, Block 8, Plan 2376 A.I. which is located in the southeast corner of Highland Green Estates. In 1991, the site was redesignated from A1 Future Urban Development District to R2 Residential (Medium Density) District and A2 Environmental Preservation District for the escarpment area. The redesignation was to accommodate a residential proposal of up to eight units.

In April of 1995, upon the request of Highland Green Estates residents, City Council authorized our office to prepare an Outline Plan for the area. The Outline Plan is to be prepared with the involvement of land owners and the neighbourhood and which would clearly lay out the development expectations for all the undeveloped land in Highland Green Estates. We have been working with land owners and a committee of area residents in finalizing the Outline Plan. The above site is among the undeveloped areas which the area residents originally had concerns about. In conjunction with this the City placed a moratorium on any further multi-family development of rezoning for multi-family development for the area referred as Highland Green Estates in October of 1992.

The proposal for four units on this site was discussed at a neighbourhood public meeting in July. Residents at the meeting had no objection to the proposal; however, subsequent to that meeting, a petition was received from residents opposing any further R2 type of development in Highland Green Estates. Notwithstanding that petition there does appear to be support in the neighbourhood for this type of development which is single storey, designed for home ownership and visually attractive.

The owners have agreed to reduce the development on the site to four units during discussions related to the proposed Outline Plan. As part of the development proposal, the owners would transfer all of the A2 designated land (940 square metres) to the City in return for a portion of the road right of way (450 square metres) located west of their property.

This Land Use Bylaw Amendment will finalize the land exchange agreement between the owners and the Recreation, Parks, and Culture Department. The subject portion of the road right of way will be or cancelled and the land will be redesignated to R2 District and A2 District.

Land Use Bylaw Amendment 3156/O-96

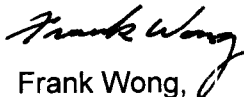
page 2

Recommendation

Planning staff have discussed this proposal including the land exchange with Mr. Barry Brookes, President of the Highland Green Estates Community Association, and he indicated that their Association is aware of the proposal and have no objection regarding the same.

In view of the above, Planning staff recommend that City Council lift the moratorium it placed in October 13, 1992 on any further multi-family development or rezoning for this property only and proceed with first reading of the Land Use Bylaw Amendment 3156/O-96.

Sincerely,



Frank Wong,  
Planning Assistant

Attachment

cc     Bob Belzerowski  
       Barry Brookes, President, Highland Green Estates Community Association



**DATE:** October 11, 1996

**TO:** KELLY KLOSS  
City Clerk

**FROM:** LOWELL R. HODGSON, Director of Community Services  
DON BATCHELOR, Recreation, Parks & Culture Manager

**RE:** SNELL & OSLUND - ROAD CLOSURE/REZONING  
Your memo of October 7, 1996 refers.

---

We have no objection to the above road closure and rezoning to R2 and A2. The portion of 51 Avenue closed and zoned to A2 will be consolidated with a Municipal Reserve parcel which includes escarpment lands. A land exchange is required to facilitate the transfer of the R2 portion contained in the 51 Avenue road right of way to the applicant and, at the same time, transferring the escarpment lands contained in lots 1 - 5 inclusive to The City of Red Deer.



LOWELL R. HODGSON



DON BATCHELOR

DB\ad

- c. Paul Meyette, Principal Planner, P.C.P.S.  
Greg Scott, Community Development & Planning Coordinator  
Alan Scott, Land & Economic Development Manager

130-076

DATE: October 10, 1996

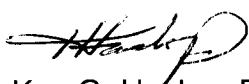
TO: City Clerk

FROM: Engineering Department Manager

**RE: SNELL AND OSKUND - ROAD CLOSURE/REZONING**

---

We have reviewed the application for rezoning and road closure and have no objections subject to the developer entering into a Residential Development Agreement with the City prior to issuance of a building permit.



Ken G. Haslop P. Eng.  
Engineering Department Manager

KGH/cm

- c. Director of Community Services
- c. E. L. and P. Manager
- c. Fire Chief
- c. Land and Economic Development Manager
- c. Recreation, Parks, and Culture Manager
- c. Parkland Community Planning Services,  
Principal Planner

# MEMO

DATE : October 9, 1996

TO : KELLY KLOSS  
CITY CLERK

FROM : DALE KELLY

RE : **SNELL AND OSLAND - ROAD CLOSURE / REZONING  
LOTS 1-5, BLOCK 8, PLAN 2376 A.I. AND  
PART OF ROAD, PLAN 2376 A.I.  
HIGHLAND GREEN ESTATES SUBDIVISION  
ANNA BELZEROWSKI AND ROBERT BELZEROWSKI**

---

This department has no objection to the proposed road closure / subdivision.



DALE KELLY  
SAFETY CODES OFFICER  
RED DEER EMERGENCY SERVICES DEPARTMENT

Please find attached the following documents

- ☐ Development drawings
- ☐ Construction drawings
- ☒ Other

# MEMO

---

DATE: October 9, 1996  
TO: City Clerk  
FROM: E. L. & P.  
RE: Snell & Oslund - Road Closure/Rezoning

---

E. L. & P. have no objection to the proposed rezoning of the above.

If you have further questions or comments, please advise.



Daryle Scheelar,  
Distribution Engineer

/jjd

**COMMENTS:**

I concur with the recommendations of the Land and Economic Development Manager and Planning Assistant.

"H. M. C. DAY"  
City Manager

DATE: October 9, 1996  
TO: Kelly Kloss, City Clerk  
FROM: Alan Scott, Land and Economic Development Manager  
RE: **ROAD CLOSURE PLAN 2376 AI (CROSSHATCHED)  
AS PER ATTACHED DRAWING**

---

**BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL**

To facilitate the development of a project by Robert Belzerowski, south of Wedgewood Apartments, it is necessary to request a partial road closure of 51 Avenue. Although this is a registered roadway, the portion being closed is not build to roadway standards and is in fact still in its natural state.

**RECOMMENDATION**

We recommend that Red Deer City Council approve the following Road Closure Bylaw:

"All that portion of Road Plan 2376 AI lying adjacent to the west boundaries of Lots 1 to 5 inclusive, Block 8, Plan 2376 AI, containing 0.101 ha. (0.249 ac) more or less."



Alan V. Scott

PAR/mm

Att.

# FILE

FILE No.



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

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

October 7, 1996

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Snell & Oslund Surveys (1979) Ltd.  
ATTN: Dirk VandenBrink, A.L.S., P.Eng.  
P.O. Box 610  
#2, 5128 - 52 Street  
Red Deer, AB T4N 5G6

Dear Mr. VandenBrink:

I am in receipt of your letter dated October 4, 1996, re: Road Closure and Rezoning.

This item will be discussed and possibly a decision made at the meeting of Red Deer City Council on October 21, 1996.

Your request has been circulated to City administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council Meeting, they may be picked up at our office on the second floor of City Hall on Friday, October 18, 1996.

In the event you wish to be present and/or speak at the Council Meeting, would you please telephone our office on Friday, October 18, 1996, 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 at the park side entrance and proceed to the Council Chambers on the second floor.

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

Sincerely,

KELLY KLOSS  
City Clerk

KK/lb



RED DEER

*a delight  
to discover!*

DATE: October 7, 1996

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

FROM: CITY CLERK

RE: SNELL & OSLUND - ROAD CLOSURE / REZONING

BACK-UP INFORMATION  
NOT SUBMITTED TO COUNCIL

---

Please submit comments on the attached to this office by October 15, 1996 for the Council Agenda of October 21, 1996.

"Kelly Kloss"

City Clerk



**DATE:** October 22, 1996

**TO:** Land and Economic Development Manager

**FROM:** City Clerk

**RE:** ***LAND EXCHANGE BETWEEN THE CITY OF RED DEER AND  
ROBERT BELZEROWSKI / ROAD CLOSURE BYLAW 3179/96  
AND LAND USE BYLAW AMENDMENT 3156/O-96***

---

**FILE**

At the Council Meeting of October 21, 1996, consideration was given to the above and at which meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Land and Economic Development Manager dated October 10, 1996, re: Land Exchange Between The City of Red Deer and Robert Belzerowski, hereby approves the above land exchange involving the escarpment area at the east end of Lots 3 to 5, south and east of Lot 2, and all of Lot 1, consisting of 10,117.71 square feet in exchange for a part of 51 Avenue, containing 4843.58 square feet, subject to the following conditions:

1. Approval by all authorities for the 51 Avenue partial Road Closure Bylaw;
2. Approval by all authorities of the redesignation of 51 Avenue, which is subject to the road closure, to A2 and R2 zoning;
3. A development agreement satisfactory to the Engineering Department, with special attention to the storm and sanitary lines;
4. The lands to be exchanged are valued equally, therefore there will be no additional compensation;
5. All costs including advertising, survey (application, subdivision and consolidation), and land transfer registrations to be the responsibility of Robert Belzerowski;
6. Parkland Savings and Credit Union signing a General Release;

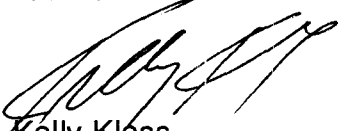
Land and Economic Development Manager  
October 22, 1996  
Page 2

7. An agreement satisfactory to the City Solicitor,  
and as presented to Council October 21, 1996."

In addition to the above resolution, first reading was given to Road Closure Bylaw 3179/96 and Land Use Bylaw Amendment 3156/O-96, copies of which are attached hereto. Both of these bylaws are required prior to the above noted land exchange taking place.

This office will now proceed with Public Hearings to be held Monday, November 18, 1996, in Council Chambers at 7:00 p.m., or as soon thereafter as Council may determine.

The decisions of Council in this instance are submitted for your information and appropriate action.



Kelly Kloss  
City Clerk

KK/clr  
attchs.

c Director of Development Services  
Director of Community Services  
Recreation, Parks and Culture Manager  
E. L. & P. Manager  
Fire Chief  
City Assessor  
Principal Planner  
Council and Committee Secretary, S. Ladwig

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

**FILE**

October 23, 1996

Faxed October 23, 1996 to 343-7025  
Original Mailed October 23, 1996

Snell and Oslund Surveys (1979) Ltd.  
2, 5128-52 Street  
Red Deer, AB T4N 5G6

Att: Dick VandenBrink

Dear Sir:

**RE: PROPOSED SUBDIVISION AND REZONING, ROBERT BELZEROWSKI  
(LOTS 1-5, BLOCK 8, PLAN 2376 AI AND ROAD PLAN 2376 AI)  
ROAD CLOSURE BYLAW 3179/96 AND LAND USE BYLAW  
AMENDMENT 3156/O-96**

---

At the City of Red Deer's Council Meeting held October 21, 1996, consideration was given to your letter dated October 4, 1996, concerning the above. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered report from the Land and Economic Development Manager dated October 10, 1996, re: Land Exchange Between The City of Red Deer and Robert Belzerowski, hereby approves the above land exchange involving the escarpment area at the east end of Lots 3 to 5, south and east of Lot 2, and all of Lot 1, consisting of 10,117.71 square feet in exchange for a part of 51 Avenue, containing 4843.58 square feet, subject to the following conditions:

1. Approval by all authorities for the 51 Avenue partial Road Closure Bylaw;

*a delight  
to discover!*

2. Approval by all authorities of the redesignation of 51 Avenue, which is subject to the road closure, to A2 and R2 zoning;
3. A development agreement satisfactory to the Engineering Department, with special attention to the storm and sanitary lines;
4. The lands to be exchanged are valued equally, therefore there will be no additional compensation;
5. All costs including advertising, survey (application, subdivision and consolidation), and land transfer registrations to be the responsibility of Robert Belzerowski;
6. Parkland Savings and Credit Union signing a General Release;
7. An agreement satisfactory to the City Solicitor,

and as presented to Council October 21, 1996."

As outlined in the above resolution, this land exchange is subject to the passage of the appropriate bylaws relative to road closure and land use amendments. In this regard, first reading was given to Road Closure Bylaw 3179/96 and Land Use Bylaw Amendment 3156/O-96, copies of which are attached hereto.


This office will now proceed with advertising for Public Hearings for these bylaws, to be held Monday, November 18, 1996, at 7:00 p.m., or as soon thereafter as Council may determine, in the Council Chambers of City Hall.

In accordance with the Land Use Bylaw, you are required to deposit with the City Clerk, prior to public advertising, an amount equal to the estimated cost of advertising, which in this instance, for the two bylaws, is \$1200.00. We require this deposit by no later than 10:00 a.m., Wednesday, October 30, 1996, in order to proceed with the advertising. Once the actual cost is known, you will either be invoiced for or refunded the difference.

Snell and Oslund Surveys (1979) Ltd.  
October 23, 1996  
Page 3

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

Sincerely,



Kelly Kloss  
City Clerk

KK/clr  
attchs.

c      Principal Planner  
         Council and Committee Secretary, S. Ladwig

Item No. 2

Peter Rombouts  
3222 - 57<sup>th</sup>  
Red Deer, Alberta

T4N-5V5  
J93-0055

September 12 1996.

City of Red Deer  
c/o City Clerk  
P.O. Box 5008  
Red Deer, Alberta  
T4N-3T4

Dear Sir,

This letter is to follow up on our request of Oct. 2/95 to Mr. Niel Evans, Parks Facilities Superintendent, to attend to the problem of dust control for citizens residing across from the 57<sup>th</sup> Avenue West Park Junior High School grounds. In this letter we requested that this lot be paved. Incidentally, this is one of the only public parking lots that remains unpaved after 20 years of usage.

Thus far the only action taken was a letter dated Nov. 7/95 to acknowledge our concern and to assure us that re-grading and compacting of gravel would be undertaken in the spring of 1996. Almost a year has passed and nothing has been done.

This week, Red Deer College students have returned to classes and the parking lot is full of cars moving in and out throughout the day. Volume of traffic for sporting activities has also increased so the lot is in use every evening as well as on Saturdays and Sundays. We are enclosing a few pictures to illustrate this heavy usage. Needless to say, the dust problem caused by all of this traffic is worse than ever. The situation is unacceptable and the residents of the 3200 block of 57<sup>th</sup> Avenue strongly urge the City of Red Deer to either pave the lot or close it.

Sincerely,

Peter Rombouts

Jeanne Rombouts

Marge Arnold  
MURRAY ARNOLD

PETER BARTHEL

Bep Barthel

-T. Rombouts

A. Rombouts

B. Rombouts

-M. Langelaar

Peter Barthel

Bep Barthel

-J. Langelaar

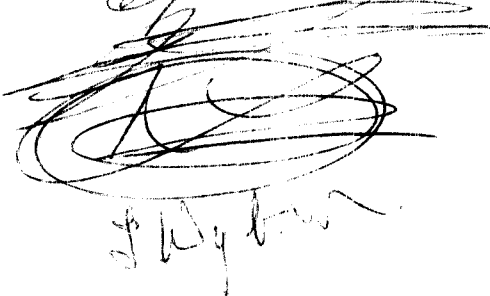
Nel Langelaar

I &amp; A WYBORN

ARLENE MORREAN

Arlene Morrell

Elaine Roddick



J. Wyborn

**DATE:** October 10, 1996

**TO:** KELLY KLOSS  
City Clerk

**FROM:** JAMIE McNAMARA, A/Chairman  
Recreation, Parks & Culture Board

**RE:** PETER ROMBOUTS - PARKING ISSUE

---

Based on a request submitted by Mr. Peter Rombouts and a number of residents in West Park, the Recreation, Parks & Culture Board considered a report from the administration in regard to a gravel parking lot on the West Park Neighbourhood School and Park Site. At the regular Board Meeting of October 8, 1996, the Board passed the following resolutions in regard to this parking lot and public request:

1. That the Recreation, Parks & Culture Board recommend to City Council that the request to pave the West Park Neighbourhood Park & School Site parking lot be denied at this time but, alternatively, that grading of the parking lot in spring of each year be completed by the department.
2. That the Recreation, Parks & Culture Board recommend that the applicants approach the West Park Community Association to work with them in considering all possible funding alternatives for this project.



JAMIE McNAMARA

:ad

Atts.

- c. Lowell R. Hodgson, Director of Community Services  
Mr. Peter Rombouts  
Patricia Young, President, West Park Community Association

**DATE:** October 1, 1996

**TO:** RECREATION, PARKS & CULTURE BOARD

**FROM:** DON BATCHELOR, Recreation, Parks & Culture Manager  
NEIL EVANS, Parks Facilities Superintendent

**RE:** GRAVEL PARKING LOT  
WEST PARK MIDDLE SCHOOL

---

In October 1995, the Recreation, Parks & Culture Department received a written complaint from a number of residents regarding a dust problem at the gravel parking lot on the west side of West Park Middle School.

At that time, the Recreation, Parks & Culture Department made a commitment to try to find a solution to the problem. In spring 1996, the gravel parking lot was graded and some minor clean-up was carried out. Due to a limited budget, no further action was taken. The volume of traffic using the parking lot has increased over the years, with college students using it during the day and the general public on evenings and weekends.

In mid-September 1996, a second letter of complaint was received from area residents regarding the dust problem. In conjunction with Public Works, department staff visited the site to try and find an economical solution to the dust problem. It was decided that the best method would be to place, level and compact a 2" layer of used asphalt chips and then to oil this new layer. The cost of this operation would be approximately \$2,850. To bring the gravel sub-base up to standard and to pave the parking lot would be approximately \$12,700.

The only identifiable funds to carry out this work is the West Park Recreation Levy, which has an approximate balance of \$2,500 at the time of writing. This issue was taken to the West Park Community Association at their September 30<sup>th</sup> meeting. It was unanimously agreed by the members present that any recreation levy funds available should be spent on hockey boards, hockey nets or an asphalt pad in front of the rink shelter, and only after these projects were completed should the gravel parking lot project be debated.

The gravel parking lot in question is relatively small and does not allow for the cars to gather much speed upon entering or exiting and, therefore, creates small amounts of dust.

It is the Recreation, Parks & Culture Department's recommendation that no action or funding should take place on this project except for limited grading of the parking lot in the spring of 1997.



DON BATCHELOR



NEIL EVANS

:ad



5906 41 Street Crescent  
Red Deer, Alberta T4N 1B7 Phone: 343-3765  
October 1, 1996

Mr. Neil Evans, City of Red Deer  
Red Deer, Alberta

Dear Neil:

I would like to thank you for bringing to the attention of the West Park Community Association the fact that there is a small amount of Levy money available for use in the Community. It was a most timely announcement as we were having a Public Meeting to discuss how we might provide service at our Skating Rink Complex that better meets the needs of all our patrons.

In the two years that the Association has had the responsibility of running the Complex we have had a constant problem juggling ice between advanced hockey players, beginning hockey players, skaters and boot hockey players. As I outlined to you during our telephone conversation, at the meeting last night, we have come up with a proposal that, with a lot of co-operation and help from your department, will give us the facility to meet the defined needs. We would like to change the physical structure and layout of the second two of our boarded rinks to accommodate one semi-boarded and two boarded rinks that would run parallel to each other and perpendicular to the large hockey rink which would remain as it has always been. Our plan is to designate one of these rinks for Skating, one for Beginners Hockey and one for Boot Hockey.

In planning the placing and size of these rinks, there are several things that need to be kept in mind.

1. Your maintenance crew would like to make some changes to facilitate the clearing and storage of the snow removed during the course of the year.
2. It is important that if we do make changes, we infringe as little as possible on the school playing field.
3. Consideration to the lighting available be given to provide the maximum possible lighting to all the ice surfaces, the major reason for changing the direction of the rinks
4. As Boot hockey and Foul language seem to go to-gether, in an effort to keep this as unobtrusive as possible to families and our younger clientele, we designate the rink farthest from the shelter for this purpose.

If you find our plans feasible, we would like your suggestions for the implementing of them, understanding fully that there will be costs involved in changing/providing new board structures, providing another set of nets and ice maintenance over the season. As a Board, we would like to see the levy money available for the West Park Area used toward these improvements and arrangements made for limited maintenance on the additional rinks.

Ed Morris did ask me to put forward, to the meeting, the request that the City has received from some West Park Residents to use these funds for paving the parking lot on 57 Avenue just off 32nd Street. As a Board, we feel there are better ways to spend this money to the best advantage for the most people.

Thank you for your consideration of our proposal and I look forward to your input which we will address at our October 7 Board meeting which is to be held at the Skating Shelter beginning at 7:30 p.m.. Should any of your department wish to attend this meeting, you are most welcome.

Sincerely,

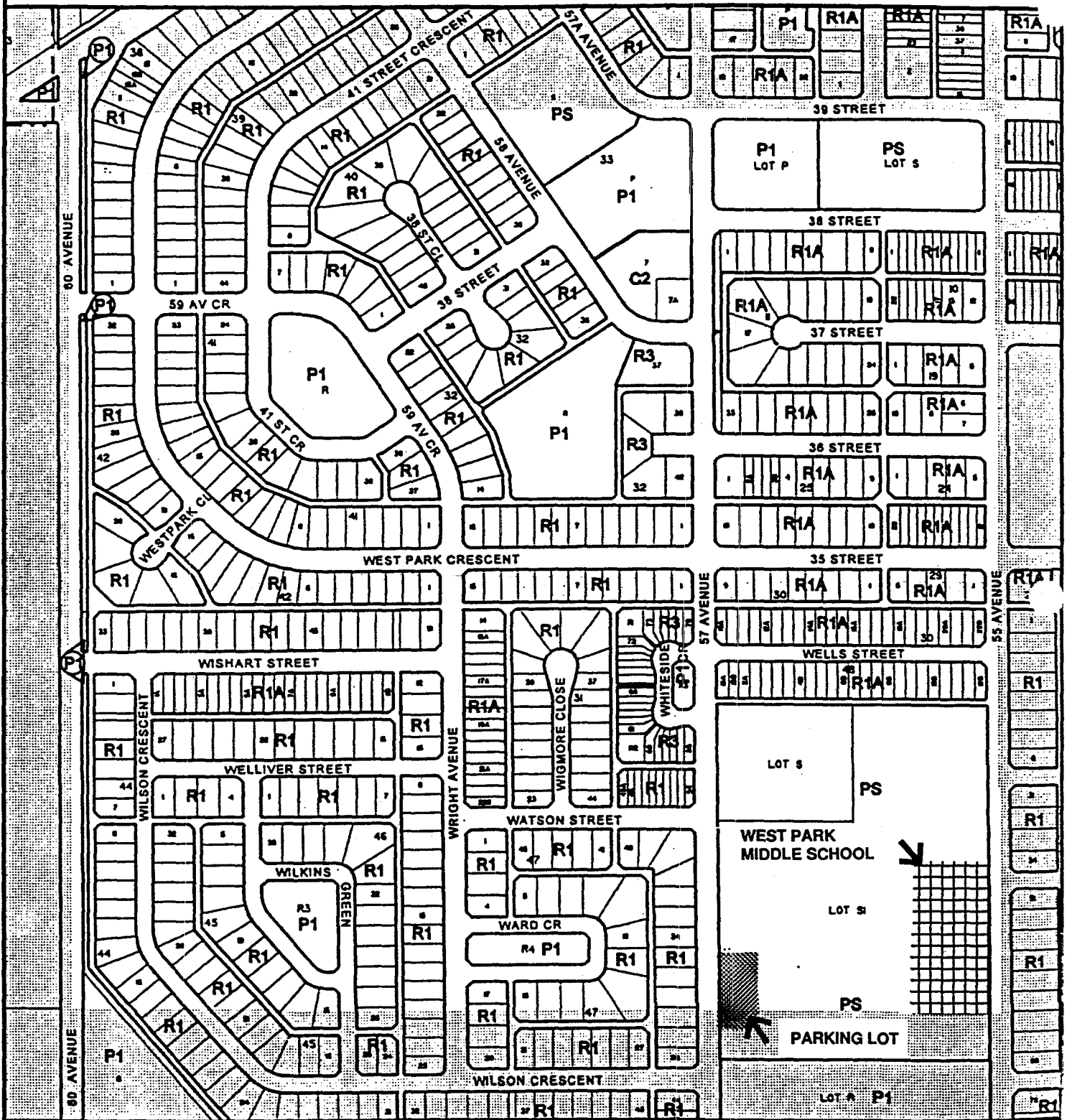
*Patricia S. Young*

*Copies given to Ed Morris and Wayne Feil, Principal W.P.C. School*

# THE CITY OF RED DEER - LAND USE BYLAW

## LAND USE DISTRICTS

E7



BYLAW NUMBER - 3156/96

AMENDMENTS:

WEST PARK NEIGHBOURHOOD

SEE SECTION SIX FOR  
LANDUSE DISTRICT DEFINITIONS

D8	E8	F8
D7	E7	F7
D6	E6	F6

N.W. 1/4 - 8-38-27-4



**DATE:** October 11, 1996

**TO:** KELLY KLOSS  
City Clerk

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

**RE:** PETER ROMBOUS: PARKING ISSUE

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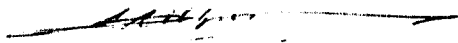
The standard for development of parking lots on school/park sites has changed over a period of years, from gravel to asphalt. There is less annual maintenance with the asphalt lots; thus, the upgraded standard.

The parking lot at West Park Jr. High School is one of those developed several years ago with the gravel surface. While recognizing these as less than ideal, there are still several others like it across the city. The Recreation, Parks & Culture Department attempts to keep them bladed smooth and free of weeds.

The financial resources to upgrade these lots to an asphalt standard are simply not available with the budget guidelines we have had to meet. The only available source of funds seems to be the recreation levies in any of these neighbourhoods. In West Park, the available funds amount to approximately \$2,000; therefore, some form of grant would be necessary (perhaps C.F.E.P. III) to top this up if the lot is to be paved. The West Park Community Association will need to be consulted on this matter, as this should be considered along with other community needs/wishes in setting priorities.

#### **RECOMMENDATION**

THAT Council of The City of Red Deer accept the recommendation of the Recreation, Parks & Culture Board to attempt to increase maintenance on this lot, but not commit any additional funding for paving. It is further recommended that this matter be referred to the West Park Community Association to be considered with other neighbourhood needs for the use of recreation levy funds.



LOWELL R. HODGSON

:dmg

**COMMENTS:**

I concur with the recommendations of the Recreation, Parks and Culture Board and the Administration.

"H. M. C. DAY"  
City Manager

# FILE

FILE No.



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

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

September 17, 1996

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Peter Rombouts  
3222 - 57 Avenue  
Red Deer, AB T4N 5V5

Dear Mr. Rombouts:

I am in receipt of your letter dated September 12, 1996, re: Graveled Parking Lot at West Park Junior High School.

Your request has been forwarded to Don Batchelor, the Recreation, Parks & Culture Manager, who will bring this item to the next Recreation, Parks & Culture Board meeting. He will be in contact with you to advise of the next scheduled meeting date. Once we have received the comments from the Recreation, Parks & Culture Board, we will schedule your request to a City Council meeting. When we know the date of the Council meeting, I will be in touch with you once again.

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

Sincerely,

KELLY KLOSS  
City Clerk

KK/lb

cc Director of Community Services  
Recreation, Parks & Culture Manager  
Recreation, Parks & Culture Board



RED DEER

*a delight  
to discover!*

DATE: September 17, 1996

TO:       X     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  
                  PERSONNEL MANAGER  
                  PUBLIC WORKS MANAGER  
                  R.C.M.P. INSPECTOR  
              X     RECREATION, PARKS & CULTURE MANAGER  
                  SOCIAL PLANNING MANAGER  
                  TRANSIT MANAGER  
                  TREASURY SERVICES MANAGER  
                  PRINCIPAL PLANNER  
                  CITY SOLICITOR  
              X     RECREATION, PARKS & CULTURE BOARD

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

FROM:       CITY CLERK

RE:         PETER ROMBOUTS: PARKING ISSUE

---

Please submit comments on the attached to this office by       for the Council  
Agenda of

"Kelly Kloss"  
City Clerk



BEST ATTAINABLE IMAGE

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

**FILE**

October 22, 1996

Mr. Peter Rombouts  
3222-57 Avenue  
Red Deer, AB T4N 5V5

Dear Sir:

At the City of Red Deer's Council Meeting held October 21, 1996, consideration was given to your correspondence dated September 12, 1996 regarding the gravel parking lot located on the west side of West Park Middle School. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Peter Rombouts dated September 12, 1996, re: Paving of Gravel Parking Lot on West Park Neighbourhood School and Park Site, hereby agrees that some form of dust control be applied to said parking lot, up to a cost of \$3000.00, said cost to be charged as an additional expenditure to the 1996 Recreation, Parks and Culture Budget."

The City's Public Works Department will now determine the best method by which to control the dust and the timing of its application.

... / 2



*a delight  
to discover!*



Mr. Peter Rombouts

October 22, 1996

Page 2

Thank you for bringing this concern to Council's attention. Please extend our thanks to Mr. Murray Arnold, for attending the Council Meeting. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,



Kelly Kloss  
City Clerk

KK/clr

c     Director of Community Services  
       Director of Development Services  
       Recreation, Parks and Culture Manager  
       Public Works Manager  
       Recreation, Parks and Culture Board

Ms. Patricia Young, President  
West Park Community Association  
5906-41 Street Crescent  
Red Deer, AB T4N 1B7

Mr. Murray Arnold  
3230-57 Avenue  
Red Deer, AB T4N 5V5

Item No. 3

Katherine-Jo Deck  
10-Fairbank Rd #23  
Red Deer, Alberta  
T4N-4X7

September 20, 1996

Red Deer City Council  
City Hall  
T4N-3T4

Dear Members Of Council,

I am writing to you in regards to my deposit on my account, # 4044393-07.

It has come to my attention that I am not able to receive the extra money back, that I have paid on my deposit. First of all, I am a single, unemployed mother with tree children, and I was unaware of the fact that I could not afford to make these payments. As well, this money was to go towards my grocery bill each month. It is sad to see that this company would rather take the money from people who need the money for groceries, and instead threaten to disconnect the power if it was not paid. Thirdly, I feel that if I were told, I could dispute this issue in the very beginning, I would not have paid the extra deposit.

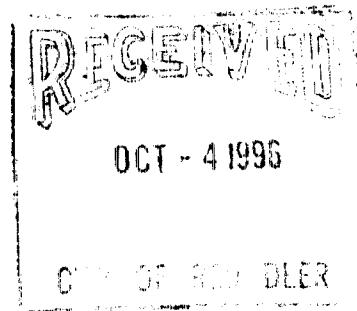
Finally, I would like to be refunded the money that was put onto my deposit because I still am not working and could benefit from getting my money back. I should not have had to pay in the beginning. Please feel free to contact me at any time. My number is: 309-2368.

Thank you for taking the time to read over my letter and review the situation. I hope that I may receive my money back, and come to some reasonable conclusion to all of this.

Sincerely,

*Katherine-Jo Deck*

Katherine-Jo Deck



***COMMENTS:***

Upon review of the applicant's utility account, the deposit could be reduced to \$150.00.

"G. D. SURKAN"  
Mayor

"H. M. C. DAY"  
City Manager

**THE CITY OF RED DEER**

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

FAX: (403) 346-6195

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

**FILE**

October 22, 1996

Ms. Katherine-Jo Deck  
#23, 10 Fairbank Road  
Red Deer, AB T4N 4X7

Dear Ms. Deck:

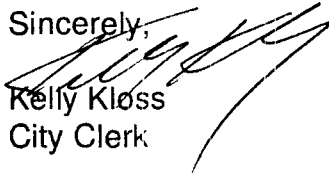
At the City of Red Deer's Council Meeting held Monday, October 21, 1996, consideration was given to your letter dated September 20, 1996, concerning your utility deposit on account no. 4044393-07. At that meeting the following resolution was passed:

"RESOLVED that Council of The City of Red Deer, having considered correspondence from Katherine-Jo Deck dated September 20, 1996, re: Request for Utility Deposit Refund, hereby agrees that the utility deposit relative to Account Number 4044393-07 (Katherine-Jo Deck), be reduced to \$150.00, and as presented to Council October 21, 1996."

By way of a copy of this letter, I will be directing the Utility Department to credit the reduction of the deposit, in the amount of \$80.00, to your utility account.

Thank you for taking the time to attend the Council Meeting. If you have any questions or require additional information, please contact the undersigned.

Sincerely,



Kelly Klöss  
City Clerk

KK/clr

c Director of Corporate Services  
Treasury Services Manager  
Utility Billing Supervisor

*a delight  
to discover!*

# FILE

FILE No.



## THE CITY OF RED DEER

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

FAX: (403) 346-6195

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

October 4, 1996

Katherine-Jo Deck  
10 Fairbank Road #23  
Red Deer, AB T4N 4X7

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

Dear Ms. Deck:

I am in receipt of your letter dated September 20, 1996, re: Utility Deposit.

This item will be discussed and possibly a decision made at the meeting of Red Deer City Council on October 21, 1996.

Your request has been circulated to City administration for comments. Should you wish to receive a copy of the administrative comments prior to the Council Meeting, they may be picked up at our office on the second floor of City Hall on Friday, October 18, 1996.

In the event you wish to be present and/or speak at the Council Meeting, would you please telephone our office on Friday, October 18, 1996, 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 at the park side entrance and proceed to the Council Chambers on the second floor.

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

Sincerely,

KELLY KLOSS  
City Clerk

KK/lb



*a delight  
to discover!*

DATE: October 4, 1996

TO: DIRECTOR OF COMMUNITY SERVICES  
X 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  
PERSONNEL MANAGER  
PUBLIC WORKS MANAGER  
R.C.M.P. INSPECTOR  
RECREATION, PARKS & CULTURE MANAGER  
SOCIAL PLANNING MANAGER  
TRANSIT MANAGER  
X TREASURY SERVICES MANAGER  
PRINCIPAL PLANNER  
CITY SOLICITOR

BACKUP INFORMATION  
NOT SUBMITTED TO COUNCIL

FROM: CITY CLERK

RE: KATHERINE-JO DECK: UTILITY DEPOSIT

---

Please submit comments on the attached to this office by October 14, 1996, for the Council Agenda of October 21, 1996.

"Kelly Kloss"

City Clerk

**BYLAW NO. 3156/O-96**

Being a Bylaw to amend Bylaw No. 3156/96, 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:

- 1 The "Use District Map" as referred to in Section 5 is hereby amended in accordance with the Use District Map No. 12/96 attached hereto and forming part of the Bylaw.

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

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

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

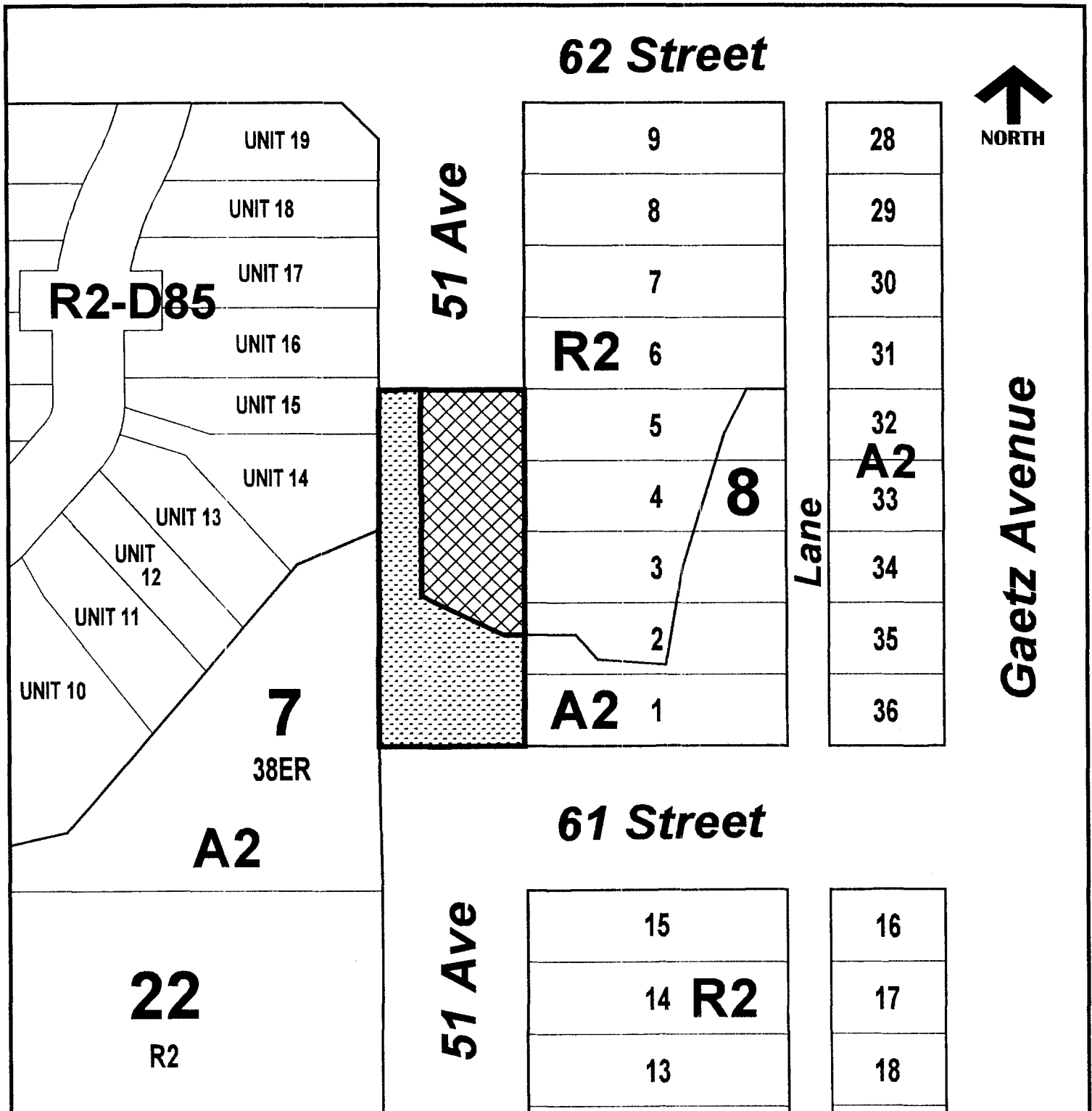
AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      A.D. 1996.

---

MAYOR

---

CITY CLERK



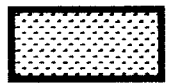
**Change from:**

**ROAD**

**to R2**



**and A2**





**BYLAW NO. 3179/96**

Being a Bylaw to close a portion of road in the City of Red Deer as described herein.

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

1 The following portion of roadway in the City of Red Deer is hereby closed:

“All that portion of Road Plan 2376 A1 lying adjacent to the west boundaries of Lots 1 to 5 inclusive, Block 8, Plan 2376 A1, containing 0.101 hectares (0.249 acres) more or less, excepting thereout all mines and minerals.”

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

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

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

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

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MAYOR

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CITY CLERK