

A G E N D A

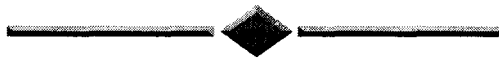


FOR THE *REGULAR MEETING OF RED DEER CITY COUNCIL*

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL

MONDAY, SEPTEMBER 22, 2003

COMMENCING AT *4:30 P.M.*



- (1) Confirmation of the Minutes of the Regular Meeting of Monday, September 8, 2003.
- (2) **UNFINISHED BUSINESS**
- (3) **PUBLIC HEARINGS**
- (4) **REPORTS**
 1. Parkland Community Planning Services – Re: *Land Use Bylaw Amendment 3156/RR-2003 / Parkvale Design Guidelines / City of Red Deer*
(Consideration of 1st Reading of the Bylaw)

2. Recreation, Parks & Culture Manager – Re: *Scott Tournament of Hearts* . .16
3. Recreation, Parks & Culture Manager – Re: *2006 Alberta Summer Games* . .20
4. Community Housing Advisory Committee: Re:
 - (a) *National Homelessness Initiative Funding Recommendations* . .23
 - (b) *Request to the Provincial Government for Funds to the Homelessness Initiative* . .31
 - (c) *Support to Affordable Housing Projects* . .33
5. Parkland Community Planning Services – Re: *Residential Annexation* . .36
6. Inspections & Licensing Manager – Re: *Repeal of the Dating & Escort Bylaw – Bylaw No. 2794/82 / New Escort Service Bylaw 3319/2003*
(Consideration of 3 Readings of the Bylaw) . .40
7. Engineering Services Manager – Re: *Tender – 40th Avenue from Austin Drive to Delburne Road and 22nd Street from 30th Avenue to 40th Avenue* . .56
8. Parkland Community Planning Services – Re: *Land Use Bylaw Amendment 3156/V-2003 - Additional Setback Distance on Gaetz Avenue / City of Red Deer*
(Consideration of 1st Reading of the Bylaw) . .61
9. Legislative & Administrative Services Manager – Re: *2003 AUMA Convention Resolutions* . .66

(5) CORRESPONDENCE

(6) PETITIONS AND DELEGATIONS

(7) **NOTICES OF MOTION**

(8) WRITTEN INQUIRIES

(9) **BYLAWS**

- | | | |
|----|--|------------|
| 1. | 3156/V-2003 – Land Use Bylaw Amendment / Additional
Setback Distance on Gaetz Avenue / City of Red Deer
(1 st Reading) | .68
.61 |
| 2. | 3156/RR-2003 – Land Use Bylaw Amendment / Parkvale
Design Guidelines / City of Red Deer
(1 st Reading) | .69
.1 |
| 3. | 3319/2003 – Escort Service Bylaw
(3 Readings) | .75
.40 |



DATE: September 12, 2003

TO: Legislative & Administrative Services Manager

FROM: Tony Lindhout, Planner

RE: Parkvale Design Guidelines &
Land Use Bylaw Amendment 3156/RR-2003

The City of Red Deer and Parkland Community Planning Services (PCPS), in consultation with John Hull Architect, have completed a significant community based planning process to prepare urban design guidelines for the Parkvale residential neighbourhood. The Parkvale design guidelines are the first of three sets of design guidelines that are to be considered by City Council in the coming months. The other two are design guidelines for the Downtown C1 Commercial District and design guidelines for the Riverlands area in conjunction with preparation of the Riverlands Area Redevelopment Plan.

All three of these initiatives are a requirement of policies contained in the City's Greater Downtown Action Plan and all three projects are being guided by a common Steering Committee representing various City Departments, PCPS, the Downtown Business Association and other community stakeholders and representatives.

Attached herewith for Council's consideration and approval, please find the following documents:

1. Parkvale Community – Modest Infill Design Guidelines Document (Final Draft)

This community document contains the background, history and proposed design guidelines for the Parkvale residential neighbourhood.

The purpose of design guidelines are to guide neighbourhood redevelopment and/or infill projects; encourage high quality neighbourhood design consistent with a vision that reflects the greater community interests; ensure neighbourhood character, features and public amenities are protected, showcased and enhanced; and to create a planning tool which encourages creativity and flexibility while achieving vitality in an urban environment.

2. Proposed Land Use Bylaw Amendment 3156/RR-2003

It is proposed that the design guidelines contained in Parkvale's "*Modest Infill Design Guidelines*" document be implemented through the City's Land Use Bylaw in the form of a special use district pursuant to Part 7 of the Bylaw.

This Bylaw amendment proposes to create a special (overlay) district, in which additional development regulations will be applied over the underlying R1 and R1A residential zones in Parkvale. This method has been successfully used in other Alberta cities to sustain and enhance older residential neighbourhoods.

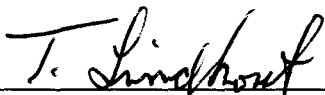
Public & Stakeholder Consultation

Parkvale residents have been involved in the preparation of the design guidelines through both a community workshop held in the fall of 2002 and a community open house meeting held in April 2003. In addition, two community newsletters were delivered to area residents/landowners informing them of the content and progress being made on the preparation of the design guidelines. While some individual residents felt specific design guidelines went either too far or not far enough, there is a strong general consensus of support for the proposed design guidelines and their benefit to the community.

The Parkvale Community Association has had direct involvement in the preparation of the design guidelines through discussions at their meetings and through their representation on the Steering Committee. The Parkvale Community Association supports both the draft "*Modest Infill Design Guidelines*" document and proposed Land Use Bylaw amendment 3156/RR-2003.

Recommendation

Subject to City Council approval of the Parkvale Community "Modest Infill Design Guidelines" document, planning staff recommend that City Council proceed with first reading of Land Use Bylaw Amendment 3156/RR-2003.



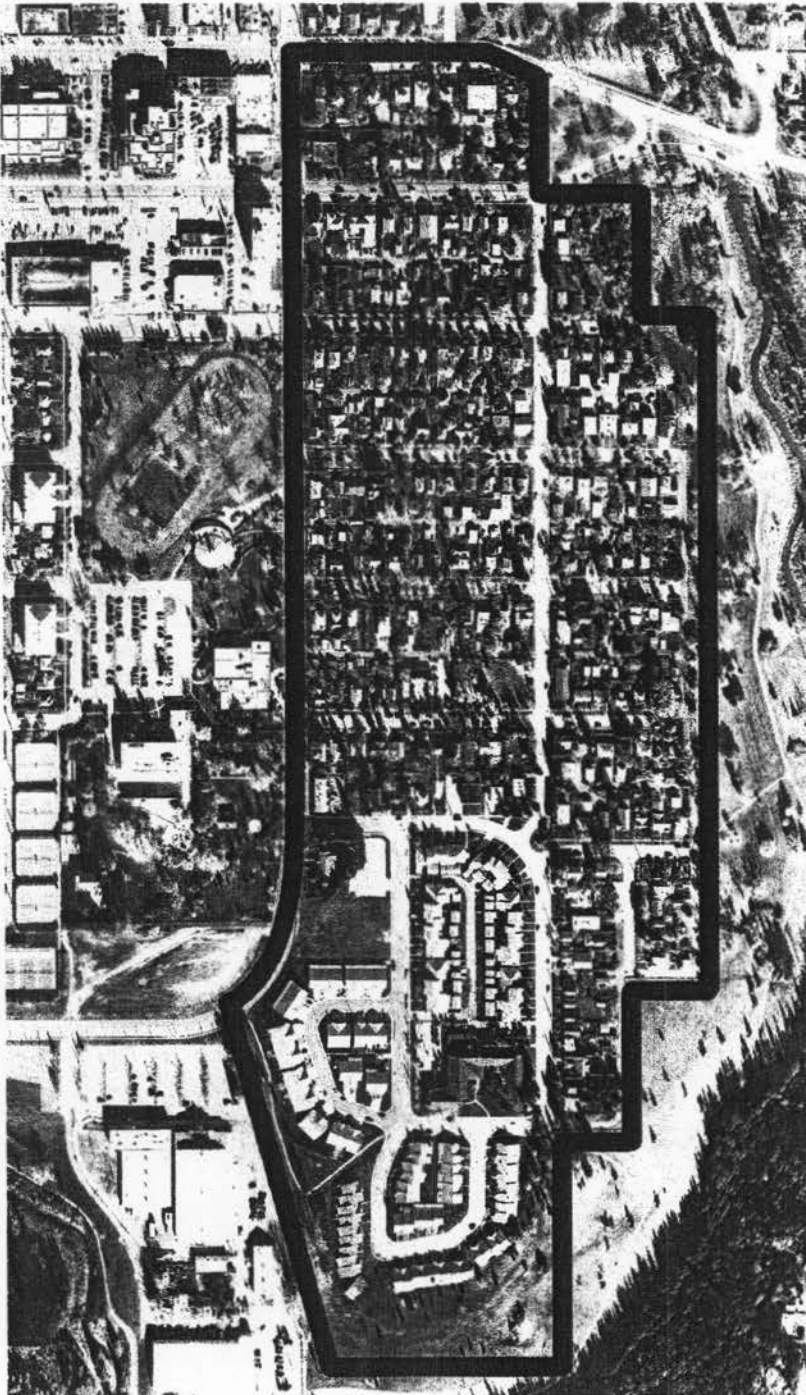
Tony J. Lindhout, ACP, MCIP
PLANNER

Attachments

- c. Colleen Jensen, Director of Community Services
John Hull Architect

Parkvale Community

Modest Infill Design Guidelines



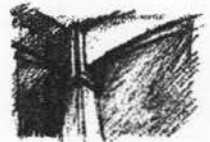
FINAL DRAFT

Prepared for:

The City of Red Deer
4808 Ross Street, Suite 404
Red Deer, Alberta T4N 1X5

September 12, 2003

Prepared by:



John Hull
Architect

City of Red Deer
Parkvale Community – Modest Infill Design Guidelines

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1.0 INTRODUCTION

1.1. VISION

Parkvale will continue to be a unique, quiet, family-oriented neighbourhood where people enjoy the amenities of the adjacent parks and downtown. Homes are to not be overshadowed by large developments or hidden behind large garage fronts. The front porches and sidewalks are to enable people to casually interact with their neighbours. The neighbourhood will continue to be a visually rich environment combining a colourful variety of landscaping, fences, homes and garages.

1.2. PARKVALE COMMUNITY ASSOCIATION MISSION STATEMENT

The Parkvale Community Association's mission is to promote the sense of community through enhancing and preserving the quality of living and the historic character of our unique neighbourhood.

1.3. PURPOSE

The purpose of these Design Guidelines is to guide infill housing and redevelopment in the existing mature low density residential neighbourhood of Parkvale. The primary goal is to ensure that low density infill housing as well as additions, renovations, or new accessory buildings are designed in a manner which is sensitive to the local context and neighbourhood character while encouraging a variety of housing choices.

These guidelines are to be read in conjunction with the City of Red Deer Land Use Bylaw and are intended to enhance the development approval process and the quality of infill housing and redevelopment in the community. This document addresses the following design elements:

- Site Development
- Principal Building Design
- Accessory Buildings
- Landscaping

2.0 BACKGROUND

2.1. THE GREATER DOWNTOWN ACTION PLAN

The Greater Downtown Action Plan was approved by Council on August 14, 2000. The following policies from this document have been instrumental in the development of these design guidelines:

Policy 2.2 Develop architectural and urban design guidelines for each distinct downtown neighbourhood.

Policy 2.3 Develop a five year program of physical improvements for all nine downtown neighbourhoods, street name signs, furniture, street lamps, colour, landscaping, etc.

Policy 9.1 Retain Parkvale and the existing low-density areas in the north downtown residential area as low-density residential neighbourhoods; preserve the quality residential environment in these areas through continuing to maintain the streets, boulevard areas and landscaping to a high standard; consider enhancements such as neighbourhood signs and other public amenities to highlight their distinct characters.

Policy 9.2 Introduce land use bylaw changes and design guidelines to further protect the historic and architectural character of the older downtown residential areas of Parkvale and the north downtown residential areas.

2.2. DESCRIPTION OF PARKVALE

The **Parkvale** Community is a quiet, historic, low density residential area located on the east side of Red Deer's Downtown core.

It is clearly defined physically by Barrett Park on the east and south, Rotary Recreation Park on the west, Ross Street on the north. See Diagram 1, following page.

The traditional architectural character of the community is defined as 1 or 2 storey small homes with an entrance and often with a verandah facing the street and generous side yards.

The existing front yard setbacks vary from street to street. Vehicle site access is primarily from the 6 metre (20') wide lanes.



Figure 1. A local historically significant house



Figure 2. Another local historically significant house

Property boundaries are well defined, with a wide variety of fences and landscaping. The scale of the homes is generally small, with traditional architectural materials in a wide range of colours, from earth-tones to bright colours. Many existing developed properties have been grouped into multiples of 7.6 metres (25 feet) lots [i.e. 15.2 metres (50 feet) or 22.9 metres (75 feet)]. The development of the narrow lots has historically helped create the visually unique qualities of Parkvale.

A strong characteristic of Parkvale is its wide variety of street edge hedges and fences and screens. The sidewalks are defined by grassed boulevards, most with handsome arcades of mature ash and spruce.

Much of Parkvale has recently been rezoned through an extensive, community-driven process. Previously zoned R1A, it is now generally zoned R1. Discretionary low impact commercial is allowed along Ross and 49th Streets.

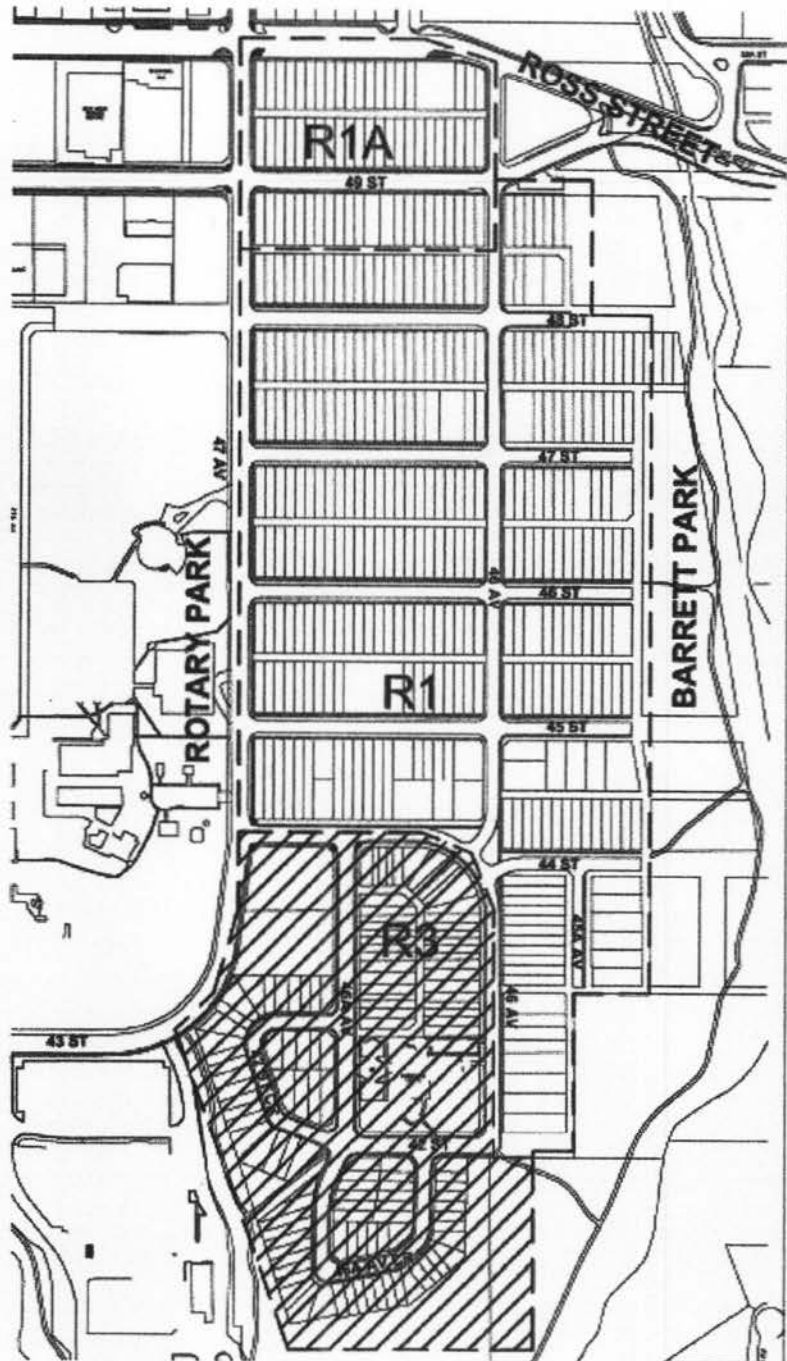


Diagram 1. Boundaries of Parkvale Community

The guidelines do not apply to the R3 Area indicated by the diagonal hatch.

3.0 DEVELOPMENT OF PUBLIC SPACES

VISION

Public spaces are to enhance the traditional character of the neighbourhood properties. The boulevards with mature trees are to remain as a dominant element on the streets.

The combination of features which make up the various elements of the public street, including the edge of the public environment - curb, pavement, boulevard, light fixtures, sidewalk materials, grates, benches, waste receptacles, street landscaping and building elevations are referred to as the "Streetscape". In streetscape projects these elements are usually designed in a coordinated manner, use unique materials and colour and offer a high level of amenity.

Subject to local improvement bylaws, a functional and attractive streetscape is to be developed by a joint venture between the City of Red Deer and the Parkvale Community Association.

The 48th Street Promenade is to be developed in accordance with a detailed design.

Trees are to be planted in the boulevards where there are gaps in the rhythm of the arcade of trees.

Sidewalks are to be replaced matching the existing 1.2 metre wide sidewalks.

A funding program for preservation of historical buildings could be considered.

The following items could be considered for inclusion in local improvement bylaws:

- Character street signs, street lighting, gateways, and street furniture.
- Sidewalk improvements with drop curbs at road intersection corners.
- Relocation of overhead utilities to underground where possible.
- Construction of lanes to city standards for rear vehicle access.



Figure 3. Existing Boulevard Trees



Figure 4. Existing Boulevard Trees

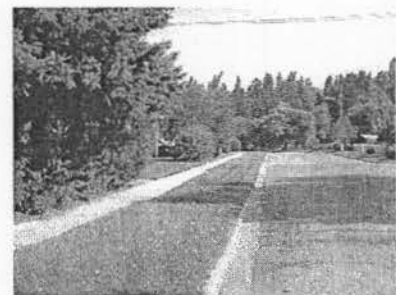


Figure 5. A street without boulevard trees.

4.0 DESIGN GUIDELINES

4.1. SITE DEVELOPMENT

Design Principles

The existing historic grid of streets, avenues and lanes are to be maintained. The unique rhythm of buildings and yards in Parkvale are to be reinforced. New buildings are to respect the existing architectural character and site development in the neighbourhood.

Implementation Mechanism

The following guidelines will be implemented by the City of Red Deer through Land Use Bylaw Amendment 3156/RR-2003 whereby a special overlay district (Mature Neighbourhood – Parkvale District), containing the essence of these guidelines as additional development regulations superimposed over the existing zoning, will be created for the low density residential areas within the Parkvale community.

GUIDELINES

Guideline 1. The maximum building width is to be 12.2 metres (40 feet). Minimum side yard regulations are to be maintained in Parkvale. (Refer to diagrams 2 and 3)

Guideline 2. No subdivision of a consolidated title is to result in a lot width less than 11.4 metres (37.5 feet).

Guideline 3. The front yard setback is to be determined by averaging the setback of all existing buildings on the same block as the proposed development. On corner properties, the front yard shall be in the same direction as front yards on the remainder of the block. (Refer to diagram 2.)

Guideline 4. In addition to the maximum building height indicated in the Land Use Bylaw, the building envelope is to be restricted such that along the side property lines from a height of 5.5 metres (18 feet) up, the building envelope is to slope inward at a 45degree angle up to the maximum building height. (Refer to Diagram 3)



Figure 6. This is an example of a larger house next to a smaller house. The front elevation is broken up into three gable elements which serve to reduce the appearance of the building's mass. (Guideline 6)

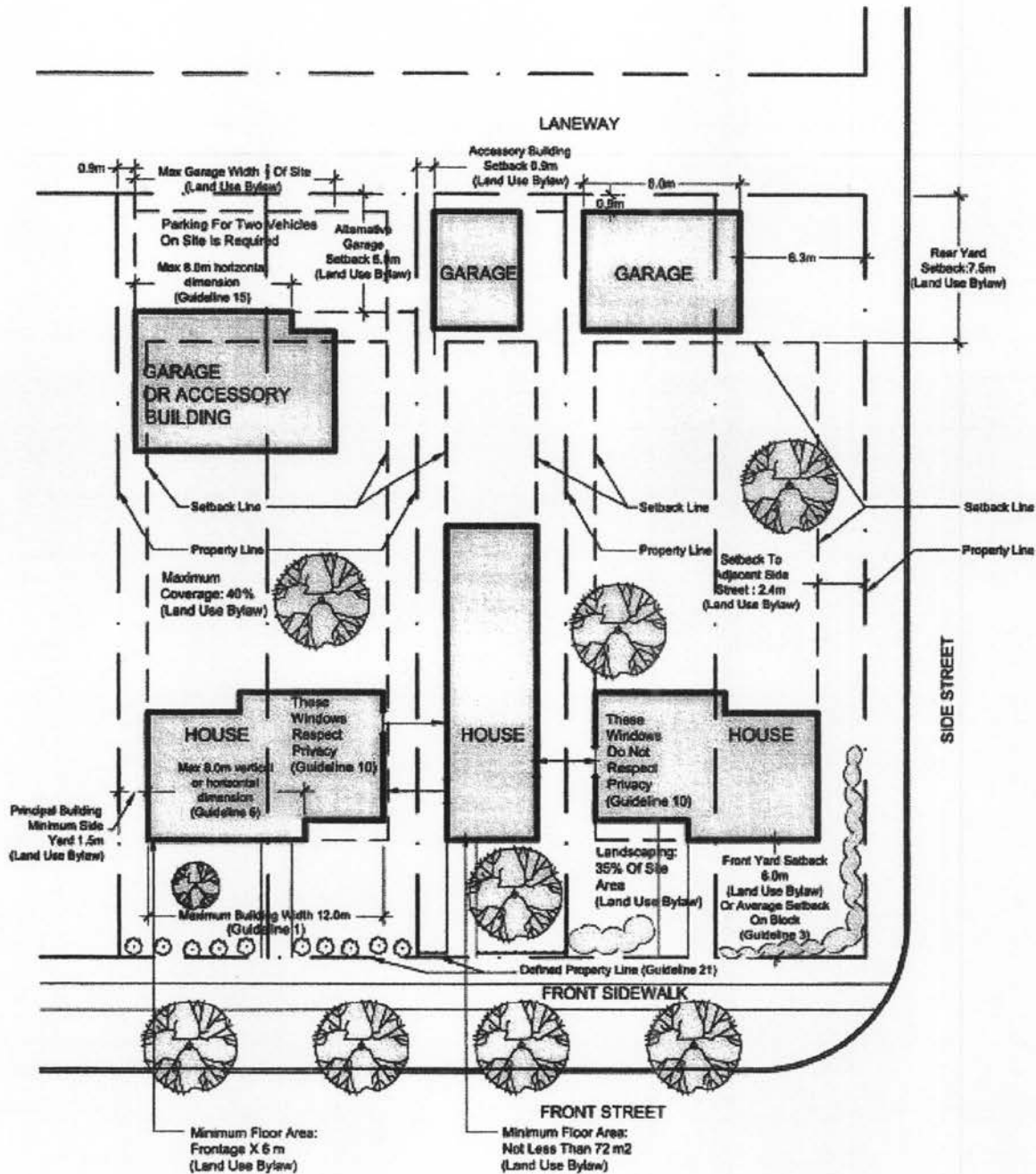


Diagram 2. Plan illustration of site development criteria from the Land Use Bylaw and these guidelines

4.2. PRINCIPAL BUILDING DESIGN

Design Principles

Create interest and vitality in new buildings using colour and architectural elements found within the existing neighbourhood such as porches, gables, dormers etc. The architectural design of development does not have to mimic the older styles of local buildings to comply, but it must respect it.

Contemporary exterior materials and architectural styles may be used provided that, in the opinion of the Development Authority, the overall site development including landscaping is of a high visual quality and responsive to the streetscape character of the area.

Guidelines

Guideline 5. The main floor of the principal building is to be a maximum height of 1.2 metres (4 feet) above grade of adjacent sidewalk. Consideration is to be given only where the existing sewer service depth would prevent a 2.4 metres (8 feet) ceiling in the basement. (Refer to diagram 3)

Guideline 6. Design features of the principal building including projections, recesses, variations, terracing, and gables are to be used to minimize the perception of mass and height and to break up large flat surfaces, including roof faces. On elevations facing streets or lanes, surfaces with a vertical or horizontal wall length greater than 8 metres (26 feet) in either direction are not to be permitted. (Refer to diagrams 2 & 3)



Figure 7. Design features minimize the perception of mass. (Guideline 6)

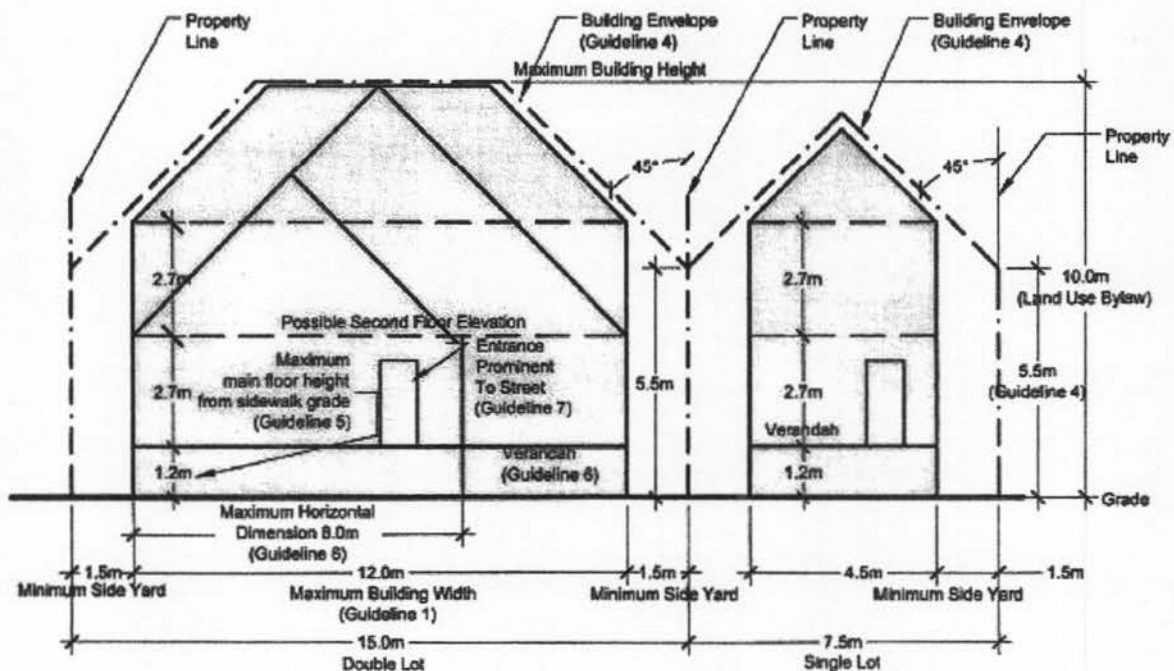


Diagram 3. illustration of vertical guidelines

Guideline 7. The main entrance of the principal building is to be on the front of the building, prominent to the street and be located in a manner which respects the privacy of the neighbours. (Refer to diagram 3)

Guideline 8. On corner lots, the main entrance of the principal building is to face in the same direction as the other house entrances on its block.

Guideline 9. Corner lot development is to address both frontages with equal quality of architectural treatment given to both elevations.

Guideline 10. Side windows and balconies are to respect privacy of neighbours. They should be located to minimize direct views into existing neighbouring windows and views overlooking neighbouring yards. (Refer to diagram 2)

Guideline 11. For duplexes as allowed on properties zoned R1A, each unit should be treated with distinction.

Guideline 12. The use of vibrant colours and textures are to be encouraged. Bright colours are an attractive quality of the existing buildings.

Guideline 13. Overhead utility services are to be connected onto the side or the rear of the principal building. No meters are to be allowed on the front of the building



Figure 8. A front porch with the principal entrance facing the street. (Guideline 7)



Figure 9. A front porch with the principal entrance facing the street. (Guideline 7)



Figure 10. Front overhead utility service is not desirable. (Guideline 13)

4.3. GARAGES AND ACCESSORY BUILDINGS

Design Principles

Accommodate vehicle parking and circulation in a manner that respects the existing neighbourhood condition. Vehicle parking should not dominate front yards and should not detract from the character of the neighbourhood.

Guidelines

Guideline 14. Garages and other accessory buildings are to be designed to compliment the principal building on same property. This may be achieved by utilizing similar or compatible exterior materials, colours and architectural details. This guideline applies to both new developments as well as new garages on lots with existing houses.

Guideline 15. On elevations facing streets or lanes, accessory buildings with horizontal walls that are greater than 8 metres (26 feet) in either direction are to have design features including projections, recesses, variations, or gables to minimize the perception of mass and height and to break up large flat surfaces, including roof faces. (Refer to diagram 2)

Guideline 16. On properties with a lane, all vehicle access to the property is to be from the lane. This applies to corner properties as well.

Guideline 17. On properties that do not have a lane, vehicle access is to be permitted from the front. On corner properties without a lane, vehicle access is to be from the side. These accesses are to be hard surfaced, i.e. asphalt, concrete.

Guideline 18. Front or side garages are not to protrude beyond the front wall of the principal building. Boulevard trees are not to be removed to accommodate any front vehicular access.



Figure 13. This is an example of a front garage that would not be permitted because it dominates the streetscape and the main entrance is not prominent. (Guideline 18)



Figure 11. This is an example of a garage that would be permitted which is accessible from a lane. (Guideline 15)



Figure 12. This is an example of a front garage that would be permitted where there is no lane. (Guideline 18)



Figure 14. This is an example of a garage that would not be permitted because it has a surface dimension greater than 8 metres without any design features. (Guideline 15)

4.4. LANDSCAPING

Design Principles

Landscaping treatment shall reduce scale of large developments, enhance the overall visual appearance of the site and preserve the general rich character of the existing streetscape.

Guidelines

Guideline 19. Mature trees contained within residential properties are to be preserved to the greatest extent possible.

Guideline 20. In developments with new principal buildings, where mature vegetation or landscaping material has been removed, new landscaping material is to be added to the front yard.

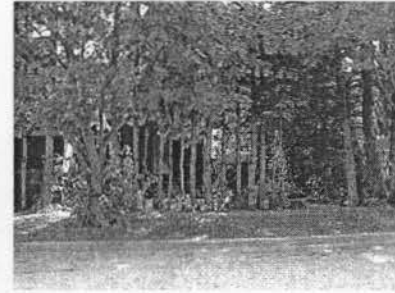


Figure 15. Trees defining a property boundary. (Guideline 20)

4.5. APPLICATION PROCESS

Where an application for development does not comply with the regulations of the Land Use Bylaw and these Design Guidelines, the application is to be forwarded by the City to the Community Association for review and comment. In addition to the requirements of the Land Use Bylaw, any development application for a new building or major structural renovation, alteration, addition and/or reconstruction of any existing building is to include:

1. A site plan showing the existing and proposed grades, trees, landscaping features, buildings, extent of demolition, proposed height of the main floor, fence locations and utility service locations.
2. A sketch showing the window locations of existing adjacent buildings.
3. Any part of the proposed development which does not comply with the Land Use Bylaw and these design guidelines is to be clearly indicated on the development application.

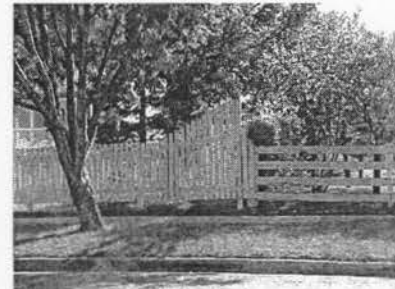


Figure 16. A sample of the variety in fencing styles in the neighbourhood. (Guideline 20)



Figure 17. A carefully manicured hedge forms a site boundary. (Guideline 20)

Comments:

We agree with the recommendations of Parkland Community Planning Services that Council proceed with first reading of the Land Use Bylaw Amendment. A Public Hearing will be held on Monday, October 20, 2003 at 7:00 p.m. in Council Chambers, during Council's regular meeting.

"G.D. Surkan"
Mayor

" N. Van Wyk"
City Manager

Legislative & Administrative Services

DATE: September 23, 2003
TO: City Council
FROM: Manager, Legislative & Administrative Services
SUBJECT: Land Use Bylaw Amendment 3156/RR-2003
Parkvale Design Guidelines

History

At the Monday, September 22, 2003 Council meeting, Council gave first reading to Land Use Bylaw Amendment 3156/RR-2003

Land Use Bylaw Amendment 3156/RR-2003 incorporates the design guidelines contained in Parkvale's "Modest Infill Design Guidelines" document into the Land Use Bylaw in the form of a special use district. A special (overlay) district will be created in which additional development regulations will be applied over the underlying R1 and R1A residential zones in Parkvale. This office will now proceed with the advertising for a Public Hearing. The City will be responsible for the advertising costs in this instance.

Public Consultation Process

A Public Hearing has been advertised for Monday, October 20, 2003 at 7:00 p.m. in the Council Chambers, during Council's regular meeting.

Recommendations

That following the Public Hearing, Council proceed with second and third readings of the bylaw.

Kelly Kloss
Manager

**PARKVALE DESIGN GUIDELINES / SPECIAL DISTRICT
LUB 3156/RR-2003**

DESCRIPTION: Urban design guidelines; special use (overlay) district

FIRST READING: September 22, 2003

FIRST PUBLICATION: October 3, 2003

SECOND PUBLICATION: October 10, 2003

PUBLIC HEARING & SECOND READING: October 20, 2003

THIRD READING: Oct-2 Nov-3/03

LETTERS REQUIRED TO PROPERTY OWNERS: YES ☐ NO ☐

DEPOSIT? YES ☐ \$ _____ NO ☒ BY: CITY

ACTUAL COST OF ADVERTISING:

\$ 436.88 X 2

TOTAL: \$ 873.76

MAP PREPARATION: \$ _____

TOTAL COST: \$ _____

LESS DEPOSIT RECEIVED: \$ _____

AMOUNT OWING/ (REFUND): \$ _____

INVOICE NO.: _____

(Account No. 59.5901)

Legislative & Administrative Services

DATE: September 23, 2003

TO: Tony Lindhout, Parkland Community Planning Services

FROM: Kelly Kloss, Manager

SUBJECT: Land Use Bylaw Amendment 3156/RR-2003
Parkvale Design Guidelines

Reference Report:

Parkland Community Planning Services, dated September 12, 2003.

Resolutions:

"Resolved that Council of the City of Red Deer, having considered the report from Parkland Community Planning Services, dated September 12, 2003, re: Parkvale Design Guidelines & Land Use Bylaw Amendment 3156/RR-2003 adopts the Parkvale Community Modest Infill Design Guidelines, dated September 12, 2003, as a planning document to guide infill housing and redevelopment in the existing mature low density residential neighbourhood of Parkvale."

Bylaw Readings:

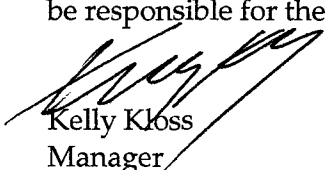
Land Use Bylaw Amendment 3156/RR-2003 was given first reading. A copy of the bylaw is attached.

Report Back to Council: Yes

A Public Hearing will be held on Monday, October 20, 2003 at 7:00 p.m. in Council Chambers during Council's regular meeting.

Comments/Further Action:

Land Use Bylaw Amendment 3156/RR-2003 incorporates the design guidelines contained in Parkvale's "Modest Infill Design Guidelines" document into the Land Use Bylaw in the form of a special use district. A special (overlay) district will be created in which additional development regulations will be applied over the underlying R1 and R1A residential zones in Parkvale. This office will now proceed with the advertising for a Public Hearing. The City will be responsible for the advertising costs in this instance.


Kelly Kloss

Manager

/chk

attchs.

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

BYLAW NO. 3156/RR-2003

Being a Bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of The City of Red Deer as described herein.

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

- 1 The following subsection is added to Part 7, Special Districts:

“MATURE NEIGHBOURHOOD - PARKVALE DISTRICT

223.1 (1) General Purpose

The purpose of this District is to ensure that new and infill low density residential development in the Parkvale neighbourhood is sensitive in scale to existing development, maintains the traditional character and pedestrian-friendly design of the streetscape and ensures privacy and sun penetration on adjacent properties. This District provides a means to regulate unique design attributes of the mature Parkvale neighbourhood in a manner which cannot be satisfactory addressed through conventional land use zoning.

This District is comprised of additional development regulations for the Parkvale neighbourhood, which add to the regulations of the underlying use districts.

(2) Permitted and Discretionary Uses

Those uses listed as permitted and discretionary in the underlying use districts.

(3) Application

- (a) The regulations in this District apply to the construction of any new principal or accessory building and to any major structural renovation, alteration, addition and/or reconstruction of an existing building on lands located in the low density residential areas of Parkvale, the boundaries of which are shown in Figure 11 of Schedule “A”.
- (b) An application for development approval shall include a site plan which shows:
 - i. existing and proposed grades;

- ii. existing and proposed landscaping and buildings;
 - iii. proposed building demolition, if any;
 - iv. the height of main floor above grade;
 - v. the location of proposed fences;
 - vi. the location of existing side yard windows in any adjacent building; and
 - vii. the location of all underground/overhead utility services and their connection points to any building.
- (c) Where the building regulations of the underlying use district are in conflict with the development regulations of this District, then the development regulations of this District shall govern, and the building regulations of the underlying District shall be deemed to be repealed to the extent of the inconsistency.
- (d) Where a proposed development does not comply with the development regulations of this District, the applicant shall:
- i. contact the Parkvale Community Association and each owner of property located within a distance of 30m of the site of the proposed development (the "affected parties");
 - ii. describe to the affected parties in detail the manner in which the proposed development does not comply with the development regulations of this District and solicit their comments on the proposed development;
 - iii. document the comments of the affected parties with respect to the proposed development;
 - iv. describe any modifications to the proposed development made by the applicant to address the concerns of the affected parties, if any; and
 - v. submit as part of the Development Application documents showing the foregoing requirements have been complied with.
- (e) Where a proposed development is to be forwarded to the Municipal Planning Commission for a decision, the Development Authority shall notify the affected parties of the time and date at which the application will be considered.

(4) Development Regulations for Residential Buildings

- (a) Maximum building width for all residential structures: 12.2m
- (b) Minimum side yard: 1.5m
- (c) Minimum frontage (lot width) for detached dwellings: 11.43m
- (d) Minimum front yard setback shall be equal to the setback of the existing building or, where the existing building is to be replaced or there is no existing building, the average setback of the existing residential buildings on the block.
- (e) The main entrance shall be located on the front elevation of the building, facing the street.
- (f) On corner properties, the front building elevation and main entrance shall be located in the same direction as the residences on the remainder of the block.
- (g) On corner lots, the two elevations facing the street shall have consistent and complimentary design elements, in terms of building materials, colour and architectural details.
- (h) Maximum side yard vertical building height shall fit within a building envelope that measures 5.5m in height on the side parcel boundary, then angles inward and up at a maximum 45 degree slope to the maximum permitted total building height.
- (i) The main floor shall not be located higher than 1.2m above grade of the front public sidewalk, unless basement heights for the site are restricted by the depth of a shallow sanitary sewer service.
- (j) Large flat wall surfaces on building elevations facing a street or lane, including roof gable ends, shall not have any single horizontal or vertical wall lengths greater than 8.0m unless it is broken up by the use of such design features as porches, projections, terracing, recesses, jogs, gables or windows.
- (k) Side windows and/or balconies shall not be located directly facing similar facilities in adjoining residential buildings, in order to maintain privacy between neighbours.
- (l) Use of vibrant (strong, bright, bold) colours and building textures shall be permitted.

- (m) On lands where semi-detached housing is permitted, the front building elevation shall contain separate non-symmetrical architectural design elements (i.e. different roof lines, different window/door configurations and locations) for each unit.
- (n) No overhead power/telephone/cable services or utility meters shall be connected to, or located on, the front elevation of any building.
- (o) Front driveways or front drive attached garages shall not be permitted on parcels with a lane at the rear of the property.
- (p) Front driveways or front drive attached/detached garages may only be permitted on laneless parcels provided that the garage shall not protrude forward beyond the front wall of the principal building;
- (q) On laneless corner lots, driveways or an attached/detached garage with driveway will be permitted from the side street but the garage shall not protrude forward beyond the side wall of the principal building.
- (r) Driveways from any front or side street shall be hard surfaced (i.e. concrete, asphalt, paving stones).
- (s) No tree(s) located in a City boulevard shall be removed to accommodate any front or side driveway or front or side drive garage access.

(5) Development Regulations for Accessory Buildings

- (a) The elevations of accessory buildings which face a street or lane, including roof gable ends, shall not have any single horizontal or vertical wall lengths greater than 8.0m unless it is broken up by use of such design features as projections, recesses, jogs, gables or windows.
- (b) Maximum building width: 12.2m
- (c) Accessory buildings shall be designed to compliment the principal building by utilizing consistent design elements, in terms of building materials, colour and architectural details.
- (d) On parcels having a lane, including corner parcels, vehicle access to any accessory building shall be only from the lane; front drive detached garages shall not be permitted.

(6) Regulations for Vegetation and Landscaping

- (a) Where mature vegetation needs to be removed to facilitate new development or, where no mature vegetation exists in a front yard, new landscaping material shall be added consisting of not less than the following standards:
 - i. deciduous trees - minimum caliper 65 mm (measured 450 mm from ground level);
 - ii. coniferous trees – minimum height 2.5m;
 - iii. deciduous shrubs – minimum 0.6m height; and
 - iv. coniferous shrubs – minimum 0.4m height or spread.
- (b) Landscaping in a front yard shall consist of at least one (1) tree and one (1) shrub.”

2. Schedule “A” of the Land Use Bylaw is amended by adding Figure 11.

READ A FIRST TIME IN OPEN COUNCIL this 22nd day of September 2003.

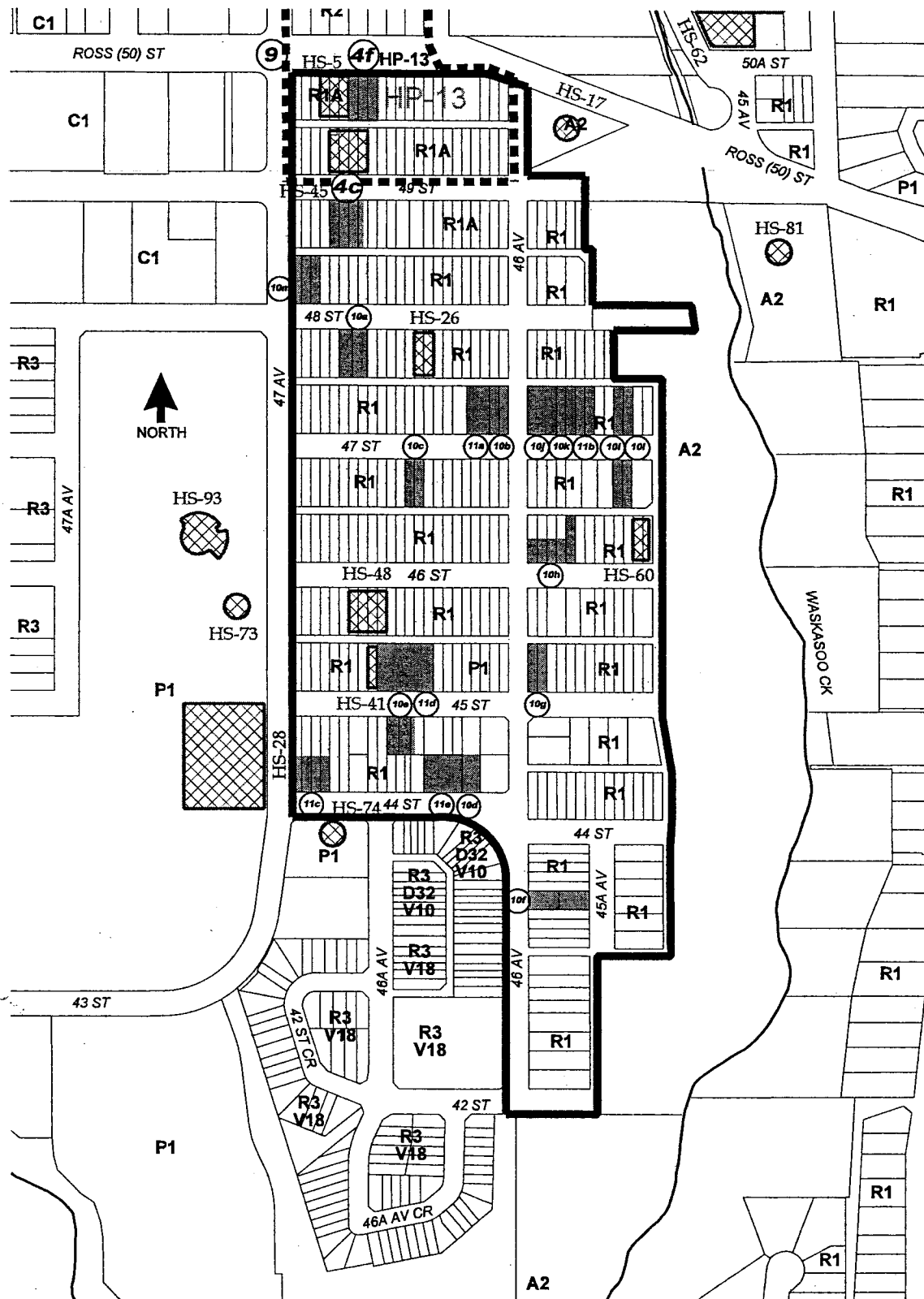
READ A SECOND TIME IN OPEN COUNCIL this day of 2003.

READ A THIRD TIME IN OPEN COUNCIL this day of 2003.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2003.

MAYOR

CITY CLERK

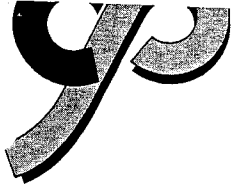


**MATURE NEIGHBOURHOOD - PARKVALE DISTRICT
FOR LOW DENSITY RESIDENTIAL DEVELOPMENT**

— Area of Application

FIGURE 11

BYLAW No. 3156 / RR-2003



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

1

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

DATE: September 12, 2003

TO: Legislative & Administrative Services Manager

FROM: Tony Lindhout, Planner

RE: Parkvale Design Guidelines &
Land Use Bylaw Amendment 3156/RR-2003

The City of Red Deer and Parkland Community Planning Services (PCPS), in consultation with John Hull Architect, have completed a significant community based planning process to prepare urban design guidelines for the Parkvale residential neighbourhood. The Parkvale design guidelines are the first of three sets of design guidelines that are to be considered by City Council in the coming months. The other two are design guidelines for the Downtown C1 Commercial District and design guidelines for the Riverlands area in conjunction with preparation of the Riverlands Area Redevelopment Plan.

All three of these initiatives are a requirement of policies contained in the City's Greater Downtown Action Plan and all three projects are being guided by a common Steering Committee representing various City Departments, PCPS, the Downtown Business Association and other community stakeholders and representatives.

Attached herewith for Council's consideration and approval, please find the following documents:

1. Parkvale Community – Modest Infill Design Guidelines Document (Final Draft)

This community document contains the background, history and proposed design guidelines for the Parkvale residential neighbourhood.

The purpose of design guidelines are to guide neighbourhood redevelopment and/or infill projects; encourage high quality neighbourhood design consistent with a vision that reflects the greater community interests; ensure neighbourhood character, features and public amenities are protected, showcased and enhanced; and to create a planning tool which encourages creativity and flexibility while achieving vitality in an urban environment.

2. Proposed Land Use Bylaw Amendment 3156/RR-2003

It is proposed that the design guidelines contained in Parkvale's "*Modest Infill Design Guidelines*" document be implemented through the City's Land Use Bylaw in the form of a special use district pursuant to Part 7 of the Bylaw.

This Bylaw amendment proposes to create a special (overlay) district, in which additional development regulations will be applied over the underlying R1 and R1A residential zones in Parkvale. This method has been successfully used in other Alberta cities to sustain and enhance older residential neighbourhoods.

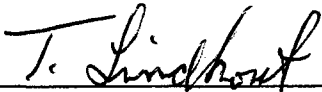
Public & Stakeholder Consultation

Parkvale residents have been involved in the preparation of the design guidelines through both a community workshop held in the fall of 2002 and a community open house meeting held in April 2003. In addition, two community newsletters were delivered to area residents/landowners informing them of the content and progress being made on the preparation of the design guidelines. While some individual residents felt specific design guidelines went either too far or not far enough, there is a strong general consensus of support for the proposed design guidelines and their benefit to the community.

The Parkvale Community Association has had direct involvement in the preparation of the design guidelines through discussions at their meetings and through their representation on the Steering Committee. The Parkvale Community Association supports both the draft "*Modest Infill Design Guidelines*" document and proposed Land Use Bylaw amendment 3156/RR-2003.

Recommendation

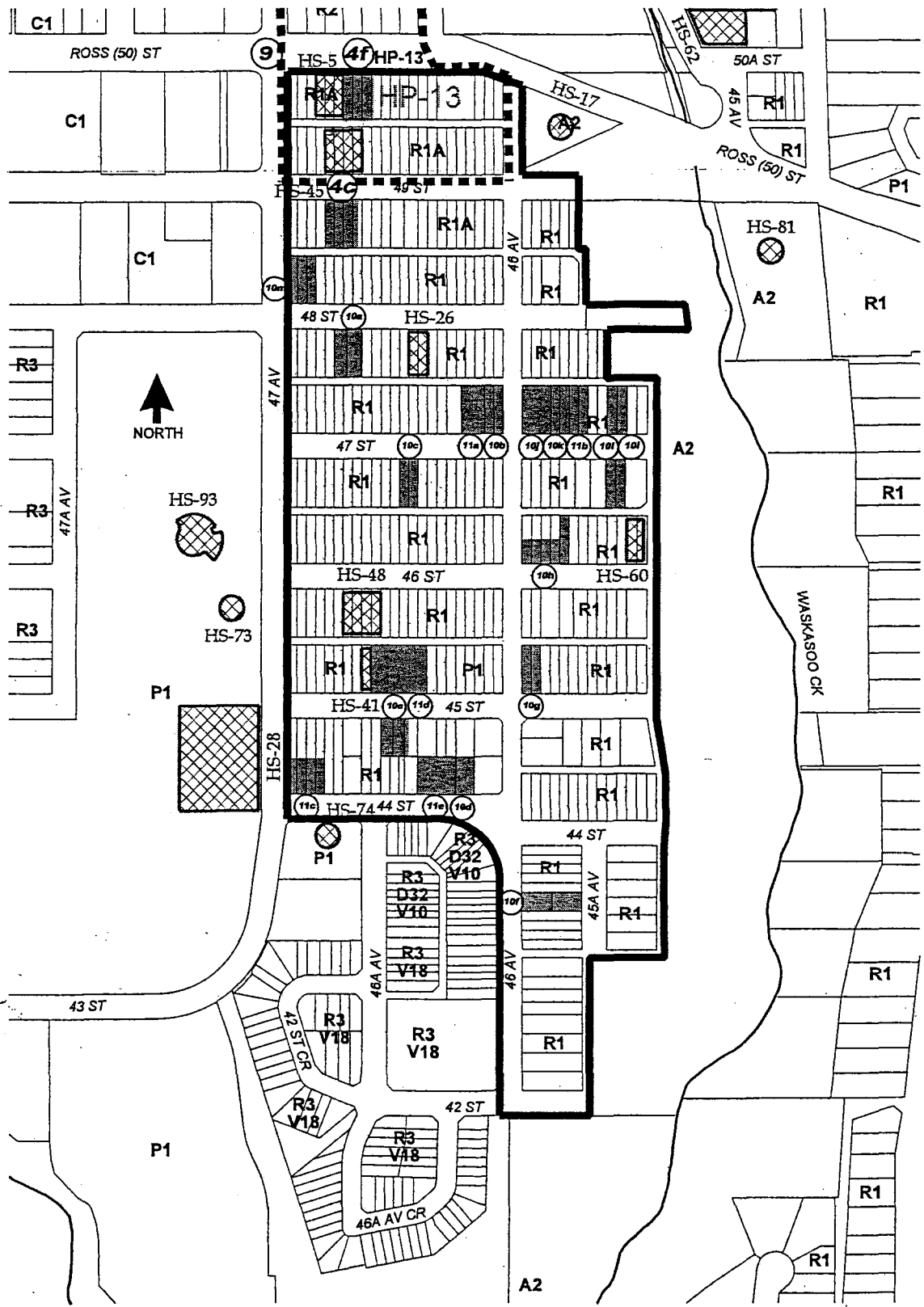
Subject to City Council approval of the Parkvale Community "Modest Infill Design Guidelines" document, planning staff recommend that City Council proceed with first reading of Land Use Bylaw Amendment 3156/RR-2003.



Tony J. Lindhout, ACP, MCIP
PLANNER

Attachments

- c. Colleen Jensen, Director of Community Services
John Hull Architect



**MATURE NEIGHBOURHOOD - PARKVALE DISTRICT
FOR LOW DENSITY RESIDENTIAL DEVELOPMENT**

— Area of Application

FIGURE 11

BYLAW No. 3156 / RR-2003

Legislative & Administrative Services

DATE: September 23, 2003
TO: Tony Lindhout, Parkland Community Planning Services
FROM: Kelly Kloss, Manager
SUBJECT: Land Use Bylaw Amendment 3156/RR-2003
Parkvale Design Guidelines

Reference Report:

Parkland Community Planning Services, dated September 12, 2003.

Resolutions:

"Resolved that Council of the City of Red Deer, having considered the report from Parkland Community Planning Services, dated September 12, 2003, re: Parkvale Design Guidelines & Land Use Bylaw Amendment 3156/RR-2003 adopts the Parkvale Community Modest Infill Design Guidelines, dated September 12, 2003, as a planning document to guide infill housing and redevelopment in the existing mature low density residential neighbourhood of Parkvale."

Bylaw Readings:

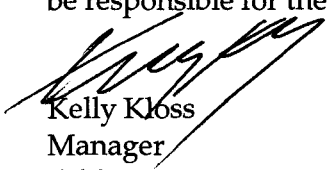
Land Use Bylaw Amendment 3156/RR-2003 was given first reading. A copy of the bylaw is attached.

Report Back to Council: Yes

A Public Hearing will be held on Monday, October 20, 2003 at 7:00 p.m. in Council Chambers during Council's regular meeting.

Comments/Further Action:

Land Use Bylaw Amendment 3156/RR-2003 incorporates the design guidelines contained in Parkvale's "Modest Infill Design Guidelines" document into the Land Use Bylaw in the form of a special use district. A special (overlay) district will be created in which additional development regulations will be applied over the underlying R1 and R1A residential zones in Parkvale. This office will now proceed with the advertising for a Public Hearing. The City will be responsible for the advertising costs in this instance.



Kelly Kloss
Manager
/chk
attchs.

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

BYLAW NO. 3156/RR-2003

Being a Bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of The City of Red Deer as described herein.

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

- 1 The following subsection is added to Part 7, Special Districts:

“MATURE NEIGHBOURHOOD - PARKVALE DISTRICT

223.1 (1) General Purpose

The purpose of this District is to ensure that new and infill low density residential development in the Parkvale neighbourhood is sensitive in scale to existing development, maintains the traditional character and pedestrian-friendly design of the streetscape and ensures privacy and sun penetration on adjacent properties. This District provides a means to regulate unique design attributes of the mature Parkvale neighbourhood in a manner which cannot be satisfactory addressed through conventional land use zoning.

This District is comprised of additional development regulations for the Parkvale neighbourhood, which add to the regulations of the underlying use districts.

(2) Permitted and Discretionary Uses

Those uses listed as permitted and discretionary in the underlying use districts.

(3) Application

- (a) The regulations in this District apply to the construction of any new principal or accessory building and to any major structural renovation, alteration, addition and/or reconstruction of an existing building on lands located in the low density residential areas of Parkvale, the boundaries of which are shown in Figure 11 of Schedule “A”.
- (b) An application for development approval shall include a site plan which shows:
 - i. existing and proposed grades;

- ii. existing and proposed landscaping and buildings;
 - iii. proposed building demolition, if any;
 - iv. the height of main floor above grade;
 - v. the location of proposed fences;
 - vi. the location of existing side yard windows in any adjacent building; and
 - vii. the location of all underground/overhead utility services and their connection points to any building.
- (c) Where the building regulations of the underlying use district are in conflict with the development regulations of this District, then the development regulations of this District shall govern, and the building regulations of the underlying District shall be deemed to be repealed to the extent of the inconsistency.
- (d) Where a proposed development does not comply with the development regulations of this District, the applicant shall:
- i. contact the Parkvale Community Association and each owner of property located within a distance of 30m of the site of the proposed development (the "affected parties");
 - ii. describe to the affected parties in detail the manner in which the proposed development does not comply with the development regulations of this District and solicit their comments on the proposed development;
 - iii. document the comments of the affected parties with respect to the proposed development;
 - iv. describe any modifications to the proposed development made by the applicant to address the concerns of the affected parties, if any; and
 - v. submit as part of the Development Application documents showing the foregoing requirements have been complied with.
- (e) Where a proposed development is to be forwarded to the Municipal Planning Commission for a decision, the Development Authority shall notify the affected parties of the time and date at which the application will be considered.

(4) Development Regulations for Residential Buildings

- (a) Maximum building width for all residential structures: 12.2m
- (b) Minimum side yard: 1.5m
- (c) Minimum frontage (lot width) for detached dwellings: 11.43m
- (d) Minimum front yard setback shall be equal to the setback of the existing building or, where the existing building is to be replaced or there is no existing building, the average setback of the existing residential buildings on the block.
- (e) The main entrance shall be located on the front elevation of the building, facing the street.
- (f) On corner properties, the front building elevation and main entrance shall be located in the same direction as the residences on the remainder of the block.
- (g) On corner lots, the two elevations facing the street shall have consistent and complimentary design elements, in terms of building materials, colour and architectural details.
- (h) Maximum side yard vertical building height shall fit within a building envelope that measures 5.5m in height on the side parcel boundary, then angles inward and up at a maximum 45 degree slope to the maximum permitted total building height.
- (i) The main floor shall not be located higher than 1.2m above grade of the front public sidewalk, unless basement heights for the site are restricted by the depth of a shallow sanitary sewer service.
- (j) Large flat wall surfaces on building elevations facing a street or lane, including roof gable ends, shall not have any single horizontal or vertical wall lengths greater than 8.0m unless it is broken up by the use of such design features as porches, projections, terracing, recesses, jogs, gables or windows.
- (k) Side windows and/or balconies shall not be located directly facing similar facilities in adjoining residential buildings, in order to maintain privacy between neighbours.
- (l) Use of vibrant (strong, bright, bold) colours and building textures shall be permitted.

- (m) On lands where semi-detached housing is permitted, the front building elevation shall contain separate non-symmetrical architectural design elements (i.e. different roof lines, different window/door configurations and locations) for each unit.
- (n) No overhead power/telephone/cable services or utility meters shall be connected to, or located on, the front elevation of any building.
- (o) Front driveways or front drive attached garages shall not be permitted on parcels with a lane at the rear of the property.
- (p) Front driveways or front drive attached/detached garages may only be permitted on laneless parcels provided that the garage shall not protrude forward beyond the front wall of the principal building;
- (q) On laneless corner lots, driveways or an attached/detached garage with driveway will be permitted from the side street but the garage shall not protrude forward beyond the side wall of the principal building.
- (r) Driveways from any front or side street shall be hard surfaced (i.e. concrete, asphalt, paving stones).
- (s) No tree(s) located in a City boulevard shall be removed to accommodate any front or side driveway or front or side drive garage access.

(5) Development Regulations for Accessory Buildings

- (a) The elevations of accessory buildings which face a street or lane, including roof gable ends, shall not have any single horizontal or vertical wall lengths greater than 8.0m unless it is broken up by use of such design features as projections, recesses, jogs, gables or windows.
- (b) Maximum building width: 12.2m
- (c) Accessory buildings shall be designed to compliment the principal building by utilizing consistent design elements, in terms of building materials, colour and architectural details.
- (d) On parcels having a lane, including corner parcels, vehicle access to any accessory building shall be only from the lane; front drive detached garages shall not be permitted.

(6) Regulations for Vegetation and Landscaping

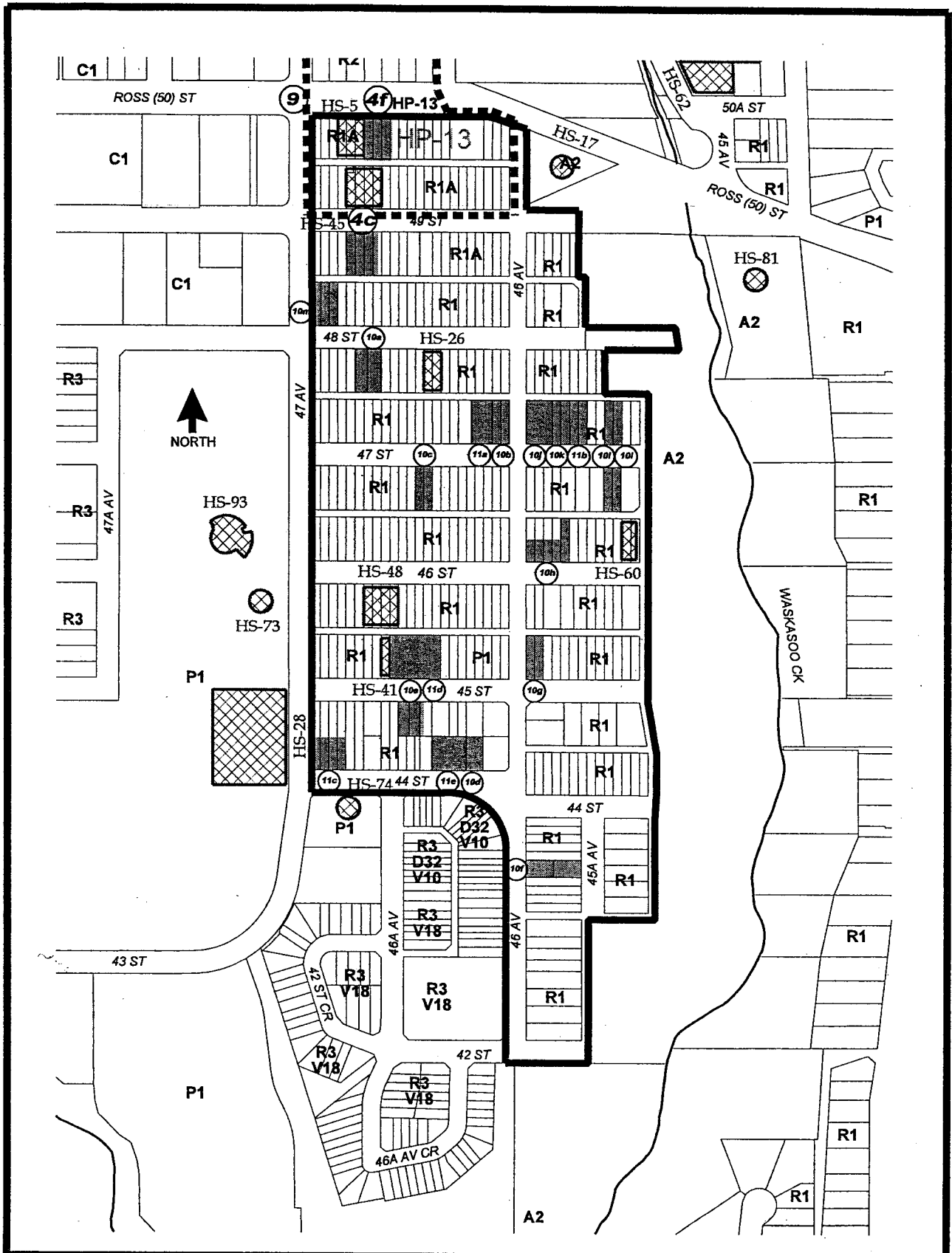
- (a) Where mature vegetation needs to be removed to facilitate new development or, where no mature vegetation exists in a front yard, new landscaping material shall be added consisting of not less than the following standards:
 - i. deciduous trees - minimum caliper 65 mm (measured 450 mm from ground level);
 - ii. coniferous trees – minimum height 2.5m;
 - iii. deciduous shrubs – minimum 0.6m height; and
 - iv. coniferous shrubs – minimum 0.4m height or spread.
- (b) Landscaping in a front yard shall consist of at least one (1) tree and one (1) shrub.”

2. Schedule “A” of the Land Use Bylaw is amended by adding Figure 11.

READ A FIRST TIME IN OPEN COUNCIL this 22nd day of September 2003.
READ A SECOND TIME IN OPEN COUNCIL this day of 2003.
READ A THIRD TIME IN OPEN COUNCIL this day of 2003.
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2003.

MAYOR

CITY CLERK



MATURE NEIGHBOURHOOD - PARKVALE DISTRICT FOR LOW DENSITY RESIDENTIAL DEVELOPMENT

Area of Application

FIGURE 11

BYLAW No. 3156 / RR-2003

Memo

DATE: September 17, 2003

TO: Kelly Kloss, Legislative & Administrative Manager

FROM: Ed Morris, Recreation Development Superintendent
Harold Jeske, Recreation, Parks & Culture Manager

RE: **Recreation, Parks & Culture Board Recommendation-
Scott Tournament of Hearts**

The 2004 Scott Tournament of Hearts Red Deer Organization Committee, attended a special meeting of the Recreation, Parks & Culture Board on August 27, 2003. At that time the delegation requested support from the City of Red Deer both for the event as well as financial sponsorship. Following a discussion the Board makes the following recommendation to Red Deer City Council:

Where as the Recreation, Parks & Culture Board recognizes the development and growth of the sport of curling in the City of Red Deer.

"Resolved that the Recreation, Parks & Culture Board support the 2004 Scott Tournament of Hearts, Red Deer and the City Council consider a form of sponsorship funding to the organizing committee."

Attached for background information is the initial letter of request to the board by the Scott Tournament of Hearts Organization Committee outlining the event and inviting the City of Red Deer to participate as a community partner by hosting the Sponsors' Reception. Budgeted costs for the reception are \$50,000.

Mr. Al Scott and Mr. Gordon McNabb of the 2004 Scott Tournament of Hearts Organizing Committee will attend to make a presentation to City Council.

Ed Morris
Recreation Development Superintendent


Harold Jeske
Recreation Parks & Culture Manager

kd
Encl.

c.c Harold Jeske



Mr. Albert Azzara Chairman,
Red Deer Recreation, Parks and Culture Board,
The City of Red Deer,
P.O. Box 5008,
4914 - 48 Avenue
RED DEER, Alberta
T4N 3T4

Dear Mr. Azzara:

Re: The Scott Tournament of Hearts 2004

The City of Red Deer will play host to the prestigious Canadian Women's Curling Championship, The Scott Tournament of Hearts, at the ENMAX Centrium February 21st to 29th 2004. Red Deer is well known as a dynamic and growing city, with a reputation for successfully hosting prestigious National and International events such as the Scott, with an experienced volunteer workforce available to meet the challenge. So much so, that our local organizing committee has chosen to incorporate the official floral emblem of the great City of Red Deer, the Crimson Star, into our official event logo as our calling to curling fans throughout Canada.

The Scott Tournament of Hearts organizers expect a total cumulative attendance of 95,000, with approximately 2,400 out-of-town visitors accounting for half of these visits. The majority of visitors to the area will utilize services offered by the area's hospitality services for food and lodging. Overall, the economic impact on Red Deer and surrounding area, will contribute significantly to the entire community.

The local Scott organizing committee is enlisting the services of over 600 volunteers. While the majority of the volunteer workforce are residents of Red Deer, many live in the surrounding area. These hard working dedicated citizens will portray the finest qualities of Red Deer and area. Indeed, guests at the Scott will return home with a very favourable impression of their visit to Red Deer.

The Scott Tournament of Hearts will have a major economic impact on Red Deer and the Central Alberta area. It is estimated that direct and spin-off expenditures from the event will exceed \$8,000,000. The Tournament will attract national media coverage through daily newspapers, national periodicals, national, regional and local radio and national television. All 21 draws over the nine days will be televised throughout Canada on TSN and CBC, resulting in over 65 hours of live coverage, one third of which will be in prime time. The Red Deer area will be profiled across Canada in both print and electronic media.

Curling is one of the fastest growing amateur sports in North America, with almost 1,400,000 regular participants in Canada. Of these, almost half, 623,000, reside in the three western provinces. In Alberta alone, there are almost 275,000 curlers.

The Scott Tournament of Hearts 2004

201, 4922 - 53 Street, Red Deer, Alberta T4N 2E9 • Phone: 403.755.2875 or 1.866.770.2875 Fax: 403.755.7063

www.tournamentofhearts.ca



The Scott Tournament of Hearts organizing committee invites the City of Red Deer to participate in this National Event as a Community Partner. The City would have the opportunity to play official host to the Sponsors' Reception, together with ongoing hospitality provided for the Event's corporate sponsors and VIP program. The reception is scheduled for Thursday, February 19th, with attendance expected to be in the 300 to 500 range. Guests will include: representatives of the event's corporate sponsors, including national, regional and local companies; all twelve participating teams including players and coaches; officials from the Canadian Curling Association and representatives from international curling federations; representative from Scott Paper, the title sponsors, members from the local organizing committee, together with future Scott organizing committee members; federal and provincial government representatives; local and national media. As a Community Partner, the City of Red Deer will have the opportunity to formally welcome attendees to Red Deer and the Canadian Women's Curling Championship. The reception is a stand - up affair, affording adequate time to network with those in attendance. Throughout the nine days of the Championship, the Sponsors Networking Area will remain open, providing a meeting place for the corporate representatives and VIP's from the various associations. The City would be provided with an ongoing presence in the Area.

In order to properly and professionally stage this event, our overall budget is in excess of 2 million dollars. Budgeted costs for the Sponsors' Reception and related events, is \$50,000. The City's contribution of \$50,000 would provide much needed assistance to offset some of these costs. Net profit from the event will stay within our community to further develop and promote the sport of curling. As a partner of this high profile aspect of The Scott Tournament of Hearts, the City of Red Deer would be featured in community marketing campaigns leading up to and during the event. As well, to compliment our multi-media campaign and professionally produced collateral materials, a theme song for the event, specific to Red Deer, is currently in production.

The Scott Tournament of Hearts 2004 organizing committee wishes to take this opportunity to express our appreciation to you and members of the Recreation, Parks and Culture Board for your kind consideration of our request. Together, we look forward to hosting the best Scott Tournament of Hearts ever.

Thank you.

Alan Redel
Chairman

The Scott Tournament of Hearts 2004

201, 4922 - 53 Street, Red Deer, Alberta T4N 2E9 • Phone: 403.755.2875 or 1.866.770.2875 Fax: 403.755.7063

www.tournamentofhearts.ca

Comments:

Red Deer does not often have the opportunity to host an event with this degree of national exposure and promotion. We note the fact that the entire event will be broadcast throughout Canada on TSN and CBC and believe that this provides a profile for the community which justifies a relatively substantial sponsorship from the City of Red Deer. As Council is aware, a small budget is allocated to the Mayor's office each year to assist in the hosting of national and international events. However, that budget isn't sufficient to address the hosting request of an event of this magnitude. Based on a review of that budget reserve, the Mayor's office is able to contribute approximately \$10,000 this year. We recommend that, as an additional contribution reflecting the importance and profile of this event, the City of Red Deer allocate \$30,000 from the reserve monies originally set aside for the 2007 Summer Games.

We appreciate the fact that the organizing committee will also be approaching others, including the County of Red Deer, to address their total need.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager



AL REDEL

Chairman

Phone: 403.343.6397

Fax: 403.341.5545

Email: nd@kgzfm.com

The Scott Tournament of Hearts

201, 4922 - 53 Street, Red Deer, Alberta T4N 2E9

Phone: 403.755.2875 or 1.866.770.2875 Fax: 403.755.7063

www.tournamentofhearts.ca



April 24, 2002

Mr. Warren Hansen
Manager of Event Operations and Media Relations
1660 Vimont Court
Cumberland, Ontario K4A 4J4

Dear Mr. Hansen:

2004 Scott Tournament of Hearts

Thank you for your letter of April 5, 2002 wherein you mention Red Deer as a possible site for the 2004 Scott Tournament of Hearts, and your desire for financial support from The City of Red Deer.

The City of Red Deer has been very supportive of many international and national events and has provided financial support with cash and/or contra. Events such as the World Junior Hockey Championships in 1995, the Brier in 1994, and the World Horseshoe Tournament in 2002 received some form of financial assistance. Typically, for events of this magnitude and of the magnitude of the Scott Tournament of Hearts, The City of Red Deer has contributed a sum of approximately \$15,000. We may be interested in some level of sponsorship as we see this as an opportunity to enhance the profile of our city. Before a commitment is made however, we would want to know what we would receive in return for our contribution and what the economic spin-off would be for our community.

The Scott Tournament of Hearts is a very prestigious curling event and we would be honored to be chosen as the host city. We have an excellent reputation for hosting world class events.

At your convenience, we would be pleased to discuss The City of Red Deer involvement further.

Yours truly,

Harold Jeske
Recreation, Parks & Culture Manager

:jb

c. Colleen Jensen, Community Services Director
Norbert Van Wyk, City Manager

The regular meeting of the Recreation Parks & Culture Board was called to order at 12:00 p.m.

1. APPROVAL OF THE AGENDA

Moved by F. Zucker, seconded by R. Lebsack.

“Resolved that the agenda for the August 27, 2003 meeting of the Recreation, Parks and Culture Board be approved as circulated.

MOTION CARRIED

2. OLD BUSINESS

.1 Scott Tournament of Hearts

H. Jeske introduced members of the Scott Tournament of Hearts organizing committee who were in attendance to present an overview of their plans for the upcoming Scott Tournament of Hearts. This organizing committee is requesting The City of Red Deer participate as a Community Partner by providing a grant in the amount of \$50,000 toward the Sponsor’s Reception and related events. In attendance to speak to the Recreation, Parks & Culture Board were: Mr. Al Scott, Mr. Gordon McNabb. Following discussion the motion as set out below was introduced and passed.

Moved by F. Zucker seconded by D. Morrow.

“Whereas the Recreation, Parks & Culture Board recognizes the development and growth of the sport of curling in the City of Red Deer.

“Resolved that the Recreation, Parks & Culture Board support the 2004 Scott Tournament of Hearts, Red Deer and that City Council consider a form of sponsorship funding to the organizing committee.”

MOTION CARRIED

LE



LEGISLATIVE & ADMINISTRATIVE SERVICES

September 23, 2003

Alan Redel
Chairman
The Scott Tournament of Hearts 2004
201, 4922 – 53 Street
Red Deer, AB T4N 2E9

Dear Al:

Sponsorship of the Scott Tournament of Hearts 2004

Thank you for your presentation at the September 22, 2003 Council Meeting. Council was fully supportive of your request for funding for the 2004 Scott Tournament of Hearts and approved \$50,000 to be allocated to this event.

Please contact Mr. Harold Jeske, Recreation, Parks & Culture Manager, at 342-8165 for information regarding the funds approved for the Scott Tournament of Hearts.

Your work in organizing this event is greatly appreciated. The City looks forward to hosting the Scott Tournament of Hearts in 2004.

Sincerely,

Kelly Kloss
Manager

KK/chk

c Recreation, Parks & Culture Manager

FILE



Council Decision – September 22, 2003

Legislative & Administrative Services

DATE: September 23, 2003
TO: Harold Jeske, Recreation, Parks & Culture Manager
FROM: Kelly Kloss, Manager
SUBJECT: Scott Tournament of Hearts
Recreation, Parks & Culture Board Recommendation

Reference Report:

Recreation, Parks & Culture Manager, dated September 17, 2003.

Resolutions:

"Resolved that Council of the City of Red Deer, having considered the report from the Recreation, Parks & Culture Manager, dated September 17, 2003, re: Scott Tournament of Hearts, agrees to allocate \$50,000 as the City of Red Deer's sponsorship for the Scott Tournament of Hearts to be funded by:

Mayor's Budget:	\$10,000
2003 Tax Rate Stabilization Reserve	\$ 40,000

Report Back to Council: No

A handwritten signature in black ink, appearing to read 'Kelly Kloss'.

Kelly Kloss
Manager
/chk

c Recreation Development Superintendent
Treasury Services Manager

Memo

To: Manager, Legislative Services

From: Harold Jeske
Jerry Tennant

Re: Alberta Summer Games

The City of Red Deer has been invited by the Minister of Community Development to submit a bid to host the 2006 Alberta Summer Games. The invitation was forwarded to Bid Red Deer with a request to explore the ramifications of hosting the event and to recommend a course of action.

The Alberta Summer Games is a major sporting event consisting of approximately 20 sports over a period of four to seven days in August 2006. Up to 3000 athletes, coaches and officials from throughout Alberta would be attending along with various provincial dignitaries and hundreds of out of town visitors.

The cost of the event is estimated to be between 1.0 and 1.2 million dollars with the Province providing an operational grant of \$300,000.00; a cultural grant of \$60,000.00 and a legacy grant of \$50,000.00. The legacy grant is to be used first to cover any revenue shortfall and then used by the hosting municipality to enhance sport in the community. The host community would have to raise the remaining dollars in cash and gifts in kind.

It is anticipated that an amount of \$80,000.00 to \$100,000.00 would be required as a contribution from the City. This represents approximately 10% of the amount to be raised locally. The amount would be finalized after a formal bid, including budget figures, has been developed. The host community is expected to provide all municipally owned sport facilities free of charge. In the past (Alberta Summer and Winter Games) the City has chosen to charge the organizing group for the cost of facilities and then provide a grant to cover those costs. These facility charges would be included in the above amount.

Red Deer is in the enviable position of having first-rate facilities to stage the games and very little would be required in the way of retrofitting or upgrading. It is therefore anticipated that the cost of holding the games could be kept to a minimum. With close to 3000 participants and the potential for thousands of visitors in the city for a period of up to 7 days, the economic impact is expected to be in the range of two to three million dollars.

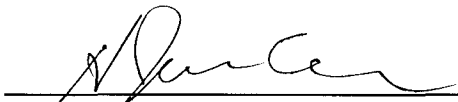
The Bid Red Deer Committee polled members of the community to determine the amount of support for hosting the event. While the potential for generating funds is not as great as it would have been for the Western Canada Games, it was still felt the necessary dollars could be raised and that we should not pass up this opportunity to showcase our community and bring tourism revenue to the area. Bid Red Deer also recommends that in light of the excellent cooperation between the City of Red Deer and Red Deer County in submitting bids for the Alberta Seniors Games and the Western Canada Summer Games, that Red Deer County be invited to submit a joint bid with the City for this event.

Due to timing difficulties we are unable to present this proposal to the Recreation Parks and Culture Board, which meets on September 23rd, the day after Council. We did however send pertinent information to members of the Board and then polled them for their opinion. They were unanimous in their support of the proposal. Likewise, Red Deer County Council will be dealing with the proposal at its meeting on September 23rd and we are confident the recommendation of a joint bid will be supported there as well.

In light of the support of the community and the Recreation, Parks and Culture Board, the Recreation, Parks and Culture Department and Bid Red Deer make the following recommendations to Council.

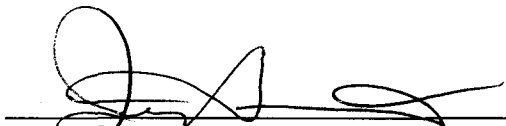
"That the City of Red Deer undertake a joint bid with Red Deer County to host the 2006 Alberta Summer Games and that a letter of intent to this effect, along with a resolution of Council, be sent to The Alberta Sport, Recreation, Parks and Wildlife Foundation by September 30th, 2003."

"That an Ad Hoc committee, including representatives from Red Deer County, be formed to prepare a formal bid to host the 2006 Alberta Summer Games."



Harold Jeske

Recreation, Parks and Culture Department Manager



Jerry Tennant

Chairman, Bid Red Deer.

Comments:

We agree with the recommendation put forth.

Council will recall that on March 10, 2003 the following resolution was passed:

“Resolved that Council of the City of Red Deer, having considered the report from the 2007 Western Canada Summer Games Bid Committee, approves the establishment of a 2007 Summer Games reserve, in the amount of \$150,000, from the 2003 Tax Rate Stabilization Reserve.”

As Red Deer was unsuccessful in the 2007 Western Canada Summer Games Bid, it is necessary to reallocate the 2007 Summer Games Reserve.

Elsewhere on the agenda there is a report regarding funding for the 2004 Tournament of Hearts. As funding is required for the 2004 Tournament of Hearts and the 2006 Summer Games, we recommend that the reserve be reallocated as follows:

2006 Alberta Summer Games:	\$100,000
2004 Tournament of Hearts:	\$ 30,000
2003 Tax Rate Stabilization Reserve:	\$ 20,000

“G.D. Surkan”
Mayor

“N. Van Wyk”
City Manager



Treasury Services

DATE: September 10, 2003
TO: CITY CLERK
FROM: TREASURY SERVICES MANAGER
SUBJECT: CANCELLATION OF 2007 SUMMER GAMES RESERVE

City Council, at the March 10, 2003 meeting, passed the following motion:

Resolved that Council of the City of Red Deer, having considered the report from the 2007 Western Canada Summer Games Bid Committee, approves the establishment of a 2007 Summer Games reserve, in the amount of \$150,000, from the 2003 Tax Rate Stabilization Reserve.

Given that the bid for the 2007 Summer Games was unsuccessful, it is Treasury Services' recommendation that the March 10, 2003 resolution be rescinded and the funds returned to the Tax Stabilization Reserve.

GARY MULLIN, CMA
Treasury Services Manager

Christine Kenzie

From: Kelly Kloss
Sent: September 10, 2003 1:44 PM
To: Christine Kenzie
Subject: FW: Summer Games Reserve

Please put on for the next agenda.

Kelly

Backup

-----Original Message-----

From: Gary Mullin
Sent: September 10, 2003 1:16 PM
To: Kelly Kloss
Cc: Norbert Van Wyk; Rodney Burkard
Subject: Summer Games Reserve

Please have a look at this and let me know if you have any concerns. I would appreciate it if it could be added to a Council agenda prior to year end. Thanks. GARY



Summer Games
eserve Cancellat.

**Council Decision – September 22, 2003****Legislative & Administrative Services**

DATE: September 23, 2003
TO: Harold Jeske, Recreation, Parks & Culture Manager
FROM: Kelly Kloss, Manager
SUBJECT: 2006 Alberta Summer Games

Reference Report:

Recreation, Parks & Culture Manager & Bid Red Deer Chair

Resolutions:

"Resolved that Council of the City of Red Deer, having considered the report from the Recreation, Parks & Culture Manager and the Bid Red Deer Chair, re: 2006 Alberta Summer Games, agrees as follows:

1. To undertake a joint bid with Red Deer County to host the 2006 Alberta Summer Games and that City Administration and Bid Red Deer Forward a letter of intent to Alberta Sport Recreation, Parks & Wildlife Foundation by September 30, 2003.
2. That the Administration recommend to Council the membership of an Ad Hoc Committee whose purpose is to prepare a formal bid to host the 2006 Alberta Summer Games."
3. That a budget contribution of \$100,000 be allocated from the 2003 Tax Rate Stabilization Reserve in the event the City is successful in its bid to host the 2006 Alberta Summer Games."

"Resolved that Council of the City of Red Deer, having considered the report from the Recreation, Parks & Culture Manager, re: Alberta Summer Games, agrees that the 2007 Summer Games reserve established by Council on March 10, 2003, in the amount of \$150,000 from the 2003 Tax Rate Stabilization Reserve, be reallocated as follows:

2006 Alberta Summer Games:	\$100,000
2004 Tournament of Hearts:	\$ 40,000
2003 Tax Rate Stabilization Reserve:	\$ 10,000 "

Council Decision – September 22, 2003
2006 Alberta Summer Games
Page 2

Report Back to Council: Yes

Comments/Further Action:

Please provide a report to Council regarding the appointment of members to the Ad Hoc Committee for the 2006 Alberta Summer Games.



Kelly Kloss
Manager

/chk

c J. Tennant, Bid Red Deer Chair
Treasury Services Manager

Legislative & Administrative Services

DATE: September 23, 2003
TO: Harold Jeske, Recreation, Parks & Culture Manager
FROM: Kelly Kloss, Manager
SUBJECT: 2006 Alberta Summer Games

Reference Report:

Recreation, Parks & Culture Manager & Bid Red Deer Chair

Resolutions:

"Resolved that Council of the City of Red Deer, having considered the report from the Recreation, Parks & Culture Manager and the Bid Red Deer Chair, re: 2006 Alberta Summer Games, agrees as follows:

1. To undertake a joint bid with Red Deer County to host the 2006 Alberta Summer Games and that City Administration and Bid Red Deer Forward a letter of intent to Alberta Sport Recreation, Parks & Wildlife Foundation by September 30, 2003.
2. That the Administration recommend to Council the membership of an Ad Hoc Committee whose purpose is to prepare a formal bid to host the 2006 Alberta Summer Games."
3. That a budget contribution of \$100,000 be allocated from the 2003 Tax Rate Stabilization Reserve in the event the City is successful in its bid to host the 2006 Alberta Summer Games."

"Resolved that Council of the City of Red Deer, having considered the report from the Recreation, Parks & Culture Manager, re: Alberta Summer Games, agrees that the 2007 Summer Games reserve established by Council on March 10, 2003, in the amount of \$150,000 from the 2003 Tax Rate Stabilization Reserve, be reallocated as follows:

2006 Alberta Summer Games:	\$100,000
2004 Tournament of Hearts:	\$ 40,000
2003 Tax Rate Stabilization Reserve:	\$ 10,000 "

Council Decision – September 22, 2003
2006 Alberta Summer Games
Page 2

Report Back to Council: Yes

Comments/Further Action:

Please provide a report to Council regarding the appointment of members to the Ad Hoc Committee for the 2006 Alberta Summer Games.



Kelly Kloss
Manager

/chk

c J. Tennant, Bid Red Deer Chair
Treasury Services Manager



Social Planning Department

SP – 6.931

DATE: September 9, 2003

TO: Kelly Kloss, Legislative & Administrative Manager

FROM: Rick Assinger, Chair
Lyle Keewatin Richards, Vice Chair
Barbara Jeffrey, Social Planning Manager

SUBJECT: National Homelessness Initiative Funding Recommendations

On November 6, 2000, City Council agreed that the City of Red Deer would be the fund administrator for the Community Housing Plan, subject to funding agreements being in place with the Government of Canada and Province of Alberta and to the City receiving reasonable compensation for being the administrator. Agreements were signed with both levels of government, including one with the Government of Canada for Urban Aboriginal funding, and an administration fee negotiated for the project. Allocation of funding has been completed as contracted.

On November 20, 2000, City Council established an ad hoc Community Housing Advisory Committee to recommend proposals for housing and supports based on The Journey Home, A Community Housing Plan for the City of Red Deer, Alberta. The committee members have agreed to continue in the designated role of recommending proposals for housing and supports based on the updated 2003-2006 Journey Home. A list of committee members is attached.

In July 2003 the Government of Canada announced a second three-year phase of the homelessness and transitional housing funding that will terminate March 31, 2006. The funding that the Community Housing Advisory Committee is allocating at the present time is specifically to deal with issues of homelessness and transitional housing (National Homelessness Initiative). The Community Plan, The Journey Home was submitted to the federal government in July 2003 and was approved in September 2003. It was the first community plan approved for release of funding in Alberta, NWT and Nunavut. The response from the Minister's office is: "Congratulations to everyone on a fantastic job! Good luck on Phase II."

There is an agreement with The Government of Canada, including one for Urban Aboriginal Homelessness funding, stating that projects eligible for funding will address the spectrum of homelessness issues but cannot be used for permanent affordable housing for homeless people. A separate funding strategy is in place for this purpose through the Provincial/Federal Affordable Housing Program.

The Province of Alberta has made no announcement of partnering in the Homelessness Initiative with funding as in Phase I at the date of writing. In Phase I the province added \$600,000 over three years to Red Deer's Homelessness Initiative. This funding terminated March 31, 2003. It is noted in the updated Community Housing Plan that there are provincial funds in the community from past commitments (as attached). CHAC has moved ahead with funding recommendations for Phase II based on the known federal funding in order to facilitate the continuation of previously funded services to address homelessness in our community. Federal funding for Phase I ends September 31, 2003, therefore to avoid a gap in services and

Social Planning Department

SP – 6.931

possible loss of staff from those programmes the decision to move ahead with known funding was made.

As in Phase I, the aboriginal community has requested that the Urban Aboriginal Homelessness funds be used in a joint funding approach with the Supporting Communities Partnership Initiative (SCPI), recognizing that the housing needs of the aboriginal community are more similar than dissimilar to the housing needs of others in the community.

In this way, the aboriginal community could join forces and funds with the community of Red Deer and present a united approach to dealing with a common challenge, with every effort being made to ensure cultural awareness and sensitivity in service delivery. The following chart outlines the funding available in Phase II in comparison to the previous three years of Phase I.

Red Deer Allocation:

Urban Aboriginal Homelessness (UAH) Budget

	Phase I 2000/01-2003/04	Phase II 2003/04-2005/06	Variance
U A H Total	\$422,100	\$373,323	-\$48,777 (12%)

Supporting Communities Partnership Initiative (SCPI) and Youth Homelessness

	Phase I 2000/01-2003/04	Phase II 2003/04-2005/06	Variance
SCPI	\$920,073	\$917,069	-\$3,004
Youth	\$433,415	0	-\$433,415
Total	\$1,353,488	\$917,069	-\$436,419 (32%)

Total Homelessness Budget

\$1,290,392

Total reduction from Phase I

-\$485,196

The Community Housing Advisory Committee met on September 08, 2003 to consider proposals for the Homelessness Initiative funds. Each committee member received and read each proposal before they met to discuss the allocation recommendations. The committee invited the applicants to present to the committee regarding how their proposal met the objectives of the Housing Plan and to answer any questions that the committee had about the proposals.

The recommendations of the Community Housing Advisory Committee to Council are attached to this memo. We are very appreciative of the time and thoughtfulness that the committee members are willing to commit to these deliberations and resulting recommendations, in addition to their very busy schedules.

RECOMMENDATION

THAT Council for the City of Red Deer approve the recommendations of the Community Housing Advisory Committee as presented.

Enc.

CHAC MEMBERS

Donna Stewart-Wood, Regional Director
Central Region
Alberta Human Resources and Employment

Karen Murphy, Vice-President
Catholic Social Services

Mikki Newell Colosimo, Executive Director
Aboriginal Community Council

Lyle Keewatin-Richards, Aboriginal Relations
Diamond Willow Child & Family Services Authority

John Hull, Architect
John Hull Architect

Val Sandall
Community Volunteer

Rick Assinger, Lawyer
Assinger Law Office

Di Vosburgh, Executive Director,
Mental Health Services, DTHR

Scott McQuaig
Family Wellness,
Wolf Creek School Division

CATEGORIES	SOURCE	INKIND DOLLAR (total April March 0)	AMOUNT/ VALUE (total April 2003- March 2006)
PROVINCIAL	Seniors Ministry (Housing Services Division (projected based on past amounts) - People's Place Shelter	\$	\$ 285,000 (\$95,000 x 3yrs. - ongoing)
	FCSS - Children's Services Ministry – contribution (2 FTE Coordinated Community Outreach Team)	\$	\$197,000 (\$82,000 x 3 years x 80
	AADAC - Detox/Shelter program (budgeted)	\$	\$700,000 (\$700,000 in 2005)
	Community Initiative Program	\$	\$75,000
	AB Health - Aboriginal Health Strategy	\$	\$150,000 (\$50,000/yr X 3 yrs)
REGIONAL	David Thompson Health Authority - Regional Mental Health	\$	\$60,000 (\$20,000 X 3 yrs.)
MUNICIPAL	Housing Solutions Fund:	\$	\$366,000 (\$122,000X 3 yrs)
	FCSS Contribution (20%)	\$	\$49,200 (\$82,000x3yrs.x20%)
FOR PROFIT	Corporate Donors/Investors/Individuals	\$	100,000
NON PROFIT	United Way	\$	\$100,000
	Food and Clothing Org.	In kind	\$150,000 (\$50,000x3 yrs)
	Service Clubs	\$	\$50,000
FOUNDATION	RD & District Community Fndn.	\$	\$50,000
	AB Real Estate Fndn.	\$	\$25,000
Total Community Contribution			\$890,000
Total Community Contributions including Prov. funding (resources from Regional Authorities included because they are dependent on Provincial budgets)			\$2,357,200
SCPI Allocation			\$917,069
Difference Between Total Community Contribution and SCPI Allocation			\$1,440,131 (More contribution anticipated than SCPI funding allocated)

NATIONAL HOMELESSNESS INITIATIVES ALLOCATIONS 2003

Applicants	Proposal /Request	Recommendations	Year One to March 31, 2004	Year Two to March 31, 2005	Year Three to March 31, 2006
Canadian Mental Health Association – Coordinated Community Outreach Team	Combine Community Coordinated Outreach Team with Loan Supports and Grants and Loans Program. Add supervisory position due to Phase I experience and reduce one Outreach position by .5. Request - \$574,690	Government of Canada does not fund loans and grants therefore this part of the request unable to be met. Adding supervisory funding not recommended. Coordinated Outreach recommended. Recommend - \$425,000.	\$85,000	\$170,000	\$170,000
Central Alberta Housing Society	Shelter Worker staffing for People's Place Emergency Shelter Request - \$124,000	Recommend as requested	\$24,191	\$50,000	\$50,000
Central Alberta Housing Society	Transition House II: Second home for people in transition based on funded home from Phase one of National Homelessness Initiative. More focused on youth to age 19-30 Request - \$179,000	Funding recommendation pending: possible further funding allocation from Government of Canada prior to Sept. 30, 2003	--	--	--
John Howard Society	Six transitional beds for homeless youth age 16-21. Request - \$1,049,100	Not recommended	-	-	-

NATIONAL HOMELESSNESS INITIATIVES ALLOCATIONS 2003

Applicants	Proposal /Request	Recommendations	Year One to March 31, 2004	Year Two to March 31, 2005	Year Three to March 31, 2006
Loaves and Fishes – Extended Hours	To continue offering extended hours of operation to accommodate people using Inn From the Cold before and following the night stay at churches. Request - \$28,182	Recommend as requested	\$9,394	\$9,934	\$9,934
Loaves and Fishes - Renovation	To replace flooring in the main area of the building used for serving food and Inn From the Cold guests. Request - \$16,000	Not recommended. May be considered if funding available in January 2004.	-	-	-
Parkland Youth Homes – Street Transition House	Operational and rental funds for a home for up to 6 youth age 16-19, in transition from “street life” Request – \$567,805	Not recommended.	-	-	-
Potters Hands Ministries	Downtown Drop In part time staff for volunteers coordination and organization of the services. Request - \$48,750	Recommend as requested	\$9,750	\$19,500	\$19,500
Potters Hands – Potters Hand Housing	Capital request to provide 12 new housing units with support. 4 of the units to be transitional units. Requested - \$100,000	Conditionally recommended based on Government of Canada bridging funds available for use in Phase II; to be announced January 2004	\$100,000		

NATIONAL HOMELESSNESS INITIATIVES ALLOCATIONS 2003

Applicants	Proposal /Request	Recommendations	Year One to March 31, 2004	Year Two to March 31, 2005	Year Three to March 31, 2006
Residential Society of Red Deer	To continue providing affordable, transitional housing to low-income individuals. Request – \$396,950	Recommend for staffing and related office expenses Total recommended - \$321,950	\$81,950	\$120,000	\$120,000
Safe Harbour Society – Drop In	Interim measure for two years to provide shelter for individuals who are intoxicated. Expected in two years to have shelter and Detoxification Centre funded by AADAC. Request - \$173,660	Recommend funds to support drop in for intoxicated individuals, matching provincial contribution. Total recommended - \$90,000.	\$45,000	\$45,000	-
Shining Mountains – Tawow Healing Home 2	To purchase and operate a home for primarily but not exclusively aboriginal families in transition and at risk of homelessness resulting from child protection issues. Request - \$321,727	Not recommended	-		
Shining Mountains – Tawow Recovery Home	To continue operating a home primarily but not exclusively for aboriginal people who have completed and are leaving treatment centres for addictions. Request - \$288,213	Recommend paying remainder of mortgage on the home. The down payment on the home was funded in Phase I of the Homelessness Initiative. Total recommended - \$54,000	\$54,000	-	-

Comments:

We agree with the recommendations of the Community Housing Advisory Committee.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager

DATE: September 11, 2003

TO: Kelly Kloss, Legislative & Administrative Manager

FROM: Rick Assinger, Chair, Community Housing Advisory Committee

SUBJECT: Request to the Provincial Government for Funds to the Homelessness Initiative

The Community Housing Advisory Committee (CHAC) met on September 8, 2003 to consider proposals submitted in response to Phase II funding for the Homelessness Initiative as announced by the Government of Canada in July 2003. Allocation recommendations were arrived at by consensus of the CHAC and are being presented to Council September 22, 2003.

In Phase I of the Homelessness Initiative, the Province of Alberta supplemented the Government of Canada funding with \$200 000 in each of the three years. Thus far, in Phase II, the Province of Alberta has not indicated its intention of being a partner in the Homelessness Initiative. As the Community Housing Advisory Committee reviewed proposals for Phase II, the absence of provincial funding to the initiative made decisions about the funding of projects very difficult. Requests far outnumbered the funding to commit to them. The committee could not wait to assign federal funding until the province signaled their intentions because projects already underway needed to be notified of their funding before federal bridging funding came to an end September 30, 2003. The Province had been a valued partner in Phase I, and had, in fact, funded one of the projects before the Homelessness Initiative came into being.

CHAC discussed the possibility of the province considering funding to the Homelessness Initiative as in Phase I and agreed to request that Council send a letter to the minister responsible for housing expressing the concerns of this committee and the Red Deer community regarding the need for the additional homelessness funds in order to continue the work that has begun to address the issues.

Recommendation

THAT City Council request of the Honourable Stan Woloshyn, Minister, Alberta Seniors, a commitment to the Homelessness Initiative in 2003 – 2006, at the same level as in Phase I.

cc. Lyle Keewatin Richards, Vice Chair, Community Housing Advisory Committee
Barbara Jeffrey, Manager, Social Planning

Comments:

We agree with the recommendations of the Community Housing Advisory Committee.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Social Planning Department

SP – 6.929

DATE: September 17, 2003

TO: Kelly Kloss, Legislative & Administrative Manager

FROM: Rick Assinger, Chair, Community Housing Advisory Committee
Lyle Keewatin Richards, Vice Chair, Community Housing Advisory Committee

SUBJECT: SUPPORT TO AFFORDABLE HOUSING PROJECTS

In June 2002 the Governments of Canada and Alberta announced an agreement to provide funding for affordable housing over the next five years. The federal contribution to this program would be \$67.12 million over the span of the program with matching funds to be provided by the Province of Alberta.

The role of municipalities is seen as one of screening proposals as to community need and fit with the local Community Housing Plan. In Red Deer, the initial proposal review takes place with the Community Housing Advisory Committee (CHAC) that in turn recommends support for the proposal to Council.

The Community Housing Advisory Committee (CHAC) considered the first submissions in February of 2003 and recommended in priority the following submissions

1. Handicapped Housing Society of Alberta/Monarch Place Board – Kentwood
2. P&S Investments – Riverside Meadows
3. Potter's Hands/CMHA – Gaetz Avenue

In March 2003 Alberta Seniors approved funding for several projects leading to affordable housing throughout the province. The P&S Investments proposal for Riverside Meadows was approved for funding and subsequently opened 39 new affordable apartment units in May 2003. Alberta Seniors indicated that the two other proposals, Handicapped Housing Society and the Potter's Hands Gaetz Avenue would remain under consideration for the second year of funding in that order of priority.

On September 8, 2003, CHAC met to review a submission to the provincial government's Affordable Housing Programme from P&S Investments for a new 51unit apartment that would house families and individuals in bachelor, one and two bedroom suites at affordable rates well below the average rental rates in Red Deer. Alberta Seniors requests a letter of support from the City in order for a proposal from the community to be considered for funding from the Affordable Housing Program.

The latest submission has been reviewed by CHAC against the following criteria:

- a. Appropriateness and consistency with *The Journey Home – A Community Housing Plan for the City of Red Deer*
- b. Knowledge of and support for the community organizations and individuals responsible for the development and implementation of the projects
- c. Commitment to partnerships and understanding of the community housing plan by the projects

Social Planning Department

SP – 6.929

- d. The affordable housing being proposed adds new rental units at an affordable rate to the community and addresses the priorities in the community plan.

The recommendation put forth is based on the following understanding:

1. The Community Housing Advisory Committee has not reviewed in any detail the financial considerations of these projects, and it is the understanding of the CHAC that the Province of Alberta will undertake the detailed financial evaluations of these projects.
2. Municipal support for these projects does not imply any further financial contribution from the municipality for development and/or project operations.

Recommendation:

That the City of Red Deer provide a letter of support for this latest proposal to the Minister of Alberta Seniors as third in priority to the two proposals forwarded in February 2003.

P&S Investments (51unit apartment)

This support is subject to:

1. The Province of Alberta undertaking detailed financial evaluations of the projects
2. No further financial contribution from The City of Red Deer for development and/or project operations

Comments:

We agree with the recommendations of the Community Housing Advisory Committee.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager

NATIONAL HOMELESSNESS INITIATIVE

City of Red Deer - Phase II

Cumulative Total - 2003/06

PROJECT	TOTAL REQUEST	TOTAL ALLOCATION
ADMINISTRATION	75,684	75,684
CAHS - Shelter Workers	124,191	124,191
CAHS - Transition House II	179,900	-
CMHA - Coordinated Community Outreach Team	574,690	425,000
CMHA - Potters Hand Housing	100,000	-
Loaves and Fishes - Extended Hours	28,182	28,182
Potters Hands Ministries	48,750	48,750
PYH - Street Transition House	567,805	-
Residential Society of Red Deer	396,950	300,000
Safe Harbour Society - Drop In	173,660	90,000
Shining Mountains-Tawow Healing Home 2	321,727	-
Shining Mountains -Tawow Recovery Home	288,213	54,000
TOTALS	2,804,068	1,070,123
TOTAL AVAILABLE *	1,145,392	1,145,392
BALANCE REMAINING	(1,658,676)	75,269

Bridging funds in the amount of \$145,000 have been removed from the total available in the event that they need to be covered through Phase Two of the National Homelessness Initiative.

Total Available	1,145,392
Bridging Funds	145,000
Total Phase Two - National Homelessness Initiative	<u>1,290,392</u>



ALBERTA
SENIORS

Stan Woloshyn, Minister
MLA, Stony Plain Constituency

Copy Social Planning
• COLLEEN JENSEN
• K. KLOSS, LAS
file w/ Council
Agenda

AR2053

October 23, 2003

Her Worship Gail Surkan
Mayor of the City of Red Deer
Box 5008
Red Deer, Alberta
T4N 3T4

Dear Mayor Surkan:

Thank you for your letter of October 2, 2003, expressing support on behalf of the City of Red Deer for a third project funding application under the Affordable Housing Partnerships Initiative (AHPI).

Alberta Seniors is currently reviewing applications received to date for funding consideration under AHPI. The Monarch Place Board/Handicapped Housing Society of Alberta apartments, the Potter's Hand project by P&S Developments, and the third project noted in your correspondence, also by P&S Developments, are included in this review process. You will be notified of the outcome once the review is finalized.

Your notice of support for projects meeting the identified housing needs in the City of Red Deer's Community Plan is greatly appreciated.

Yours truly,

for: Stan Woloshyn
Minister

cc: Mary Anne Jablonski, MLA
Red Deer North Constituency

Honourable Victor Doerksen, MLA
Red Deer South Constituency

425 Legislature Building, Edmonton, Alberta, Canada T5K 2B6 Telephone 780/415-9550, Fax 780/415-9411
Constituency Office: #103, 5101 - 48 Street, Stony Plain, AB, Canada T7Z 1L8 Telephone 780/963-1444 Fax 780/963-1730

Office of the Mayor



October 2, 2003

The Honourable Stan Woloshyn
Minister, Alberta Seniors
#425-10800 - 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Woloshyn:

On September 22, 2003, Red Deer City Council considered a report from the Community Housing Advisory Committee through our Social Planning Department concerning the affordable housing program. Council resolved to provide a letter of support to another community project worthy of consideration by Alberta Seniors. The decision to support this affordable housing project, in addition to the two projects from Red Deer currently before you, followed a preliminary review by administration and the Community Housing Advisory Committee.

Two projects currently awaiting funding allocation decisions, in order of priority, are:

1. Handicapped Housing Society of Alberta/Monarch Place Board apartment complex scheduled for the residential community of Kentwood
2. P&S Investments/Potter's Hand on Gaetz Avenue in Red Deer's downtown

The intent of this letter is to add a third priority affordable housing proposal for Red Deer:

3. P&S Investments - 51 units downtown

The decision to provide a letter of support for the newest project was subject to conditions that would place responsibility for detailed financial evaluations with Alberta Seniors, and that no further financial contributions from The City of Red Deer for development and/or project operations would be implied by this support.

The Community Housing Advisory Committee relied on information resulting from community consultation and the development of local guidelines for affordable housing projects on which to base its recommendations to Council.

Notably, the community has received tremendous benefit from the excellent work already done by P&S Investments to advance the objectives of the community housing plan as evidenced by

THE CITY OF RED DEER

Box 5008, Red Deer, Alberta, Canada T4N 3T4 Telephone: (403) 342-8155 Fax: (403) 342-8365
City Web Site: <http://www.city.red-deer.ab.ca> E-mail: gails@city.red-deer.ab.ca

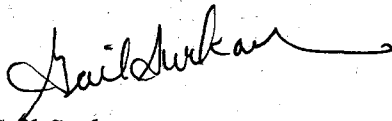
the newly opened Riverside Meadows 39 units. The Community Housing Advisory Committee and City Council therefore base their recommendation for this new proposal by P&S Investments on the history of this partnership and community housing plan priorities.

The City of Red Deer has made its decision to support these particular affordable housing projects within the following criteria:

1. Appropriateness and consistency with *The Journey Home – A Community Housing Plan for the City of Red Deer*
2. Knowledge of and support for the community organizations and individuals responsible for the development and implementation of the projects
3. Commitment to partnerships and understanding of the community housing plan by the projects, and
4. General community support for the proposed projects.

The citizens of Red Deer stand to benefit from the important work being done by your ministry in supporting affordable housing. The projects identified for support by The City of Red Deer are fine examples of initiatives that can truly make a difference to those requiring more financially accessible accommodations.

Sincerely yours,



Gail Surkan
Mayor

- c. Rick Assinger, Chair, Community Housing Advisory Committee
Lyle Keewaitin Richards, Vice-Chair, Community Housing Advisory Committee
Dave Forseth, Director, Human Resources Development Canada (Red Deer)
Reegan McCullough, Alberta Seniors
C. Jensen, Director of Community Services, The City of Red Deer
- [REDACTED]

FILE



Council Decision – September 22, 2003

Legislative & Administrative Services

DATE: September 23, 2003

TO: Barbara Jeffrey, Social Planning Manager

FROM: Kelly Kloss, Manager

SUBJECT: Community Housing Advisory Committee –
National Homelessness Initiative Funding Recommendations

Reference Report:

Community Housing Advisory Committee Chair, Vice-Chair and Social Planning Manager, dated September 9, 2003.

Resolutions:

"Resolved that Council of the City of Red Deer, having considered the report from the Community Housing Advisory Committee, dated September 9, 2003, re: National Homelessness Initiative Funding Recommendations, approves the following funding allocations:

Applicants	Proposal	Year One to March 31, 2004	Year Two to March 31, 2005	Year Three to March 31, 2006
Canadian Mental Health Association – Coordinated Community Outreach Team	Combine Community Coordinated Outreach Team with Loan Supports and Grants and Loans Program. Add supervisory position due to Phase I experience and reduce one Outreach position by .5.	\$85,000	\$170,000	\$170,000
Central Alberta Housing Society	Shelter Worker staffing for People's Place Emergency Shelter	\$24,191	\$50,000	\$50,000
Loaves and Fishes – Extended Hours	To continue offering extended hours of operation to accommodate people using Inn From the Cold before and following the night stay at churches.	\$9,394	\$9,394	\$9,394
Potters Hands Ministries	Downtown Drop In part time staff for volunteers coordination and organization of the services.	\$9,750	\$19,500	\$19,500

Applicants	Proposal	Year One to March 31, 2004	Year Two to March 31, 2005	Year Three to March 31, 2006
Potters Hands – Potters Hand Housing	Capital request to provide 12 new housing units with support. 4 of the units to be transitional units.	\$100,000		
Residential Society of Red Deer	To continue providing affordable, transitional housing to low-income individuals.	\$61,000	\$120,000	\$120,000
Safe Harbour Society – Drop In	Interim measure for two years to provide shelter for individuals who are intoxicated. Expected in two years to have shelter and Detoxification Centre funded by AADAC.	\$45,000	\$45,000	-
Shining Mountains – Tawow Recovery Home	To continue operating a home primarily but not exclusively for aboriginal people who have completed and are leaving treatment centres for addictions.	\$54,000	-	-

Report Back to Council: No


 Kelly Kloss
 Manager
 /chk

c Community Housing Advisory Committee
 Pam Ralston, Social Planning Department
 Treasury Services Manager

DATE: September 23, 2003
TO: Barbara Jeffrey, Social Planning Manager
FROM: Kelly Kloss, Manager
SUBJECT: Community Housing Advisory Committee:
Request to the Provincial Government for Funds to the Homelessness Initiative

Reference Report:

Community Housing Advisory Committee Chair, dated September 11, 2003.

Resolutions:

"Resolved that Council of the City of Red Deer having considered the report from the Community Housing Advisory Committee, dated September 11, 2003, re: Request to the Provincial Government for Funds to the Homelessness Initiative, agrees to send a letter from The City of Red Deer to the Honourable Stan Woloshyn, Minister, Alberta Seniors requesting a commitment to the Homelessness Initiative in 2003 – 2006 at the same level as in Phase 1.

Report Back to Council: No

Comments/Further Action:

Please prepare the letter to the Minister of Alberta Seniors, for the Mayor's signature, as noted in the above resolution.



Kelly Kloss
Manager
/chk

c Community Housing Advisory Committee
Pam Ralston, Social Planning Department
Treasury Services Manager

Legislative & Administrative Services

DATE: September 23, 2003
TO: Barbara Jeffrey, Social Planning Manager
FROM: Kelly Kloss, Manager
SUBJECT: Community Housing Advisory Committee:
Support to Affordable Housing Projects

Reference Report:

Community Housing Advisory Committee Chair, dated September 17, 2003.

Resolutions:

"Resolved that Council of the City of Red Deer, having considered the report from The Community Housing Advisory Committee, dated September 17, 2003, re: Support to Affordable Housing Projects, hereby agrees to send a letter of support to the Minister of Alberta Seniors for the P & S Investments (51 Unit Apartment) proposal as third in priority to the Handicapped Housing Society of Alberta/Monarch Place Board – Kentwood and Potters' Hands/CMHA – Gaetz Avenue proposal supported by Council in February 2003. Support is subject to:

1. The Province of Alberta undertaking detailed financial evaluations of the projects, and
2. No further financial contribution from the City of Red Deer for development and/or project operations"

Report Back to Council: No

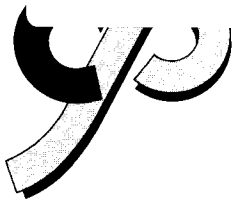
Comments/Further Action:

Please prepare the letter to the Minister of Alberta Seniors, for the Mayor's signature, as noted in the above resolution.



Kelly Kloss
Manager
/chk

c Community Housing Advisory Committee
Pam Ralston, Social Planning Department
Treasury Services Manager



LAND
**COMMUNITY
PLANNING
SERVICES**

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

DATE: September 15, 2003
TO: Kelly Kloss, Legislative and Administrative Services
FROM: Nancy Hackett, Planner
RE: Residential Annexation

Background

As Council is aware, the City of Red Deer has experienced significant population growth over the past several years. The 2003 City Census indicates that Red Deer has now reached 72,691 people. This total represents a 2.97 % increase over the 2002 population. Residential construction starts and building permit values have remained robust over the last 4 to 5 years. This growth has left Red Deer with a dwindling supply of residential land available for development. Under City policy, the goal is to maintain a 20-30 year supply of developable land to provide for effective long range planning. As a result of growth and the need specifically for additional residential land, the City is proposing to expand its municipal boundaries by annexing land from Red Deer County.

Council Motion

In January 2002 City Council discussed residential annexation and passed the following motion:

Resolved that Council of the City of Red Deer, having considered the report from Parkland Community Planning Services, dated January 3, 2003, re: Residential Annexation, hereby agrees to proceed with the annexation process as follows:

1. City Administration to submit the written Notice of Intent to Annex Land, dated January 3, 2003, to Red Deer County, the Municipal Government Board, and affected authorities as set out in the Municipal Government Act.
2. The City Manager is delegated the authority to proceed with annexation negotiations in consultation with the City members of the Intermunicipal Affairs Committee.
3. Public participation with landowners and affected stakeholders and agencies as set out in the Communications Plan prepared for annexation and presented to Council on January 13, 2003.

These steps have now been completed including negotiation with Red Deer County and public consultation. An application for annexation complete with a negotiation report and

public consultation report (which appears as part of the annexation application) has been prepared. Pending review by Red deer County Council the application is ready for submission to the Municipal Government Board. The Municipal Government Board requires that both municipalities, the City and the County, sign the negotiation report.

Annexation Process

Several steps have been taken in preparing this application to ensure consultation with both the County and with affected landowners.

County-City Discussion

Beginning in April to September of 2002, residential land needs, growth, and annexation were discussed with County administration as well as with the Intermunicipal Affairs Committee of the City and County. With the support of the Intermunicipal Affairs Committee, a draft annexation proposal was presented at a joint Council to Council meeting held on October 22, 2002. The meeting was specifically scheduled between the two Councils to discuss residential annexation.

Public Input

The joint County-City council meeting was followed by a preliminary public open house held on November 5, 2002 to present the proposed annexation to affected land owners and to collect initial input on the annexation proposal. Several concerns and questions were identified and the proposal was revised to address concerns where possible. Research was completed and staff worked to try to answer all questions. A report detailing the public feedback from the November meeting was provided to all affected landowners and presented to City Council in January. Ongoing correspondence and consultation with landowners, the general public, and agencies occurred between February and June 2003. On July 8, 2003 a second public meeting and open house were held for land owners and interested members of the public. The report from this meeting is attached for Council's review (as part of the application). Comment sheets and sign-in lists are provided for the interest of Council on the confidential agenda.

Formal Process

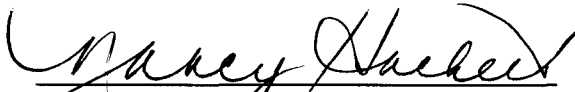
The formal process for annexation is set out in Sections 116 to 120 of the Province of Alberta Municipal Government Act. Under these regulations, an annexation is initiated by giving written notice to the County explaining which land is being considered for annexation, the reasons, and the proposed public participation process. Notice must also be given to the Province's Municipal Government Board and to any affected agencies/authorities. These steps were completed in January 2003. Discussions/negotiations then began between the County and the City. These discussions occurred through the Intermunicipal Affairs Committee. Negotiations were completed in June and there are no outstanding issues. Public consultation was undertaken as explained in the application. With the negotiations and consultation complete the City is required to submit a report (application) to the Province on the annexation. The county is required to sign the negotiation portion of this report, or if they do not agree with the report, to provide written comments to that effect. It is the intent to appear before County Council on September 23 to request their written support of the application. Once the application is submitted, the Municipal Government Board will then review the application and make a recommendation to the Minister. A hearing may or may not be required prior to the Board's final recommendation.

Recommendation

It is recommended that City Council proceed with the final phase in the annexation process by submitting an annexation application to the Municipal Government Board. The annexation application, as attached, together with supporting documents and reports accurately reflects the extensive process used by the City in dealing with negotiations and public consultation around annexation. It is in compliance with both the Intermunicipal Development Plan and the Municipal Government Act. The application is presented to City Council to ask for endorsement and official approval/signature of the negotiation report.

City Council is also asked to approve submitting this application to Red Deer County for their review at their Council meeting on September 23, 2003. County Council will also be asked to agree to sign the negotiation report as outlined in Section 118 of the Municipal Government Act. Following County Council consideration, it is recommended that the application be submitted to the Municipal Government Board.

Respectfully submitted,


Nancy G. Hackett, MCIP, ACP
Planner

Comments:

We agree with the recommendations of Parkland Community Planning Services. The formal application to annex land is included as an attachment to this agenda.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager



FILE

September 23, 2003

Municipal Government Board
15th Floor Commerce Place
10155 – 102 Street
Edmonton, AB T5J 4L4

Dear Members of the Municipal Government Board:

Attached is the City of Red Deer's application and submission for the annexation of land.

In compliance with Section 118 of the Municipal Government Act, this report describes the results of the annexation negotiations between the City of Red Deer and Red Deer County which occurred earlier this year. It also includes a list of matters agreed upon by the two municipal authorities, a description of the public consultation process, and a summary of the views expressed during the public consultation process.

I certify that the report accurately reflects the negotiations.

Sincerely,

Gail Surkan
Mayor

/attach.



COUNCIL MEETING OF SEPTEMBER 22ND , 2003

ATTACHMENT

DOCUMENT STATUS: PUBLIC

REFERS TO: APPLICATION TO ANNEX LAND



Application to Annex Land

Submitted By: The City of Red Deer

September 12, 2003

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Application to Annex Lands

1.0 Background

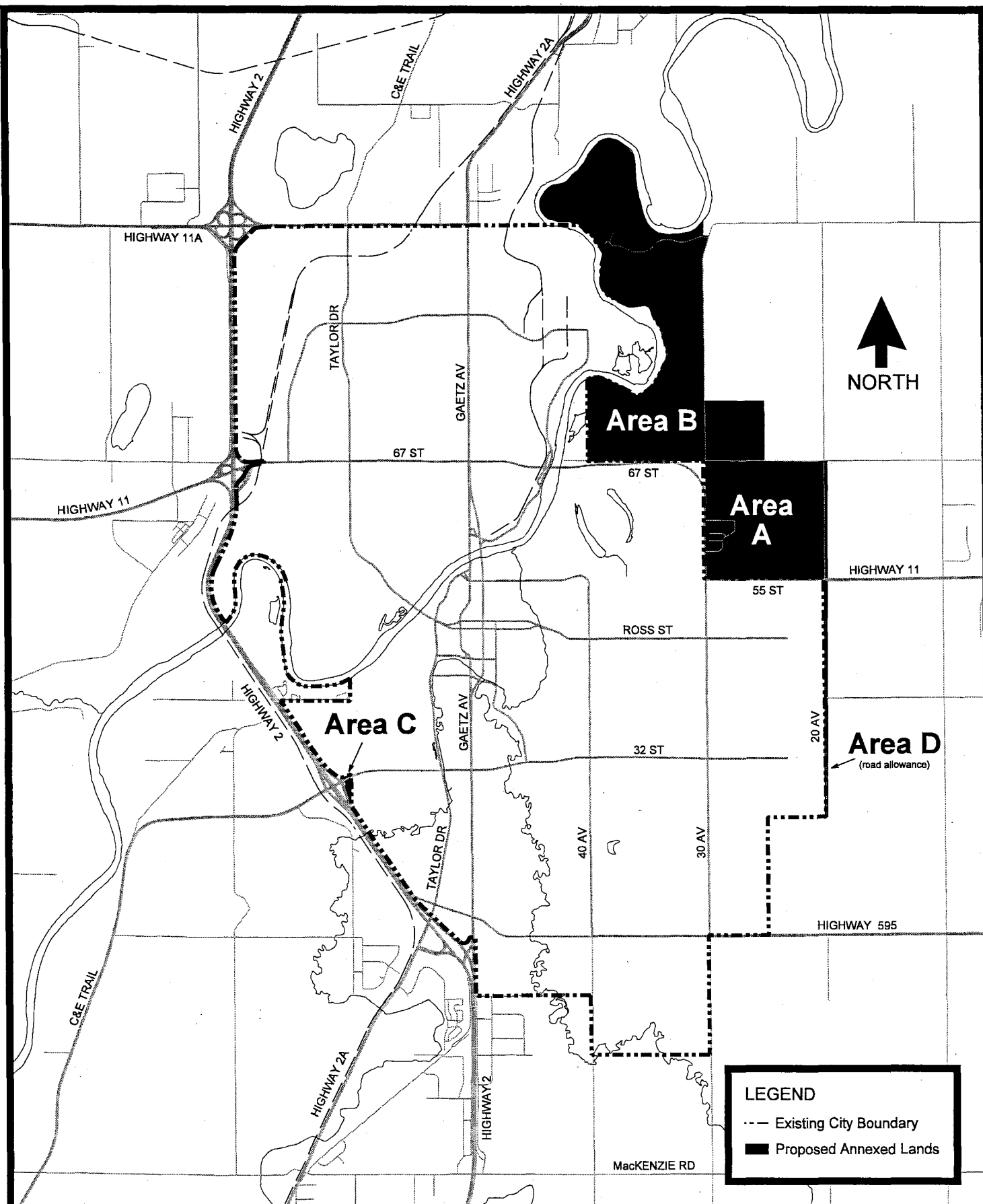
The City of Red Deer has experienced significant population and residential growth over the past several years. The recently released 2003 City Census indicates that Red Deer has now reached 72,691 people. This total represents a 2.97% increase in population over 2002 and a mean annual growth rate of 3.43% averaged over the last three years. Red Deer remains Alberta's fourth largest urban centre with a healthy economy in the manufacturing, processing, service and commercial sectors. Predictions based on the 2001 Federal Census released by Statistics Canada pinpoint Central Alberta and the Highway 2 Edmonton-Calgary corridor as among the highest growth areas in the nation over the next decade. Likely owing to current population growth, locational advantage, and to trends in development, residential construction starts in Red Deer have been exceedingly strong in 2001, 2002 and into 2003. As a result of this growth and the need specifically for new residential land, the City is proposing annexation of land from Red Deer County. Previous annexations of land from Red Deer County by the City of Red Deer last took place in 1996 (current city landfill site) and in 1992 (residential, commercial, and institutional lands).

2.0 Introduction

The City of Red Deer is proposing to expand its municipal boundaries by annexing certain lands from Red Deer County. These specific lands are shown in Figure 1. The following document represents the City of Red Deer's application for annexation. In accordance with Sections 118 and 119 of the Municipal Government Act, it:

- Describes the lands proposed to be annexed
- Outlines the capacity of the City of Red Deer to service these lands
- Presents the reasons for the proposed annexation
- Explains the process used to conduct negotiations with Red Deer County
- Describes the results of the negotiation between the City and the County
- Explains the process used to conduct consultation with the public
- Explains the process used to report to and meet with affected land owners, authorities, and stakeholders and to keep them well-informed of the negotiations
- Summarizes the views expressed during the public consultation process.

This annexation application will deal only with residential land needs. Subsequent annexation phases/applications will deal with industrial and major commercial land needs.



3.0 Requirements of the Municipal Government Act

This annexation application submitted by the City of Red Deer meets the requirements of the Municipal Government Act. A written notice of intent report as required under Section 116 of the Municipal Government Act, was provided to the Municipal Government Board in January 2003. Copies were provided to Red Deer County and local authorities affected by a possible annexation. Between February and June of 2003 the municipal authorities involved met to discuss the annexation proposal in compliance with Section 117 of the Act. The City of Red Deer has completed broad research on residential land needs, land absorption rates, and servicing capability; has conducted extensive public consultation with landowners, agencies/authorities, and interested stakeholders; and has completed negotiations with Red Deer County satisfactorily to both parties. Based on the results of these processes, we believe that there is general agreement for the annexation to proceed. Therefore, we would respectfully request that the City of Red Deer's application be considered under Section 120 of the Municipal Government Act.

4.0 City Statutory Plans

Two of the City's statutory plans contain policies relevant to annexation of new residential lands. The first is the Municipal Development Plan (MDP) which states that the City will continue to recognize and support future growth based on sound planning research/policy and the best interests of the community (policy 10.2). Because this annexation builds on the City's 2000 Growth Study, involved substantial growth research, and included public participation, it is seen to meet this policy. The MDP also indicates that as the city expands it will balance growth (policy 10.3). This is interpreted to mean planning for an appropriate balance or mix of residential land uses as well as parks, natural areas, commercial, industrial and institutional land uses. It is also interpreted to mean a desire to balance city growth geographically (i.e. north versus south). The present annexation application addresses residential land needs together with natural areas, recreation areas, community parks, and neighbourhood based commercial and institutional land uses. The issue of geographic balance is also addressed in that the annexation seeks to direct residential growth more in a north-easterly pattern while present city residential growth has been concentrated in the south-east and north-west areas. The Municipal Development Plan also contains policies related to providing a framework for future annexations by way of a Growth Study for Red Deer and an Intermunicipal Development Plan (policies 14.1 and 14.2). Both of these documents have been adopted and were key resources in preparing this annexation application. Lastly, in dealing with direction of annexation/future growth, the Municipal Development Plan includes a map, *Map 5 "Growth Areas"* which identifies lands for future residential growth. The lands included in the current application are consistent with the MDP's Map 5. Relevant sections of the Municipal Development Plan are attached for the review of the Municipal Government Board.

The other statutory plan which contains detailed policies related to annexation is the Intermunicipal Development Plan (IDP). The IDP was co-authored and jointly adopted in 1999 by the City of Red Deer and Red Deer County. This plan establishes broad

land use planning policies and shows short term and longer term city growth/annexation areas. Short term is defined as within five years and longer term is defined as land which may be annexed over the next 15 to 20 years (from the date of plan adoption in 1999). The areas currently being proposed for annexation fall within the identified short term annexation areas (see Map 4 *"Long Term Land Use"*) and are indicated for primarily residential expansion. Section 17.0 of the IDP details a process agreed upon by the two municipalities for dealing with annexation proposals. These requirements are summarized below.

- Sharing of information on growth and development
- Referral for comment prior to official action
- Provision for a Council to Council meeting on annexation
- Recognition of long term growth directions of both municipalities and provisions to protect lands identified for long term annexation
- Expressed preference for annexations involving smaller amounts of land which may occur more frequently instead of larger, complex annexation applications
- Follow annexation requirements of the Municipal Government Act
- Tax sharing arrangement
- Agreement on provision of public works services

In the case of this annexation application, all of these steps have been met and agreed upon by both municipalities. A detailed description and timeline as to when each step occurred (where applicable) during the annexation process is detailed in Sections 8.0 and 9.0 of this report.

The Intermunicipal Development Plan also identifies criteria to be considered in reviewing an annexation proposal. These criteria include future growth rates, availability and cost of servicing, adequacy of transportation systems, land ownership patterns, local support, consistency with local plans, fair agricultural mill rates, and logical extension of the city boundary. The Plan specifically indicates that planning for annexations should consider a 20-30 year supply of residential land needs within the City boundary.

A copy of the Intermunicipal Development Plan is attached under separate cover for the information of the Municipal Government Board.

5.0 Land Proposed to be Annexed

The lands affected by the proposed annexation are presented below by means of legal description. Also included are geographic descriptions, the area size in hectares (and acres), which boundary roads are to be included or excluded, and maps illustrating the lands proposed for annexation. Copies of the legal titles for these properties (current to 2002/2003) are enclosed under separate cover.

5.1 Area Commonly known as the College Park Section

Legal Description:

- NW ¼ 23-38-27-4
- NE ¼ 23-38-27-4
- SE ¼ 23-38-27-4
- SW ¼ 23-38-27-4
- Including the 20 metre (66 foot) existing road allowance east the NE and SE quarters noted above. And including the 20 metre right-of-way for the future 67 Street extension on the north boundary of the section.

And the lands contained in :

- Lots 1-6 and 10 – 12, Block 1, Plan 4314 KS
- Lots 7-9, Block 1, Plan 165 MC
- Block P, 4314 KS
- Lots 1-5, Block 2, Plan 4314 KS
- Lots 1-2, Block 3, Plan 4314 KS
- Lots 3B & 3C, Block 3, Plan 792 2859
- Block X, Plan 993 AE
- Block 17, Plan 993 AE
- Block 18, Plan 993 AE
- Plan 862 2647

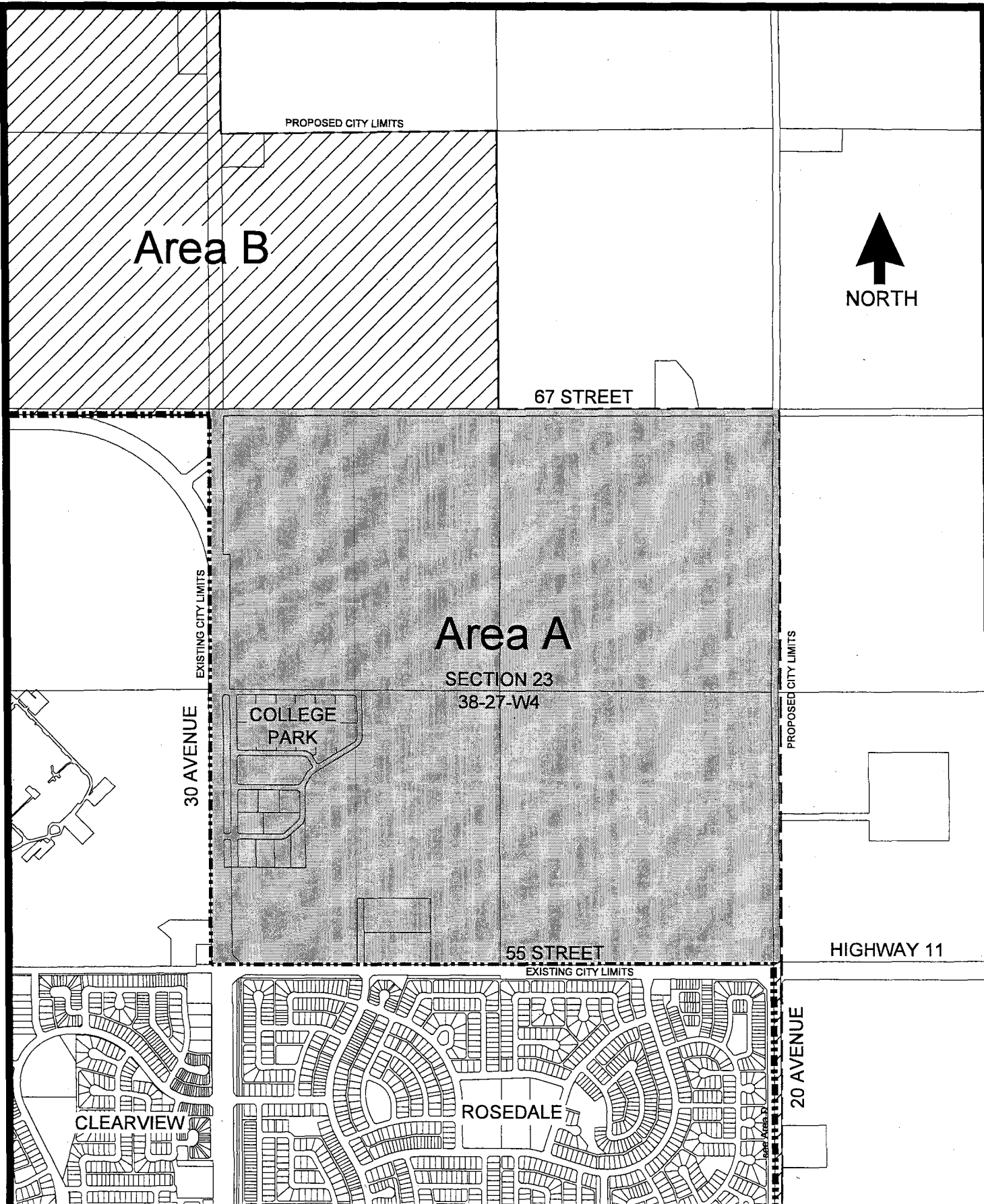
The College Park Section is located east of the present city boundary, and north of the Rosedale neighbourhood, an existing City neighbourhood. Included are the four quarter sections of land to the north of Highway 11 and east of 30th Avenue, (lands situated between 67 Street and 55 Street). As well as the right-of-way (20 metre) for the future 20 Avenue on the east boundary of the section and the right-of-way (20 metre) for the future 67 Street extension on the north boundary of the section. The area presently contains some residential development and a church site. Much of the land is used for agricultural production. Refer to Figure 2.

Size: +/- 260 hectares (1 Section/640 acres)

5.2 Area of land East of the Red Deer River and North of 67 Street

Legal Description:

- SW ¼ 26-38-27-4
- NW ¼ 27-38-27-4 (South of the Red Deer River and excluding Plan 832 2071, Plan 6 BG, & Plan 862 1625)
- NE ¼ 27-38-27-4
- SW ¼ 27-38-27-4
- SE ¼ 27-38-27-4
- NE ¼ 33-38-27-4 (North of the Red Deer River)



- NE ¼ 34-38-27-4 (South of the Red Deer River)
- NW ¼ 34-38-27-4 (East of the Red Deer River)
- SW ¼ 34-38-27-4 (East and North of the Red Deer River)
- SE ¼ 34-38-27-4 (North of the Red Deer River)
- NE ¼ 2-39-27-4 (South of the Red Deer River)
- NW ¼ 2-39-27-4 (South of the Red Deer River)
- SE ¼ 2-39-27-4 (South of the Red Deer River)
- SW ¼ 2-39-27-4 (South of the Red Deer River)
- SE ¼ 3-39-27-4 (East of the Red Deer River)

And the lands contained in:

- Lot A, Plan 1035 RS
- Lot 1, Block 1, Plan 762 1866
- Lot 2, Block 1, Plan 852 1440
- Lot 3, Block 1, Plan 852 1440
- Block A, Plan 862 2248
- Lot 1, Block 1, Plan 922 0736
- Lots 1 & 2, Block 2, Plan 922 2009
- Lot 1A, Block 1, Plan 922 3488
- Lot 1, Block 1, Plan 922 3520
- Lots 3 & 4, Block 2, Plan 942 1279
- Lot 2, Block 1, Plan 952 2393
- Lot 4, Block 1, Plan 952 2947
- Lot 5, Block 1, Plan 952 4400
- Lot 1, Plan 0021154
- Block 1, Plan 022 2517

The lands described here are located east of the Red Deer River (including lands east of MacKenzie Trails), north of 67 Street and outside the present city boundary. Portions of the lands are used for a golf course and club house, trail access and recreational areas, as well as lands for residential dwellings, farm buildings, gravel extraction, and agricultural production. Some of the area can be considered environmentally sensitive including the riverbank and ravines. This annexation application will include the right-of-way (20 metre) for 30 Avenue. Refer to Figure 3.

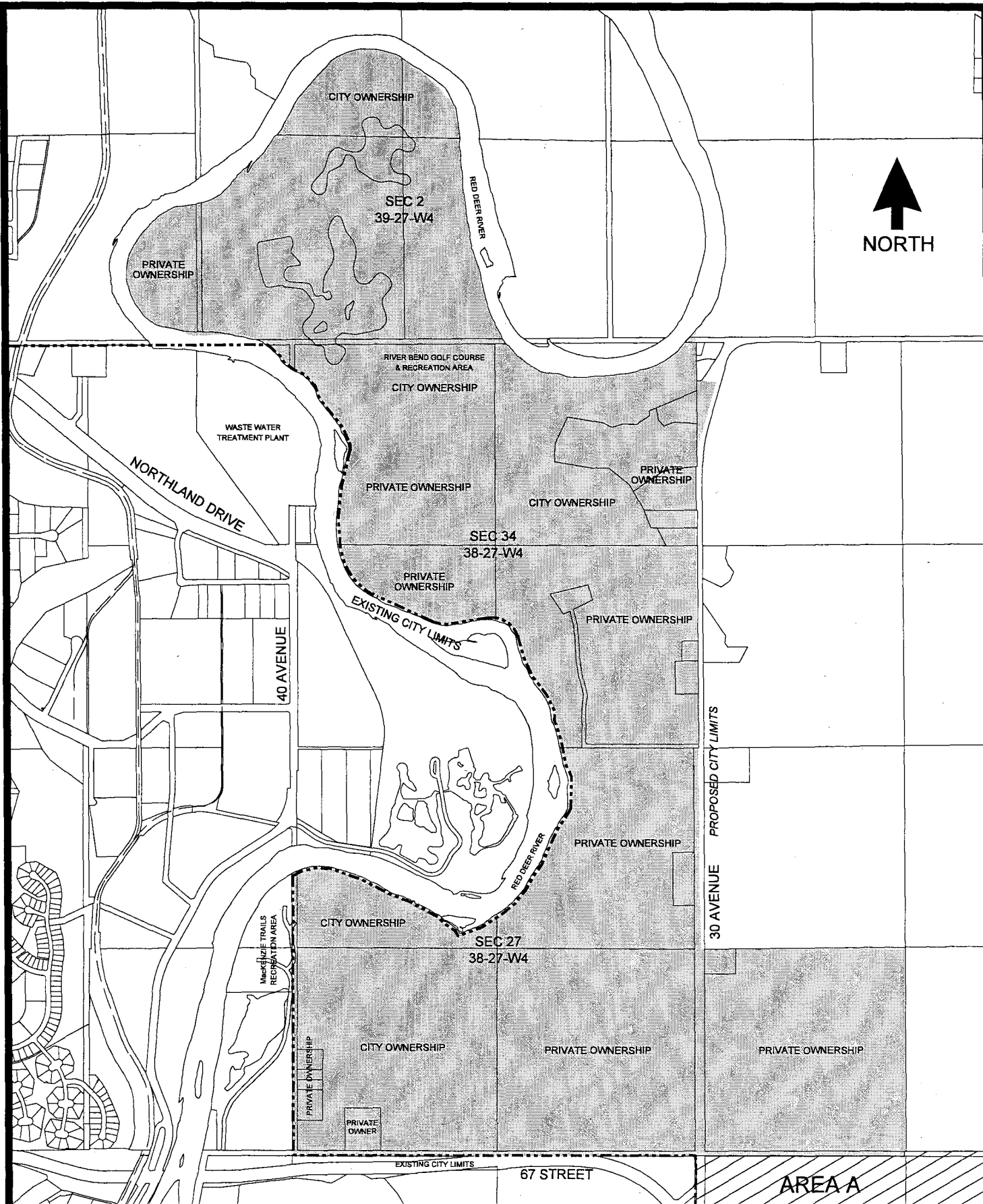
Size: +/- 560.5 hectares (1385 acres)

5.3 Area of land at Red Deer College

Legal Description:

- Lot 1, Block 1, Plan 012 0303 (west of the road allowance and East of Highway 2)
- Road Plan 842 0587

This parcel is comprised of a piece of land making up the 32 Street interchange into the City of Red Deer as well as land located at Red Deer



College. The land at the College is a former remnant road right-of-way once owned by the Province of Alberta. When the Province deemed that this land was no longer required for expansion or access to Highway 2, the College acquired the surplus lands. The College portion is located west of the present city boundary, but has been consolidated with adjacent College lands within the city boundary. The area is undeveloped. The additional lands are contained within the 32 Street boulevard of the City of Red Deer. Refer to Figure 4.

Size: +/- 2.53 hectares (6.25 acres)

5.4 Area of Land East of Current City Boundary – Required for 20 Avenue

Legal Description:

The 20 metre (66 foot) existing road allowance east of:

- NE¼ 14-38-27-4
- SE ¼ 14-38-27-4
- NE ¼ 11-38-27-4
- SE ¼ 11-38-27-4

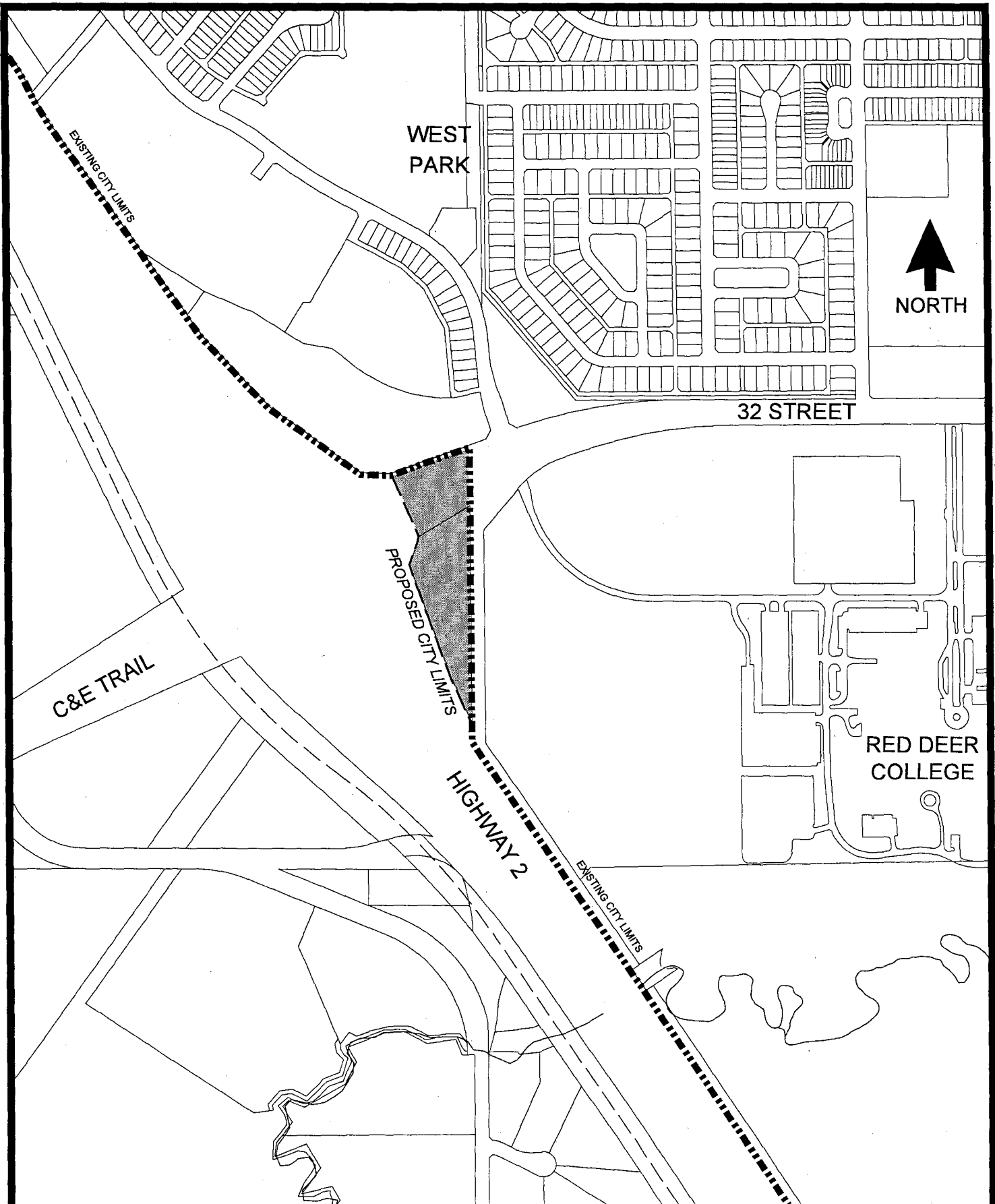
The lands described here are located east of the present city boundary along the 20 Avenue right of way. Refer to Figure 5. Specifically, this application includes a right-of-way (20 metre) for the future 20 Avenue running from 55 Street to Lancaster Drive, two full sections. The right-of-way is 20 metres in width. Due to rapid growth in the City, upgrading of 20 Avenue to a city standard is required to allow access to adjacent residential neighbourhoods. Upgrading and construction of 20 Avenue will be completed in stages over the next 10 years.

Size: +/- 6.43 hectares (15.88 acres)

- All portions of all intervening road and public utility rights-of-way.

6.0 Servicing Overview

The lands described above can be fully serviced by the City of Red Deer with water, sanitary sewer, storm water sewer, and transportation services. Many of the areas including the College Park Section and the lands at Red Deer College are directly serviceable while others will require some infrastructure installations and major servicing upgrades before services are available. No new development will be permitted until services are available. An initial Annexation Servicing Study has been prepared by the City of Red Deer Engineering Services Department and is included in this application for review.



Notice of Intent to Annex Lands Area C

AREA 'A' Sec.23-38-27-W4

55 STREET



ROSEDALE

ROSS STREET

DEERPARK

30 AVENUE

PROPOSED CITY LIMITS

20 AVENUE

39 STREET

DEERPARK

32 STREET

LANCASTER

EXISTING CITY LIMITS

Utility companies/agencies providing gas, electrical, telephone, cable, and related utilities have been informed of the annexation application and none have expressed concerns with ability to service the annexation areas in the future.

Other services such as policing, emergency services, library services, and recreation services (which in many cases are already utilized by residents of these areas) will be available to all residents falling within the City of Red Deer boundary should the annexation application be successful.

7.0 Reasons for the Annexation

There are several reasons why the annexation of these particular lands is requested at this time.

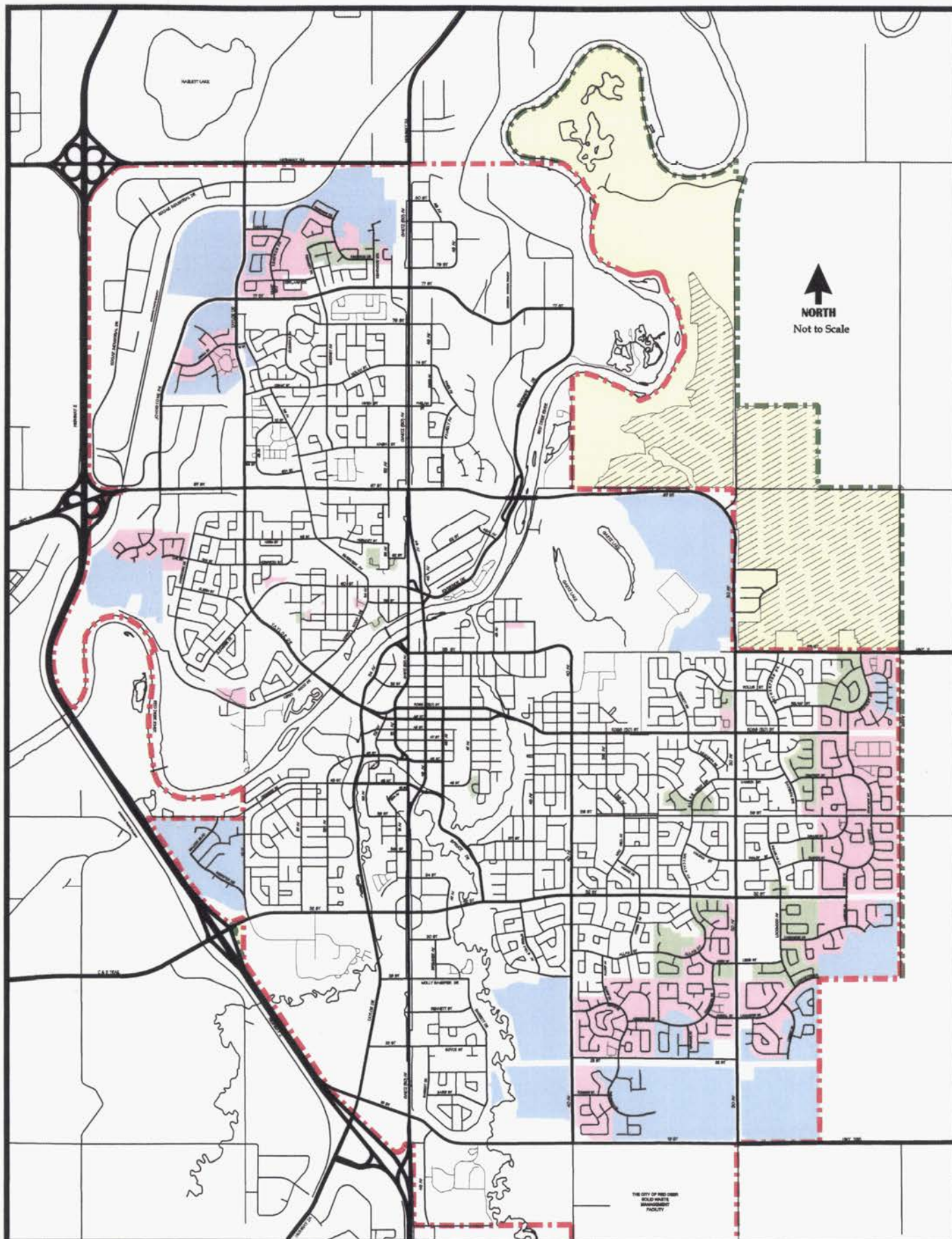
7.1 Growth Needs

During 1999 - 2000 consultants to the City of Red Deer produced a Growth Study which projected future residential, industrial, and commercial land needs. At that time it appeared that the City had sufficient residential land for future development. However, as Red Deer has experienced exceptional growth since 1999, it has become obvious that additional residential land is needed to ensure the city can maintain a 20-30 year supply as set out in the Intermunicipal Development Plan. Updated growth forecasts suggest that the city has less than a 12 year land supply available for residential development. Map 1 illustrates the strong residential growth Red Deer has experienced over the last decade, and in particular since 1998. This surge of development in the last 5 years has left the City with a limited inventory of only 650 hectares of land available for residential development (as of January 2003). Based on updated residential land absorption rates and current population figures, this land supply is not adequate to meet the 20-30 year supply as agreed upon in the Intermunicipal Development Plan.

7.1.1. Residential Absorption Rates

Residential land absorption rates (current and projected) are outpacing previous expectations, as shown in Table 1. Predictions contained in the City of Red Deer 2000 Growth Study suggested that the city's residential land inventory would be at 892 hectares in 2003 (significantly less than today's actual inventory). Further, the Growth Study suggested that the city would not run out of residential land until after the year 2030. However, given the actual land inventory it now appears that the city will run out of residential land before the year 2015. This is fifteen years earlier than anticipated in the Growth Study.

Also important to the issue, is the fact that some lands within the city boundary, which are slated for long range residential growth, are not



Residential Development

January 2003

MAP 1

Table 1: Residential Land Absorption Rates and Projections

Year	Population	Persons per Unit	Population Increase	No. of Units	Average City Wide Density	New Units	Estimated Ha. Developed (no. units/density)	Total Residential Hectares less constraint area	Constraint Areas	Total Developed Hectares (January 1)	Total Vacant Hectares (January 1)
1995	59834	2.56		24056				3924.1			
1999	63940	2.5	4106	25618	9.64	1562.0	162	3773.2	150.9	2657.1	1116.1
2000	65701	2.49	1761	26343	9.34	725.0	78	3773.2		2819.1	954.1
2001	68308	2.49	2607	27461	9.48	1118.0	118	3773.2		2896.7	876.5
2002	70593	2.46	2285	28644	10.95	1183.0	108	3773.2		3014.6	758.6
2003	72691	2.40	2098	30274	10.95	1630.0	148.9	3773.2		3122.7	650.5
2004	72999	2.39	308	30529	11.05	255.4	23.1	3773.2		3271.5	501.7 Projected
2005	74094	2.38	1095	31118	11.15	588.1	52.7	3773.2		3294.6	478.6
2006	75057	2.37	963	31655	11.25	537.4	47.8	3773.2		3347.4	425.8
2007	76033	2.36	976	32202	11.35	547.4	48.2	3773.2		3395.1	378.1
2008	77021	2.35	988	32760	11.45	557.2	48.7	3773.2		3443.4	329.8
2009	78023	2.34	1002	33327	11.55	567.9	49.2	3773.2		3492.0	281.2
2010	79037	2.33	1014	33905	11.65	578.0	49.6	3773.2		3541.2	232.0
2011	80064	2.32	1027	34494	11.75	588.5	50.1	3773.2		3590.8	182.4
2012	81105	2.31	1041	35094	11.85	599.7	50.6	3773.2		3640.9	132.3
2013	82160	2.30	1055	35705	11.95	611.0	51.1	3773.2		3691.5	81.7
2014	83228	2.29	1068	36327	12.05	622.0	51.6	3773.2		3742.6	30.6
2015	84310	2.28	1082	36960	12.15	633.6	52.1	3773.2		3794.3	-21.1
2016	85406	2.27	1096	37606	12.25	645.3	52.7	3773.2		3846.4	-73.2
2017	86516	2.26	1110	38263	12.35	657.2	53.2	3773.2		3899.1	-125.9
2018	87641	2.26	1125	38846	12.45	583.4	46.9	3773.2		3952.3	-179.1
2019	88780	2.25	1139	39438	12.55	592.3	47.2	3773.2		3999.2	-226.0
2020	89934	2.25	1154	40040	12.65	601.6	47.6	3773.2		4046.4	-273.2
2021	91103	2.24	1169	40651	12.75	610.9	47.9	3773.2		4093.9	-320.7
2022	92288	2.24	1185	41272	12.85	620.8	48.3	3773.2		4141.8	-368.6
2023	93487	2.23	1199	41902	12.95	629.9	48.6	3773.2		4190.2	-417.0
2024	94703	2.23	1216	42542	13.05	640.4	49.1	3773.2		4238.8	-465.6
2025	95934	2.22	1231	43192	13.15	650.0	49.4	3773.2		4287.9	-514.7
2026	97181	2.22	1247	43852	13.25	660.1	49.8	3773.2		4337.3	-564.1
2027	98444	2.21	1263	44523	13.35	670.4	50.2	3773.2		4387.1	-613.9
2028	99724	2.21	1280	45204	13.45	681.1	50.6	3773.2		4437.3	-664.1
2029	101021	2.20	1297	45896	13.55	691.9	51.1	3773.2		4488.0	-714.8
2030	102334	2.20	1313	46598	13.65	702.4	51.5	3773.2		4539.0	-765.8
2031	103664	2.19	1330	47311	13.75	713.3	51.9	3773.2		4590.5	-817.3
2032	105012	2.19	1348	48036	13.85	724.8	52.3	3773.2		4642.4	-869.2
2033	106377	2.18	1365	48772	13.95	735.9	52.8	3773.2		4694.7	-921.5
2034	107760	2.18	1383	49520	14.05	747.6	53.2	3773.2		4747.5	-974.3
2035	109161	2.17	1401	50279	14.15	759.3	53.7	3773.2		4800.7	-1027.5
2036	110580	2.17	1419	51050	14.25	771.2	54.1	3773.2		4854.3	-1081.1
2037	112017	2.16	1437	51833	14.35	783.0	54.6	3773.2		4908.4	-1135.2
2038	113474	2.16	1457	52629	14.45	796.0	55.1	3773.2		4963.0	-1189.8
2039	114949	2.15	1475	53437	14.55	808.0	55.5	3773.2		5018.1	-1244.9
2040	116443	2.15	1494	54258	14.65	820.6	56.0	3773.2		5073.6	-1300.4
2041	117957	2.14	1514	55092	14.75	833.8	56.5	3773.2		5129.7	-1356.5
2042	119490	2.14	1533	55938	14.85	846.6	57.0	3773.2		5186.2	-1413.0
2043	121044	2.13	1554	56799	14.95	860.4	57.6	3773.2		5243.2	-1470.0
2044	122617	2.13	1573	57672	15.05	873.4	58.0	3773.2		5300.7	-1527.5
2045	123211	2.12	594	58088	15.15	416.0	27.5	3773.2		5358.8	-1585.6
2046	125826	2.12	2615	59461	15.25	1373.0	90.0	3773.2		5386.2	-1613.0
2047	127462	2.11	1636	60377	15.35	915.8	59.7	3773.2		5476.3	-1703.1
2048	129119	2.11	1657	61307	15.45	930.1	60.2	3773.2		5535.9	-1762.7
2049	130797	2.10	1678	62252	15.55	944.5	60.7	3773.2		5596.1	-1822.9
2050	132498	2.10	1701	63212	15.65	960.0	61.3	3773.2		5656.9	-1883.7
average increase per year			1397	average no. of ha per year			52				

currently accessible or are constrained for development, (the most notable case is the Michener Centre lands or land along Waskasoo Creek which is constrained from development due to environmental factors), thereby limiting the available supply of residential lands in the city's inventory by an estimated 150.9 hectares (to approximately 650 hectares).

There are several reasons for the rapid residential land absorption rate being experienced in Red Deer; these include more brisk population growth than forecasted, actual densities per hectare which differ from projections, and shrinking household size.

7.1.2. Population Growth

In connection to a reduced land inventory, Red Deer's population is growing more rapidly than expected. The Growth Study contained population projections completed by UMA Engineering Ltd. which projected 71,621 residents in Red Deer by 2003. The actual 2003 city census reported a population of 72,691; an additional 1070 persons over and above projections. In fact, between 2000-2003, Red Deer experienced a 10.29% population increase, higher than the Growth Study's projected increase rate of 8.55%. This faster growth rate has lead to faster residential land absorption/demand.

When Red Deer began preparing this annexation application in 2002-2003 the only population projections available were those developed by UMA Engineering Ltd. (for the 2000 Growth Study). Therefore, while figures were updated with the actual census results where available, the UMA projections formed the basis for work on this annexation application. However, new population projections have very recently been released (August 2003) by Parkland Community Planning Services and the City of Red Deer which suggest that city growth will be even stronger than previously predicted by UMA. While this application is based on the UMA projections, we felt it was important to include the latest projections by Parkland Community Planning Services to stress that residential growth is expected to remain strong in Red Deer and to emphasis the urgency of annexation for residential land. These projections are attached.

7.1.3. Residential Density

Residential density, that is the number of units per hectare, also differs from projected figures. The Growth Study was based on a constant city wide average density of 12.7 dwelling units per hectare of residential land. Growth Study calculations indicated that the density of neighbourhoods had already reached 12.7 in 1999 and would remain constant at this level, when in actuality this was not the case. Actual density calculations indicate Red Deer in 2002 was only at 10.95 units per hectare considering all built neighbourhoods. This discrepancy between 12.7 units and 10.95 units has meant that there is a higher demand than forecasted for new

residential land (because fewer units than projected were being accommodated per hectare). It is important to note that the density of residential development within the city is gradually increasing, in part because new neighbourhoods are more densely developed than older neighbourhoods. New neighbourhoods such as Aspen Ridge (NE ¼ 3-38-27-4) and Devonshire (NE ¼ 11-38-27-4) have densities of 17.07 units per hectare and 15.23 respectively. The gradual increase in density is also linked to infill development within the downtown/older areas and the popularity of new apartment, townhouse, and multifamily housing projects in the city. While the overall city is still not at the density figure of 12.7 predicted in the 2000 Growth Study, it is getting closer. New city policy adopted as a result of the city's 2002 sustainability study entitled "*Red Deer Growing Smarter: Design Elements and Ideas for New Residential Neighbourhoods*" now requires new neighbourhoods be built to meet a minimum density of 12.35 units per hectare (up to a maximum of 17.3 units per hectare). Therefore, as Table 1 indicates, densities in the city will gradually increase up to at least 12.7 units over the next several decades. Thus, for the purposes of this application and current land demand forecast, the density has been adjusted from the Growth Study's prediction to reflect actual density levels for 2002/2003 and then shown to gradually rise over time. This density adjustment explains in part why there was a rise in a demand for more hectares of residential lands between 2000-2003 than initially recognized within the Growth Study.

Ultimately, the City is working to more efficiently manage growth and reduce land consumption. The new minimum density requirements are designed to manage demand for residential land more responsibly but may take several years to reach full implementation.

7.1.4. Persons per Household

Another factor affecting residential land absorption is the declining number of persons per household (persons per unit). Researchers across the country have found that both family size and household size are declining. Social trends such as lower birth rates, increased divorce rates resulting in household splits, more single persons purchasing homes, and the elderly remaining in their own homes longer have contributed to shrinking household size. Red Deer's 2000 Growth Study calculations were based on a constant average household size of 2.6 persons. However, city censuses indicate that this figure is continuously declining. The average number of persons per household in the June 1999 city census was 2.5 persons per household, this dropped to 2.46 persons in the 2002 Census and by the 2003 Census only 2.40 persons were recorded on average per household. The decrease in the number of persons living in each housing unit, means it takes more units (and more land) to house the same number of persons. This trend was unaccounted for in the Growth Study, and is one factor which explains a higher demand for residential land than previously forecasted. Table 1 reflects actual household sizes and shows

an ongoing measured decline in household size to better reflect related social trends and more accurately predict residential land demand.

In comparing the supply of available, developable residential land to current average residential land consumption rates, housing densities, household size, and population projections, the city has a sufficient supply of future residential lands to last until approximately 2015. This is a 12 year land supply. To meet the city policy to retain a 20-30 year supply of residential land within its boundaries, the city will have to annex up to an 18 year land supply. Based on an average expected residential land consumption rate of 52 hectares per year, the City will need to annex between 417 and 921 hectares (1030 to 2276 acres) of developable land to meet the 20-30 year objective (approximately 6.5 to 14 quarter sections). The current application requests 829.46 hectares (2050 acres) of which about 420 hectares (1038 acres) would be deemed suitable for new residential development.

7.2 Address Educational Institution, Environmental, & Recreational Needs

7.2.1. *Educational Institution*

Red Deer College is an important educational facility for both the City of Red Deer and the surrounding area. The College presently has 5,500 full time equivalent students. New facilities constructed during 2002-03 on the College campus include a major library with community wide access and a senior's health care facility. The lands requested for annexation that lie adjacent to the College are already owned by the College, but are undeveloped and sit within Red Deer County boundaries. The main campus lies within the City boundary. Annexation of the lands will provide the opportunity for the College to have all properties within the city boundary and may facilitate future development options. The parcel requested for annexation has already been consolidated with the College's other lands. The College is in support of this application.

7.2.2. *Environmental Preservation*

Environmental Preservation and protection of environmental features are important City of Red Deer goals. As the city expands the amount of residential land, it will be important to balance this growth with the addition of land protected as environmental reserve to maintain a high quality of life for residents and to achieve the goals set out in the City's Municipal Development Plan. It is expected that these lands would be included in the environmental profile process recognized in the city. Annexation of sensitive lands within the ravine of Section 27-38-27-4 and the river bank/flood area in Section 34-38-27-4 will assist in achieving environmental preservation goals.

7.2.3. *Recreational*

Bringing lands at River Bend Golf Course and Recreation area as well as the trail connections adjacent to MacKenzie Trails, which are presently city maintained (and form part of the city Waskasoo Park system), into the City boundaries will assist in administrating the Waskasoo Park system and coordinating the management of city facilities at River Bend.

7.3 Implementation of the Intermunicipal Development Plan

As mentioned previously, in 1999 the City of Red Deer and Red Deer County co-authored and jointly adopted an Intermunicipal Development Plan. This plan shows short term and longer term city growth/annexation areas. In order to implement this plan, especially Policy 17.1.11, which indicates agreement that the City of Red Deer should maintain a 20-30 years supply of residential land, and Map 4, which shows short term expansion areas (growth areas) for the City of Red Deer, annexation is required. Under current forecasts, as explained above, the city falls short of a 20-30 year supply of future residential lands.

7.4 Implementation of other Statutory Plans

The City of Red Deer Municipal Development Plan and the East Hill Major Area Structure Plan, both adopted as statutory plans by the City of Red Deer Council, are based upon growth directions presented in the Intermunicipal Development Plan. Annexation of requested lands will allow the City to implement these plans.

7.5 Land owner inquiries

Land owners within SW ¼ 23-38-27-4 and SE ¼ 27-38-27-4 have expressed, in writing, their interest in being annexed into the city. Annexation is requested by these owners to allow for residential development in the College Park area and also in the lands adjacent to 67 Street, east of MacKenzie Trails. This annexation proposal responds to the landowners' requests and ensures that future development of these parcels will reflect the long term planning objectives of the Intermunicipal Development Plan, adopted both by the County and the City in 1999.

7.6 City Boundary, Access Issues, and Transportation

The City of Red Deer wishes to achieve a logical and consistent boundary between the city and the county. This annexation will provide the opportunity to do so.

As well, this annexation will address some current access issues. At present the only access for residents living in the 40 Avenue/MacKenzie Trails area and College Park is via city roads such as 30 Avenue or 45 Avenue, both City of Red Deer roads. Any access issues around these

lands could be eliminated were they approved for annexation and brought within city boundaries.

In addition, due to growth, it is expected that widening of 30 Avenue (north of 67 Street) will be necessary within a few years, and the widening/improvement of 20 Avenue on the east side of the City. Therefore a 20 metre road right-of-way for road expansion of 30 Avenue and portions of 20 Avenue are included in this application.

7.7 City Owned Lands

Lastly, the City of Red Deer owns undeveloped parcels that fall outside the current city boundary, NW ¼ 23-38-27-4, SW ¼ 27-38-27-4, part of NW ¼ 27-38-27-4, part of NE ¼ 34-38-27-4 and part of NW ¼ 34-38-27-4. The City of Red Deer is interested in bringing this land into its own jurisdiction to allow for environmental protection where appropriate and also for future serviced development at urban densities.

8.0 Report on Negotiations with Red Deer County

The City of Red Deer has followed the process for negotiation set out in the Intermunicipal Development Plan, Section 17.0, which was designed and adopted by both municipalities to minimize any problems that could arise during the annexation process and to ensure that the transition from rural to urban land control occurs as smoothly as possible. This process includes:

- Sharing of growth and development information so that both municipalities are aware of the extent of annexation requirements. This information has been shared via the Intermunicipal Affairs Committee of the City and County in April-September of 2002.
- Referral of the annexation proposal for comment prior to any official action being taken. This has included both an administrative review and an Intermunicipal Affairs Committee review of the preliminary annexation proposal in April-September 2002.
- A Council to Council meeting to discuss the rationale for annexation prior to the submission of an annexation application. This meeting was held (October 22, 2002).

Once both Councils had jointly met, the Intermunicipal Affairs Committee assumed responsibility to negotiate details of the annexation application. At the May 5, 2003 Intermunicipal Affairs Committee meeting all outstanding issues were resolved. The minutes of the relevant committee meetings are included for the review of the Municipal Government Board.

During negotiations there were four main areas of discussion covering tax sharing, public works services (both regulated in the Intermunicipal Development Plan),

annexation of land at Riverview Park, and landowner requests for additional lands to be added to the proposal.

8.1 Tax Sharing

No changes requested by either party to the tax sharing arrangement as set out in Section 17.1.8 of the Intermunicipal Development Plan.

8.2 Provision of Normal Public Works Services

The Intermunicipal Development Plan sets out an agreement that the County will continue to provide normal public works services for a period of two years following annexation for all annexed areas (Section 17.1.9). To ensure that both municipalities had the same understanding of which specific services would be provided, Red Deer County agreed to provide a list of all services they deem to fall within "normal public works". As detailed by letter on June 2, 2003, these services will include: snow and ice control, road maintenance, sign replacement and maintenance, pavement markings, bridge maintenance, drainage, garbage collection, and recycling as applicable (see attached). The City agrees with this two year arrangement for these services.

8.3 Riverview Park

Red Deer County requested that the area commonly known as Riverview Park (including SW ¼ 19-38-27-4 (south of the river), NW ¼ 18-38-27-4 (south of the river), SW ¼ 18-38-27-4 (east of Highway No. 2), Lot 1, Block 1, Plan 772 0428, and Lots R1, R2, 1-24 Plan 6680 KS) be annexed into the city. Reasons favouring annexation of this area include the fact that the only access to these properties is through the City of Red Deer, the city is a major land owner in the area (owner of Heritage Ranch Recreation Area), residents of the area receive some city services at present, and development scheduled for West Park extension/West Lake will mean that the area is largely surrounded by urban development. The City of Red Deer requested time to contract a geo-technical study of the area. Both parties have agreed not to include the area in this current annexation application and the Intermunicipal Affairs Committee agreed that the area may be considered for inclusion in future annexation applications.

8.4 Requests for Additional Lands to be Annexed

The City of Red Deer received requests (attached) from the land owners of:

- SW¼ 35-38-27-4
- NW¼ 26-38-27-4
- SW¼ 26-38-27-4
- SE¼ 26-38-27-4
- SW¼ 25-38-27-4
- NE¼ 2-38-27-4
- SE¼ 2-38-27-4

to be included in this annexation. Neither Red Deer County nor the City of Red Deer support these requests. In some cases the servicing of the land is complex/extremely difficult and both municipalities are satisfied with the amount of residential land included in this annexation application as it is written. Further, it is felt that the current application meets the intent of the Intermunicipal Development Plan without including additional lands at this time. Therefore, both municipalities are satisfied with the amount/areas of land included in this application and do not support adding above noted lands.

8.5 Summary of the Negotiations

To summarize, the negotiations between the two municipal authorities were conducted as required by the Municipal Government Act and meet the joint County-City Intermunicipal Development Plan. There are no outstanding issues with this application and both municipalities are satisfied with the outcome of the negotiations.

9.0 Public Consultation Process

The City of Red Deer felt it was important to develop a comprehensive public consultation process and to conduct extensive public consultation around annexation. In accordance with the Municipal Government Act, below is a detailed description of the public consultation process utilized.

9.1 Communications Plan

During the spring of 2002 in anticipation of the annexation, a communications plan was developed by the City to guide public participation and communication with all interested parties and the general public. The communications plan was presented to the Intermunicipal Affairs Committee in 2002, the committee approved the plan with some modifications. This plan identified stakeholders, techniques, spokespersons, timing, and tools to be used in communicating with the public and landowners. It was vital in ensuring that effective and timely communication occurred throughout the annexation process/negotiations. This plan was included in the Notice of Intent submitted to the Board in January and a copy is included with this application for your reference. In addition, the City developed position statements on three of the key concern areas relating to annexation. These positions were amended during the consultation process to reflect ongoing dialogue and feedback. Each statements clearly set out the position, impacts, and commitments of the City of Red Deer on the issues of servicing, taxation, and future development related to annexation for the information of affected property owners. Copies of the statements are enclosed with this application.

9.2 Land Owner and Agency Notification

In October 2002, at the direction of the Intermunicipal Affairs Committee, the City of Red Deer notified affected authorities/agencies and land owners by letter that a possible annexation was being considered. Background information and an explanation as to why annexation was being considered were included in the letter. It explained that a preliminary draft annexation concept had been developed and included a map showing the possible annexation area. It also explained that public input and comment was

desired early in the process to help determine the best direction for future growth and to guide discussion around the annexation. The letter informed the public that a joint City-County council meeting would be held on October 22, 2002 at which time the Councils would discuss the proposal. The public was invited to attend that meeting for information or to attend and participate in a special public meeting and open house set for November 5, 2002. A press release, web site information, and supplementary information packages were also available to the public. A copy of the October 2002 letter and meeting invitation is attached for the Board's information.

9.3 Preliminary Public Meeting and Open House

An open house and public meeting was held on November 5, 2002 to review the draft annexation proposal, discuss the preliminary annexation concept, allow the public to ask questions, and collect public feedback. A report on the open house and public meeting along with a summary of the public and land owner comments is attached.

On November 26, subsequent to the open house and meeting, City of Red Deer and Parkland Community Planning Services staff met with residents of the College Park Home Owners' Association to answer questions relating to annexation and discuss concerns specific to College Park.

Following these meetings, staff worked to resolve issues of concern and adjust the annexation proposal. In December a package was sent to all landowners/agencies which included: a summary of the November public meeting, answers to the various questions that had been received, an update on the process explaining that a Notice of Intent had been prepared, and an invitation to the public to attend the January 13 City Council meeting where annexation would be discussed. The related reports are attached.

9.4 City Council Meeting

City Council reviewed the Notice of Intent to Annex Lands at the January 13, 2003 meeting and passed the following resolution:

Resolved that Council of the City of Red Deer, having considered the report from Parkland Community Planning Services, dated January 3, 2003, re: Residential Annexation, hereby agrees to proceed with the annexation process as follows:

1. City Administration to submit the written Notice of Intent to Annex Land, dated January 3, 2003, to Red Deer County, the Municipal Government Board, and affected authorities as set out in the Municipal Government Act.
2. The City Manager is delegated the authority to proceed with annexation negotiations in consultation with the City members of the Intermunicipal Affairs Committee.

3. Public participation with landowners and affected stakeholders and agencies as set out in the Communications Plan prepared for annexation and presented to Council on January 13, 2003.

MOTION CARRIED

9.5 Notice of Intent

Based on City Council direction, the Notice of Intent was delivered to Red Deer County, the affected agencies/authorities, and the Municipal Government Board. Land owners were informed that the Notice had been submitted and copies of the complete Notice were made available by request. In the time period from February to June 2003 extensive effort was made to communicate with landowners and the general public through the use of the City web site, a day long staffed display at Red Deer Centre Shopping Mall (Saturday March 15, 2003), and one on one meetings with citizens. During this time the City worked to answer questions and ensure the public understood the proposed annexation. In addition, negotiations between the city and county were conducted during this time through the Intermunicipal Affairs Committee.

9.6 Public Meeting and Open House - Application

With the negotiations completed, a landowner/public meeting and open house was planned for July 8, 2003. Notice of the open house and meeting was mailed to all agencies and landowners in June 2003. A press release and web site notice was also developed. A report detailing the outcome of the meeting is attached along with all written comment received from the public (these are provided confidentially to the Board for consideration).

Following the meeting/open house a site tour of the College Park area was held on July 10, 2003. As well, a tour of the properties owned by the Northey family occurred on July 22, 2003. Reports of these tours are attached for the information of the Board.

On August 7, 2003 a package was mailed to all landowners updating them on the annexation process and indicating that the city was preparing to move ahead by submitting an annexation application. The package also contained a response/summary of the July 8 meeting comments and questions. Landowners were also asked to provide any further comments before the end of August and to complete an enclosed form indicating whether they supported or opposed annexation of their property.

On August 29 a letter was sent by registered mail to all landowners who had not replied, indicating that any final consent forms or comments to the City must be received by September 9 as the annexation application was being finalized and would be submitted after that date. In cases where properties are jointly owned all landowners were sent letters. The letter indicated that if a reply was not received the city would proceed on the basis that the landowner had no concerns at this time related to annexation. As of September 11, of the 62 landowners contacted, 29 had responded. Of the 29 forms or letters returned by landowners, 20 stated they were in favour of annexation, 7 stated

they were not in favour, and 2 were undecided. The remaining 33 landowners did not reply/did not express any concerns or objections.

9.7 Consultation Results

After a thorough review of the landowners' comments, returned consent forms and the feedback received through community meetings, it is the opinion of the City of Red Deer that although there is not unanimous support there is general support for annexation. The outstanding issues related to annexation have been resolved to the best of the City's ability.

Of the seven landowners objecting the following reasons were cited:

- Would prefer to stay in the County, however, it appears that annexation will happen, not in favour but are realistic that this will happen and are hopeful that the preservation of the College Park area will remain a priority for the City of Red Deer
- The estate (property is currently part of an estate) will not benefit at this time.
- Moved to the property to enjoy country living, quiet, safety and security as well as lower taxes and utility rates. Do not want higher taxes, more traffic, more population, and more noise associated with city life.
- As landowners and business operators strongly oppose annexation would require written guarantees that the business could continue to operate as it always has and that the property can continue to have horses on it.
- Objection to annexation of 22 acre parcel and annexation of the river bed. Long range plan for the 22 acre property is a golf course consisting of a bridge over the river, removal of gravel, replacement of top soil, construction of golf course. Does not want land in two jurisdictions as there are already enough problems with all regulating authorities. Indicated that final approval for the bridge from Navigational Waters was expected in the winter of 2002-early 2003. (Please note that the river bed referred to was removed from the annexation proposal in December 2002 in response to this land owner's concern and is no longer included as part of the City of Red Deer's annexation application).
- Do not approve of the plans for a four lane highway diagonally across farmland, 200 acres of rich soil for planting and treed area for timber.
- Would like the neighbourhood to stay as it is. No through traffic and the trees south of the subdivision should be preserved.

From these comments it appears that the key outstanding issues relate to design of future development/transportation networks, potential approval for a bridge crossing and golf course, taxation, keeping of livestock, continuance of business operations, and farm land preservation.

9.7.1. Design Of Future Development/Transportation Networks

The City of Red Deer has committed to exploring concerns expressed by landowners relating to future design issues and transportation (e.g. road location, neighbourhood design, tree preservation) and working to resolve these issues once annexation is effective. As these matters deal with specific development based concerns, on land that is currently still within County jurisdiction, it is most

appropriate that the City would deal with these following annexation through an Area Redevelopment Plan or through Area Structure Plans. City staff, area land owners, and College Park residents have agreed to work together to resolve matters related to College Park. The East Hill Major Area Structure Plan will be amended following annexation to reflect the adjustment of city boundaries and to incorporate changes to roads, land use or other agreed upon matters. A Major Area Structure Plan for the lands north of 67 Street is scheduled for completion in 2005 if annexation occurs. This plan would investigate alternatives to the proposed location of major roads (e.g. Northlands Drive) and clarify land use options. It is the City's policy to conduct extensive public consultation in the development of such plans. No new development will be approved by the City prior to the development of Area Structure Plans and the related public consultation process.

9.7.2. Potential Approvals- Bridge, Golf Course, Gravel Extraction

With regard to private bridge crossings, gravel extraction, or new golf courses, the City of Red Deer is not aware of any existing approvals issued by Red Deer County or the Province of Alberta for these land uses on the specific 22 acres referenced. We understand that the requests have been made by the owner but that no approvals have been issued and that more study may be required by regulatory bodies. It is the City of Red Deer's expectation that any new uses proposed once annexation is effective would be required to meet the City approvals and licensing process.

9.7.3. Taxation

To protect land owners affected by annexation from facing a fluctuation in taxation, the City of Red Deer is proposing (as noted in Section 10.2 of this application) that all annexed properties have the benefit of being taxed at the lower of the two municipal and library tax rates for a period of 10 years following annexation or until developed for new urban development (which ever occurs first). This 10-year clause will prevent any property owner from facing a sudden fluctuation in taxes. For farm properties the City would like to request an even longer period, one of 25 years (or until no longer used for farming) at the lower of the two rates and is willing to continue to assess farm land at the County standard (rural compared to urban standard) for this same period of time.

9.7.4. Livestock

In December 2002 all landowners were sent information in writing that annexation will not affect the keeping/boarding of horses or farm operations. Landowners will be able to keep their large animals (horses, cattle or livestock) as allowed under the current county zoning as farming/livestock/horses are also allowed under the City of Red Deer A1 Zoning. There are several farm operations with animals presently operating in the City of Red Deer boundaries.

9.7.5. Business Operations

Landowners were also notified in writing in December 2002 that existing legally approved businesses would be able to continue to operate in the City after annexation but would be required to follow City regulations for expansion, fire safety, licenses, and related matters.

9.7.6. Farm Land Preservation

The City of Red Deer is concerned about the preservation of farm land and is only requesting annexation of land necessary for future growth. It should be noted that there is quality farmland (Canada Land Inventory soil rating of mainly Class 2 to 4) in nearly every direction around the city and in all short and long term growth areas identified in the Intermunicipal Development Plan. Therefore, in order to accommodate growth, it is not possible to avoid annexing farmland. However, if land remains in the County it does not necessarily preclude development nor does it ensure that the land will remain in production. There have been a large number of small subdivisions and country residential properties approved over the past decade on 1 or 2 acre (or larger) lots in many counties in Alberta. This results in a loss of farm land just as it would under urban development, however at a much lower population density. The City is committed to working to ensure efficient development of land. The City underwent extensive planning work to look at smart growth and sustainability in order to assist in preventing urban sprawl and protecting farm land resources. As a result of this work the City has adopted policies to reduce land consumption, be more sustainable, and best manage urban growth. The City's density requirements for new neighbourhoods are now a minimum density of 12.35 units per hectare (about 5 units per acre) which is considerably more efficient than rural residential subdivisions which might be in the range of 2.47 units per hectare (1 unit per acre) or less. Despite urban sustainability efforts expectations of high population increases mean new residential land will still be required by the City of Red Deer to meet growth needs.

10.0 Application for Annexation and Special Requirements

Based on research and future growth forecasts, and on the outcome of both the negotiation process with Red Deer County and the public landowner consultation process which indicate general agreement with the proposed annexation, The City of Red Deer wishes to formally request annexation of the identified lands together with the following special requirements:

10.1 Effective Date of Annexation

The City of Red Deer wishes to respectfully request an effective date of January 1, 2004 for this annexation if possible.

10.2 Assessment and Taxation Conditions

Further, the City would like to request that the tax sharing arrangement as detailed in the Intermunicipal Development Plan in which the County receives taxes on a

declining scale for the first 5 years following annexation be included in the Board order. This agreement states “in the event of annexation, the City shall compensate to the County the existing municipal portion of property taxes on a descending scale for 5 years. In the first year of annexation the rate shall be 100% of municipal taxes, 80% in the second year, 60% in the third year, 40% in the fourth year, 20% in the fifth year and 0% in the sixth year after annexation” (policy 17.1.8). This agreement will not affect individual ratepayers as they will begin to pay taxes to the City after annexation but it does allow the County to gradually adjust financially to annexation.

As well, to protect land owners affected by annexation from facing a fluctuation in taxation, the City of Red Deer wishes to request that all annexed properties have the benefit of being taxed at the lower of the two municipal and library tax rates for a period of 10 years following annexation or until developed for new urban development (which ever occurs first). This 10-year clause will prevent any property owner from facing a sudden fluctuation in taxes.

The City also wishes to request, special consideration for farm properties. It is requested that for a period of 25 years, provided that the property is still used for farming, annexed farm property will continue to be assessed using the County’s standard (Provincial Rural Standard). After 25 years (or when no longer used for farming if it is prior to 25 years) it is requested that farm property be assessed using The City’s standard (Provincial Urban Standard) of assessing the farm residence at 100% of market value, farm buildings at 50% of market value, and farmland at 100% of productive value.

It is also requested that farm property receive the benefit of being taxed at the lower of the two municipal and library tax rates for a period of 25 years or until no longer used for farming (which ever occurs first).

In both cases, it is the expectation of the City that once rezoning and/or subdivision for urban development occurs; new lots and new development will be taxed at the City’s tax rate and taxation methods.

10.3 Normal Public Works Services

The City of Red Deer respectfully requests that the normal public works services for annexed areas shall continue to be provided by Red Deer County for a period of two years after annexation, after which time, the City of Red Deer would assume responsibility for these services, as set out in the Intermunicipal Development Plan (policy 17.1.9).

11.0 Summary

The City of Red Deer requests annexation, as detailed within this application, to assist in meeting future urban residential growth demands and to contribute to sound long range land use and transportation planning. The annexation application requests a total of 829.46 hectares (2050 acres) and involves land at Red Deer College, land situated north east of the current city boundary, and land along the future 20 Avenue road-right-of-way. Negotiations with Red Deer County and extensive public consultation have

resulted in general agreement for the annexation application. For these reasons the City respectfully requests that this application be considered for approval under Section 120 of the Municipal Government Act.



Servicing Study



Proposed Residential Land Annexation Servicing Study

Confidential

**August 2002
Maps updated January 2003**

Engineering Services

Index

Introduction

Figure 1 Notice of Intent Proposed Annexation Lands

Area A Section 23, including College Park Subdivision

1. General
2. Water Distribution
3. Sanitary Sewage (Wastewater) Collection
4. Stormwater Management
5. Roadways

Figure A1	Aerial Photograph
Figure A2	Existing Contours
Figure A3	Land Use
Figure A4	Water Servicing
Figure A5	Sanitary Servicing
Figure A6	Storm Servicing
Figure A7	Roads

Area B SW ¼ Section 26-38-27-W4, Parts of Section 27-38-27-W4, Section 33-38-27-W4, Section 34-38-27-W4, Section 2-39-27-W4

1. General
2. Water Distribution
3. Sanitary Sewage (Wastewater) Collection
4. Stormwater Management
5. Roadways

Figure B1(a)	Proposed Annexation Area B (south) Aerial Photograph
Figure B1(b)	Proposed Annexation Area B (north) Aerial Photograph
Figure B2(a)	Proposed Annexation Area B (south) Existing Contours
Figure B2(b)	Proposed Annexation Area B (north) Existing Contours
Figure B3(a)	Proposed Annexation Area B (south) Land Use
Figure B3(b)	Proposed Annexation Area B (north) Land Use
Figure B4(a)	Proposed Annexation Area B (south) Water Servicing
Figure B5(a)	Proposed Annexation Area B (south) Sanitary Servicing
Figure B6(a)	Proposed Annexation Area B (south) Storm Servicing
Figure B7(a)	Proposed Annexation Area B (south) Roads

Area C Red Deer College Lands

1. General

Figure C1 Proposed Annexation Area C Aerial Photograph



**Area D 20 Avenue Right of Way Adjacent to Section 11-38-27-W4 and
Section 14-38-27-W4**

1. General

Figure D1 Proposed Annexation Area D Aerial Photograph

INTRODUCTION

The Engineering Services Department has reviewed servicing concepts for the potential annexation areas identified on Figure 1. Areas A, B, C, and D are being considered for potential residential annexation.

Area A includes four quarter sections of land, as well as the government road allowances adjacent to the west, east, and north boundaries of the subject lands. Three of the quarter sections are undeveloped agricultural land. The SW $\frac{1}{4}$ of Section 23 includes undeveloped agricultural land, the existing College Park Subdivision, as well as a church, two private residences, and a driving range.

Area B is comprised of the following lands:

1. The SW $\frac{1}{4}$ of Section 26-38-27-W4.
2. Parts of Section 27-38-27-W4, Section 33-38-27-W4, Section 34-38-27-W4, Section 2-39-27-W4, and Section 3-39-27-W4 located east of the Red Deer River.
3. Part of the Red Deer River in NE $\frac{1}{4}$ of Section 34-38-27-W4, Section 2-39-27-W4, and SE $\frac{1}{4}$ of Section 3-39-27-W4.
4. The government road allowance adjacent to the south boundary of Section 27.
5. The government road allowance adjacent to the east boundary of Sections 27 and 34.
6. Parts of Road Plans 3589 KS and 842-0863 laying south of the easterly projection of the south property line of Lot A, Plan 2505 T.R.
7. All government road allowances located within the boundaries of Area B.

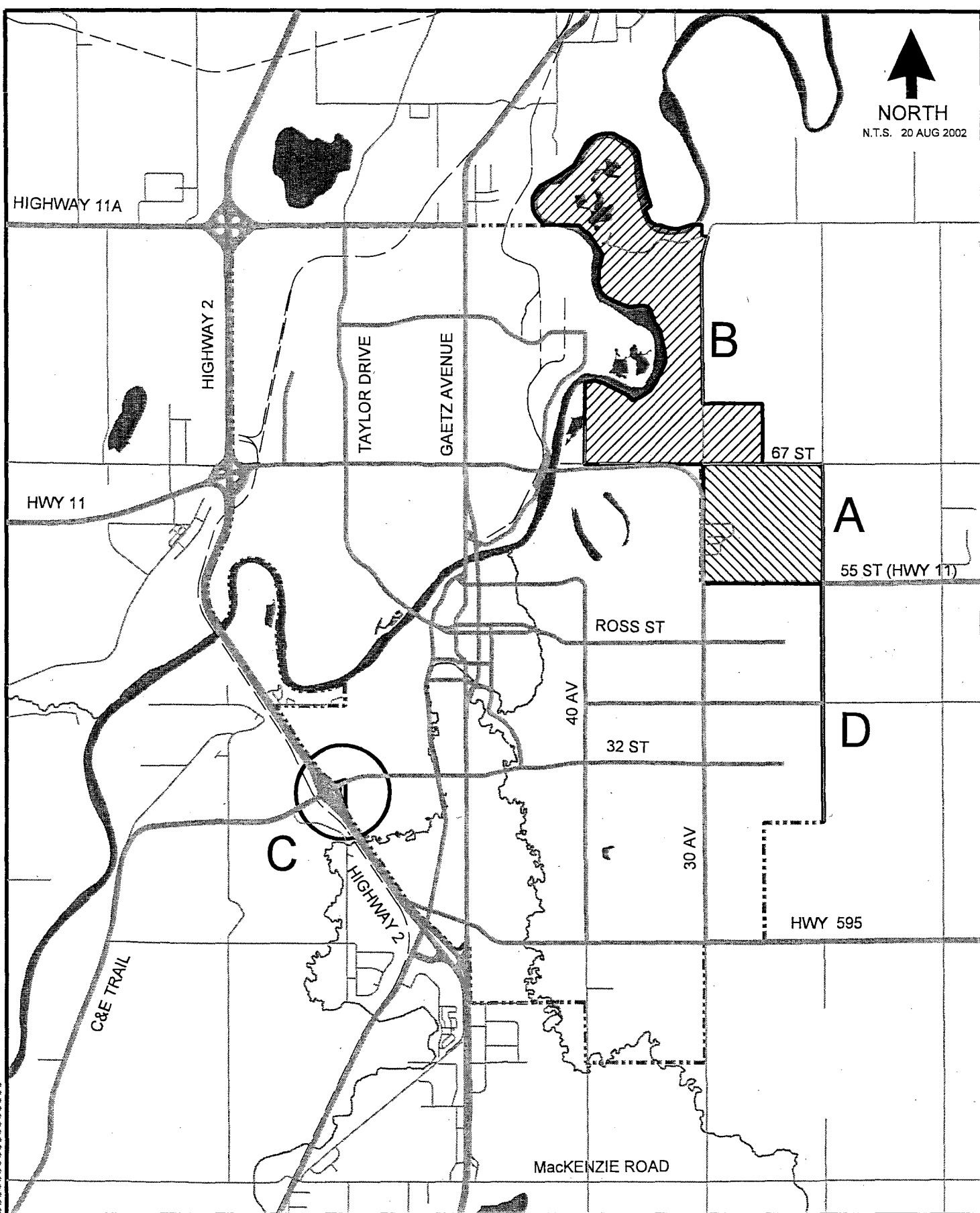
Included in Area B are a number of country residential developments and The City of Red Deer Riverbend Golf Course.

Area C is an adjustment of the City Limits at the Highway 2/32 Street intersection and includes a remnant parcel of land located between the 60 Avenue right of way and Highway 2 right of way south of 32 Street.

Area D is a proposed adjustment of the City Limits to include the 20 Avenue right of way from 55 Street to 800 m south of 32 Street (South City Limits) within the City boundary.

The following report is a summary of the assumptions used in each of the expansion areas to determine the initial servicing concepts for each annexation area. The utility main and roadway alignments are conceptual only. Detailed servicing studies to determine the most economical utility main and roadway alignments will be undertaken prior to development.


NORTH
N.T.S. 20 AUG 2002



NOTICE OF INTENT
PROPOSED ANNEXATION LANDS

AREA A

1. General

Area A is comprised of one section of land (Section 23-38-27-W4) east of 30 Avenue, between 55 Street and 67 Street.

This area has few restrictions for residential development. Figure A1 is an aerial photograph showing the physical features for this area. The topography for this area is shown on Figure A2.

The net developable area, excluding the College Park Subdivision, is approximately 233 ha. The net area of the existing College Park Subdivision is approximately 10 ha. The proposed land uses and development areas are shown on Figure A3.

Servicing of the existing College Park development area can be completed as a local improvement if desired by a majority of the affected property owners

2. Water Distribution

The existing trunk water main currently ends at the intersection of 30 Avenue and 55 Street. A 400 mm trunk water main will have to be constructed along the west side of 30 Avenue, from 55 Street to 67 Street, to provide a water source for servicing Section 23, including the College Park Subdivision. The cost of this main is included in the off-site levy amount to be paid by College Park and other properties at the time of development.

The water mains in Area A would be sized in accordance with the standard City grid and will vary depending on the final development plans. An existing 300 mm distribution main is located on the south side of 55 Street, from 30 Avenue to 20 Avenue, and forms part of this grid.

The distribution system for the College Park Subdivision must be designed to provide both domestic water service to each property and to provide fire protection.

A conceptual water distribution system for Section 23, including the College Park Subdivision, is illustrated on Figure A4. The detailed servicing design for the College Park Subdivision would consider the locations of existing wells and other issues which could affect the routing of water mains.

3. Sanitary Sewage (Wastewater) Collection

The City owns capacity for servicing of the west half of Section 23 and parts of Sections 22 and 27 in the County Regional Sewer Line, which is located along the west side of 30 Avenue. Preliminary indications are that there is excess capacity in the Regional Sewer line that could be used to service the east half of Section 23, subject to Waskasoo Regional Services Board approval. Failing this, the east half of Section 23 would be serviced by a future trunk main routed north to the Wastewater Treatment Plant.

Sanitary collection mains will have to be constructed across 30 Avenue at a number of locations to service the west half of Section 23, including the College Park Subdivision.

A conceptual sanitary sewer system for Section 23, including the College Park Subdivision, is illustrated on Figure A5. The detailed servicing design for the College Park Subdivision would consider the locations of existing septic tanks/fields and other issues which could affect the routing of sewer mains.

4. Stormwater Management

An existing storm sewer main is located in 30 Avenue. A number of detention ponds and trunk mains will be constructed to convey stormwater drainage from Section 23, including the College Park Subdivision, to this main. An existing storm main located adjacent to 67 Street, from 40 Avenue to the Red Deer River, will have to be twinned to increase capacity as development progresses.

As the houses in the College Park Subdivision are existing, weeping tile connections to the proposed storm sewer system will likely not be feasible. At this time, we propose to retain the existing ditch drainage in the College Park Subdivision.

The conceptual stormwater system is illustrated on Figure A6.

5. Roadways

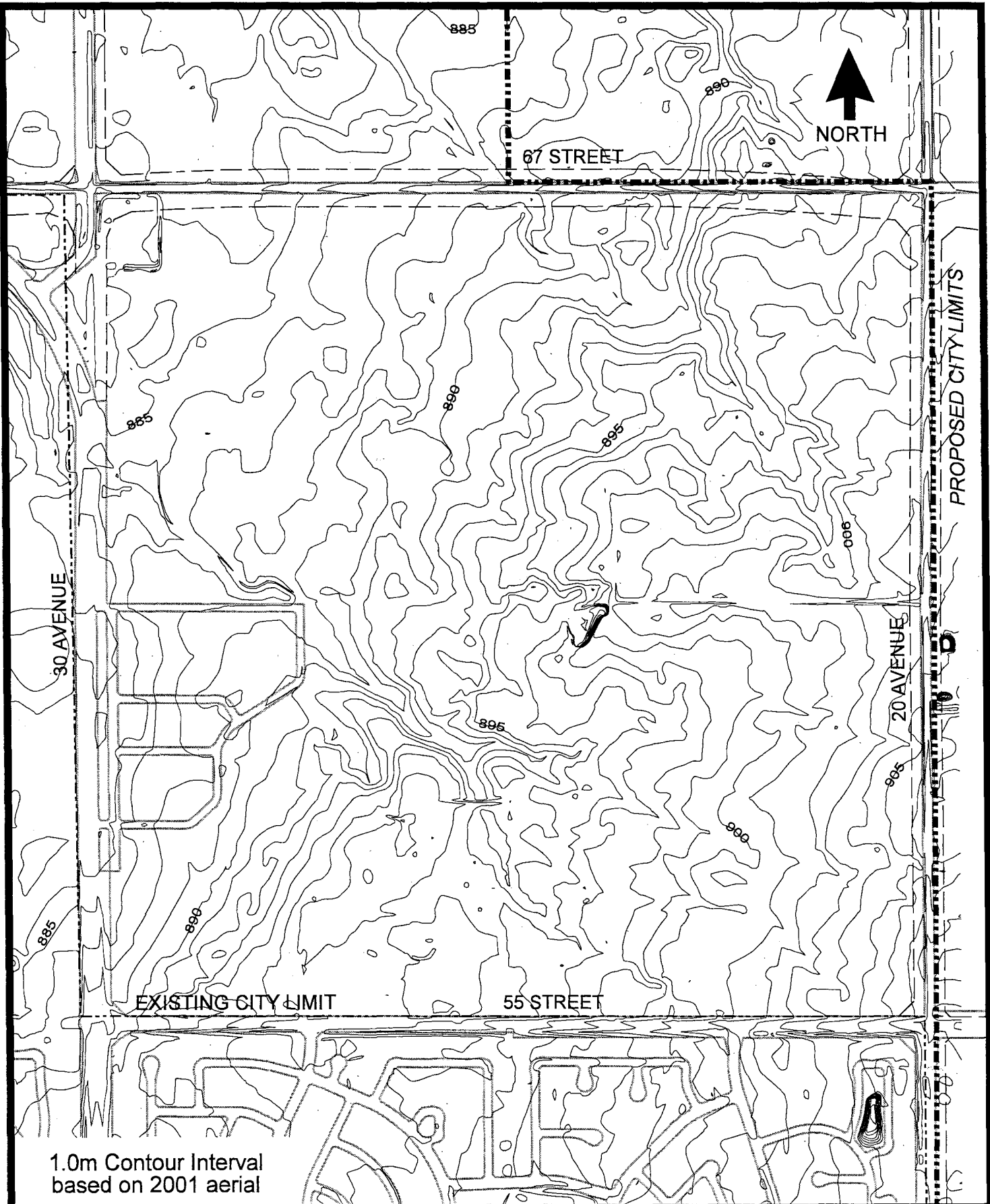
Roadways within the City residential subdivisions are designated as either collector streets or local roadways. Collector roadways have a 12 m carriageway located within a 20 m right of way. Local roadways have a 10 m carriageway located within a 15 m right of way. Future plans call for 61 Street to be constructed as a collector roadway, as it will provide access to 30 Avenue.

for the west half of Section 23, including College Park. Depending on the roadway layout for the remainder of SW $\frac{1}{4}$ 23, 58 Street may or may not be designated a collector roadway. Both collector and local roadways have sidewalks constructed on both sides of the carriageway for pedestrian movement.

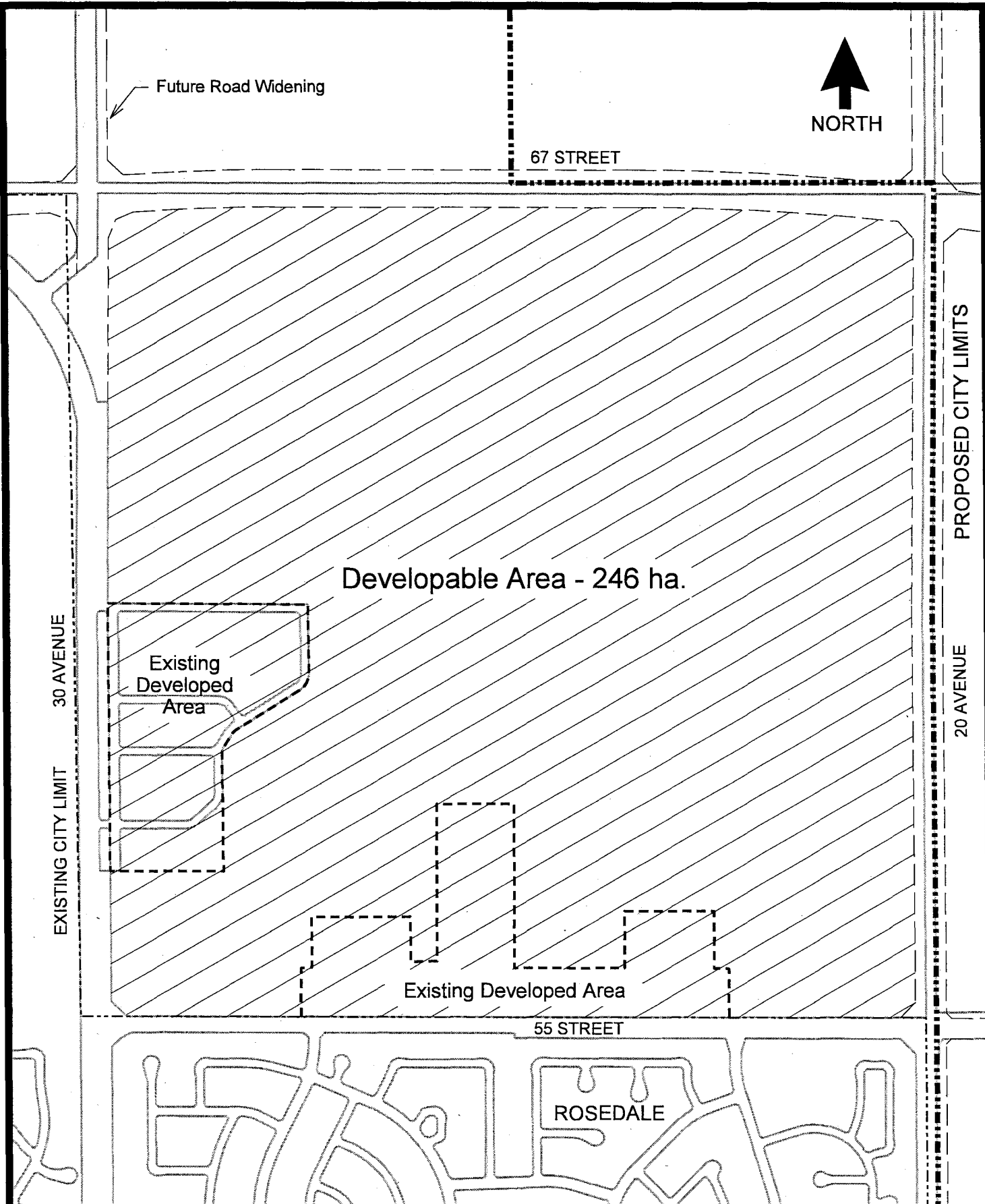
At this time, we plan to retain the rural roadway cross section in the College Park Subdivision with the exception of 61 Street, which will be upgraded to an urban collector depending on final development plans for the NW $\frac{1}{4}$ of Section 23. If this area redevelops in the future and the housing density increases, it may be desirable to upgrade the roadways to an urban standard with storm sewer drainage.

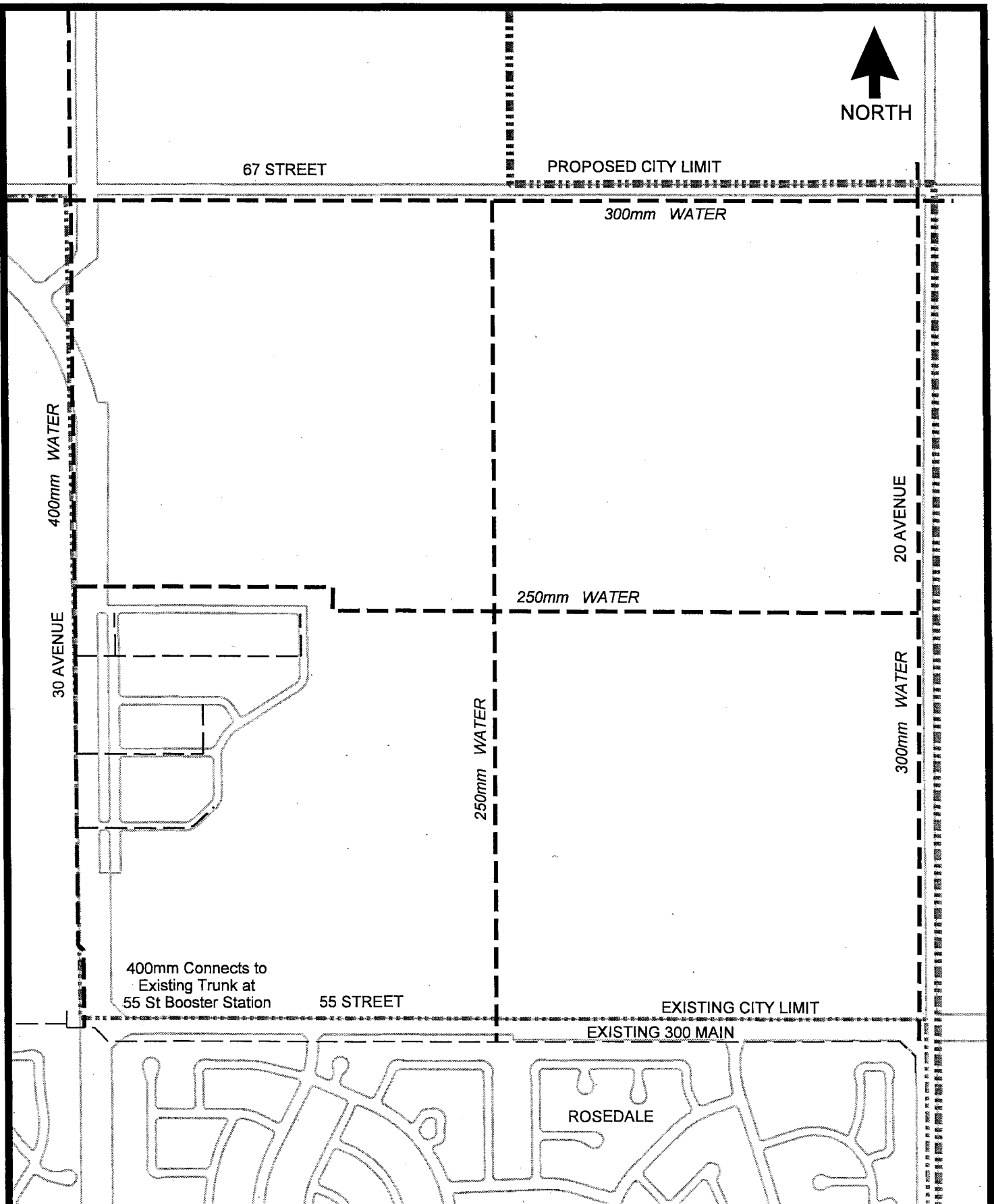
The conceptual collector roadway system is illustrated on Figure A7. Local roadways have only been illustrated in the College Park Subdivision.

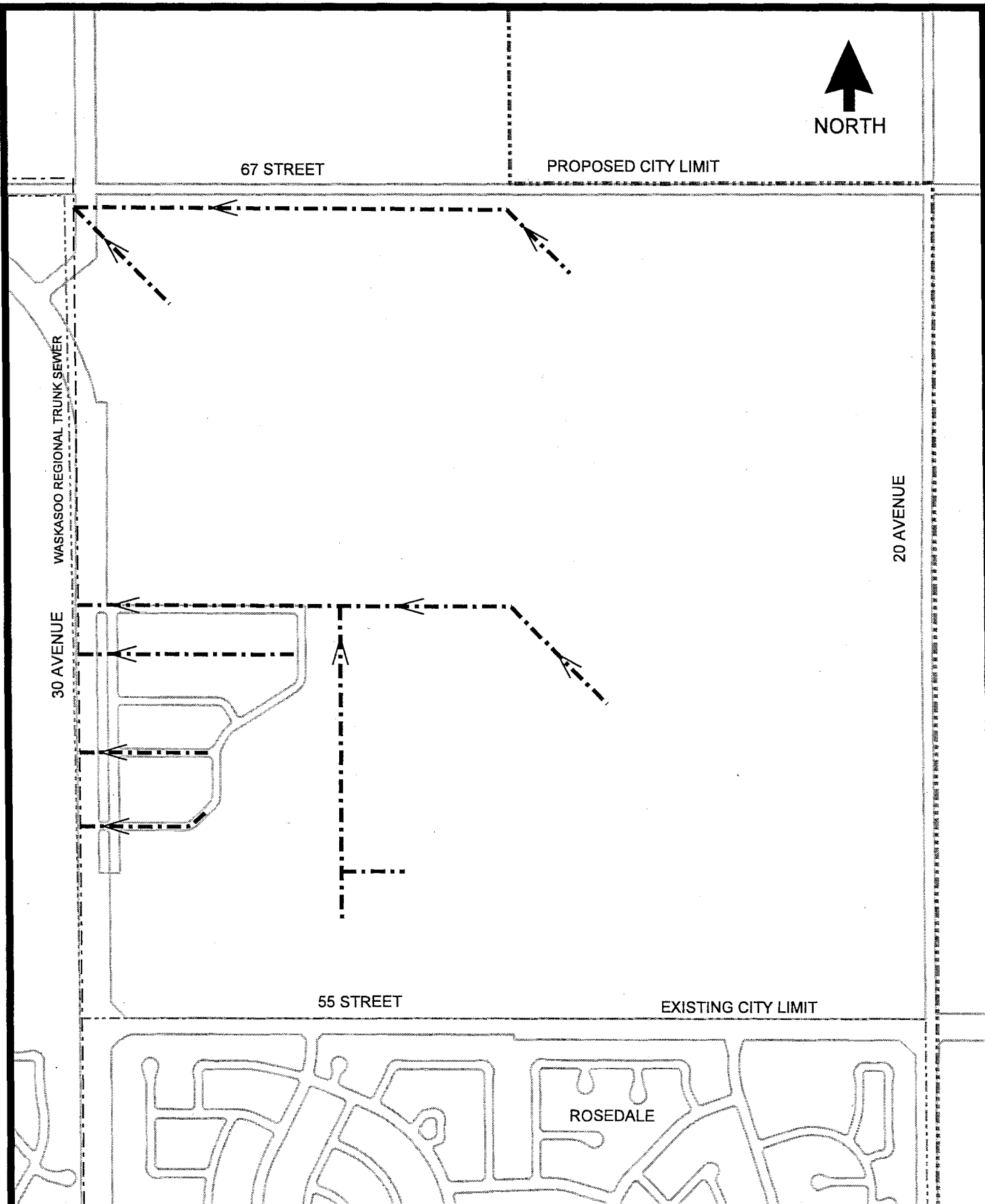


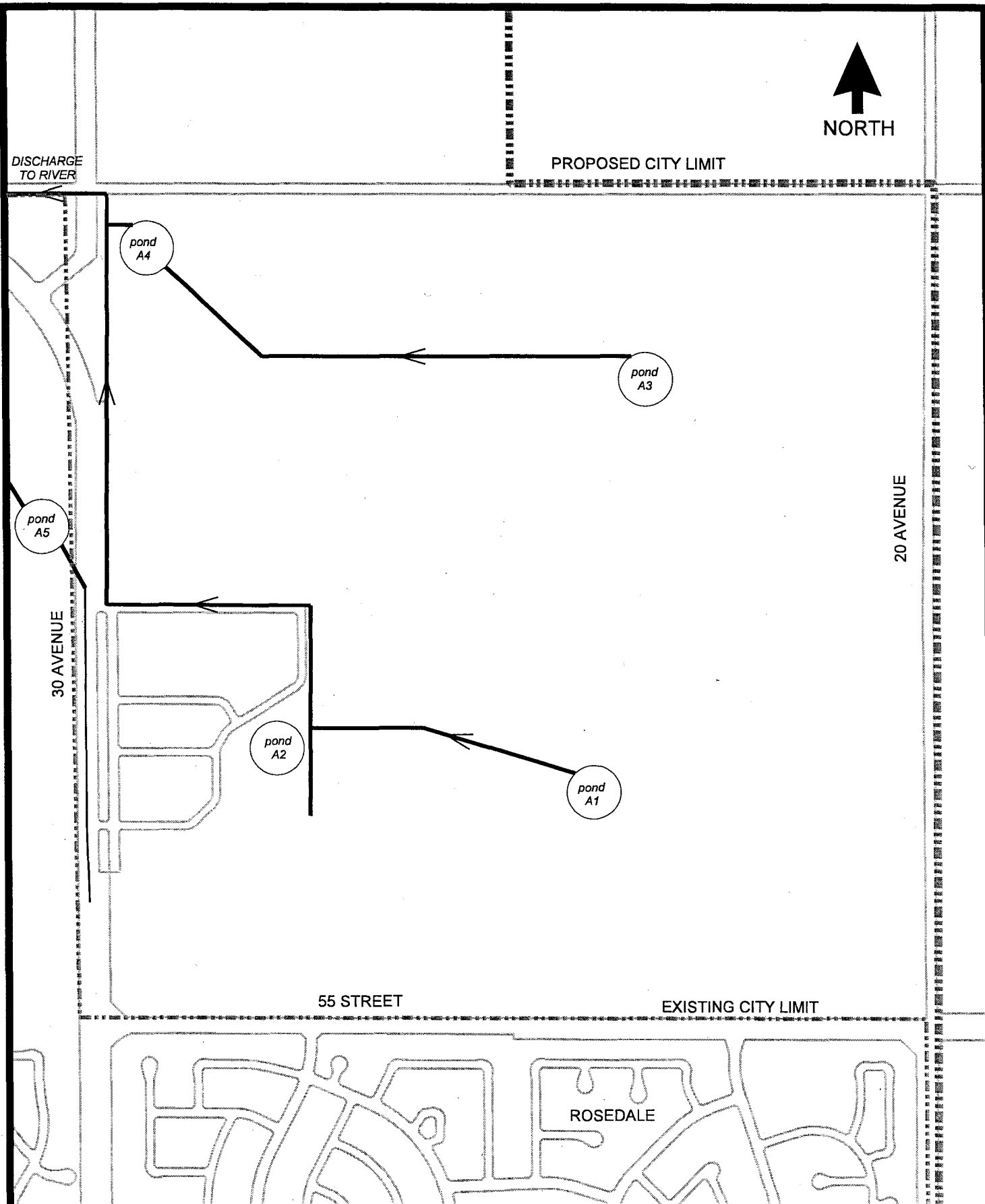


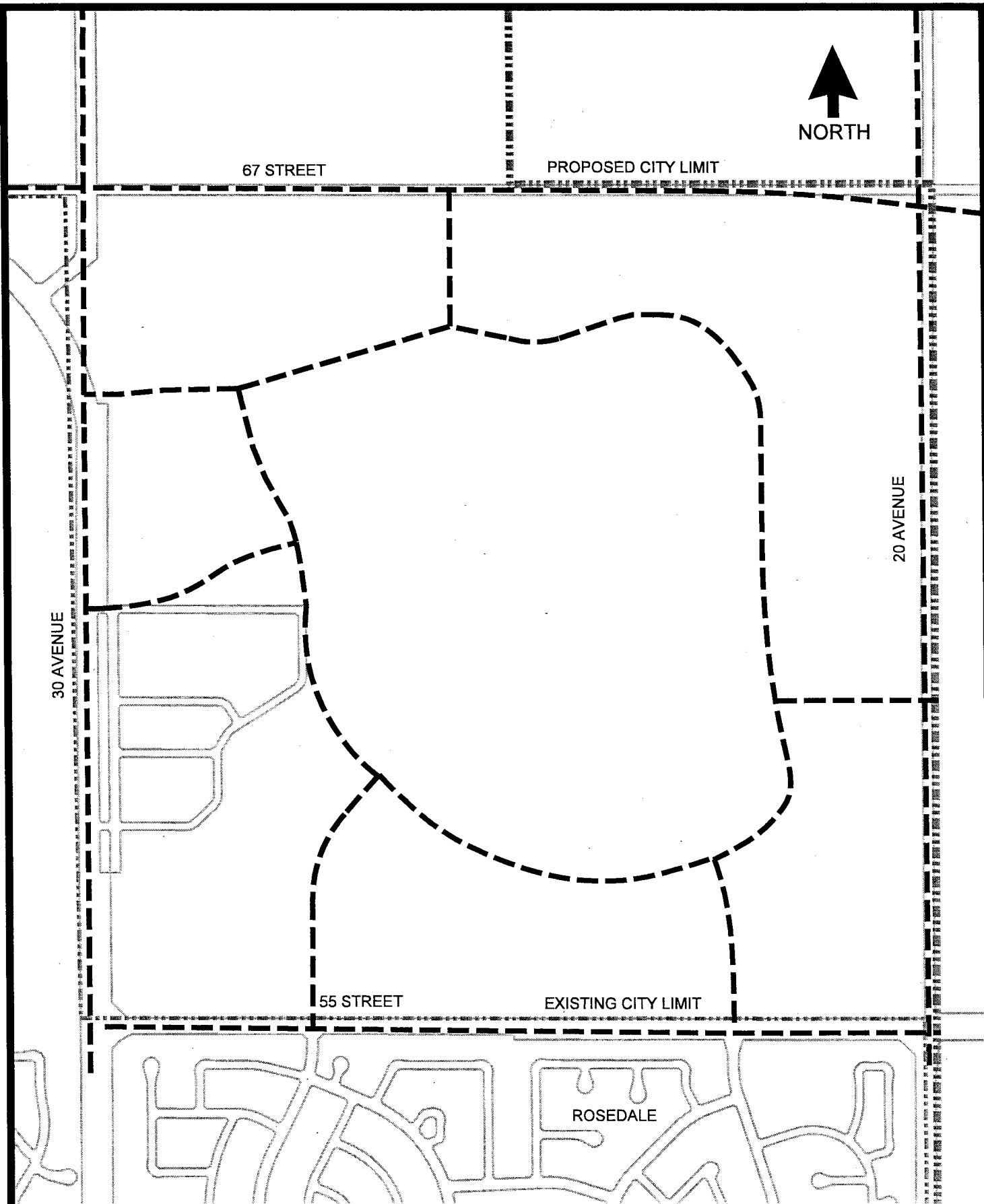
1.0m Contour Interval
based on 2001 aerial











AREA B

1. General

Area B is comprised of the following lands:

1. The SW $\frac{1}{4}$ of Section 26-38-27-W4.
2. Parts of Section 27-38-27-W4, Section 33-38-27-W4, Section 34-38-27-W4, Section 2-39-27-W4, and Section 3-39-27-W4 located east of the Red Deer River.
3. Part of the Red Deer River in NE $\frac{1}{4}$ Section 34-38-27-W4, Section 2-39-27-W4, and SE $\frac{1}{4}$ Section 3-39-27-W4.
4. The government road allowance adjacent to the south boundary of Section 27.
5. The government road allowance adjacent to the east boundary of Sections 27 and 34.
6. Parts of Road Plans 3589 KS and 842-0863 laying south of the easterly projection of the south property line of Lot A, Plan 2505 T.R.
7. All government road allowances located within the boundaries of Area B.

Figures B1(a), B1(b), and A1 are aerial photographs showing the physical features for this area. The topography for this area is shown on Figures B2(a) and B2(b).

The gross area of Area B is approximately 600 ha. Area B includes a significant amount of land that cannot be developed for residential purposes. Included are the following lands:

- a. The Red Deer River.
- b. The escarpment of the Red Deer River valley, including existing ravines.
- c. Part of 3-39-27-W4 east of the Red Deer River.
- d. The Riverbend Golf Course.
- e. Government road allowances.

These lands (± 395 ha) represent approximately 66% of the total proposed annexation area.

Subject to a geotechnical report, the edge of the developable land will likely be set back a significant distance from the top of the escarpment.

The remaining developable lands (± 205 ha) include a number of country residential parcels. Several parcels north of the proposed Northland Drive alignment (± 16 ha) and adjacent to 40 Avenue (± 7 ha) will likely not be serviced and are not included in the net developable area. The net developable area is ± 182 ha.

The proposed land uses and development areas are shown on Figures B3(a) and B3(b).

2. Water Distribution

The existing water trunk main currently ends at the intersection of 30 Avenue and 55 Street. A 400 mm trunk water main will have to be constructed along 30 Avenue, from 55 Street to Northland Drive, to provide a water source for servicing this area. The cost of this main will be included in the off-site levy amount to be paid by the properties at the time of development.

The balance of the water mains that are required to service Area B south of Northland Drive would be sized in accordance with the standard City grid and will depend on the final development plans. The area north of Northland Drive will not be serviced until The City annexes additional lands east of 30 Avenue.

At this time there are no plans to connect the existing country residential development on 40 Avenue in the MacKenzie Trails area to the City water system. Water service could be extended from 67 Street along 40 Avenue to service this area, if and when a trunk water main is constructed along 67 Street from the existing 500 mm main on the west side of the Red Deer River to the intersection of 67 Street and 30 Avenue.

A conceptual water distribution system is illustrated on Figure B4.

3. Sanitary Sewage (Wastewater) Collection

The City owns capacity in the County Regional Sewer Line, located in the 67 Street road allowance, for servicing of part of Section 22, Section 23, and part of Section 27 north of 67 Street. A lateral main will have to be constructed from this main to service the developable area north of 67 Street and south of the existing ravine.

A new sanitary trunk main, including a river crossing, must be constructed, from the Wastewater Treatment Plant east along Northland Drive and south along 30 Avenue, to service the remainder of Area B south of Northland Drive. The area north of Northland Drive will not be serviced until The City annexes additional lands east of 30 Avenue.

The existing country residential lots on 40 Avenue in the MacKenzie Trails area will continue to use their existing private sewage disposal systems. A connection to the Regional sewer main located in the 40 Avenue right of way adjacent to these parcels is not likely feasible, as this section of main is operating as a pressure main. However, a connection to The City sanitary sewer system may be possible utilizing an abandoned sanitary sewer main that includes a 150 mm force main across the Red Deer River. A detailed inspection of this main would be required to determine if the force main across the river is still functional.

A conceptual sanitary sewer system is illustrated on Figure B5.

4. Stormwater Management

An existing storm sewer main is located in 67 Street. This main has been designed to accommodate stormwater drainage from the developable area north of 67 Street and south of the existing ravine.

A new storm trunk main must be constructed, from the Red Deer River east along Northland Drive and south along 30 Avenue, to service the remainder of Area B south of Northland Drive. The area north of Northland Drive will not be serviced until The City annexes additional lands east of 30 Avenue.

Alternatively, new trunks could be extended more directly to the river, subject to the evaluation of an appropriate and environmentally sensitive routing.

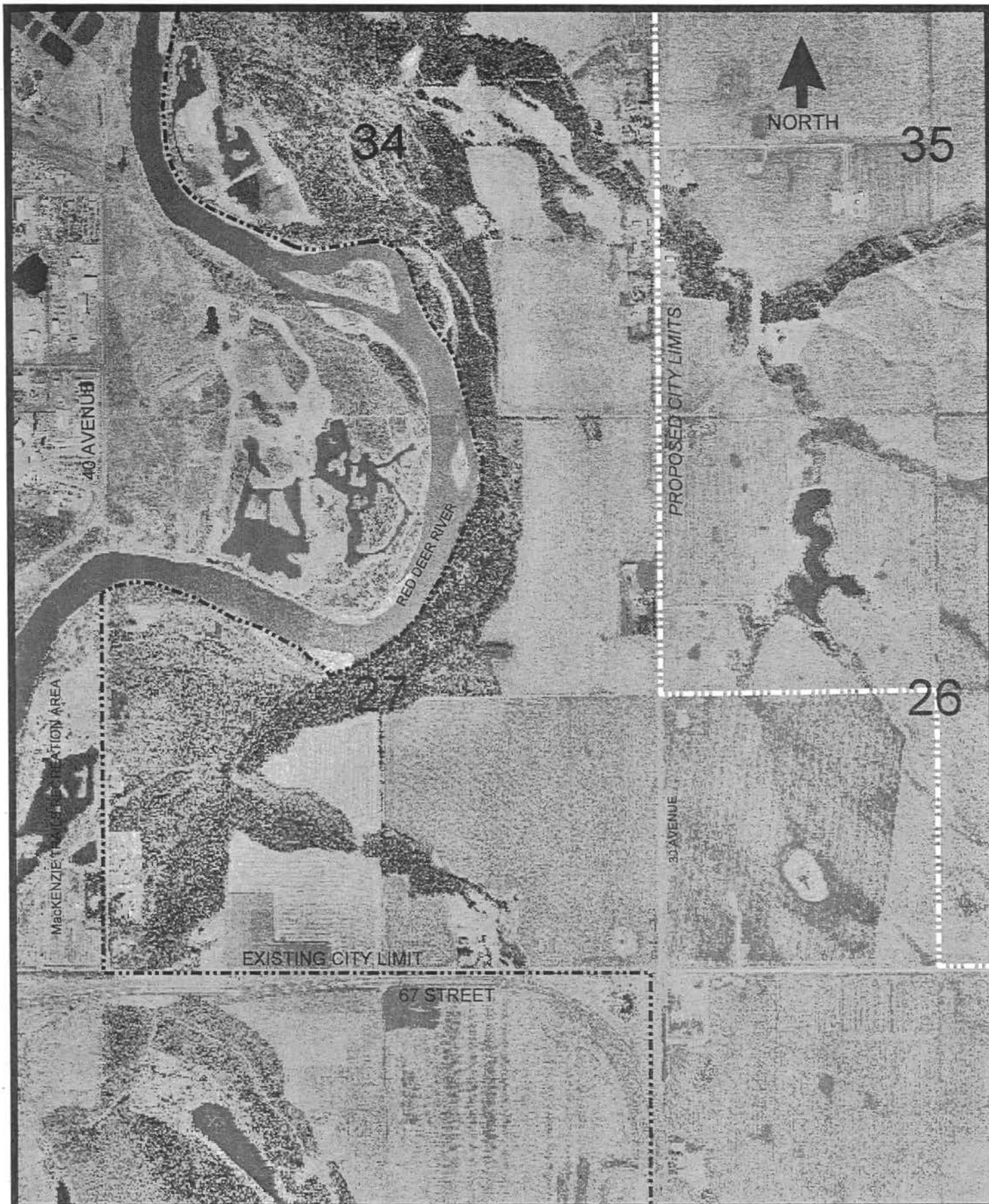
A conceptual stormwater system is illustrated on Figure B6.

5. Roadways

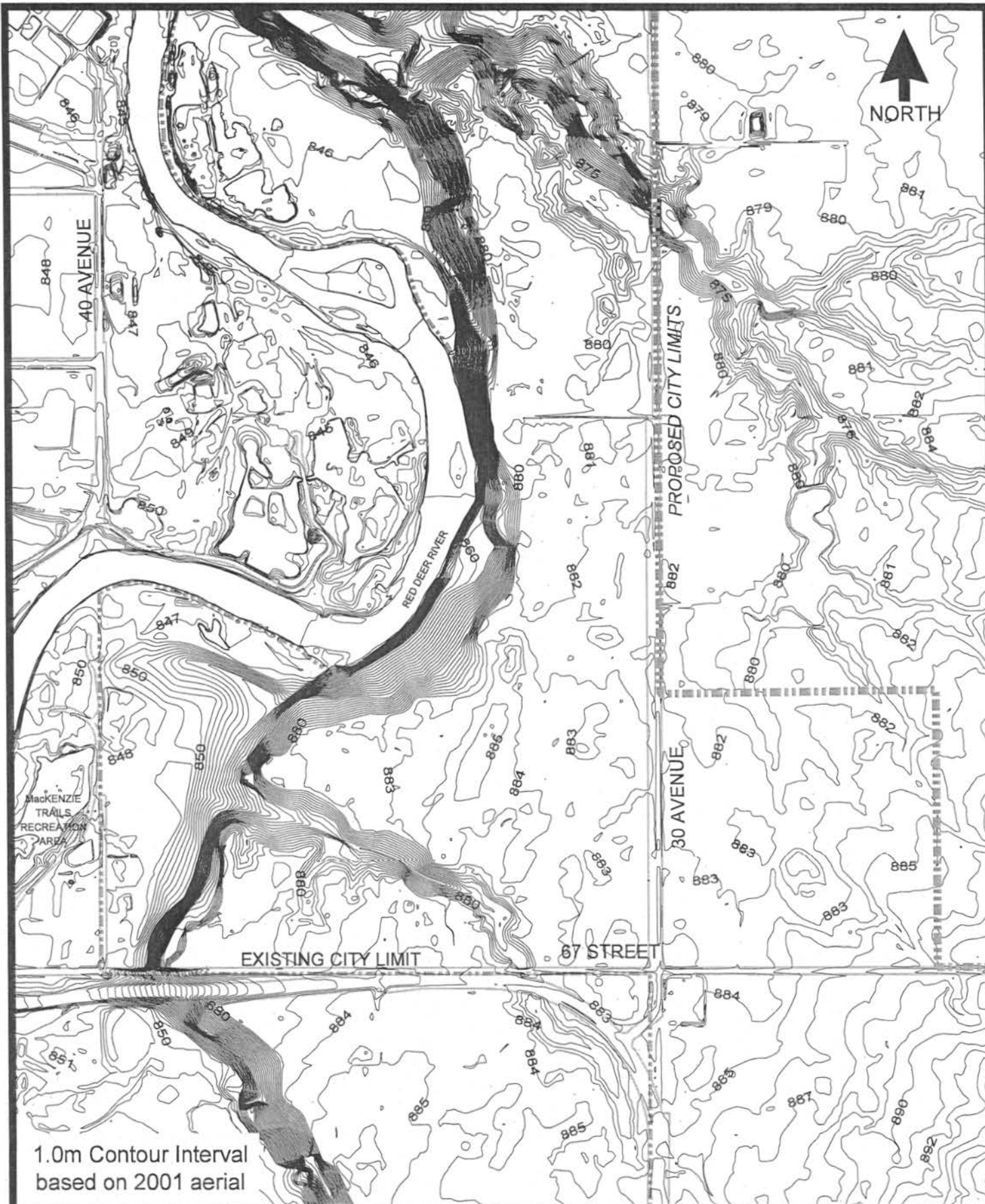
Roadways within The City residential subdivisions are designated as either collector streets or local roadways. Collector roadways have a 12 m carriageway located within a 20 m right of way. Local roadways have a 10 m carriageway located within a 15 m right of way. Future plans call for 35 Avenue to be constructed as a collector roadway to provide access to 67 Street and 30 Avenue.

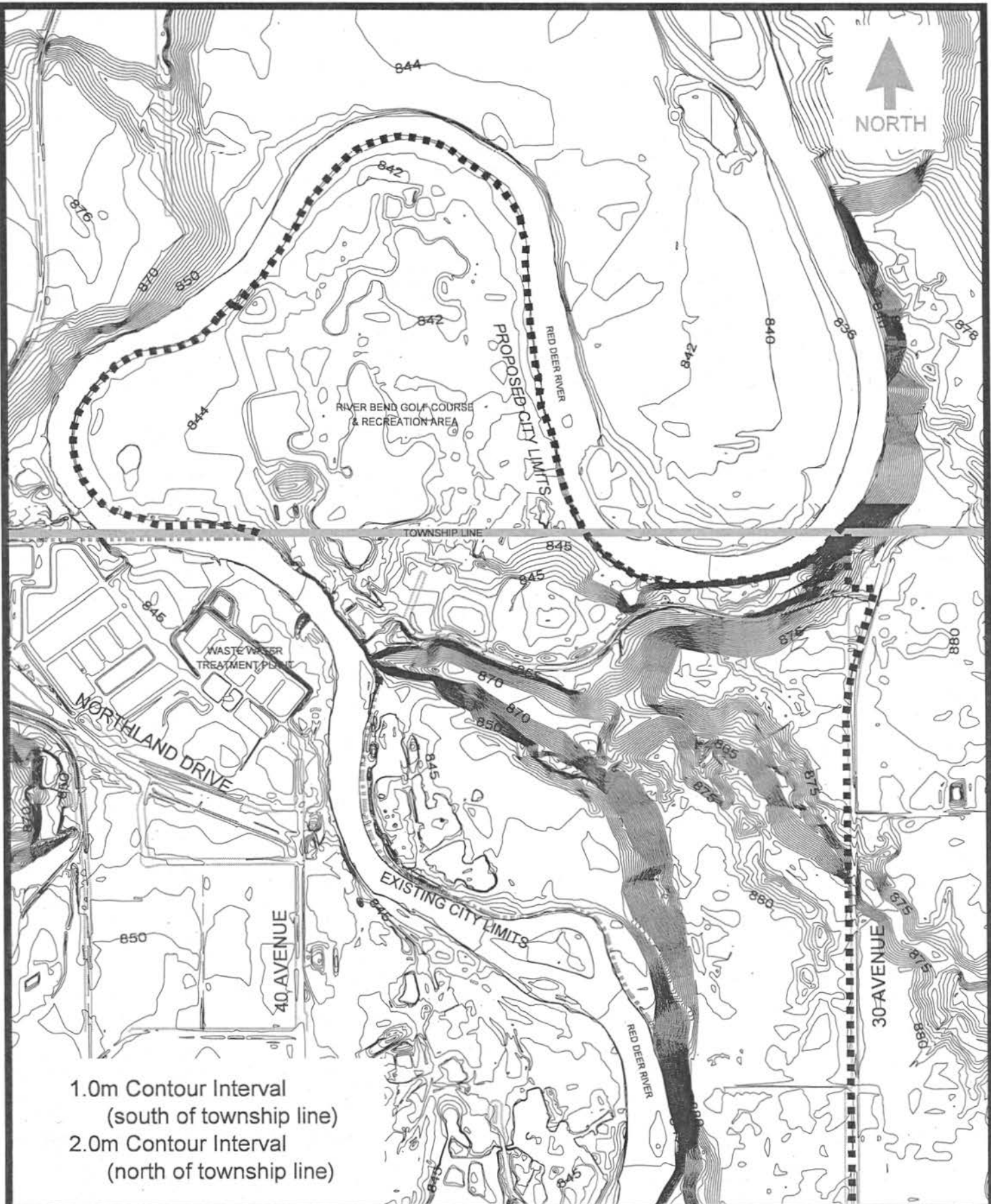
There are no plans to change the current access for the residential lots on 40 Avenue.

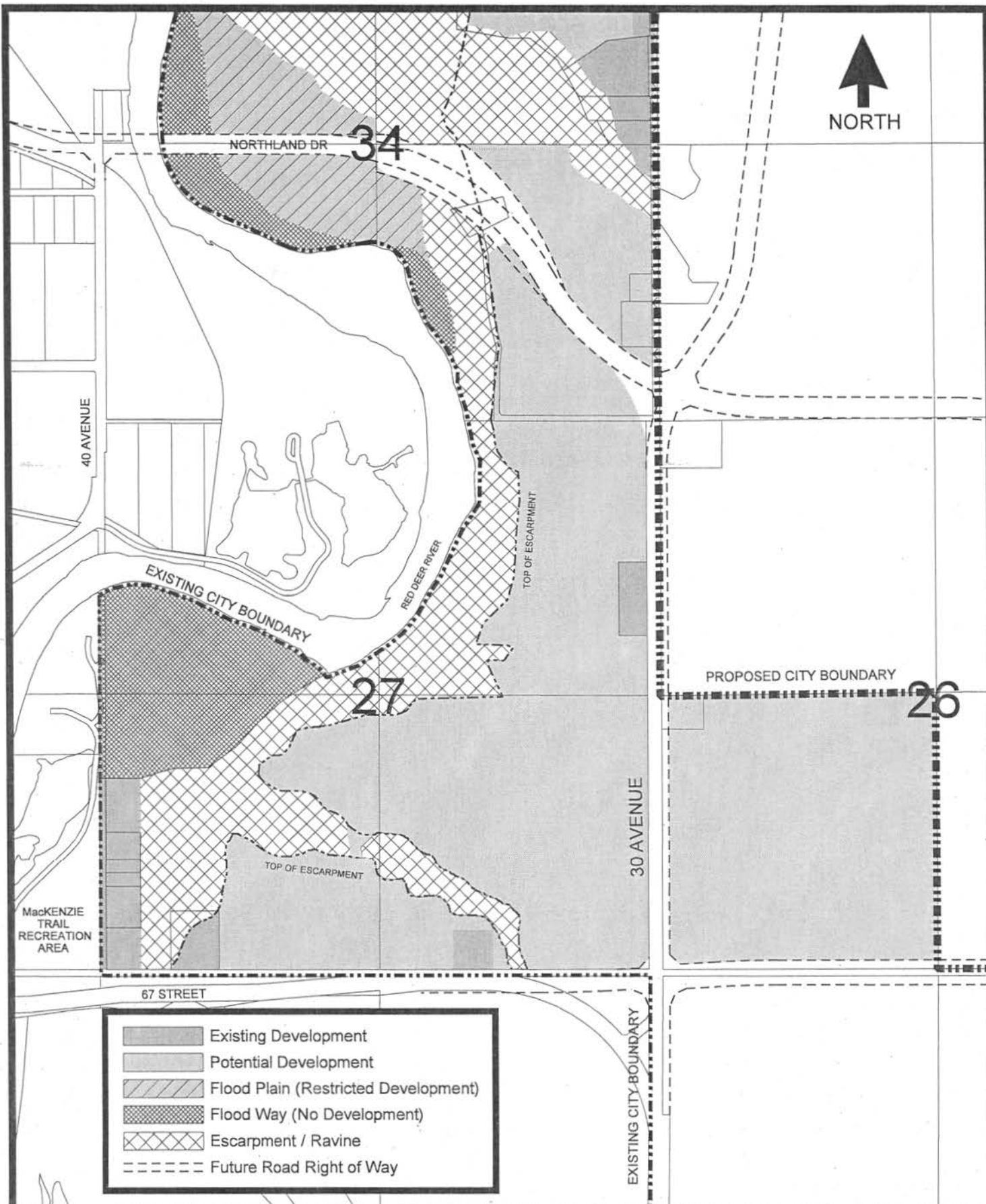
A conceptual collector roadway system is illustrated on Figure B7.

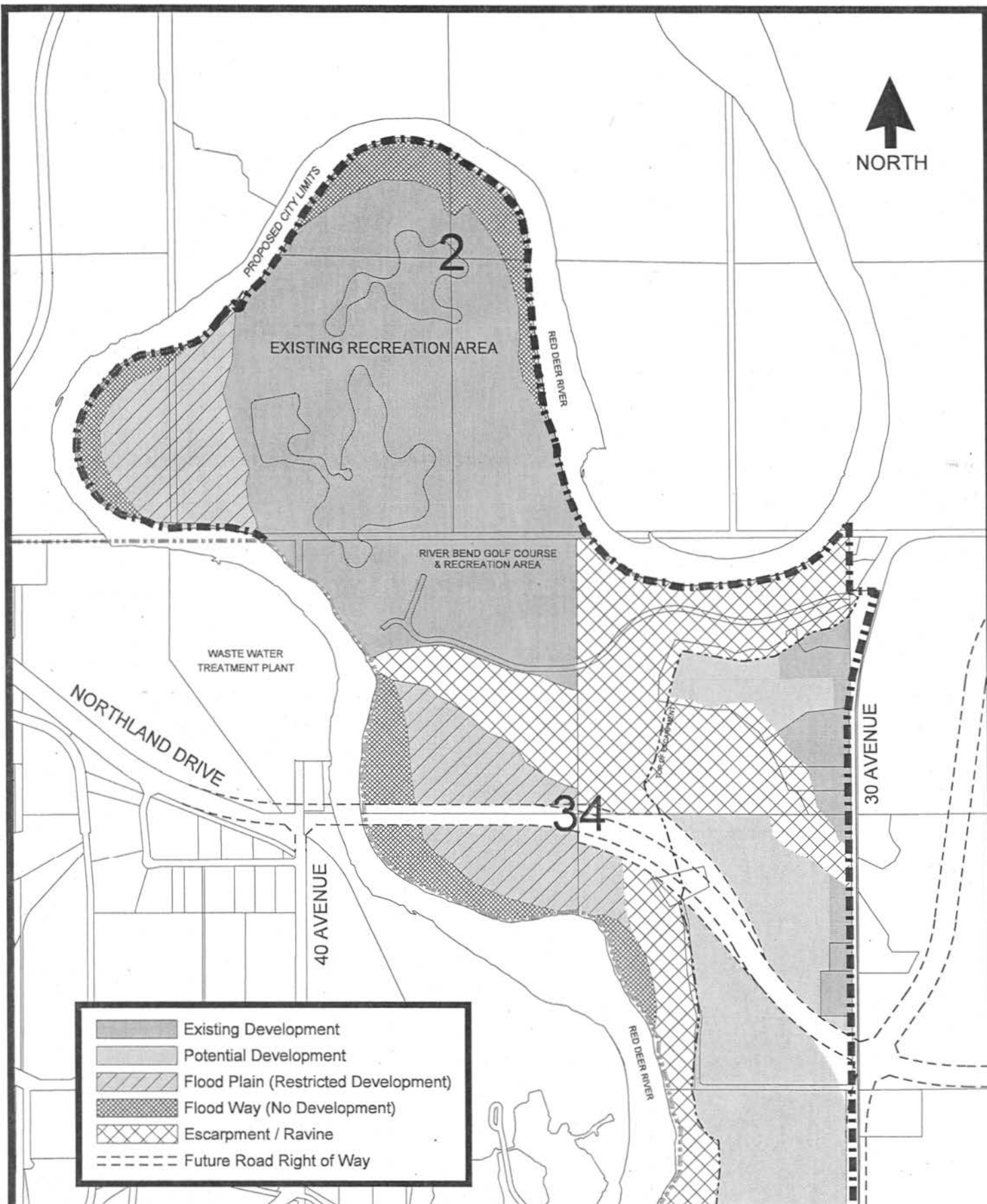


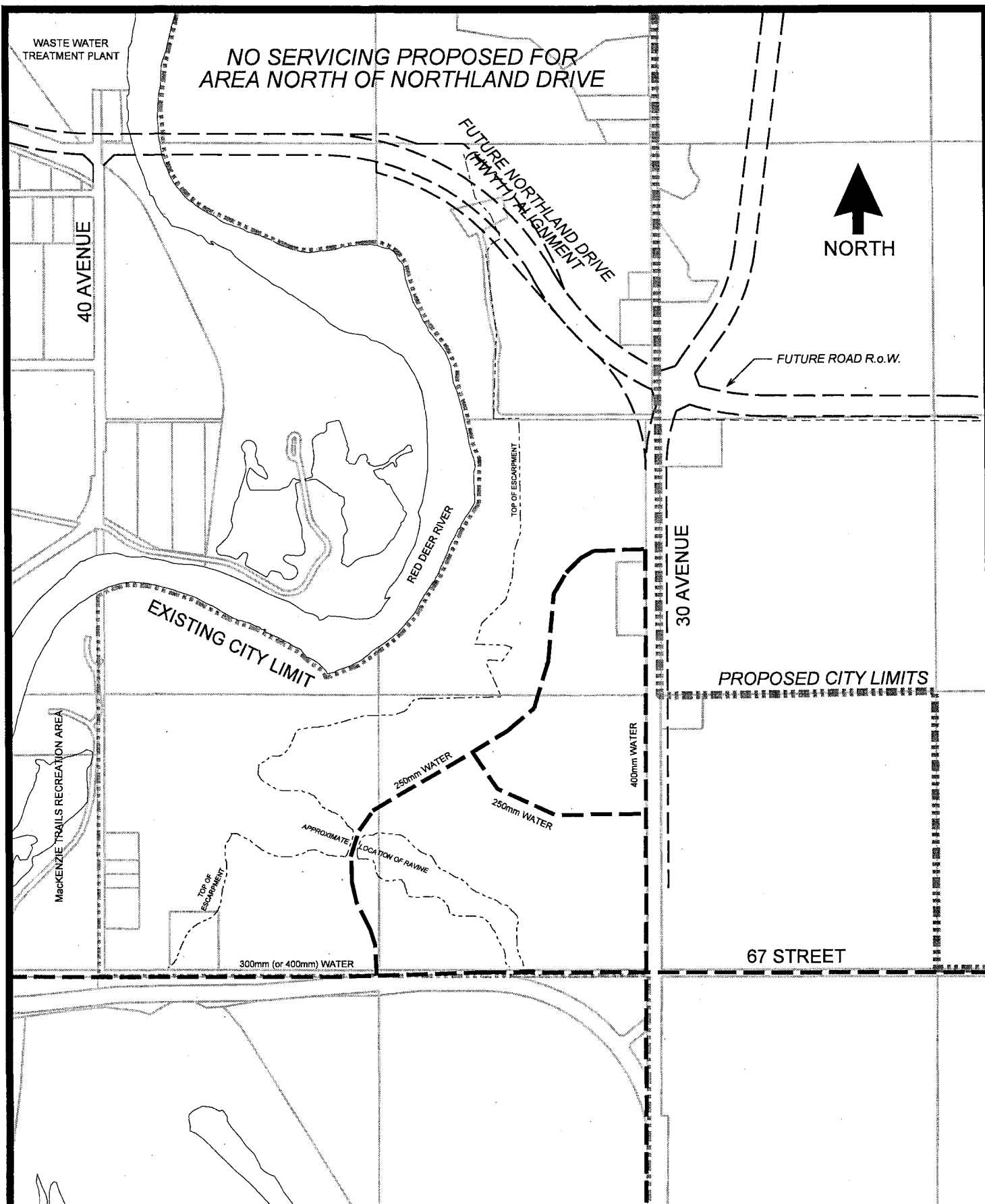


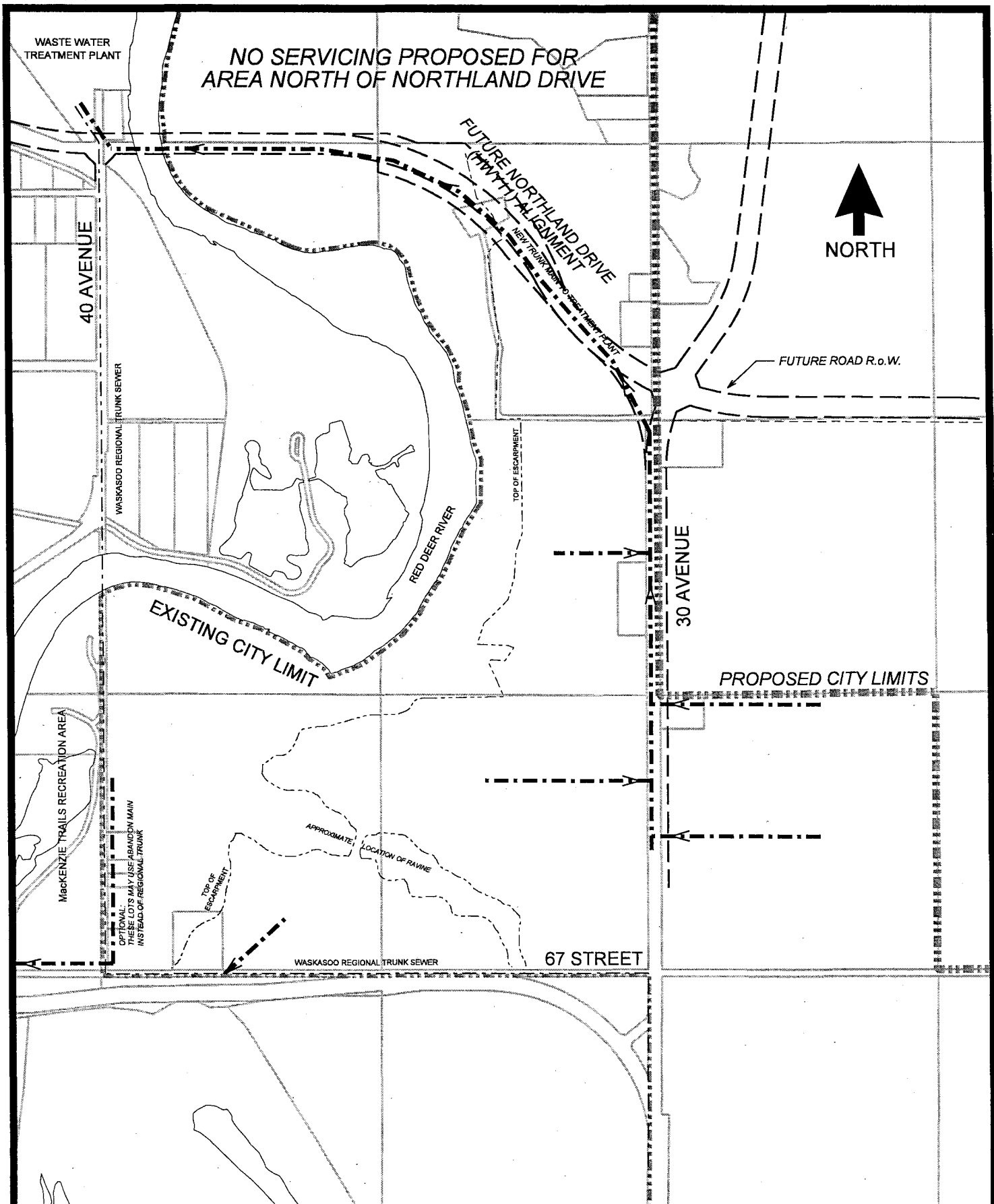


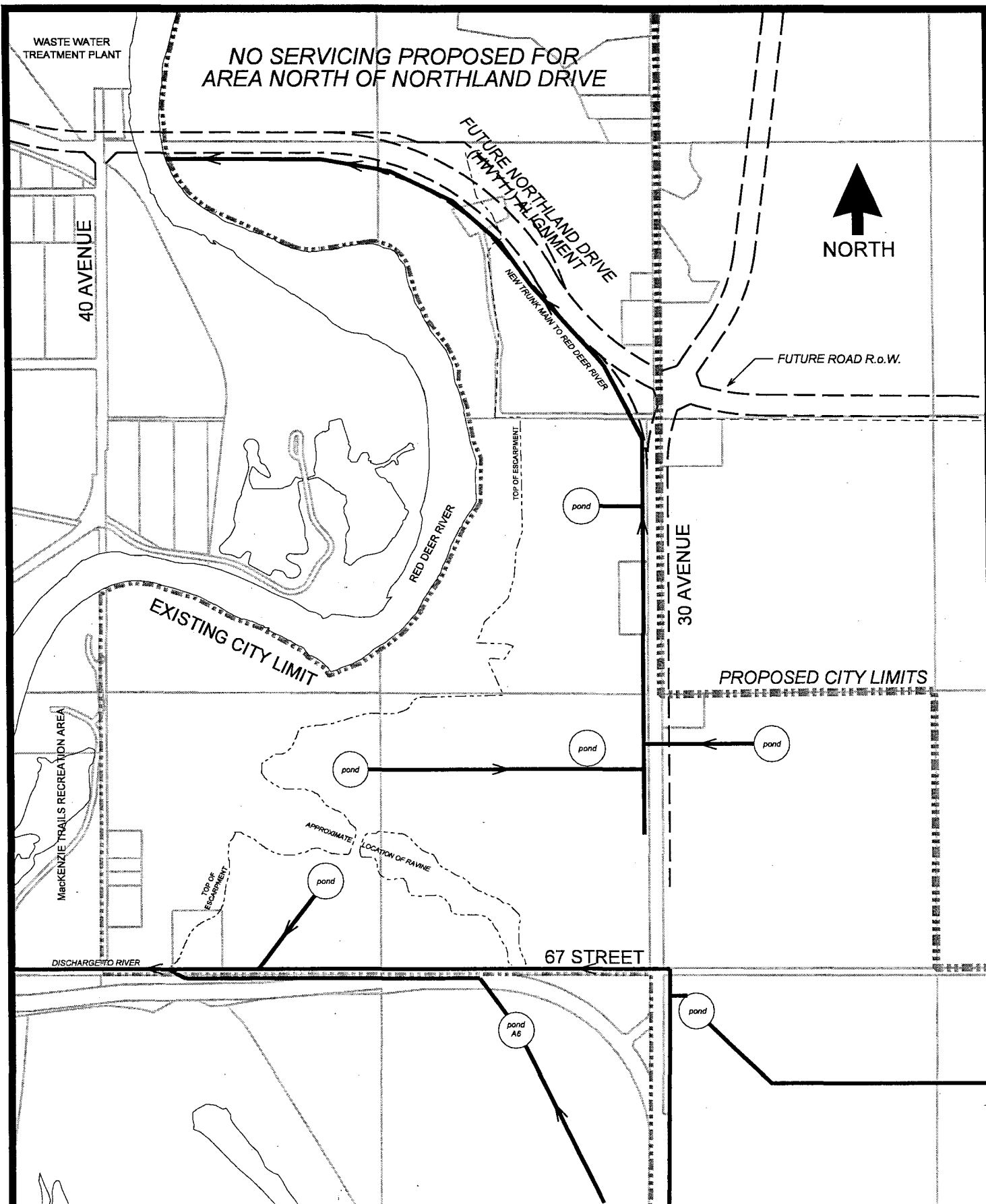


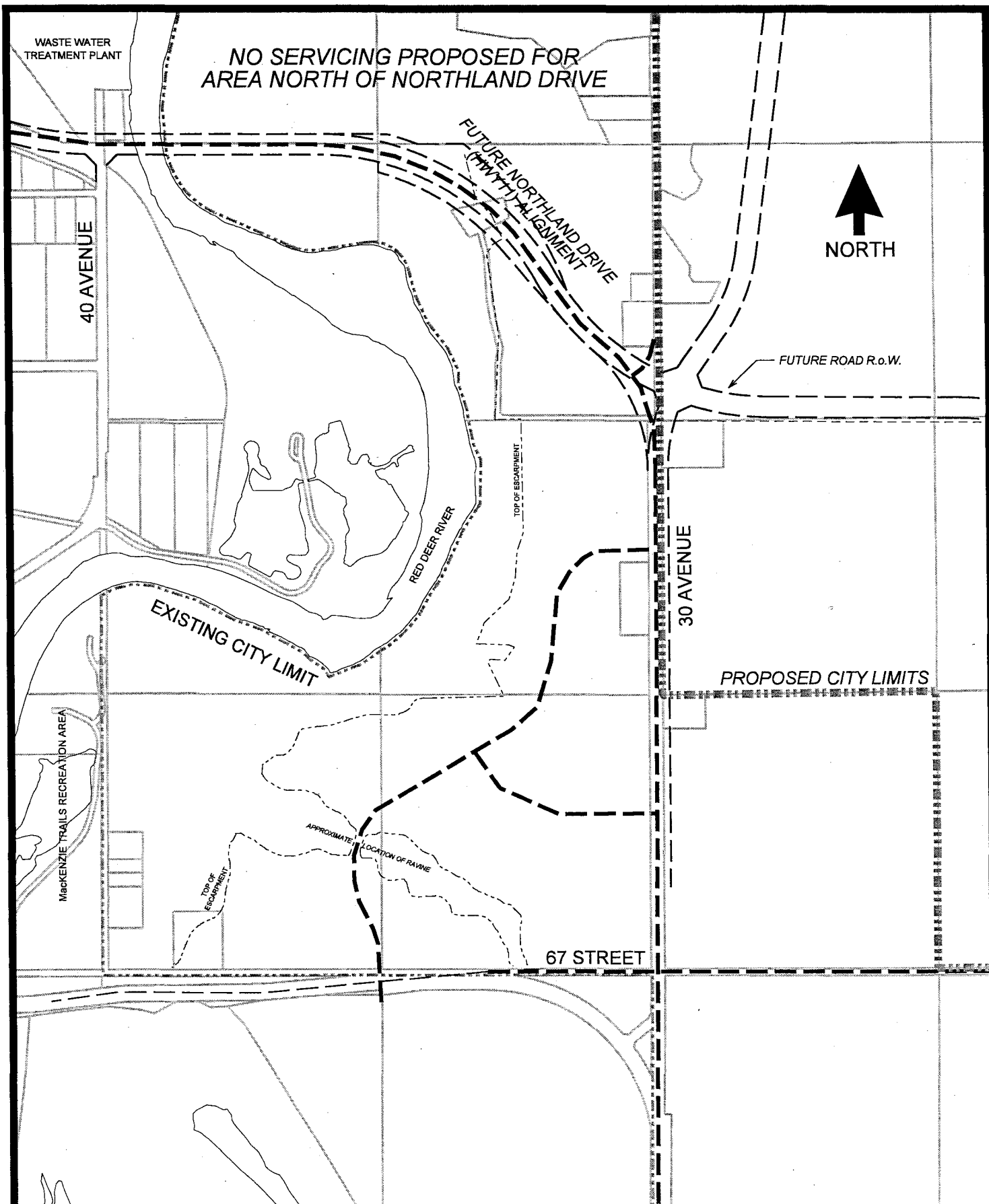










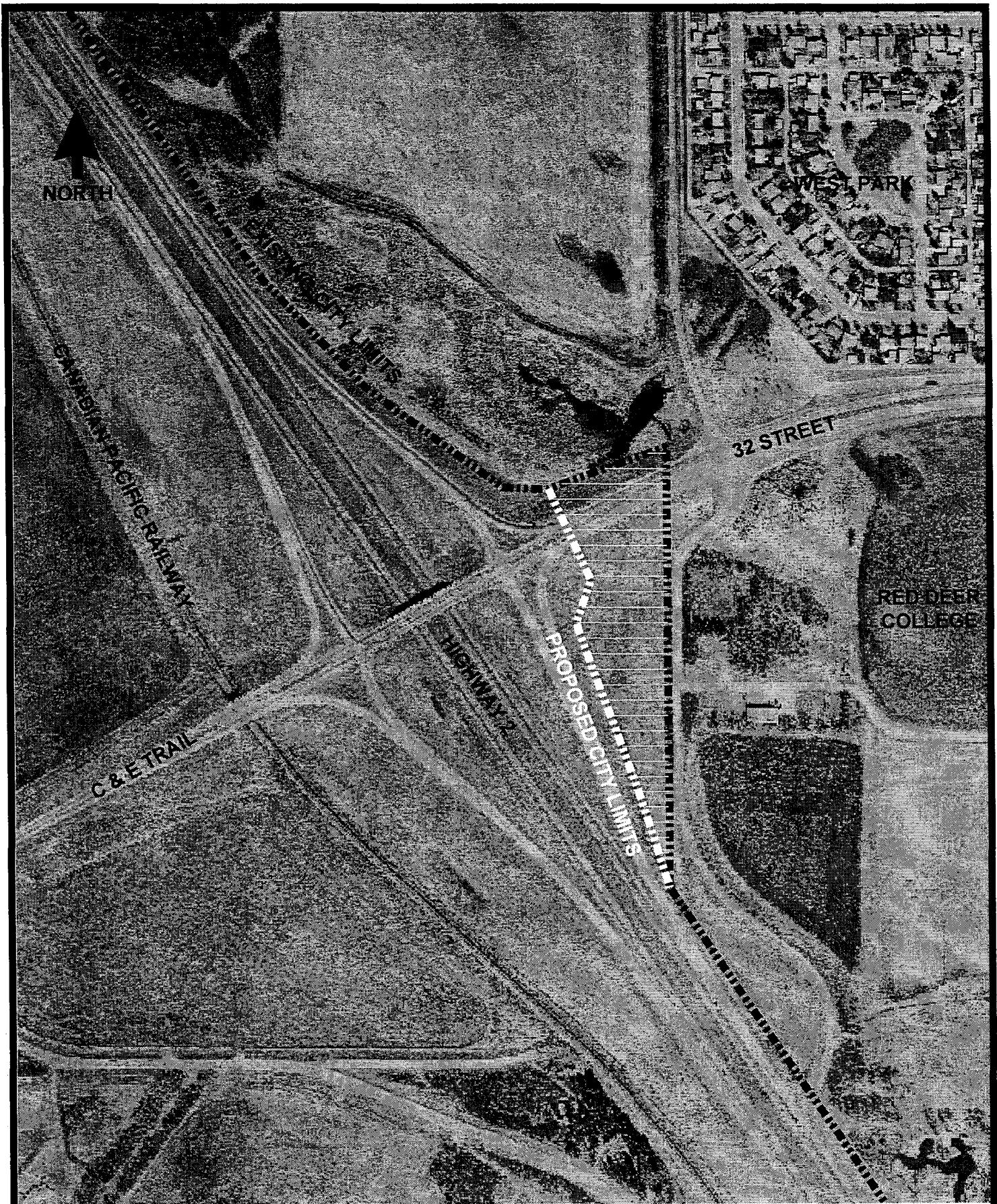


AREA C

1. General

Area C includes parts of Section 5-38-27-W4 and Section 7-38-27-W4 and is located between the existing City Limits and the east property line of Highway 2 south of 32 Street. The subject lands are shown on Figure C1.

The lands proposed to be annexed by The City and the existing road allowance would be consolidated with into the Red Deer College lands and serviced, if necessary, by an extension of College roads and utilities.

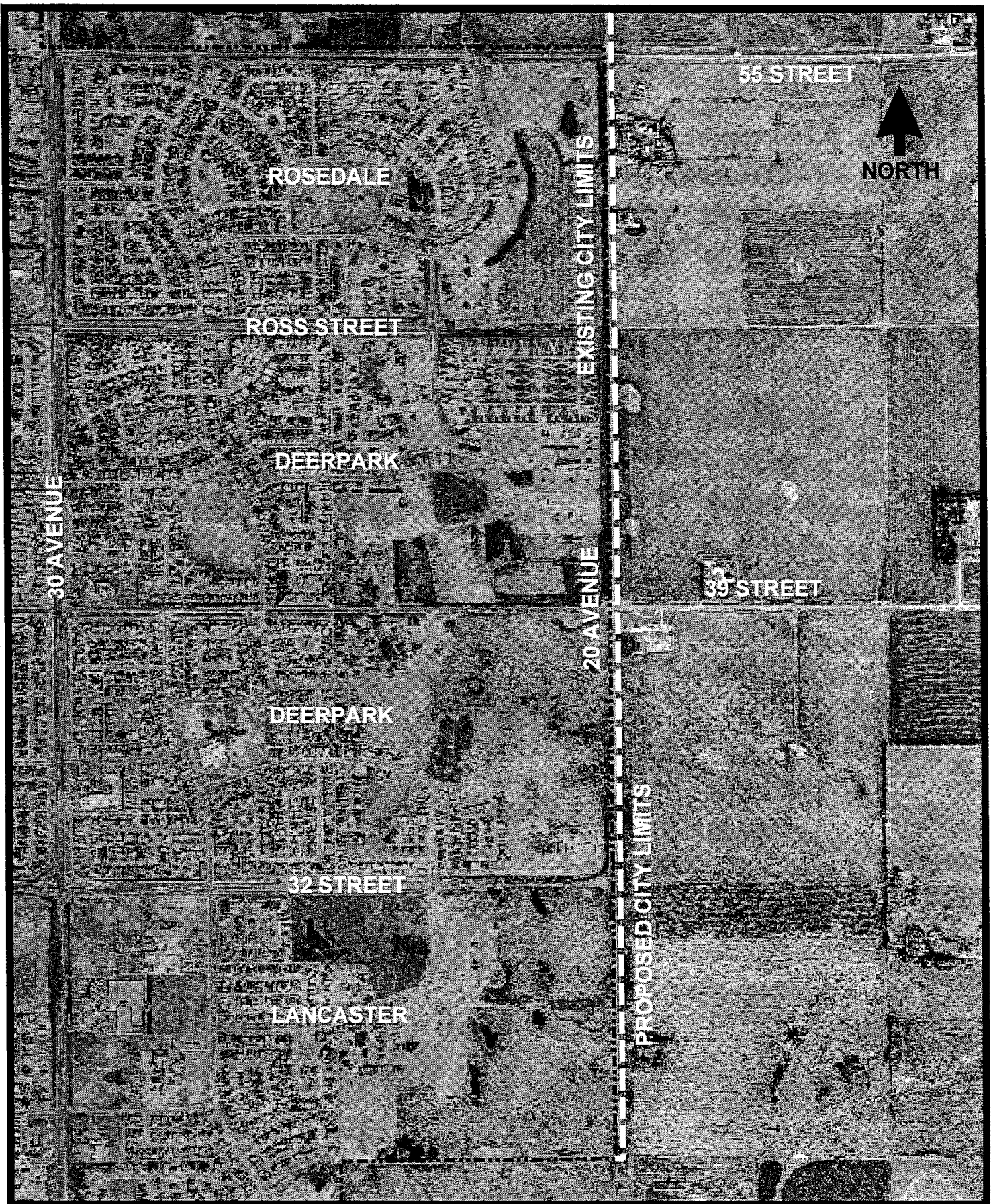


AREA D

1. General

Area D includes the government road allowance located adjacent to the east boundaries of Section 11-38-27-W4 and Section 14-38-27-W4. The subject lands are shown on Figure D1.

Area D is a proposed adjustment of the City Limits to include the 20 Avenue right of way, from 55 Street to 800 m south of 32 Street (South City Limits), within the City boundary. The City plans to construct 20 Avenue to urban standards in stages over the next 10 years to accommodate City traffic growth in the adjacent neighbourhoods.



Red Deer County



OPERATIONS SERVICES

4758 - 32nd Street, Red Deer, AB T4N 0M8

Phone: 350-2158

Fax: 350-2160

June 2, 2003

The City of Red Deer
Box 5008
Red Deer, AB T4N 3T4

ATTENTION: MR. TOM WARDER, P. ENG.

RE: PROPOSED RESIDENTIAL ANNEXATION – NORMAL PUBLIC WORKS SERVICES

JUN 05 2003

Tom

Bryan

Nancy Hackett

Paul Goransek

pls
cc
to

Dear Tom:

This correspondence will clarify the normal Public Works services, which will be provided to annexed lands for a period of two years by Red Deer County.

- Road Maintenance – gravel roads will receive the normal grading operations in both winter and summer conditions. Paved or oiled roads will receive crack sealing on an annual basis, patching and pothole repair on an as required basis.
- Lane Maintenance – n/a
- Sign Replacement and maintenance – all signs would be maintained to Red Deer County standards including replacement, if necessary.
- Pavement Markings – if applicable, would be maintained for the two years
- Bridge Maintenance – if applicable, would follow the requirements of the Bridge Maintenance Files approved by Alberta Infrastructure
- Snow and Ice Control – the normal services currently provided to the annexed lands would continue for the two year period
- Drainage – normal drainage maintenance and flood response would continue for the two year period
- Garbage collection and recycling – if applicable, residential garbage collection would continue but Red Deer County does not offer any recycling programs at this time.

If you have any questions, please feel free to contact the writer at 350-2174.

Yours truly,

RED DEER COUNTY

Frank Peck
Director of Operations

FP/jm

\\Svr_rdh\group shared\OPS Shared\Frank\Correspondence\2003\June 2 re Proposed Residential Annexation - Normal Public Works Services.doc

Communications Plan

The City of Red Deer – Residential Annexation

Executive Summary

Background

The City of Red Deer has experienced strong growth throughout the late 1990s and into 2002. Due to this growth pressure, The City is currently experiencing a need for residential, industrial and commercial lands and is considering annexing land from Red Deer County.

A Steering Committee comprised of City staff from Engineering Services, Land and Economic Development, Communications, Inspections and Licensing, Development Services, Assessment, and staff from Parkland Community Planning Services has been meeting on annexation since April 2001.

The City plans to make two annexation applications – one for residential land and one for commercial and industrial land. This communications plan will focus on residential annexation only. Industrial and Commercial applications will be looked at in the future.

In 1999 the City of Red Deer and the Red Deer County co-authored and jointly adopted an Inter-Municipal Development Plan. This plan shows short-term and long-term city growth/annexation areas. This document is being used as a guiding resource by the annexation Steering Committee.

Four locations have been identified as primary candidates for residential land annexation:

- the College Park section;
- land east of the Red Deer river and north of 67 Street (includes land east of MacKenzie Trails, land where City garden plots are currently located and land going north to the River Bend Golf Course);
- a small portion of land at Red Deer College currently outside the city boundary; and
- land along the future 20 Avenue right-of-way required for future road widening.

Because annexation applications typically stimulate a great deal of public interest it is extremely important to develop a comprehensive public consultation and education process. Our approach will include advance discussions with The County as well as using a multidisciplinary task force to ensure public questions and concerns are addressed during the process.

Objectives

- To anticipate stakeholder concerns and address them proactively.
- To educate the public about the purpose of annexation.
- To address public concerns related to annexation.
- To help the annexation process go smoothly.
- To meet the requirements of the Municipal Government Act.

Audiences

The audiences for annexation are varied and will require specific communication depending on each one's needs.

- Red Deer County
- Red Deer City Council
- Affected Agencies
 - Red Deer Catholic School Board
 - Red Deer Public School Board
 - Chinook's Edge School Board
 - David Thompson Health Region
 - David Thompson Tourist Council
 - Canada Post
 - Railway Companies
- Red Deer College
- Alberta Sports Hall of Fame
- Visitor and Convention Bureau
- Landowners (approximately 44 College Park residents and 25 landowners north of 67 Street)
- Red Deer citizens
- Red Deer Chamber of Commerce
- City Adjacent Developers
 - Laebon
 - Melcor
- Relevant provincial Department
 - Transportation
 - Environment
- Utility Companies
 - Enmax
 - ATCO
 - Telus
 - Shaw
 - Utilacorp
 - Epcor

Public Consultation and Communications Process

The Communications Process will be closely aligned with project timing. The Municipal Government Act and the Intermunicipal Development Plan provides us with some guidance on the public consultation process. The following list identifies the key periods when we need to contact specific audiences.

Date	Stage in Process	Materials/Public Consultation Required	Responsibility
October 20	Preliminary Open House with affected residents/landowners	<ul style="list-style-type: none"> • Present joint position statements • Intent is to gather input to help finalize application before official submission • News Release • Prelim Q&A Document 	Jilaire/Nancy/Bryon
January 13	Application to County Council	<ul style="list-style-type: none"> • Statement of Intent • Media Briefing Session • News Release • Q&A Document (incorporating major questions from preliminary open house) 	Nancy Jilaire/Bryon/All Jilaire/Nancy Jilaire
	Public Consultation Process		
	<ul style="list-style-type: none"> • Agencies 	<ul style="list-style-type: none"> • Letter • Web site 	Jilaire/Bryon Jilaire
	<ul style="list-style-type: none"> • Landowners 	<ul style="list-style-type: none"> • Letter (Nov/Dec) Outcome of prelim public meeting • Letter (late Dec/Jan) – Council Meeting, protocol for public input • Web site • News Release • Newspaper Ads • 2nd Open House • Comment Cards • Personal Follow Up • 3rd Open House (if required) • Distribute summary of final application with covering letter 	Jilaire/Bryon Jilaire Jilaire Jilaire Jilaire/Nancy/Bryon/All Nancy Nancy/Bryon/All All Jilaire/Nancy/Bryon
	Application Process	<ul style="list-style-type: none"> • Updates to stakeholders at key points (4-5 times) via Web and NRs 	Jilaire/Nancy
	Board Decision	<ul style="list-style-type: none"> • Follow up letter to stakeholders 	Nancy/Bryon

Tactics

The particular tactics used will vary from audience to audience with affected residents and agencies receiving their primary communication from direct mail outs. The general public will be kept informed through the Web site, newspaper ads, news releases and the annual Inside Out publication (depending on timing).

Tools

- East Hill Concept Plan – to show College Park residents future development plans
- Contact File – to identify every call received, what the concern was and how it was followed up
- Top 15 Q&As
- Comprehensive Q&A Document
- Display Unit

Other Responsibilities

- Gather addresses
- Prepare Mail outs
- Prepare Display

Spokespeople

To ensure accurate and timely communication both a spokesperson and area contacts will be used during this process. All members of the Task Force may also be required to serve as area experts from time to time.

The spokesperson will be Bryon Jeffers, Director of Development Services. His primary role will be to answer media questions and to communicate with the County Administration and Council, Intermunicipal Affairs Committee and City Council.

The Main Contact Person will be Nancy Hackett, Parkland Community Planning. Her primary role will be to answer general landowner questions and to keep the Contact File. The Main Contact person will ensure that all inquiries are acknowledged within four working days hours. Some questions may require additional research time. The Main Contact Person will also send out a weekly update describing the tone of public input to the rest of the Task Force.

There will also be three Area Contacts who will be responsible for answering specific questions. If an area contact is away, questions should be forwarded back to the main contact. This will help avoid misinformation going out into the community.

Annexation Contacts:

Contact	Role	Areas of Expertise	Phone
Nancy Hackett	Main Contact	<ul style="list-style-type: none">• all• development• planning	343-3394
Tom Warder	Area Expert	<ul style="list-style-type: none">• utilities• services	342-8168

		<ul style="list-style-type: none"> • public works 	
Howard Thompson	Area Expert	<ul style="list-style-type: none"> • residential land development • city growth rates 	342-8364
Myron Chilibeck	Area Expert	<ul style="list-style-type: none"> • property taxes • assessment • residential, commercial and farm tax 	342-8124

Appendix A – Questions and Answers

The following list represents brainstorming of all possible questions that might arise during the annexation process. It is not presented in order of importance.

All Landowners

- Will residents have to pay for upgrades to servicing – water, wastewater, road improvements?
- Do I have to connect to City Services?
- Will residents have new charges – garbage and recycling?
- Will the garbage pick up day change?
- Who will maintain our roads? Do snow clearing?
- Will servicing be mandatory?
- How will snow removal change?
- Will there be Utility Rate Changes — will it cost residents more? City More?
- Will there be changes to school attendance?
- What environmental issues are happening?
- Is there any impact on home businesses or bed and breakfasts?
- How will the cat/dog bylaw impact?
- How will home occupations and escort licenses be impacted?
- How will complaints for messy yard sites be handled?
- Will the parking of recreational vehicles be impacted?
- Will building standards be imposed on new structures? Existing structures?
- What is Annexation?
- What is the difference between annexation and expropriation?
- Why does The City want to annex land?
- What are the rules for subdividing lots?
- Will there be zoning changes? What is the current zoning and how will it change?
- What is the status of industrial annexation?
- How many years of developable residential land is this annexation expected to provide?
- Why is The City looking to annex land sooner than the Growth Study indicates?
- Will Transit expand service to College Park and Heritage Ranch?
- Will the Citizen's Action Bus pick up in these new areas?
- How will this change public library access?
- Will there be any change to policing services?
- How will environmental protection of city property impact College Park?
- Will user fees change – library, recreation facilities?
- Will access to the riverbank for leisure change?
- Will emergency service response times change?
- Will addresses change?
- Will mail delivery method change?
- Who will pay for the cost of address changes?
- Is there any cost to The City to compensate County?
- Will there be financial compensation to current landowners?
- Will the tax structure change?
- Will my property value change?

- Still based on market value?
- Is the tax rate different?
- Who will collect my property taxes? Does The County suddenly lose my tax money?
- What are the benefits to residents/The City?
- Will this change the provincial voting jurisdictions?
- Will voting stations change for municipal elections?
- What would the municipal political implications of annexation be?

College Park

- What are the future plans for the undeveloped areas?
- Will a church and social care site be mandatory in the part that is already developed?
- Will a church and social care site be mandatory in the part to be developed?
- Will the neighbourhood name change?
- How soon can I expect to see new housing in the undeveloped areas?
- Will environmental preservation be followed?
- Will sidewalks be added?
- Will road widening occur with the ditches being replaced?
- Will the new developments contain lanes?

Area North of 67 Street

- How will the flood plane/ravine area be treated?



Future Development Position Statement

Background

Annexation means that land is being taken out of the boundary of one municipality and brought within the boundary of a neighbouring municipality. A request for annexation occurs when one municipality needs to expand its boundaries to meet future growth demands. In this case, a growing population has forced The City of Red Deer to ask to annex land from Red Deer County. This will increase the amount of land within the city boundaries and allow for additional future residential development.

Once land is annexed into the city, all new development proposals must follow the policies, plans and regulations set by The City. The City has a number of statutory plans that relate to any new development on annexed lands.

These plans include the:

- Intermunicipal Development Plan (applies to the City and the County);
- Municipal Development Plan (applies to the whole city);
- Major Area Structure Plans (applies to specific areas experiencing heavy growth);
- Neighbourhood Area Structure Plans for each new neighbourhood (adopted on a neighbourhood by neighbourhood basis); and
- Area Redevelopment Plans for older neighbourhoods (adopted on a neighbourhood by neighbourhood basis).

These plans will guide the form, density and location of future residential development or redevelopment.

Plans

Intermunicipal Development Plan

The Intermunicipal Development Plan was jointly adopted by Red Deer County and The City of Red Deer in 1999. It deals with land and land use planning issues in the “fringe” area around the city. This plan sets out policies for the orderly growth and expansion of the City of Red Deer. The plan identifies land within the short-term expansion area of the city including the four areas being considered for annexation, the land north of 67 Street, the College Park Section, the road right-of-way for the future 20 Avenue, and the parcel of land at Red Deer College. The plan defines short-term expansion as land that could be annexed from the County into The City within five years (by 2005). The Intermunicipal Development Plan sets out general principles for land development. It states that any development to occur on annexed lands, other than agricultural development, will require detailed neighbourhood area structure planning prior to development.

Municipal Development Plan

The Municipal Development Plan was adopted in 1998 and identifies the city's future residential growth areas and sets policies to guide this development. This plan identifies the College Park Section and the land north of 67 Street for future growth. The Municipal Development Plan contains broad policies because it deals with the city as a whole.

Major Area Structure Plans

Major Area Structure Plans provide a more specific set of planning requirements. Each quadrant of the city that is experiencing heavy growth has a Major Area Structure Plan that identifies future land uses, major roads and school sites.

Neighbourhood Area Structure Plans

A Neighbourhood Area Structure Plan sets out the local roads, lot layout, type of housing, park and school sites, and other land uses expected or required within an area, typically on a per quarter section basis. This planning process includes public meetings and community participation to ensure the input of members of the public (including neighbouring landowners) is reflected in the plan. The plan must be adopted by City Council before any development may proceed in new areas. Neighbourhood Area Structure Plans outline several requirements for each new neighbourhood including:

- the designation of sites for church, social care, day care or retirement home;
- a mixture of housing types (such as single family, semi-detached and multi-family homes);
- the identification of local roads, trails, and parks based on city standards for new development; and
- the preservation of natural areas (as much as possible) based on the ecospace plan (environmental inventory) for the area.

Area Redevelopment Plans

An Area Redevelopment Plan sets long term policies for an older, existing neighbourhood and would address planning issues/set goals for planning matters such as :

- neighbourhood character
- tree and natural area preservation
- zoning
- municipal reserve
- roads and transportation
- Other as deemed necessary by area land owners and residents

Planning Requirements For Future Development On Annexed Lands

Neighborhood Area Structure Plans and Zoning Amendments

New development cannot proceed on vacant, annexed land without a Neighbourhood Area Structure Plan (as described above). Once a Neighbourhood Area Structure Plan is adopted by City Council, a developer must then apply to amend the land use designation (zoning) on the property before development can proceed. A change in the designation (zoning) requires an amendment to The

City's Land Use Bylaw so that it is consistent with the Neighbourhood Area Structure Plan. Again, City Council must approve any zoning or Land Use Bylaw changes.

Once the proper zoning is in place, a developer can proceed with a subdivision application to subdivide individual parcels (lots) of land. Subdivision applications must meet the zoning and Land Use Bylaw regulations of The City of Red Deer (e.g. regulations for minimum lot sizes). Subsequent development will require a developer to enter into a development agreement with the city dealing with items like construction of roadways, installation of utilities and payment of development levies.

Although subdivision is most common on multi-acre parcels of vacant land, sometimes an owner with a large existing lot may also choose to subdivide into two smaller lots (such as subdividing a one acre lot into two half acre parcels). Any landowner who requests subdivision of his or her lot must follow the process outlined above and will be required to meet the Land Use Bylaw regulations for lot size, access, setbacks and land use. Adjacent landowners will be notified of any subdivision request and asked for input prior to a subdivision of land being approved. New subdivisions of land will not be approved unless it meets all city subdivision process requirements. The exception will be College Park which will not allow any subdivision until completion of an Area Redevelopment Plan.

Planning Requirements in College Park Area

If pressure was received from landowners to amend zoning, redevelop or subdivide, and/or there was direction from Council, a comprehensive planning approach would be undertaken to protect the character of the College Park area. Subdivision will not be permitted and all lots sizes would remain as they are in the College Park neighbourhood until the comprehensive planning is complete.

Comprehensive planning for College Park includes two components. The first component is the adoption of specialized zoning created specifically for the College Park neighbourhood. The second component is the adoption of an Area Redevelopment Plan for the College Park neighbourhood.

Within Red Deer, specialized zoning known as Direct Control (DC) zoning, is used in unique circumstances. In the case of College Park, DC zoning would be adopted to protect lot sizes and the character of the area until comprehensive planning could be completed. The DC zoning would be based on the present county zoning (Country Residential "A" CRA).

Any change to zoning could not occur until an Area Redevelopment Plan is prepared for the College Park area. Subdivision would not be permitted until the Area Redevelopment Plan was completed. This includes a public participation process and approval by The City of Red Deer Council.

Revised East Hill Major Area Structure Plan

A Major Area Structure Plan has been prepared for The East Hill. It deals with more than 30 quarter sections of land in the east quadrant of the city. It also presents a concept plan for two areas currently outside the city, the section of land north of Rosedale, which includes College Park and some of the lands north of 67 Street. Because the plan shows only a concept for these two areas, it will need to be reviewed with local landowners and residents before The City adopts or approves any final plans for this area.

Summary

If and when, a landowner chooses to develop land, residential development on annexed land will follow guidelines established in the plans outlined above. Particularly important are the environmental preservation requirements that residential developers would have to meet, the level of public input required, and the detailed planning process required prior to any development approvals.

Until an Area Redevelopment Plan is prepared, subdivision will not be permitted in the College Park neighbourhood. In other cases, development or subdivision, will be required to follow the standard city policies for development including, with public input, the preparation of a Neighbourhood Area Structure Plan.

If annexation is successful, the land north of 67 Street and in the section north of Rosedale, could develop into new residential neighbourhoods within the next two to 10 years. Development will be subject to the timing of the landowners. No immediate change is expected to the parcel of land at the College, however, the property may one day be developed for public institutional/college use. The future 20 Avenue is expected to be constructed within the next five to 10 years to meet transportation demands on the east side of the City.

For more information on development, please contact Nancy Hackett, Parkland Community Planning at (403) 343-3394.



Services Position Statement

Background

One of the chief responsibilities of a municipality is the provision of services. Annexation will impact how residents of College Park and properties north of 67 Street receive services.

Once land is annexed, The City of Red Deer will immediately assume responsibility for all municipal services, with the exception of public works services. The Intermunicipal Development Plan states that Red Deer County will continue to provide normal public works services for two years after annexation. Normal public works services include snow removal, drainage, garbage collection and road maintenance. After two years the City will become responsible for providing these public works services. The City currently maintains 40 Avenue north of 67 Street and will continue to do so after annexation.

Services that The City of Red Deer will assume responsibility for immediately are fire and ambulance response, City of Red Deer RCMP, library services, recreation and culture services. Transit services will also be extended as new development warrants.

Connecting to Water and Sewer Services

Red Deer County residents do not currently have municipal water and sewer utilities. Annexed residents will have three options when it comes to water and sewer services provided by The City of Red Deer:

1. Do not connect, remain on septic and well servicing;
2. Connect immediately (as soon as infrastructure can be constructed) at landowners' cost which can be financed over several years; or
3. Wait and then connect in the future, at landowners' cost.

Any residents wishing to connect can apply for connection to City services once their land has been annexed. If several property owners in an area request services, The City will estimate the cost of the services and calculate each property owner's share of the cost. Notices would then be sent out to all property owners outlining the costs. If the majority of property owners in that area still wished to proceed, The City would construct the services and send each property owner a notice for payment. The landowner could choose to pay for the services all at once or in annual installments over a period of 10 or 20 years. The City would then extend water and sewer services to each property line. It is the property owner's responsibility to hire a contractor to bring the services from the property line to connect their house and install the necessary plumbing within the house. Once the services are installed along a street, fire hydrants will be available.

In new subdivision developments, the developer normally installs the water and sewer services. The homeowner pays these costs in the purchase price of the house. In accordance with City policy, new residential development will not normally be permitted unless it is hooked up to city water and sewer utilities.

Connecting Water and Sewer Service to College Park

To provide service to the College Park area, a water trunk will have to be extended northward from the booster station located at the intersection of 55 Street and 30 Avenue.

This will occur when the adjacent areas begin to develop. A sanitary sewer already exists along 30 Avenue adjacent to College Park. Once the water trunk has been constructed, College Park residents can ask The City to extend services to their subdivision as outlined above. If a critical mass of College Park landowners request it, services can be provided to landowners at their cost. The cost of this work is expected to be in the order of \$750,000, depending on the final design and tender results. Depending on the size of the lot, the cost per property is expected to be in the \$30,000 to \$50,000 range. This works out to an annual payment of \$2,700 to \$4,500 per year over 20 years. This does not include the cost of storm sewer or road improvements, which may or may not be desired by the residents.

Connecting Water and Sewer Service to Properties north of 67 Street

A small area of land within the south half of section 27 can be serviced from the existing storm and sanitary lines along 67 Street. Water services could be provided to this area once the water trunk is extended along 30 Avenue, from 55 Street. Access to this area can be provided from the existing intersection on 67 Street at 35 Avenue. As this is predominantly bare land, it would likely be serviced as part of a new subdivision development.

The residents along 40 Avenue (portion of 40 Avenue north of 67 Street, adjacent to the McKenzie Trails recreation area), currently use wells and septic tanks and are not readily serviceable with City water and sewer. There may be opportunities in the future to service this area.

Much of the remaining proposed annexation area north of 67 Street is river escarpment, ravine, or existing recreational use (e.g. River Bend Golf Course, Discovery Canyon). Access to the developable lands along the upper banks of the river valley can be provided from 30 Avenue and can be serviced by extending the following sewer and water trunks:

- Water extension northward along 30 Avenue, from 55 Street;
- New sanitary trunk extension from the Wastewater Treatment Plant, across the river, along the future Northlands Drive alignment;
- New storm trunk extension from the river, along the future Northlands Drive alignment.

Summary

Once annexation is effective, The City will assume responsibility for recreation, culture, policing, fire and ambulance services.

The County will continue to provide public works services including snow removal, drainage, garbage and road maintenance for a period of two years. After two years the City will be responsible for providing these services. The City currently maintains 40 Avenue north of 67 Street and will continue to do so after annexation.

Landowners may choose to remain on septic systems and wells, or they may wish to connect to water and sewer utilities at their own cost. Before the city could extend these services, the majority of landowners in a particular area must be in agreement. If water and sewer were extended to an area, fire hydrants would be available.

New residential development and/or redevelopment will be required to be fully serviced with municipal water and sewer.

For more information on services, please contact Tom Warder, The City of Red Deer at (403) 342-8168.



Taxation Position Statement

Background

Both The City of Red Deer and Red Deer County receive property tax from landowners to cover the costs of municipal services. Because annexation changes the boundaries of the municipality in which property is located, it will affect which municipality collects the taxes and provides services. Once property is annexed, property that used to be located in the County and used to receive County services will be located in the City and will start to receive City services. As a result, The City will collect the property taxes on the annexed properties.

Impact - Who Collects?

Once annexation occurs, The City will be responsible for collecting taxes on the annexed properties. Any outstanding taxes from previous years will be collected by The City and paid to the County. All taxes owing after the date annexation becomes effective will be paid to The City of Red Deer.

Impact - What Rate?

Residential Property Municipal Tax

Property tax within Red Deer County and The City of Red Deer is calculated by multiplying the tax rate by the assessed value of the property being taxed.

Because property located in the County and The City, except for farmland, is assessed on market value, the only long-term change in taxes will be the difference in tax rates.

Residential property owners affected by annexation will be protected from facing a fluctuation in taxation. The City will give annexed property the benefit of being taxed at the lower municipal and library tax rate of the two municipalities for a period of 10 years after annexation. This means that residential property owners will be taxed at whichever municipal and library tax rate is less, The City's or County's.

This does not mean that taxes will not rise, if both the County and City increase their tax rates, taxes may increase. Taxes will also increase if the assessment of a property increases (for example the addition of an attached garage or the development of a basement will increase the assessed value of a property). However, this 10-year clause will prevent any property owner from facing a sudden increase in taxes.

Once subdivision, development for new use or redevelopment for new use of property occurs, new lots and new development will be taxed at The City's tax rate.

Farm Property Municipal Tax

For a period of 25 years or until no longer used for farming, annexed farm property will continue to be assessed using the County's standard (Provincial Rural Standard).

After 25 years, farm property will be assessed using The City's standard (Provincial Urban Standard) of assessing the farm residence at 100% of market value, farm buildings at 50% of market value, and farmland at 100% of productive value.

Farm property will also receive the benefit of being taxed at the lower municipal and library tax rate between the two municipalities for a period of 25 years or until no longer used for farming.

After 25 years, farm property owners may apply to the Municipal Government Board to continue to be assessed at the Provincial Rural Standard and be taxed at the lower municipal and library tax rate.

Once subdivision, development for new use or redevelopment for new use of farmland occurs, new lots and new development will be taxed at the City's tax rate.

Non- Residential Property Municipal Tax

The non-residential tax rate applies to commercial and industrial properties. Commercial or industrial property will also receive the benefit of being taxed at the lower municipal and library tax rate between the two municipalities for a period of 10 years following annexation or until development occurs.

Impact – How are Tax Revenues Distributed?

Annexation of land out of a municipality can cause some financial transition to that municipality. To ease the financial transition, The City and County have agreed to a tax revenue sharing structure. The Intermunicipal Development Plan outlines this revenue sharing structure, which promises the County a declining share of the existing municipal portion of taxes for the five years following annexation. The County will receive 100% of municipal taxes in the first year of annexation, 80% in the second year, 60% in the third year, 40% in the fourth year, and 20% in the fifth year. The sixth year after annexation will see 100% of municipal taxes going directly to The City. This will not affect individual ratepayers as they will still pay all taxes to the City but it does allow the County to gradually adjust financially to annexation.

Summary

Municipalities collect taxes to cover the cost of providing services. Annexation will cause a change in municipal boundaries that will change who is responsible for providing services and who is responsible for collecting taxes. To protect landowners from fluctuations in municipal and library taxes, The City of Red Deer proposes to tax annexed residential and non-residential property at the lower tax rate between the two municipalities for a period of 10 years following annexation. Farm property will be taxed at the lower municipal and library tax rate between the two municipalities for a period of 25 years following annexation or until no longer used for farming. The City and the County also have a revenue sharing structure that provides the County with a declining share of the existing municipal portion of taxes for the five years following annexation.

For more information on taxation, please contact Rod Risling, The City of Red Deer at (403) 342-8124.

FILE



Council Decision – September 22, 2003

Legislative & Administrative Services

DATE: September 23, 2003
TO: Nancy Hackett, Parkland Community Planning Services
FROM: Kelly Kloss, Manager
SUBJECT: Residential Annexation

Reference Report:

Parkland Community Planning Services, dated September 15, 2003.

Resolutions:

"Resolved that Council of the City of Red Deer, having considered the report from Parkland Community Planning Services, dated September 15, 2003, re: Residential Annexation, hereby:

1. Endorses the application for annexation.
2. Authorizes the Mayor to sign the official negotiation report
3. Agrees to submit the application for annexation to Red Deer County for their review
4. Agrees that following submission to Red Deer County, the annexation application be forwarded to the Municipal Government Board."

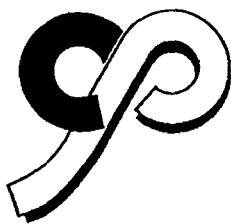
Report Back to Council: No

Comments/Further Action:

Please forward the application for residential annexation to Red Deer County for review and submit the application to the Municipal Government Board, on behalf of both the City of Red Deer and Red Deer County.


Kelly Kloss
Manager
/chk

c City Manager



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

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

August 7, 2003

RE: City Of Red Deer Annexation Application

Dear landowner:

As you are aware, The City of Red Deer has been experiencing substantial growth. Because of this strong growth, the City is proposing a residential land annexation to bring land currently located within Red Deer County into city boundaries. Annexation will allow for future planning of new residential neighbourhoods and future transportation routes. Annexation does not impact the ownership of the land. It only involves a change in municipal jurisdiction. As a land owner affected by this annexation application you will have received information throughout the process. I would now like to update you on the process and request any further feedback prior to submitting the application for consideration by the Provincial Government at the end of August or early September.

The City first contacted landowners in October 2002 with a preliminary, draft annexation application that detailed the areas being considered for annexation. Following that initial contact, The City held an open house with affected landowners in November 2002. That meeting raised several questions and resulted in some changes to the draft annexation application. Based on feedback, discussion with the County and with area landowners, revisions to the original draft proposal were made.

These changes were presented at an open house and public meeting with landowners and affected parties held on July 8, 2003. Since that time, I have been working to ensure that outstanding questions from the meeting and from comments provided after the meeting are addressed. A summary from this meeting and answers to the various questions is attached for your review. Following this meeting, I was also invited, along with other city staff to attend site tours of some affected properties. These tours were very useful in helping us to understand concerns. Thank you very much to the landowners who hosted these tours.

As you are aware, City Council has endorsed the annexation proposal as has the City-County Intermunicipal Affairs Committee. The final application is being prepared and County Council will be asked to sign the application prior to it being officially forwarded to the Municipal Government Board at the end of August or early September.

Our next step in this process is to wrap up our public consultation process with you, the landowners that will be impacted by the annexation. I am enclosing a form which asks

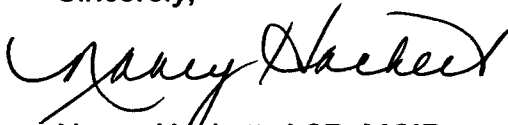
you to please indicate whether you support or oppose annexation of your property. We have received several written comments already and will be including these with the application, but we would ask everyone to please return these forms by email, fax, or mail to ensure that we have current information (some previous concerns may have been addressed) and that we have given every landowner the opportunity to comment. Once returned, these forms will be included with our application package to the Municipal Government Board. I would ask that you please return these forms by Thursday August 28, 2003 at 4:00 p.m.

Ultimately the Municipal Government Board is responsible for approving the annexation. We would hope for their decision by January 2004.

If you need more information about annexation, including some commonly asked questions, I would be happy to send this to you or it is also available at www.city.reddeer.ab.ca under 'Keeping you Informed'.

If you have any questions, I encourage you to contact me at Parkland Community Planning Services at 343-3394.

Sincerely,

A handwritten signature in black ink, appearing to read "Nancy Hackett", with a stylized flourish at the end.

Nancy Hackett, ACP, MCIP
Planner



**PARKLAND
COMMUNITY
PLANNING
SERVICES**

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

**City of Red Deer Annexation Application
August 2003**

As a property owner affected by the City's annexation application, I am:

- ☐ **In favour** of having my property annexed into the City.
- ☐ **Not in favour** of having my property annexed into the City.

Comments: _____

Name and Address (please print): _____

Signature: _____

Please email, fax or mail this form to Nancy Hackett at the above address/fax number.

REPORT - Landowner Open House/Public Meeting on Annexation Application

A second open house and presentation were held for landowners and other interested stakeholders on July 8, 2003 at Balmoral Bible Chapel on Highway 11 East. Landowners received a letter inviting them to attend, a news release was sent out, and an ad appeared in the Red Deer Advocate prior to the open house. Approximately 50 people attended the open house and/or presentation (47 names were registered on the sign-in-sheets).

Personnel from City of Red Deer Development Services, Engineering, Land and Economic Development, Tax and Assessment, Communications, and Parkland Community Planning Services staffed the open house. The open house ran from 4:00 until 7:00 p.m. Between 7:00 – 8:30 p.m. there was a presentation outlining the annexation application as well as a general question and answer period.

Comments and questions discussed during the presentation covered several issues. These included: Highway 11 alignment timing and location; alignment and timing of the future Northlands Drive; area redevelopment planning for College Park; naming of the land surrounding College Park; style of future development surrounding College Park; timing of a future Major Area Structure Plan for lands north of 67 Street; and how requests for land to be added into the application would be handled. All of the questions from the meeting presentation are noted in the meeting summary attached and are found below in the table.

Written comment sheets and letters received after the meeting also expressed concerns and questions of landowners and local residents. All issues and concerns cited in comment sheets collected by Parkland Community Planning, or received through e-mail or telephone communication are listed in the table below.

In addition, Parkland Community Planning Services and City of Red Deer staff were invited to attend a site tour of the College Park community on July 10, 2003 to get a better understanding of the area's specific concerns and to further discuss future planning. The adjacent landowner/developer (Mr. and Mrs. Peter Lacey) were also invited to attend the tour and meeting.

As well, staff and City Council representatives were invited to tour the land owned by the Northey family north of 67 Street. This tour occurred on July 22, 2003.

ISSUE/CONCERN	No.	RESPONSE
EAST HILL MAJOR AREA STRUCTURE PLAN (ASP) The East Hill Major ASP shows quarter sections NE 2-27-38-W4 and SE 2-27-38-W4 within the plan area. Does this imply that they will be included in the annexation?	1	The East Hill Major ASP is separate from an annexation application. It is a long range city planning document that sets out general land uses for the entire south east part of the city and shows major roads, school sites, major parks, district commercial sites, trails, and residential areas. It includes neighbourhoods such as Rosedale, Deer Park, Clearview, Lancaster, Inglewood, and Anders. Some land located just outside the city boundary is also shown as a concept only to demonstrate how roads, land use, and trails could connect from current city neighbourhoods if the land were ever brought into the city. The lands in NE 2-27-38-W4 and SE 2-27-38-

		<p>W4 are outside the city boundary and are included as part of the East Hill Major ASP as a concept only. The current annexation application does not include these two quarter sections. However, the land owners have requested that these quarters be included. Their request will be forwarded to the Municipal Government Board to make the final decision.</p>
<p>MUNICIPAL ELECTIONS</p> <p>How will the annexation impact the fall 2004 election?</p>	1	<p>Annexation means a change in municipal boundaries. Therefore, once annexation is effective, annexed residents become city residents. As city resident, instead of participating in County Council elections, you would be eligible to vote in the City Council election. In the city, councillors are elected "at large" meaning there is no ward system. And city residents vote directly for a Mayor.</p>
<p>Will the 6 month residency clause be an issue for voting?</p>	1	<p>According to the Local Authorities Election Act, Section 47, you only need to be a resident of the <u>Province of Alberta</u> for 6 months prior to a municipal election and be residing in the municipality the day of the election in order to be allowed to vote. The election date is set for October 18, 2004. Therefore, if the annexation is deemed effective any date prior to this, all residents annexed into the City will be eligible to vote in the City (provided that they meet all the other criteria such as living in the province for 6 months, being over age 18, etc).</p>
<p>Will newly annexed landowners be eligible to run for City Council positions?</p>	1	<p>With regard to running for office, nomination day for the City of Red Deer is Monday, September 20, 2004. Candidates must file their papers on this day. Provided that the annexation is effective on or before this date, all residents annexed into the City will be eligible to run in the City election.</p>
<p>COUNCIL REPRESENTATION</p> <p>Are representatives of County or City Council at the meeting?</p>	1	<p>City Council representatives were present at the open house and presentation.</p>
<p>OBJECTING TO ANNEXATION</p> <p>If I want to submit a formal objection to the annexation proposal, how would I do it?</p>	1	<p>The city expects to submit their final application and annexation report to the Municipal Government Board at the end of August. We would hope to resolve any concerns prior to that time. However, there may be some issues that cannot be resolved. Any one wishing to submit a formal objection should do so in writing to the City of Red Deer and Parkland Community Planning Services before <u>August 28, 2003</u>. The City is required to include objections and related correspondence within the annexation report to the Municipal Government Board. Alternatively, you may address your objection directly to the</p>

		Municipal Government Board for their consideration.
MAJOR AREA STRUCTURE PLAN The area north of 67 Street currently has no Major ASP in place. After annexation what is the timeline for developing one?	1	A Major Area Structure Plan for this area would be developed within two years following annexation. It would be required before any major development occurs.
HIGHWAY 11 How long will it be before the Highway 11 upgrades occur?	1	Highway 11 improvements are under provincial government jurisdiction. Alberta Transportation has indicated the timing will depend on traffic volumes, which are somewhat related to the petrochemical activity east of Red Deer, but they do not expect the re-alignment to be required for 10 to 20 years.
TREES ALONG 20 AVENUE There is a large grove of trees along the proposed 20 th Avenue; will these trees be lost when the road develops? If so, how would I save them?	1	The grove of trees does fall within the future 20 Avenue roadway and therefore they are slated to be cut down. As development is occurring right now, berming is being planned for/constructed and new trees are being planted. These new plantings are intended to replace the current trees. Preserving existing trees would involve acquiring a larger quantity of land and adjusting the road pattern. It would be expensive, however, if residents feel strongly about the trees City Council could be asked to preserve the existing trees.
NORTHLANDS DRIVE Explain the location and timing of the future Northlands Drive.	1	The future Northlands Drive will act as Red Deer's next river crossing and serve as a road to move traffic between the north and the south east parts of the city. It is proposed to be 4 lanes (similar to Taylor Drive). Right now it is proposed to run through land north of 67 Street across the Red Deer River and link with 30 th Avenue. For a more detailed description, a map is available. The City is updating their long range transportation study and this roadway alignment will be looked at as part of the study. All drawings at this stage are preliminary. Construction of this road is approximately 8 to 10 years in the future.
TRAFFIC Concerns relating to traffic and the flow being directed on Gaetz Avenue and 67 Street; we need to start diverting traffic.	1	Red Deer is growing in population and in traffic volumes. Part of the reason the city wishes to maintain a 20-30 year supply of residential land is to ensure that future transportation routes can be planned for effectively. The City is currently working on a long range Transportation Study to be completed in 2004.
ANNEXATION COMPARED TO EXPROPRIATION Are annexation and expropriation similar?	1	No. Expropriation involves the City taking over ownership of private land to be used for a major project (such as roads, rail line, or major facilities). Annexation, on the other hand, does <u>not</u> involve a change in land ownership. Annexation involves only a change in municipal boundaries. Private land ownership does not change as a result of annexation.

<p>If anyone is unsatisfied with annexation can they hire a lawyer at The City's expense as is the case in dealing with expropriation?</p>	1	<p>No. In speaking with the Senior Secretariat Advisor to the Municipal Government Board he has indicated that the Board does not require the city to cover legal costs of opposing parties. As well, the City's legal counsel has confirmed that the City has no policy to cover any legal costs of other parties if the annexation is opposed. Therefore each party would be expected to cover their own legal costs. The Board's Senior Secretariat Advisor did indicate that in rare cases, if a hearing is required, after the hearing, the Board may at its discretion consider a request to award costs incurred if there has been an abuse (such as frivolous complaints or undue delays) of the process by either party against the other party. A copy of the relevant sections of the Municipal Government act and a report from the City's legal counsel is available upon request.</p>
<p>ADDING LAND TO THE ANNEXATION How would a landowner request additional land to be added to the annexation application?</p>	1	<p>The land owner should notify the City in writing of this request. The City will consider the request based on the set rationale for annexation such as whether the land can be efficiently serviced, whether it is a logical extension of the city's boundary, whether it has been identified within the city-county Intermunicipal Development Plan as a city growth area, and whether it is needed to meet the city's 20-30 year residential growth requirements at this time. The request will also be discussed with Red Deer County. Landowners will be notified of the outcome of this review. Landowners who are unsatisfied with the city's answer may make the request directly to the Municipal Government Board who will make the final decision of the annexation boundaries.</p>
<p>GOLF COURSE What are the Riverbend Golf Course's plans for expansion?</p>	1	<p>The River Bend Golf Course Society recently announced a proposal to add 9 more holes to the current 18 hole course. Before any decisions are finalized they plan to undertake more public consultation. The financing of this decision will require City Council approval. Any land use approvals (e.g. zoning, permits) would be handled by the municipal jurisdiction (e.g. currently the county).</p>
<p>CITY GROWTH What will this annexation take the City to in terms of years of land available for residential growth?</p>	1	<p>Based on our current population projections, and including the amount of land still available within the current city boundaries for residential growth (about 12-14 years), this annexation application would supply about 22-24 years of total future development area.</p>
<p>DIRECT CONTROL ZONING What exactly does Direct Control</p>	1	<p>Within Red Deer, Direct control zoning is site specific zoning used in special circumstances (e.g. unique</p>

Zoning mean?		development, special land use or unique circumstances). Typically, it would contain a list of permitted and discretionary land uses and a set of regulations for those uses (e.g. minimum parking or landscaping, or lot size). In the case of College Park direct control zoning is recommended in order to maintain current lot sizes and to protect the general character of the area. It could be modeled after the county's country residential zoning.
TIMELINE What is the timeline for annexation? Where in the process are we?	1	As you will realize, the process is taking a little longer than we first thought. However, the time has been used to collect more information, meet and discuss issues with the County, and meet with landowners and affected agencies. We now expect to conclude public consultation by the end of July or early August and then complete the annexation application and report for submission to the Municipal Government Board at the end of August. We would hope that the Board would issue a decision by January 1, 2004. However, if a hearing is required or if the Board requires more information they may take longer to issue their decision.

COLLEGE PARK

Area Redevelopment Plan What is an area redevelopment plan? Would it relate to College Park specifically? How would it work with the plans that developers must create for new neighbourhoods?	1	An Area Redevelopment Plan (ARP) is a neighbourhood plan used to deal with issues in an older, existing neighbourhood. It is intended to address topics such as traffic, land use, zoning, parks, or others as identified by area residents. These plans involve extensive public consultation and may be developed by a resident based steering committee. They are adopted by City Council. In the case of College Park, an ARP would specifically relate to and deal with issues identified by College Park residents. It would be separate from any Neighbourhood Area Structure Plan developed for adjacent properties although both plans would need to correlate in terms of any shared facilities or features such as road connections, properties abutting each other, or shared treed areas.
Lands to the North Is it City owned property bordering on the north of College Park?	1	Yes. The City of Red Deer owns the quarter section of land immediately north of College Park (NW ¼ 23-38-27-4).
Neighbourhood Name What will the neighbourhood name for the Section of land at College Park be? Can College Park retain its name?	1	If annexed, it is anticipated that over time the full section of land around College Park will develop as a future residential neighbourhood. Under the City's naming system, the neighbourhood name would likely begin with the letter "T" (however, an extension of the Rosedale neighbourhood name is also a possibility that may be considered).

		<p>In either case, if residents would like to retain the name College Park for their area, this is an option by integrating it with the name for the area. Previous examples in the City would include "Aspen Heights" in Normandeau and "Victoria Park in Anders". It is unlikely that this name would appear on maps (e.g. Victoria Park does not appear on city maps).</p> <p>With regard to street names, to ensure there is no confusion for emergency response, all streets in the area will either be numbered streets (such as the existing 59, 60 or 61 Streets which would not need to be changed) or named with a letter to correspond with the neighbourhood name (e.g. "T" street names if a "T" name is selected for the neighbourhood). College Avenue will need to be renamed.</p>
<p>Plan Amendments</p> <p>The East Hill Major ASP shows a road going through College Park and the quarter north of it. This proposed change is not satisfactory to College Park. Can this be amended?</p>	1	<p>Because the section of land around College Park is currently outside City boundaries the East Hill Major ASP shows a concept plan only, which illustrates how roads/access in the area could be handled. However, given concerns expressed, residents, adjacent landowners, Parkland Community Planning Services, and the City of Red Deer have now committed to working together to try to resolve road design issues before any future development is approved. Once the land is annexed, City Council will be asked to amend the East Hill Major ASP to reflect city boundary changes. Amendments to roads or other land uses can also be put forward at this time.</p>
<p>Roads</p> <p>No collector road at intersection of 30 Avenue and 61 Street. Road would be too busy and too close to existing residence. Close off the north access and install emergency access only if necessary.</p> <p>Collector Road design is unacceptable, will increase traffic and reduce privacy. Suggestions include moving the collector road north, adding a berm, or adding more trees. To maintain privacy, future development should not "look-in" at us. Consider a knock down entrance at the north for emergency access and a turnaround to limit access to College Park from the south only.</p>	<p>1</p> <p>1</p>	<p>As stated above, Parkland Community Planning Services, and the City of Red Deer have committed to working together with residents and landowners to try to resolve road design issues before any future development is approved. The tour with residents held on July 10 was very helpful in looking at possible solutions. Work on redesign of collector road pattern, emergency access, and roadway connections is ongoing.</p>

Do not want to see roadways in College Park being used to access new development. Either keep them totally separate or shift access for College Park to run from new area.	2	Options are being worked on over the summer/fall and once concerns have been addressed, changes can be implemented through an amendment to the East Hill Major ASP.
Fire Hydrants Do the water mains service the fire hydrants?	1	Yes, fire hydrants are connected to the same water distribution system that provides water to all users.
Instead of going to the west of 30 Avenue, can there be a way to bring the main up through the east area yet to be developed?	1	Engineering Services has indicated that the trunk water main will be located on the west side of 30 th Avenue, but it will be designed to handle water needs/service lands on both sides of 30 Avenue. The alignment is on the west side of 30 Avenue to minimize the tree removal on the east side of 30 Avenue. But, if a two thirds majority of College Park residents ever request water serving in College Park (as a local improvement) the water main/lines will be available to extend into the area. Hydrants could then also be installed at the same time. However, the two go hand in hand, hydrants will only be available based on water main extension.
Developer should put the fire hydrants as close to College Park as possible.	1	We will be pleased to pass this suggestion on to the adjacent developers; however, the final location of the fire hydrants in any adjacent developments would need to be determined by a detailed servicing study undertaken as part of the Neighbourhood Area Structure Plan process.
Lot Design New homes should back onto current yards – not front on to them. Big lots should border College Park.	1	These are important design considerations and the developer has agreed to work with the community on development plans for adjacent lands. As design issues they will be handled separately from annexation, in a Neighbourhood Area Structure Plan. In addition to a requirement for public consultation in developing the Neighbourhood Area Structure Plan, there is also a policy that requires new development adjoining existing development be designed so that “where the property adjoins existing development a similar style and density of housing should be proposed where the properties adjoin”. The developer(s) is aware of this policy.
One acre lots all around College Park with collector roads behind these and one acre lots using existing road in College Park.	1	
Snow Plowing It has been stated that there is intent to keep the same level of service for residents after annexation; therefore the City should continue road plowing at County standards following annexation. City standards would not be adequate for the types of roads	2	For the first two years following annexation, the County will continue to provide snow and ice removal service at the current service level. After two years, the city will assume this responsibility. The standard City of Red Deer policy is to plow arterial and collector streets regularly (such as 30 th Avenue, Ross Street, or Reichley Street). Local residential streets are plowed only if they become impassable to

that we have.		emergency vehicles. However, you make the point that College Park's roads are different from local city streets. This issue is being referred to Public Works to consider.
Berms and Noise Berms should be established. Are more noise measurements planned due to the changes in noise since 1998 when they were last measured along 30 Avenue?	1	As you are aware berms or treed buffers are in – place along 30 Avenue where adjacent to residential neighbourhoods. Berming or buffering will be a consideration as the area around College Park develops. The City of Red Deer now plans to take noise measurements in this area as part of the new Transportation Study which is scheduled for completion in mid 2004. These measurements will update the 1998 readings.
Shale Trail Expressed appreciation for the pedestrian pushbutton installed at 55 Street and 30 Avenue. Is it now possible for the City to install a shale path leading from College Park to this intersection?	1	The City of Red Deer has a significant number of requests for sidewalk work and trails. These requests far exceed the allotted budget. However, we can add this request to the list, but at this time we do not know how it will rank against other requests city wide.
Traffic Lights Request for a traffic light at 30 Avenue at one of the College Park entrances to allow College Park traffic to exit area. With traffic increases, the waiting time is long and it's becoming increasingly difficult to safely make left turns.	1	Traffic lights/placement, safe access and exit from College Park, and pedestrian safety are important concerns, although there are differing opinions from area residents as to how to address these issues. As stated above, the City of Red Deer and Parkland Community Planning Services are committed to working with the residents of College Park to address traffic problems. It sounds as if there is a need to improve safety and wait times. Traffic lights may be one means to do this but Engineering Services is reviewing this idea and other options. The issue is inter-related to concerns about eliminating through roads in College Park, preventing additional traffic, and allowing emergency access to College Park. Residents and the City of Red Deer have committed to further discussion over the summer and fall, and it is our expectation that this issue can be resolved before any further development is approved.
No traffic or crosswalk lights at intersection of 30 Avenue and 61 Street.	1	

Item No. 6

MEMO

DATE: September 10, 2003

TO: KELLY KLOSS, Manager
Legislative & Administrative Services

FROM: GREG SCOTT, Manager
Inspections & Licensing Department

RE: UPDATE OF THE DATING & ESCORT BYLAW #2794/82

Background

The City of Red Deer established the Dating & Escort Bylaw #2794 in 1982. Since that time minor amendments have been completed as required with the most recent in 1997 (Attachment #1: Current Bylaw). This year when re-issuing Escort and Agency licenses, the Inspections & Licensing staff, in conjunction with the RCMP and legal counsel, identified a number of areas within the bylaw that contained outdated information as well as license requirements that were not clear and in some cases no longer necessary. In addition the format/layout of the bylaw was confusing both to staff and external customers as it did not clearly identify specific license requirements. In consideration of this the Inspections & Licensing Department has completed a re-write of the bylaw. (Refer to Bylaw No. 3319/2003 in the Bylaw Section of this Agenda)

Process

The Inspections & Licensing Department and the RCMP, in collaboration with legal counsel, reviewed all sections of the Dating & Escort Bylaw. Through this review it was reaffirmed that the City of Red Deer maintain an Escort Bylaw and the Bylaw administration be managed by the Inspections & Licensing Department and enforced by the RCMP.

Major modifications being proposed within the new bylaw include:

1. The new Bylaw more clearly identifies the requirements for the issuance of an Escort and Escort Agency license. Additional information is being requested relating to business ownership and addressing.
2. A separate section is being proposed for "Police Referral" to ensure the applicants clearly understand the licensing approval process. The License Inspector has the authority to refer every license application to the Chief of Police for review.

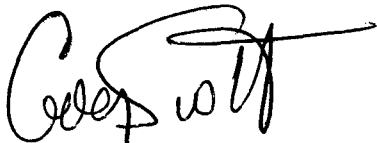
Kelly Kloss
 Repealment of the Dating & Escort Bylaw #2794/82
 September 10, 2003
 Page 2

3. The new designation of an Independent Escort Service or Agency which is a business owned, operated and serviced by one escort – proposed license fee for this new area is \$1500.00/year.
4. License fees will be assigned on a yearly basis, based on date of application, with no partial year payment.
5. Schedule "A" (Fees) has been modified to include:
 - A \$1500.00 fee for an Independent Escort Service has been established
 - The License Transfer fee option has been eliminated
6. Fee Schedule "B" (Fines) has been written to more directly align with the requirements of the bylaw. Fine penalty amounts have been developed to deter bylaw violations.
7. A statement has been included that makes it mandatory for a court to, in addition to any fine, impose a further penalty equivalent to the amount of the unpaid license fee.

For City Council's information this report, along with the proposed new Bylaw, has been forwarded to all licensed escorts and agencies. In addition, on August 19, all licensed escort agencies were invited to an information sharing meeting to discuss the proposed new changes. Although three confirmations to attend were received, no one attended the meeting.

Recommendation

The Inspections and Licensing Department respectfully recommends to City Council that the attached new Escort Bylaw be adopted and approved.



GREG SCOTT
 MANAGER
 INSPECTIONS & LICENSING DEPARTMENT

GS/kb

- c Bryon Jeffers, Director of Development Services
 Nick Riebeek, City Solicitor, Chapman Riebeek
 Insp. Jim Steele, RCMP
 Colleen Jensen, Director of Community Services
 Deb Mann, Licensing Inspector

***THE DATING AND ESCORT SERVICE
BYLAW***

No. 2794/82

Office Consolidation

BYLAW NO. 2794/82

WHEREAS the Municipal Government Act, R.S.A., 1994, Chapter M-26.1 empowers a Council to do all things with respect to the regulation, control, and licensing of any business or industry located within the City;¹

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CITY OF RED DEER, IN THE PROVINCE OF ALBERTA HEREBY ENACTS A BYLAW REGULATING, CONTROLLING AND LICENSING DATING AND ESCORT SERVICES:

1 This bylaw may be cited as "The Dating and Escort Service Bylaw".

DEFINITIONS

2 In this bylaw, including this section, unless the context otherwise requires:

(1) DELETED²

(2) DELETED³

(3) DELETED⁴

(4)⁵ "date or escort" means any person who acts as a date or escort for a period of companionship of short duration and in respect of which a fee is charged and includes a person who, in exchange for money, offers to privately model lingerie or swimwear, perform a striptease or perform exotic dancing for another person;

¹ 2794/A-95

² 2794/A-95

³ 2794/A-95

⁴ 2794/A-95

⁵ 2794/A-97

(5)¹ "dating and escort service" means any business which offers to provide or provides the services of a date or escort, for which a fee is charged;

(6) DELETED²

(7) DELETED³

(8) DELETED⁴

3 The License Inspector is hereby authorized

(1) to issue licenses pursuant to this bylaw,

(2) to refuse to grant licenses, and to revoke or suspend licenses issued hereunder,

if in his opinion:

(i) there are just and reasonable grounds therefore,

(ii) the revocation or suspension is in the public interest,

(iii) the application for the license was untrue or inaccurate in any respect,

¹ 2794/A-97

² 2794/A-95

³ 2794/A-95

⁴ 2795/A-95

(iv) the requirements of this bylaw have not been met.

4 No person shall operate a dating and escort service without first obtaining, and thereafter being the holder of, a valid subsisting license issued by the License Inspector pursuant to the provisions of this bylaw.

5 Every application for a license to operate a dating and escort service issued pursuant to this bylaw shall include the following information:

- (1) the full name, social insurance number, business and residence telephone numbers and the business and residential addresses of the applicant;
- (2) in the event that the applicant is a body corporate, the names and addresses of the officers of the corporation, the address of the applicant's registered office and a certificate of good standing issued by the Registrar of Corporations in the Province of Alberta;
- (3) the address and telephone number of the dating and escort service;
- (4) the name or names and address or addresses of any other person or persons having any financial or other interest in the dating and escort service;
- (5) details of any other business presently or previously operated by the applicant and particulars of any past or present license suspensions or revocations;

- (6) the names of all employees, dates or escorts;
- (7) such other information as may be requested by the License Inspector.

6 In addition to the requirements set forth in Section 5, every applicant for a dating and escort service license shall obtain a valid development permit from the City.

7 Every person who obtains a license to operate a dating and escort service shall post the license in a conspicuous place in the premises where the business is operated.

8 No person shall act as a date or escort without first obtaining, and thereafter being the holder of, a valid subsisting license issued by the License Inspector pursuant to the provisions of this bylaw.

9 Every application for a license to act as a date or escort shall include the following information:

- (1) the true name of the date or escort and any other name by which the date or escort is known;
- (2) the birth date of the date or escort;
- (3) the length of time, and the address at which the applicant has resided in the City of Red Deer;

- (4) the residential address and telephone number of the date or escort;
- (5) a recent photograph of the applicant, acceptable to the License Inspector;
- (6) the date or escort's social insurance number;
- (7) a consent to be fingerprinted, if requested by the License Inspector.

10¹ No license shall be issued pursuant to this bylaw until the applicant has

- (1) paid the license fee prescribed in Schedule "A" to the City License Department;
- (2) is 18 years of age or older.

11 Every application for a license issued under this bylaw shall be true and accurate in every respect.

11.1² Where a resident business applies for and receives a license after June 30, the applicable license fee shall be one-half of the regular fee.

12 All licenses issued pursuant to this bylaw shall be valid until December 31st of each year unless the license is suspended or revoked by the License Inspector.

¹ 2794/A-99

² 2794/B-85

- 13¹ The License Inspector may refer all applications specified in this section to the Chief of Police for his consideration. Upon receipt of the police report the License Inspector may refuse to issue a license or may issue a license with or without conditions.
- 14 (1) No license to operate a dating and escort service may be transferred without written approval of the License Inspector and payment of the fee set forth in Schedule "A". The proposed transferee shall complete an application form pursuant to Section 5 of this bylaw.
- (2) No license issued to a date or escort may be transferred.
- 15² Every date or escort shall carry the license at all times and shall produce the license upon demand by the License Inspector, any Peace Officer, Bylaw Enforcement Officer or any other person to whom the duty of inspection has been assigned.
- 16 Any approval for the transfer of a dating and escort service license may be granted subject to such conditions as are imposed by the License Inspector.

REVOCATION AND SUSPENSION

- 17 Suspension of a license issued pursuant to this bylaw may be
- (a) for a period of time not exceeding the unexpired term of the license; or

¹ 2794/A-95

² 2794/A-95

(b) where the suspension is for non-compliance with any bylaw, until the holder of the suspended license has, in the opinion of the License Inspector, complied with that bylaw.

18 A license may be revoked or suspended for non-compliance with any bylaw of the City notwithstanding that the holder of the license has not been prosecuted for a contravention of that bylaw.

19 Where a license has been revoked or surrendered a refund in the amount of ten (\$10.00) dollars may be made upon receipt by the License Inspector of a written request by the party whose license was revoked or surrendered.

20 Any application for a refund shall be made in writing to the License Inspector within fourteen (14) days of the revocation or surrender of the license; otherwise, the applicant's right to a refund is barred and forever extinguished.

APPEAL

21 An applicant may appeal the License Inspector's decision to the Council where a license has been refused, revoked or suspended.

22 Upon hearing the appeal the Council may direct that the license be issued with or without conditions or confirm the refusal, revocation or suspension upon hearing the representations made by the applicant and the License Inspector.

- 23 The decision of the Council shall be final and binding on the applicant and the License Inspector.
- 24 Every appeal to the Council shall be made in writing to the License Inspector within thirty (30) days after the license has been refused, revoked or suspended; otherwise, the right of appeal shall be barred and forever extinguished.

GENERAL

- 25 No person operating or carrying on the business of a dating and escort service shall employ, engage the services of, or act as an agent of any date or escort unless the date or escort is the holder of a valid subsisting license issued by the License Inspector.
- 26¹ Every person who operates a dating and escort service shall operate that business from the address which is specified in the license issued.
- 27 Every person who operates a dating and escort service shall keep in the premises a register which shall contain the following information:
- (a) the true name, address and telephone number of the client;
 - (b) the day, place and time of the scheduled meeting between the date or escort and the client;
 - (c) the name of the date or escort booked for or by the client;

¹ 2794/A-90

- (d) such other information as may be requested by the License Inspector.

28 Every person who operates a dating and escort service shall keep in the premises a current list of all dates or escorts and the said list shall contain the following information:

- (a) the true name of the date or escort and any other name by which the date or escort is known;
- (b) the birth date of the date or escort;
- (c) the residential address and telephone number of the date or escort;
- (d) the date or escort's social insurance number;
- (e) the date or escort's license number.

29¹ Every person operating a dating and escort service shall furnish upon demand the current list of all dates or escorts and the dating register to any Peace Officer or the License Inspector or any other person authorized to act on their behalf.

30² Any business which has been issued a license shall be subject to inspection during business hours and the inspections may be conducted by the License Inspector, any Peace Officer, Bylaw Enforcement Officer, Officer of the Local Board of Health, or any other person to whom the duty

¹ 2794/A-95

² 2794/A-95

of inspection has been assigned.

- 31 No date or escort nor any person operating a dating and escort service shall offer or advertise that the date or escort or the dating and escort service offers or provides any form of sexual favours, sexual gratification or sexual intercourse.

CONTRAVENTION OF THE BYLAW

- 32 Any person who contravenes any of the provisions of this bylaw is guilty of an offence and is liable on summary conviction to the fines set forth in Schedule "B" herein, and shall render the offender liable to cancellation or suspension of the license issued to such person.
- 33 Where an offence is for the non-payment of a required license fee the presiding Judge may require that the license fee be paid in addition to any fine imposed.
- 34 This bylaw comes into force upon passage by Council at third reading.

READ A FIRST TIME IN OPEN COUNCIL this 6 day of December 1982.

READ A SECOND TIME IN OPEN COUNCIL this 6 day of December 1982.

READ A THIRD TIME IN OPEN COUNCIL AND FINALLY PASSED THIS 6 day of December 1982.

"R. J. McGHEE"

MAYOR

"C. SEVCIK"

ASSISTANT CITY CLERK

Schedule "A"

Bylaw No. 2794/82

Page 1 of 1

FEE

1	License to operate a dating and escort service	\$ 5,000.00 per annum
2	License issued to a date or escort	\$ 300.00 per annum
3	Transfer fee for transfer of a dating and escort service license	\$ 100.00 per transfer

Schedule "B"

Page 1 of 1

- 1 For a first offence the fine shall be not less than One Thousand Dollars (\$1,000.00) and not more than Twenty Five Hundred Dollars (\$2,500.00) or in default of payment of the fine and costs, shall be liable to imprisonment for not more than sixty (60) days.
- 2¹ For a second or subsequent offence to a fine of not less than \$2,500.00 or to imprisonment for a term of not more than six months, or to both fine and imprisonment.

¹ 2794/A-85

Comments:

We agree with the recommendations of the Inspections & Licensing Manager and that Council give three readings to the Escort Service Bylaw.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager

FILE



Council Decision – September 22, 2003

Legislative & Administrative Services

DATE: September 23, 2003
TO: Greg Scott, Inspections & Licensing Manager
FROM: Kelly Kloss, Manager
SUBJECT: Update of the Dating & Escort Bylaw 2794/82 –
New Escort Services Bylaw 3319/2003

Reference Report:

Inspections & Licensing Manager, dated September 10, 2003.

Resolutions:

"Resolved that Council of the City of Red Deer, hereby agrees to table consideration of Escort Service Bylaw 3319/2003, to allow the City Solicitor an opportunity to provide clarification relating to Section 31 of the existing Dating and Escort Bylaw No. 2794/82 and the definition of escort in the proposed Escort Service Bylaw No. 3319/2003.

Report Back to Council: Yes

Comments/Further Action:

Please review this matter with the City Solicitor to determine if changes are required to the new Escort Services Bylaw 3319/2003. Should Section 31 from Bylaw 2794/82 be included in the new Escort Service Bylaw 3319/2003: "No date or escort nor any person operating a dating and escort service shall offer or advertise that the date or escort or the dating and escort service offers or provides any form of sexual favours, sexual gratification or sexual intercourse". Should the definition of "escort" in the new Escort Service Bylaw No. 3319/2003 be as follows: "Escort" means a person who for a fee provides a period of companionship for a limited period of time." It may be beneficial for Mr. Riebeek to attend the Council meeting when this matter comes back to Council for review.


Kelly Kloss
Manager
/chk

c City Solicitor
Deb Mann, License Inspector

Engineering Services

Date: September 15, 2003

To: Legislative & Administrative Services Manager

From: Engineering Services Manager

**Re: Tender - 40 Avenue from Austin Drive to Delburne Road and
22 Street from 30 Avenue to 40 Avenue**

We have completed detailed design and tendering of 40 Avenue Widening, 22 Street Construction, 22 Street Storm Trunk, and 22 Street Sanitary Trunk. Prior to awarding the Contract, an update of the project budget must be considered as the anticipated project expenditures are beyond what is approved in the Major Capital Budget.

A. Background

As part of the 2003 Budget, the following projects were approved:

40 Avenue Widening - Austin Drive to Delburne Rodd	\$2,000,000
22 Street Storm Trunk (40 Avenue- Adamson Avenue)	\$ 460,000
22 Street Sanitary Trunk (Inglewood East)	\$ 150,000
22 Street Construction (40 Avenue to Save-on Foods access)	\$1,950,000 (2003)
22 Street Construction (40 Avenue to Save-on Foods access)	\$ 300,000 (2004)
Total approved budget	\$4,860,000

Within the 2003 Budget, it was identified that in 2004, \$300,000 would be required to complete 22 Street construction. This delay in construction is required to allow sufficient time to achieve maximum subgrade settlement above the deep utility trunks prior to the surface being paved.

As per Council's January 27, 2003 approval, the source of funding for the projects was identified as follows:

40 Avenue Road	100% Road Off-site Levy
22 Street Road	100% Road Off-site Levy
22 Street Storm Trunk	100% Storm Off-site Levy
22 Street Sanitary Trunk	100% Sanitary Off-site Levy

September 15, 2003

Council will recall that there were two capital transportation budgets presented to Council; one with \$25/capita Provincial cost sharing and the other with \$60/capita Provincial cost sharing. In both scenarios, the 40 Avenue project was listed as being funded 100% from Road Off-site Levy.

B. Tender Results

We received two competitive bids from Border Paving Ltd. and Central City Asphalt Ltd.

Tenders for the above mentioned work closed on September 5, 2003 after a two week tender period.

The consultant, AL-Terra Engineering Ltd. is recommending the award of the work to the low bidder, Border Paving Ltd., in the amount of \$4,898,617.43 plus G.S.T. The second bid was \$5,195,296.58 plus G.S.T.

C. Budget Update

The following table provides the revised estimate of final costs.

Old Budget				
	40 Avenue Road	22 Street Road	Storm Trunk	Sanitary Trunk
2003 Budget	\$2,000,000	\$1,950,000	\$460,000	\$150,000
2004 Budget		\$ 300,000		
Total Budget	\$2,000,000	\$2,250,000	\$460,000	\$150,000
New Budget				
Engineering	\$146,609	\$127,405	\$27,205	\$9,050
Contract	\$2,128,863	\$1,882,970	\$583,368	\$70,150
Contingency	\$106,443	\$94,149	\$29,168	\$3,508
City Forces/Lights	\$95,000	\$95,000	\$10,000	\$10,000
Land/Legal	\$300,000			
Development Agreement Obligations	\$85,017			
GST (3%)	\$85,258	\$65,986	\$0	\$0
Total	\$2,947,190	\$2,265,510	\$649,741	\$92,708
Variance (Shortfall)	(\$947,190)	(\$15,510)	(\$189,741)	\$57,292

D. Project Variances

Variances between the budget numbers and updated project totals are due to:

1. 40 Avenue Roadway

- a. During the detailed design, due to safety considerations, it was recommended that the 40 Avenue access to the Living Stones Church be closed and a new access and service road be constructed from the north boundary of the Church to the existing intersection of 40 Avenue and Ironside Street. This improvement as well as the associated land and legal costs associated with the issue were not originally anticipated.
- b. During the detailed design, again due to safety reasons, it was recommended that the alignment of 40 Avenue be changed to better accommodate the Altalink towers and poles at the intersection of 40 Avenue and 22 Street. This required shifting the roadway to the west by 10 m between Ironside Drive and Austin Drive. This added to the overall construction cost by increasing the amount of excavation and roadway construction and reducing the amount of existing asphalt that was anticipated to be salvageable.
- c. The cost of land for additional road right of way is higher than expected. It was originally budgeted that the cost for land was \$25,000/acre (\$61,755/ha). The actual cost of land will be higher pending the results of the expropriation proceedings. The land area also increased due to the alignment shift. Final land costs are not known but are allowed for in the revised budget.
- d. The unit costs to undertake the work are higher than anticipated due to changing market conditions and degree of difficulty in construction and traffic accommodation.

2. 22 Street Roadway

- a. The unit costs to undertake the work are higher than anticipated due to increased perceived risk by contractor to construct a roadway above deep utilities.
- b. There were additional costs for extending the storm system to accommodate roadway drainage.

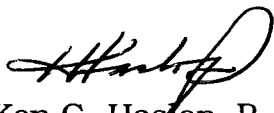
3. 22 Street Storm Trunk

- a. During detailed design it was identified that the utility is required to be deeper than originally anticipated to accommodate future servicing of the lands within the development basin.
- b. The unit costs for backfill of the pipe was higher than budgeted because compaction standards were increased to reduce long-term settlement beneath the road.
- c. During the course of the geotechnical investigation, bedrock was discovered within the proposed trench zone. Additional costs are required to excavate in bedrock.

E. Recommendation

As residential and commercial development is continuing at a rapid pace in this area, and as there is a capacity and safety consideration associated with the widening of 40 Avenue, and as the funding for these projects is to be entirely from subdivision development levies, we would respectfully recommend that Council consider approving the new overall budget as outlined above which will allow the administration to proceed with the award of this Contract.

This project is a major undertaking and will not be completed until the summer of 2004. It is necessary to start this fall to allow time for maximum soil consolidation in the deep pipe zone prior to surface paving.



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

KGH/emr

- c. Director of Development Services
Treasury Services Manager
Streets and Utilities Engineer
Project Engineer
Engineering Accountant

Comments:

We agree with the recommendations of the Engineering Services Manager.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Legislative & Administrative Services

DATE: September 23, 2003

TO: Ken Haslop, Engineering Services Manager

FROM: Kelly Kloss, Manager

SUBJECT: Project – 40th Avenue from Austin Drive to Delburne Road and 22nd Street from 30th Avenue to 40th Avenue

Reference Report:

Engineering Services Manager, dated September 15, 2003.

Resolutions:

"Resolved that Council of the City of Red Deer, having considered the report from the Engineering Services Manager, dated September 15, 2003, re: 40th Avenue from Austin Drive to Delburne Road and 22nd Street from 30th Avenue to 40th Avenue Projects, hereby approves the revised project budget as follows:

Project	Revised Budget	Funding Source
40 Avenue Widening – Austin Drive to Delburne Road	\$2,947,190	100% Road Off-Site Levy
22 Street Construction (40 Avenue to Save-on Foods Access)	\$2,265,510	100% Road Off-Site Levy
22 Street Storm Trunk (40 Avenue – Adamson Avenue)	\$649,741	100% Storm Off-Site Levy
22 Street Sanitary Trunk (Inglewood East)	\$92,708	100% Sanitary Off-Site Levy

Report Back to Council: No
Kelly Kloss
Manager
/chk

c Director of Development Services
Treasury Services Manager



**RED DEER
COMMUNITY
PLANNING
SERVICES**

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

DATE: September 15, 2003

TO: Kelly Kloss, City Clerk

FROM: Johan van der Bank, Planner

RE: Bylaw No. 3156/V-2003
Additional Setback Distance on Gaetz Avenue

BACKGROUND

Commercial property owners along Gaetz Avenue are acquiring portions of the service roadway from the City for addition to their properties. After successful road closure procedures the acquired portion of land is consolidated with the commercial property and redesignated from Roadway to (usually) C4 Commercial (Major Arterial) District or C2 Commercial (Regional and District Shopping Centre) District. Where a number of smaller commercial properties exist adjacent to Gaetz Avenue this may have the effect that the Land Use Bylaw allows the owner of the property which acquired the service roadway to erect signs or buildings closer to the Gaetz Avenue curb line than what adjacent properties (where the service road still exists) are allowed to do.

Such a situation may possibly cause signs or buildings on adjacent properties (where service roadway has not been acquired) to be obscured by signs or buildings on the property where the service roadway has been acquired, and may cause complaints to the City from those adjacent property owners or may cause them to request the City to allow them to have larger signs in order to overcome the problem. In addition, the lack of a uniform setback distance for signs and buildings may lead to a more cluttered appearance along Gaetz Avenue.

In the area between 39 Street and 62 Street there is either no service roadway (e.g. in the Downtown commercial area) or the adjacent land is green space. Therefore along this section of Gaetz Avenue the potential problem is not applicable.

PLANNING ANALYSIS

Although in most instances an easement with utilities will encumber the property which acquires the service road right-of-way and buildings and signs will usually not be allowed within the easement, there are instances where reliance on the easement alone would not be sufficient. Planning staff identified this as a potential problem of which the resolution may require an amendment to the Land Use Bylaw. The following are two possible ways to deal with this situation:

1. Option 1 is to deal with each case individually by incorporating into the service roadway sales agreement a clause (or a restrictive covenant on the land title) which requires the construction of signs or buildings relative to the original property line along Gaetz Avenue prior to the addition of the service roadway. The advantage of this method is that the location of the original property line may be identified on the land title as a fixed reference. The potential problem with this method is that when processing development permit and sign applications, the City does not necessarily inspect the sales agreement (or the land title), and consequently the restrictive clause may be missed. Over time the restrictive clause in the sales agreement may become lost.
2. Option 2 would be to incorporate a new section into the Land Use Bylaw to cover all potential instances of the acquisition of service roadway adjacent to Gaetz Avenue. The new section would require that signs and buildings shall be set back from the Gaetz Avenue boundary in accordance with the land use district regulations, but instead of being measured relative to the new property line on Gaetz Avenue, these setback distances shall be measured relative to the width of the service roadway which existed prior to its addition to private property.

Based on the potential pitfall of Option 1, planning staff recommend that Option 2 be pursued.

In considering the wording of the proposed new section it was found that the service roadway does not have a consistent width for the entire length of Gaetz Avenue. It varies from 9 metres to 20 metres. In 62% of all the registered plans which were reviewed the service roadway width was found to be 20 metres.

Planning staff considered three options for the wording of the proposed section in the Land Use Bylaw:

- Option A would be to require a setback distance based on the average width of the service roadway along Gaetz Avenue. The problem with this method would be that it would benefit some properties (approximately 62% or more of all the cases) by allowing a less restrictive setback than that which was allowed prior to the roadway acquisition, and be a

disadvantage to others (approximately 38% or less) by requiring a more restrictive setback.

- Option B would be to use the maximum width of the service roadway, i.e. 20 metres in 62% of all cases, as the required additional setback from the Gaetz Avenue roadway boundary for all properties. North of 67 Street the Gaetz Avenue roadway is described by Plan 3932 EU and south of 39 Street it is described as Plan 1596 EU. The additional setback distance will be described relative to the applicable boundaries of these plans.

This option would ensure that no signs or buildings on adjacent properties are obscured, because the maximum width of the service roadway is being used as the setback distance for all properties, even those properties where the service roadway is narrower. This method would be a disadvantage to 38% of all the properties and would retain the status quo for 62% of all the properties.

The difference between this option and Option A is that, when one considers the situation which exists prior to the acquisition of the service roadway, Option B does not benefit any property relative to another. Few are disadvantaged while the majority retains the status quo.

- Option C would be to require a setback distance based on the width of the service roadway which was purchased from the City. In this way all properties on the same service roadway would be treated equally, and in practice any existing staggering of setbacks due to variations in the service roadway width would remain unchanged.
- Option D would be to determine the service roadway width on a block by block basis. This would require a much more cumbersome amendment to the Land Use Bylaw as each block and plan would need to be described in each instance where the service roadway width varies.

A proposed bylaw amendment to implement Option C is attached for Council's consideration.

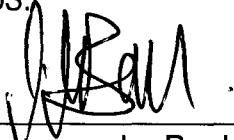
A number of developers have been negotiating with the City to purchase the service road right-of-way, based on preliminary site plans which indicate the location of proposed signs and buildings, which, if the Land Use Bylaw is changed as proposed in this letter, would not meet the proposed bylaw requirements. In some of these instances development permits have not yet been applied for or issued for all of the proposed buildings or signs indicated on the preliminary site plans. In order to accommodate these instances, the proposed bylaw includes a statement to exempt from this proposed section of the Land Use Bylaw all such instances where City Council has passed a resolution to sell the service road right-of-way prior to September 1, 2003. In order to ensure an effective cut-off date, December 1, 2004 is inserted as the date by which the

lot consolidation has to be implemented. All cases which do not meet these dates will have to comply with the proposed bylaw.

Due to the increased setbacks required on the consolidated properties it is considered appropriate to allow signs at size standards which would have applied if the service road still existed. In order to allow this the Sign Bylaw will have to be amended, and since the Sign Bylaw is about to be incorporated into the Land Use Bylaw, this amendment will be inserted at that time.

RECOMMENDATION

That Council gives first reading to the proposed Bylaw Amendment No. 3156/V-2003.



Johan van der Bank
Planner
attachments

cc: Colleen Jensen, Director of Community Services Division
Howard Thompson, Land & Economic Development Manager
Greg Scott, Inspections & Licensing Manager
Ken Haslop, Engineering Services Manager

Comments:

We agree with the recommendations of Parkland Community Planning Services that Council proceed with first reading of the Land Use Bylaw Amendment. A Public Hearing will be held on Monday, October 20, 2003 at 7:00 p.m. in Council Chambers during Council's regular meeting.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager

DATE: September 23, 2003
TO: City Council
FROM: Kelly Kloss, Manager
SUBJECT: Land Use Bylaw Amendment 3156/V-2003
Additional Setback Distance on Gaetz Avenue

History

At the Monday, September 22, 2003 Council meeting, Council gave first reading to Land Use Bylaw Amendment 3156/V-2003.

Land Use Bylaw Amendment 3156/V-2003 provides for a new section in the Land Use Bylaw to cover all potential instances of the acquisition of service roadway adjacent to Gaetz Avenue. The new section would require that signs and buildings be set back from the Gaetz Avenue boundary in accordance with the land use district regulations, but instead of being measured relative to the new property line on Gaetz Avenue, these setback distances shall be measured relative to the width of the service roadway which existed prior to its addition to private property.

Public Consultation Process

A Public Hearing has been advertised for Monday, October 20, 2003 at 7:00 p.m. in the Council Chambers during Council's regular meeting.

Recommendations

That following the Public Hearing, Council proceed with second and third readings of the bylaw.

Kelly Kloss
Manager

GAETZ AVENUE SERVICE ROAD SETBACKS
LUB 3156/V-2003

DESCRIPTION: Setback requirements along Gaetz Avenue when the service road is purchased by adjacent property owners.

FIRST READING: September 22, 2003

FIRST PUBLICATION: October 3, 2003

SECOND PUBLICATION: October 10, 2003

PUBLIC HEARING & SECOND READING: October 20, 2003

THIRD READING: ~~December 2003~~
Withdrawn

LETTERS REQUIRED TO PROPERTY OWNERS: YES ☐ NO ☒

DEPOSIT? YES ☐ \$ _____ NO ☒ BY: City

ACTUAL COST OF ADVERTISING:

\$ ~~170.58~~ X 2 TOTAL: \$ 340.36

MAP PREPARATION: \$ _____

TOTAL COST: \$ _____

LESS DEPOSIT RECEIVED: \$ _____

AMOUNT OWING/ (REFUND): \$ _____

INVOICE NO.:

(Account No. 59.5901)



Council Decision – September 22, 2003

Legislative & Administrative Services

DATE: September 23, 2003
TO: Johan van der Bank, Parkland Community Planning Services
FROM: Kelly Kloss, Manager
SUBJECT: Land Use Bylaw Amendment 3156/V-2003
Additional Setback Distance on Gaetz Avenue

Reference Report:

Parkland Community Planning Services, dated September 15, 2003.

Bylaw Readings:

Land Use Bylaw Amendment 3156/V-2003 was given first reading. A copy of the bylaw is attached.

Report Back to Council: Yes

A Public Hearing will be held on Monday, October 20, 2003 at 7:00 p.m. in Council Chambers during Council's regular meeting.

Comments/Further Action:

Land Use Bylaw Amendment 3156/V-2003 provides for a new section in the Land Use Bylaw to cover all potential instances of the acquisition of service roadway adjacent to Gaetz Avenue. The new section would require that signs and buildings be set back from the Gaetz Avenue boundary in accordance with the land use district regulations, but instead of being measured relative to the new property line on Gaetz Avenue, these setback distances shall be measured relative to the width of the service roadway which existed prior to its addition to private property. This office will now proceed with the advertising for a Public Hearing. The City will be responsible for the advertising costs in this instance.

A handwritten signature in black ink, appearing to read 'Kelly Kloss'.

Kelly Kloss
Manager
/chk
attchs.

- c Director of Development Services
- Inspections & Licensing Manager
- Land & Economic Development Manager
- C. Adams, Administrative Assistant
- B. Greter, Clerk Steno

BYLAW NO. 3156/V-2003

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

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

Bylaw No. 3156/96 is hereby amended as follows:

- 1 By addition of the following new subsection to Section 37 of the Land Use Bylaw:
 - (7) Where on those sections of Gaetz Avenue running south between Highway 11A to 62nd Street and 39th Street to 18th Street a service road right of way or portion of right of way has been purchased from the City and consolidated with the adjacent property, then notwithstanding any other provisions of this bylaw, on the consolidated property the following setback distances shall be maintained from the Gaetz Avenue right of way:
 - (a) No sign shall be constructed between the consolidated property boundary and the former property boundary;
 - (b) The setback distance of buildings as may be determined by the applicable regulations in the Land Use Bylaw shall be measured relative to the position of the former property boundary;

Provided that this subsection does not apply where City Council has passed a resolution to sell the service road right of way prior to September 1st, 2003 and consolidation has occurred prior to December 1st, 2004.

READ A FIRST TIME IN OPEN COUNCIL this 22nd day of September 2003.

READ A SECOND TIME IN OPEN COUNCIL this day of 2003.

READ A THIRD TIME IN OPEN COUNCIL this day of 2003.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2003.

MAYOR

CITY CLERK



**RED DEER
COMMUNITY
PLANNING
SERVICES**

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

DATE: September 15, 2003

TO: Kelly Kloss, City Clerk

FROM: Johan van der Bank, Planner

RE: Bylaw No. 3156/V-2003
Additional Setback Distance on Gaetz Avenue

BACKGROUND

Commercial property owners along Gaetz Avenue are acquiring portions of the service roadway from the City for addition to their properties. After successful road closure procedures the acquired portion of land is consolidated with the commercial property and redesignated from Roadway to (usually) C4 Commercial (Major Arterial) District or C2 Commercial (Regional and District Shopping Centre) District. Where a number of smaller commercial properties exist adjacent to Gaetz Avenue this may have the effect that the Land Use Bylaw allows the owner of the property which acquired the service roadway to erect signs or buildings closer to the Gaetz Avenue curb line than what adjacent properties (where the service road still exists) are allowed to do.

Such a situation may possibly cause signs or buildings on adjacent properties (where service roadway has not been acquired) to be obscured by signs or buildings on the property where the service roadway has been acquired, and may cause complaints to the City from those adjacent property owners or may cause them to request the City to allow them to have larger signs in order to overcome the problem. In addition, the lack of a uniform setback distance for signs and buildings may lead to a more cluttered appearance along Gaetz Avenue.

In the area between 39 Street and 62 Street there is either no service roadway (e.g. in the Downtown commercial area) or the adjacent land is green space. Therefore along this section of Gaetz Avenue the potential problem is not applicable.

PLANNING ANALYSIS

Although in most instances an easement with utilities will encumber the property which acquires the service road right-of-way and buildings and signs will usually not be allowed within the easement, there are instances where reliance on the easement alone would not be sufficient. Planning staff identified this as a potential problem of which the resolution may require an amendment to the Land Use Bylaw. The following are two possible ways to deal with this situation:

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2. Option 2 would be to incorporate a new section into the Land Use Bylaw to cover all potential instances of the acquisition of service roadway adjacent to Gaetz Avenue. The new section would require that signs and buildings shall be set back from the Gaetz Avenue boundary in accordance with the land use district regulations, but instead of being measured relative to the new property line on Gaetz Avenue, these setback distances shall be measured relative to the width of the service roadway which existed prior to its addition to private property.

Based on the potential pitfall of Option 1, planning staff recommend that Option 2 be pursued.

In considering the wording of the proposed new section it was found that the service roadway does not have a consistent width for the entire length of Gaetz Avenue. It varies from 9 metres to 20 metres. In 62% of all the registered plans which were reviewed the service roadway width was found to be 20 metres.

Planning staff considered three options for the wording of the proposed section in the Land Use Bylaw:

- Option A would be to require a setback distance based on the average width of the service roadway along Gaetz Avenue. The problem with this method would be that it would benefit some properties (approximately 62% or more of all the cases) by allowing a less restrictive setback than that which was allowed prior to the roadway acquisition, and be a

disadvantage to others (approximately 38% or less) by requiring a more restrictive setback.

- Option B would be to use the maximum width of the service roadway, i.e. 20 metres in 62% of all cases, as the required additional setback from the Gaetz Avenue roadway boundary for all properties. North of 67 Street the Gaetz Avenue roadway is described by Plan 3932 EU and south of 39 Street it is described as Plan 1596 EU. The additional setback distance will be described relative to the applicable boundaries of these plans.

This option would ensure that no signs or buildings on adjacent properties are obscured, because the maximum width of the service roadway is being used as the setback distance for all properties, even those properties where the service roadway is narrower. This method would be a disadvantage to 38% of all the properties and would retain the status quo for 62% of all the properties.

The difference between this option and Option A is that, when one considers the situation which exists prior to the acquisition of the service roadway, Option B does not benefit any property relative to another. Few are disadvantaged while the majority retains the status quo.

- Option C would be to require a setback distance based on the width of the service roadway which was purchased from the City. In this way all properties on the same service roadway would be treated equally, and in practice any existing staggering of setbacks due to variations in the service roadway width would remain unchanged.
- Option D would be to determine the service roadway width on a block by block basis. This would require a much more cumbersome amendment to the Land Use Bylaw as each block and plan would need to be described in each instance where the service roadway width varies.

A proposed bylaw amendment to implement Option C is attached for Council's consideration.

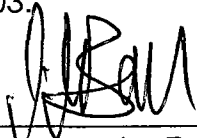
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lot consolidation has to be implemented. All cases which do not meet these dates will have to comply with the proposed bylaw.

Due to the increased setbacks required on the consolidated properties it is considered appropriate to allow signs at size standards which would have applied if the service road still existed. In order to allow this the Sign Bylaw will have to be amended, and since the Sign Bylaw is about to be incorporated into the Land Use Bylaw, this amendment will be inserted at that time.

RECOMMENDATION

That Council gives first reading to the proposed Bylaw Amendment No. 3156/V-2003.



Johan van der Bank
Planner
attachments

cc: Colleen Jensen, Director of Community Services Division
Howard Thompson, Land & Economic Development Manager
Greg Scott, Inspections & Licensing Manager
Ken Haslop, Engineering Services Manager

Legislative & Administrative Services

DATE: September 23, 2003
TO: Johan van der Bank, Parkland Community Planning Services
FROM: Kelly Kloss, Manager
SUBJECT: Land Use Bylaw Amendment 3156/V-2003
Additional Setback Distance on Gaetz Avenue

Reference Report:

Parkland Community Planning Services, dated September 15, 2003.

Bylaw Readings:

Land Use Bylaw Amendment 3156/V-2003 was given first reading. A copy of the bylaw is attached.

Report Back to Council: Yes

A Public Hearing will be held on Monday, October 20, 2003 at 7:00 p.m. in Council Chambers during Council's regular meeting.

Comments/Further Action:

Land Use Bylaw Amendment 3156/V-2003 provides for a new section in the Land Use Bylaw to cover all potential instances of the acquisition of service roadway adjacent to Gaetz Avenue. The new section would require that signs and buildings be set back from the Gaetz Avenue boundary in accordance with the land use district regulations, but instead of being measured relative to the new property line on Gaetz Avenue, these setback distances shall be measured relative to the width of the service roadway which existed prior to its addition to private property. This office will now proceed with the advertising for a Public Hearing. The City will be responsible for the advertising costs in this instance.


Kelly Kloss

Manager

/chk

attchs.

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

BYLAW NO. 3156/V-2003

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

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

Bylaw No. 3156/96 is hereby amended as follows:

- 1 By addition of the following new subsection to Section 37 of the Land Use Bylaw:
 - (7) Where on those sections of Gaetz Avenue running south between Highway 11A to 62nd Street and 39th Street to 18th Street a service road right of way or portion of right of way has been purchased from the City and consolidated with the adjacent property, then notwithstanding any other provisions of this bylaw, on the consolidated property the following setback distances shall be maintained from the Gaetz Avenue right of way:
 - (a) No sign shall be constructed between the consolidated property boundary and the former property boundary;
 - (b) The setback distance of buildings as may be determined by the applicable regulations in the Land Use Bylaw shall be measured relative to the position of the former property boundary;

Provided that this subsection does not apply where City Council has passed a resolution to sell the service road right of way prior to September 1st, 2003 and consolidation has occurred prior to December 1st, 2004.

READ A FIRST TIME IN OPEN COUNCIL this 22nd day of September 2003.

READ A SECOND TIME IN OPEN COUNCIL this day of 2003.

READ A THIRD TIME IN OPEN COUNCIL this day of 2003.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2003.

MAYOR

CITY CLERK

**Legislative & Administrative Services**

DATE: September 15, 2003
TO: City Council
FROM: Legislative & Administrative Services Manager
SUBJECT: 2003 AUMA Convention Resolutions

The 2003 AUMA Resolutions booklet to be considered at the upcoming AUMA Convention, September 24th to September 27th is provided as an attachment to the Council Agenda of September 22, 2003.

To assist Council in considering these resolutions, the City Administration provided their comments on some of the resolutions. As we received this document electronically, we were able to include the administrative comments directly following each respective resolution. Please note that there are not administrative comments for every resolution.

Council is not required to pass a resolution indicating support or non-support for these resolutions. Individual members of Council can vote as they deem fit at the Convention.

Please take the attached booklet with you to the AUMA Convention as no other copies will be supplied at the Convention.

Recommendation

That Council receive the report as information.



Kelly Kloss
Manager

/attach.

Comments:

The AUMA Resolution Booklet, with administrative comments included, is submitted for Council's information. If any member of Council wishes to discuss a particular resolution, this can be done during the Council meeting. Otherwise we agree that Council receive the document as information.

"G.D. Surkan"
Mayor

"N. Van Wyk"
City Manager



COUNCIL MEETING OF SEPTEMBER 22ND , 2003

ATTACHMENT

DOCUMENT STATUS: PUBLIC

**REFERS TO: 2003 AUMA CONVENTION
RESOLUTIONS**

**THE CITY OF RED DEER
ADMINISTRATIVE COMMENTS
HAVE BEEN INCORPORATED INTO
THIS DOCUMENT**

**2003
Convention Resolutions**



Alberta Urban Municipalities Association

97th Annual Conference

**Calgary Alberta
September 24th – 27th**



Alberta Urban Municipalities Association

July 24th, 2003

Dear Mayor & Members of Council:

RE: 2003 CONVENTION RESOLUTIONS

Enclosed are the resolutions to be presented to delegates for debate at the 2003 Annual Convention, September 24th – 27th, 2003.

There are 68 resolutions to be presented for debate this year including four to be debated at the Annual General Meeting and two “preceding” resolutions. The resolutions will be debated in the following order: **AGM** resolutions, “**Preceding**” resolutions, **A, P, B** and **C** resolutions. The resolutions have been categorized by the Public Affairs Committee based on their relative importance to all municipalities. Please note, that AUMA has three resolutions (AGM 2 and Preceding resolutions 1 and 2) which would alter the way in which we approach our resolution sessions this year and into the future. I’d encourage you to review the papers and executive summary of these resolutions. Resolutions not debated will be forwarded to the AUMA Board of Directors for action following the convention.

In addition, you will find a copy of AUMA's current governing bylaws. Please be sure to bring your copy of this booklet to the convention. A limited supply of additional copies will be available at the registration desk at a charge of \$10.00 per copy.

The City of Calgary will be the host of another exciting and challenging convention. We look forward to seeing you there.

Sincerely,

Mayor Ernie Patterson
Chair, Public Affairs Committee

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CURRENT BYLAWS:

**Alberta Urban Municipalities
Association**

MISSION STATEMENT

The Alberta Urban Municipalities Association will provide leadership in advocating local government interests to the Provincial Government and other organizations, and will provide services that address the needs of its membership.

GENDER STATEMENT

In this Bylaw, the word "**he**" shall be interpreted as meaning either "**he**" or "**she**".

DEFINITIONS

Affiliate Member means any private company, organization or individual, in or outside of the Province of Alberta, who has fully paid the Association's annual affiliate-membership fee.

Associate Member means:

- i) any municipality, in or outside of Alberta, not eligible for regular membership, that has fully paid the Association's annual associate-membership fee; and
- ii) any municipally-related non-profit organization or special purpose board or commission that has fully paid the Association's annual associate-membership fee; and
- iii) any municipally-related non-profit organization or special purpose board or commission that holds a reciprocal membership that has been approved by the Board of Directors.

Elected Representative means an elected official of a Council of a municipality in the Province of Alberta. Only Elected Representatives of Regular Member municipalities may be voting delegates or an appointed representative of the Jasper Improvement District and the Townsite of Redwood Meadows.

Life Member means:

- i) all past Presidents; and
- ii) any other persons who have held municipal office or rendered any meritorious service to municipalities in general and who have been regularly proposed, seconded and elected by a two-thirds vote of the delegates at an annual convention.

Membership means regular, associate, affiliate, and life members.

Municipal Government Act means the Municipal Government Act, S.A. 1994 c.M-26.1, as may be amended from time to time.

Regular Member means any City, Town, Village, Summer Village, or any one of:

- 1) Specialized City, meaning a Specialized Municipality with a population of 10,000 or more;
- 2) Specialized Town, meaning a Specialized Municipality with a population of 1,000 to 9,999, inclusive;
- 3) Specialized Village, meaning a Specialized Municipality with a population of 300 to 999, inclusive;
- 4) Specialized Summer Village, meaning a Specialized Municipality with a population of less than 300;

pursuant to Section 83, of the Municipal Government Act, in the Province of Alberta that has fully paid the Association's annual regular membership fee. Jasper Improvement District and Townsite of Redwood Meadows shall each be deemed regular members provided that each has paid the Association's annual regular membership fee.

Term means the period commencing at the organizational meeting of the Board following the annual convention and continues until the end of the following annual convention.

ARTICLE 1 - MEMBERSHIP

Section 1.1 Membership Year

The Membership Year shall commence on the 1st day of January and end on the 31st day of December of each year.

Section 1.2 Regular Members

1.2.1 Regular Member means any City, Town, Village, Summer Village, Specialized Municipality pursuant to Section 83, Municipal Government Act, may become a regular member of the Association upon payment of the annual membership fee.

1.2.2 Any specialized municipality as designated by the Minister of Municipal Affairs pursuant to Section 83, Municipal Government Act, may become a regular member of the Association upon payment of the annual membership fee.

1.2.3 Jasper Improvement District and Townsite of Redwood Meadows may become regular members of the Association upon payment of the annual membership fee.

1.2.4 A Regular Member who wishes to withdraw its membership from the Association shall:

- a) provide notice to the office of the Association by letter with a certified copy of the resolution of Council; and
- b) provide not less than 12 months notice to the Association

The notice to withdraw shall be submitted to the Board of Directors for approval.

Section 1.3 Associate Members

An Associate Member may:

- i) attend any annual convention and may have the privileges of the floor, upon a motion from the floor, but shall not vote or be entitled to be elected to any office in the Association;
- ii) be entitled to participate in the Association's benefit and insurance plans and other services on conditions set by the Board from time to time.

Section 1.4 Affiliate Members

An Affiliate Member may:

- i) attend any annual convention but shall not have the privileges of the floor, or a vote, nor shall they be entitled to be elected to any office in the Association;
- ii) be entitled to participate in some of the Association's services as set by the Board, but not in the Association's benefit and insurance plans.

ARTICLE 2 - HONOURARY POSITIONS

Section 2.1 Honourary President

The position of Honourary President may be conferred upon the Minister of Municipal Affairs.

Section 2.2 Honourary Secretary

The Board may appoint from time to time an Honourary Secretary.

Section 2.3 Life Members

The Board of Directors may appoint Life Members. Life Members may not vote at the convention unless they are an Elected Representative whose municipality is a Regular Member. Life Members shall be exempt from payment of membership fees.

Section 2.4 Honourary Patrons

The position of Honourary Patron may be conferred upon the Premier and the Lieutenant-Governor of Alberta.

ARTICLE 3 - FEES

Section 3.1 Fee Establishment

Every year, the Board of Directors shall approve a budget in accordance with these bylaws and establish the Membership fees.

Section 3.2 Fee Adjustments

Membership fees may vary from year to year as determined and adopted by resolution of the Board of Directors. Fees may differ between classifications, types and categories of membership.

ARTICLE 4 - BOARD OF DIRECTORS

Section 4.1 Board Qualification

All members of the Board of Directors shall be Elected Representatives of municipalities that are Regular Members of the Association.

Section 4.2 Board Composition

Section 4.2.1

Subject to these Bylaws, the Board of Directors shall consist of no more than fifteen (15) members including:

- a) the President;
- b) seven (7) representatives allocated in accordance with Section 4.2.2, to be referred to as Directors from Cities;

- c) three (3) Directors from the group comprised of Towns and Specialized Towns, to be referred to as Directors from Towns;
- d) three (3) Directors elected from the group comprised of Villages and Specialized Villages, to be referred to as Directors from Villages; and
- e) one (1) Director elected from the group comprised of Summer Villages and Specialized Summer Villages, to be referred to as the Director from Summer Villages.

Section 4.2.2

City representation on the Board of Directors shall be as follows:

- a) two (2) Directors from the City of Calgary;
- b) two (2) Directors from the City of Edmonton; and
- c) three (3) Directors elected from the group comprised of Cities and Specialized Cities excluding Calgary and Edmonton.

Section 4.3 City Representatives

Neither Calgary nor Edmonton shall be entitled to more than two (2) representatives on the Board in any capacity, excluding the position of President.

Section 4.4 Board Term

All members of the Board of Directors shall be elected to the Board for one term. Any Director may be re-elected to the Board.

Section 4.5 Standing Committees

The Board of Directors shall appoint committees and may delegate to the Executive Committee authority to appoint special-purpose committees. Such appointments shall be reported at the next regular meeting of the Board of Directors.

Section 4.6 Board Meetings

The Board of Directors shall establish a schedule of regular meetings at their organizational meeting following the annual convention. The Board shall also meet at the call of the President or upon the written request of four Board Members with at least 72 hours notice.

Section 4.7 Quorum

A majority of the Board of Directors is required to constitute a quorum.

Section 4.8 Voting

At meetings of the Board of Directors each member present shall have one vote and the President shall have a second deciding vote in the event of a tie. In the case of a tie, the motion shall be lost.

Section 4.9 Authority

The Board of Directors shall have the authority and responsibility to carry out as appropriate, or delegate to its committees, the powers and duties conferred upon the Association.

Section 4.10 Board Vacancies/Disqualification

- a) Should the President no longer remain an Elected Representative, he shall nevertheless, be eligible to remain a member of the Board of Directors and to continue in office as President until the next annual convention providing such period shall not exceed two months.
- b) Should the office of the President become vacant, the remaining Board of Directors shall forthwith appoint a Board Member as President, until the next annual convention.
- c) In the event a member of the Board, other than the President, ceases to be an Elected Representative, he shall nevertheless, be eligible to remain a member of the Board until the next annual convention providing such period shall not exceed two months.
- d) Should a vacancy on the Board of Directors occur, other than the President, the Board may appoint a replacement, who is an Elected Representative and whose municipality is a Regular Member, until the next annual convention.
- e) Should a vacancy occur on the Board from one of the appointed positions from Calgary or Edmonton, a replacement may be appointed by the Council of the City from which the vacancy occurs.

- f) Should a Board Member's municipality change its legal municipal status, the Board Director shall be eligible to remain a member of the Board until the next annual convention.
- g) A member of the Board of Directors ceases to be a Director if:
 - i) disqualified from Council pursuant to Section 174(1) of the Act; or
 - ii) that Director misses three consecutive regular meetings of the Board, unless authorized by resolution prior to the conclusion of the third consecutive regular meeting of the Board.
- h) If the position of Vice President for Cities, Vice President for Towns, or Vice President for Villages/Summer Villages is vacated, the Board shall appoint a replacement to that position from one of the Directors representing the Cities, Towns or Villages/Summer Villages, as the case may be, until the next annual convention.

Section 4.11 Honorarium/Expenses

An honorarium and expenses may be set for Elected Representatives serving on the Board, and for those serving the Board.

ARTICLE 5 - SPECIAL PROVISIONS RELATING TO DISQUALIFICATION OF BOARD MEMBERS

Section 5.1

In this Article 5,

- (a) "Board member's family" means the Board member's spouse, the Board member's children, the parents of the Board member and the parents of the Board member's spouse;
- (b) "spouse"
 - (i) includes a party to a relationship between a man and a woman who are living together on a bona fide domestic basis, and
 - (ii) does not include a spouse who is living apart from the other spouse if the spouses have separated pursuant to a written separation agreement or if their support obligations and family property have been dealt with by a court order.

Section 5.2

- (1) A member of the Board of Directors has a pecuniary interest in a matter if;
 - (a) the matter could monetarily affect the Board member or an employer of the Board member, or
 - (b) the Board member knows or should know that the matter could monetarily affect the Board member's family.
- (2) For the purposes of subsection (1), a person is monetarily affected by a matter if the matter monetarily affects
 - (a) the person directly,
 - (b) a corporation, other than a corporation the shares of which are traded on a stock exchange, in which the person is a shareholder, director or officer,
 - (c) a corporation, the shares of which are traded on a stock exchange, in which the person beneficially owns voting shares carrying at least 10% of the voting rights attached to the voting shares of the corporation or of which the person is a director or officer, or
 - (d) a partnership or firm of which the person is a member.
- (3) A Board member does not have a pecuniary interest by reason only of any interest
 - (a) that the Board member or a member of the Board member's family may have by reason of being appointed by the Board as a director of a company incorporated for the purpose of carrying on business for and on behalf of the Association or by reason of being appointed as the representative of the Board on another body;
 - (b) that the Board member or member of the Board member's family may have with respect to any allowance, honorarium, remuneration or benefit to which the Board member or member of the Board member's family may be entitled by being appointed by the Board to a position described in clause (a);

- (c) that the Board member may have with respect to any allowance, honorarium, remuneration or benefit to which the Board member may be entitled by being a Board member; or
- (d) that is so remote or insignificant that it cannot reasonably be regarded as likely to influence the Board member.

Section 5.3

(1) When

- (a) a Board member, or
- (b) a Regular Member of which the Board member is an elected representative,

has a pecuniary interest in a matter before the Board , a Board committee or any other body to which the Board member is appointed as a representative of the Board , the Board member must, if present,

- (a) disclose the general nature of the pecuniary interest prior to any discussion of the matter,
- (b) abstain from voting on any question relating to the matter,
- (c) abstain from any discussion of the matter, and
- (d) subject to subsection (2), leave the room in which the meeting is being held until discussion and voting on the matter are concluded.

(2) If the matter with respect to which

- (a) the Board member, or
- (b) the Regular Member of which the Board member is an Elected Representative

has a pecuniary interest is the payment of an account for which funds have previously been committed, it is not necessary for the Board member to leave the room.

Section 5.4

(1) A member of the Board of Directors ceases to be a Board Member if he or she

- (a) as a Board Member, takes part in a decision knowing that the decision might further a private interest of
 - (i) the Board Member,
 - (ii) a corporation, firm or partnership referred to in section 4.1.2(2) of this Article 4.1, or
 - (iii) a Regular Member of which the Board member is an Elected Representative,
 - (b) where applicable, does not declare an interest and withdraw from a meeting without voting on or discussing a matter before the Board of Directors which might further a private interest referred to in clause (a)(i), (ii) or (iii), or
 - (c) accepts
 - (i) a fee of any amount other than a fee or honorarium paid by the Association for the Board member's services as a Board member, or
 - (ii) a gift or other benefit having a value of more than \$100.
- that is received because the Board Member is a Board Member.
- (2) Subsection (1)(c) does not apply if a Board Member is invited to attend an event or function as a representative of AUMA and the Board Member discloses such attendance in a manner approved by the Board from time to time.

Section 5.5

- (1) A meeting of the Board of Directors may be called under section 4.6 to determine whether a Board Member has ceased to be a Board member under this Article.
- (2) The Board Member

- (a) shall be given notice of a meeting of the Board of Directors called under this section;
- (b) upon request
 - (i) shall be given particulars of the grounds on which it is alleged that he or she has ceased to be a Board member;
 - (ii) shall be given an opportunity to make representations to the Board of Directors in writing or in person, or by legal counsel, or any combination of the foregoing;
- (c) *is not entitled to be present while the Board of Directors discusses the question whether or not the Board Member has ceased to be a Board Member.*

Section 5.6

- (1) The Board of Directors may by resolution state that the Board Member has ceased to be a Board Member.
- (2) The provisions of section 4.10 relating to the filling of vacancies on the Board until the next annual convention apply to filling a vacancy under section 4.1.6.

Section 5.7

A Board Member, by accepting appointment or election as a Board Member, agrees the Board Member will not be entitled to assert any claim or bring any legal action, whether for defamation or any other cause of action, against the Association or any officer, director or employee of the Association, in respect of anything done by any of them in good faith pursuant to this Article.

ARTICLE 6 - EXECUTIVE COMMITTEE

Section 6.1

Committee Composition

There shall be an Executive Committee consisting of the President, Vice-President of Cities, Vice-President of Towns and Vice-President of Villages/Summer Villages.

Section 6.2 Duties

The Executive Committee shall:

- i) undertake such things as directed by the Board of Directors; and
- ii) carry out all Board duties on emergent issues. Such action shall be reported by the Committee to the Board at their next regular meeting.

ARTICLE 7 - EXECUTIVE DIRECTOR

Section 7.1 Corporate Seal

The Executive Director shall be responsible for the retention of the Corporate Seal.

Section 7.2 Custody of Association Business

The Executive Director, or other person designated by the Board, shall be responsible for the preparation and custody of minutes of meetings of the Association and of the Directors, correspondence and financial records of the Association.

ARTICLE 8 - ASSOCIATION AUDIT

Section 8.1 Appointment of Auditor

The Board of Directors shall appoint by resolution an auditor. There shall be an audited annual financial statement submitted at the annual general meeting.

Section 8.2 Fiscal Year

The "fiscal year" shall be January 1st to December 31st.

ARTICLE 9 - BYLAW AMENDMENT

Section 9.1 Bylaw Review

In every year divisible by five (5), the President shall establish a special committee to review the Bylaws of the Association.

Section 9.2 Notice of Amendment

A notice of a special resolution containing any proposed change in these Bylaws shall be circulated in writing to the Regular Membership not later than eight weeks

prior to the annual general meeting. Such amendment shall not be considered passed, unless three-fourths of the voting delegates present at the annual general meeting are in favour of the special resolution.

Section 9.3 Voting

Voting on the proposed change shall take place at the annual general meeting and shall be in accordance with the Rules of Procedure.

ARTICLE 10 - RULES OF PROCEDURE

Except as otherwise provided in these Bylaws, the Rules of Procedure to be followed at meetings of the Board of Directors and at the annual convention shall be those in "Robert's Rules of Order, Newly Revised."

ARTICLE 11 - DUTIES

The duties and powers of the President and Vice-Presidents shall be those duties and powers as commonly assigned to such officers.

ARTICLE 12 - NOMINATIONS

Section 12.1 Nominees

A nominee shall be an Elected Representative whose municipality is a Regular Member of the Association, and who is in attendance at the annual convention or has indicated in writing to the returning officer no later than 9:00 a.m. the first day of the convention, his willingness to fill the position if elected, but due to personal or family illness or attending to municipal or private business is unable to be in attendance at the convention.

Section 12.2 Nominations for President

Nominations for the position of President must be sponsored by two (2) other Elected Representatives, whose municipalities are Regular Members, and who are registered as being in attendance at the annual convention.

Section 12.3 Nomination for Board Members

Except for the appointments to the Board from the Cities of Calgary and Edmonton, nominations for members of the Board of Directors must be in writing, sponsored by two (2) other Elected Representatives whose municipalities are Regular Members and who are registered as being in attendance at the annual convention.

ARTICLE 13 - ELECTION PROCEDURES

Section 13.1 Election Procedures Committee

The Board of Directors shall appoint an Election Procedures Committee, who shall prescribe the manner of holding elections, including the forms to be used, the method of voting and such rules and procedures pertaining thereto, such as to ensure the fair and proper conduct of the elections.

Section 13.2 Election of President

The President shall be elected by the voting delegates at the annual convention.

Section 13.3 City Representation

- a) The Directors from Cities shall be elected by voting delegates from the Cities/Specialized Cities at the Annual Convention, except Calgary and Edmonton, following the election of the President.
- b) Each of the City appointed Directors from Calgary and Edmonton shall automatically become a Director from Cities.
- c) The Vice-President for Cities shall be elected from among the Directors from Cities, including Edmonton and Calgary, and Specialized Cities by the voting delegates from Cities and Specialized Cities at the Annual Convention.

Section 13.4 Town Representation

- a) The Directors from Towns shall be elected by voting delegates from the Towns and Specialized Towns, at the Annual convention, following the election of the President as follows:
 - i. One (1) from that portion of Alberta lying east of longitude 114 and north of the 9th base line
 - ii. One (1) from that portion of Alberta lying west of longitude 114 and north of the 9th baseline
 - iii. One (1) from that portion of Alberta lying south of the 9th base line
- b) The Vice-President for Towns shall be elected from among the Directors from Towns and Specialized Towns by the voting delegates from Town and Specialized Towns at the Annual Convention.

Section 13.5**Village Representation**

- a) The Directors from Villages shall be elected by voting delegates from the Villages and Specialized Village, at the Annual Convention, following the election of the President, as follows:
 - i. One (1) from that portion of Alberta lying east of longitude 114 and north of the 9th base line
 - ii. One (1) from that portion of Alberta lying west of longitude 114 and north of the 9th baseline
 - iii. One (1) from that portion of Alberta lying south of the 9th base line
- b) The Vice-President for Villages/Summer Villages shall be elected from among the Directors from Villages and Specialized Villages and the Directors from Summer Villages and Specialized Summer Villages by the voting delegates from Villages, Specialized Villages, Summer Villages and Specialized Summer Villages at the Annual Convention.

Section 13.6**Summer Village Representation**

The Director from Summer Villages shall be elected by voting delegates from the Summer Villages and Specialized Summer Villages, at the Annual Convention.

Section 13.7**Base Lines**

In this Article, the terms "9th base line" and "15th base line" are as defined under the Alberta Surveys Act.

ARTICLE 14 - ANNUAL CONVENTION**Section 14.1****Convention Location**

The annual convention of the Association shall be held at such time and place as may be decided by the Board of Directors.

Section 14.2**Notice of Convention**

All members of the Association shall be notified of the date of the annual convention at least twelve (12) weeks prior to the date set by mail to the members' addresses.

Section 14.3**Convention Chairman**

The President or his designate shall be the chairman of the annual convention.

Section 14.4**Voting Delegates**

- a) The voting delegates at the annual convention of the Association shall be those Elected Representatives whose municipalities are Regular Members of the Association.
- b) Notwithstanding the foregoing, in the event a Regular Member is unable to be represented at the annual convention by an Elected Representative, the Council may by motion, appoint an official to represent them, who will be entitled to all the privileges of a delegate with the exception of voting. Notice of such appointment shall be submitted in writing to the Executive Director at least ten (10) days prior to the date of the annual convention.

ARTICLE 15 - SPECIAL MEETINGS**Section 15.1****Notification**

A special meeting of the Association may be called by five per cent (5%) of the Regular Membership or by two-thirds vote of all the Board, providing there is a two-week period allowed in order to notify all Regular Members by mail to the members' addresses.

Section 15.2**Voting Delegates**

- a) The voting delegates at the special meetings of the Association shall be those Elected Representatives whose municipalities are Regular Members of the Association.
- b) Notwithstanding the foregoing, in the event a Regular Member is unable to be represented at a special meeting by an Elected Representative, a Council may by motion, appoint an official to represent them, who will be entitled to all privileges of a delegate, with the exception of voting. Notice of such appointment shall be submitted in writing to the Executive Director prior to the opening of the special meeting.

ARTICLE 16 - RESOLUTION COMMITTEE**Section 16.1****Committee Composition**

The Board of Directors shall appoint a Resolutions Committee who shall comply with the terms of reference as determined by the Board.

Section 16.2**Duties/Responsibilities**

The duties and responsibilities of the Resolutions Committee shall be those determined by the Board

ARTICLE 17 - BORROWING POWERS

Section 17.1 Operating Funds

The Board of Directors shall have the power to borrow on behalf of the Association and upon the credit of the Association for operating purposes an amount not in excess of sixty percent (60%) of annual fees or special assessments then levied or assessed by the Association to its Membership but not yet collected.

Section 17.2 Capital Funds

By a two-thirds vote of the Board, the Association may borrow for capital purposes.

ARTICLE 18 - GENERAL

Section 18.1 Member Reporting

Each member of the Association shall report to the Executive Committee any matter bearing upon the Objects of the Association. Any requests for general legislation, shall be submitted for the approval of the Convention, or the Board of Directors.

Section 18.2 Execution of Documents

All documents required to be executed by the Association must be executed under the corporate seal of the Association and attested to by such officers of the Association as may from time to time be decided by the Board of Directors, except that promissory notes and cheques signed on the Association's bank may be signed by such officers as may be decided by the Board of Directors.

Section 18.3 Association Acquisition

The Association may acquire by gift or purchase and have, possess and enjoy land, tenements, rents, annuities and other property of any kind whatsoever within the Province of Alberta.

Section 18.4 Disposal of Assets

The Association may from time to time sell, alienate, exchange, mortgage, let lease or otherwise dispose of any part of its real or personal estate.

Section 18.5 Financial Authority

The Association may draw, make, accept, endorse, execute and issue promissory notes, bills of exchange and other negotiable instruments.

Section 18.6 Disbandment of Association

In the event of disbandment of the Association, the assets shall only be distributed to the Regular Membership based on the fee structure in effect at that time.

Section 18.7 Document Inspection

The books and records of the Association shall be available for the inspection by any Regular Member of the Association at the Association's office during normal business hours.

ARTICLE 19 - QUORUM

A quorum for any general or special meeting of the Association shall be representation from twenty-five percent (25%) of the Regular Membership. A quorum shall be determined within 15 minutes of the posted start time of the meeting, otherwise, the meeting will be adjourned.

ARTICLE 20 - INDEMNIFICATION

Every Director and officer of the Association and their heirs, executors and administrators, respectively, shall from time to time and at all times be indemnified and saved harmless out of the funds of the Association from and against:

- a) all costs, charges, damages and expenses whatsoever which they sustain or incur in or about any action, suit or proceeding which is brought, commenced or prosecuted against them or in respect of any act, omission, deed, matter or thing whatsoever made, done or permitted by them in or about the execution of the duties of their office; and
- b) all other costs, charges, damages and expenses which they sustain or incur in or about in relation to any act, omission, deed, matter or thing whatsoever made, done or permitted by them in or about the execution of the duties of their office;

except such costs, charges, damages and expenses as are occasioned by their own wilful act, default or dishonesty.

Convention Policy

and Resolution Procedures

1. Preparation of Resolutions

Sponsors of resolutions for the AUMA Annual Convention should take care to ensure that the resolutions meet the following criteria:

- a) Each resolution must bear an official endorsement by the sponsoring municipal council.
- b) Resolutions should strive to address a topic of concern to municipalities throughout the Province.
- c) Preliminary Clauses (i.e. Whereas clauses) should clearly and briefly set out the reasons for the resolutions. There should be as few preliminary clauses as possible.
- d) All resolutions should have accompanying background information outlining the issue as it relates to their municipality. The "sponsoring" municipality should indicate when and how often this resolution has been submitted in the past. Backgrounds should also indicate whether or not the resolution is related to and consistent with AUMA policy. This material will assist the Public Affairs Committee, and later the convention body, in understanding the issues.
- e) The operative clause of the resolution (i.e. the one beginning NOW THEREFORE BE IT RESOLVED THAT...) must clearly set out what the resolution is meant to achieve, and state a specific proposal for action. Its wording should be straightforward and brief so that the intent of the resolution is clear. Generalization should be avoided.
- f) Resolutions may be submitted by any municipality that is a Regular Member* of the Alberta Urban Municipalities Association.
- g) Resolutions are to be in the hands of the Executive Director no later the deadline established by the Public Affairs Committee, which will be set on an annual basis.

** A Regular Member means any incorporated City, Town, Village, or Summer Village or Specialized Municipality, in the Province of Alberta that has fully paid the Association's annual regular membership fee.*

2. Extraordinary Resolutions

- a) Resolutions arising from the proceedings of the convention or matters of an urgent nature arising after the resolution deadline and being presented to the Executive Director after the first day of the convention, will be considered Extraordinary Resolutions. The AUMA Executive Committee will decide whether they meet the criteria of an extraordinary resolution.
- b) Criteria for Extraordinary Resolutions
 - Municipalities submitting the extraordinary resolution should state rationale as to why it is extraordinary
 - Extraordinary resolutions, so designated by the Executive Committee, should deal with emergent issues of concern to the general membership that have arisen in the Province after the resolution deadline
- c) All Extraordinary Resolutions approved by the Executive Committee must also be passed by a 2/3^{rd's}-majority vote of the assembly prior to any Extraordinary Resolution being considered by the assembly.
- d) Extraordinary resolutions shall be presented following debate of the Section "P" Resolutions and upon receiving a required 2/3^{rd's} majority of the voting delegates before consideration by the assembly.
- e) No debate on the merits or "urgency" of any Extraordinary Resolution will take place prior to the required 2/3^{rd's}-majority AUMA vote.
- f) Sponsoring municipality(ies) shall provide 1000 copies of the resolution.

3. Disposition of Resolutions

- a. The Executive Director may return any submitted resolutions to their sponsors to have deficiencies corrected. Deficiencies may include but are not limited to:
 - i. The lack of a clear supporting narrative where the rationale of the resolution is unclear;
 - ii. The resolution lacking any indication of being endorsed by the sponsoring council;
 - iii. The resolution not containing preliminary clauses or containing contradictory clauses to the operative clause.

The need to resubmit any resolution(s) due to these deficiencies will not have a bearing on its categorization nor will it make a timely resolution late.

- b. The Public Affairs Committee shall review all resolutions intended for submission to each annual convention and may refuse to submit to the convention any resolution deemed inappropriate for consideration by the Association.
- c. The Public Affairs Committee will notify the appropriate policy committee of any resolution related to their policy.
- d. In conducting its review, the Public Affairs Committee may:
 - i. Amend the grammar or format of the resolution;
 - ii. Consolidate resolutions of similar intent or subject matter;
 - iii. Provide comments on each resolution with regard to its background;
 - iv. Inform the sponsoring municipality where the resolution will materially change or eliminate current AUMA policy.
- e. The Public Affairs Committee shall categorize all acceptable resolutions received as Section A, B, C, P or NP resolutions as follows:

- i. Section "NP" of the Policy and Resolutions Book will include new policies being put forward by the AUMA Board and any resolutions that are related to those policies. A Section NP resolution shall be numbered to correspond to the new policies being addressed.

The resolution sections will be presented in the following order:

1. Section "NP" resolutions
 2. Section "A" resolutions
 3. Section "P" resolutions
 4. Section "B" resolutions
 5. Section "C" resolutions
- ii. Section "A" of the Policy and Resolution Book will contain resolutions of a major concern to the vast majority of member municipalities across Alberta and which are not addressed by the AUMA's policy statements.
 - iii. Section "P" of the Policy and Resolution Book will contain resolutions relating to or amending existing policies adopted at past conventions (i.e. policy statements) or those resolutions adopted at past conventions. A Section P resolution shall be categorized to correspond to the policies being addressed.
 - iv. Section "B" of the Policy and Resolutions Book will contain resolutions of a critical nature to an individual municipality OR it will contain resolutions of a major concern to a region of municipalities or class of municipalities (e.g. S. Villages, Villages, Towns, Cities).
 - v. Section "C" of the Policy and Resolutions Book will include resolutions, which, in the opinion of the Public Affairs Committee, address less critical issues impacting few municipalities or requests action from organizations other than the AUMA or the Alberta Government.
- f. As long as there is a quorum present the final resolution session shall not be closed until all resolutions listed in the agenda are debated and voted upon.
 - g. Resolutions which are not debated at a convention resolutions session because of insufficient time or lack of quorum, will be

presented by the Public Affairs Committee, with its recommendations, to a meeting of the Board of Directors following the convention.

- h. Resolutions passed by the membership shall not be amended or modified by the Public Affairs Committee

4. Disposition of New Policy Position Papers

- a) Task forces and committees appointed by the Board will prepare new policy position papers, which are intended for presentation and adoption by delegates at the annual convention.
- b) New policy position papers being offered for presentation will be provided to the Public Affairs Committee for inclusion in the Policy and Resolution Book.
- c) Upon acceptance or rejection by the convention of a new policy position paper, all related resolutions will be dealt with immediately.

5. Handling of New Policy Position Papers and Resolutions

The guidelines for the handling of new policy position papers and resolutions during the convention are as follows:

- a) New Policy Position Papers:
 - i. The session chair will allow a spokesperson or designate a maximum of five (5) minutes to introduce the new policy position paper and place the resolution on the proposed new policy before the convention.
- b) Resolutions:
 - i. The session chair will introduce the resolutions by the number, the name of the sponsoring municipality, and then will read the operative clause. The Chair will then call on the sponsoring or a supporting municipality to second the resolution. If no municipality seconds the resolution, the resolution dies.

- ii. The session chair or a member of the Public Affairs Committee will then give the views of the Public Affairs Committee (if necessary) and suggestions and reasons thereof as outlined in clause 3(d)(iii).
 - iii. The session chair will then call for a spokesperson from the sponsoring municipality(ies) to speak to the resolution and open the debate as per section 6(g). The first speaker or his/her designate will have the right to close the debate. If there are no opponents to a resolution the question will be immediately called.
- c) Upon request of a sponsoring municipal council for a resolution to be withdrawn the session chair shall notify the delegates.
- d) Amendments; including "minor amendments" from the floor will be accepted when duly moved and seconded. Amendments; including "minor amendments" must be submitted in writing. Discussion procedures shall be the same as outlined in the clauses above.
- e) The session chair will rule whether or not such amendments comply with the intent of the original resolutions.
- f) The voting on new policy position papers and resolutions may be a show of delegate accreditation cards, or if necessary, the session chair can call for a standing count.
- g) For resolutions, the spokesperson of the sponsor or their designate, will be allowed two (2) minutes for the opening and one (1) minute for the closing of debate. All other speakers to resolutions will have a two (2) minute time limit and shall not speak more than once on any one question.
- h) The conflict of interest guidelines for council votes, as outlined in the Municipal Government Act, shall also apply to convention resolution votes for all delegates. It is incumbent upon the membership to ensure they adhere to this rule.

6. Adoption of the Resolution Session Agenda

- a) Prior to the beginning of the first resolution session the Chair will ask for a motion from the floor to adopt the Resolution Session Agenda as presented in the resolution book.
- b) Amendments from the floor to the Resolution Session Agenda will be accepted when duly moved and seconded.
- c) No debate on the proposed amendments to the Resolution Session Agenda will occur.
- d) A 2/3rds majority of the delegates will be required to change the Resolution Session Agenda.
- e) If there are no amendments to the Resolutions Session Agenda resolutions will be debated in the order they are presented in the resolution booklet. No further amendments to the resolution agenda will be accepted.

7. Procedures for Resolutions that are "CARRIED"

- a) The AUMA Board shall forward (in writing), to the appropriate Departments, all resolutions that are carried for their response and send a copy to the submitting "sponsoring" municipality.
- b) The AUMA Board shall collect all Department responses to create a status of resolutions book that will be sent out to all members. The status of resolution book indicates what (if any) follow up action AUMA will take with regards to each carried resolution.
- c) Any resolutions that are not satisfactorily responded to shall be addressed directly with the Minister responsible for the department in a formal meeting with the AUMA Executive Committee.
- d) Resolutions have an active life of three (3) years, then are deemed inactive

Public Affairs Standing Committee 2003

Mayor Ernie Patterson, Chair
Town of Claresholm

Councillor Ed Gibbons
City of Edmonton

Alderman Ric McIver
City of Calgary

Councillor Diana McQueen
Town of Drayton Valley

Mayor Katheryn Kozak Wiebe
Town of Bonnyville

Alderman Leslie Vaala
City of Lethbridge

Mr. Bruce Duncan
City of Edmonton

Ms. Debbie Hamilton
Village of Thorhild

Ms. Barbara Kowalchuk
Village of Boyle

‘AGM’ Category

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**NOTICE OF SPECIAL RESOLUTION
OF THE ALBERTA URBAN MUNICIPALITIES ASSOCIATION
(The "Association")**

Notice is hereby given that at the 2003 Annual General Meeting of the Association on September 25, 2003 a Special Resolution will be proposed to amend the Bylaws of the Association to implement the revised election procedures approved at the 2002 Annual General Meeting. These amendments are described in the attached information package.

And further that the revised Bylaws be used for the conduct of 2003 elections.

WHEREAS delegates to the 2002 AUMA Convention voted to make changes to the AUMA election procedures; and

WHEREAS some of those changes require amendments to AUMA's bylaws;

NOW THEREFORE BE IT RESOLVED THAT:

The bylaws of the Alberta Urban Municipalities Association be amended as follows:

1. By deleting the definition of "**Term**" and replacing it with the following:

The term of office for each position on the Board:

- (a) commences at the organizational meeting of the Board following the annual convention and*
- (b) continues until the end of the next annual convention at which the position is available for election.*

2. By deleting Section 4.4 – Board Term and substituting the following:

Section 4.4 – Board Term of Office

- 1. The term of office for the position of*
 - (a) President is one year*
 - (b) Vice-President is one year*
 - (c) Director is two years.*
- 2. Notwithstanding subsection 1, the term of office for Directors described in subsection 4 elected at the 2003 annual convention shall be one year.*
- 3. The term of office for the following Director positions shall begin in 2003*
 - (a) 1 Calgary Director*
 - (b) 1 Edmonton Director*
 - (c) 2 other cities*
 - (d) Towns East*
 - (e) Villages South*
 - (f) Summer Villages*

4. *The term of office for the following Director positions shall begin in 2004*

- (a) 1 Calgary Director*
- (b) 1 Edmonton Director*
- (c) 1 other cities*
- (d) Towns West and South*
- (e) Villages East and West*

5. *A person is eligible for re-election upon expiry of the term of office as set out in subsection 1.*

3. By deleting Section 4.10 (d) and substituting the following:

d) Should a vacancy occur in a Director position:

- i) the Board may appoint a replacement to serve until the next annual convention, and*
- ii) if the term of office for the position does not expire at the end of the next annual convention a by-election shall be held at the next annual convention to fill the position for the remainder of the term.*

A person appointed to fill a vacancy in any position must be eligible for election to that position if an election were held.

4. By deleting Section 4.10 (f) and substituting the following:

f) Should a Director's or Vice-President's municipality change its legal municipal status:

- i) the Director or Vice-President shall be eligible to remain a member of the Board until the next annual convention, and*
- ii) if the term of office for the position does not expire at the end of the next annual convention a by-election shall be held at the next annual convention to fill the position for the remainder of the term.*

5. By deleting Sections 12.2 and 12.3 and substituting the following:

Section 12.2

Nominations for the position of President, Vice-President and Director, other than the Directors appointed by the Cities of Calgary and Edmonton, shall be in the form required by the Returning Officer and signed by at least 2 persons eligible to vote in that election on the date of signing the nomination, and shall be accompanied with a written acceptance signed in the prescribed form by the person nominated, stating that the person:

- (a) is eligible to be elected to the office, and*
- (b) will accept the office if elected.*

Section 12.3

In the case of a nomination for the position of a Director for Towns or Villages, the person nominated and the persons signing the nomination must be elected representatives of a regular member located in that portion of Alberta which the position will represent as described in 13.4 and 13.5.

6. By deleting Section 13.1 and substituting the following:

Section 13.1

The Board of Directors shall appoint a person as Returning Officer who shall be responsible for the fair and proper conduct of elections.

BACKGROUND

The Bylaws require that members be given written notice of proposed bylaw amendments at least eight weeks prior to the meeting at which they are to be considered.

The resolutions approved at the 2002 Annual General Meeting were:

1. That AUMA extend the term of office for Directors to two years, with terms staggered, except for the President and Vice-Presidents for whom the term will be one year.
Preceding
2. That the Returning Officer be solely responsible for clarifying any procedures during the conduct of an election.
3. That the positions of Presiding Official and Deputy Presiding Official(s) be eliminated from the Election Procedures.
4. That the Returning Officer be responsible for the development of all forms, instructions for election workers and the Election Procedures handout for delegates and providing a copy of all such materials to the party contracted to provide election workers. The Returning Officer should also be responsible for training election workers.
5. That AUMA be responsible for liaison with the Convention Manager and for the distribution of the election procedures handout and ballots in the registration kits for delegates and the replacement of lost or spoiled ballots during the Convention.
6. That the contracted group be responsible for recruiting election workers, ensuring their attendance at any training session, and for the preparation

and distribution of kits to the Deputy Returning Officers and election clerks as required.

7. That the Nomination Form be revised to replace the term "Sponsors" with the term "Nominators".
8. That the qualification for a Nominator be an elected official eligible to vote in the election for the position for which the nomination is being made.
9. That the Returning Officer be responsible for ensuring that all ballot boxes are empty and the slot taped when assembled.
10. That a Returning Officer Voting Result Form be used to report official results of elections.

Resolutions 1,2 and 8 require bylaw amendments. A three column summary showing the existing wording, the proposed wording and providing comments on the proposed changes is attached to this notice. Those changes not requiring bylaw amendment have been included in the 2003 Election Procedures Handbook.

Technically the amended Bylaws are not in force until they are filed with Corporate Registry. This process takes about 5 days. However, if the members agree the amended procedures may be used for the 2003 elections since they will reflect the intention of the Association.

BYLAW AMENDMENTS TO IMPLEMENT ELECTION PROCEDURES RECOMMENDATIONS

EXISTING	PROPOSED	COMMENTS
Definitions Term means the period commencing at the organizational meeting of the Board following the annual convention and continues until the end of the following annual convention.	The term of office for each position on the Board (a) commences at the organizational meeting of the Board following the annual convention and (b) continues until the end of the next annual convention at which the position is available for election.	Amends the definition to allow for staggered terms of office (see also proposed amendment to 4.4)
4.4 All members of the Board of Directors shall be elected to the Board for one term. Any Director may be re-elected to the Board.	<ol style="list-style-type: none"> 1. The term of office for the position of <ol style="list-style-type: none"> (d) President is one year (e) Vice-President is one year (f) Director is two years. 2. Notwithstanding subsection 1, the term of office for Directors described in subsection 4 elected at the 2003 annual convention shall be one year. 3. The term of office for the following Director positions shall begin in 2003 <ol style="list-style-type: none"> (g) 1 Calgary Director (h) 1 Edmonton Director (i) 2 other cities (j) Towns East (k) Villages South (l) Summer Villages 4. The term of office for the following Director positions shall begin in 2004 <ol style="list-style-type: none"> (f) 1 Calgary Director (g) 1 Edmonton Director (h) 1 other cities (i) Towns West and South (j) Villages East and West 5. A person is eligible for re-election upon expiry of the term of office as set out in subsection 1. 	<p>Establishes a one year term of office for the President and Vice-President positions and a two year term for Director positions and provides for the phase-in year.</p> <p>For purposes of phasing in the two year terms, Calgary and Edmonton will be asked to designate one Director as being appointed under Sub-section 3 and one under sub-section 4.</p>

EXISTING	PROPOSED	COMMENTS
<p>4.10(d) Should a vacancy on the Board of Directors occur, other than the President, the Board may appoint a replacement, who is an Elected Representative and whose municipality is a Regular Member, until the next annual convention.</p>	<p>Should a vacancy occur in a Director position</p> <ul style="list-style-type: none"> i) the Board may appoint a replacement to serve until the next annual convention, and ii) if the term of office for the position does not expire at the end of the next annual convention a by-election shall be held at the next annual convention to fill the position for the remainder of the term. <p>A person appointed to fill a vacancy in any position must be eligible for election to that position if an election were held.</p>	<p>Deals with vacancies in Director positions to reflect the proposed two year term of office.</p>
<p>4.10 (f) Should a Board Member's municipality change its legal municipal status, the Board Director shall be eligible to remain a member of the Board until the next annual convention.</p>	<p>Should a Director's or Vice-President's municipality change its legal municipal status,</p> <ul style="list-style-type: none"> (a) the Director or Vice-President shall be eligible to remain a member of the Board until the next annual convention, and (b) if the term of office for the position does not expire at the end of the next annual convention a by-election shall be held at the next annual convention to fill the position for the remainder of the term. 	<p>Amends provision to reflect the proposed two year term of office. Also clarifies that a change in status of a Vice-President's municipality does affect the Vice-President's eligibility to occupy that office.</p> <p>Since the President may be from any status of municipality, a change in status does not affect that office.</p>

EXISTING	PROPOSED	COMMENTS
<p>11.2 Nominations for the position of President must be sponsored by two (2) other Elected Representatives, whose municipalities are Regular Members, and who are registered as being in attendance at the annual convention.</p> <p>11.3 Except for appointments to the Board from the Cities of Calgary and Edmonton, nominations for members of the Board of Directors must be in writing, sponsored by two (2) other Elected Representatives whose municipalities are Regular Members and who are registered as being in attendance at the annual convention.</p>	<p>11.2 Nominations for the position of President, Vice-President and Director, other than the Directors appointed by the Cities of Calgary and Edmonton, shall be in the form required by the Returning Officer and signed by at least 2 persons eligible to vote in that election on the date of signing the nomination, and shall be accompanied with a written acceptance signed in the prescribed form by the person nominated, stating that the person</p> <p>(a) is eligible to be elected to the office, and (b) will accept the office if elected.</p> <p>11.3 In the case of a nomination for the position of a Director for Towns or Villages, the person nominated and the persons signing the nomination must be elected representatives of a regular member located in that portion of Alberta which the position will represent as described in 12.4 and 12.5.</p>	<p>Implements Resolution 8 approved at 2002 Annual General Meeting. Corrects an oversight in existing Bylaws where there is no mention of nominations for Vice-President. Makes wording consistent with the <i>Local Authorities Election Act</i>.</p> <p>Clarifies that a nominator must be must be from the zone and status which the Director position will represent</p>
<p>12.1 The Board of Directors shall appoint an Election Procedures Committee, who shall prescribe the manner of holding elections, including the forms to be used, the method of voting and such rules and procedures pertaining thereto, such as to ensure the fair and proper conduct of the elections.</p>	<p>The Board of Directors shall appoint a person as Returning Officer who shall be responsible for the fair and proper conduct of elections.</p>	<p>Implements Resolution 2 approved at 2002 Annual General Meeting</p>

New Policy Development and Resolution Process

WHEREAS the AUMA continuously proposes, develops and amends policies on a wide variety of issues; and

WHEREAS AUMA policies (passed by members) and resolutions (passed by members) may not always be consistent and are sometimes contradictory; and

WHEREAS the AUMA has limited capacity and cannot aggressively pursue all resolutions passed at conventions; and

WHEREAS it is more effective for AUMA to pursue a limited number of clear and consistent key policies and resolutions during any given year; and

WHEREAS improvements need to be made to AUMA's policy development and resolution process in order to make our advocacy efforts more effective;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association adopt the new policy development and resolution process outlined in the paper titled "AUMA Policy Process Assessment"

BACKGROUND

Please see attached Executive Summary and report.

AUMA Policy Process Assessment – Executive Summary

Executive Summary of How Changes May Impact Member Resolutions and Policy Proposals

Context

Following the 2002 Convention the AUMA Board felt it was necessary to re-examine how AUMA organized, presented, debated and changed its policies. The intent was to ensure AUMA's members speak with one clear and consistent voice as much as possible on a wide variety of key policy matters.

Currently, AUMA's main forum for passing and amending AUMA policy is the annual convention resolution sessions. These sessions provide an excellent forum for municipalities to express their concern on issues that are important to their City, Town Village or Summer Village. However, the result of these sessions has often been an inconsistent and somewhat muddled expression of AUMA's policies and positions. It is the Board's hope that a new policy process will help AUMA have a consistent message that it can clearly articulate for the Provincial Government, its own members as well as any other interested parties

Summary of Changes

- 1) The elimination of the NP,A,B,C and P categorization of convention resolutions and replacing it with a new categorization system:
 - a. Governance
 - b. Operating and Implementation
 - c. Issue Based
 - i. General Recognition
 - ii. Roles, Responsibilities and Resources
 - iii. Goals and Objectives
 - iv. Delivery Tools and Implementation
 - v. Results and Reactions

Governance principles – this is the category that would have resolutions that are very broad and contain fundamental statements of policy and principle found in the current manual (e.g. guiding principles one, two and three).

Operating and Implementation Principles – resolutions in this category would contain statements that address matters of implementation and operating (e.g. guiding principles four, five and six). Statements in this category say “This is how we do business. This is how we expect others to interact with us”.

Issue Based Policies – resolutions in this category would contain statements related to specific current issues and initiatives. Statements in this category say “This is our position on specific issues and challenges emerging from our current environment”. Within this category there are five sub-categories.

General Recognition – These are resolutions where AUMA is making a general statement about actions that should be taken in response to a situation affecting a wide range of its members, or it is making a statement recognizing the status or contributions of some group or organization such as a statement recognizing the contributions of the military or a voluntary organization in response to an emergency.

Roles, Resources and Responsibilities – this category contains AUMA statements that are addressing overall relationships between and/or capacities of different orders of government, such as statements regarding access to revenue streams, or reaffirming that a current challenge is the responsibility of another order of government.

Goals and Objectives – here the AUMA is raising questions or taking positions regarding the goals and objectives being pursued by others. There is no question of jurisdiction or responsibility, just the objectives to be achieved.

Delivery Tools and Implementation – in these cases the AUMA is addressing the actual implementation instrument being used by another level of government, or other stakeholder.

Results and Reactions – it is a fairly common occurrence for another level of government, or other stakeholder, to declare some initiative or policy to be a ‘success’. This may not be the view of AUMA and its members.

- 2) An assessment of each resolution will occur. Each resolution's relative importance will be assessed against current AUMA strategy and capacity (this will likely involve specifically stating to members which resolutions will or will

not be aggressively advocated to the government by AUMA on any given year)→ probably in the status of resolutions book

- 3) A statement from the Board on its position of each resolution will be included in the status of resolutions book. It is likely that points two and three will result (on more than one occasion) in having the Board state to all members that AUMA does not support certain resolutions due to changing circumstances, new information or if it contradicts AUMA policy that has already been well established by the members.

AUMA Policy Process Assessment

June 12, 2003

Public Affairs Standing Committee 2003

Mayor Ernie Patterson, Chair
Town of Claresholm

Councillor Ed Gibbons
City of Edmonton

Alderman Ric McIver
City of Calgary

Councillor Diana McQueen
Town of Drayton Valley

Mayor Katheryn Kozak Wiebe
Town of Bonnyville

Alderman Leslie Vaala
City of Lethbridge

Mr. Bruce Duncan
City of Edmonton

Ms. Debbie Hamilton
Village of Thorhild

Ms. Brenda King
City of Calgary

Ms. Barbara Kowalchuk
Village of Boyle

Consultant – Albert Kennedy, Culzean Consulting Inc.

1 Project Objectives and Processes

The Alberta Urban Municipalities Association (AUMA) meets membership needs by carrying out activities in two distinct service streams.

- **Membership Services** – this is the ‘business’ side of AUMA operations. Services like insurance services of various kinds, and electrical and gas aggregation are offered to members through this service delivery channel.
- **Advocacy** – this is the ‘political’ or ‘advocacy’ side of AUMA operations. Through this line of service AUMA develops and carries out advocacy strategies in the interests of its members. This process often focuses on influencing decision makers at the Federal and Provincial levels of government, either in response to initiatives undertaken by those bodies, or on matters initiated by AUMA itself.

This project was focussed exclusively on the advocacy stream of AUMA service delivery. More particularly, it was focussed on assessing the process by which AUMA initiates or responds to policy change, and the structure AUMA uses to manage policy implementation. There were three important objectives to this project.

- **Policy Development and Implementation** – examine and make recommendations with respect to the process used by AUMA to develop and manage the policy process, with particular attention to the role of the annual convention, and internal decision-making bodies like the Public Affairs Committee, and the Board of Directors.
- **Recent Activity** – assessment of convention and related policy activity of the last four years in search of trends and indicators of the focus and effectiveness of this process, with recommendations where appropriate.
- **Current Framework** – assessment of the current AUMA policy structure (as embodied in the AUMA Policy Manual) and development of recommendations for refinement as required.

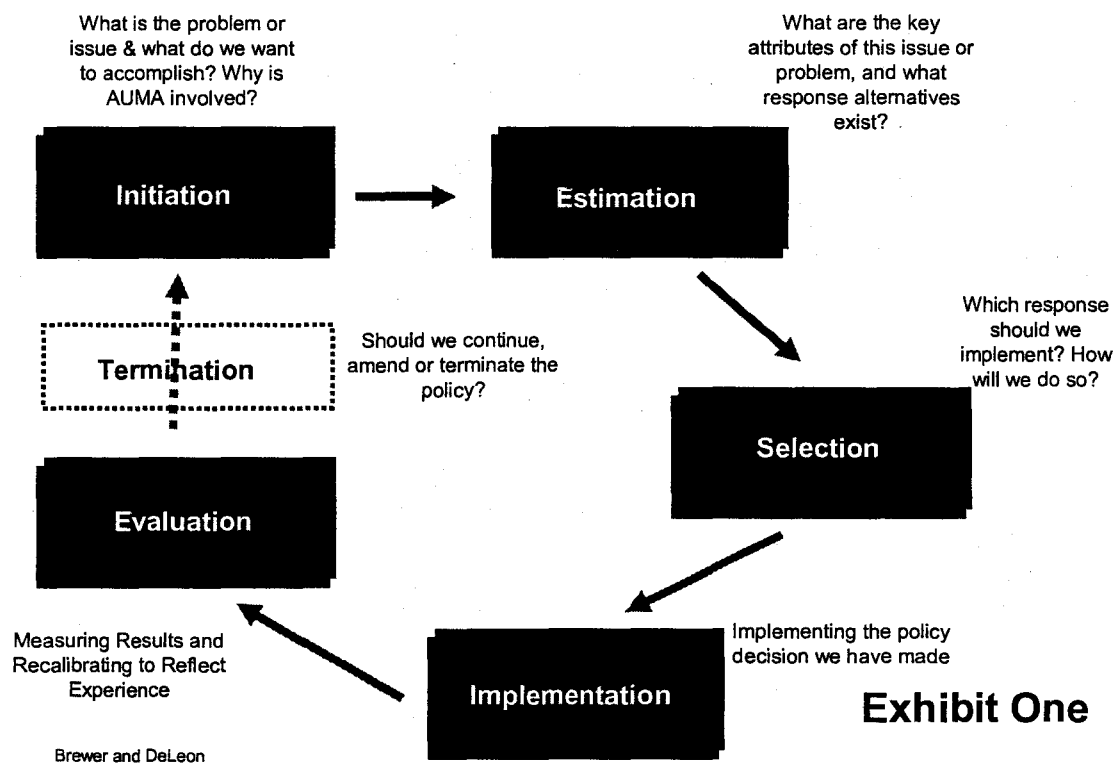
Several activities were undertaken in pursuit of these objectives.

- Two presentations were made to the AUMA Public Affairs Committee, outlining the key elements of an effective policy development and implementation process, and its interface with the current governance and operating framework of AUMA. Appendix One contains the visuals used in each of these presentations.
- A Microsoft Access data base was developed and populated in order to capture and analyse convention activities from the last four years, permitting analysis of trends and development of recommendations for change.
- A policy classification framework was developed to permit differential treatment of policy development streams, depending on the nature of the policy involved.

This report presents the results of these activities, and makes specific recommendations for refinement of the policy development and implementation process within AUMA.

2 Effective Policy Development and Implementation

In order to assess and refine the policy development process within AUMA we need first to clarify the elements of an effective policy development and implementation process. We can then position current AUMA activities and structures within the process, and look for opportunities for improvement. Exhibit One illustrates the overall process.

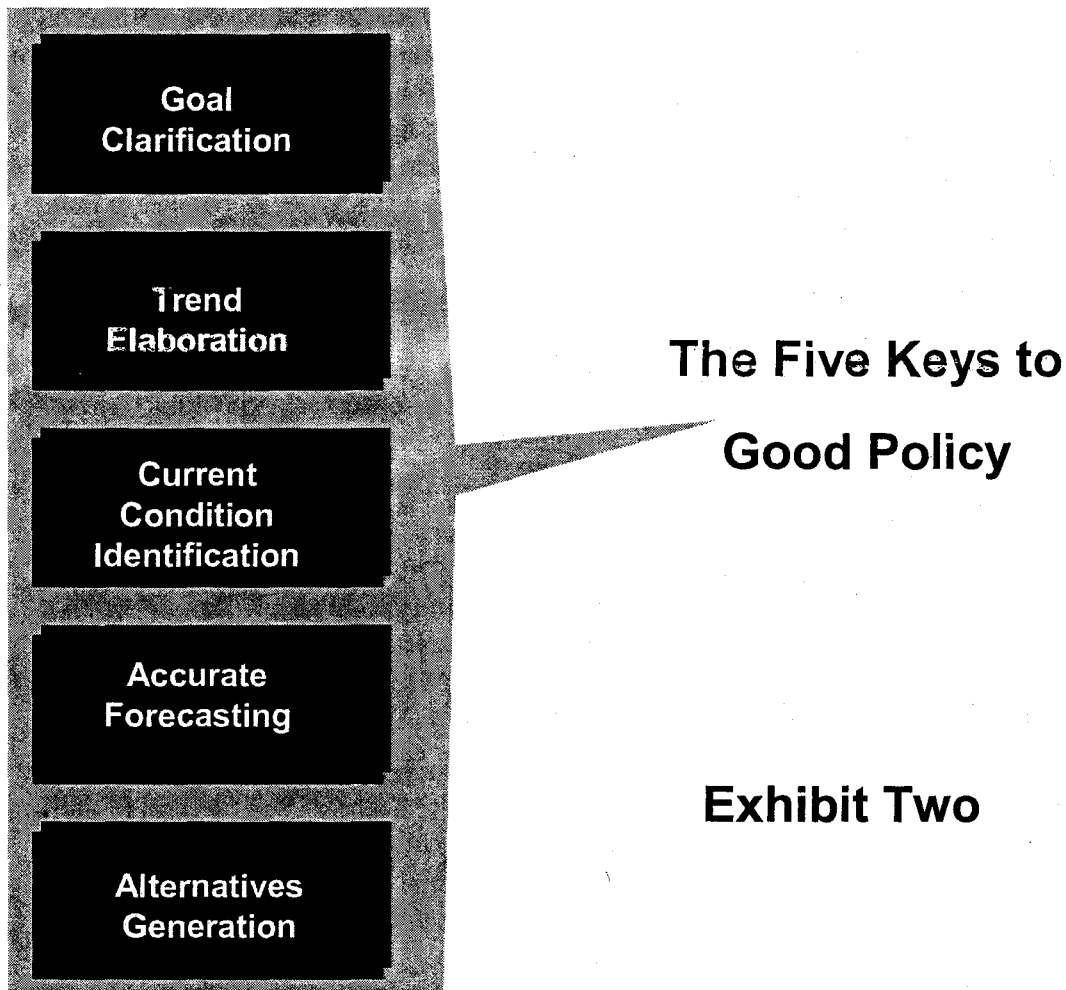


- **Initiation** – At this point the challenge is to determine exactly what the problem or issue is. What is the interest and role for AUMA? Why would AUMA pursue this matter on behalf of its members? This involves preliminary thinking about the problem or issue, definition or clarification of objectives to be pursued (what is our ask? What, precisely, do we want?), and preliminary consideration of options and choices that might be considered (Have we considered alternative ways of achieving what we want?)

- **Estimation** – If it is determined that AUMA does have an interest in a particular issue or challenge, and that it should further consider the matter, then the estimation process commences. At this stage there is a thorough investigation of underlying concepts and claims¹, and consideration of alternative approaches to achieving the objective? This stage also involves looking at the practical implications of gaining the objective. What does it mean in terms of business processes and allocation of scarce resources, both within AUMA and among its members?
- **Selection** – This is the point of decision. Based on the work done at the estimation stage, including development and assessment of alternative courses of action, a decision is made to establish a particular policy, or pursue a particular objective, and in so doing allocate time and other resources. The clear implication here is that of opportunity cost. In an organization with the diverse interests of AUMA time and energy can only be allocated at the expense of some other activity; there are not sufficient resources to pursue all issues and potential objectives.
- **Implementation** – Once a decision is made, it must be implemented. Resources are allocated, actions are taken, legal and political commitments are made. This happens at this stage. At this point the policy or strategic decision made in the previous stage becomes operational. To this point time and energy have been expended at the governance and senior executive levels, but the remainder of the organization has not been engaged. Relevant parts of the organization become engaged at this point.
- **Evaluation** – Once implementation occurs results are assessed against original objectives? Did we achieve what we set out to? Why? Why not? What can we learn from this experience and how might this be applied to future activity? This is critical and often overlooked part of the policy development and implementation process. It must be considered carefully at the selection stage for it has implications for information collection and management strategies that must be considered at the selection stage.
- **Termination** – Once in a while the evaluation process indicates that termination of an existing policy is appropriate. This is a normal part of the process. Policies and initiatives are developed at a point in time, with a particular information set. Both are time specific. It is not unusual for the overall context to change, and with it the appropriateness of the original policy. The challenge at this stage is to manage termination in a constructive manner.

¹ Are the legal assumptions correct? Is the objective consistent with other AUMA goals and objectives? Have related financial considerations been properly addressed? Do we know the implications of the actions we are seeking on other interests of our members, both short and long term?

If this process is operating effectively it will produce policies and related initiatives that accurately and consistently reflect achievable objectives which align with the needs and aspirations of the majority of AUMA members. As illustrated in Exhibit Two, there are five keys to effectively managing this process.



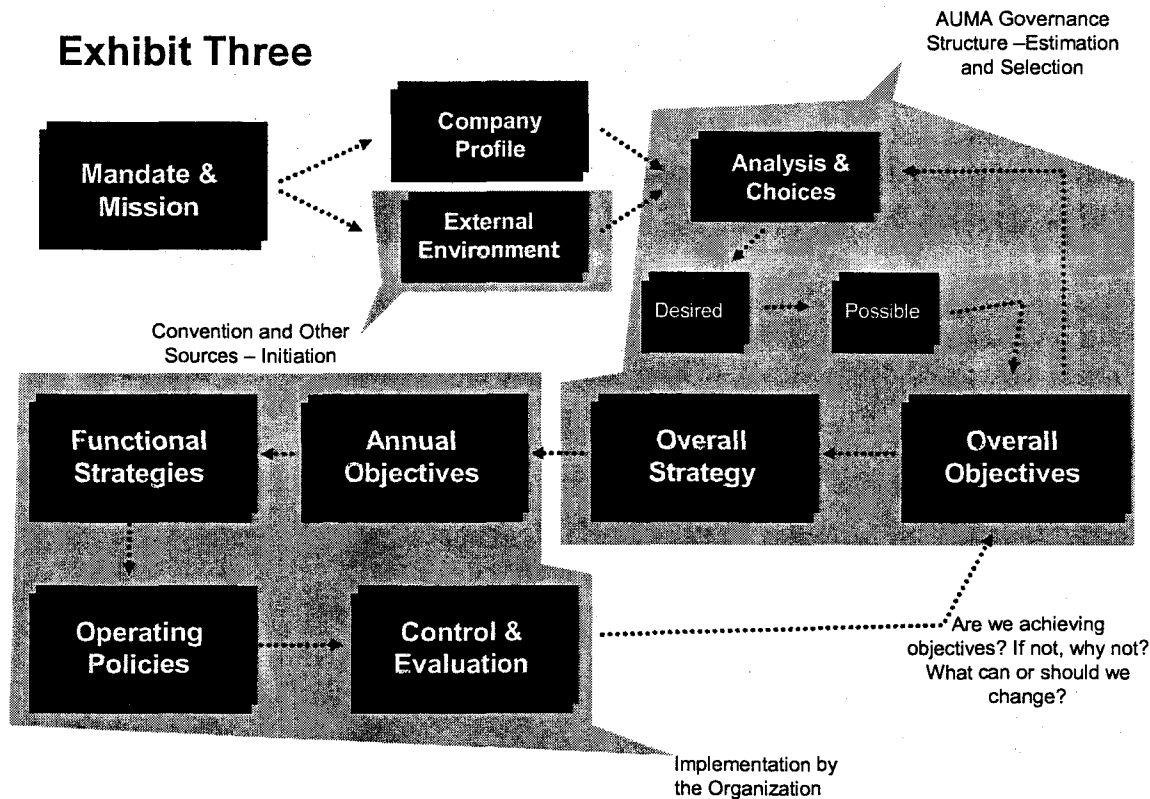
- **Goal Clarification** -- Goals need to be clear, understood, and shared. This, ultimately, is the key to the rest of the process. Poorly defined goals, or goals that are not supportable over time, will undermine the rest of the process. An important challenge is to bring the appropriate time frame to goal definition. In many cases short-term objectives are identified, but longer term implications are not fully considered.

- **Trend Elaboration** – It is important to understand the underlying trends and influences that are giving rise to the need for a new or changed policy, and related initiatives. Failure to understand the underlying strategic drivers will result in shallow or narrow policies, which are either not linked to relevant objectives, or produce implementation strategies that are not achievable.
- **Current Condition Identification** – Another source of process failure is an inadequate understanding of the current reality, or incomplete agreement on the key elements of that reality. This uncertainty can stem from lack of information, a failure to properly interpret information, a failure to fully integrate ‘hard’ information (statistics, legal realities) with ‘soft’ information (interests of stakeholders, level and nature of political interest), or just an inability to gain a shared view of current circumstances.
- **Accurate Forecasting** – The extension of the ‘current condition’ challenge is an inability to gain a shared view of likely future reality. Again this can involve both hard information (will current trends continue?) and soft information (what might certain stakeholders do in future, under what circumstances?). Although there can be widely divergent views of trends and their importance, and current conditions, it is with respect to future conditions that the most fundamental divergence of view occurs. Whose crystal ball is most accurate?
- **Alternatives Generation** – A continuing weakness in the policy development and implementation process is the failure to be creative and aggressive regarding alternative courses of action. As numerous decision making theorists have pointed out, individual and group decision makers have a strong bias towards using what has worked in the past, even when current or possible future conditions bear only a passing resemblance to past circumstances.

We now know the content of an effective policy development and implementation process, and the factors that ultimately drive process success. We can now examine this process in the context of the AUMA business planning and management framework.

3 Policy and Business Planning and Management Processes

The policy process identified in the previous section does not operate in isolation. It is part of the overall operations of AUMA, which cover a wide range of business processes. For the policy process to be effective and sustainable in the long run, it must align with and be supported by these other processes and activities. Exhibit Three illustrates these processes and activities, and their interface with the policy process.



- **Mandate and Mission** – Activities are based on the overall mandate and mission of AUMA as an organization. These are stable over a reasonable period of time, and reflect the fundamental needs and aspirations of AUMA members.
- **Company Profile** – The organization has a current profile made up of its resources and capacities, and their current deployment across business processes and priorities. This current profile reflects the organization's current strategies and responses to the challenges and opportunities emerging from its environment.

- **External Environment** – This is the suite of influences, challenges and opportunities currently facing the organization. This is an evolving and changing mixture of trends and current realities that is constantly monitored and assessed in terms of its implications for the goals, objectives and current capacities of AUMA.
- **Analysis and Choices** – On an ongoing basis, the leadership of AUMA analyse the interface between the current profile, and the environment. Is AUMA setting its goals and objectives, and deploying its resources most effectively given the challenges and opportunities it faces? If not, what needs to change, when and how? What is desired and what is possible given resource and time constraints?
- **Overall Objectives** – Given the interface between the current profile and the environment overall objectives are established. They reflect a series of tradeoffs between what is desired or thought necessary, given the environment, and what is possible, given the current profile and the organization's capacity to amend or enhance it. This is an iterative process as alternative approaches are considered and either refined or discarded.
- **Overall Strategy** – Once objectives are agreed, an overall strategy for achieving objectives is developed and adopted. This strategy must reflect existing resources and capacities, and the relative priorities of various objectives. This strategy will span several planning cycles or years.
- **Annual Objectives** – Within the overall strategy there will be a series of specific annual objectives that in combination assure achievement of the overall strategy. These objectives address specific dimensions of current operations, such a training, information technology, finance, and interface with key stakeholders.
- **Functional Strategies** – Annual objectives will have implications for specific functions. For example, annual objectives may require that specific change be made in how information technology is managed and deployed. Specific strategies are needed for each functional strategy to ensure that in combination they align in support of annual and overall strategies.
- **Operating Policies** – Once annual and functional strategies are established, specific operating policies can be developed to ensure that on a day-to-day basis the organization operates in a manner consistent with its stated strategies. Using information technology as a continuing example, it may be necessary to have policies regarding who has access to what data to ensure the integrity of information needed to support a particular objective.
- **Control and Evaluation** – Implementation of strategies and policies must be controlled by those who will be held accountable for achieving results, and those results themselves must be evaluated against stated goals and objectives. The results of the control and evaluation process are then used to consider the appropriateness and effectiveness of overall objectives, which can then be refined to reflect results.

To be effective and sustainable a good policy process will need to 'fit' within this overall organizational process. If it does not it will generate additional work, and create uncertainties around priorities and sequences. Exhibit Three also illustrates the interface between the policy process we have outlined, and the organization's planning and implementation process.

- **Initiation** – This stage of the policy process forms an important part of the overall environmental scanning and assessment portion of the planning and implementation process. It is here that the need to take action, and the factors to be considered in making this decision, is given attention in both processes. Exhibit Four illustrates the different sources of impetus likely to activate the decision making process.
 - *Convention* – the annual convention is an extremely important source of policy initiation activity. Members gather and express their views on a wide range of subjects, formally through forums like the resolutions process, and less formally in other convention venues. The convention represents a very effective, concentrated and structured venue for getting information about the local government environment, for it is here that those most affected by trends and changes, the members themselves, are most accessible and able to make their views known.
 - *Individual Members or Groups of Members* – outside the convention framework it is still possible for members to make their views known to senior decision makers regarding trends and factors that are affecting them.
 - *Third Parties* – a very significant source of change are activities undertaken by other stakeholders, in particular the Provincial and Federal governments. Actual or proposed actions taken at these levels can have significant impact on the strategic and operating environment of AUMA members, and generate the need for AUMA to consider changes in policy or operations.
- **Estimation and Selection** – these portions of the policy process closely parallel the analysis and choices, and strategy and objective setting parts of the planning and implementation process. It is here that the analysis, alternatives development, and ultimately choices associated with the policy process are made within the AUMA planning framework.
- **Implementation and Evaluation** – these portions of the policy process align nicely with the annual objective setting, functional strategy and operating policy development, and control and evaluation parts of the AUMA planning framework.

- Fundamentally the activities and decisions embodied in both processes are the same.

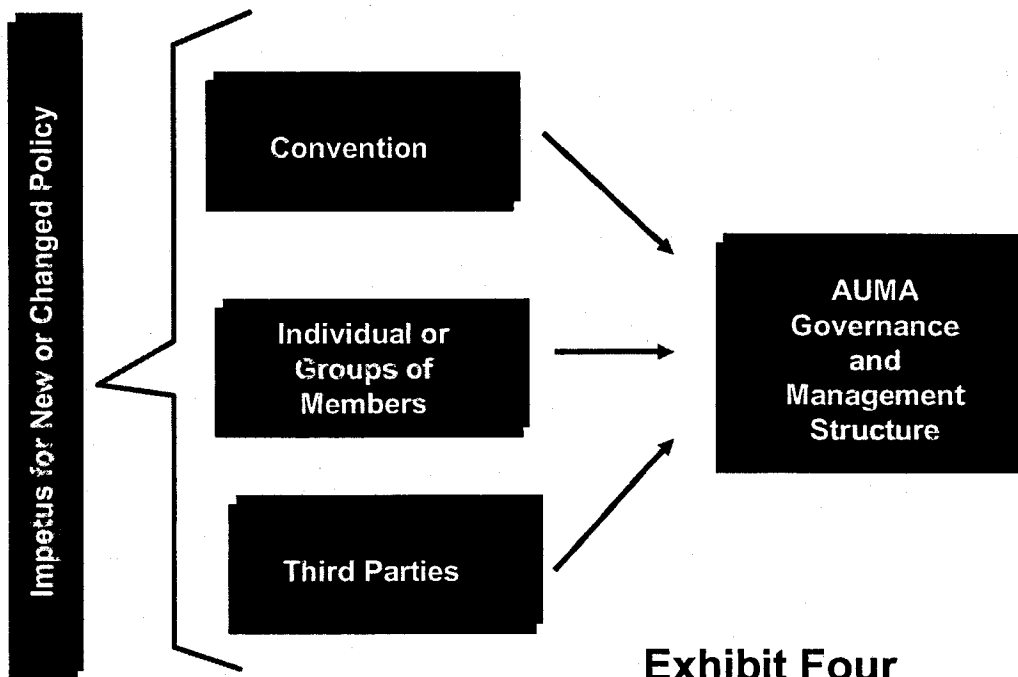


Exhibit Four

This analysis reveals that there are no fundamental structural 'mismatches' between the ongoing processes for policy development and implementation, and overall organizational planning and implementation. There is no need to make basic structural changes in either process, or the relationship between them.

We now turn to the convention experience of the last few years, and the structure and content of the current policy framework, to find out if there are opportunities to refine and enhance activities within the overall framework of the processes we have examined.

The Current Policy Manual

4.1 Overall Policy Framework

We now turn to the existing policy framework. We begin with the current policy manual (Appendix Two contains the Table of Contents for the manual). Several aspects of the current manual are noteworthy.

- **Scope of Issues** – the scope of the document is impressive. Everything from housing to economic development and taxation to emergency services and income redistribution and RHA elections is touched upon in the manual.
- **Content** – a variety of formats and structures are used, resulting in different kinds and levels of documentation and assessment across policy arenas.
- **Classification and Relevance** – in addition to the wide scope of issues in terms of the subjects covered, there is also a wide range of policy levels involved, from very specific program based items like the MIMS or ASSET programs, to very broadly based and fundamental statements involving the roles of different levels of government in respect of income distribution.

These attributes, in combination, have a number of effects.

- The document is confusing and does not provide a clear picture of AUMA priorities and current focus. It is not an effective communications document for internal or external audiences.
- The underlying reasons for AUMA policies and positions are hard to discern through the varying formats and differing levels of analysis.
- There is no clear linkage between the contents of the manual and current objectives and activities of AUMA. The reader cannot see that because AUMA believes “A” it is now doing “B”.

Exhibit Five illustrates a recommended approach to restructuring the current policy manual. It creates three categories of policy, and shows how current manual content would be redistributed within this structure.

- **Governance Principles** – this is the category that contains the very broad and fundamental statements of policy and principle found in the current manual (guiding principles one, two and three). Statements in this category say “This is what we are about, and our position regarding key stakeholders and participants in our environment”

- **Operating and Implementation Principles** – this is the category that contains statements that address matters of implementation and operations (guiding principles four, five and six). Statements in this category say “This is how we do business. This is how we expect others to interact with us”.
- **Issue Based Policies** – this is the category that contains statements related to specific current issues and initiatives (guiding principles seven and eight, and current policy statements and initiatives in areas like housing and protective services). Statements in this category say “This is our position on specific issues and challenges emerging from our current environment”

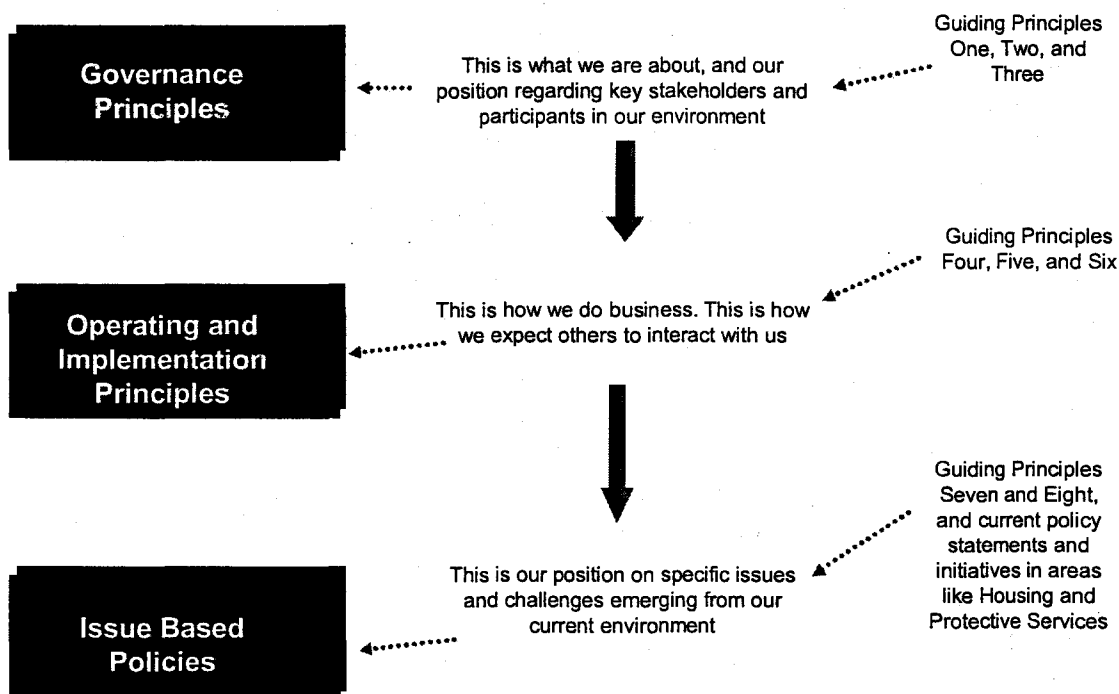


Exhibit Five

Appendix Three contains a proposed realignment of the contents of the existing policy manual using this framework. The clear difference across these categories is the stability or time frames involved. Statements in the first two categories are likely to be stable over some period of time; they represent statements about fundamentals that should not change significantly in the short term. The third category is likely to be much more

volatile since it is linked to current issues, challenges and opportunities, in particular activities of key stakeholders and the annual convention. One would expect to see more change, more 'churning' in the issue driven category than in the other categories. This categorization framework can also be considered in the context of the policy and planning processes we assessed earlier in this report. Exhibit Six illustrates the relationship between these different categories and the underlying process.

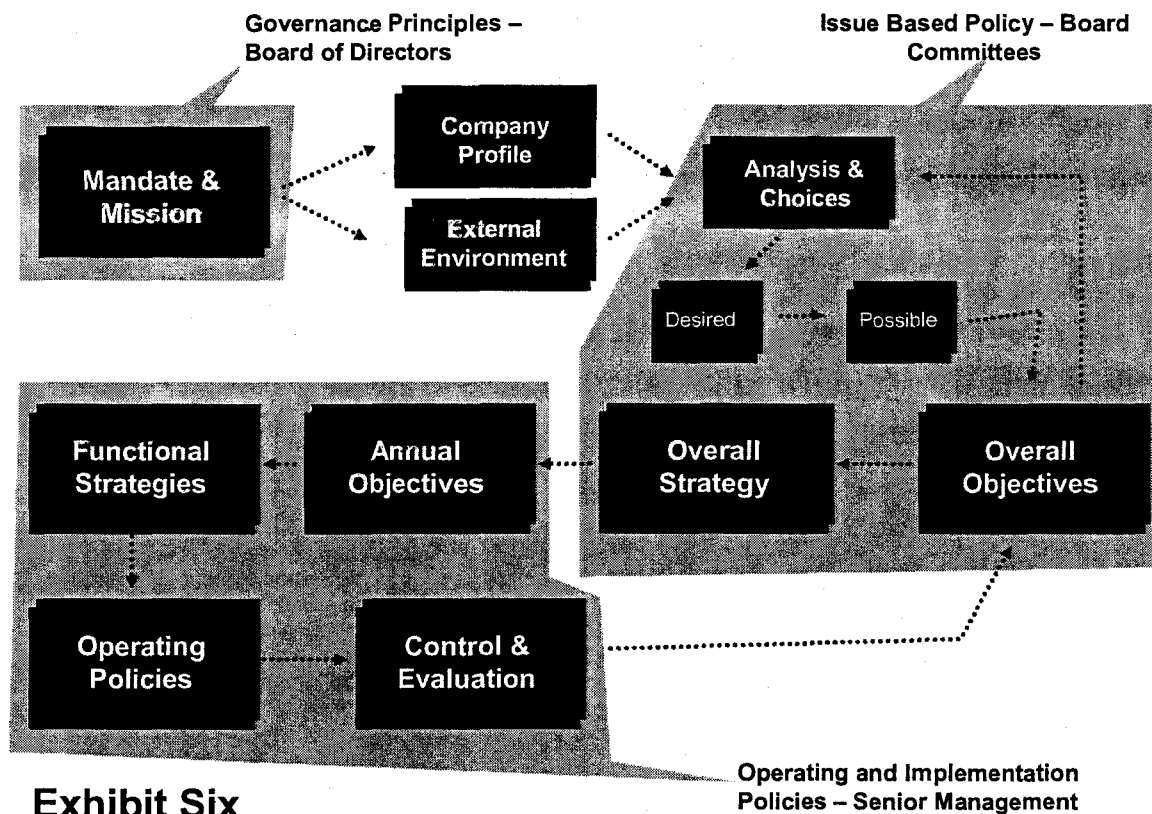


Exhibit Six

Overall governing principles and policies are most likely relevant to the organization and its stakeholders at the mandate and mission level of activity because they address fundamental issues. Operating and implementation policies are most relevant to those parts of the organization addressing annual objectives, functional strategies and operating policies and evaluation. Issue based policies are most relevant to those parts of the

organization dealing with analysis and choice among issues and choices emerging from the current environment, and impacting on overall objectives and strategies.

4.2 Issue Based Policies

As indicated, the issue based policy category is likely to be the most volatile since it is most directly linked to current events and initiatives. For this reason we are suggesting that an additional layer of categorization be used to further refine this potentially diverse grouping. Exhibit Seven illustrates a proposed framework.

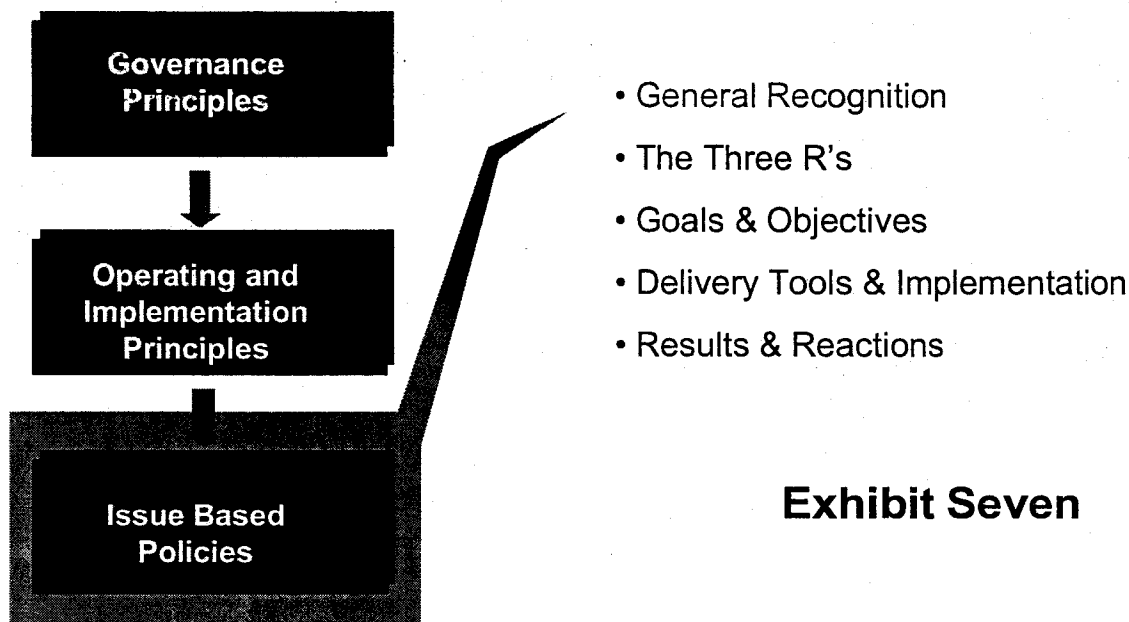


Exhibit Seven

- **General Recognition** – here the AUMA is making a general statement about actions that should be taken in response to a situation affecting a wide range of its members, or it is making a statement recognizing the status or contributions of some group or organization such as a statement recognizing the contributions of the military or a voluntary organization in response to an emergency, or a general call for another level of government to address a specific issue within their jurisdiction.

- **Roles, Resources and Responsibilities** – this category contains AUMA statements that are addressing overall relationships between and/or capacities of different orders of government, such as statements regarding access to revenue streams, or reaffirming that a current challenge is the responsibility of another order of government, such as AUMA statements on income distribution.
- **Goals and Objectives** – here the AUMA is raising questions or taking positions regarding the goals and objectives being pursued by others. There is no question of jurisdiction or responsibility, just the objectives to be achieved, such as a statement about the provincial government objective to ‘level the playing field’ by limiting local government capacity to own and operate subsidiary corporations like electrical utilities; there is no debate over jurisdiction or capacity, but rather the goal itself.
- **Delivery Tools and Implementation** – in these cases the AUMA is addressing the actual implementation instrument being used by another level of government, or other stakeholder. For example, this would occur where another level of government has chosen an aggressive legal approach using a regulation with significant penalties to address a particular issue, while AUMA would have preferred to see an approach based on economic incentives.
- **Results and Reactions** – it is a fairly common occurrence for another level of government, or other stakeholder, to declare some initiative or policy to be a ‘success’. This may not be the view of AUMA and its members. For example, there has been a continuing debate over how ‘successful’ provincial government expenditure constraints have been. Have they, in fact, merely moved costs to another level of government? If so, provincial ‘success’ may look very different in the eyes of local governments.

This classification framework is recommended as a starting point. Since this is a relatively volatile category it is possible this framework will have to be fine tuned a few times. The important point here is that there will be a continuing need to manage this policy category with a framework of its own.²

² Appendix Four allocates current policy manual content, from the overall issues category, using this framework, as a starting point.

5 Convention Resolutions

Earlier in this report we confirmed the important role the annual convention plays in the AUMA process of identifying and assessing important trends and influences from its external environment. The convention is an efficient and effective mechanism for staying 'close' to members, who are themselves very close to the day-to-day realities of service delivery at the local level.

In order to gain an understanding of recent convention activity we reviewed and analyzed convention resolutions from the period 1999 – 2002. We did this by creating a Microsoft Access data base³ with the following data sets.

- **Convention Category** – AUMA currently has a categorization system for managing the resolutions process⁴. We built this system into this category as a menu. For purposes of analysis we addressed a subset comprised of the top three categories involving new or significant alterations to policy, matters endorsed by the AUMA Board, and matters that were supported by significant numbers of convention participants. Our objective was to look at those matters that received the most attention within each convention.
- **Policy Category** – here we developed a menu based on the categories discussed in Section 4.2 of this report since most convention activity fell in the issues driven policy category.⁵
- **Target** – the menu for this data set included all provincial government departments, since with few exceptions this was the target audience for convention activity.
- **Source** – here we identified the source of each convention resolution, by lead jurisdiction, including AUMA itself.
- **Year** – identifies the data of the convention in which the resolution was tabled, and in some cases re-tabled.
- **Status** – an important ongoing assessment criterion for convention activity is the ultimate results obtained. Here we created a number of categories that would permit follow-up and assessment of resolutions based on results and current status.

³ This data base is provided to AUMA as part of the deliverables for this project, and can be used, refined and applied as a decision support tool in future.

⁴ This system has evolved over time but the basic core remained constant over the time period we used for review.

⁵ It is certainly possible to amend this, and other menus to include the other two policy categories we have identified, or other categories as required.

- **Ask** – here we collected information about the actual objective or ‘ask’ for each resolution. What, exactly, was AUMA looking for?

Once the data base was created we were able to make a series of enquiries in search of important trends and themes. The following were important in terms of the focus of this particular project.⁶

- **Issues Based Activity** – as illustrated in Exhibit Eight, convention activity is concentrated in the issues arena. This is consistent with the recognized strength of the convention resolution process, which are current issues and challenges for AUMA members.

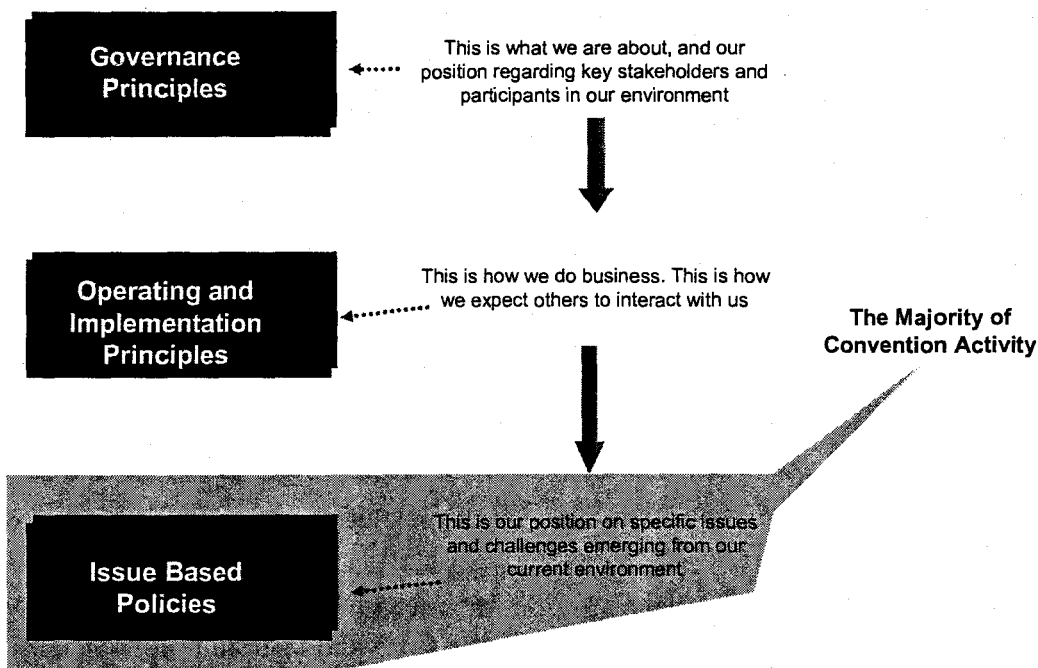


Exhibit Eight

⁶ Our enquiries were linked to the objectives of this project. Now that the data base exists it can be manipulated in response to other needs. For example we had no need to assess in any detail the sources of resolutions since this information was not relevant to our objectives, but this could certainly be done if it were needed to address some other objective.

- **Resolution Categories** – ultimately 176 resolutions were captured in the data base. Using the issues based categories discussed previously these resolutions can be broken down as follows.
 - *Delivery Tools and Implementation* – 96 resolutions
 - Unacceptable results⁷ – 21
 - Acceptable results – 16
 - Unknown results⁸ -- 59
 - *General Recognition* – 38 resolutions
 - Unacceptable results – 11
 - Acceptable results – 8
 - Unknown results – 19
 - *Roles, Resources and Responsibilities* – 30 resolutions
 - Unacceptable results – 4
 - Acceptable results – 7
 - Unknown results – 19
- **Resolution Targets** – we also queried the data base in terms of the targets of resolutions, with these results.⁹
 - Municipal Affairs – 55
 - Infrastructure – 18
 - Premier -- 17¹⁰
 - Solicitor General – 13
 - Treasury – 10
 - Health – 10

⁷ An unacceptable result was deemed to have occurred when the record indicated that AUMA was not satisfied with the response it received from the target of the resolution.

⁸ We acknowledge the discussions at the February 13 meeting of the Public Affairs Committee in which it was agreed that there was likely additional information available on the status of resolutions, but that the information was not captured in the material reviewed as input to the first iteration of the data base. The data base can be updated with additional information as it becomes available.

⁹ Here we have calibrated the major targets. The total is not intended to equal the number of resolutions in the data base.

¹⁰ We used the Premier as the 'proxy' target for resolutions directed at all or most of the provincial government.

- Environment – 9
- Transportation – 8
- Learning – 8
- Community Development – 6
- **Resolutions Sources** – we also queried the data base in terms of the major sources of resolution, with these results.
 - Calgary¹¹ – 19
 - AUMA – 18
 - Edmonton – 16
 - Remainder from a variety of sources.
- **Resolutions Results** – in terms of our categories of results, overall results distribution was as follows.
 - Results unknown – 102
 - Unacceptable result – 41
 - Acceptable result – 33

Several important themes emerge from this first assessment of convention resolutions.

- Almost half the resolutions dealt with matters related to delivery tools and implementation, often addressing specific aspects of actual or proposed regulations or other implementation instruments. This confirms the role of the convention as a mechanism for surfacing and addressing current issues.
- The source of resolutions is quite evenly distributed across AUMA members. No particular group or region dominates the resolutions process. This suggests that current policies and practices regarding this process are creating acceptable levels of involvement.
- More than half of all resolutions are directed to four targets, Municipal Affairs, Infrastructure, the Premier (as a proxy for overall government) and the Solicitor General.
- The current status and ultimate results of resolutions were unknown in more than half of the cases examined. As previously acknowledged, this information may exist in other documents and sources not accessed as part of this project.

¹¹ In the case of Edmonton and Calgary they often led a resolution group made up of a number of other AUMA members.

6 Conclusions and Recommendations

We have examined the policy development and implementation process at all levels, from the overall process and its interface with the key business planning process, down to the status and attributes of specific individual convention resolutions. Based on this analysis we make the following recommendations to AUMA.

- **The Convention** – the convention remains a valuable source of information regarding issues and challenges in the current environment. The challenge is to ensure that the diversity and scope of information flowing from this source becomes part of a disciplined and focused planning and priority setting process within AUMA itself. Several steps can be taken in this regard.
 - Position the convention as part of the overall environmental scanning process for AUMA.
 - Position the AUMA Board and its committees as the bodies that create and shape overall strategy, using convention input as a valuable part of that overall process.
 - Ensure that convention participants know the position of the AUMA Board regarding key resolutions. If adoption of a resolution represents a significant change in policy, or a direction not supported by the current Board, participants should be so informed.
 - Use the policy categories contained in this report (at least at the overall level illustrated in Exhibit Five) to structure resolutions, then use the appropriate part of the AUMA governance and implementation structure to assess and refine convention input (Exhibit Six)
 - Overall governance material to the Board of Directors
 - Issue based material to the appropriate standing committee or task force.
 - Operating and implementation material to senior management.
- **Enhanced Tracking** – using the data base provided through this project as a starting point, develop and implement a tracking system that will ensure continuing up to date awareness of the status of the resolutions and initiatives AUMA chooses to pursue. It is not necessary to track all resolutions, only those that lead to actual allocation of resources by AUMA. The objective should be to do a good job of tracking that which is taking up time and energy within the organization, not everything that flows from the convention and other sources. The following enhanced framework could be used.
 - Current status
 - Results and reasons for them
 - Linkages to other issues and initiatives
 - Linkages to the organization
 - Goals and objectives
 - Other activities underway in the organization

- **Policy Statements** – develop a consistent format and ‘look’ for AUMA policy statements and rework current policy statements using a consistent format, within the overall framework outlined in Appendix Three. We recommend the following structure as a starting point, and note that overall the framework needs to encompass the keys to effective policy identified earlier.
 - *Current Reality* – statement of the current situation, at least as perceived by AUMA.
 - *Issue* – statement and classification of the issue arising from the current reality
 - *Important Considerations and Factors* – identification of the attributes of the issue that are most important to AUMA. Why does AUMA consider this an important issue? What are the implications for AUMA members? Who else is affected and could be part of a solution?
 - *AUMA Position* – statement of the AUMA position, or as we have termed it, the ‘ask’. What does AUMA seek? What has to change? What are the time frames and who is to be involved?
- **Targeted Expertise** – since a significant part of AUMA policy activity is focused on a few targets a case can be made for concentrating efforts on enhancing expertise in respect of these targets. This could include several elements.
 - Enhancing level and frequency of contacts with key decision makers.
 - Developing detailed knowledge of legal, planning and policy frameworks of target organizations.
 - Close monitoring of all activities of target organizations throughout the year.

Overall, these recommendations do not require fundamental changes in structure or process. They do require clarification of roles, particularly regarding the relationship between the convention and the board of directors, and refinement of information management practices, including approaches to tracking and classification.

WHEREAS the municipalities of the Central Alberta Region share many common interests and have as a result developed a strong working relationship with one another; and

WHEREAS the Town and Village representation on the AUMA Board is based upon a structure of three zones with one zone comprising the area of the province south of the 9th Base Line and the remainder of the province divided into east and west zones bisected by the 5th Meridian; and

WHEREAS the boundaries of these three zones unfortunately divide the Central Alberta region among the zones and do not provide the opportunity for this cohesive region to develop fully effective representation on the AUMA Board;

NOW THEREFORE BE IT RESOLVED THAT the Bylaws of the Alberta Urban Municipalities Association be amended to realign the boundaries of the existing three zones to create a South, Central and North zone, specifically amending:

- a. **Article 13.4 by deleting subclause (a)(i) through (a)(iii) and substituting the following:**
 - i. ***One (1) from that portion of Alberta lying north of the Trans Canada Highway #16.***
 - ii. ***One (1) from that portion of Alberta lying south of the Trans Canada Highway #16 and north of the 8th base line.***
 - iii. ***One (1) from that portion of Alberta lying south of the 8th base line.***
- b. **Article 13.5 by deleting sub clause (a)(i) through (a)(iii) and substituting the following:**
 - i. ***One (1) from that portion of Alberta lying north of the Trans Canada Highway #16.***
 - ii. ***One (1) from that portion of Alberta lying south of the Trans Canada Highway #16 and north of the 8th base line.***
 - iii. ***One (1) from that portion of Alberta lying south of the 8th base line.***

BACKGROUND

At the 2002 Convention, the Town of Lacombe had proposed the creation of four zones and the resultant increase in the size of the AUMA Board to improve the representation of central Alberta towns and villages. The Board asked AUMA's Returning Officer to undertake a review of the matter and in a report presented to the Board in January 2003 and made available to members for comment, it was recommended that the current size of the Board remain the same and that the zone boundaries remain unchanged.

As noted in the Returning Officer's Report, the earlier zone alignment of the Association was horizontal creating a South, Central and Northern Zone. This was changed in more recent times, to south, northeast and northwest configuration to address "community of interest" issues at that time. The Town of Lacombe proposal for four zones had the effect of preserving the east and west zones in the northerly part of the province while establishing a central zone to better represent the interest of central Alberta members of the Association.

It would appear; however that the addition of another zone is not finding sufficient support, primarily due to costs, in which case the Town of Lacombe is proposing to return to the earlier alignment of southern, central and northern zones. While the recent change to the present boundaries may have improved the representation in northerly areas, it has disadvantaged those members in the central areas.

The boundaries proposed are those that were identified in Alternative C of the Report to the Board. It is noted that in the analysis of effective representation for directors completed by the Returning Officer, Alternative C provides more effective representation for Towns in terms of balance among the 3 zones and in a lower overall score than does Alternative A (status quo).

WHEREAS the present resolution process of the AUMA allows for many resolutions to be presented and adopted at the annual Convention resulting, at times, in positions that are:

- inconsistent with established principles and policy of the AUMA
- inconsistent with other resolutions adopted at the same Convention;
- a mix of broad and narrow issues
- a mix of low and high priorities

WHEREAS in the interests of more effective advocacy with the Province of Alberta and others, the AUMA should present a clear, consistent, strong and focused position on those issues of highest priority to the membership.

NOW THEREFORE BE IT RESOLVED THAT the Board of the AUMA be directed to review the resolution process and procedures and provide to the membership at the 2004 Convention a recommended approach which would

- (a) bring only those matters of primary importance and priority to the Convention for consideration, and
- (b) ensure that those resolutions are addressed within the context of existing principles and positions of the AUMA, and
- (c) develop a separate process through which the AUMA would address and take such action as may be appropriate on those other issues, proposals and concerns raised by members which would not be considered at the Convention

Background

For the 2002 Convention there were 58 resolutions contained in the advance resolution book and another 7 resolutions added on the convention floor. In 2001 the number was 67 with 4 more added during the convention. During the resolutions sessions, we feel that, in the hurry to get them all onto the floor, the debate is rushed and at times the issue not fully explored. Some of the resolutions seem inconsistent not only with earlier policy positions of the AUMA but with other resolutions on the same topic at the same convention.

At the recent President's Summit on Municipal Finance there was significant sentiment expressed that only one resolution should be presented at the Convention, that dealing with our position on the Roles, Responsibilities and Resources initiative.

Resolution No. AGM 4

Page two

The Council of the Town of Lacombe believes it is time that the AUMA undertake a serious look at the whole resolution process to ensure that the Association is the most effective advocate it can be. To us, allowing the convention delegates to concentrate their debate and consideration on major issues and then taking the positions on these key matters forward in a strong and concerted way would be more effective than sending 60 or so scattered resolutions to the Government.

The issues raised in the other resolutions on narrower matters continue to be important however to our members and certainly the Town of Lacombe over the years has presented a number of resolutions on such matters. Hence a separate process should still be available to allow these matters to be raised by members, considered and taken forward in a manner that is appropriate to the issue.

Type	Municipality	Name	City Comments By:	City Page	Page #
Preceding1	AUMA	Provincial/Municipal Financial Relationship	N. Van Wyk	79	79
Preceding2	AUMA	Financing of Municipalities	N. Van Wyk	94	94
A1	AUMA	Alberta Municipal Finance Corporation Voting Proxies		96	96
A2	AUMA	New Municipal Financing Corporation		97	97
A 3	Black Diamond	Gas Deregulation and Rebate Process		99	99
A 4	Edmonton	Neighbourhood Infrastructure	C. Jensen	101	101
A 5	Lethbridge	District and Cogeneration Energy Projects	A. Roth	103	102
A 6	Lethbridge	Urban Parks Infrastructure	H. Jeske	107	106
A 7	Nobleford	Alternative Energy Sources	A. Roth	110	109
A 8	Okotoks	Local Operating Cost Contribution		112	110
A 9	Calgary	Elimination of Assessment and Taxation Disparities		113	111
A10	Drayton Valley/ Edmonton	Reducing the Risks Clandestine Labs Pose to the Community	J. MacDonald / J. Steele	114	112
A 11	Bonnyville	Education Funding		116	114
A 12	Calgary	Protection of Alberta's Source Water		117	115
A 13	Edmonton	Municipal Emergency First Responders in National Security and Defence		119	117
A 14	Red Deer	Insurance Policies and Premiums	---	121	119
A15	Swan Hills	911 Resolution	J. MacDonald	123	121
P 1	Grande Prairie	Gas Tax		137	135
P 2	Okotoks	Municipal Domain on Property Tax		139	137
P 3	St. Albert	Municipal Infrastructure Fuel Tax Act		141	139
P 4	Claresholm	Day Care	B. Jeffrey	143	141
P 5	Edmonton	Transportation for Persons on the Alberta Income for the Severely Handicapped Program	B. Jeffrey / K. Joll	146	143
P 6	Red Deer	Child Care	---	148	145

Type	Municipality	Name	City Comments By:	City Page	Page #
P 7	Calgary	Regulated Rates Property Tax Policy		151	148
P 8	Calmar	Smoking Ban		153	150
P 9	Calmar	Smoking in Food Establishments	G. Scott	155	152
P 10	Camrose/ Edmonton/ Mayerthorpe/ St. Albert	Smoking Legislation and Regulations	G. Scott	157	154
P 11	Innisfail	Tobacco Reduction	---	159	156
P 12	Edmonton	Ambulance Funding	J. MacDonald	161	158
P 13	Edmonton	Emergency Medical Service as an Essential Service	J. MacDonald	162	159
P 14	Edmonton/ Fairview	Funding of Emergency Medical Services Basic Life Support as Part of the Health System	J. MacDonald	164	161
P 15	Edmonton	Library Support – Membership Fees	C. Jensen	167	164
P 16	Edmonton/ Grande Prairie/ Red Deer	Library Support – Provincial Library Funding	C. Jensen	169	166
P 17	Crowsnest Pass	Discontinue Alberta School Foundation Fund		174	170
P 18	Edmonton	Compensation Claims Arising from the Construction of the Public Works, Road Closures and Road Access Closures	K. Haslop	175	171
P 19	Edmonton	Education Property Tax Policy		181	177
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Type	Municipality	Name	City Comments By:	City Page	Page #
P 21	Cochrane	Mediated Agreements for Annexation	N. Nackett	184	180
P 22	Redcliff	Amendment to Highway Traffic Act Blue Zone	K. Haslop / J. MacDonald	188	182
P 23	High Prairie	Equity in Funding Municipal Policing Costs	C. Jensen	192	186
B 1	Bow Island	Hospital Board Regionalization and Appointment of Members		197	191
B 2	Calgary	Review Statutory and Regulatory Provisions Governing Assessment Tribunals		198	192
B 3	Cochrane	Weed and Pest Control on CPR Property		200	194
B 4	Edmonton	Funding to Seniors Lodge Management Bodies		201	195
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C 5	Edmonton	Income Supports for Low Income Albertans		215	209
C 6	Airdrie	Changes to Local Authorities Election Act and the Municipal Government Act		217	211
C 7	Black Diamond	Regulations for Signs Adjacent to Highways		219	213
C 8	Bow Island	Community Airport Program – Runway Drainage		221	214
C 9	Calgary/Edmonton	Property Tax Reduction Benefit and Property Tax Deferral Program for Seniors		222	215
C 10	Cochrane	Rail Emergency Warning and Response Systems		225	218
C 11	Edmonton	Cell Phone Usage in Vehicles		227	220
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Type	Municipality	Name	City Comments By:	City Page	Page #
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C 14	Grande Prairie	Municipal Government Day		233	226
C 15	High Prairie	Law Enforcement Communications		236	229
C16	Innisfail	Health Care		237	230
C 17	Penhold	CPP Contributions		238	231
C 18	Redcliff	Amendment to Public Health Act Food Establishment Permit Fee		239	232
C 19	Redwood Meadows	Specialized Municipality		241	234
C 20	Strathcona County	School Drop Off Areas and Parking		243	236

WHEREAS the property tax is regressive, expensive to administer, and is not responsive to the economy; and

WHEREAS municipalities need more diverse, more responsive and more predictable revenue tools;

NOW, THEREFORE, BE IT RESOLVED THAT the Alberta Urban Municipalities Association adopt the following principles regarding the provincial/municipal financial relationship:

Financial Principle 1

Alberta municipalities have primary access to the property tax base and the provincial government substantially reduces its reliance on provincial property taxes.

Financial Principle 2

Alberta municipalities also have access to a defined share, as agreed to between municipalities and the province, of the following provincial revenues:

- provincial fuel tax
- provincial personal income tax revenue
- provincial gaming revenues
- provincial natural resource royalties

Financial Principle 3

If the province is unable to share a sufficient portion of its revenues, the province collects and distributes to Alberta municipalities an additional levy defined by municipalities on the following revenue sources:

- provincial gaming revenues
- provincial personal income taxes

Comments from the City Manager

I support this resolution.

PRESIDENT'S SUMMIT ON MUNICIPAL FINANCE

FINAL REPORT

June, 2003

INTRODUCTION

In 2001, the Alberta Urban Municipalities Association (AUMA) embarked on a **Three R's Project (Roles, Responsibilities, Resources)**. The overall objectives of the project are to improve the provincial and municipal relationship and to clarify the roles and responsibilities of each order of government in relation to the delivery and funding of programs and services. The 3 Rs Project has been the major focus of the work of the Association's Strategic Policy Development Standing Committee (SPDSC).

Phase I of the 3 Rs project was completed in February 2002. It focused on designing a framework that could be used to identify and establish priorities for the key issues relating to roles, responsibilities and resources. Five overarching issues were identified:

- Municipalities and the provincial government need to develop a clear, long-term vision for the municipal sector.
- There needs to be an effectual partnership between all three orders of government.
- Municipalities require the financial capacity to fulfil their mandates and meet the needs of their citizens.
- The financial and planning frameworks established by the province for municipalities should promote efficient and effective inter-municipal cooperation.
- Coordination and consultation between provincial and municipal programs should promote equitable, effective, and efficient service delivery.

Phase II of the Project involved developing a vision statement and a set of principles to guide the work. At the Association's 2002 Annual Convention the AUMA membership, by an overwhelming majority, adopted the following statements:

Vision Statement

In the 21st century:

- Alberta municipalities are safe, healthy, sustainable and competitive.
- Municipalities have the authority and resources to carry out their responsibilities.
- Mutual respect and collaboration reflect the interdependence of all orders of government.

Principle 1

Alberta municipalities are an autonomous, accountable and democratically elected order of government.

Principle 2

The services for which municipalities are responsible

- serve their residents and property within the boundaries of the municipality, and are coordinated with neighbouring municipalities
- can be delivered by municipalities outside their boundaries
- are delivered by whatever method the municipality chooses
- are financed through
 - local taxation, fees and other revenues, and

- a defined portion of provincial and federal taxes and fees.

Principle 3

Municipalities deliver services at standards set by the Council. The Province only imposes standards where a municipal service, or the absence of it, may affect the environment, public health or safety within or outside the boundaries of the municipality. When the Province sets a standard, the Province provides sufficient financial resources to enable municipalities to meet the provincial standards. The standards are developed and/or amended in consultation with municipalities.

Principle 4

When the Province desires or requires municipalities to deliver a provincial service on its behalf, the Province contracts to pay municipalities for the actual cost of delivering the service.

Principle 5

The government that is responsible and accountable for a service determines the fee, tax or other revenue required to pay for that service. Where there is joint responsibility and accountability, the participants jointly determine the fee, tax or other revenue required to pay for the service.

Principle 6

The Province uses a portion of its resources to enable equitable opportunity for all municipalities to provide municipal services.

The Association also approved the following listing of service delivery responsibilities as a guide for its representatives to the Minister's Council on Roles, Responsibilities and Resources in the 21st Century:

Municipal Responsibility:

- ◆ Local Roadway Infrastructure
- ◆ Ambulance Services (advanced ambulance services)
- ◆ Bus service
- ◆ Community policing
- ◆ Fire suppression/rescue, medical response, prevention
- ◆ Land use planning
- ◆ Inter-municipal planning
- ◆ Licensing and permitting
- ◆ Solid waste collection and disposal
- ◆ Recycling
- ◆ Water treatment and distribution
- ◆ Drainage services
- ◆ Library
- ◆ Leisure/cultural facilities
- ◆ Natural Areas
- ◆ Economic development

Provincial Responsibility:

- Highways
- Disabled Public Transit Services
- Police Court Liaison
- Ambulance Services (basic ambulance services)
- Hazardous Waste
- Social Housing
- Special Needs Programs, e.g. disabled transit, recreation
- Social Services

(NOTE: health, education, social assistance and similar programs would remain provincial responsibilities.)

Joint Responsibility:

- Mass Public Transit (rail)
- Police Traffic Enforcement
- Fire Inspection/Investigation
 - Disaster Services
 - Planning and Development Inspection Services
 - Family and Children Social Services (FCSS)

The Association also said that provincial service delivery standards would be appropriate for the following municipal services:

- Inter-municipal Planning
- Solid Waste Collection and Disposal
- Water Treatment and Distribution
- Storm and Sanitary Sewage Collection, Storage and Treatment
- Community Policing
- Land Use Planning

The Association also agreed to convene a President's Summit on Municipal Finance to provide information, facilitate discussion and involve AUMA members in developing concepts for new financial arrangements.

The President's Summit on Municipal Finance was held on May 14 & 15, 2003. In preparation for the Summit, workshops were conducted at the five AUMA Regional Seminars. Discussion at these confirmed the long-standing AUMA position that property tax should primarily be devoted to municipalities but that municipalities need additional revenue sources if they are to provide the high-quality services which Albertans expect, as the 2003 provincial budget put it.

These additional revenues are described in Principle 2 quoted above as "*a defined portion of provincial and federal taxes and fees*". AUMA Guiding Principle #1 refers to "*other stable long-term and progressive sources of revenue*". In general terms, the purpose of the Summit was to provide some definition for those phrases.

WHY A NEW FINANCIAL ARRANGEMENT IS NEEDED

Looking back, the 1980's were characterized by significant grant programs, which generally increased annually, providing substantial support for the property tax base. The government consulted widely in developing a new *Municipal Government Act*.

The decade of the 1990's, however, was a time of significant change in the Alberta public sector. The new Municipal Government Act was enacted and similar legislation became the goal for many municipalities across the country. However, it didn't improve revenue sources. The provincial government decided to get its financial house in order by eliminating annual operating deficits and repaying the provincial debt. As the economy improved, the government's significant operating surpluses enabled accelerated debt repayment so that debt reduction is well ahead of schedule. The government's "pay as you go" approach applied for both operating and capital purposes.

*"Deficit offloading
proceeded from
federal to provincial
to local levels"
- Prof. Paul Boothe*

For the most part without the type of consultation that had characterized the 1980s, and sometimes without warning, the government dismantled important systems, such as regional planning. It abandoned or downloaded some services it had traditionally delivered. The Municipal Assistance Grant, the primary

unconditional operating transfer to municipalities, was dramatically slashed. Public concern over health care services, and to a lesser extent education, overshadowed the momentous changes with which municipalities were coping.

*"It's clear that health care has the agenda,
then education ... municipal government is
not visible on the radar screen"
- Dr. Mike Percy*

As a consequence of these changes, and of inflation and population growth as the economy heated up, municipal operating expenditures rose by 26% over the decade, or on average 2.3% per year. However, when adjusted for population growth and inflation, operating expenditures actually declined marginally over the period.

Where the revenues came from changed dramatically. During the 1990s, operating transfers from the province dropped by 17% and the mix of transfers changed from 59/51 conditional/unconditional to 81/19. User fees increased by 49% and tax requirements by 28%. The portion of the total operating expenditures supported by user fees and taxes rose from 62% to more than 67%.

On the capital side, total capital expenditures rose by 49%, mostly in the last half of the decade in response to the economic growth in the province. Provincial conditional grants for capital purposes rose from 24% to 26% of the expenditures, largely due to the fuel tax agreement with Edmonton and Calgary at the end of the decade. However, capital funding requirements from taxes, reserves, debt, etc., rose by 109% over the decade. In line with the general thrust of provincial fiscal policy, over the decade many municipalities adopted

"pay-as-you-go" policies which reduced their long term debt by about \$500 million and doubled their reserves.

For all Alberta municipalities, the consequence of all these changes was the requirement for a 47% increase (nearly \$1 billion) in user fees, taxes, debt and withdrawals from reserves over the decade in order to pay for the \$1.134 billion increase in total capital and operating expenditures.

Taxes and user fees are the source of more than two-thirds of the operating revenue of Alberta municipalities. Nearly 38% comes from property taxes. Over the decade the equalized assessment base grew by about \$100 billion (67%) in absolute terms. About 80% of this growth was in residential assessment, much of it related to increases in market value. Non-residential equalized assessment, much of it regulated, increased by about \$20 billion.

*Industry needs
stability and
predictability in tax
rates.
- Vince Smith*

However, adjusted for inflation and population, the real growth in total equalized assessment was about 10%. Non-residential equalized assessment, when adjusted for inflation and population, actually declined by about 12%. One of the causes of this is that residential property is assessed on its market value. Other properties are assessed on a regulated value and the regulated values have not been keeping pace with changes in the market.

The requirement for property tax revenue grew by 47% over the decade, most of the increase occurring from 1995 to 2000.

The consequence of these changes is that homeowners are bearing an increasing share of an increasing property tax burden. In 2000, eighty percent of the annual increase in property taxes was paid by homeowners.

Albertans, through their cities, towns and villages, have invested more than \$55 billion in infrastructure. They should be investing about 3% of that amount each year in repair, rehabilitation and new infrastructure. At current levels of revenue, they are only able to invest 1.8%. The existing infrastructure is deteriorating and new infrastructure is lagging behind growth. There is a shortfall of about \$670 million each year in urban infrastructure investment.

Increases in operating expenditures over the decade averaged 2.3% per year. The problem is not that municipalities are spending too much. The problem is that municipalities don't have enough revenue to meet their needs, let alone their desires. The problem is compounded by the major draw on property tax revenue by the province for education purposes (increase of \$82 million in 2003).

Alberta municipalities are not alone in this. Property taxes and user fees have increased in importance as a revenue source for municipalities and grants have decreased all across the country.

Change in Relative Importance of Revenues from 1988 to 2001 (Percent of Total Revenue)			
	Ontario	Alberta	Canada
Property Taxes	+6.6	+8.1	+3.6
User Fees	+3.9	+0.4	+3.0
Grants	-10.5	-6.1	-5.9

Source: Presentation by Professor Harry Kitchen

Professor Kitchen also pointed out that, as a percent of Gross Domestic Provincial Product (GDPP) from the early 1970s to the early 2000s:

- For Canada, municipal property taxes declined by 1.5 percentage points; Alberta declined by 2.1 percentage points
 - For Canada, provincial income taxes increased by 2.2 percentage points; Alberta increased by 1 percentage point
 - Provincial consumption tax increased in every province
- indicating that, as % of GDPP, property taxes have grown more slowly than other taxes.

Many of the issues involved with the property tax were highlighted at the Summit by an example provided by the Canada West Foundation

A Property Tax Increase

For the 2002 Budget, a 3.0% property tax "increase" was proposed by administration to Calgary City Council.

For the owner of a \$165,000 home (median value of a home in Calgary in 2001) this meant an additional \$21.00 for the taxpayer, or about \$1.75 per month.

The additional money sought by the City of Calgary required a deliberate and intentional adjustment of the property tax rate.

Income and Sales Taxes

In 2001, let's assume a person earning \$60,000 per year received a 3.0% pay increase of \$1,800.

The personal income tax payable for the extra income at the marginal tax rate would be \$587.54.

If the person also spent half of the pay raise (\$900), sales tax revenue to the federal government would be \$63.00.

Federal and provincial governments collect an additional \$650.54 with NO increase in the tax rate.

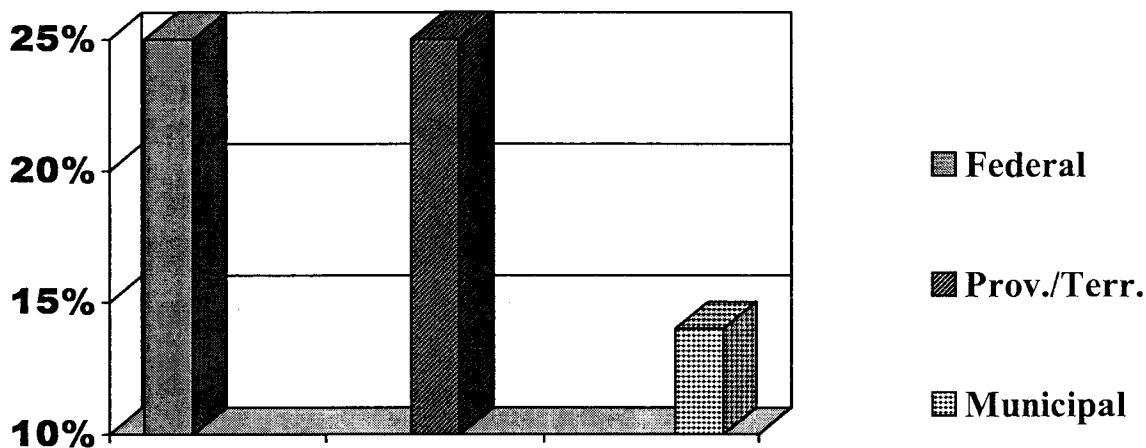
- Canada West Foundation

So to get a minimal \$21 increase in property tax revenue, Calgary had to go through the controversy of increasing the mill rate. With no debate at all, the federal and provincial governments received a \$650 revenue increase and didn't have to increase any tax rate to do that. The property tax lags behind economic growth even though municipal infrastructure investment is key to accommodating the growth.

*"... somehow we have to come to grips with the fact so many of the provincial sources of revenue are escalating and elastic in an expanding economy and ours are not."
- Mayor Gail Surkan*

Property tax will remain a significant revenue source for Alberta municipalities. However, alternate revenue sources are required if municipalities are to make the contribution to the Alberta Advantage which is expected of them. While there is no clear threshold for acceptable property taxation, it is clear that homeowners on fixed incomes, for example widows on receiving the Alberta Senior's Benefit, are having increasing difficulty staying in the homes they have occupied for decades. It is also clear that councils in Alberta are under increasing pressure to hold the line on property taxes and user fees, even though municipal revenues have grown at about half the rate of federal and provincial revenues in recent years.

Government Revenue Growth 1996-2001



Source: Federation of Canadian Municipalities

WHAT THE NEW FINANCIAL ARRANGEMENT SHOULD INCLUDE

At the President's Summit on Municipal Finance, participants were asked to evaluate 30 alternative revenue

*"Somebody is going to have to raise taxes or cut expenditures in other areas."
- Paul Boothe*

sources which AUMA might pursue on behalf of municipalities.

The potential revenue sources were grouped in four categories:

- **Shared** meaning municipalities and the province would agree on a share of an existing provincial revenue source to be shared with municipalities. (An example is the Manitoba income tax sharing arrangement for personal income tax and video lottery terminal revenues.)
- **Piggyback** meaning a municipal supplement to an existing provincial tax or fee. Municipalities as a group would decide to impose the tax and decide the amount. The province would collect the tax through its existing tax collection system and turn over the proceeds to municipalities.
- **Independent** meaning separate taxes or fees imposed by municipalities. Municipalities, either individually or as a group, would decide to impose the tax, decide on the amount, and implement collection systems. This could include revenue sources which the province is not currently using.
- **Other** meaning other actions which, although not strictly revenues, could have an affect on municipal revenue needs

Participants were asked to evaluate each potential revenue source using the following guidelines:

RED meaning that while this revenue source might be attractive, it either does not fit with this criterion or there could be significant challenges in implementing it - in short, it probably wouldn't be worth the effort or it wouldn't produce enough revenue to make a difference.

YELLOW meaning that while this revenue source might be attractive, it either may not entirely fit with this criterion or there could be some challenges in implementing it - in short, it might be worth pursuing.

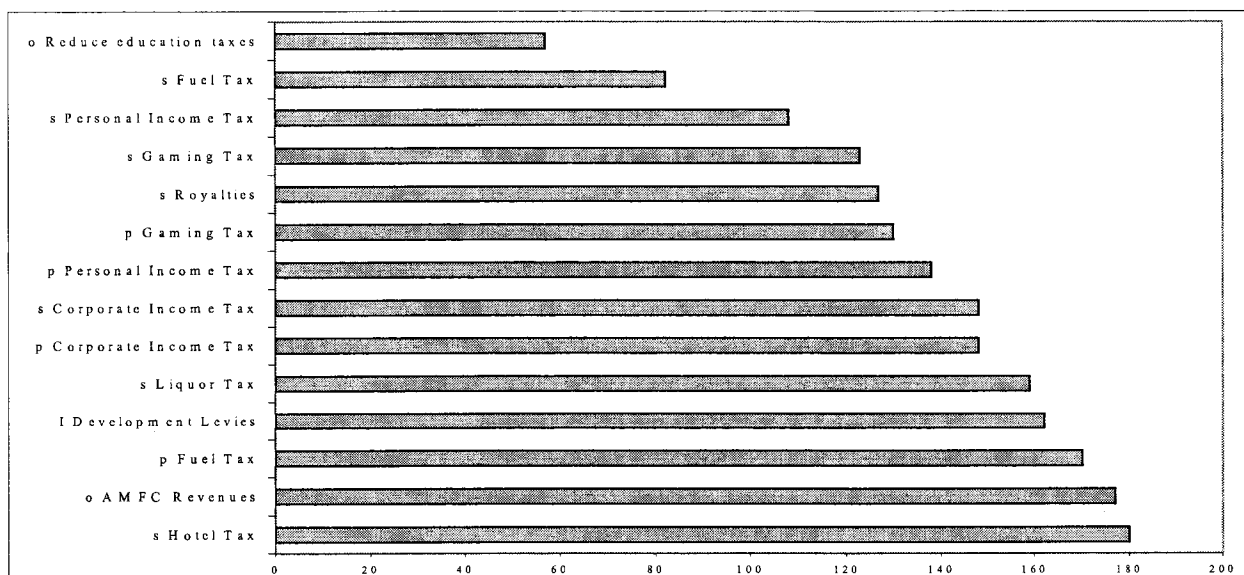
GREEN meaning that this revenue source is attractive, it fits with this criterion and there should be no insurmountable challenges in implementing it - in short, this is something we should try for.

Participants reported a variety of reservations regarding some Shared revenues (motor vehicle fees, pooled education taxes, mineral rights tax, land titles, tobacco tax), most of the Independent sources (hotel tax, sales tax, real estate tax, liquor tax, payroll tax, fuel tax, personal and corporate income taxes, tobacco tax), and two of the Other revenues (increased grants, eliminate property tax exemptions)

Participants were then asked to rank the remaining sources they had rated Green in terms of their attractiveness.

The conclusion was that AUMA should pursue following alternative revenue sources with the province:

- Reduced provincial property taxes (with municipalities able to move into the vacated tax room)
- A defined share of provincial fuel tax (similar to the Calgary/Edmonton arrangement)
- A defined share of provincial personal income tax revenue
- A defined share of provincial gaming revenues
- A defined share of provincial natural resource royalties
- Piggybacking an additional municipal share onto provincial gaming revenues
- Piggybacking an additional municipal rate onto the provincial personal income tax rate



(Lower Score = Greater Attractiveness)

The sharing of a defined portion of provincial fuel tax revenue is already in place for the two major cities under and agreement with the provincial government. The Summit proposal was to enable all municipalities to participate in a similar type of agreement.

Providing municipalities with more sustainable funding is a key part of the solution
- TD Economics

Manitoba municipalities share 2.2% of personal income tax, 1% of corporate income tax and 10 % of VLT revenues.

- Bob Gannon

Reduced provincial property taxes has been a long-term AUMA objective. AUMA Guiding Principle #1 refers to municipalities having "primary access to the property tax base". The remaining identified sources are viewed as the "other stable long-term and

progressive sources of revenue" referred to in that Guiding Principle.

Therefore three Financial Principles are proposed for adoption at the 2003 AUMA Convention:

Financial Principle 1

Alberta municipalities have primary access to the property tax base and the provincial government substantially reduces its reliance on provincial property taxes.

Financial Principle 2

Alberta municipalities also have access to a defined share, as agreed to between municipalities and the province, of the following provincial revenues:

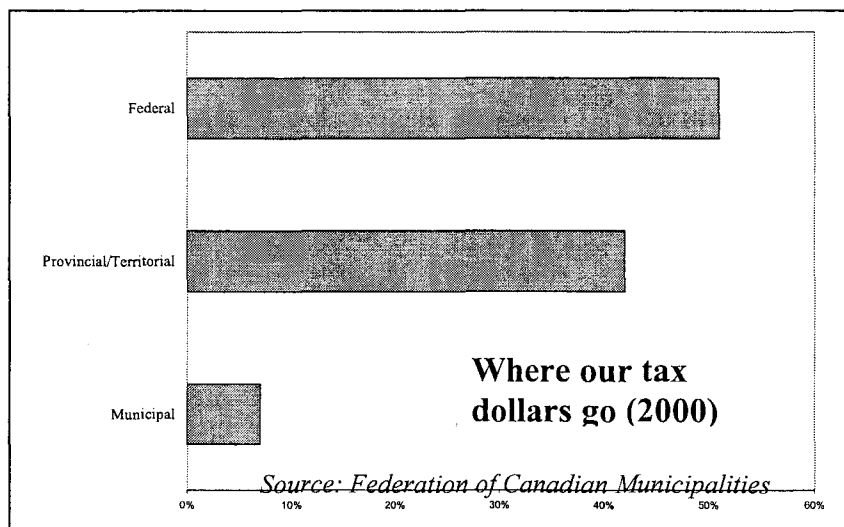
- provincial fuel tax (similar to the Calgary/Edmonton/Alberta agreement)
- provincial personal income tax revenue
- provincial gaming revenues
- provincial natural resource royalties

Financial Principle 3

If the province is unable to share a sufficient portion of its revenues, the province collects and distributes to Alberta municipalities an additional levy defined by municipalities on the following revenue sources:

- provincial gaming revenues
- provincial personal income taxes

HOW A NEW FINANCIAL ARRANGEMENT MIGHT BE ACHIEVED



Describing the arrangement is one thing; achieving it is something else. If, as Dr. Percy put it, "municipal government isn't even on the radar screen" in public finance debates, some strategy must be developed to increase the profile of the municipal finance issues before any new arrangement will be achieved.

The achievement strategy needs to include a consistent municipal message to decision-makers, a concerted effort to gain general public support, and a game plan to convince the province to act. Implementing such a strategy likely will require an investment of funds which are not currently budgeted by AUMA in order to pay for professional research and advice.

A survey of residents in the four western provinces was conducted from January 22 to February 18, 2003. *(The sample was taken from residents in the four western provinces. Total people interviewed across the West was 3,202. This is a very large sample, yielding a margin of error of only 1.73% 95 times out of 100.)*

In the "Looking West 2003" survey more than 85% of the respondents ranked "Ensuring Liveable Cities" as a high or medium priority. "Transferring a portion of the taxes currently collected by federal and provincial governments (such as sales, income or gasoline taxes) to municipal governments" was the most popular option to address municipal revenue needs, with almost eight in ten western Canadians being supportive. The idea of "cutting property taxes and in their place introducing different, locally collected taxes, such as a municipal sales or income tax" was opposed by almost six in ten western Canadians. Respondents from Alberta and British Columbia were particularly opposed to this option. The least popular option considered was "increasing user fees for municipal services, such as water, transit and recreation"; over six in ten western Canadians oppose this option. Respondents from Alberta and British Columbia were again particularly opposed.

% Who Agree that Local Governments Have too Little Revenue

British Columbia - 44.0%
Alberta - 47.7%
Saskatchewan - 51.4%
Manitoba - 50.1%
Western Canada as a Whole - 46.7%

QUESTION: Support for Specific Finance Options (Western Canadian Results)

Transfer Federal and Provincial Revenue - 77.8%
Allow Private Delivery of Municipal Services - 59.8%
Cut Property Taxes and Introduce New Local Taxes - 36.1%
Increase User Fees - 33.6%

QUESTION: % Opposing New Taxes in Place of Property Tax

British Columbia - 58.6%
Alberta - 63.2%
Saskatchewan - 51.2%
Manitoba - 50.5%
Western Canada - 58.3%

QUESTION: % Who Support Different Transportation Financing Options (Western Canadian Results)

Dedicated Fuel Taxes - 82.5%
Local Infrastructure Bonds - 78.8%
Toll Roads and User Fees - 40.2%

- Looking West 2003
Canada West Foundation

Respondents also were asked to agree or disagree with the statement, "Governments should ensure that rural communities and urban communities have the same level of government services, even if it costs more to provide equal services in the rural communities." Two-thirds of western Canadians agreed with this statement, with agreement being highest in Saskatchewan and British Columbia.

*"A necessary condition is in fact
getting broader public support"*
- Dr. Mike Percy

From the results of this survey, it would appear that general public support is most likely to be rallied for the options of reducing provincial property taxes and sharing defined portions of provincial revenues.

At the Summit participants were asked to describe the kind of game plan municipalities need to convince the provincial government that a new financial relationship is necessary. One major conclusion was the need for a coordinated plan with all municipalities participating. Suggestions included town hall meetings in every municipality on the same day, all the municipalities in each constituency meeting with their MLA on the same day, each council giving its local media the same message on the same day. Many groups also noted the need for programs to inform municipalities not represented at the Summit and to orient all municipalities to the game plan, once it is developed. The Mayors of Calgary and Edmonton, because of their public profiles, need to fully participate in the game plan.

A second major conclusion was the need for a concerted effort to get AAMD&C "singing the same tune" as AUMA, as several groups put it. The two Presidents need to be giving the same message in their meetings with government officials and their comments to the media. That message needs to be diverse to include all municipalities - urban and rural, large and small. One approach could be to have the AUMA Executive meet with the AAMD&C Executive, review the Summit conclusions and ask AAMD&C to have a resolution endorsing the Finance Principles being presented at the AUMA Convention. Mayors should meet with Reeves (or urban councils meet with rural councils) to explain the program and get their buy-in. Urban/rural trust will be key. AAMD&C should have the opportunity to be involved in developing the game plan.

*"Cooperation/common
voice across Alberta's
municipalities will be
crucial"*
- Derek Burleton

A third major conclusion was the need to meet with, market to, and work with an array of stakeholder groups. This would involve learning from those groups' successes and failures in similar types of campaigns as well as informing them and getting their support for the municipal finance game plan.

There were some common themes running through the great variety of creative ideas generated in the breakout groups. These suggested that the game plan should

- have a "catchy" title and a marketing "tool box"
- have a short and simple message
- be based on a clear "business plan"
- include a sample resolution to be passed by all councils
- include templates for speeches to local groups and for media releases
- be available in print, electronic and video formats
- be professionally developed

*"Be consistent, be persistent &
kick it up a notch!"
- Summit Table Group*

In a variety of ways, participants said that this should be the major focus of the 2003 AUMA Convention - some even suggesting that it should be the only resolution. It was clear that groups wanted to build on the momentum generated by the Summit.

Finally, AUMA will work with its partners to develop detailed implementation procedures for each option. These will be used in negotiations with the province.

WHEREAS it is desirable that the Alberta Urban Municipalities Association convey a single, consistent message to the provincial government regarding financing of municipalities:

NOW, THEREFORE, BE IT RESOLVED that Resolution 1 be the only resolution regarding financing of municipalities which the Alberta Urban Municipalities Association submits to the province this year: and

FURTHER, BE IT RESOLVED THAT all other proposed resolutions proposed for consideration at the 2003 Convention related to financing of municipalities be referred back to the sponsoring municipality for reconsideration in light of the Financial Principles adopted at this Convention.

BACKGROUND

The effect of this resolution will be as follows:

1. All resolutions that are listed below and which are carried will be held in abeyance until such time as AUMA receives a response from the Premier on Special Resolution #1.
2. Should the Premier fail to respond adequately to Special Resolution #1, all resolutions listed below and which are carried will be sent to the Premier for his response.
3. The following resolutions relate to the financing of municipalities and will be impacted should Special Resolution #2 be carried:

- | | |
|---|--------------------------|
| - A 4 (Edmonton) | P 17 (Crowsnest Pass) |
| - A 6 (Lethbridge) | P 19 (Edmonton) |
| - A 8 (Okotoks) | P 20 (Bow Island) |
| - A 10 (Drayton Valley/Edmonton) | P 23 (High Prairie) |
| - A 13 (Edmonton) | B 4 (Edmonton) |
| - P 1 (Grande Prairie) | C 2 (Calgary/Lethbridge) |
| - P 2 (Okotoks) | C 8 (Bow Island) |
| - P 3 (St. Albert) | C 20 (Strathcona County) |
| - P 11 (Innisfail) | |
| - P 14 (Edmonton/Fairview) | |
| - P 16 (Edmonton/Grande Prairie/Red Deer) | |
| - | |

Comments from the City Manager - I support this resolution.

"A" Category

AUMA

Alberta Municipal Finance Corporation (AMFC) Voting Proxies

WHEREAS the AMFC has municipal shareholder representatives sitting on their Board including a cities shareholder class representative, a towns shareholder class representative and a villages shareholder class representative; and

WHEREAS these shareholder representatives are chosen at AMFC Annual General Meetings

WHEREAS only 20% of eligible municipalities participate in choosing the representative for their shareholder class; and

WHEREAS there is a need to improve the accountability of the AMFC Board members to municipalities and their councils; and

WHEREAS the AUMA Board and structure provide for direct accountability back to municipalities and their councils;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association organize a voting proxy for future AMFC Annual General Meetings so that the AUMA Board may choose the municipal shareholder representatives; and

FURTHER THAT the AUMA Board report back to the annual convention the activities and directions given to the AMFC's municipal shareholder representatives.

BACKGROUND

In the last year the Provincial Government has proceeded with changing the AMFC Act and requisitioning the \$100 million surplus of the AMFC. These actions are detrimental to Alberta's municipalities. Unfortunately, there was not a clear enough and forceful enough municipal voice at the AMFC Board table when these actions took place. Given the current accountability framework for municipal shareholder representatives on the AMFC Board, a clear and forceful municipal voice would not be possible.

However, shareholder representatives that are appointed by an elected AUMA Board with a report back to convention would improve the accountability framework for the AMFC Board. Further, such a framework would allow clearer directions to be given to municipal representatives as well resulting in a clearer more forceful municipal presence on AMFC's Board.

WHEREAS the Alberta Municipal Finance Corporation (AMFC) was originally created to provide municipalities a low cost borrowing alternative; and

WHEREAS municipalities have little or no say in the operation and policies of the AMFC despite being the primary stakeholders that are most impacted by any decision made by the corporation; and

WHEREAS the Provincial Government is the majority shareholder in AMFC and has recently chosen to requisition AMFC's surplus of \$100 million in order to improve the Provincial Government's bottom line; and

WHEREAS the cost to municipalities to borrow from AMFC has increased as a direct result of the Province's requisition of the \$100 million surplus; and

WHEREAS municipalities have limited feasible options for securing funds and are often required to choose between AMFC financing, inconsistent and unreliable Provincial grants, or financing from major banking institutions to help finance projects that are essential to their community's viability;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association investigate the feasibility of creating a not-for-profit corporation that could make loans to Municipalities and that would provide an alternative to the Alberta Municipal Finance Corporation.

BACKGROUND

Over the last year the AUMA has suggested to the Provincial Government that it is time to re-examine the mandate, operation and overall effectiveness of the AMFC for urban municipalities. Despite these requests the Provincial Government stated that it was still satisfied with the performance of the AMFC. Soon afterwards the Provincial Government chose to change the legislation governing the AMFC without any consultation with AUMA or any serious consultation with municipalities across Alberta.

Resolution No. A 2

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Municipalities are often forced to rely on provincial mechanisms (grants, programs, the AMFC) to fund projects important to their communities. There is no funding mechanism controlled and operated by and for municipalities in Alberta. Municipalities in British Columbia have such a financing corporation. This type of corporation may be feasible in Alberta, however, would require further research and the development of a business case prior to proceeding. Given the Alberta Government's un-willingness to take concrete steps to help municipalities improve their financial options, it may be time for municipalities to examine other options.

WHEREAS the Province of Alberta deregulated the gas industry; and currently has legislation in effect pertaining to the process whereby gas rebates are offered to Albertans; and

WHEREAS this current legislation determines where relief will be offered using the preceding 12 months as a guide; and

WHEREAS this current legislation does not allow for rapid rises or spikes in the cost of obtaining gas in short time periods or circumstances of a volatile market; and

WHEREAS the Province of Alberta during the deregulation process assured Albertans that the increase in competition and other benefits from the deregulation would work in their favour; and

WHEREAS it is apparent that the benefits that were promised and anticipated are not occurring and Albertans are facing ever increasing costs of obtaining natural gas; and

WHEREAS all consumers in the Province of Alberta require a fair and cost effective system whereby they are able to afford the natural gas required for use;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to immediately reconsider the existing legislation pertaining to the process whereby gas rebates are offered to Albertans, in order to allow for consideration of times whereby short rapid rises in prices occur in a volatile market.

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to reassess the whole deregulation process and the system of delivering natural gas to end consumers to determine if we are receiving the benefits that were anticipated and promised when deregulation occurred.

BACKGROUND

The Province of Alberta instituted deregulation of the gas industry in Alberta, promising Albertans that the benefits of deregulating far outweighed the possible drawbacks. Since deregulation, it has become apparent that the negative impacts of deregulation have outweighed the positive.

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The current legislation related to the offering of gas rebates to Albertans uses a 12 month period in order to determine if and when relief will be offered to the consumers. This time period is excessive given the current situation of a volatile market and dramatic surges in gas prices. Albertans are suffering and need relief from these circumstances. The current legislation is unfairly weighted and requires immediate reconsideration.

WHEREAS municipalities are experiencing deterioration and decay of the physical infrastructure in older neighbourhoods; and

WHEREAS the Province of Alberta has in the past participated in the rehabilitation of physical infrastructure within older neighbourhoods through the Alberta Municipal Partnership in Local Employment (A.M.P.L.E.) Program; and

WHEREAS further investment within the older sections of urban communities is projected to make more efficient use of land and infrastructure and encourage private reinvestment;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta re-institute a program to provide municipalities with long-term funding for the rehabilitation of aging and deteriorating physical infrastructure within older sections of urban communities.

BACKGROUND

The A.M.P.L.E. Program of 1987-1996 provided \$500 Million in funding to 364 municipalities within the Province of Alberta, and successfully enabled the rehabilitation of physical infrastructure (roads, sidewalks, waterlines, storm and sanitary sewers, parks and amenities) in several neighbourhoods within each of Edmonton and Calgary, and in other municipalities across the Province of Alberta. This program involved funding partnerships with municipalities, and served as a model for public-private partnership through the large involvement of the private sector in the delivery of engineering services, community consultation and construction workers.

The public and private infrastructure built in Alberta's municipalities to support the rapid growth of urban areas from the late 1940s onward will progressively be in need of rehabilitation or replacement. The rehabilitation of older neighbourhoods positively affects neighbourhood viability, vitality and quality of life, and encourages the intensification of development within these neighbourhoods. These positive contributions to urban communities serve to enhance the economic viability of the neighbourhoods and effective use of the public infrastructure in established sectors of urban Alberta.

Continued diligent management and rehabilitation of physical infrastructure through such a funding program will provide leadership and will enhance economic confidence within Alberta's municipalities. This will also position low-income homeowners and landlords to pursue partnership with the Federal government by making application of Federal funding programs such as the Residential Rehabilitation Assistance Program (R.R.A.P.).

AUMA Resolution A4
Neighbourhood Infrastructure
Page 2

Comments from the Community Services Director
A4 – Neighbourhood Infrastructure

This resolution is supported from a Community Services perspective, keeping in mind the needs within the parks system. Maintaining and refurbishing parks in older neighborhoods is an ongoing problem due to limited resources available. In addition, the life cycle of neighborhoods change, with the need to refurbish and change park amenities to meet the demographics of a neighborhood. The need for a long term funding program from the province, that is predictable, is very important to the sustainability of older neighborhoods.

District and Cogeneration Energy Projects

WHEREAS the reduction of harmful emissions and the efficient use of Alberta's precious energy resources are in the economic and environmental interests of Albertans; and

WHEREAS present provincial energy regulations inhibit municipal participation in cogeneration projects and small district energy initiatives;

NOW THEREFORE BE IT RESOLVED that the Alberta Urban Municipalities Association request the Government of Alberta to amend existing energy regulations with a view to accommodating municipalities, school boards, hospitals, institutions, and companies that wish to undertake innovative co-generation or district energy initiatives that are both cost effective and environmentally friendly.

Resolution No. A 5
Page four

CC: The Honourable Murray Smith, Minister of Energy
 The Honourable Clint Dunford, MLA Lethbridge West
 Lethbridge City Council Members

Comments from the EL & P Manager
A5 – District and Cogeneration Energy Projects

The reasons given for the resolution are all very sound, very logical and meritorious. One might even question why a resolution which supports such objectives should not be readily accepted or even why regulations were initially written which inhibit the implementation of initiatives which support those objectives. Following are some insights related to this matter which should be considered.

Municipalities are prohibited from participation in certain electric generation projects unless they can satisfy the Minister of Energy that the project does not provide the municipality with any unfair advantage over a private developer and investor. Items such as income tax status, municipal subsidies, and municipal financing benefits are example of advantages the municipality may have which will tilt the playing field to their advantage. Municipalities such as Edmonton and Calgary have interests in generation facilities which have been scrutinized and approved by the Minister under the current regulations. We might be able to convince the Government of Alberta to grant the concessions requested – but at what trade-off or cost. Some of the undesirable results may be the regulation of the municipality's distribution system by the AEUB to ensure that no unfair advantages exist within the municipally owned electric operation or within the overall municipal operation. We want to be very careful that we "don't throw the baby out with the bathwater"

A municipality can get into innovative generation if the generation output is consumed on the generation site. An example of this might be generation at a landfill or sewage-processing site.

The resolution goes beyond the municipality and names others such as hospitals. The Red Deer regional hospital is an example of an entity which does generate electricity and could expand its generation capacity under the current regulations.

WHEREAS Alberta Park assets continue to have a positive impact on individual users and communities, the economy and the environment of our Province; and

WHEREAS Albertans are increasingly choosing outdoor pursuits to remain active; and

WHEREAS open spaces contribute to our sense of community; and

WHEREAS Parks contribute substantially to the economy of our Province and municipalities; and

WHEREAS Parks and open spaces are catalysts for tourism and the economic benefits that they bring to a community; and

WHEREAS Albertans have strongly expressed their support for the protection of wetlands, river valleys and other sensitive environments;

NOW THEREFORE BE IT RESOLVED THAT Alberta Urban Municipalities Association request the Government of Alberta to partner with municipalities in the development of urban and regional parks with capital funding by the Province and operating/maintenance costs sustained by the municipality; and

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta ensure the capital funding formula consider a base amount so that all municipalities would have enough for a viable project relative to the size of the municipality and a \$10 per capita allocation for equity purposes based on the population of the municipality.

BACKGROUND

1. Previous Urban Parks Programs

Since 1978, there have been several phases of the Urban Parks Program, each with its own eligibility criteria and program characteristics.

This visionary initiative assisted cities in the acquisition and development of urban parkland before bowing to budget cuts in 1995. In spite of the funding withdrawal, the program has been touted as one of the Province's most successful initiatives ever. It has created a legacy of urban parks and open spaces that continue to be enjoyed by Albertans and their guests today, while preserving this space for our children's future.

A similar initiative, the Municipal Recreation and Tourism Areas program, was offered for municipalities not included in the Urban Parks program. As you are aware, this program still exists, albeit it has been substantially reduced in recent years.

Our park assets continue to have a positive impact on our Province from individual users and communities to the economy and the environment. Albertans are increasingly choosing outdoor pursuits to remain active. Physical activity is key to prevention of physical disorders including obesity, diabetes, heart disease, osteoporosis and many other chronic ailments that are costing the health system millions of dollars to treat. Outdoor activities also are excellent contributors to sound mental health.

Open spaces contribute to sense of community. Parks provide places where neighbours meet, and children can play. They reduce alienation, contribute to community pride and promote ethnic and cultural harmony. Because they are free and generally near-by, they are accessible to all, including those with the greatest needs.

Parks contribute substantially to the economy of our Province and municipalities. Green space is a determining factor in real estate values, economic vitality, and quality of life. Businesses are also attracted to locate, re-locate or expand in communities with developed parks systems.

Parks and open spaces are catalysts for tourism and the economic benefits that they bring to a community. Parks are an investment in helping reduce healthcare costs. Protection of river valleys through park development has an economic bonus as flood damage of developed lands is about 100 times more expensive to restore than parkland.

Albertans have strongly expressed their support for the protection of wetlands, river valleys and other sensitive environments. Through exposure to parks and park programs, citizens become stewards of the environment. Urban forests reduce pollution, energy costs and contribute to overland drainage.

2. The Proposal

This resolution proposes the re-establishment of the Urban Parks Program as well as the development of a parallel program for municipal districts and smaller cities.

The proposal responds to recent resolutions of both the Alberta Urban Municipalities Association and the Alberta Association of Municipal Districts and Counties regarding park development.

A milestone achievement was to get the commitment of the Urban Parks municipalities (incorporated cities and special municipalities) to fund the development of an urban park legacy proposal. The project scope included a survey of the Urban Park municipalities to get an understanding of their needs and issues.

The report resulting from that initiative recommended:

- Funding for the initiative be in the form of a partnership between the Province and municipalities. Capital funding would be the responsibility of the Province and the municipality will sustain operating/maintenance costs.
- The program would fund planning and design, land acquisition, construction and some program administration.

Comments from the Community Services Director **A6 – Urban Parks Infrastructure**

Comments from the Recreation Parks and Culture Manager is supported.

Comments from the Recreation, Parks & Culture Manager

The Recreation, Parks & Culture Department is in support of the above resolution. As mentioned in the background information parks contribute to the economy of our province and municipalities, and parks and open spaces are catalysts for tourism. In our community, we acknowledge that the Waskasoo Park System has contributed substantially to our growth, to tourism and to our vibrant economy.

Although we are in support of the resolution, we would like the Province to consider funding, in whole or in part, the operation and maintenance costs in addition to providing capital funding.

WHEREAS, the majority of the people of Alberta are aware of climate change and feel that something should be done about reducing carbon emissions; and

WHEREAS, the government of the province of Alberta feels the need to diversify the economy and not be as dependent on fossil fuels for energy production; and

WHEREAS, the government of the province of Alberta has taken the initiative to deregulate the electrical utilities and telephone communications industry to promote competition and therefore lower prices;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta take the initiative to promote the research and development of alternative energy sources by:

1. **Streamlining the interconnection process to the electrical distribution grid to make access more affordable and easier to qualified small power producers.**
2. **Allowing small power producers to net meter, or use their own power production first before it is sold to the power pool.**

BACKGROUND

Submitting Council did not provide background

Comments from the EI & P Manager A7 – Alternative Energy Sources

As in Resolution A-5, the reasons for the resolution are perfectly sound, logical and meritorious; however, some insights into the issue should be considered.

While the interconnection process may be somewhat difficult for the average layman to understand and follow it is really not much different than many municipal processes which must be followed to get projects approved at the municipal level. There are always some sound technical conditions which must be met and the interconnection to the electrical distribution grid is one of them.

2003 Resolution No. A7 – Alternative Energy Sources

8005 AMIA

6 A. on resolution

If "streamlining the interconnection process" means reducing or eliminating sound technical requirements simply for the sake of economics, there is good reason to be cautious and get a good understanding of all of the implications. Some of the technical interconnection requirements are in place to reduce or eliminate the liability risk to the distribution utility in the event that the distribution system is subjected to abnormal operating conditions. Without the technical requirements being met, other utility customers could be subjected to considerable damage resulting from the operation of interconnected generation during abnormal system operating conditions. Those customers sustaining damage will certainly be launching legal action against the utility as well as attempting to gain some assurance from the utility that similar incidents will not occur. Some of the technical requirements are also required to protect the safety of utility staff working on distribution lines.

The technical requirements for interconnection are currently a matter of great interest to distribution utilities and attempts are being made to produce an industry standard. The requirements will vary with the size of the interconnected generator with the small residential type power source being subject to very few technical requirements.

WHEREAS many local municipalities own and operate landfills individually or as regional partnerships, and

WHEREAS local municipalities are committed to good management practices, and

WHEREAS, there is generally a strong desire to wisely recycle tires, and

WHEREAS an Advance Disposal Surcharge has been established to assist funding of tire recycling practices,

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to direct a portion of the Advance Disposal Surcharge directly to local landfills that actively participate in tire recycling as marshallling areas to offset ongoing operating costs associated with managing the collection of tires and responsible recycling efforts.

BACKGROUND

Albertans discard over 2 million tires every year. Many of these tires are disposed of in local landfills. Responsible landfill operators are segregating these tires so that they may be recycled. Some landfill operators participate in the "marshallling" program sponsored by the Tire Recycling Management Association of Alberta. Local Operators do experience on going operating costs and / or lost revenues to participate in the marshallling program, as tipping fees are not permitted for tires being recycled. Local municipalities should be reasonably compensated for directly incurred operating costs or lost revenues through an appropriate ongoing allocation from the Advance Disposal Surcharge.

Elimination of Assessment and Taxation Disparities

WHEREAS the existence of both regulated and market value standards for assessment purposes creates inequities between differing property types within the province, and

WHEREAS differing property tax policy exists that benefits certain property assessment classes and property types;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta review the differentiated processes for assessing and taxing property in an effort to eliminate inequities.

BACKGROUND

Most property in the province is assessed under the market value standard. An exception to this rule exists for farm property, machinery and equipment, linear property and railways. In addition, most property in the province is taxed for both municipal and education tax. An exception to this rule is on machinery and equipment and electric power generation property. The former is not subject to an education tax, while the latter is subject to only 50% of that tax. Other taxing disparities also exist for farm property where certain assessment and taxing advantages are present. Farm property is assessed under historic regulated rates creating low assessed values when compared to the current market. Certain tax exemptions are also present to farm property increasing the disparity with other property.

In an effort toward achieving full fairness and equity in the manner under which property is assessed and taxed, the AUMA should request that the Alberta government review all assessment and tax disparities between types of property and amend current legislation and regulations to eliminate those disparities.

AUMA

2003 Resolution No. A 10

Drayton Valley / Edmonton

Reducing the Risks Clandestine Labs Pose to the Community

WHEREAS there had been an increase in the number of clandestine laboratories used for the production of illegal drugs such as methamphetamine; and

WHEREAS these laboratories pose a serious risk to the communities wherein the laboratories are located, to the environment, and to the police who investigate the laboratories; and

WHEREAS policing agencies across Canada are making record seizures of methamphetamines from "super labs" in communities across Canada; and

WHEREAS Canada imported over 500,000 kilograms of pseudoephedrine, a main ingredient of methamphetamines in 2000, a 500% increase over the previous year; and

WHEREAS Canada has no control or monitoring over the sale of large quantities of other chemicals such as methamphetamine. Pseudoephedrine, acetone, ether, red phosphorus and hydriodic acid are easily obtainable chemicals used in the production of methamphetamine; and

WHEREAS the United States has laws in place to regulate the sale of pseudoephedrine, acetone, ether, red phosphorus and hydriodic acid used in the production of methamphetamine; and

WHEREAS Canadian municipalities are becoming prime shopping territory for American methamphetamine manufacturers looking for chemicals to make this highly addictive drug;

NOW THEREFORE BE IT RESOLVED that the Alberta Urban Municipalities Association request the Government of Canada to implement regulations that will strictly control the sale and possession of large quantities of chemicals used in the production of methamphetamines such as pseudoephedrine, acetone, ether, red phosphorus and hydriodic acid, and institute reporting requirements associated with the sale and possession of these chemicals.

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta provide on-going funding to cover the costs of training police and other personnel in techniques regarding the proper handling and dismantling of clandestine labs.

Resolution No. A 10

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BACKGROUND

Associated with the recent increase in gang violence, there has been an increase in the number of clandestine labs used for the production of illegal drugs such as methamphetamine.

The experts in this field work for the United States Department of Justice's Drug Enforcement Administration (DEA), and are located in Quantico, Virginia. Recognizing that these labs pose a significant risk to the public, the Edmonton Police Service funded the costs of training 3 of its personnel in Quantico.

These labs are becoming much more prevalent, therefore there is a need to train additional personnel throughout the Province, as well as other members of the public (fire, ambulance, social services) that assist at the location of these labs.

For example, due to the volatile and explosive nature of the clandestine labs, fire personnel are frequently called to assist. In addition, these labs are often located in residential homes where children are being raised. As a result, social workers often attend the scene and therefore need to be trained in order to avoid contamination.

Instructors for DEA have agreed to come to Alberta on an annual basis for a 3-year period, at a cost of \$15,000 per annum. The total costs would be in the range of \$45,000.

Personnel from across Alberta would attend and receive the training required to reduce the risk that members of the public would be harmed in the process of dismantling the labs or in assisting children who live in the homes where these labs are located.

Comments from the Emergency Services Manager A10 - Reducing the Risks Clandestine Labs Pose to the Community

We support this resolution.

Comments from the Community Services Director

This resolution is strongly supported. Significant restrictions on the sale of "supplies" necessary to make synthetic drugs could greatly reduce the availability of these drugs on the streets. This resolution also needs to be forwarded to FCM for support for municipalities across Canada to support.

Comments from the RCMP Superintendent

I support the resolution concerning methadone labs.

AUMA
2003 Resolution No. A 11

Bonnyville
Education funding

WHEREAS Alberta municipalities contribute \$1.245 billion to the education portion of the property tax; and

WHEREAS the AUMA has a priority the wish to reduce the education portion of the property tax; and

WHEREAS the province has a greater base to draw from for core services such as education; and

WHEREAS the municipalities would benefit greatly from the reduction in the education portion of the property tax; and

WHEREAS the province's position is that a substitute source of funding is needed to reduce the education property tax; and

WHEREAS the linear taxation system, in terms of values, could be adjusted so that any increase in the assessment of the gas system that moves product out of the province is taxed at a higher rate.

NOW THEREFORE BE IT RESOLVED that the Alberta Urban Municipalities Association request that the Government of Alberta introduce an additional levy on the gas distribution system that moves product outside of the province and dedicates those funds toward education in order to reduce the education portion of the property tax.

BACKGROUND

Submitting Council did not provide background

Protection of Alberta's Source Waters

WHEREAS ongoing and sustained economic growth in Alberta is placing significant pressures on water resources; and

WHEREAS water resources are essential to sustain economic growth; and

WHEREAS there is a loss of economic opportunity resulting from contamination of the province's surface and groundwater resources; and

WHEREAS there is potential risk to the health of aquatic ecosystems from over allocation and water quality degradation; and

WHEREAS climate change will most likely pose additional stresses on water resources; and

WHEREAS the provincial and federal governments are responsible for the protection of source waters; and

WHEREAS the provincial "Water for Life Strategy" highlights strategies and actions for the protection of source waters:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to take immediate action in implementing its proposed Water for Life Strategy, specifically in the protection of source waters; and

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta undertake, on a priority basis, a legislative review of the relevant acts, statutes and regulations as they relate to source water protection and to actively seek involvement and participation from municipalities from across the province in this review; and

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta establish the goal of creating enabling legislation that will:

- **Ensure source headwaters, water resources and associated aquatic ecosystems receive protection against pollution at a higher standard than the minimum attainable**

- **Integrate water and source headwater protection as part of other sectoral policies including but not limited to agriculture, tourism, forestry, land use planning, transportation and resource development;**
- **Ensure that measures for source water protection are acted upon and implemented at the most appropriate level of governance.**

BACKGROUND

The Province of Alberta, through the *Water for Life* initiative, has recognized the need for a provincial water strategy and is in the draft review stage of a new water management approach that will outline specific strategies and actions to address sustainability in water resources and source headwater protection.

It is important that within the provincial government protection of water resources and source waters be recognized as an overarching goal and that water policy take a high priority and be coordinated across all sectoral areas.

Municipalities are faced with significant capital expenditures and increased operating costs to upgrade existing potable water treatment processes to deal with continued and ongoing degradation of source water quality.

In addition, most municipalities are served by water resources and headwaters that are outside their jurisdiction. At the same time, these water resources and source headwaters are under the jurisdiction of the policies of the provincial and federal governments.

Legislation needs to be reviewed and standards put in place to address the following deficiencies:

- **The mandates of several provincial ministries and associated legislation do not offer a consistent view of water management**
- **Legislation is needed to address cumulative effects on a watershed scale. All government sectors need to adopt a watershed approach to management and decision making.**
- **Higher priority needs to be placed on protection of water resources. Development of other resources should not be permitted at the expense of water resources.**

AUMA

2003 Resolution No. A 13

Edmonton

**Municipal Emergency First Responders in
National Security and Defence**

WHEREAS since September 11, 2001 the Governments of Canada and Alberta have been preparing for emergency response to acts of terrorism and chemical, biological, radiological and nuclear (CBRN) threats; and

WHEREAS the Governments of Canada and Alberta acknowledge the important role that local emergency first responders play in responding to emergencies; and

WHEREAS the Governments of Canada and Alberta have, through Joint Emergency Preparedness Planning (JEPP) funding provided initial capital funding to Alberta first responder organizations in accordance with the Government of Alberta's "seven region" plan; and

WHEREAS long-term ongoing funding for staffing, training and equipment life-cycle replacement has not been committed to local emergency first responders; and

WHEREAS terrorism and CBRN threats and impacts are not confined within local government boundaries, and response must be delivered on a regional basis; and

WHEREAS local emergency first responders should be compensated for the service they provide related to national security and defence issues;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to provide funding to all municipalities for emergency and disaster response arising from national security, natural disasters, terrorism and defence related incidents.

BACKGROUND

The provincial and federal governments do not deliver emergency and disaster response. Local emergency first responders provide that service, and are being required to provide the emergency and disaster response to issues which are of national security and national defence scope.

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The Government of Canada's document *Responding to CBRN Threats: A Federal Perspective* (February, 2003) rightly notes:

As with other types of emergencies, responsibility for CBRN incident response is shared by federal, provincial, and municipal governments. Civic emergencies are initially dealt with by first responders – police, firefighters, and emergency medical personnel. If additional assistance is required, local officials contact the province or territory, who in turn can seek assistance from the federal government.

The Governments of Canada and Alberta have, prior to September 11, 2001, a long-standing practice and tradition of having plans in place to protect the public and guide response to emergencies and disasters. However, the potential scale and nature of municipal and local response to terrorism and CBRN incidents is beyond that experienced up to now. The terrorism and CBRN incidents are of national and provincial scope, in the realm of national security and defence. The jurisdiction and responsibility for response capability lies with the provincial and federal governments.

While initial funding has been provided, local emergency first responders require long-term, ongoing commitment for operational costs associated with providing the response capability.

WHEREAS Provincial Family and Community Support Services (FCSS) funds are directed to community volunteer agencies through both urban and rural Alberta municipalities of all populations, to carry out preventive social programs; and

WHEREAS volunteer agencies carry a number of insurance coverage policies, including, directors/officers, vehicle, property, volunteers and participants liability, supplementary health, disability, group life and others; and

WHEREAS all types of insurance are subject to significant increases in premium costs and furthermore options are more limited as carriers remove products from their lines; and

WHEREAS volunteer agency budgets, including those funded by FCSS, are significantly impacted by insurance costs and cannot sustain such increases; and

WHEREAS there is an urgent need for coordinated provincial support to address these increasing costs and lack of available insurance products; and

WHEREAS the Alberta Urban Municipalities Association supports the Alberta Municipal Insurance Exchange (MUNIX) as a means for subscribing municipalities to control insurance costs; and

WHEREAS there is a need for the Alberta Urban Municipalities Association support to address issues related to insurance costs and availability to FCSS funded and other volunteer agencies.

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta commit to aggressively addressing the issues of insurance costs and availability on a provincial basis to FCSS funded and other community non-profit agencies, through appropriate research and development of collaborative strategies; and

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association initiate discussion with the Government of Alberta to cooperate with AUMA to implement appropriate strategies to address the issues of insurance.

Resolution No. A 14

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BACKGROUND

Volunteer community agencies provide critical services for citizens and form an integral part of our communities' social fabric. FCSS has a long history in supporting and funding preventive social programs through volunteer agencies in Alberta. The loss of this sector would have devastating and long lasting effects on the quality of life in communities of all sizes.

With the increasing liability issues faced by agencies, as they take on more significant social and governance roles, volunteer Boards have responded by adding broader insurance coverage to their portfolios. Volunteers increasingly are not willing to take on such liability risks without sufficient insurance coverage.

During the past year, many agencies have requested increases in funding to pay for rising insurance costs. In some cases policy premiums have increased by over 500%. Often such premium increases are accompanied by reduced coverage.

Now, more than ever, insurance companies are no longer providing certain policies because the risks associated with such products are considered too high. When at one time you might have a choice of fifty providers for a certain policy, now only one or two companies will even carry it.

The Alberta Urban Municipalities Association supports the Alberta Municipal Insurance Exchange (MUNIX) as a means for subscribing municipalities to control insurance costs. Perhaps this model can provide the basis for a similar insurance purchase strategy for FCSS funded and other volunteer based agencies.

It is critical that the AUMA collaboratively engage in problem solving with the province to address the issues of insurance premium costs and availability for the volunteer agencies carrying out vital social programs in our communities.

WHEREAS the technology is available to have cell tower location and caller number register for cell phone access to 911 Emergency Service Centres (Phase I), and

WHEREAS approximately 50% of calls to 911 Call Centre are from cell phones, and

WHEREAS there are numerous occasions throughout Alberta in which both those involved in emergency situations as well as those coming upon emergencies who contact 911 may not be in a position to state the location of such,

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to require all cell phone communication companies providing service within Alberta to have a minimum Phase I enhanced wireless capability with respect to the 911 Emergency System and to strongly encourage each company to implement Phase II technology with respect to the same.

BACKGROUND

The 911 Emergency call system is a most valuable service in achieving early response for emergency service needs. Accessing the 911 service through a land phone delivers the caller's address and additional critical emergency response (e.g. location) information for the 911 service. The technology exists whereby this same type of information can be delivered for calls to 911 from cell phones. Given that approximately 50% of the 911 calls are from cell phones it is important that the technology available be fully utilized to insure that location details for cell phone callers are provided to the 911-service centre. People that are involved in accidents may not always be able to give location information. This is also true of some people who come upon an accident and may be new to or visiting the area and are unfamiliar with location details.

It is important to know that as of December 31, 2002 "enhanced wireless 911 access" by TELUS Mobility, Microcell (FIDO), and Bell Mobility provides the name and location of the tower processing the cell call and the call back number of the cell phone (commonly referred to by communication companies as Phase I). Rogers AT&T does not provide this Phase I enhanced wireless 911 access.

Resolution No. A 15

Page two

There are two phases of wireless advancements. Phase II provides cell caller location coordinates within ten meters and is presently in use in several locations throughout the USA. Phase II can be accomplished via two main technology methods. One method is to mathematically calculate the location when two or more towers receive the cell phone signal. Another technology utilizes a built in cell phone GPS interface. The limitations to this are presently expensive and need to use the cell outside a vehicle or building. Although an override button could be used for these two occasions it is recognized that the human factor (i.e. forgetting to use the button when going in and again when coming out of a vehicle or building) may make this impractical.

Comments from the Emergency Services Manager A15 - 911 Resolution

We support this resolution. Phase 1 technology (to our understanding) provides the call back number (valuable) and the location of the tower, however, this does not mean the location of the caller would be readily ascertainable. Also, it may be a CRTC matter rather than a Government of Alberta one.

“P” Category

AUMA - Guiding Principles

Guiding Principle #1

Municipal Governments must have the fiscal capacity to fulfill their mandate through:

- primary access to the property tax base; and
- other stable long-term and progressive sources of revenue

Guiding Principle #2

The Federal and Provincial governments have sole responsibility for direct income redistribution programs and services.

Guiding Principle #3

The primary focus of urban government is to provide locally oriented services to property and people.

Guiding Principle #4

Each local urban council will maintain responsibility for the establishment of standards of services to property and people.

Guiding Principle #5

The imposition of new standards for services to property or people which exceed those determined locally are to be financially supported by those who impose them.

Guiding Principle #6

Amendments and changes in regulations to the Municipal Government Act shall only proceed when AUMA has actively participated through meaningful input in a review process

Guiding Principle #7

Environmental integrity is essential to the economic viability and quality of life of our community.

Guiding Principle # 8

Quality infrastructure is critical to supporting healthy, financially sustainable communities, and strengthens the quality of life for all Albertans, and is the foundation for the Alberta Advantage.

AUMA - HOUSING POLICY

- I. Access to adequate and affordable housing is fundamental to individual and family well-being and essential to healthy communities and economic prosperity.
- II. In today's Alberta, complex social, economic and environmental challenges impact, and are impacted by, housing needs:
 - Social** – health, mental health, education, family life, strong communities and aging population
 - Economic** – low and fixed income households and soaring prices in some locations
 - Environmental** – sustaining the ability of the environment to support future generations

The social and economic challenges require broad, preventive policies (including non-housing supports) promoting and supporting long-term independence.

The environmental challenges require policies promoting conservation and renewal of the existing housing stock and innovative use of non-residential buildings.
- III. Each of the federal, provincial and municipal governments has a role in ensuring the availability of accessible, adequate, affordable housing but each should act in consultation and cooperation with the others:
 - Federal – national standards; financial and income support
 - Provincial – ensure sustainable programs for delivery of affordable housing; cooperate with municipalities in identifying needs; maximize use of federal support; complement with own financial and income support
 - Municipal – in the context of available local resources and when approved by Council: identify housing needs and potential solutions in housing plans; use land use planning authority to support affordable housing.
- IV. Consultation and co-operation are essential in meeting the needs of people who require accessible, adequate, affordable housing, including
 - Intergovernmental - between federal, provincial and municipal governments
 - Intra-governmental - between and within federal, provincial and municipal government departments
 - Government/Stakeholder Groups/Citizens - municipalities as lead contact with stakeholder groups and citizens
- V. Governments should consider the ongoing potential for non-governmental organizations - both private sector and not-for-profit – to contribute to the achievement of housing objectives.

AUMA - ELECTRIC DEREGULATION POLICY

1. That the benefits of restructuring electrical industry is fairly shared with all users including residential and small business.
2. That the AUMA work with the Province to ensure municipalities' net revenue are not significantly changed due to electric energy restructuring.
3. That the regulation and management bodies responsible for distribution lines, guarantees proper maintenance and delivery of electricity is continued.
4. That the government ensure reliability of supply of electricity until such time as the marketplace is fully formed.
5. That municipalities are able to charge right-of-way use fees, franchise fees and/or taxes against power transmission and distribution companies.
6. That a general public education program on electrical restructuring be offered by the Province and initiated in cooperation with the AUMA.
7. That municipalities are able to purchase electricity from their own distribution entities without triggering penalties for energy services retailing under Bill 27.
8. That municipalities in the "energy retailing business" receive payments in lieu of income tax provisions as contained in Bill 27.

AUMA – PROTECTIVE SERVICES POLICY

Alberta Urban Municipalities Association will continue to work with the Federal and Provincial governments and their related task forces to develop a Province-wide service level (province wide policing policy) for Policing, which includes, but not limited to:

- 1) Minimum Standards of Policing
 - a) Levels of Service – minimum standard for provided service
 - b) Adequate and Effective Policing – with respect to unique community characteristics and needs
 - c) Quality of Service – measurable performance standards
 - d) Accountability
- 2) Fair and Equitable Funding levels
- 3) Staffing & Resources; and

AUMA - BASIC LIFE SUPPORT POLICY

1. That Basic Life Support (BLS) should be the recommended minimum standard throughout the Province of Alberta. That the Province of Alberta fund the provision of BASIC LIFE SUPPORT (BLS) including but not necessarily limited to, base line preparedness funding, funding on a per call basis, remoteness adjustment, provision for special subsidies when required, or other funds cited below. That municipalities will still have the ability to decide the level of service beyond BLS. Those municipalities that don't have BLS should receive special consideration for the transition to that level of care.
2. That the responsibility to provide ambulance services should remain with municipalities. This will allow municipalities to establish and fund the services appropriate to their specific area (i.e. municipal service, private contract, integrated service, hospital based, volunteer).
3. That municipalities retain the right to set BLS rates, however, should the municipalities not adhere to the established provincial rate structure that they forgo their eligibility for BLS base funding from the provincial government. Municipalities must also retain the right to set rates for ALS without jeopardizing BLS funding.
4. That the Province should:
Establish a rate structure that is fair to the emergency ground ambulance provider.
Set up a mechanism where adjustments to emergency ground ambulance rates will be negotiated among all stakeholders, fairly represented but not giving veto power to any one majority group of stakeholders. Rates will be negotiated in a timely fashion, on an annual basis, to meet the needs of all stakeholders involved in receiving, funding and supplying emergency and non emergency ground ambulance services.
5. That municipalities shall not be expected to subsidize the rates paid by all insurance firms (including Alberta Blue Cross). No insurance firm shall use its position as administrator of ambulance coverage for provincially supported clients to dictate or influence ambulance rates.
6. That the provincial government establish a special fund for those who do not have the financial resources to pay the ambulance fees charged by a municipality.
7. That a provincial rate provides a base "preparedness" amount, with certain qualifying criteria to encourage cooperation and efficiency between adjacent municipalities. The qualifying criteria should include:

- A base line funding for those municipalities whose call volume is greater than or equal to 500 responses annually;
 - A base line funding for those municipalities whose call volume is less than 500 responses annually, provided those municipalities:
 - Have formed strategic alliances or partnerships, where possible, with surrounding municipalities to ensure the effective provision of care - to the satisfaction of the provincial government.
 - Where strategic alliances are not possible, due to demographics or geographical limitations, the municipalities will provide in its 3 year business plan an outline on how the municipality will ensure the maintenance of competent ambulance service providers to the satisfaction of the provincial government.
 - A mandatory requirement for a three year business plan for the provision of services and with annual reporting showing compliance to the plans.
8. That a provincial funding formula for the support of ground ambulance services should include, in addition to the base line "preparedness" amount, funding on a per call basis. This amount could be different for rural and urban systems, adjusted by a demographics factor. Municipalities who choose to offer a higher level of care should still get assistance provided in the form of the Base Line Funding including the per call funding.
 9. That a provincial funding formula should include a remoteness adjustment inversely proportional to population density for systems with extraordinary distances to cover and a low population.

AUMA - INFRASTRUCTURE POLICY

1. Infrastructure is defined, as all capital assets required to create and maintain a safe and secure community. Infrastructure includes but is not limited to:

- Transportation e.g., roads, bridges, public transit
- Environmental Services e.g., water, sewer, landfills
- Protective Service e.g., police, fire, ambulance, flood mitigation
- Parks, Recreation and Cultural Facilities e.g., arenas, playgrounds, pools, trails, libraries, community and art centres

In order for Alberta's communities to sustain their health, economy and quality of life, it is essential that all levels of government, the private sector and Albertans accept mutual responsibility for the effective and efficient delivery of services. All stakeholders are responsible for and should be held accountable for planning, maintaining, funding and expanding infrastructure.

Long term municipal planning must occur to create a strong municipal infrastructure. Long term plans should address life cycle maintenance, consistent and reasonable standards and levels of service as well as future expansion and growth.

Long term funding commitments are a vital part of a successful long term plan. Access to adequate funding is essential to support major long-term capital infrastructure projects.

Open lines of communication are required to promote and support mutual accountability, local autonomy and partnerships among all stakeholders.

Funding needs to be flexible and fair recognizing that each municipality has its own unique needs or special circumstances.

A basic level of quality infrastructure development, including services and standards, is a fundamental requirement to support and maintain safe and secure communities across the Province of Alberta.

Stakeholders should work collectively and come to a mutual agreement regarding the current and future local infrastructure needs.

PROVINCIAL/MUNICIPAL CHARTER

AGREEMENT

PRINCIPLES:

1. Commitment to Action

In the interests of all Alberta the parties are committed to discharge their responsibilities within their respective areas of jurisdiction, while respecting the jurisdictions of others.

2. Partnership

The parties recognize each other's strengths and capabilities. To maximize efficiency and effectiveness, the parties are committed to cooperate in the spirit of partnership particularly in harmonizing legislation, regulations, policies, programs and projects.

The objective of both parties is to ensure a clear division of responsibilities which leaves the Province and municipal governments accountable for specific policies and gives them the authority and financial capacity to effectively perform their roles.

3. Responsibilities and Resources

Any party proposing a change in legislation, regulations, policies or programs that affects another party will ensure that a consultation is done in a timely manner to allow for a full evaluation of the impacts, costs and revenues associated with the proposed change.

New responsibilities will not be assigned to another party until issues of funding, liability and resources have been discussed and resolved among the parties.

With respect to matters where municipal governments are responsible, they should have adequate authority, resources and independence to fulfil their responsibilities.

4. Flexibility

Legislation, regulations, policies or programs should respect the varying needs and circumstances of municipal governments in different parts of the province.

5. Notification and Consultation

In the spirit of fairness, openness and good faith any proposed change in legislation, regulations, standards, policies or programs will be preceded by proper consultation and an appropriate notification period.

Appropriate Notification:

- Recognizes that one party (being municipalities) will require sufficient time to gather information and opinions to develop a proper consensus.
- Requires the setting of fair timelines to which both parties must agree.

6. Information Sharing

The Province and municipal governments will cooperate in the development and distribution of information required for effective discharge of this agreement.

7. Dispute Resolution

In the spirit of partnership and efficient use of public resources, the parties agree to pursue alternate methods of dispute resolution wherever necessary and practical, ensuring the rapid resolution of disagreements.

8. The Alberta Act

In the spirit of good faith the province agrees to seek and obtain the appropriate changes to the Alberta Act to enshrine the essence and clauses of this agreement into Federal law.

IMPLEMENTATION:

The parties will cooperate in implementing this agreement through amendments to the ALBERTA ACT and through sub-agreements consistent with the above principles.

DEVELOPMENT LEVY PRINCIPLES

1. Municipalities and Developers have a shared responsibility for defining and addressing the existing and future needs of the community.
2. Municipalities must retain the flexibility to create development policies consistent with community objectives. These policies should be applied equitably and fairly to all within that community.
3. All beneficiaries of development should participate in the cost of providing and installing infrastructure in the community on an equitable basis that relates to the degree of benefit.
4. Full disclosure of development costs and payments should be provided to all parties for the purpose of determining levies.
5. Both developers and municipalities have a responsibility to provide a meaningful public consultation process.
6. The existing appeal process will provide an objective decision within a reasonable time frame by a trained and knowledgeable body.
7. All stakeholders share a responsibility to provide cost-effective solutions for infrastructure.
8. There should be a Provincial obligation to assist municipalities to meet infrastructure expenditures to address growth or changed provincial or federal standards.
9. Both developers and municipalities share a responsibility for the continuation of meaningful consultation/discussion regarding policy changes; and

AUMA Municipal Finance Business Plan Policy Goals

GOAL #1 - To reduce the property tax demands by the Province and to explore a more equitable and open requisitioning process

GOAL #2 - To identify the need and to obtain the assurance that municipalities have the capacity to raise sufficient financial resources to meet their operating and capital requirements and therefore be able to develop and implement long term financial planning

GOAL #3 - To enable municipalities to be directly responsible to their taxpayers for the funds they raise and the funds they expend

GOAL #4 - To maintain high standards of municipal services, including infrastructure, and levels of taxation that will ensure Alberta municipalities have a competitive advantage in the world market

AUMA's Definition of Viable Communities

“A Viable Municipality is a community which has the will and resources to sustain itself both economically and socially”

WHEREAS Alberta Municipalities must have a sustainable, stable grant system to fund transportation improvements within the City; and

WHEREAS Alberta Municipalities face increased costs to maintain and replace aging transportation infrastructure as well as construct new transportation systems; and

WHEREAS there has been a substantial increase in Provincial revenues from the sales tax on oil and gas; and

WHEREAS there is a direct correlation between increases in oil prices and higher asphalt costs resulting in increased construction costs; and

WHEREAS traffic volumes and usage of the transportation infrastructure is directly related to the sale of oil and gas.

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta allocate five cents per litre (\$0.05/L) from the existing sales tax currently being collected from gasoline sales within each municipality, to give equity to the grant revenue of larger Cities such as Edmonton and Calgary.

BACKGROUND

Edmonton and Calgary currently receive a five cent per litre gas tax revenue for all gas sales within their City. This gas tax equates to about \$94 per person in Edmonton and \$118 per person in Calgary, compared to the Basic Capital grant of \$60 per person for all Alberta Tier II Cities. This resolution would resolve the inequity that currently exists on a per capital basis when compared to the Basic Capital Grant formula.

AUMA COMMENT

It should be noted that the delegates to the 2001 AUMA convention passed the following related resolution ER 1:

NOW THEREFORE BE IT BE RESOLVED THAT the Alberta Urban Municipalities Association urge the Government of Alberta to reaffirm and restore its commitment to the five cents per litre fuel tax agreement, other transportation grants and to consult prior to any modifications to the funding agreement; and

Resolution No. P 1
Page two

FURHTER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta work with municipalities to further explore sustainable, predictable and long-term revenue sources to fund transportation needs.

WHEREAS the primary source of revenues for local municipalities to fund local services is property tax; and

WHEREAS local municipalities face increasingly difficult challenges to fund a broader range of services, often to expanding populations; and

WHEREAS local municipalities must address the recapitalization of aging and deteriorating infrastructure; and

WHEREAS many of these challenges are current, pressing and perpetual by nature;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta change it's policies and legislation so that property taxation be the sole and unfettered jurisdiction of local municipalities.

BACKGROUND

Local Municipalities normally have limited revenue opportunities beyond property tax and fees for service (recreation facility fees, utility fees if the utility is owned and / or operated by the municipality, etc.). Local municipalities are also assuming a greater role in the provision of a broader range of services to their residents. Often these new services and increasing costs for existing services (as example the escalating costs of potable water treatment and delivery, and the increasing costs and complexity of wastewater treatment) are the result of downloading historical services from senior levels of government or increasingly stringent regulations imposed by senior levels of government. Local municipalities must have the reasonable capacity to generate sufficient revenues to meet citizen expectations and senior government requirements.

Senior governments generate revenues from a broad range of sources normally unavailable to municipal governments. It has been reported by the Federation of Canadian Municipalities that senior level governments collect well over 90% of all taxes while local levels of government collect, and hence must struggle to manage within, significantly less than 10%. This allocation **MUST** shift to support the shift in responsibilities from senior government levels to local levels.

Resolution No. P2**Page two**

Local property taxes should and must be the exclusive domain of local municipalities. The Province clearly has the capacity and many alternate revenue sources to properly and adequately fund education, without requiring local municipalities to essentially act as a tax collector for Provincial responsibilities. It is time to rethink and realign revenue sources to support the growing role, responsibilities and expectations of local municipalities.

AUMA COMMENT

It should be noted that this resolution is contrary to AUMA Guiding Principle #1 on page 125.

WHEREAS many municipalities are facing mounting pressure to create new infrastructure and replace aging infrastructure;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to initiate the necessary legislation to establish a Municipal Infrastructure Fuel Tax Act; and

FURTHER BE IT RESOLVED THAT the rate of the Municipal Infrastructure Fuel Tax Act be set by the AUMA; and

FURTHER BE IT RESOLVED THAT the Municipal Infrastructure Fuel Tax be collected by the Government of Alberta and paid out on a per capita basis to all cities, towns, villages, special areas, and settlements; and

FURTHER BE IT RESOLVED THAT no matching provisions be required for any expenditures that are funded under the Municipal Infrastructure Fuel Tax.

BACKGROUND

- The City of St. Albert proposes that the AUMA consider a fuel tax to be phased in over four years at 2.25 cents per litre per year.
- The objective would be to have this municipal fuel tax replace the federal and provincial government fuel taxes.
- The Province of Alberta currently provides all cities, except Edmonton and Calgary, with a transportation grant at a rate of \$60 per capita for transportation projects. These basic Capital Grants are subject to 25% Municipal matching.
- Edmonton and Calgary, in lieu of the \$60 per capita grant, receive five cents for every litre of gas sold within their boundaries. This funding is not subject to matching.
- One-time "special" grants are occasionally announced to supplement the Basic Capital Grant. To qualify for these grants, an application for each project is required as the funding available is set at an established amount and competed for by all municipalities excluding Edmonton and Calgary.

Resolution No. P 3

Page two

- The Federal Government also has a grant program for infrastructure needs. The Infrastructure Canada Alberta Program (ICAP) is a Federal program administered by the Province. To qualify for these grants, an application for each project is required as the funding available is set at an established amount and competed for by all municipalities. Once approved, the funding is shared 1/3 Federal 1/3 Provincial and 1/3 Municipal.

AUMA COMMENT

It should be noted that the delegates to the 2001 AUMA convention passed the following related resolution ER 1:

NOW THEREFORE BE IT BE RESOLVED THAT the Alberta Urban Municipalities Association urge the Government of Alberta to reaffirm and restore its commitment to the five cents per litre fuel tax agreement, other transportation grants and to consult prior to any modifications to the funding agreement; and

FURHTER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta work with municipalities to further explore sustainable, predictable and long-term revenue sources to fund transportation needs.

WHEREAS it is believed that the strength of Day Care Centers is that children's developmental needs are met in a positive social environment, E.g. That they learn to share, cooperate and problem solve; and

WHEREAS Day Care Centers are also monitored by licensing officers, who ensure safety standards are being met thereby ensure the child's safety; and

WHEREAS staff qualifications are also required by the Province thereby ensuring better care of children; and

WHEREAS since the Province eliminated the funding in 1999, many Day Care Centers have been forced to close because of operating costs and staffing issues and many are in danger of closing therefore, funding needs to be increased; and

WHEREAS the elimination of the operating grant for Day Care Centers has put pressure on the day care operators to increase fees thereby reducing the number of parents being able to afford day care; and

WHEREAS wages of staff are directly related to the amount of funding a day care receives and in order to recruit and maintain good staff adequate wages are required; and

WHEREAS if quality staff can not be retained or recruited because of wage levels, the children's health and safety may be at risk; and

WHEREAS if Day Care staffing deteriorates because of funding levels parents will have to resort to non licensed babysitting whereas safety of the child is not always a concern; and

WHEREAS Alberta is one of the wealthiest Provinces, it has no long term goals to fund childcare, where financially challenged Provinces such as Nova Scotia and Saskatchewan have established long term goals; and

NOW THEREFORE BE IT RESOLVED the Alberta Urban Municipalities Association request that the Government of Alberta increase investment in child care to prevent children to becoming children at risk and re-evaluate it's position on daycare and registered day homes funding and establish an increase of funding to all licensed day care operations in Alberta through the increase of administrative grants (operating allowance) to all day care operators equivalent to 1996 levels correct to reflect present day value; and

Resolution No. P4
Page two

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta enact legislation that will further enhance the wages of day care and school age children staff.

BACKGROUND

Submitting Council did not provide background

AUMA COMMENT

It should be noted that the delegates to the 2001 AUMA convention passed the following related resolution A2.

NOW THEREFORE BE IT RESOLVED the Alberta Urban Municipalities Association request that the Government of Alberta re-evaluate its position on daycare and registered day home funding and establish a base amount of funding to all licensed day care operations in Alberta through the reinstatement of the administrative grants (operating allowance) to all day care operators in amounts equivalent to 1996 levels but corrected to reflect present day value and,

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta enact legislation that will enhance the wages of day care and school aged childcare staff.

Comments from the Community Services Director
P4 – Day Care

I agree with the comments of the Social Planning Manager. The submission of resolutions from Claresholm, as well as Red Deer, shows that the issue of day care affects all sizes and types of municipalities along with their residents.

Comments from the Social Planning Manager

Red Deer has also submitted a resolution regarding day care. Both Claresholm (a smaller community than Red Deer) and Red Deer have asked for operating allowances to stabilize childcare programs. Parents, even those with provincial subsidy, cannot pay high enough fees to allow child care operations to maintain a balanced budget and pay a living wage to their employees. The rationale for supporting the resolutions is included with both submissions.

AUMA Resolution P4 – Day Care

Comments from the Social Planning Manager, cont'd

Claresholm also asks that wages for the people providing childcare be increased. Childcare organizations are having difficulty attracting and maintaining the qualified staff that is needed to meet the standards that citizens would want for their children. If the only way that wages can be increased is by fees to parents, the childcare organizations that can attract parents who can afford to pay higher fees are the ones who will be paid appropriately. The province has addressed the issue in the past by providing a wage subsidy to preschool child care workers.

School age childcare (SACC) is usually offered in a community with Family and Community Support Services (FCSS) funding. The program offers a subsidized rate for families with lower income but also depends on fees from full fee paying parents to balance the budget. Increasing wages to SACC workers would affect the municipality because 20% of any provincial increase would need to be provided from the municipal tax levy. FCSS is also based on local decision-making as to priorities so targeting the funds to SACC may be seen as interference with the community process. Edmonton and Calgary have suggested in the past that SACC be funded as a childcare program, separate from FCSS and not requiring municipal matching.

Edmonton
Transportation for Persons on the Alberta
Income for the Severely Handicapped Program

WHEREAS public transportation is the chief means of mobility for most people on income assistance that provides opportunities for medical, educational and employment opportunities; and

WHEREAS Alberta Human Resources and Employment has responsibility for the delivery of income support programs for Albertans'; and

WHEREAS Albertans in receipt of benefits from the Assured Income for the Severely Handicapped have difficulty in accessing affordable transportation;

NOW THEREFORE BE IT RESOLVED THAT THE Alberta Urban Municipalities Association request the Alberta Ministry of Human Resources and Employment to provide funding for monthly transportation pass for Albertans who receive support through the Alberta Income for the Severely Handicapped program.

BACKGROUND

Recipients of the Alberta Income for the Severely Handicapped (AISH) program have not had an increase in benefits for the past 10 years. Each person who qualifies for the program currently receives \$855 per month.

The provincial government through its Human Resources and Employment Ministry has the responsibility to provide assistance to AISH recipients for the basic requirements for living.

AISH recipients need affordable transportation not only for medical appointments, but also to access training, educational and employment opportunities that could assist them in moving toward independence. The MLA Low Income Programs review heard that, "It is difficult for many income support recipients to meet transportation costs to look for or get to work, shop for clothing or get to medical appointments. Some AISH clients whose mobility is restricted say they cannot afford grocery delivery costs for the specialized transportation services they require to get to grocery stores or food banks"

Monthly transit passes that are discounted would increase access for AISH recipients to training and employment opportunities. It would also improve their quality of life and reduce isolation.

AUMA COMMENT

It should be noted that the delegates to the 2002AUMA convention passed the following related resolution P 7.

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association requests the Government of Alberta to establish a subsidized transportation program for low income Albertans.

Comments from the Community Services Director
P5 – Transportation for Persons on the Alberta Income for the Severely Handicapped Program

Generally this resolution is supported (see comments of the Social Planning and Transit Managers). It must be noted that other low income groups such as those on Supports for Independence (social assistance), seniors on a pension and the working poor, also have significant difficulties in paying for transportation.

Comments from the Transit Manager

We support the idea that persons on AISH and other low-income situations be provided provincial funding for transportation service. However, there are inherent administration and equality concerns.

We receive many requests to consider fare concessions for persons on AISH. Administration of any program should not be downloaded to Municipalities. Program fairness is an issue for persons who reside in rural areas where there are no public transportation systems. Whether or not this considers fares for both conventional and special transit systems needs to be identified.

Comments from the Social Planning Manager

This resolution, as it is written, would only affect the municipalities with a public transportation system. We hear repeatedly that transportation is a major factor in citizens not being able to access many types of services: medical, counseling, rehabilitation, as well as employment, training and volunteering. People are affected in urban and rural municipalities and may be depending on Supports for Independence or widow's pensions or Old Age pensions or other income programs, as well as AISH.

Although we support the resolution, we feel that it doesn't go far enough. As the Low Income Program Review recommended in 2002, Albertans depending on these programs are not receiving enough money to meet their basic needs. Transportation is a service on which all others depend. The decision for the amount that people are paid must be based on a realistic calculation of the costs of basic services such as food, shelter and transportation. If the benefits were increased, people could afford to pay for their own needs and wouldn't require a separate program, one that would have extra administration costs attached.

WHEREAS many Albertans recognize parents as the preferred child care provider, economic reality is that most parents need to work outside the home to be financially viable. This reliance on outside child care is likely to continue, given the following increased pressures on the Alberta family:

- an increasing number of single parents;
- minimum wage that has not kept up with the rising cost of living, requiring parents to work outside the home, often at more than one employment position;
- a competitive workplace requiring shift work, more overtime hours, and the need for adult education to remain competitive;
- the increasing cost associated with the need to commute from rural communities to the larger municipalities for higher paying jobs or to attend school;

WHEREAS childcare is a responsibility of the federal and provincial governments; and

WHEREAS decisions made with regard to operating allowances and subsidy rates that determine the affordability of licensed childcare impact the quality of life for Alberta families; and

WHEREAS economic support to childcare from the Province of Alberta is still below 1989 levels despite recent announcements from Alberta Children's Services; and

WHEREAS Alberta villages, towns and cities have a responsibility to their citizens to provide a high quality of life and often witness first hand the impacts of economic policies established by other orders of government;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Canada and the Government of Alberta to increase their funding commitments to quality childcare through the re-instatement of operating allowances to stabilize licensed childcare operations and support to childcare subsidies to make licensed childcare more affordable to more Alberta families.

BACKGROUND

Across Alberta, childcare spaces, funding and staffing are reaching critical levels. Regulated spaces in Alberta (approved family day homes or licensed daycares) have been on a steady decline since 1989, despite our population of children aged 0-12 continuing to increase. In many Alberta communities, licensed childcare is extremely limited and in some cases non-existent. Alberta went from 81,855 licensed spaces in September 1989 to just 25,793 in March 2003. In 2001 there were regulated spaces available for only 9.1% of the population of children aged 0 –12 in Alberta.

The following example illustrates the harsh economic reality for about 19.9% of Alberta households with children, those headed by a single parent. In this Red Deer example, the single parent is female, working 37.5 hours/week, and caring for one infant and one toddler:

	@ Minimum Wage of \$5.90/hour	@ Wage of \$11.00/hour	@ Wage of 14.40/hour (average for female Albertans in 1996)
Net Monthly Income (after mandatory deductions)	\$867.00	\$1464.90	\$1837.02
Average Monthly Child Care Fees in Alberta	\$1148.00	\$1148.00	\$1148.00
Maximum Provincial Subsidy per Month	\$600.00	Nil	Nil
Average Monthly Rent for a 2 bedroom apartment	\$691.00	\$691.00	\$691.00
Amount Leftover for All Other Living Expenses (utilities, food, transportation, medical care, etc.)	<\$372.00>	<\$374.10>	<\$1.98>

We can only assume those parents that cannot afford regulated spaces are accessing private care arrangements that may or may not be of high quality, and that may or may not meet the early development needs of their children.

The Alberta government reduced its overall support (in subsidies and operating allowance) for childcare in Alberta by \$9.1 Million between 1989 and 2001. While the recent announced investment to child care of \$5.6 million over the next three years is appreciated, it is not enough to keep our child care centers from closing, to maintain dedicated staff and interest in the profession, nor is it enough to keep children from being at risk when parents don't have adequate childcare choices.

Resolution No. P 6
Page three

As Minister Iris Evans stated in a news release December 16, 2002: "Alberta's children deserve to be cherished and cared for in quality child care settings that contribute to their social and personal development." The positive social and economic impacts of an appropriately funded childcare system in Alberta will reflect equally on both large and small urban municipalities.

Sources:

City of Red Deer Community Profile and Demographic Analysis: Part One, June 2000
Early childhood education and care in Canada: Provinces and Territories 1998, Childcare Resource and Research Unit 2000.
Early childhood education and care in Canada 2001, Childcare Resource and Research Unit, December 2002.
Handicapped Housing Society of Alberta, Dec/02 Statistics
Statistics Canada, 1996 and 2001
Status of Child Care in Red Deer Report, March 2003
Ministry of Children's Services, Child Care Resources, 2003

AUMA COMMENT

It should be noted that the delegates to the 2001AUMA convention passed the following related resolution A2.

NOW THEREFORE BE IT RESOLVED the Alberta Urban Municipalities Association request that the Government of Alberta re-evaluate its position on daycare and registered day home funding and establish a base amount of funding to all licensed day care operations in Alberta through the reinstatement of the administrative grants (operating allowance) to all day care operators in amounts equivalent to 1996 levels but corrected to reflect present day value and,

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta enact legislation that will enhance the wages of day care and school aged childcare staff.

WHEREAS the Alberta Equalized Assessment Panel (EAP), established by the Government of Alberta, submitted a number of recommendations to increase the transparency of the property assessment process - particularly the equalized assessment process; and

WHEREAS the EAP made recommendations toward improving the property assessment process, including the need to adjust regulated rates for certain property types, and

WHEREAS there have been no adjustments in those regulated rates since the delivery of the recommendations:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta review and adjust the regulated rates for farmland, linear property, railways and machinery and equipment, beginning no later than the 2004 taxation year, to increase the transparency of the property assessment process – particularly the equalized assessment process.

BACKGROUND

The EAP, in their final report made a number of recommendations toward improving the transparency of the property assessment process. Recommendation No. 3 spoke to the need for updating the regulated rates used to assess certain types of property. That recommendation read:

“annually review, and where necessary adjust, the regulated rates for farmland, linear properties and machinery and equipment to current levels, as considered appropriate by the Minister.”

These regulated rates have not been updated for several years. For instance, farm property rates currently in place were established in the early 1980's.

Most property in the province is assessed annually under the market value standard. Those properties continue to change with the market place. This is not the case for property under the regulated standard where the rates establishing assessed values do not change. As a result, property assessed under the regulated standard continues to have a decrease in their share of the property tax burden, both municipal and education.

Resolution No. P 7
Page two

AUMA COMMENT

It should be noted that the delegates to the 2000 AUMA convention passed the following related resolution P7.

BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to make the legislative changes necessary to ensure that the principle of equity prevails for the level of assessments for all property groups, including farmland and machinery and equipment, to a level close to market value.

WHEREAS governing bodies are responsible for the health and well being of their citizens; and

WHEREAS the effects of cigarette smoke is linked to various public health problems; and

WHEREAS existing Alberta Health Boards have the ability to 1. permit via license and 2. enforce via fines and suspensions; and

WHEREAS the Province has the right via direction to allow Health Boards the powers of license and enforcement; and

WHEREAS the Municipality has the ability to request the relevant and individual Health Board to license or refuse certain Provincial allowances via direction; and

WHEREAS the Province is the only partner via the Health Boards to the Municipality; and

WHEREAS the Province not the Municipality receives tax revenue from the tobacco market with which to finance the licensing and enforcement of tobacco respective health issues (smoking); and

WHEREAS it would put undue burden on the rate payer and the Municipality to generate more tax dollars in order to finance licensing and enforcement of tobacco respective health issues; and

WHEREAS Municipal bylaws vary by jurisdiction; and

WHEREAS it is unreasonable to expect the citizenry to know the full catalogue of bylaws of respective Municipalities they may pass through or visit; and

WHEREAS the only reasonable existing means of maximizing coverage of public spaces is by determining a common jurisdictional body; and

WHEREAS the Alberta Worker's Compensation Board governs any area an individual may be a volunteer or is employed to maintain or service public and private areas:

Resolution No. P8

Page two

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta direct the Worker's Compensation Board to apply a smoking workplace premium based upon % of smoking area to entire land area (sub class inside and sub class outside).

BACKGROUND

Health is the responsibility of Provincial and Federal Government, not the jurisdiction of municipalities. Federal and Provincial Government collect money in the form of taxes for provision of health care services. Therefore Municipal Governments should not be held responsible for finding resources required to create policy and police inconsistent bylaws across the province.

AUMA COMMENT

It should be noted that the delegates to the 2001 AUMA convention passed the following related resolution A 10:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta in the interest of promoting the health, safety and welfare of Albertans prohibit or regulate smoking in places of public assembly, places of employment and public indoor areas. The introduction of uniform standards for reducing smoking in workplace and public areas and a province wide media campaign confirming the dangers of second-hand smoke and the availability of treatment and prevention programs will ensure an effective strategy on tobacco; and,

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to draft appropriate legislation to protect Albertans from the dangers of second hand smoke and in particular for minors under eighteen (18) years of age, within the Province of Alberta.

WHEREAS governing bodies are responsible for the health and well being of their citizens; and

WHEREAS the effects of cigarette smoke is linked to various public health problems; and

WHEREAS existing Alberta Health Authorities have the ability to 1. permit via license and 2. enforce via fines and suspensions; and

WHEREAS the Province has the right via direction to allow Health Authorities the powers of license and enforcement; and

WHEREAS the Municipality has the ability to request the relevant and individual Health Authorities to license or refuse certain Provincial allowances via direction; and

WHEREAS the Province is the only partner via the Health Authorities to the Municipality; and

WHEREAS the Province not the Municipality receives tax revenue from the tobacco market with which to finance the licensing and enforcement of tobacco respective health issues (smoking); and

WHEREAS it would put undue burden on the rate payer and the Municipality to generate more tax dollars in order to finance licensing and enforcement of tobacco respective health issues; and

WHEREAS Municipal bylaws vary by jurisdiction; and

WHEREAS it is unreasonable to expect the citizenry to know the full catalogue of bylaws of respective Municipalities they may pass through or visit; and

WHEREAS the only reasonable existing means of maximizing coverage of public spaces is by determining a common jurisdictional body; and

WHEREAS the Alberta Worker's Compensation Authorities governs any area an individual may be a volunteer or is employed to maintain or service public and private areas:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta allow for, via direction to all Provincial Health Authorities, the request of Municipalities to direct their respective Health Authorities to license and enforce bans on smoking in food establishments by designating smoking allowed establishments as all seats under a common roof.

BACKGROUND

Health is the responsibility of Provincial and Federal Government, not the jurisdiction of municipalities. Federal and Provincial Government collect money in the form of taxes for provision of health care services. Therefore Municipal Governments should not be held responsible for finding resources required to create policy and police inconsistent bylaws across the province.

AUMA COMMENT

It should be noted that the delegates to the 2001 AUMA convention passed the following related resolution A 10:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta in the interest of promoting the health, safety and welfare of Albertans prohibit or regulate smoking in places of public assembly, places of employment and public indoor areas. The introduction of uniform standards for reducing smoking in workplace and public areas and a province wide media campaign confirming the dangers of second-hand smoke and the availability of treatment and prevention programs will ensure an effective strategy on tobacco; and,

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to draft appropriate legislation to protect Albertans from the dangers of second hand smoke and in particular for minors under eighteen (18) years of age, within the Province of Alberta.

Comments from the Inspections & Licensing Manager **P9 – Smoking in Food Establishments**

The Inspections & Licensing Department supports this resolution. Presently individual municipalities are trying to develop bylaws and manage this process. A comprehensive province-side initiative administered and managed by the Government of Alberta would be more effective.

WHEREAS the adverse health effects of smoking and second hand smoke have been recognized and documented by medical practitioners and health professionals for many years, and

WHEREAS the health of residents in Alberta is the responsibility of the Province of Alberta, and

WHEREAS Canadian's spend about 90 percent of their time indoors. As a result, the quality of indoor air can have a significant impact on our health. The most harmful and widespread contaminant of indoor air is tobacco smoke and exposure to environmental tobacco smoke (ETS) for even a brief period is a health hazard; and

WHEREAS heart disease, cancer, strokes and respiratory disease are just a few of the many ill effects of smoking or chewing tobacco. Despite what is known, thousands of Alberta's residents (about 26%) continue to smoke because of the extreme difficulty of quitting the habit; and

WHEREAS about 30 percent of Albertans aged 15-19 are smokers. This alarming fact concerns public health officials, school officials and parents. An aggressive anti-smoking campaign needs to be reinstated aimed at educating teenagers through schools and media; and

WHEREAS a growing number of municipal bylaws also limit smoking, these regulations apply mainly to public spaces, although workplaces are increasingly being covered; and

WHEREAS leaving this issue to municipalities is resulting in an ever growing and confusing patchwork of different regulations; and

WHEREAS province wide legislation regulating smoking could govern:

- a) the buildings and outdoor premises where smoking would be banned.
- b) a provincial set of fines for people who violate anti-smoking provisions and make Alberta a leader in Canadian government in preventative and punitive measures and in protecting occupational and personal safety;

Resolution No. P 10
Page two

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta in the interest of promoting the health, safety and welfare of Albertans prohibit or regulate smoking in places of public assembly, places of employment and public indoor areas; and

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to draft appropriate legislation to protect Albertans from the dangers of second hand smoke and in particular for minors under eighteen (18) years of age, within the Province of Alberta.

AUMA COMMENT

It should be noted that the delegates to the 2001AUMA convention passed the following resolution A 10:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta in the interest of promoting the health, safety and welfare of Albertans prohibit or regulate smoking in places of public assembly, places of employment and public indoor areas. The introduction of uniform standards for reducing smoking in workplace and public areas and a province wide media campaign confirming the dangers of second-hand smoke and the availability of treatment and prevention programs will ensure an effective strategy on tobacco; and,

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to draft appropriate legislation to protect Albertans from the dangers of second hand smoke and in particular for minors under eighteen (18) years of age, within the Province of Alberta.

Comments from the Inspections & Licensing Manager
P10 – Smoking Legislation and Regulations

The Inspections & Licensing Department supports this resolution. See comments from Resolution P-9.

WHEREAS the Government of Alberta has indicated the serious nature of tobacco use for the health of Albertans; and

WHEREAS the Premier's Commission on Health, also known as the Mazankowski Report has highlighted tobacco as a serious health problem and outlined specific measures to be taken to reduce tobacco consumption among Albertans; and

WHEREAS an increase in provincial tobacco taxes last spring realized an additional \$120 million dollars in provincial revenue; and

WHEREAS best practice evidence in tobacco reduction has shown that real results in reducing tobacco use among populations is possible with a \$7 – \$12 per capita investment from provincial governments; and

WHEREAS the Alberta government spent only \$8 million (excluding enforcement) of the \$120 million dollars gained from tobacco tax revenues, representing a \$3 - \$4 per capita expenditure;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta invest a minimum of \$7 per capita towards tobacco reduction in order to achieve a substantial reduction in tobacco use and to improve the health of all Albertans.

BACKGROUND

Submitting Council did not submit background

AUMA COMMENT

It should be noted that the delegates to the 2001 AUMA convention passed the following related resolution A 10:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta in the interest of promoting the health, safety and welfare of Albertans prohibit or regulate smoking in places of public assembly, places of employment and public indoor areas. The introduction of uniform standards for reducing smoking in workplace and public areas and a province wide media campaign confirming the dangers of second-hand smoke and the availability of treatment and prevention programs will ensure an effective strategy on tobacco; and,

Resolution No. P 11
Page two

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to draft appropriate legislation to protect Albertans from the dangers of second hand smoke and in particular for minors under eighteen (18) years of age, within the Province of Alberta.

WHEREAS ambulance services are an essential and critical part of the Alberta health system and the cost to operate ambulance services are significant and increasing due to the cost of such operating expenses as fuel, bad debt, capital costs and decisions made within the health system; and

WHEREAS many Alberta municipalities are responsible for the provision of emergency medical service; and

WHEREAS ambulance service provided to clients of the Government of Alberta and its agencies are either funded by Alberta Blue Cross or directly by the Government and Alberta Blue Cross. The Government of Alberta remuneration for emergency medical service is in effect established by the Alberta Minister of Health and Wellness, not by the fee established by the provider of the service; and

WHEREAS in addition to not equalling the established fee of the provider of the service, Alberta Blue Cross and the Government of Alberta payments for ambulance service does not come near to covering the reasonable cost of the provision of such service;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta and its agencies to pay for the ambulance service provided to their provincial clients in accordance with the fees established by the provider of the service, and to establish those fees for Alberta Blue Cross insurance of their clients.

BACKGROUND

Ambulance service, Emergency Medical Service, within the Province of Alberta constitutes pre-hospital medical care and is an essential and critical part of the health system. The provincial Health Summit '99 determined that after acute care, ambulance services received the next highest ratings and were considered as "very essential". Alberta Blue Cross remuneration rates for ambulance services does not represent the reasonable costs of the provisions of such services. The collection of some ambulance bills is impossible due to the financial situation of the victim and ambulance services cannot be denied, even if the person has multiple outstanding bills.

AUMA COMMENT

This resolution complies with AUMA's Basic Life Support policy on page 128.

Comments from the Emergency Services Manager
P12 – Ambulance Funding
We support this resolution.

Emergency Medical Service as an Essential Service

WHEREAS Emergency Medical Service within the Province of Alberta constitutes pre-hospital medical care and is an essential and critical part of the health system; and

WHEREAS in the event of a labour dispute involving emergency medical service workers, resulting in withdrawal of their services, the service provided by Emergency Medical Service employees cannot be replaced by alternate health care providers; and

WHEREAS major centers such as Calgary and Edmonton have experienced withdrawal of service by emergency medical service workers, significantly negatively impacting the provision of pre-hospital care; and

WHEREAS significant difficulties would be encountered in responding to a future withdrawal of labour;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to amend Division 16 of the *Alberta Labour Relations Code* to declare emergency medical service an essential service.

BACKGROUND

Firefighters, nurses and police officers provide essential services to the public and are precluded from strike action by the *Alberta Labour Relations Code* and the *Police Officers Collective Bargaining Act*. Emergency medical service workers are integral to the provision of pre-hospital medical care; their current ability to strike may significantly interrupt the provision of health care. Moreover, emergency medical service workers may not be replaced by alternate workers in the event of a strike.

The public expects and is entitled to uninterrupted emergency medical service response. Labour withdrawals in Edmonton and Calgary have significantly negatively impacted the provision of pre-hospital care to the citizens of these cities.

With emergency medical service an essential service, emergency medical personnel would be subject to the "no-strike/lockout" provisions of the *Alberta Labour Relations Code*. Disputes arising out of the collective bargaining process would have to be referred to compulsory and binding arbitration, should the bargaining parties be unable to resolve these matters. While it is recognized that arbitration is not the only dispute resolution mechanism, it is the most viable option for ensuring continuity of an essential service to the public.

Resolution No. P 13

Page two

AUMA COMMENT

It should be noted that the delegates to the 2001 AUMA convention passed the following related resolution P9:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to amend Division 16 of the *Alberta Labour Relations Code* to declare emergency medical service an essential service.

**Comments from the Emergency Services Manager
P13 – Emergency Medical Services as an Essential Service**

We support this resolution.

**Edmonton / Fairview
Funding of Emergency Medical Services
Basic Life Support as a Part of the Health System**

WHEREAS the Province of Alberta has commissioned numerous ground ambulance studies in the past 13 years, and

WHEREAS costs to operate ground ambulance services have dramatically increased during this time period while compensation for services provided to provincially funded clients have not kept pace with these increases, and

WHEREAS emergency medical service is a critical and essential component of health service in Alberta; and

WHEREAS the pre-hospital care provided by emergency medical service has a direct beneficial impact on health care costs after the patient is admitted to hospital care; and

WHEREAS the pre-hospital care provided by emergency medical service has a direct beneficial impact on patient well-being and recovery; and

WHEREAS changes in the health care system in Alberta are resulting in patients with increasing acuity being intentionally and by provincial policy direction being moved out of institutional care and into community-based programs, with a resulting heavy reliance on emergency medical services; and

WHEREAS emergency medical service in Alberta is provided by local operators, and is either authorized by or provided by local governments; and

WHEREAS the *Ambulance Services Act* provides that Basic Life Support (BLS) emergency medical service is the minimum standard for emergency medical service in the Province of Alberta;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to provide full funding to emergency medical service providers for the delivery of BLS emergency medical services throughout Alberta.

BACKGROUND

Historically, Alberta municipalities attempting to provide an ambulance service for their residents have implemented many different funding models. Each funding model has its own merits and is a unique solution for the respective municipality.

With escalating costs to provide ground ambulance services all municipalities are forced to reconsider funding arrangements, in some cases decreasing or eliminating the service provided. Much of the increasing cost of providing ground ambulance service can be attributed to policy changes implemented and demanded by the Province. These additional costs increase the strain on an already overburdened municipal tax base.

The Province, at a considerable cost to the taxpayers, has generated report after report studying the provision of ambulance services. To date, no constructive changes have been implemented. The most recent report, compiled by Mr. Cenaiko, MLA for Calgary Buffalo, suggests a portion of the Alberta Health Care premium could be directed to support funding for ambulance services.

Emergency medical service (ground ambulance service) has, in recent years, evolved from being purely the emergency transporting of patients to health care facilities, to pre-hospital medical care. It is part of the overall delivery of health care services.

Emergency medical service in Alberta is governed and provided at the local level, under various models. It is either provided by municipal government, or by private, not-for-profit organizations, or, in some cases, by regional but essentially local providers.

The costs of ground ambulance service are escalating because of decisions made within and about the health care system. Municipalities and local providers have differing abilities to fund the services, with the result that there is a declining capability to underwrite the service.

However, the provision of health care in Alberta is a provincial responsibility. It is not the responsibility of the current providers of ground ambulance service.

BLS emergency medical service is a critical and essential component of the health care system, and must be acknowledged as such, and adequately and properly funded as such.

Therefore the Government of Alberta should fund the minimum level of emergency medical service required.

Resolution No. P 14
Page two

AUMA COMMENT

This resolution complies with AUMA's Basic Life Support policy on page 128.

Comments from the Emergency Services Manager

We support this resolution. But – funding issues and others raised in the Cenaiko Report have received our comments previously. Essentially it is important to understand what the future of governance is going to be if funding is to be altered.

WHEREAS free and equitable access to information is essential for the maintenance of a democratic society and library membership fees may constitute a barrier to such access; and

WHEREAS the level of literacy and knowledge required to function in an ever more complex society is increasing; and

WHEREAS public libraries are established in the majority of urban municipalities in Alberta and are ideally situated to provide access to information and to act as resources to all sectors of the population, including those with low and fixed incomes; and

WHEREAS revenues from membership fees are currently an integral part of public library operating budgets; and

WHEREAS the majority of jurisdictions in Canada and the United States ensure through legislation that basic library membership is free to citizens

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta strengthen the Libraries Act to ensure charging a membership/library card fee is prohibited subject to the Government of Alberta providing an ongoing grant to public libraries equal to the amount raised through membership fees.

BACKGROUND

At present, it is estimated that annual revenues from public library membership fees is in the range of \$3,000,000 province – wide. Edmonton Public Library realizes about \$700,000 annually from annual memberships. Almost all public libraries in Alberta charge a fee for membership, with some providing free access for children, while others charge every family, including children. It is apparent that the loss of revenue from membership fees would be insurmountable without the support of the province to make up the difference.

Resolution No. P 15
Page two

There is concern that membership fees are a barrier to use. In Edmonton, the introduction of a membership fee in 1994 resulted in a 10% drop in adult circulation and a 16% drop in the number of library memberships. At the same time, visits to facilities increased dramatically. Literacy groups, community groups and low income self help groups have stated that people with limited resources may be uncomfortable asking for a waiver of the fee, or simply do not use libraries because the "opportunity cost" of purchasing a library card at a specific time may be very high. For example, the choice may be between a library membership or food for the evening meal.

The Libraries Act states that charging fees for "borrowing library resources, in any format normally lent by the library is invalid" [Section 40 (3)]. This is interpreted to mean that no charge can be levied for the borrowing of each item, but that an administrative fee to join the library is acceptable. However, due to restricted budgets, coupled with increased demand, public libraries have come to depend on these revenues as more than administrative, but an integral part of the budget.

It is invalid to charge for a library card in all provinces except parts of Quebec and Alberta. Quebec has had an incentive grant program for libraries that remove their fees.

The recent experience of the Banff Public Library has shown that the removal of the fee increases memberships and use of the library. Since the fee was removed, library use is up 22%.

AUMA COMMENT

It should be noted that the delegates to the 2003 AUMA convention passed the following related resolution ER 7:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association support the Alberta Library Trustees Association recommendation that the provincial per capita operating grant be doubled and fees for borrowers cards be eliminated, so that public libraries across the province are able to meet their expenses while providing barrier-free access to all members of their communities.

Comments from the Community Services Director
P15 – Library Support – Membership Fees

Generally, the intent of the resolution is supported. It is very important that all citizens are able to have access to libraries, and at times the membership fee, even though it is usually small, can preclude access because the citizen may not have money to pay for membership. Having said this however, it is very important that if the province changes the Libraries Act to prohibit the charging of membership, then the province should provide the funding to offset the lost revenue. In Red Deer's case, \$86,000 is budgeted for membership fees in 2003. The province currently contributes only about 12% of the Red Deer Public Library's total funding.

WHEREAS the provincial per capita operating grant to public library is lower than it was in 1986; and

WHEREAS the expenses of public libraries have increased dramatically since 1986 to cover increased costs of material, staffing, building and operations, the provision of traditional library services in addition to electronic information services to meet technological demands far exceeding those of 1986; and

WHEREAS the government of Alberta is responsible for ensuring Albertans have equitable access to library services and

WHEREAS the provincial government has moved in the strategic direction of public libraries being technologically involved in online borrowing, inter-library loans, sharing resources and public access to internet, and

WHEREAS public libraries should all be key participants in the Alberta SuperNet project, along with hospitals and schools whose connectivity is being funded by their respective government departments, and

WHEREAS the Government of Alberta has invested a significant amount of project funding to build the Alberta Public Library Electronic Network, and

WHEREAS public libraries are an important window to the world of online information for all Albertans and are a cost-effective vehicle to provide citizens with online information from all levels of government, and

WHEREAS the provincial per capita amount to support ongoing library operations, including access and extensive use of technology was cut in 1993 and has not kept pace with inflation,

WHEREAS local library support for public libraries in the province for the 1990-2000 decade has increased by \$14,447,145* or 25.7%, and

WHEREAS provincial library support for public libraries in the province for the 1990-2000 decade has only increased by \$1,420,613* or 10.9%;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta support the Alberta Library Trustees Association recommendation that the provincial per capita operating grant be doubled in order that public libraries across the province are able to meet their expenses while providing barrier free access to patrons.

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta support Alberta Community Development's Funding Request to provide additional ongoing funding, specifically to assist libraries in addressing operational costs related to the implementation of SuperNet, inter-library loans, computer borrowing and other technologically related service.

BACKGROUND

Over the past several years, the provincial government has been committed to moving in the direction of electronic access to information for all Albertans. Public libraries have been one of the primary tools that that Province has identified in meeting their goals. Public libraries across Alberta now have the ability for patrons to participate in online borrowing, inter-library loans (done from your own homes), and access to computer terminals at the libraries for Internet users. The result of this technological approach to service, through direction from the Province, has been very successful for library users; however, the impact on the libraries is significant. The increase in inter-library loans takes up a significant amount of staff time, particularly in small public libraries, with the processing of books to send to other libraries and the receiving of books from other libraries. In addition, staff time is also spent assisting library users to access the Internet, and in supervising youth who are using the Internet. This staff time was previously spent in attending to operations at the local library. The result is that staff cannot manage to program and address general operations along with the demands generated by the new technology and electronic access.

In addition, there are significant costs to libraries in ensuring adequate computer terminals, maintaining computer upgrades and in ensuring staff are trained to use the technology and are, thus, able to assist library users. Connectivity to SuperNet is also cost prohibitive to the majority of libraries in Alberta. In small libraries in particular, the projected costs of connecting to SuperNet cannot be afforded within their small budgets, where municipalities and fundraising provide the majority of the revenue. While Alberta

Learning and Alberta Health and Wellness will pay for schools and hospitals to connect to SuperNet, Alberta Community Development is not paying for libraries to connect.

The Alberta Community Development Funding Request is attached for information.

LIBRARY FUNDING REQUEST

Libraries are community based, supported and highly trusted by Albertans.

Libraries have been creative in developing new and better service options for Albertans to access information required for their learning, their businesses and their leisure. They are looking for solutions that impact ALL ALBERTANS, regardless of age, economic or social circumstances. Libraries support a wide range of government priorities including health information, curriculum support, lifelong learning, business and career development, children's and adult literacy, rural development, tourism, Service Alberta and the SuperNet. They have a track record of leveraging funds to create innovative solutions to problems.

Libraries need:

An increase in operating grants

- The per capita rate for grants to libraries was cut in 1993 and has been frozen since.
- Libraries in small centers are seeing a decrease in their operating grants.
- Population loss in rural centers is affecting provincial and local grant funding.
- Libraries have stretched their dollars as far as possible; worked harder and smarter to create incredible efficiencies, all while costs for core services and operations have risen steadily.
- An increase in the operating grants is needed to accommodate inflation since 1993, networked services and the increasing demands of library users.

Ongoing operating costs of the SuperNet

- The library community applauds the Government of Alberta's commitment to the SuperNet.
- Connection costs for the SuperNet are beyond the capacity of most smaller libraries.
- The opportunities created by this initiative will not be realized without the full participation of all libraries.

Access to electronic information resources – The Alberta Virtual Library

- All Albertans need access to quality information to succeed.
- A searchable electronic collection of *credible, reliable* information, including full-text references, magazines, newspapers, encyclopedias and more, will ensure that Albertans have access to the information they need anywhere, anytime.

Replacement of integrated library software and computer equipment

- Libraries must keep up with current technology to serve their users and participate in province-wide networking initiatives.
- Out of date systems no longer meet expectations for fast, user-friendly access to the information owned by the library as well as links to external resources.
- A library's catalogue and borrowing software is the very core of its ability to function.
- Replacement of this hardware and software requires an enormous investment beyond the capability of most libraries' funding.

These initiatives have the support of local library and library system boards, municipalities, including the Alberta Urban Municipalities Association, provincial organizations, and academic and higher learning institutions. A majority of MLA's has expressed support to their constituents.

AUMA COMMENT

It should be noted that the delegates to the 2003 AUMA convention passed the following related resolution ER 7:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association support the Alberta Library Trustees Association recommendation that the provincial per capita operating grant be doubled and fees for borrowers cards be eliminated, so that public libraries across the province are able to meet their expenses while providing barrier-free access to all members of their communities.

Resolution No. P16
Library Support – Provincial Library Funding
Page five

Comments from the Community Services Director
P16 – Library Support – Membership Fees

Red Deer submitted a resolution, which has been amalgamated by AUMA to develop this resolution. Red Deer's resolution focused on requesting that the province provide "additional ongoing funding, specifically to assist libraries in addressing operational costs related to the implementation of SuperNet, inter-library loans, computer borrowing and other technology related service". As well, we suggested that this funding be not less than \$3.00/per capita in addition to the \$4.29 that is currently being received. This approach to the resolution was taken to try to reinforce to the province that funding is needed to implement provincial strategy (the technology initiatives and electronic access). Past requests to the province for additional library funding has all but been ignored (.29/capita was given in 2003/04, which was the first increase in over 10 years). The fourth, sixth, seventh and eighth "Whereas" were part of what Red Deer submitted. The resolution basically follows what Red Deer submitted, and therefore it is very strongly supported.

"WHEREAS education is a constitutional responsibility of the Provincial Government, and

WHEREAS property tax was initiated as a municipal levy to fund services to property,

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta assume all costs of Regional School Divisions; and

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta discontinue Alberta School Foundation Fund requisition from local property taxes.

BACKGROUND

The suggestion by the Municipality of Crowsnest Pass is that the Province, having eliminating local school boards, should also eliminate local property tax requisition to support provincial funding of Regional School Divisions.

Property tax was initiated as a Municipal levy to fund services to property historically, the local tax payers and former local school boards funding the costs of the lands, buildings and local improvements.

In exercising its constitutional authority in education to centralize school governance, the Province should also accept its constitutional responsibility to fund education in every aspect, or alternatively consider shifting local improvements to municipal authorities.

AUMA COMMENT

It should be noted that this resolution is contrary to AUMA Guiding Principle #1 on page 125.

Edmonton

**Compensation Claims Arising from the Construction of the
Public Works, Road Closures and Road Access Closures**

WHEREAS each city is responsible for the costs of establishing and maintaining an integrated transportation system and transportation facilities designed to service the needs of the entire city pursuant to the *City Transportation Act* RSA 2000 c. C-14, and is otherwise responsible for maintaining existing transportation infrastructure in good repair pursuant to Section 532 of the *Municipal Government Act*, RSA 2000;

WHEREAS the growth and development of municipalities has resulted and will continue to result in increasing financial resources being required to establish new and maintain existing transportation system infrastructure in performance of those obligations;

WHEREAS the establishment and maintenance of transportation system infrastructure necessarily entails the construction of public works and the closure of roads and access to roads adjacent to privately owned property for the purposes of achieving an effective and safe transportation system;

WHEREAS ambiguity in the current statutory provisions of the *Municipal Government Act* and the *City Transportation Act* relating to municipal liability for compensation arising from the construction of public works and road and access closures exposes municipalities to increasing and indeterminate compensation liability to an indeterminate class of potential claimants which adversely affect and diminish municipalities' abilities to plan, budget and allocate resources to the establishment of new and the maintenance of existing transportation systems and facilities and meet the increasing demands therefore;

WHEREAS the AUMA previously addressed these issues in AUMA 2001 Resolution No. B-7 and the Government's response was that Alberta Municipal Affairs and Alberta Transportation would be reviewing the resolution and legislation, but no response to the resolution or legislative changes to address the issues have resulted since then;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to amend the *Municipal Government Act* and *The City Transportation Act* to clarify the existing statutory provisions relating to the public's entitlement to and municipalities' liability for payment of compensation arising from the construction of public works and the temporary and permanent closure of roads and accesses so that such claims are dealt with in a consistent and predictable manner and municipalities are better able to plan, budget and allocate resources for the establishment and maintenance of transportation systems and facilities, and in particular:

1. That Section 25 of the *Municipal Government Act* be amended by adding a subsection (2) to expressly preclude any claim for compensation relating to temporary road closures.
2. That Section 23 and Section 534 of the *Municipal Government Act* and Section 27 of the *City Transportation Act* be amended so the indeterminate liability to an indeterminate class of potential claimants under the existing wording is eliminated and compensation claims under each are dealt with in a consistent manner by identical amendments to each section, *mutatis mutandis*, that:
 - a) Defines the class of potential claimants by restricting eligible claimants to the registered owner of the fee simple estate on the certificate of title of the affected properties only;
 - b) Further define the class of potential claimants by establishing a definitive and predictable relationship of geographical proximity between the portion of road or access closed or portion of road plan on which a public work is constructed and eligible claimants;
 - c) Ensure that potential compensation under Section 23 of the *Municipal Government Act* is limited to a maximum of before & after depreciation in property value plus 10% of the difference to make it consistent with the compensation provisions of Section 534 of the MGA and Section 27 of the *City Transportation Act*;

- d) Establishes a certain date for the valuation of loss of property values by specifying that the date of the before valuation shall be “immediately” before and the date of the after valuation shall be “immediately” after the closure of the road or access or the construction of the public work;
- e) Establishes a specific limitation period for asserting claims under Section 23 of the *Municipal Government Act* similar to Section 534, and possibly harmonize the limitation periods under each Section;
- f) Excludes claims from being advanced simultaneously under each section to prevent the liability exclusions in Section 534 (7) of the *Municipal Government Act* and Section 27(4) &(5) of the *City Transportation Act* from being circumvented; and
- g) Clarifies the scope and application of the liability exclusions in Section 534(7) of the *Municipal Government Act* and Section 27 (4) & (5) of the *City Transportation Act*.

BACKGROUND

The AUMA previously attempted to address the issues raised in the preamble to this resolution in AUMA 2001 Resolution No. B-7 and the Government’s response was Alberta Municipal Affairs and Alberta Transportation would review the resolution and the legislation. However, no response to the resolution or legislative amendments to address the issues have resulted since then.

The current wording and existing ambiguities in Section 23 & 534 of the *Municipal Government Act* and Section 27 of the *City Transportation Act* effectively expose municipalities to indeterminate liability to an indeterminate number of potential claimants, and in the case of Section 23 of the *Municipal Government Act* for an indeterminate or indefinite time due to the lack of any limitation period therein.

The preceding situation makes it logistically impossible to identify and estimate or quantify all potential claims arising from a road or access closure or the construction of a public work and to budget for or allocate resources to cover potential claims.

Firstly, persons entitled to advance claims under the existing wording of the sections are not restricted to the registered owners of the fee simple estate on titles, but encompass lessees and sub-lessees or others with an interest in the lands. This gives rise to the possibility of multiple claims arising with respect to an individual property, the aggregate amount of which could greatly exceed even the full market value of the property itself. For example, commercial or retail premises on land that are leased and sub-leased such as in malls or strip mall developments can result in the registered owner as well as each lessee and sub-lessee advancing claims. The larger the number of lessees or sub-lessees, the potential liability for compensation can be very substantial and indeterminate. Amendments are needed to restrict eligible claimants to the registered owners of the fee simple estate on title to resolve this problem, which is consistent with the position the Provincial Government has adopted under the Public Highways Development Act which is the statute under which it may close highways or access to controlled highways and which expressly excludes lessees and sub-lessees and other interest-holders from the class of eligible claimants.

Secondly, indeterminate liability to an indeterminate class of potential claimants arises from the current wording and existing ambiguities therein because of the lack of any specific relationship of geographical proximity being required between a claimants' lands and the actual portion of road or access closed or on which a public work has been constructed. Presently, claimants only have to be "adjacent" to the road or access which is closed or on which the public work is constructed, and road plans extend considerable linear distances in opposite directions from the actual portion on which the road or access is closed or the public work is constructed.

An amendment is therefore required to resolve this problem which would require an eligible claimants' lands to actually "abut" the portion of road plan or be within a specific relationship of geographical proximity of the boundaries of that portion of road plan, similar or identical to the approach adopted in Section 62(2)(b)(ii) of the *Municipal Government Act* which provides that those entitled to notice of land acquired by a municipality by agreement for the purpose of a road must have an interest in land that is within 40 metres of the boundaries of the land being acquired. A similar or identical relationship of geographical relationship proximity is essential in the statutory compensation provisions in order for municipalities to be able to determine the class of eligible claimants arising from any particular project and to properly estimate and budget for potential compensation claims which may arise.

Section 534(7) of the *Municipal Government Act* does provide limited protection from liability against compensation claims when boulevards or dividers are used to channel traffic or traffic is restricted to one direction only. Sections 27(4) & (5) of the *City Transportation Act* similarly provides some protection where accesses are closed but a service or frontage road or other "reasonable" means of access are provided.

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Unfortunately existing ambiguities in the provisions make it difficult to determine their scope and application or to ascertain when they can be safely relied upon to exclude potential compensation claims. Amendments are required to make it clear that under Section 534(7) (a) & (b) of the *Municipal Government Act* traffic control devices may be placed anywhere on the road to channel or direct traffic or restrict it to one direction only without giving rise to potential compensation claims. Amendments are required to Section 27 of the *City Transportation Act* to either define or clarify what constitutes "reasonable alternative access" within the meaning of the liability exclusions in subsections (4)&(5), in the context of transportation engineering principles and the City's Transportation Master Plan.

AUMA COMMENT

It should be noted that the delegates to the 2001AUMA convention passed the following related resolution B 7:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to amend the *City Transportation Act* (CTA) and the *Municipal Government Act* (MGA) to ensure that a clear unequivocal legislative scheme exists with respect to municipal liability for payment of compensation resulting from permanent and temporary road access closures, and in particular:

- a) amend section 25 of the MGA to include exemption for Alberta municipalities with respect to liability for the payment of compensation resulting from temporary road closures; and
- b) amend section 23 of the MGA to limit claims for permanent road closures to depreciation in property value plus 10%, (consistent with claims for compensation under section 534 of the MGA and section 27 of the CTA), thereby excluding the possibility of claims for such things as business loss, etc; and
- c) amend section 27 of the CTA to require that compensation claims for road access closures be made to the Land Compensation Board (consistent with claims for compensation pursuant to sections 23 and 534 of the MGA); and
- d) amend the CTA and the MGA to clarify which compensation provisions apply to which road closure/road access closure situations, and to make it clear that claimants cannot choose the legislative scheme under which to advance a claim; and

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- e) amend section 534(7)(a) of the MGA, which purports to deal with some aspect of road access closure, to eliminate competing legal interpretations; and
- f) amend the MGA and CTA to make it clear that this legislative scheme fully excludes the common law.

Comments from the Engineering Services Manager
P18 – Compensation Claims Arising from the Construction of the Public Works, Road Closures and Road Access Closures

We support the resolution. The following Provincial Acts deal with similar topics. They may appear contradictory to some readers. Better clarity and definition would be beneficial.

1. The *City Transportation Act* Section 27(4) states

“When a direct means of access is closed and a service or frontage road or other reasonable means of access is provided, no compensation shall be paid under this section.”
2. The *Public Highways Development Act* Section 29(4) states

“If a direct means of access is closed and a service or frontage road is provided, no compensation shall be paid under this section.”
3. The *Municipal Government Act* Section 23(1) states

“Any person who occupies, owns or has an interest in land that sustains damages through the closing of a road by bylaw must be compensated for the damages.”

WHEREAS the Province passed legislation to allow the Minister of Municipal Affairs to deviate from the principals of market value in determining the Alberta School Foundation Fund Requisition which provides a benefit for some municipalities but not for others; and

WHEREAS varying a municipality's equalized assessment does not recognize the cumulative effect of previous years' capping and averaging of equalized assessments;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to rescind the regulation which allows the Minister of Municipal Affairs to deviate from market value in collecting the Alberta School Foundation Fund Requisition (ASFF) and explore options to:

- Base ASFF on market value without any adjustments and phase in the increased requisition for those municipalities that would have significant increase with the shortfall to be made up from provincial general revenues, or
- Eliminate the collection of the ASFF Requisition from property.

BACKGROUND

Currently, the regulation allows the Minister of Municipal Affairs to vary the equalized assessment prepared for a municipality for the purpose of increasing or decreasing the amount that the municipality would otherwise be required to pay into the Alberta School Foundation Fund. Varying a municipality's equalized assessment distorts the market value approach and results in inequities in taxes paid to support education. As well it does not differentiate between the various factors that result in an increased equalized assessment such as economic growth, real growth and internal adjustments in the ratios used in preparing the equalized assessments.

AUMA COMMENT

The third option in this resolution regarding eliminating the collection of the ASFF is contrary to AUMA's long standing Guiding Principle #1 which can be found on page 125 in this resolution book.

WHEREAS in 2002 the Alberta Urban Municipalities Association passed a resolution requesting the Government of Alberta to reinstate the Community Lottery Board program to provide funds for community based initiatives through a local decision making process as previously operated; and

WHEREAS the Community Initiatives Program does not allow for local input relative to community needs and the level of funding is much less than the Community Lottery Board program disbursed; and

WHEREAS the Community Lottery Board program outlined four Provincial Program Objectives, namely:

- Enhance and enrich community-based initiatives;
- Provide for a local decision-making process;
- Re-invest into Alberta communities revenues generated from video lottery terminals;
- Empower local citizens, community organizations and municipalities to work together in addressing their local and regional needs and priorities; and

WHEREAS on March 19, 2002 with the announcement of the 2002/03 Provincial Budget the Community Lottery Board Program was terminated by the Province;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association reiterate its request that the Government of Alberta reinstate the Alberta Community Lottery Board Grant Program to provide funds for community based initiatives through a local decision making process as previously operated with 2001 funding levels.

BACKGROUND

Sponsoring Council did not submit a background

AUMA COMMENT

It should be noted that the delegates to the 2002 AUMA convention passed the following related resolution A5:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta reinstate the Alberta

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Page two

Community Lottery Board Grant Program to provide funds for community-based initiatives through a local decision making process as previously operated.

Comments from the Community Services Director
P20 – Community Lottery Boards

Generally, the intent of the resolution is supported. In 2002 Red Deer submitted a resolution suggesting that AUMA request the province to reinstate funding for community lottery initiatives to the previous \$52.0 million (the 2001 level), and that a local decision making process for the distribution of the funds also be reinstated. It is not necessary that the program be called the Community Lottery Board program, but more importantly, that the previous funding and process be used. Red Deer certainly has experienced the frustration of having very limited local input into the decision making for distribution of funding.

WHEREAS the *Municipal Government Act*, RSA 2000, c. M-26, Part 4, Division 6, (the "MGA") provides for the annexation of lands by an initiating municipal authority; and

WHEREAS an initiating municipal authority must provide notice and an annexation proposal to the municipal authority from which the land is being annexed, and negotiate the proposal in good faith with that municipal authority; and

WHEREAS if the initiating municipal authority, and the municipal authority from which the land is being annexed cannot negotiate an agreement of all matters in the annexation proposal, they are required to use mediation to resolve those outstanding matters; and

WHEREAS interest based mediation is a costly and very time consuming exercise that, however, has many benefits to municipal authorities involved in the annexation process, and allows the parties to resolve their differences and achieve interest based mediated agreements between themselves; and

WHEREAS municipal authorities involved in mediation need assurance that the Municipal Government Board (the "MGB") will honour the intent and terms and conditions of the interest based mediated agreements that arise from the mandatory process; and

WHEREAS the MGB should be required to advise and consult with the municipal authorities about any proposed changes that the MGB may wish to make before making its recommendation to the Minister, to provide the municipal authorities the opportunity to negotiate or renegotiate all terms and conditions that will be affected by the MGB's proposed changes;

NOW THEREFORE BE IT RESOLVED that the Alberta Urban Municipalities Association request that the Government of Alberta legislate provisions in the MGA which would require the MGB to advise and consult with municipal authorities who submit mediated annexation agreements, prior to making its final recommendations to the Minister or the Lieutenant Governor in Council, to enable the municipal authorities sufficient opportunity to negotiate or renegotiate terms and conditions that will be affected by the MGB's proposed changes.

BACKGROUND

As a result of the economic boom in the Province of Alberta, many cities and urban centres have experienced rapid growth such that they require annexation of lands from the adjacent rural municipalities. As a result, several rural municipalities are currently dealing with a large number of annexation proposals. The MGA requires that the municipal authorities involved in annexation must negotiate the annexation proposals, and must use mediation to resolve any outstanding matters wherein agreement cannot be reached through direct negotiations. Mediation, as defined in the MGA, results in significant costs and time commitments by both municipal authorities in order to achieve interest based mediated agreements. These mediated agreements are useful and beneficial in identifying and balancing the interests of both communities and provide the terms and conditions whereby the municipal authorities have agreed to certain lands being annexed, and certain compensation packages being provided as consideration. However, the MGB has the ability to disregard the mediated agreement and replace it with an order that may not incorporate the intent, terms and conditions achieved through mediation.

All municipalities should have the opportunity to negotiate or renegotiate their mediated agreements prior to the MGB making a final recommendation to the Minister or the Lieutenant Governor in Council if significant changes to the mediated agreement are being recommended. This process would enable the municipal authorities to readdress the agreement and ensure that the intent of the mediated contract is intact and that the interests of both parties are balanced and protected.

AUMA COMMENT

It should be noted that the delegates to the 2001 AUMA convention passed the following related resolution A 7:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association forms a task force to work together with the Alberta Association of Municipal Districts and Counties and Municipal Affairs to develop procedures to streamline the annexation / amalgamation & dissolution process and providing for mediation or binding arbitration if necessary. (For example implementing timelines for each step in the process).

Resolution No. P21

Page three

Comments from Parkland Community Planning Services P21 – Mediated Agreements for Annexation

We do not support this resolution.

We have a concern with the use of the word “consult” in the resolution. The resolution suggests that the Municipal Government Board would be required to advise “and consult” with municipal authorities who submit a mediated annexation agreement prior to making recommendations to the Minister. It goes on to indicate that municipal authorities would be given opportunity to re-open negotiations and renegotiate terms and conditions. Our concerns focus on what consultation or renegotiation would involve exactly, how to retain the independent authority of the Board, the length of time that would be added to the already lengthy annexation process, and possible disincentives for municipalities to resolve differences openly and early in the process.

Consultation

Firstly, it is unclear what consult and renegotiate mean in this case. The process as it exists already involves a great deal of consultation. Does this resolution suggest that there be more discussion, reconsideration of terms, and re-hiring of a mediator at a very advanced stage in the process? How would municipalities deal with further time and financial cost? Would landowners have the opportunity to be re-involved? Will both municipalities have to agree to renegotiation or may one force renegotiation on the other? Furthermore, it is unclear how the Board would conduct such “consultation”, particularly if there is disagreement. Would this involve additional hearings? How would initiating municipalities who would have already prepared extensive background research, engaged stakeholders in public participation, submitted a notice of intent to annex, failed at negotiations, hired a mediator to subsequently reach a middle ground, submitted an application, and possibly sat through a hearing be reasonably expected to put all of this aside and engage in more consultation in a productive, effective manner? To re-open consultation and negotiations after an application has already been submitted seems to overlook the thoroughness of the existing process and is not supported.

Board Authority

Secondly, the authority to make the final decision on annexation lies with the Board as an independent body. In order to ensure that annexation applications are dealt with objectively, fairly, and consistently across all municipalities it is essential that the Municipal Government Board and the Minister retain this decision making autonomy. One must assume that the Board and the Minister will be recommending that which is in the best interest of all parties (of which municipalities themselves are only one; annexation also impacts landowners, school and health authorities, utility companies, service agencies, developers, and the general public). The Board must be given the ability to exercise its authority once an application has been submitted. Therefore, reopening consultation and negotiations after application submission may diminish the authority of the Board to do its work.

Streamline Process

A 2001 AUMA resolution expressed a desire to streamline the annexation process. In light of the request for additional time to renegotiate terms between various parties this resolution appears to prolong rather than streamline the process.

Municipalities not Requiring Mediation

It should also be pointed out that there is no mention made in this resolution of annexation scenarios in which the municipalities have settled any concerns prior to mediation. In Red Deer's case the use of the Intermunicipal Affairs Committee as a joint committee between the County and the City has been very effective in discussing and resolving any concerns. As a result, mediation has not been necessary. Yet the resolution suggests that only municipalities who used mediation would be given the benefit of further consultation with the Board. Why would municipalities who resolve concerns early in the process be given less opportunities in the process than municipalities who used mediation? It appears that this resolution would be a disincentive to settle differences prior to mediation and would treat some municipalities differently than others. We can not support this approach.

WHEREAS the Town of Redcliff submitted a resolution (2002 Resolution No. A18) to the 2002 AUMA Convention; and

WHEREAS the Government of Alberta response was:

Although the concept of applying a reduced speed limit rule in emergency circumstances appears to have merit, there are many questions regarding the implementation and enforcement of such a measure that would require research prior to any decision being made. For example, would signs be posted toward oncoming drivers and how would the beginning and end of such a reduced speed zone be identified? To answer these questions and gain an understanding of how enforcement is being administered, we will examine the results from other jurisdictions that have implemented this or a similar type of legislation; and

WHEREAS the AUMA has suggested that the Town of Redcliff resubmit the resolution, as it is not satisfied with the Government of Alberta response; and

WHEREAS Section 67 of the *Highway Traffic Act* states:

“(1) When a peace officer considers it necessary

(a) to ensure orderly movement of traffic,

(b) to prevent injury or damage to persons or property, or

(c) to permit proper action in an emergency,

the peace officer may direct traffic according to the peace officer’s discretion, notwithstanding anything in this part.

(2) If a peace officer is not present at the scene of a fire or emergency, any member of a fire brigade present may exercise the powers of a peace officer under subsection (1).”; and

WHEREAS Section 69 of the *Highway Traffic Act* states:

"Notwithstanding any speed limit prescribed by or pursuant to this or any other Act, no driver shall drive at any rate of speed that is unreasonable having regard to all the circumstances of the case, including, without restricting the generality of the foregoing,

- (a) the nature, condition and use of the highway,*
- (b) the atmospheric, weather or other conditions that might affect the visibility of the driver or the control of the vehicle,*
- (c) the amount of traffic there then is or that might reasonably be expected to be on the highway, and*
- (d) the mechanical condition of the vehicle or any equipment of the vehicle."*; and

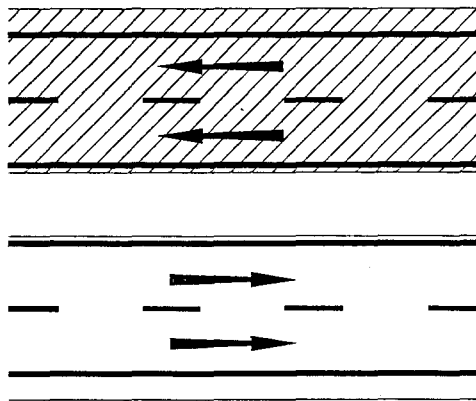
WHEREAS in some cases there is not enough manpower to direct highway traffic in an emergency, therefore motorists should be required to reduce speed when an emergency vehicle is parked on the highway with its emergency lights in operation; and

WHEREAS the *Highway Traffic Act* does not specify or restrict motorists from reducing speed when emergency vehicles are stopped on the highway, with their emergency lights in operation, and the speed limit on said highway at that time should be considered unreasonable; and

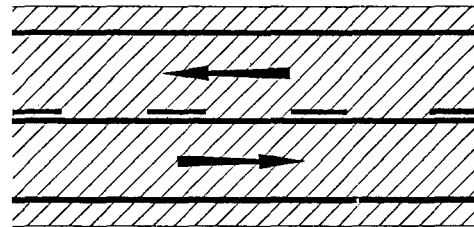
WHEREAS in order to create a safer environment for emergency personnel, the Government of Saskatchewan has implemented "The Blue Zone" (Section 37.1 of the *Highway Traffic Act*) which requires all highway drivers to reduce their speed to 60 kilometres per hour when passing an emergency vehicle that is stopped on the highway with its emergency lights in operation;

NOW THEREFORE IT BE RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to amend the *Highway Traffic Act* to include the following:

- (1) No person shall drive a vehicle on a highway at a speed greater than 60 kilometres per hour when passing an emergency vehicle that is stopped on the highway with its emergency lights in operation.
- (2) Subsection (1) does not apply where a vehicle is being driven on a highway divided into two roadways by a median and the vehicle is traveling on the opposite roadway from the emergency vehicle.



FOUR LANE HIGHWAY



TWO LANE HIGHWAY

BACKGROUND

The Town of Redcliff submitted this resolution to the 2002 AUMA Annual Convention (2002 Resolution No. A18), however, Redcliff was not satisfied with the Government of Alberta response. At the request of AUMA, the Town of Redcliff has re-submitted this resolution in an attempt to resolve this issue.

Emergency personnel work to protect citizens in the province of Alberta, but emergency personnel need to be protected as well. High speeds on highways create great risk for emergency personnel, and motorists are not obligated to slow down when passing stopped emergency vehicles that have their lights flashing.

On March 12, 2001, a female RCMP officer was killed while investigating a traffic accident on Highway No. 1, approximately eight kilometers west of Banff. Her partner suffered serious injuries, and was treated at Foothills Hospital in Calgary. They had just exited their vehicle when they were struck by a sport utility vehicle that had lost control on a patch of ice. Police believed the same patch of ice caused the original accident.

The Government of Saskatchewan has implemented "The Blue Zone" concept to protect emergency personnel, and the Government of Ontario is pursuing a similar "Blue Zone" concept. The Town of Redcliff feels that the Government of Alberta should take similar action to provide a safer environment for Alberta's emergency personnel.

AUMA COMMENT

It should be noted that the delegates to the 2001AUMA convention passed the following related resolution A5:

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NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to amend the *Highway Traffic Act* to include the following:

- (3) No person shall drive a vehicle on a highway at a speed greater than 60 kilometers per hour when passing an emergency vehicle that is stopped on the highway with its emergency lights in operation.
- (4) Subsection (1) does not apply where a vehicle is being driven on a highway divided into two roadways by a median and the vehicle is traveling on the opposite roadway from the emergency vehicle.

Comments from the Engineering Services Manager
P22 – Amendment to Highway Traffic Act Blue Zone

We do not support the Resolution, as we believe the speed differential, especially on a high-speed expressway such as Highway 2, will be a significant accident generator. A better course of action is to equip the RCMP cars with speed limit reduction signs to be placed as circumstances warrant.

High Prairie
Equity in Funding Municipal Policing Costs

WHEREAS regardless of their ability to pay, all Municipal Districts, Counties, and Metis Settlements receive free policing services under the Provincial Police Serve Agreement; and

WHEREAS the Police Act requires that all urban municipalities with a population of 2,500 and over be responsible for providing policing; and

WHEREAS regardless of their ability to pay, all Towns, Villages and Summer Villages with populations under 2,500 receive free policing services under the Provincial Police Service Agreement; and

WHEREAS the Police Act requires that all urban municipalities with populations of 2,500 and over be responsible for providing their own policing; and

WHEREAS there are no villages or summer villages with a population of 2,500 or over; and

WHEREAS this situation creates inequity between communities and does not take into account either the different policing service needs of different communities or their ability to pay; and

WHEREAS this situation creates significant financial hardship to many towns of 2,500 and greater populations that have high policing service needs; and

WHEREAS the Municipal Government Act has already recognized that cities differ significantly from towns and other municipalities by means of providing cities with additional powers that are unavailable to other municipalities; and

WHEREAS regardless of their population and their ability to pay, all Counties, Municipal Districts and Metis Settlements receive free policing services under the Provincial Police Service Agreement; and

WHEREAS the present situation creates financial hardship for many towns; and

WHEREAS since the original passage of this resolution, no discernable progress has been made to ameliorate this problem;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta amend the Police Act so that every town regardless of population receive free policing services under the Provincial Police Service Agreement.

BACKGROUND

As everyone recognizes, there is significant inequity between municipalities with regard to funding policing services. This resolution requests that all towns regardless of population be treated equally with regard to funding policing services. This would then establish equity between all towns, counties, municipal districts, villages, summer villages and Metis Settlements.

Although this resolution was passed at the 2001 Convention, the Town of High Prairie wished to bring this issue forward once again in 2003.

Our intent is to remind the Provincial Government that we are still awaiting an official response from the Province regarding the inequities in funding for policing services.

AUMA COMMENT

It should be noted that the delegates to the 2002 AUMA convention passed the following resolution NP 1.2:

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to review and renegotiate RCMP contracts with the Federal Government with the objective to lessen the burden on urban municipalities both from an operational and capital cost aspect; and

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association adopt the recommendations of AUMA's Protective Services Task Force on RCMP Policing; and

FURTHER BE IT RESOLVED THAT municipalities with Criminal Code incidents more than 10% higher than the Canadian average should receive assistance with policing costs; and

FURTHER BE IT RESOLVED THAT the Province of Alberta should provide more officers for policing; and

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association investigate the establishing of a reserve to cover the cost of major crimes which would be funded by both the affected municipalities and the Province of Alberta.

Comments from the Community Services Director

This resolution is not supported. There is no clarity in the resolution as to how it would apply to municipalities with RCMP contracts vs. their own police forces. If a town used an RCMP contract and received free policing, it is likely that all fine revenues would go to the province, and possibly that local needs might not be as well addressed through processes such as business planning. The province could very well have much greater control if they were to be paying all of the costs. On the surface the resolution would appear reasonable, but there would need to be many issues addressed. It is agreed that province should be providing a formal response to the inequities in police funding.

“B” Category

Bow Island

Hospital Board Regionalization and Appointment of Members

WHEREAS the Province of Alberta has a democratic tradition involving the active participation of its citizens in the organization and operation of hospital boards through democratic elections; and

WHEREAS health care is funded through public money obtained by taxing these local citizens and these same citizens have a basic interest in how health care is provided; and

WHEREAS the current Provincial Government has created large regional boards with appointed trustees.

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to return the democratic process to hospital boards and provide for the election of all hospital board members.

BACKGROUND

Traditionally hospital boards have been elected in the Province of Alberta. This tradition has been seriously altered because the current government has created large health regions with appointed board members because it feels regions are more readily controlled, there will be fewer arguments over financing and the bureaucracy will become more efficient. There is little or no evidence to indicate that these regionalizations have improved health care. Health care is more strongly in the control of the provincial government and the democratic process has ceased to exist. Local communities, be they large or small, have lost their democratic voice. This destroys a democratic tradition that has been long standing in our province.

WHEREAS present rules governing procedures and evidence for assessment tribunals were created when market value assessment was introduced; and

WHEREAS issues continue to arise with the manner in which these rules are administered by tribunals and acted upon by stakeholders, and

WHEREAS these issues result in increased costs to administer and defend assessment complaints and appeals for municipalities and time for taxpayers to have assessment issues heard;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta carry out a full stakeholder consultation and review of assessment tribunal provisions under both the Municipal Government Act and Alberta Regulation 238/2000, (Assessment Complaints and Appeals Regulation).

BACKGROUND

Present rules governing assessment complaints were determined prior to the introduction of market value assessment. The Assessment Complaints and Appeals Regulation (AR 238/2000) ["the regulation"] has provided a good start at structuring the manner under which assessment complaints and appeals are administered. However some of those measures, particularly for property under the non-residential assessment class, have proven to be ineffective in fulfilling their intent.

Principally, the regulation established certain rules to provide full evidentiary disclosure by all parties in advance of hearings. Documentary exchange includes provisions to provide an issues statement by the complainant outlining details of the grounds of complaint and an exchange by both parties of documentary and testimonial evidence that will be presented at hearings. In some instances information for issue statements is either lacking or vague, and evidence is not provided at the first level of tribunal, the Assessment Review Board. This places the assessor defending assessments at a disadvantage, and increases the time required to administer and hear assessment complaints.

Resolution No. B2
Page two

Other administrative and practice issues under the assessment tribunal process include:

- Merit and jurisdictional issues;
- The abridgment or expansion of time for issue statements and evidence by tribunal boards;
- Lack of clarity about issues to be heard in an appeal to the Municipal Government Board (MGB);
- Introduction of new evidence at the MGB;
- Late issue statement and evidence exchange, and
- Inability to hold one member ARB hearings for residential property.

The Assessment Complaints and Appeals Regulation expires 2006 January 31. The Alberta government must carry out a review of the regulation by that date. In an effort to create better efficiencies for all stakeholders, the AUMA should request that the province carry out a full stakeholder consultation and review of this regulation well in advance of its expiry date.

Weed and Pest Control on CPR Property

WHEREAS Canadian Pacific Railway ("CPR") and Canadian National Railway ("CNR") own railway lines and rights of way running through hundreds of municipalities in the Province of Alberta; and

WHEREAS CPR and CNR are exempt from many of the normal provincial and municipal zoning and planning requirements, as they are under federal legislation; and

WHEREAS railway lines are private property owned by CPR and CNR, posted with no trespassing signs in an attempt to keep the public from gaining access for any purpose; and

WHEREAS CPR and CNR railway lines often run through the downtown areas of communities and pose a significant nuisance problem regarding noxious and other weeds, gophers, fire control and unsightly conditions; and

WHEREAS municipalities need mechanisms to enforce their nuisance bylaws for the management of weeds, pests, fire control, and unsightly properties;

NOW THEREFORE BE IT RESOLVED that the Alberta Urban Municipalities Association request that the Government of Alberta and the Government of Canada remind CPR of their responsibilities regarding the control of their weeds, pests, fire hazards and unsightly properties, and further provide monitoring and enforcement programs of their existing legislation to mitigate or eliminate this problem.

BACKGROUND

Submitting Council did not provide background

Edmonton
Funding to Seniors Lodge Management Bodies

WHEREAS the Broda Report entitled "*Healthy Aging: New Dimensions for Care*" outlined a new vision and guiding principles for healthy aging for seniors based on a continuum of care model; and

WHEREAS the Province has endorsed this new vision of healthy aging and for providing a range of necessary services to older people residing in various forms of housing, including subsidized seniors' lodge accommodation; and

WHEREAS a growing number of lodge residents need a wide range of supportive services, including health care and home care to keep them "functionally independent" as defined in the Social Housing Accommodation Regulation (AR 144/94); and

WHEREAS the Province has accepted in principle the Proposed Seniors Supportive Housing Framework put forward by the Alberta Senior Citizens Housing Association (ASCHA) that conceptualized seniors housing in a continuum of care framework; and

WHEREAS the current funding formula for Provincial Lodge Assistance Program (LAP) grant funding to Seniors Lodge Management Bodies does not recognize the need for different levels of funding for seniors who require different levels of care; and

WHEREAS the LAP grant has not been increased since 1995 and this grant is not linked with the annual Consumer Price Index; and

WHEREAS the operating costs of subsidized seniors lodges have increased by an average of 5% since then, resulting in substantial financial hardships for Seniors Lodge Management Bodies and local municipalities:

NOW THEREFORE BE IT RESOLVED that the **Alberta Municipalities Association** request the **Government of Alberta** through the **Minister responsible for Alberta Seniors** to adopt the **Proposed Seniors Supportive Housing Framework** prepared by **ASCHA** and introduce a new funding formula for **Seniors Lodge Management Bodies** to reflect the level of service they provide in the continuum of care model.

BACKGROUND

The Broda Report, titled "Healthy Aging: New Directions for Care", recommended that seniors be given a choice for the services (including housing, food, personal care, health care) they need and pay for each service module while living in supportive housing, including subsidized seniors lodge units. The Province has accepted this report.

The number of low-income seniors residing in lodges who need health and home care services to keep them functionally independent is growing. Provision of the necessary supportive services will keep frail seniors active, mobile and safe. This will also save a substantial amount of money spent in the health care system, especially in extended care facilities.

The Province has endorsed, in principle, the Proposed Senior's Supportive Housing Framework developed by the Alberta Senior Citizens' Housing Association (ASCHA). This document recommends four levels of supportive housing arrangement, each with a list of desirable services and estimated cost. This framework for funding urges the Province to incorporate the inflation factor in a new funding formula for senior's supportive housing. Enhanced funding for Seniors Lodge Management Bodies, calculated based on the level of service needed and linking the formula with the Consumer Price Index could alleviate the financial stress being encountered by the Management Bodies. This additional funding could also relieve municipalities responsible for covering the annual operating deficits of those Management Bodies.

Under the provisions of the Alberta Housing Act and the Ministerial Order establishing Management Bodies, municipalities are obliged to share in the capital and operating deficit costs for subsidized seniors lodges. Municipalities have been meeting this obligation since then. However, this requirement has created significant pressure on the already strained budgets of those municipalities. The restricted financial capabilities of low-income seniors have also contributed to the financial problems. If the Province, in the spirit of providing a continuum of care to seniors living in supportive housing, introduces a new funding formula as recommended by the ASCHA, the financial challenges encountered by the Management Bodies and the municipalities could be relieved.

“C” Category

Calgary
Minimum Wage and Affordability of Housing

WHEREAS to maintain the Alberta Advantage, low waged workers require adequate and affordable housing; and

WHEREAS the market price for housing in Alberta has significantly increased in the last several years, resulting in the inability of low wage earners to afford market housing; and

WHEREAS a significant barrier to affordable housing is a lack of adequate income and the rising cost of living; and

WHEREAS the minimum wage in Alberta in 2002 was 32.4% lower than it was in 1977 real dollars, due to inflation; and

WHEREAS close to half (47%) of minimum wage earners in Alberta were 25 years of age or older in 2002 and 21% were over the age of 45, and close to half also work full-time; and

WHEREAS low wage earners provide an added benefit to the local economy by spending proportionately more income locally than higher wage earners; and

WHEREAS during the years of most recent minimum wage increases in Alberta, employment grew in the low-wage sectors; and

WHEREAS government programs for low wage earners (including rent supplements, child care subsidies, health care provisions, emergency shelters and social housing) are effectively subsidizing businesses to ensure a supply of low cost labour, resulting in an increased cost to taxpayers; and

WHEREAS the Province of Alberta has the lowest minimum wage in Canada (\$5.90); and

WHEREAS a two-income earner household working full-time would require a minimum wage of \$6.95 per hour to afford a below average rent for a two-bedroom apartment;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to:

1. Consider in its review of a minimum wage increasing the minimum wage in Alberta over a two year period to at least \$6.95 per hour to improve the ability of low wage earners to afford housing; and,
2. Develop a long-range strategy for planned minimum wage increases to ensure that individuals working full-time are able to meet basic needs including shelter.

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association develop a comprehensive advocacy plan to ensure that the Government of Alberta increases the minimum wage in Alberta on a regular basis to adjust for the cost of inflation.

BACKGROUND

The Alberta Advantage

- **When compared to 17 other industrialized nations, Canada's minimum wages are third lowest when expressed as a percentage of average income, lower even than the United States.** Within Canada, Alberta has the lowest minimum wage of all provinces and territories (Battle, K. "Minimum Wages in Canada: A Statistical Portrait" Caledon Institute, 2003).
- **Over time, the value of the minimum wage is eroded by inflation.** Although periodic adjustments to the minimum wage partially correct this effect, **Alberta's minimum wage in 2002 was 32.4% lower than it was in 1977 in real dollars** (Battle, K. "Minimum Wages in Canada: A Statistical Portrait". Caledon Institute, 2003).
- **Over half of those working on minimum wage do not work in jobs that generally receive gratuities.** Minimum wage earners in Alberta were most likely to work in sales and service occupations, with the largest number employed as childcare and home support workers, followed by retail salespersons, and lastly by food service workers. The same is also true of those working at wages of between \$6.00 – 6.99. (Statistics Canada. "Labour Force Historical Review 2002")
- Current projections indicate that **over the next ten years, employment growth in Calgary will be strongest in the services sector** (City of Calgary, Corporate Strategy and Economics). The service sectors all report above average concentrations of minimum and low-wage workers. In order for businesses in these sectors to be able to attract and retain labour, affordable housing will be required.

The Cost of Housing

- **Minimum wage earners cannot afford market housing.** A person working at minimum wage (\$5.90 at 40 hours/week = \$12,272/year), would be able to afford \$307.00 a month for rent and utilities, based on CMHC's affordability guideline of not more than 30% of income spent on housing costs.

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Page three

- According to the CMHC 2002 Rental Market Report, the **average rent in Calgary was \$716/month, or 70% of gross income for a single minimum wage earner.** Average rent for a bachelor suite in Calgary in 2002 was \$513/month, or 50% of gross income for a single minimum wage earner.
- **In Calgary, average rents in real dollars have increased between 34 - 38% for 1 & 2 bedroom apartments in the last 11 years.** According to Canada Mortgage and Housing Corporation statistics, in 1992 average rent in Calgary for one and two bedroom apartments was \$476 and \$598 respectively. In 2002, average rent in Calgary for one and two bedroom apartments was \$657 and \$804 respectively. Minimum wages have not kept up with inflation. Minimum wage earners are worse off.
- **A single person would have needed to earn \$28,920 dollars a year or \$13.90 / hour (based on 40 hour week) to afford a two bedroom apartment at 10% below average rent (\$723.00) in Calgary in 2002.** This would require a wage of \$6.95/ hour for a two-income-earner household where both earners worked full-time at minimum wage to afford a below average rent two bedroom apartment.

Income Trends

- It is estimated that there were over 65,000 families and individuals within Calgary that earned a gross income of below \$15,000/year in 1999 (based on 1999 Tax Filer Information).
- In 1999 the **minimum wage in Alberta** was raised to \$5.90 per hour, where it remains today. At that rate, a person working 40 hours per week on minimum wage would earn a **gross income of \$236/week or \$12,272/year.**
- At the current minimum wage rate, **a one earner couple with two children in Alberta is worse off financially working at minimum wage than it would be if receiving welfare** (Battle, K. "Minimum Wages in Canada: A Statistical Portrait". Caledon Institute, 2003).
- In 2002, there were **16,100 workers** in Alberta **earning less than \$6.00 per hour**, accounting for 1.2% of the labour force. In addition, there were **53,700 workers earning just over the minimum wage** (\$6.00 – 6.99) accounting for a further 3.9% of the labour force (Statistics Canada. "Labour Force Historical Review 2002").
- **Minimum wage workers are not primarily students and youth.** In fact, close to half (47%) of minimum wage earners in Alberta were 25 years of age or older in 2002, while 21% were over the age of 45. (Statistics Canada. "Labour Force Historical Review 2002").

- **Minimum wage workers are not only part-time workers.** In fact, of those Alberta workers earning less than \$6.00 / hour, close to half (46%) were employed full-time in 2002 (Statistics Canada. "Labour Force Historical Review 2002").
- **Women were more likely than men to be earning minimum wage in Alberta,** with 54% of minimum wage earners being women in 2002. Among those earning between \$6.00 and 6.99 / hour, 60% were women (Statistics Canada. "Labour Force Historical Review 2002").
- **As a long-term goal, the minimum wage in Alberta should be high enough to ensure that individuals working full-time are able to meet basic needs including shelter.** In order for a single person working full-time (40 hours / week) at minimum wage to reach the Statistics Canada 2002 Low Income Cut-off, **a wage of \$9.25 would be required.**

Economic Costs of Low-Wage Employment

Minimum and low wages result in direct costs to the public. Currently the provincial and municipal governments provide income support services to low-wage working persons. These supports include:

- Child and Out of School Care subsidies: \$9.9 million (Calgary) in 2002
- Subsidized Housing (CHC and PLRS): \$21.6 million (Calgary) in 2002
- Supports for Independence (SFI) Supplement to Earnings:
 - \$8.9 million (Calgary) in 2002
 - \$31.2 million (Alberta) in 2002
- Alberta Family Employment Tax Credit: \$80 million (Alberta) in 2002.
- Child Health Benefits: \$16.9 million (Alberta) in 2002

Such income support programs represent a subsidy to business in that they support minimum and low wages, and therefore a direct public cost. Expenditures supporting working people for childcare, subsidized housing and SFI income supplements represent a total annual cost to the taxpayer of \$40.4 million for the city of Calgary alone.

In addition, there are a significant number of low-income working poor people living in emergency shelters and social housing. The Calgary Housing Company (CHC) reports that 45% of persons living in social housing, including Private Landlord Rent Supplement (PLRS) units, are employed, while 33% of applicants to CHC in January 2003 reported employment income. The 2002 Calgary Homelessness Study found that 50% of absolutely homeless and 25% of relatively homeless people surveyed received employment income. This finding corresponds with other studies that indicate that a

significant number of Albertans work but are still poor. **Expenditures on emergency shelters represent an additional cost to the Alberta taxpayer.**

In the long run, low-wage employment may also result in increased public expenditures as individuals who remain in low-wage employment are likely unable to contribute to Registered Pension Plans (RPP's) or to fully contribute to Registered Retirement Pension Plans (RRSPs) or to the Canada Pension Plan. Under-contribution to retirement income savings during working life increases the chance for dependence on public financial assistance later in life.

Increases in minimum wages also have indirect economic benefits due to proportionately greater economic spin-offs. Research has shown that raising minimum wage stimulates consumer demand since low-income earners spend proportionately more locally than high-income earners. (Blanchflower and Oswald. "Myth and Measurement: The New Economics of Minimum Wage"). Although critics have suggested that increases in the minimum wage may result in job loss, several studies in the United States have found little if no impact on employment resulting from increases to the minimum wage. In fact, in Alberta, with the exception of childcare / home support workers, **employment growth in low-wage sectors exceeded overall employment growth over the period from 1997 – 2002, the years during which Alberta saw three consecutive increases to the minimum wage.**

Employment Growth by Occupation, Alberta, 1997 – 2002	
Total Employment Growth (All Occupations)	20.1%
Total Sales and Service	23.8%
Retail salespersons, sales clerks, cashiers, including retail trade supervisors	27.8%
Chefs and cooks, and occupations in food and beverage service, including supervisors	25.5%
Childcare and home support workers	12.1%
<u>Source:</u> Statistics Canada (2003). Labour Force Historical Review, 2002. [71F0004XCB]	

WHEREAS most urban municipalities and many rural municipalities provide special transportation services to the disabled to provide citizens with affordable public transportation in order to ensure access to community life (e.g., get to and from work, medical appointments, community events, visit family, etc.); and

WHEREAS the service delivery model utilized by most communities is an autonomous society with grants flowing from Alberta Transportation to the municipality and in turn provided to the society; and

WHEREAS many municipalities also deliver regular public transportation services to their residents; and

WHEREAS Alberta municipalities provide accessible and specialized transportation services for people with disabilities and seniors; and

WHEREAS the demand for specialized transportation services continues to increase; and

WHEREAS a significant proportion of the increase in the demand for specialized transportation service can be attributed to provincial government policy changes; and

WHEREAS the Government of Alberta previously provided a conditional grant to municipalities for the transportation of people with disabilities and seniors;

WHEREAS many of the users of the Handi-Bus services are on AISH or fixed incomes; and

WHEREAS AISH clients or persons with low incomes are unable to afford even the municipal subsidized regular transit fare rates;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to provide:

1. Significantly increased grants to municipalities in order to provide transportation services to the disabled;
2. Significantly increased AISH allowances to permit the disabled to access the transportation services available in Alberta communities; and

FURTHER BE IT RESOLVED that the Alberta Urban Municipalities Association request the Government of Alberta to increase the unconditional per capita grant amount from \$3.19 to \$5.00 and adjust the grant to current population levels.

BACKGROUND

Alberta municipalities are eligible to receive funding from the Unconditional Municipal Grant Program (UMGP) administered through Alberta Municipal Affairs. In 1993, the UMGP replaced five previous conditional grant programs: Police Assistance Grant, Public Transit Operating Assistance Grant, Urban Parks Operating Grant, Municipal Assistance Grant, and the Family and Community Support Services Program.

The Public Transit Operating Assistance Grant included a conditional \$3.19 per capita component for the transportation of people with disabilities and seniors. The per capita rate is based on 1993 census records.

Municipalities continue to experience increasing demand for specialized transportation services due to factors such as population growth and population aging. However, a significant portion of the increase in demand can be attributed to provincial government policy changes initiated in the 1990's.

The policy changes include such things as health care restructuring. For example, there has been a trend toward shorter hospital stays with more treatment being provided on an out-patient basis. Health care services have been decentralized and are now being provided through community based delivery models. These changes have necessitated more people with disabilities and seniors requiring specialized transportation services in order to access these health care services.

There are two other significant policy changes which occurred in the 1990's which impact on the demand for specialized transportation services. The changes include the move to community based living options for people with developmental disabilities and the increase in the number of adult day programs for seniors as a means of delaying institutionalization. While these changes have assisted the provincial government in achieving certain cost saving or cost avoidance objectives, they have resulted in increasing costs for municipalities to meet the need for specialized transportation services.

The Alberta Urban Municipalities Association is requesting that the Government of Alberta undertake two changes to the previous conditional grant program. First, increase the amount of the per capita grant from \$3.19 to \$5.00. Second, adjust the grant to reflect current population levels. These changes will assist Alberta municipalities in addressing the growing demand for specialized transportation services.

WHEREAS it is in the best interest of our citizens that seniors remain in their own homes as long as possible, and

WHEREAS the introduction of market value assessment has significantly impacted property taxation for many seniors, and

WHEREAS most seniors rely on fixed income to manage their increasing expenses,

NOW THEREFORE BE IT RESOLVED that the **Alberta Municipalities Association** request that the **Government of Alberta** reinstate a property tax basic grant for seniors living in their own homes.

BACKGROUND

The suggestion by the Municipality of Crowsnest Pass is that the Province reinstitutes a basic grant towards property taxes for seniors living in their own homes.

It is without question that it is in the best interest of seniors themselves as well as our society as a whole, that seniors remain in their own homes as long as possible.

However, most seniors rely on fixed income to manage their expenses. Basic household expenses have been and continue escalating far beyond the rate of inflation.

Rather than allowing seniors being forced to sell their homes and seek different living arrangements, the Province should, in its concern and compassion for seniors, reinstitute the basic Seniors Property Tax Grant previously withdrawn.

WHEREAS permanent privately operated charitable casinos have been in operation in Alberta since 1980; and

WHEREAS the amount of revenue received annually by the provincial government from gaming in 2001/2002 was \$1.2 Billion dollars; and

WHEREAS researchers have stated that 5.2% of adult Albertans may be classified as problem gamblers (and that other Canadian provinces have reported rates between 3.1% and 5.5%); and that Alberta leads the nation in annual household expenditure on gaming activities; and

WHEREAS costs and impacts of gaming on the community (e.g. policing, social service) are incurred at the municipal level; and

WHEREAS gaming is within the jurisdiction of the Government of Alberta;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to request the Alberta Gaming Research Institute to undertake research determining the impact of gaming on the delivery of municipal services; and that this study involve municipal representation; and

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to develop performance measures assessing the impact of gaming on communities and include them with other performance measures reported on in the annual Alberta Gaming & Liquor Commission report.

BACKGROUND

Alberta's first permanent privately operated charitable casinos opened in 1980. Today there are 16 charitable casinos operating in Alberta, with the 17th casino under consideration. These facilities contribute to the \$1.2 Billion revenue that Alberta Gaming Ministry collects annually.

Research in Alberta (2002) indicated that over 82% of the population have participated in gaming activities annually, and gaming creates problems for 5.2% of this group¹². This includes 3.9% of the Albertan population (~86,000) at moderate risk from gaming and 1.3% of the population (~29,000) are problem gamblers. Statistics Canada (2002) data also indicates that Alberta leads the nation in annual household expenditure on gaming activities.

Despite the fact that gaming is a provincial area of responsibility, there are costs associated with gaming (police, social services, etc.) in the municipalities where gaming occurs. The City of Edmonton sought information about economic impact of gaming on municipalities in its 1998 submission to the Provincial Gambling Summit and recommended a cost/benefit study on the economic impact of gaming on the community be undertaken.

In response to input from municipalities, the Government of Alberta created the Alberta Gaming Research Institute. This institute supports research into gaming in Alberta. However, at The First International Symposium on the Economic and Social Impact of Gambling (September 2000, sponsored by a consortium of interested government and private agencies), researchers indicated that a study on the cost-benefits of gaming was very difficult at this time. This was due to the difficulty in determining how to attribute costs for gambling problems.

The difficulty associated with assessing the economic impact of gaming on communities is recognized. However, more information on the impacts of gaming to municipalities is still required to address concerns that are arising at the local level. This challenge may be addressed by narrowing the proposed study focus to the impact of gaming on municipal services. Involving municipal representatives in this study will ensure results may be seen to apply to all municipalities.

In addition, the development of performance measures will allow the government to ascertain the true impact of gaming on local municipalities and report back to municipalities on progress made in this area. These revised resolutions must be supported to ensure municipalities have access to information to use in decision making at the municipal level about gaming.

¹² Alberta Gaming Institute 2002 report "Measuring Gambling & Problem Gambling in Alberta"

WHEREAS Alberta Human Resources and Employment (AHRE) has completed a review of its low income programs in consultation with 6,000 Albertans; and

WHEREAS the issue most frequently identified was the inadequate level of financial support provided to Albertans who rely on income supports; and

WHEREAS current income support rates in Alberta were set in 1993 and have not increased since then; and

WHEREAS the cost of living has increased by approximately 18% over the past 10 years; and

WHEREAS affordable housing, child care and transportation are essential for all families;

NOW THEREFORE BE IT RESOLVED that the Alberta Urban Municipalities Association request the Government of Alberta to immediately implement a 20% inflation adjustment increase to the Supports For Independence (SFI) program.

BACKGROUND

Through a comprehensive consultation process conducted by an MLA Committee appointed by Minister Clint Dunford feedback was gathered through a discussion guide and questionnaire. Over 6,000 Albertans including clients of AHRE, community organizations concerned with poverty, and AHRE staff responded to the review.

In May of 2002, the Ministry released the MLA Committee's report entitled, "What We Heard" –a summary of what Albertans had to say about the current system that supports low income Albertans. Recommendation #2 stated: "Provide enhanced and more flexible financial support".

In addition, the MLA Review Committee noted in its report that "Current benefit levels do not meet the needs of many Albertans who rely on income supports. The support system is not flexible enough to meet the higher costs of living in certain communities, especially where housing is more expensive. Adjustments to support levels to recognize higher costs are neither responsive nor timely".

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There is a lack of affordable housing, child care and transportation for low income families. It is essential that the provincial government address these basic needs.

The average inflation rate over the last 10 years is 1.8% per annum. In order to keep pace with inflation, Supports For Independence rates would need to increase by 20%.

In spite of this feedback, the Alberta government has said that any immediate changes to benefit levels will be considered only "as budget allows."

Airdrie
**Changes to Local Authorities Election Act and
The Municipal Government Act**

WHEREAS the *Local Authorities Election Act* establishes the manner in which elections are conducted in the Province of Alberta and Section 27 establishes the form of nomination; and

WHEREAS Section 174 of the *Municipal Government Act* establishes reasons for disqualification of Councillors; and

WHEREAS it is in the best interest of public trust to have candidates disclose all information that will allow the electorate to make informed decisions when voting and nominating candidates; and

WHEREAS electors require access to certain candidate information to allow them to make informed decisions when voting and/or nominating;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to amend:

1. the *Local Authorities Election Act* to include a requirement for disclosure of any past criminal conviction as a part of the Nomination Paper and Candidate's Acceptance; and
2. the *Municipal Government Act* to include the failure or refusal to disclose any past criminal conviction on the Nomination Paper and Candidate's Acceptance as a reason for disqualification.

BACKGROUND

At a recent by-election conducted by the city of Airdrie, controversy arose as one of the candidates had a criminal conviction. In this particular instance, the candidate had been convicted several years prior of pedophilia. The information broke the day before the election and created tremendous concern among many of the electorate.

There is no provision in the *Local Authorities Election Act* that requires a candidate to disclose a criminal record nor is there any provision to have a person removed from office who failed to disclose a criminal record.

As a result, the events leading up to the by-election placed the entire electoral process in question in the minds of many residents. The electorate had difficulty understanding how such a situation could arise and that they could have no

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recourse should a person elected possess a criminal record that would have affected their votes if known before the election. Even greater concern was expressed by those persons who nominated the candidate.

Airdrie City Council would like to propose the following legislative amendments:

1. Section 27 of the *Local Authorities Election Act* to include a requirement for disclosure of any past criminal conviction as a part of the Nomination Paper and Candidate's Acceptance; and
2. Section 174 of the *Municipal Government Act* to include the failure or refusal to disclose any past criminal conviction on the Nomination Paper and Candidate's Acceptance as a reason for disqualification.

While City Council does not wish to see a person barred from running for elected office merely because of having a criminal conviction in their past, these changes would at least give the electorate an opportunity of knowing of a conviction that may affect their vote or a person nominating the candidate knowing of a conviction that may affect their support. Likewise, the changes would provide them with a means of recourse should a person fail to disclose a criminal conviction.

While Airdrie's situation involved an election to municipal office, it is also of concern that the existing legislation may also enable a person with a similar record to have run for the local School Board or Health Authority.

Black Diamond
Regulations for Signs Adjacent to Highways

WHEREAS the Government of Alberta requires any business wishing to erect a sign within 300 metres of the highway right-of-way boundaries or within 800 metres of the centre point of an intersection of the highway and another public road to complete an application for the sign installation; and

WHEREAS the sign installation may not proceed until a permit has been issued by Alberta Transportation subject to the provisions of the Public Highways Development Act, Chapter P28 RSA 1995, amendments thereto, and the Highway Development Control Regulations (Alberta Regulations 242/96) and amendments thereto; and

WHEREAS these guidelines preclude signs being erected on private property in a location easily visible and readable to vehicular traffic; and

WHEREAS it is desirable to allow signs advertising local businesses to be erected on private property, with the owner's permission, within a 2-3 km radius of a municipality;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to amend the current legislation allowing municipalities control over the installation of signs promoting local business on private property, with the owner's permission, within a 2-3 km radius of a municipality.

BACKGROUND:

Currently, all signs that are erected adjacent to a highway must be approved by Alberta Transportation prior to allowing the installation, and must comply with the setback restrictions. Local businesses within a municipality need the ability to advertise locally to benefit from the tourist travel through the community. Any signage erected on private property should be at the discretion of the owner of the land, not the province.

Comments from the Engineering Services Manager
C7 – Regulations for Signs Adjacent to Highways

We do not support the Resolution.

By its nature, advertisement and other tourist attraction signs are designed to compete for driver attention. These signs are designed to distract drivers from the road, traffic control signs, and other traffic control devices. This can be detrimental to highway safety. As traffic accidents are the leading cause of death in North America, all signs that are erected adjacent to a Provincial highway should comply with guidelines set up by Alberta Transportation and should be approved by Alberta Transportation, as the current legislation requires. The Provincial Government recognizes the need to provide tourist

signage on Provincial highways. Four Provincial Ministries (Alberta Transportation, Alberta Economic Development, Alberta Community Development, and Alberta Agri-Food & Rural Development) are jointly developing a "Tourism Highway Signing Initiative" policy at present. Public forums seeking feedback on the proposed policy will be held across the Province between August 12 and August 21, 2003. We recommend any suggestions on this issue be submitted to Alberta Transportation through their Department's website at www.trans.gov.ab.ca.

WHEREAS the Government of Alberta Community Airport Program exists to maintain and protect the present network of public licensed community airports to ensure among other goals, safe airport operations and protection of provincial investment in airports; and

WHEREAS runway integrity is a necessary extension of the Alberta hospital system and the government airport network; and

WHEREAS the extreme climate conditions of Alberta cause the phenomenon of frost-heaving resulting in that well-understood construction challenge to roads and runways; and

WHEREAS the lifetime of runway infrastructure and thereby the safety of our municipal airports would be greatly enhanced and stabilized by the addition of drainage tile along the length of the airstrips; and

WHEREAS the construction of sustainable infrastructure is our greatest energy and cost reduction technique.

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to add the costs of runway drainage, as an eligible expense, to the Community Airport Program.

BACKGROUND

Frost heaving was the prime cause of the break-up and buckling of an airport project for Bow Island constructed in the late 1970's. Large cracks and heaving developed making landing unsafe. An overlay project funded by the Community Airport Program renewed the runway, taxi-way and apron in 2002 at a cost of \$254,000.00. To prevent a recurrence of the same problems, proper drainage along the runway strip was recommended at a further cost of 10% of the project. This was rejected as ineligible by the Department of Transportation. Our small municipal budget could not absorb such an outlay of funds. Recent weather patterns have been unpredictable and resulted in higher water tables than previous years.

We believe it is necessary to protect the new surface as soon as possible.

**Calgary / Edmonton
Property Tax Reduction Benefit and
Property Tax Deferral Program for Alberta Seniors**

WHEREAS the Alberta government is increasing its revenues from provincial property taxes for education purposes; and

WHEREAS these additional provincial property taxes create greater difficulty for senior citizens on fixed pensions; and

WHEREAS the Alberta government cancelled the Senior Citizens Property Tax Reduction Benefit Program in 1994; and

WHEREAS senior citizens living in their own homes and living on a fixed income are finding it increasingly difficult to remain in their own homes due to increasing living costs, including property taxes; and

WHEREAS the goals of the Government of Alberta are to provide planning and policy development for housing, seniors and Alberta's aging population, in addition to providing financial support, ensuring that seniors in need have access to financial supports that enable them to live in a secured and dignified way; and

WHEREAS it is more cost effective for the Provincial Government if senior citizens can remain in their own homes rather than going into government subsidized housing projects; and

WHEREAS the Alberta government needs to step in and financially assist senior citizens so that they can remain in their homes as long as possible;

NOW THEREFORE BE IT RESOLVED that the Alberta Urban Municipalities Association request the Government of Alberta to re-introduce a provincial property tax benefit program for Alberta citizens over the age of 65.

FURTHER BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to implement a property tax deferral program to assist senior citizens who are experiencing financial hardship, similar to the program offered by the Province of British Columbia. This program provides that senior citizens can defer any portion of their annual property taxes (municipal and education) until there is a change of ownership or occupancy of the property. The maximum benefit allowed is based on a percentage of market value, and is secured by a lien on the land title.

BACKGROUND

The Alberta Senior Citizens' Property Tax Reduction Benefit program (a tax forgiveness program) was introduced in 1962. The program allowed owner/occupant seniors to receive annually a grant up to \$1000 depending on the amount of the property tax (the higher the tax, the less the grant).

In 1993, approximately 29,000 properties owned by Calgary seniors received an average benefit of \$650 under the program to reduce their property taxes. In 1994, the seniors received a reduced benefit of \$325 as the program was eliminated in June of that year.

Coincident with the elimination of the Property Tax Reduction Benefit program, the Alberta Seniors' Benefit program was introduced and incorporated all provincial senior programs into one program:

- Alberta Assured Income Plan
- Property Tax Reduction Program
- Senior Citizens' Renter Assistance Program
- Health Care Insurance Premium Waiver

While this program offers assistance to seniors, it is not specifically designed to address property taxes.

The province has kept its rate of education property tax at 36% of the total cost of education funding for the last three years. This represents a growth in actual dollars across the province, resulting in senior citizens in some communities being harder hit with property tax increases than in other communities.

Total Provincial Education Tax Requisition

2000	\$1.3 billion
2001	\$1.2 billion
2002	\$1.245 billion
2003	\$1.325 billion

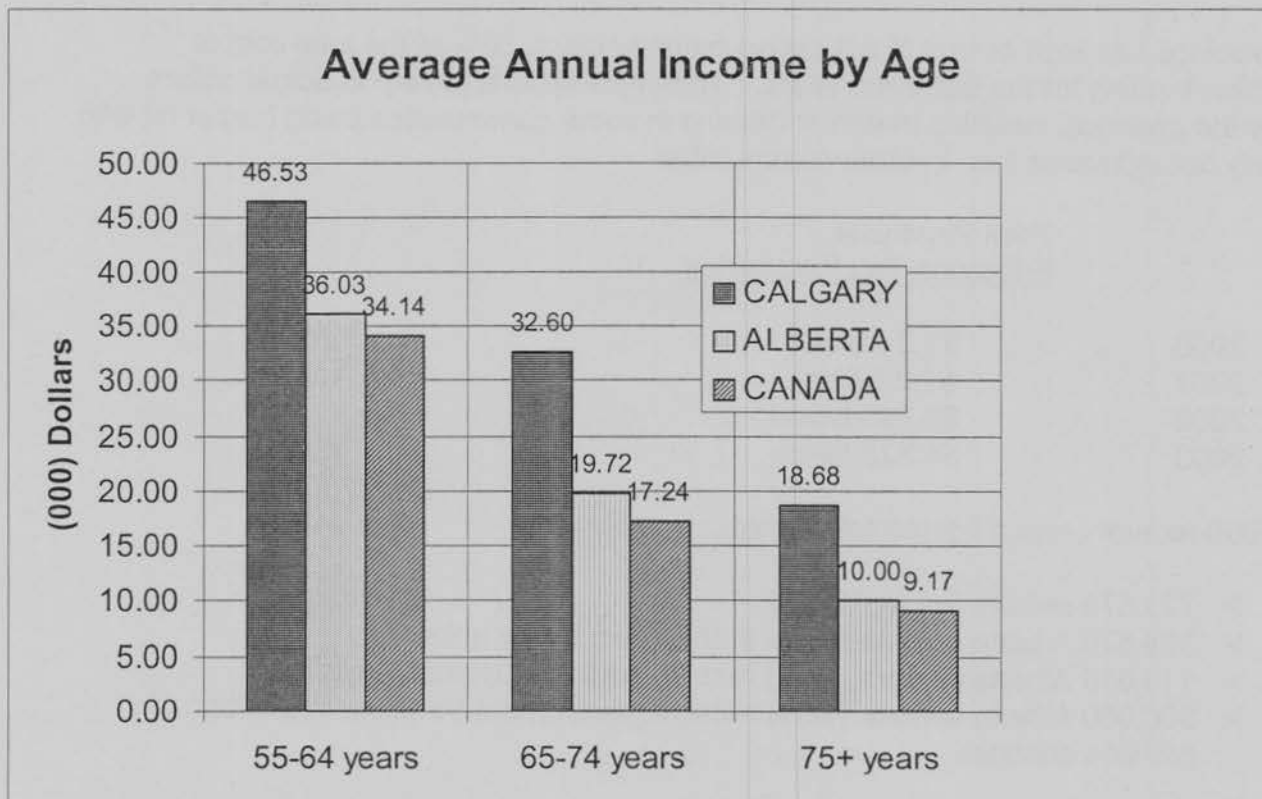
The 2000 federal census figures tell us that:

- 721,573 seniors live in Alberta
- 303,570 Alberta seniors reside in their own family units
- 116,610 Alberta seniors (16%) receive social assistance payments
- 300,000 Alberta seniors (42%) receive government transfers in the form of pension cheques.

The 2003-06 Business Plan for Alberta Seniors states that :

- **"Most seniors have relatively fixed incomes**, primarily from pensions, government transfers and private savings. **This reduces their capacity to adjust to rising living costs** and changes in provincial and federal programs, to budget for sudden and unpredictable expenses, or to cope with economic uncertainty and reduced returns from savings."
- "Although for some seniors certain costs (such as mortgage payments) may be lower than for younger people, certain other costs tend to increase with age. For example, frail seniors or those with health conditions may need to pay for yard work, home maintenance or personal care, as well as contribute to the cost of daily living aids (such as walkers or hearing aids) and prescription medications."

As the following graph clearly illustrates, **the average income of seniors in Canada declines significantly with age, and therefore their ability to pay also declines significantly.** The reintroduction of the Alberta Seniors Property Tax Reduction Benefit would be of assistance to seniors in helping them to remain in their own homes.



AUMA

2003 Resolution No. C 10

Cochrane

Rail Emergency Warning and Response Systems

WHEREAS many Alberta municipalities have rail lines running through, or adjacent to their municipal boundaries; and

WHEREAS both Canadian National and Canadian Pacific Railways (the companies) are regulated and controlled by federal legislation; and

WHEREAS both the companies are permitted to carry hazardous goods and a variety of chemicals and substances that can be harmful to human health and the ecosystem (hazardous goods); and

WHEREAS the companies often carry hazardous goods through municipalities between the hours of 6:00 p.m. to 6:00 a.m. (evening hours); and

WHEREAS most municipalities do not have Emergency Warning and Response Systems and personnel in place during evening hours; and

WHEREAS if a derailment or other accident caused the release of hazardous goods, during evening hours, the companies do not have an adequate Emergency Warning and Response System in place to alert residents or workers about the release; and

WHEREAS technology exists that would enable the companies to partner with municipalities to co-ordinate an evening hour Emergency Warning and Response System; and

WHEREAS municipalities currently bear the financial burden and responsibility to plan and have in place an Emergency Warning and Response System for release of hazardous goods caused by derailment or other accident; and

WHEREAS the companies have the resources to assist municipalities with such an Emergency Warning and Response System;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Canada to legislate that evening hour Emergency Warning and Response Systems be provided by Canadian National and Canadian Pacific Railways in all Canadian municipalities to ensure the public is adequately protected from the release of hazardous goods.

Resolution No. C 10
Page two

BACKGROUND

Submitting Council did not provided background

WHEREAS studies have estimated that almost 25 percent of all collisions involve some degree of driver distraction; and

WHEREAS cell phone usage in vehicles, which has increased in popularity in recent years, is of growing concern as it impacts both the manual and cognitive abilities of a driver; and

WHEREAS recently the Province of Alberta, Alberta Motor Association, Edmonton Police Service and the Edmonton Police Commission unanimously agreed that legislation addressing the use of cell phones should be dealt with at least at the provincial level;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Municipalities Association request the Government of Alberta to ban the use of cell phones while driving a vehicle.

BACKGROUND

Currently, the provinces of Nova Scotia and Ontario are debating legislation regarding cell phone use. The province of Newfoundland introduced legislation that came into affect in April 2003 that will allow the use of a hands free cell phone while driving and not allow the use of a hand-held cellular phone.

At least 24 countries restrict or prohibit cell phones and other wireless units in vehicles. During the 2002 legislative sessions in the United States, 43 states considered approximately 140 bills regarding cell phones and driving. In November 2001, New York became the first state to prohibit drivers from talking on hand-held phones while driving. The states of Arizona, California, Florida, Illinois and Massachusetts also have some degree of state-wide regulation.

Over the years, research has been conducted across Canada to study the effect of cell phone use while driving. Transport Canada is currently researching the impact of cell phones on driving and is monitoring public attitudes.

A 1997 study from the University of Toronto that investigated 699 cell phone users involved in vehicle collisions found that the use of the cell phone while driving increases the chance of a collision by four times.

Studies completed between 1999 and 2000 by the Insurance Corporation of British Columbia (ICBC) showed that hands-free cell phones may be equally or more distracting to drivers when compared to hand-held units. ICBC also completed critical incidence surveys that showed driving with the use of a cell phone increases the risk of an at-fault collision.

Resolution No. C 11
Page two

A two-year study completed by the University of Montreal in 2001 shows that cell phone users are 38 percent more likely to get in a collision. It also showed that frequent users are twice as likely to get in a crash compared to those that make infrequent calls.

WHEREAS the Alberta Future Summit 2002 created a Vision, Strategies and Ideas for Action that will move the province forward to a positive and exciting future, and

WHEREAS the process to develop the Future Summit report was very inclusive of a broad range of citizens including over 2,300 Albertans completing the workbook, 800 Albertans attending regional forums, over 60 consultations hosted by MLA's across the province and 260 delegates to the Red Deer session held on February 4th and 5th 2002, and

WHEREAS the Future Summit report successfully recognizes that the future cannot be compartmentalized and the choices made in one sector may have profound implications for other sectors, and

WHEREAS the Future Summit report proposes strong partnerships, including citizens, governments, businesses, and communities to address key issues and maximize the use of resources, and

WHEREAS there are many concepts and strategies in the Future Summit report that have a direct and significant impact on municipalities. For example, strategies in the 'communities' section of the plan:

- Empower communities to develop sustainable, strategic, long-term community development and budget plans. Ensure accountability of these plans.
- Ensure the availability of stable, long-range funding to support Alberta's communities.
- Help disadvantaged and vulnerable Albertans maximize their potential.
- Create partnerships of citizens, businesses and government to ensure that all Albertans have homes that meet their personal and family needs.
- Support local initiatives that enhance quality of life.
- Recognize the needs of both urban and rural municipalities

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta develop a cross-sectoral process, including Alberta's urban municipalities, to implement the strategies described in the Alberta Future Summit 2002 report.

BACKGROUND

The Government of Alberta established the Future Summit Steering Committee (made up of the Premier, four Ministers and the Chair of the Alberta Economic Development Authority) and the External Advisory Committee (made up of eleven community leaders). The co-chairs were Greg Melchin, Minister of Revenue and Doug Mitchell, Chair, Alberta Economic Development Authority.

The province-wide consultation process took place September 2001 through February 2002. The final report was released in May 2002.

The Strategies and Ideas for Action are organized into seven areas: The Economy, Learning, Fiscal Responsibility, Communities, Health and Wellness, The Environment, and Governance.

The report from the External Advisory Committee set out an ambitious and far-reaching vision for our province. To create a better future, as envisaged in the document, will take the active participation of municipal governments.

Edmonton

Reducing the Effect of Public Inebriation on the Community

WHEREAS municipalities have special arenas and events that are attractive to citizens from inside and outside of the community; and

WHEREAS there has been a sharp increase in the number of inebriated persons loitering and harassing people who attend these special arenas and events; and

WHEREAS charging these people with various alcohol related offences does not prohibit them from returning to the arena; and

WHEREAS several hours are exhausted dealing with these individuals who simply return to the area to be dealt with again by police;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta amend Section 5(2) of the *Provincial Offences Procedure Act* (POPA) making it an offence for individuals to breach a condition of an Undertaking of Recognizance entered into before a police officer.

BACKGROUND

Police officers spend several hours dealing with public inebriates that loiter and harass citizens in areas and at events that attract people from inside and outside of the community. These individuals are often dealt with by being issued a summons under the *Gaming and Liquor Act*.

More often than not the summons is not motivation enough to stop these individuals from petering pedestrian traffic; they simply take their summons and return to the area where police are called out again.

In an effort to avoid dealing with the same individual several times in a shift, police will take the repeat offender for a bail hearing so that "area restrictions" can be imposed by a Justice of the Peace (J.P.). However, this process is very time consuming, on average two officers can be occupied for up to 4 hours.

Not only is the practice time consuming, often it is not effective as the repeat offenders have learned that if they simply plead guilty before the J.P., a fine will be levied, and area conditions therefore cannot be imposed. The individual is then free to return to the special area or event and cause problems, resulting in a

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Page two

two-man patrol unit being tied up yet again for several hours. This is particularly onerous in the smaller regions that have detachments consisting of 1-2 people.

Section 5(2) of POPA should be amended to make it an offence for an individual to breach a condition of an Undertaking of Recognizance entered into before a police officer. If this were done, there would be no need to take the offender for a bail hearing to have conditions imposed; the police could simply impose the conditions at the scene.

Instead of tying up a two-man unit for several hours, the Undertaking of Recognizance could be issued in a matter of minutes. If the offender returned to the area, then the police would take him/her for a bail hearing and there would be a greater likelihood that the J.P. would order that the offender be held in custody to prevent continuation of the offence.

Since all municipalities and regions have their "hot spot" areas where inebriates tend to congregate and harass pedestrian traffic, this initiative would benefit police services across the province.

In addition, the smaller regions do not have direct access to J.P.'s and often wait several hours before they can gain access to a J.P. for the tele-bail purposes. Having one or two officers occupied for hours in regions where there may be only 1-2 officers working may create a very dangerous situation for the public.

This initiative would not result in a financial cost to the Province and in fact would result in cost savings as police officers would have additional time in which to deal with the more pressing concerns of the citizens in their community.

WHEREAS the Federation of Canadian Municipalities has designated April 30th as Municipal Government Day; and

WHEREAS the Federation of Canadian Municipalities encourage municipalities across Canada to celebrate their achievements by planning special activities that highlight the fundamental role municipal governments play in sustaining and improving quality of life in our communities; and

WHEREAS throughout Canada's history, municipal governments have played a key role in building economic, social and environmental infrastructure; and

WHEREAS the fundamental role played by municipal governments in sustaining and improving quality of life in our province should be recognized; and

WHEREAS greater promotion of Municipal Government Day is needed in the Province of Alberta.

THEREFORE, BE IT RESOLVED that the Alberta Urban Municipalities Association support the designation of April 30th as Municipal Government Day on an annual basis and encourage municipalities to celebrate Municipal Government Day.

BACKGROUND

INTRODUCTION:

The Federation of Canadian Municipalities (FCM) designated April 30, 2002 as Municipal Government Day. This action was taken to encourage municipalities across Canada to celebrate their achievements by planning special activities that highlight the fundamental role municipal government plays in sustaining and improving quality of life in their communities.

The FCM identified that the purpose of Municipal Government Day was to:

- Create more awareness of municipal operations among citizens and community stakeholders.
- Recognize the efforts of elected municipal officials and staff.
- Encourage local federal and provincial representatives to get involved.
- Highlight the important role played by suppliers in municipal service delivery.

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- Organize a community barbecue, a tree planting ceremony, an open house or a parade.

Grande Prairie City Council, in support of this national initiative, proclaimed April 30, 2002 as Municipal Government Day in Grande Prairie through the unanimous approval of the following resolution:

WHEREAS, throughout our country's history, municipal governments have played a key role in building Canada's economic, social and environmental infrastructure;

AND WHEREAS, in recognition of the fundamental role played by municipal governments in sustaining and improving the quality of life in our communities:

Be it resolved:

1. That Tuesday, April 30, 2002 be proclaimed Municipal Government Day in the City of Grande Prairie.
2. That members of Council and municipal Staff play an active role in Municipal Government Day activities.
3. That community groups and other stakeholders be encouraged to host activities on Municipal Government Day.

THE CONCEPT:

City Council established a Municipal Government Day Organizing Team consisting of members of Council and Staff to plan and co-ordinate activities to celebrate Municipal Government Day.

The committee envisioned Municipal Government Day as an opportunity to highlight the role of municipal government and achieve three main objectives:

- *Increase the public's access to Council members and City Staff.*
- *Bring together officials from neighbouring municipalities to encourage communication.*

- *Highlight the importance of, and encourage a sense of pride in, city staff.*

From these three objectives arose a major event spanning two days, bringing together officials from four municipalities in two provinces, and attracting over 2,200 visitors to City Hall for tours and a community barbecue. The cost of these celebrations amounted to over \$20,000; however nearly 90% of the price was paid for through community sponsorship and donations, with the net cost to the Committee's budget being \$2,700. All four local media outlets were involved in getting the message out through contests and participation in events.

City staff showed incredible enthusiasm in the opportunity to express the pride, professionalism and innovation with which they approach their work. Departments put forth a great effort in creating informative displays highlighting services provided, work areas and equipment utilized in the delivery of customer service. Staff volunteered time and resources to participate and ensure success of this event.

Most importantly, the public was reminded of the influence of the municipality in their lives and the community was treated to a fun, family event.

CONCLUSION:

Municipal Government Day was an extremely successful event. Customer awareness of the services provided by the City was achieved. The importance of our City staff was highlighted. Public access to Council members in an informal atmosphere was made available. Neighbouring Councils and Staff joined together in a number of fun events. Pride in our City was apparent throughout Municipal Government Day.

WHEREAS the current Alberta Government Multi-Departmental Mobile Radio System (MDRS) of communication used by Special Constables, Fish and Wildlife officers, and Inspection Services is outdated; and

WHEREAS Telus has indicated that they will in the immediate future cease to maintain repeater maintenance on this system; and

WHEREAS leaving all agencies using this system to rely on cellular phone communications; and

WHEREAS the lack of a secure communications system will make policing in all Urban and Rural communities more difficult; and

WHEREAS the lack of a secure communications system will endanger the lives of officers;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to develop and maintain a secure communication system for all law enforcement personnel.

BACKGROUND

As everyone recognizes, officers currently authorized to perform enforcement duties within the Province of Alberta, face liability and risk on a daily basis. These dedicated officers are delivering an important service within their respective communities, often without the necessary equipment and communication tools needed for the protection of themselves and the public at large.

The provincial government of Alberta needs to be informed that a law enforcement communication system is necessary for officers to receive information in a quick and efficient manner to respond appropriately in high risk situations and during daily operations, thereby protecting themselves and the public/communities that they serve.

When the current MDMRS system is terminated, officers will have to rely on cellular phone communication to receive this information from the control centre. Not only will this increase operating costs for all agencies it will increase the risks that officers take from day to day.

WHEREAS the vast majority of Albertans support the five fundamental principles in the Canada Health Act:

- Universality
- Comprehensiveness
- Portability
- Accessibility
- Public Administration

For physicians and hospital care; and

WHEREAS these principles are increasingly threatened by the shift from publicly funded institutions to private for profit providers; and

WHEREAS methods of health care delivery and health care funding have shifted a substantial portion of care from hospitals into community and home settings; and

WHEREAS both federal and provincial funding allocations have been inadequate to ensure that the health needs of Albertans are met;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request that the Government of Alberta:

1. Fully support the five principles of the Canada Health Act
2. Commit to adequately funded public health care for all Albertans
3. Accept and address the recommendations in the Romanow report

BACKGROUND

Submitting Council did not submit background

WHEREAS all municipal elected representatives pay into CPP; and

WHEREAS there are is a number of municipal representatives who pay their maximum portions within their regular jobs outside of the municipal employer; and

WHEREAS Customs Canada (Revenue Canada) forces a municipality (employer) to deduct additional CPP above the maximum contribution from the respective elected members; and

WHEREAS the elected members overpayment is returned to the elected members at tax time through their income tax, the municipality (employer) who pays an equal amount receives no reimbursement. Therefore creating what we believe is not only unfairness but creates an additional unnecessary financial drain to the respective communities;

NOW THEREFORE BE IT RESOLVED that the Alberta Urban Municipalities Association request that the Government of Canada allow municipal employers the ability to waive CPP contributions to Customs Canada for elected officials who pay beyond the maximum CPP contribution through their regular employers.

BACKGROUND

Each year the Town of Penhold pays additional CPP to Customs Canada that is not available to the employee (elected representative) as a pensionable contribution. These funds are considered as lost funds within the program. If there is a maximum limit identified and the employee reaches this maximum we suggest they should not be forced to contribute further; saving the municipal employer funds.

WHEREAS Section 7 of the *Public Health Act* states:

- (1) The local board having jurisdiction in the area in which a food establishment is situated shall, within a reasonable time after receiving
- (a) *an application for a food establishment permit in Form 1, and*
 - (b) *in the case of an application made on or after October 1, 2002, the permit fee set in accordance with a schedule of fees established by the Minister,*
issue a permit to the applicant unless in its opinion the food establishment does not or will not meet the requirements of the Regulation.
- “(1.01) A food establishment operated by a charitable organization is exempt from paying the permit fee under subsection (1)(b) or a permit renewal fee under section 7.1(3).
- (1.02) The local board may waive the permit fee under subsection (1)(b) or a permit renewal fee under section 7.1(3) for a food establishment if the local board considers the waiver to be appropriate.
- (1.03) The term of a permit may not exceed one year from the date the permit is issued or renewed.”; and

WHEREAS municipalities typically own numerous food establishments that are rented by charitable organizations on a regular basis; and

WHEREAS charitable organizations are exempt from the food establishment fee if the food establishment is run by said charitable organization;

NOW THEREFORE IT BE RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta that Section 7(1.01) of the *Public Health Act* be modified as follows:

- (1.01) *A food establishment operated by a charitable organization or municipality is exempt from paying the permit fee under subsection (1)(b) or a permit renewal fee under section 7.1(3).*

BACKGROUND

The Public Health Act provides for a waiver of the food establishment fee for establishments operated by a charitable organization. Typically, a municipality owns a community hall or similar establishment(s) that are rented by charitable organizations or not for profit groups on a regular basis. The Town of Redcliff agrees with the permitting of food establishments, however, feels that the fee for municipalities should be waived.

WHEREAS Part 1, Purposes, Powers and Capacity of Municipalities, Section 3, of Municipal Government Act, Statutes of Alberta 1994 states that

3. The purposes of a municipality are
 - (a) to provide good government,
 - (b) to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or part of the municipality, and
 - (c) to develop and maintain safe and viable communities; and
4. A Municipality is a corporation; and
5. A Municipality
 - (a) has the powers given to it by this (MGA) and other enactments,
 - (b) has the duties that are imposed on it by this (MGA) and other enactments and those that the Municipality imposes on itself as a matter of policy; and
 - (c) has the functions that are described in this (MGA) and other enactments; and

A municipality has natural person powers, except to the extent that they are limited by this (MGA) or any other Enactment; and

WHEREAS the Townsite of Redwood Meadows has adopted the purposes, powers, and capacity of a Municipality although restricted and limited due to unique land status; and

WHEREAS the Townsite of Redwood Meadows has accepted the responsibilities and duties of municipality; and

WHEREAS the Townsite of Redwood Meadows is a Regular Member of AUMA;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to confirm the Townsite of Redwood Meadows as a "Specialized Municipality".

BACKGROUND

The Townsite of Redwood Meadows is located just west of Calgary on leased First Nations land. For many years it has structured its operations under a model that mirrors a municipal structure. While the lands are First Nations, they were surrendered to the Government of Canada and then leased. For all intents and purposes we pattern ourselves after the province's municipalities. Our vision is to work towards having the same authority, role, duties and responsibilities as a municipality incorporated under the Municipal Government Act as a "Specialized Municipality". To achieve this goal we seek a strong and active support from AUMA, in our advocacy efforts with the province of Alberta.

WHEREAS Municipalities are responsible for maintaining roadways under their jurisdictions, and

WHEREAS school boards are responsible and accountable for the safety of children attending their facilities, and

WHEREAS school boards have no funding, except for the Building Quality Restoration Program (BQRP) funding, that can be used to provide for staff parking, yellow bus parking, parent parking, and student drop off areas, and

WHEREAS the BQRP funding is utilized for the enhancement of the learning environment and the preservation of the school building and to ensure the children are safe within the school building prior to the allocation for funding for school parking and drop off areas, and

WHEREAS the safety of children accessing schools is compromised by unsafe vehicular infrastructure, and

WHEREAS it is the policy of Alberta Infrastructure to bus children to school before building schools, and

WHEREAS Municipalities and school boards are responsible and accountable for the safety of the children,

NOW THEREFORE BE IT RESOLVED THAT the Alberta Urban Municipalities Association request the Government of Alberta to provide funding to enhance the safety of school parking and student drop off areas for yellow buses and parent vehicles.

BACKGROUND

Existing schools were built in areas where it was expected that children would be walking to school or taking a bus. With Alberta's population growth, the growing school population and the tendency towards "bus before you build"; the original concept of how students would get to school and the curriculum at the schools has changed.

Today, schools have had extensions built on and portable classrooms added on to the extensions. As the school footprint has been expanding the adjacent land available for staff parking, visitor parking, etc. has been reduced. In rural areas this has resulted in parents stopping and parking their cars along the roadside ditches on both sides of the road, in adjacent accesses, and driveways. This has reduced the width of some roads adjacent to schools so that only a single vehicle can move. Children disembark from their parent's vehicles and pick their way through the parked cars, the slow moving cars, and busses just to get to school, causing concern for parents and drivers alike. Some rural schools are situated on highways where the posted speeds are 100 km/h. These situations are of particular concern due to the high speed of the through traffic and vehicles trying to make left turns.

Moreover programs at schools have changed during the last 30 years. Many schools now offer Academic Classes, Learning Disability Classes, Language Arts Specialization, Mathematics Specialization, Foreign Language Specialization, Music Specialization, and Religious Studies Specialization, etc. Some of these programs are offered before regularly scheduled classes and some after school.

With the larger enrolments, specialization programs, open boundaries, and the changing norms of society (parents do not let their children walk to school for a host of reasons) children arrive at school in a variety of ways: by riding their bicycles, driving their own cars, being dropped off by parents, being dropped off by yellow busses, being dropped off by local transit, etc. There are insufficient parking areas, parent drop off areas, and yellow bus drop off areas adjacent to schools constructed 30 years ago to accommodate this traffic. As a result there are 20 minutes of traffic congestion in the morning and afternoon at most Alberta schools today. Eventually a serious incident may occur.

Neither the school boards nor municipalities have the funding available to address this change in the way society today gets their children to school.

BYLAW NO. 3156/V-2003

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

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

Bylaw No. 3156/96 is hereby amended as follows:

1 By addition of the following new subsection to Section 37 of the Land Use Bylaw:

- (7) Where on those sections of Gaetz Avenue running south between Highway 11A to 62nd Street and 39th Street to 18th Street a service road right of way or portion of right of way has been purchased from the City and consolidated with the adjacent property, then notwithstanding any other provisions of this bylaw, on the consolidated property the following setback distances shall be maintained from the Gaetz Avenue right of way:
- (a) No sign shall be constructed between the consolidated property boundary and the former property boundary;
 - (b) The setback distance of buildings as may be determined by the applicable regulations in the Land Use Bylaw shall be measured relative to the position of the former property boundary;

Provided that this subsection does not apply where City Council has passed a resolution to sell the service road right of way prior to September 1st, 2003 and consolidation has occurred prior to December 1st, 2004.

READ A FIRST TIME IN OPEN COUNCIL this day of 2003.

READ A SECOND TIME IN OPEN COUNCIL this day of 2003.

READ A THIRD TIME IN OPEN COUNCIL this day of 2003.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2003.

MAYOR

CITY CLERK

BYLAW NO. 3156/RR-2003

Being a Bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of The City of Red Deer as described herein.

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

- 1 The following subsection is added to Part 7, Special Districts:

“MATURE NEIGHBOURHOOD - PARKVALE DISTRICT

223.1 (1) General Purpose

The purpose of this District is to ensure that new and infill low density residential development in the Parkvale neighbourhood is sensitive in scale to existing development, maintains the traditional character and pedestrian-friendly design of the streetscape and ensures privacy and sun penetration on adjacent properties. This District provides a means to regulate unique design attributes of the mature Parkvale neighbourhood in a manner which cannot be satisfactory addressed through conventional land use zoning.

This District is comprised of additional development regulations for the Parkvale neighbourhood, which add to the regulations of the underlying use districts.

(2) Permitted and Discretionary Uses

Those uses listed as permitted and discretionary in the underlying use districts.

(3) Application

- (a) The regulations in this District apply to the construction of any new principal or accessory building and to any major structural renovation, alteration, addition and/or reconstruction of an existing building on lands located in the low density residential areas of Parkvale, the boundaries of which are shown in Figure 11 of Schedule “A”.
- (b) An application for development approval shall include a site plan which shows:
 - i. existing and proposed grades;

- ii. existing and proposed landscaping and buildings;
 - iii. proposed building demolition, if any;
 - iv. the height of main floor above grade;
 - v. the location of proposed fences;
 - vi. the location of existing side yard windows in any adjacent building; and
 - vii. the location of all underground/overhead utility services and their connection points to any building.
- (c) Where the building regulations of the underlying use district are in conflict with the development regulations of this District, then the development regulations of this District shall govern, and the building regulations of the underlying District shall be deemed to be repealed to the extent of the inconsistency.
- (d) Where a proposed development does not comply with the development regulations of this District, the applicant shall:
- i. contact the Parkvale Community Association and each owner of property located within a distance of 30m of the site of the proposed development (the "affected parties");
 - ii. describe to the affected parties in detail the manner in which the proposed development does not comply with the development regulations of this District and solicit their comments on the proposed development;
 - iii. document the comments of the affected parties with respect to the proposed development;
 - iv. describe any modifications to the proposed development made by the applicant to address the concerns of the affected parties, if any; and
 - v. submit as part of the Development Application documents showing the foregoing requirements have been complied with.
- (e) Where a proposed development is to be forwarded to the Municipal Planning Commission for a decision, the Development Authority shall notify the affected parties of the time and date at which the application will be considered.

(4) Development Regulations for Residential Buildings

- (a) Maximum building width for all residential structures: 12.2m
- (b) Minimum side yard: 1.5m
- (c) Minimum frontage (lot width) for detached dwellings: 11.43m
- (d) Minimum front yard setback shall be equal to the setback of the existing building or, where the existing building is to be replaced or there is no existing building, the average setback of the existing residential buildings on the block.
- (e) The main entrance shall be located on the front elevation of the building, facing the street.
- (f) On corner properties, the front building elevation and main entrance shall be located in the same direction as the residences on the remainder of the block.
- (g) On corner lots, the two elevations facing the street shall have consistent and complimentary design elements, in terms of building materials, colour and architectural details.
- (h) Maximum side yard vertical building height shall fit within a building envelope that measures 5.5m in height on the side parcel boundary, then angles inward and up at a maximum 45 degree slope to the maximum permitted total building height.
- (i) The main floor shall not be located higher than 1.2m above grade of the front public sidewalk, unless basement heights for the site are restricted by the depth of a shallow sanitary sewer service.
- (j) Large flat wall surfaces on building elevations facing a street or lane, including roof gable ends, shall not have any single horizontal or vertical wall lengths greater than 8.0m unless it is broken up by the use of such design features as porches, projections, terracing, recesses, jogs, gables or windows.
- (k) Side windows and/or balconies shall not be located directly facing similar facilities in adjoining residential buildings, in order to maintain privacy between neighbours.
- (l) Use of vibrant (strong, bright, bold) colours and building textures shall be permitted.

- (m) On lands where semi-detached housing is permitted, the front building elevation shall contain separate non-symmetrical architectural design elements (i.e. different roof lines, different window/door configurations and locations) for each unit.
- (n) No overhead power/telephone/cable services or utility meters shall be connected to, or located on, the front elevation of any building.
- (o) Front driveways or front drive attached garages shall not be permitted on parcels with a lane at the rear of the property.
- (p) Front driveways or front drive attached/detached garages may only be permitted on laneless parcels provided that the garage shall not protrude forward beyond the front wall of the principal building;
- (q) On laneless corner lots, driveways or an attached/detached garage with driveway will be permitted from the side street but the garage shall not protrude forward beyond the side wall of the principal building.
- (r) Driveways from any front or side street shall be hard surfaced (i.e. concrete, asphalt, paving stones).
- (s) No tree(s) located in a City boulevard shall be removed to accommodate any front or side driveway or front or side drive garage access.

(5) Development Regulations for Accessory Buildings

- (a) The elevations of accessory buildings which face a street or lane, including roof gable ends, shall not have any single horizontal or vertical wall lengths greater than 8.0m unless it is broken up by use of such design features as projections, recesses, jogs, gables or windows.
- (b) Maximum building width: 12.2m
- (c) Accessory buildings shall be designed to compliment the principal building by utilizing consistent design elements, in terms of building materials, colour and architectural details.
- (d) On parcels having a lane, including corner parcels, vehicle access to any accessory building shall be only from the lane; front drive detached garages shall not be permitted.

(6) Regulations for Vegetation and Landscaping

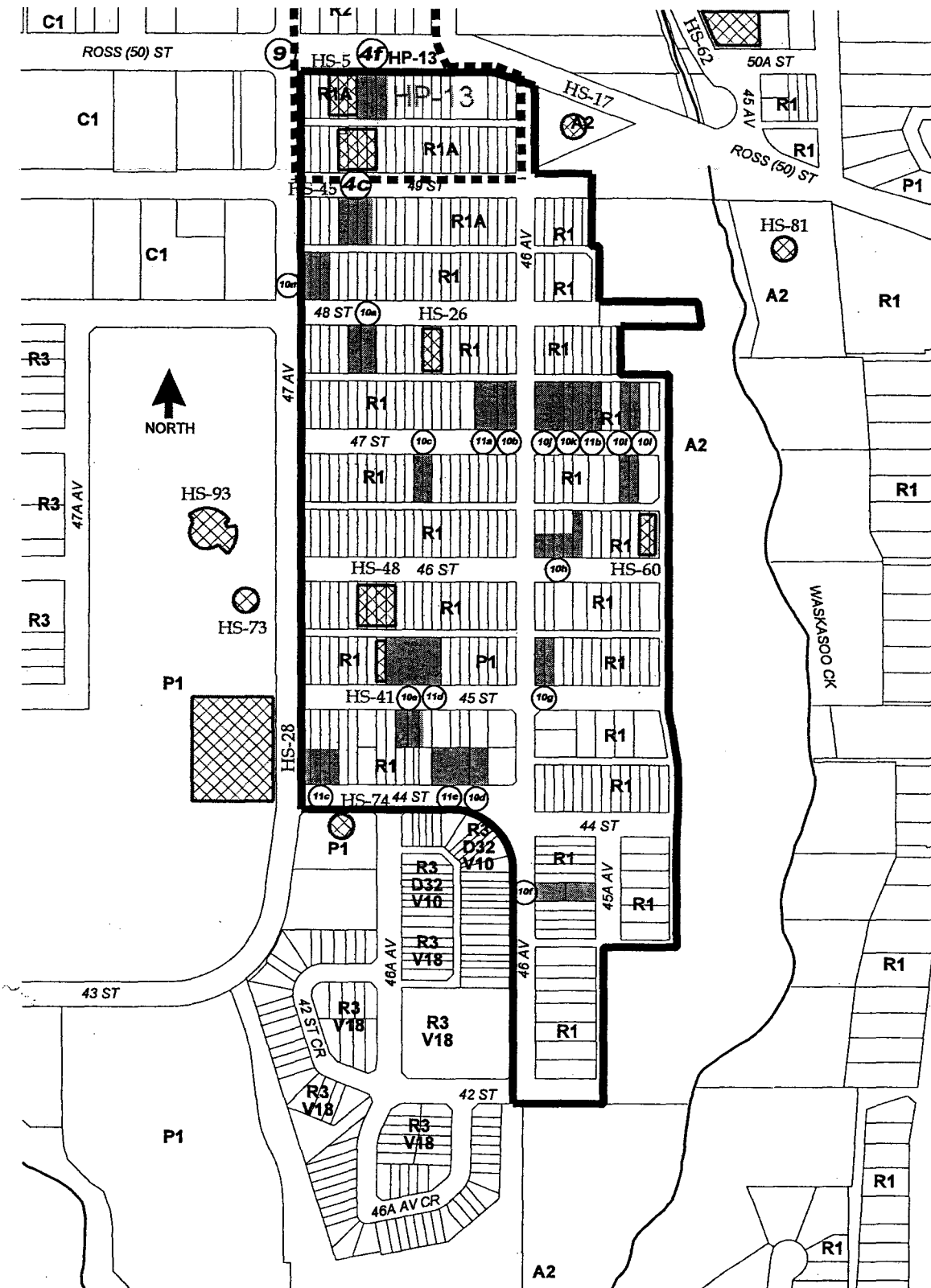
- (a) Where mature vegetation needs to be removed to facilitate new development or, where no mature vegetation exists in a front yard, new landscaping material shall be added consisting of not less than the following standards:
 - i. deciduous trees - minimum caliper 65 mm (measured 450 mm from ground level);
 - ii. coniferous trees – minimum height 2.5m;
 - iii. deciduous shrubs – minimum 0.6m height; and
 - iv. coniferous shrubs – minimum 0.4m height or spread.
- (b) Landscaping in a front yard shall consist of at least one (1) tree and one (1) shrub.”

2. Schedule “A” of the Land Use Bylaw is amended by adding Figure 11.

READ A FIRST TIME IN OPEN COUNCIL this	day of	2003.
READ A SECOND TIME IN OPEN COUNCIL this	day of	2003.
READ A THIRD TIME IN OPEN COUNCIL this	day of	2003.
AND SIGNED BY THE MAYOR AND CITY CLERK this	day of	2003.

MAYOR

CITY CLERK



**MATURE NEIGHBOURHOOD - PARKVALE DISTRICT
FOR LOW DENSITY RESIDENTIAL DEVELOPMENT**

Area of Application

FIGURE 11

BYLAW No. 3156 / RR-2003

BYLAW NO. 3319/2003

WHEREAS the *Municipal Government Act*, Revised Statutes of Alberta, 2000, Chapter M-26, and amendments thereto, empowers a Council to pass bylaws respecting the safety, health and welfare of people and the protection of people and property, as well as businesses, business activities, and persons engaged in business;

AND WHEREAS the *Municipal Government Act*, R.S.A., 2002, Chapter M-26 and amendments thereto empowers a Council by bylaw to regulate and provide for a system of licenses, permits, or approvals;

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

1. This Bylaw may be called the "Escort Service Bylaw".

PART I – PURPOSE, DEFINITIONS AND INTERPRETATION PURPOSE:

2. The purpose of this Bylaw is to establish a system of licensing Escort Service and Agency businesses in order to:
 - a) Prohibit the conduct of these businesses until a license has been granted;
 - b) help protect the safety, health and welfare of people engaged in, or receiving the services provided by these businesses; and
 - c) establish license fees that reflect the costs associated with policing, administering and regulating these businesses.

DEFINITIONS:

3. In this Bylaw, unless the context otherwise requires:
- a) **“Escort”** means a person who for a fee provides a period of companionship for a limited period of time; provides private modeling, strip tease or exotic dancing; or provides any of the services offered by an Escort agency;
 - b) **“Escort Service or Agency”** means any business which offers to provide the services of Escorts;
 - c) **“Independent Escort Service or Escort Agency”** means any business which is owned, operated and serviced by one Escort;
 - d) **“Licensee”** means any person who holds any license pursuant to this Bylaw.

PART II – ESCORT SERVICE OR ESCORT AGENCY LICENSING

4. Before any person may provide the services of an Escort Service or Agency, a written application must be made to the License Inspector for an Escort Agency License and a license issued.
5. An Escort Agency License may not be issued to:
- a) an individual under the age of 18 years;
 - b) a partnership with any partner under the age of 18 years; or

- c) a corporation with any shareholder, director, or officer under the age of 18 years.

6. Every application for the issue or renewal of an Escort Agency License must be in a form prescribed by the License Inspector and must contain at least the following information regarding the applicant:

- a) If the applicant is an individual:
 - i) family name and all given names;
 - ii) date and place of birth; and
 - iii) a photograph to be taken in the format required by the License Inspector;
- b) If the applicant is a partnership:
 - i) the family name and all given names for each partner;
 - ii) the date and place of birth for each partner; and
 - iii) a photograph of each partner to be taken in the format required by the License Inspector;
- c) If the applicant is a corporation:
 - i) the legal name of the corporation;
 - ii) the corporate access number;

- iii) the family name, all given names and the date and place of birth for each individual shareholder;
 - iv) the legal name and corporate access number for each corporate shareholder;
 - v) the family name, all given names and the date and place of birth for each director; and
 - vi) the family name, all given names and the date and place of birth for each officer;
- d) For all applicants:
- i) the complete legal name of each person employed by the Escort Agency whether by direct employment, independent contract, or otherwise;
 - ii) the business address and mailing address of the Escort Agency;
 - iii) all business telephone numbers used by the Escort Agency including, but not limited to, cellular phones, digital phones, pagers and fax lines;
 - iv) all names used by the Escort Agency;
 - v) all electronic mail addresses used by the Escort Agency; and
 - vi) all internet computer addresses used by the Escort Agency.

7. Every application for the issue or renewal of an Escort Agency License must be personally signed by:
- a) the individual named in the application;
 - b) each partner named in the application; or
 - c) each director of a corporation named in the application;
- as the case may be.
8. Every Escort Agency License is valid for a period of 12 months from the date that it is issued unless revoked earlier pursuant to this Bylaw.

PART III - INDEPENDENT ESCORT AGENCY LICENSING

9. An Independent Escort Agency License may not be issued to:
- a) an individual under the age of 18 years;
 - b) a partnership; or
 - c) a corporation with any shareholder, director or officer under the age of 18 years.
10. An Independent Escort Agency License may only be issued to an individual if that individual is the owner and operator of the Escort Agency and the only Escort working for that Escort Agency.
11. An Independent Escort Agency License may only be issued to a corporation if the only Escort working for that Agency is the sole shareholder, director, and officer of that corporation.

12. Every application for the issue or renewal of an Independent Escort Agency License must be in a form prescribed by the License Inspector and must contain at least the following information regarding the applicant:

(a) If the applicant is an individual:

- i) family name and all given names;
- ii) date and place of birth; and
- iii) a photograph to be taken in the format required by the License Inspector;

b) If the applicant is a corporation:

- i) the legal name of the corporation;
- ii) the corporate access number;
- iii) the family name, all given names and the date and place of birth for the sole shareholder, director and officer;

c) For all applicants:

- i) the business address and mailing address of the Independent Escort Agency;
- ii) all business telephone numbers used by the Independent Escort Agency including, but not limited to, cellular phones, digital phones, pagers and fax lines;

- iii) all names used by the Independent Escort Agency;
- iv) all electronic mail addresses used by the Independent Escort Agency;
- v) all internet computer addresses used by the Independent Escort Agency.

13. Every application for the issue or renewal of an Independent Escort Agency License must be personally signed by:

- a) the individual named in the application ; or
- b) the sole shareholder, director and officer of the corporation named in the application;

as the case may be.

14. Every Independent Escort Agency License is valid for a period of 12 months from the date that it is issued unless revoked earlier pursuant to this Bylaw.

PART IV – ESCORT LICENSING

15. Before any person may provide the services of an Escort, a written application must be made to the City License Inspector for an Escort License and a license issued.

16. An Escort License may not be issued to:

- a) an individual under the age of 18 years; or

b) a partnership or a corporation.

17. Every application for the issue or renewal of an Escort License must be in a form prescribed by the License Inspector and must contain the following information:

a) family name and all given names;

b) date and place of birth;

c) residence address and mailing address;

d) residence telephone number;

e) Licensed Escort Agency through which the Escort will be employed;

f) other names used by the Escort, to a maximum of three;

g) a photograph to be taken in the format required by the License Inspector.

18. Every application for the issue or renewal of an Escort License must be personally signed by the individual named in the application.

19. Every Escort License is valid for a period of 12 months from the date that it is issued unless revoked earlier pursuant to this Bylaw.

PART V – POLICE REFERRAL

20. The License Inspector may refer every application for the issue or renewal of a License to the Chief of Police.
21. The Chief of Police may, upon receipt of an application for the issue of a License, make or cause to be made any investigations reasonably required to determine whether the issue or renewal of the License would endanger the safety, health or welfare of people or the protection of people or property.
22. Such investigations must include, but are not limited to, a criminal record check of all individuals named anywhere in the application.
23. If the Chief of Police believes, on reasonable grounds, that the issue or renewal of a License would endanger the safety, health or welfare of people or the protection of people or property then the Chief of Police must notify the License Inspector forthwith, in writing.
24. If the License Inspector is notified, in writing, that the Chief of Police believes, on reasonable grounds, that the issue or renewal of a License would endanger the safety, health or welfare of people or the protection of people or property, then the License Inspector shall not issue or renew the License.
25. If an application for the issue or renewal of a License has been referred to the Chief of Police and if no written response has been received from the Chief of Police within 5 days from the date of the referral, then the License Inspector may proceed on the basis that the Chief of Police does not believe, on reasonable grounds, that the issue or renewal of the License

would endanger the safety, health or welfare of people or the protection of people or property.

PART VI – OFFENCES

26. No person shall engage in the business of or operate as an Escort without holding a valid and subsisting Escort License.
27. No person under the age of 18 years shall engage in the business of or operate as an Escort.
28. No person shall engage in the business of or operate as an Escort except through an introduction arranged by an Agency.
29. No Escort shall advertise or promote their services in any fashion using a name other than the name on the License issued to the Escort unless the Escort has first provided the name in writing to the License Inspector.
30. No person shall engage in the business of or operate as an Escort Agency without holding a valid and subsisting Escort Agency License or Independent Escort Agency License.
31. No person holding a valid and subsisting Independent Escort Agency License shall employ any additional Escorts.
32. No person or Escort Agency shall employ an Escort unless the Escort has a valid and subsisting Escort License.
33. No person or Escort Agency shall employ an Escort under the age of 18 years.

34. No Escort Agency shall advertise or promote their services in any fashion using:
- a) a telephone number;
 - b) a name;
 - c) an electronic mail address; or
 - d) an internet address
- unless the Escort Agency has first provided the number, name or address in writing to the License Inspector.
35. No person shall supply incorrect, incomplete or misleading information in an application for the issue or renewal of a License.
36. A Licensee shall notify the License Inspector forthwith, in writing, of any change to any of the information contained in the most recent application for the issue or renewal of a License.
37. A Licensee shall provide their License forthwith when requested to do so by a Peace Officer.

PART VII – SUSPENSIONS AND REVOCATIONS

38. Suspension of a license issued pursuant to this bylaw may be:
- a) for the unexpired term of the license; or
 - b) where the suspension is for non-compliance with any bylaw, including this bylaw, until the holder of the suspended license has, in the opinion of the License Inspector, complied with that bylaw.

39. A license may be revoked or suspended for non-compliance with any bylaw of the City including this bylaw notwithstanding that the holder of the license has not been prosecuted for a contravention of that bylaw.
40. A license may be revoked if the Chief of Police notifies the License Inspector that a licensee has been convicted of a criminal or other offence, the nature of which causes the Chief of Police to believe on reasonable grounds that the continued licensing of the licensee would endanger the safety, health, or welfare of the people or the protection of people or property.

PART VIII APPEAL

41. An applicant may appeal the License Inspector's decision to Council where a license has been refused, revoked, or suspended.
42. Every appeal to Council shall be made in writing to the License Inspector within thirty (30) days after the license has been refused, revoked, or suspended; otherwise, the right of appeal shall be barred.
43. Upon hearing the appeal, Council may direct that the license be issued with or without conditions or confirm the refusal, revocation , or suspension upon hearing the representations made by the applicant and the License Inspector.
44. The decision of Council shall be final and binding.

PART IX – GENERAL

45. The fees payable for a License required under this bylaw are set out in Schedule "A" and are non-refundable.

46. A License issued pursuant to this bylaw is the property of the City and may not be transferred.
47. No License may be issued or renewed if the applicant, or any individual or corporation named in the application, has an unpaid fine owing to the City for an offence under this bylaw.
48. A copy of a record of the City, certified by the License Inspector as a true copy of the original, shall be admitted in evidence as prima facie proof of the facts stated in the record without proof of the appointment or signature of the person signing it.
49. In any prosecution for an offence, where a question arises as to whether a person had a valid and subsisting License, the burden is on that person to establish that the License was valid and subsisting.

PART X - CONTRAVENTION OF THE BYLAW

50. Any person who contravenes any portion of this bylaw is guilty of an offence and is liable on summary conviction to the fines set out in Schedule "B" herein, and shall render the offender liable to cancellation or suspension of the license issued to such person.
51. A person who contravenes or does not comply with a provision of Part VI of this bylaw may, if the Violation Ticket issued in respect of the offence contains a specified penalty amount, pay this amount in which case the person will not be prosecuted in court for the contravention.

52. If a specified penalty amount is included in a Violation Ticket issued in respect of an offence under this bylaw, the amount must be that specified in Schedule B.
53. A person who is found guilty of an offence under this bylaw is liable to a fine in an amount not less than that specified in Schedule B, and not exceeding \$10,000.00.
54. If a person is found guilty of an offence under this bylaw, and the conduct that gives rise to the offence involves the non-payment of a fee which remains unpaid, the court shall, in addition to any fine, impose a penalty equivalent to the amount of the unpaid fee.
55. If a person is found guilty of an offence under this bylaw, the court may, in addition to any other penalty imposed, order the person to comply with this bylaw.
56. This Bylaw comes into force and effect upon passage by Council at third reading.
57. Bylaw No. 2794/82 is hereby repealed.

READ A FIRST TIME IN OPEN COUNCIL this	day of	2003
READ A SECOND TIME IN OPEN COUNCIL this	day of	2003
READ A THIRD TIME IN OPEN COUNCIL this	day of	2003
AND SIGNED BY THE MAYOR AND CITY CLERK this	day of	2003

MAYOR

CITY CLERK

SCHEDULE "A"**FEES**

	<u>Fee</u>
1. License to operate an escort service or escort agency	\$5,000.00
2. License to operate an independent escort service or escort agency	\$1,500.00
3. License to act as an Escort	\$300.00

SCHEDULE "B"
FINES

<u>Offence</u>	<u>Section</u>	<u>Fine</u>
Unlicensed Escort	26	\$2,500.00
Underage Escort	27	\$500.00
Escort Operating Without Escort Agency	28	\$2,500.00
Escort Advertising or Promoting Non-Listed Name	29	\$500.00
Unlicensed Escort Agency	30	\$7,500.00
Multiple Escorts on Independent Escort Agency License	31	\$5,000.00
Employing Services of Unlicensed Escort	32	\$2,500.00
Employing Underage Escort	33	\$5,000.00
Agency Advertising Non-Registered or Non-Listed information	34	\$500.00
Incorrect, Incomplete or Misleading Information	35	\$500.00
Fail to Provide Change of Information	36	\$500.00
Fail to Provide License	37	\$500.00



Legislative & Administrative Services

DATE: September 22, 2003
TO: City Council
FROM: Manager, Legislative & Administrative Services
SUBJECT: Written Inquiry – Councillor Dawson
Update on Policing Master Plan

Councillor Dawson is requesting an update to the status of the request from the Policing Committee for the establishment of a Policing Master Plan.

Funds were allocated in the Budget for this. What is the status.



Kelly Kloss
Manager



Legislative & Administrative Services

FILE

DATE: September 23, 2003
TO: Colleen Jensen, Director of Community Services
FROM: Kelly Kloss, Manager, Legislative & Administrative Services
SUBJECT: Request for Comments
Written Inquiry – Councillor Dawson
Update on Policing Master Plan

At the Council meeting of September 22, 2003, the following written inquiry was submitted to Council by Councillor Dawson:

“Please provide an update to the status of the request from the Policing Committee for the establishment of a Policing Master Plan. Funds were allocated in the Budget for this. What is the status.”

Please provide your report to this office by Monday, September 29, 2003 for inclusion on the October 6, 2003 Council Agenda.

A handwritten signature in black ink, appearing to read 'Kelly Kloss'.

Kelly Kloss
Manager

c Supt. J. Steele

P.O. Box 5008, Red Deer, Alberta T4N 3T4
Web Site: www.city.red-deer.ab.ca

Legislative & Administrative Services (403) 342-8132
Email: las@city.red-deer.ab.ca

DATE: September 18, 2003

OUR FAX NO: (403) 346-6195

NUMBER OF PAGES INCLUDING THIS PAGE: 2

FAX TO: MEDIA

ATTENTION:

THEIR FAX NO:

FROM: CHRISTINE KENZIE

DEPARTMENT: LEGISLATIVE & ADMINISTRATIVE SERVICES

PHONE #: (403) 342-8132

MESSAGE AREA (if required):

NOTE ATTACHED NOTICE REGARDING THE MONDAY, SEPTEMBER 22, 2003 CITY COUNCIL MEETING. THE REGULAR MEETING OF COUNCIL WILL START AT 7:00 P.M.

Confidentiality Notice

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MEDIA NOTICE

SCHEDULE FOR

The City of Red Deer's
Regular Meeting of Council
to be held on

Monday September 22, 2003

in Council Chambers of City Hall

4:30 P.M.	Council will proceed to a Closed Meeting
6:00 P.M.	Supper Break
7:00 P.M.	Regular Meeting

Please contact Legislative & Administrative Services
at 342-8132
for further information.

Kelly Kloss
Manager
Legislative & Administrative Services

* * * Transmission Result Report (MemoryTX) (Sep.18. 2003 4:45PM) * * *

1) CITY OF RED DEER
2) Legislative and Admin Services

Date/Time: Sep.18. 2003 4:19PM

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		(G01) RED DEER ADVOCATE		OK	
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		(G01) RED DEER EXPRESS		OK	
		(G01) MORNING NEWS		OK	

Reason for error

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Web Site: www.city.red-deer.ab.caLegislative & Administrative Services (403) 342-6132
Email: las@city.red-deer.ab.ca

DATE: September 18, 2003

OUR FAX NO: (403) 346-6195

NUMBER OF PAGES INCLUDING THIS PAGE: 2

FAX TO: MEDIA

ATTENTION:

THEIR FAX NO:

FROM: CHRISTINE KENZIE

DEPARTMENT: LEGISLATIVE & ADMINISTRATIVE SERVICES

PHONE #: (403) 342-6132

MESSAGE AREA (if required):

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